

UNIVERSITY OF NEW BRUNSWICK
FREDERICTON CAMPUS SENATE MEETING

The Fredericton Senate met at 4:00 p.m. on Tuesday, 20 October 2009 in Room 303, Tilley Hall. Vice-President Anthony Secco was in the chair for items 1 through 7.2. Upon his arrival, President H.E.A. (Eddy) Campbell assumed the chair for the remainder of the meeting. The following members were present:

A. Adam	C. Ferguson	J. Murray
D. Bell	D. Floyd	T. Needham
T. Benfey	A. Forrestall	J. O'Neill
B. Benton	A. Ghorbani	R. Parker
E. Biden	T. Haggerty	C. Passaris
B. Boothman	D. Hambrook	C. Patten
K. Brien	A. Hamza	O. Rajora
B. Broster	L. Henderson	A. Reid
G. Campbell	D. Hinton	W. Robbins
C. Canitz	P. Jolly	A. Sankey
S. Carmont-McKinley	G. Kealey	C. Stacey
S. Cleave	L. Kealey	S. Stropale (Secretary)
Dan Coleman	R. Langley	J. Teskey
David Coleman	B. Lowry	D. Townsend
A.B. Cooke	D. MaGee	J. Valk
M. Couturier	E. Maher	G. Waite
B. Craig	S. Mattar	L. Wells
L. Doige	M. McKenna	R. Wightman

Also Present:

J. Andow (University Records Manager)
S. DeVarenne (Associate University Secretary)
K. Waugh (Associate Registrar)
K. Winslow (Associate Dean, Faculty of Education)

Unable to Attend:

E. Carusetta	R. MacKinnon	J. Thompson
B. Clarke Gray	J. McEvoy	N. Tracy
O. Gorman-Asal	S. McIntyre	K. Weaver
M. W. Higgins	M. E. McKinney	J. Wright
S. Lord	D. Murray	

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ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

Materials which were before members and which are not attached as an Appendix to the circulated minutes, are listed below and are attached to the Official Copy of the Minutes in the University Secretariat.

Minute	# of Pages
1 Announcements.....	5 pp.
3.1 Additions to the UNB/SAMS Graduation List	1 pp.
4.1& 4.2 Question Period: Questions from Senator David Bell and Senator Leanne Wells....	2 pp.
5.1 Saint John Senate Activities Report for 23 September 2009	3 pp.
6 Report of the Undergraduate Scholarships Committee	4 pp.
7.1 List of Higher Degrees	18 pp.
7.2 List of Bachelors Degrees	20 pp.
7.4 List of Prize Winners	11 pp.
8.1 Certificate and Diploma Candidates	1 pp.
9.1 Honorary Research Associate	1 pp.
9.2 Proposed Modifications to the M.Ed. Program	15 pp.
10 Report of the Senate Academic Planning Committee.....	31 pp.
11 Strategic Planning Progress Report	8 pp.
12 Preliminary Report on 2009-10 Enrolment to October 1, 2009.....	13 pp.
13 SS&P Summer Activities Report for 2009	8 pp.

1 **Announcements**

1.1 Announcements for 20 October 2009 (posted in advance of the meeting)

A. Secco reported that Carol Ferguson and Nicholas Tracy have been selected as the interim representatives appointed to Fredericton Senate by the Part-time Instructors and Librarians.

He referred Senators to the written announcements which were circulated in advance of the meeting and noted that the graduation and prize lists were available for perusal at the front of the room. Each Dean received a copy of the graduation list in advance, and the list was also available on the UNB Web site at “Graduation Ceremonies” on the Quick Links list.

A. Secco suggested that, when speaking, Senators stand and state their name so that others can hear them and so that members of Senate can become familiar with each other.

2 **Approval of Agenda and Minutes**

2.1 Minutes of 22 September 2009 (posted with agenda)

A. Secco noted that Item 7, 3, Additions to the Graduation List for UNB/SAMS for Fall 2009, is an amendment to Motion 6, 1 from the September 22 meeting and suggested it be dealt with under business arising as item 3.1.

MOTION 2, 1

L. Kealey /Adam “That Senate approve the agenda as amended, and the Minutes of 22 September 2009 as presented.”

CARRIED

Secretary’s Note: Following the Meeting, G. Campbell asked that her comment under item 9, on page 11 of the September 22 Minutes be amended to read, “G. Campbell asked whether the athletic scholarships that require only a 2.5 ‘Scholarship GPA’ should perhaps be designated as bursaries rather than scholarships.”

3 **Business Arising from the Minutes**

3.1 Additions to the Graduation List for UNB/SAMS Fall 2009 (posted with agenda)

D. Hinton presented the additions to the UNB/SAMS graduation list, referring to the information posted with the agenda as item 7.3.

MOTION 3, 1

Hinton/Townsend “That Senate approve the additions to the Graduation List for UNB/SAMS for Fall 2009, as presented.”

CARRIED

4 Question Period**4.1 Questions from Senator David Bell** (posted with agenda)**4.2 Questions from Senator Leanne Wells** (posted with agenda)

A. Secco drew Senate's attention to the questions from Senator Bell on amending Calendar copy to indicate that a program is not accepting new admissions and from Senator Bell and Senator Wells on co-location of NBCC on the Fredericton campus which were circulated with the agenda. Responses were provided in advance of the meeting.

During further discussion regarding co-location of NBCC on the Fredericton campus, A. Secco emphasized that, while the University anticipates that there will be some services which are shared between UNB and NBCC, to date no agreement has been reached on the matter. He also indicated that it is the University's expectation that a sharing of services would also involve a sharing of the costs for those services. Representatives from the University and NBCC plan to meet in the near future to discuss what might be needed and how those needs could be met.

In follow up to his question on amending Calendar copy to indicate that a program is not accepting new admissions, Senator Bell requested a list of the programs for which admission has been suspended during the past two or three years. The Registrar indicated that he would undertake to provide such a list.

During further discussion it was noted that students already registered in a program to be suspended would be permitted to complete the degree.

Members of Senate noted that past practice has been to bring such decisions to Senate for approval and asked for clarification of the process if the decision does not flow through Senate. In particular, members of Senate wished to know who has the final authority to decide that admission to a program will be suspended. It was noted that there may be some circumstances when suspending admission to a program forms part of a Faculty's academic plan with respect to where it focuses its resources.

Members of Senate also expressed concern regarding implications for other units or programs which could be affected by the suspension of admission to a program. They asked how these units or programs would be notified that such a step is being taken and how the challenges this may cause would be addressed.

A. Secco indicated that he would prepare a further response with respect to the process followed when an administrative decision is made to suspend admission to a program.

5 **Activities of the Saint John Senate**

5.1 Activities Report for 23 September 2009 (posted with agenda)

A. Secco drew Senate's attention to the report for the September 23 meeting of Saint John Senate which was posted with the agenda. He noted that many items are common to the Fredericton September Senate Agenda and highlighted the revised admission criteria for the concurrent BA/BEd program in Saint John which was specific to that campus.

6 **Report of the Undergraduate Scholarships Committee** (posted with agenda)

K. Waugh presented the report of the Undergraduate Scholarships Committee.

6.1 Lieutenant Governor of New Brunswick Silver Medal for Education

She explained that the Faculty of Education has implemented an 11-month consecutive program ending in August of each year and the majority of their students will, in future, graduate in the Fall rather than Spring. The Faculty would like to move awarding of the Lieutenant Governor Silver Medal for Education to the Fall Ceremony. They have proposed a transition plan to avoid creating a disadvantage for the students who are finishing out the now discontinued concurrent and old consecutive programs.

MOTION 6, 1

Brien/G. Kealey "That Senate approve the awarding of two Lieutenant Governor Silver Medals in Education, one to be awarded at Encaenia to students completing the concurrent and "old consecutive" B.Ed. degree programs which have now been replaced by the 11-month consecutive program, and one at Convocation in October for students in the new 11-month program for 2009, 2010, and 2011; beginning in 2012 a single Medal for Education will be awarded at Convocation in October."

CARRIED

MOTION 6, 2

Doige/Townsend "That Senate approve the proposed modifications to the award description for the Lieutenant Governor of New Brunswick Silver Medal to allow for the interim awarding of two medals for the Faculty of Education for 2009, 2010, and 2011."

C. Canitz suggested that the proposed wording modification be amended to read "with the exception being the medals for Education one *of* which is awarded at Encaenia and *the other* at Fall Convocation on the Fredericton campus."

CARRIED, as amended.

6 **Report of the Undergraduate Scholarships Committee** (cont'd)
6.2 New and Revised Awards

MOTION 6, 3 Townsend/L. Kealey “That Senate approve the new awards and modifications to existing awards open to students on the Fredericton campus, as presented.”

CARRIED

7 **Graduation and Prize Lists** (available for perusal at the meeting)
(The Graduation List was posted to the following website:
<http://www.unb.ca/graduation/convocation/55/listofgrads1.html>)

The list of all graduates was posted on the UNB Web site and hard copies of the list were available for perusal at the meeting.

7.1 List of Higher Degrees

E. Biden presented the list of higher degrees.

MOTION 7, 1 Biden/Robbins “That Senate approve the list of Higher Degrees, as presented.”

CARRIED

7.2 List of Bachelors Degrees

D. Hinton presented the list of bachelor degrees and the prize winners. He announced that there were a total of 546 students graduating from the Fredericton campus - 367 bachelors, 162 Masters and 17 PhDs and noted the following addition to the list:

- Adrian Glen Walker, BBA (Aviation Concentration/Finance Concentration),
First Division

MOTION 7, 2 Hinton/Robbins “That Senate approve the list of Undergraduate Degrees, as amended.”

W. Robbins asked why the graduation list presented at Senate does not include Minors. D. Hinton indicated that he is not aware of any regulatory reasons prohibiting the inclusion of Minors in the information provided to Senate and that he would investigate the technical implications of adding this information. He noted that information on Minors is included on students’ transcripts, and reminded Senators that only the name of the baccalaureate degree appears on the parchment.

Motion 7, 2 was CARRIED.

7 **Graduation and Prize Lists** (cont'd)

7.3 Additions to the Graduation List for UNB/SAMS Fall 2009 (posted with agenda)

Additions to the Graduation List for the UNB Bachelor of Business Administration program offered at SAMS were dealt with under item 3.1.

7.4 List of Prize Winners (posted with agenda)

E. Campbell Chaired the remainder of the Meeting.

D. Hinton presented the List of Prize Winners noting that the awards included the Governor General's Gold Medal which was presented Rose McCloskey for her PhD thesis "An Institutional Ethnographic Exploration of the Transitional Experience of Nursing Home Residents To and From a Hospital Emergency Room" and the Lieutenant Governors Silver Medal for Education.

MOTION 7, 3 Hinton/L. Kealey "That Senate approve the Prize List, as presented."

CARRIED

MOTION 7, 4 Secco/Waite "That Senate authorize the Registrar to make changes in the Graduation and Prize Lists between now and 31 December for those who are deemed to have graduated in October 2009, after consultation with the Faculties or Departments concerned, and the Dean of Graduate Studies in the case of graduate degrees and prizes, with the approval of the President, and subject to later report to Senate."

CARRIED

8 **Certificate and Diploma Candidates**

8.1 October 2009 List (posted with agenda)

D. Hinton presented the list of certificate and diploma candidates.

MOTION 8, 1 Hinton/Wightman "That Senate approve the list of certificates and diplomas in Adult Education, Film Production and University Teaching, as presented."

CARRIED

9 **Report of the School of Graduate Studies**

E. Biden presented the report of the School of Graduate Studies, referring to the information which was posted with the agenda.

9 **Report of the School of Graduate Studies** (cont'd)
 9.1 Honorary Research Associates (posted with agenda)

MOTION 9, 1 Biden/Rajora “That Senate approve the appointment of R.
Uma Shaanker as Honorary Research Associate.”

CARRIED

9.2 Proposed Modifications to the MEd Program (posted with agenda)

E. Biden explained that the modification approved at the September 22 meeting was part of a larger package of modifications to the MEd program. The proposed modifications which have not yet been approved include a proposal to move Special Education and Educational Administration out from under the umbrella of Educational Foundations to recognize them as distinct program areas and a change in name for the Guidance and Counselling program to Counselling Psychology.

MOTION 9, 2 Biden/Brien “That Senate approve the proposed modifications
to the Master of Education Program, as presented.”

J. Murray suggested, in future, when proposing program titles that incorporate disciplines within other Faculties, such as ‘Psychology’, that consultation take place with the other Faculty(ies).

C. Canitz noted one editorial correction, on page 2, in section 2.3.2 the title “Special Education” should be corrected to “Exceptional Learners” in the description of the modified program.

CARRIED, as amended to correct the modified program description in section 2.3.2.

10 **Report of the Senate Academic Planning Committee**
 10.1 Minutes of 23 June 2009 (posted with agenda)

A. Secco presented the report of the Senate Academic Planning Committee, referring to the Minutes of 23 June 2009 which were posted with the agenda. He noted that, at its June meeting, the Committee approved a proposal for a five year Bachelor of Electronics and Communication Engineering. He indicated that some concerns have been raised within the Faculty of Engineering regarding the proposal and accreditation requirements.

David Coleman, Dean of Engineering, explained that the Faculty would like to withdraw the proposal at this time, until concerns regarding accreditation have been addressed and the details of the proposal have been sorted out.

11 Strategic Planning Process**11.1 Strategic Planning Progress Report** (posted with agenda)

E. Campbell drew Senate's attention to the October progress report on Strategic Planning which was posted with the agenda. He noted that the faculty and staff positions on the Steering Committee have been filled. Those appointed from the Fredericton campus are: Lesley Balcom, Associate Director Administration Libraries; Rod Cooper, Faculty of Computer Science; Anne Forrestall, Executive Director of Student Affairs and Services; and Senator Joanne Wright, Director of Graduate Studies, Department of Political Science, Faculty of Arts. Faculty and staff appointed from the Saint John campus include: Elizabeth McGahan, Stipend Instructor, Arts and Business; Dann Downes, Director - Arts Graduate Studies (MIDST) and Coordinator of Information and Communication Studies; Jana Comeau, Director of Partnerships and Innovation; and Senator Cathie Hurley, Senior Teaching Associate, Faculty of Business. He noted that there is also one position for a Board member which will be considered by the Board at its October 22 meeting.

The Steering Committee has considered a wide variety of input in response to previous communications and has made minor changes to the four high level themes as noted in Appendix A: Building on student success, building (better) research and graduate studies, building a better UNB, and building a better province. He suggested that these themes will be the building blocks of the strategic plan. Nine white paper topics have been identified to focus on addressing issues related to these themes: Student Experience at UNB, Students - # and mix, teaching and learning environment, academic programs, research, graduate studies, building a better UNB, supporting our people, and building a better province. Members of the University community will be able to volunteer to participate as co-chairs for breakout sessions in November on these nine topics. As was done for the selection of faculty and staff members, the Steering Committee's Nominating Committee will develop criteria for selection of Co-Chairs and will review the list of nominees and volunteers for recommendation of Co-Chairs to the Steering Committee. Co-Chairs will be asked to prepare discussion papers in preparation for the breakout sessions and then, based on the discussion and feedback from these sessions, to prepare white papers for submission to the Steering Committee. Breakout sessions will be held in Fredericton on November 13 and 14 and in Saint John on November 20 and 21.

The Strategic Planning website was launched on October 1 and the Steering Committee is in the late stages of developing a web-based questionnaire for faculty, staff, students and alumni which will be launched on November 2. He noted that the questionnaire has been tested with the assistance of graduate students from Kinesiology in Fredericton. A test group on the Saint John campus also provided input.

During discussion of the themes, it was suggested that the sub-themes be amended to include specific mention of business and/or industry. E. Campbell indicated that the Committee had received similar input and is looking at amending the first sub-theme under "Building a Better Province" to "partnering with governments

11 **Strategic Planning Process** (cont'd)
 11.1 Strategic Planning Progress Report (cont'd)

and the private sector". It was also noted that the University has alumni across Canada and has the potential to make a contribution to building a better Canada. E. Campbell noted that the would take comments made at Senate back to the Steering Committee and he encouraged Senators to forward any comments or input to Melissa Dawe (mdawe@unb.ca).

It was suggested that transportation be provided between the campuses for those who may not be able to attend breakout sessions on the dates for their home campus or for those who may wish to participate in the sessions on both campuses. G. Kealey suggested that having members of both campus communities at the sessions could aid in fostering discussion of issues from a University-wide perspective.

M. McKenna asked if the Steering Committee has considered providing an opportunity for groups or units, such as the Wellness Committee, to provide input. E. Campbell indicated that this is an area that could be considered, noting that Faculties also may wish to make submissions.

12 **Preliminary Report on 2009-10 Enrolment to October 1, 2009**
 12.1 Enrolment Report to October 1, 2009 (posted in advance of the meeting)

D. Hinton presented the Preliminary report on 2009-10 Enrolment to October 1 which was posted in advance of the meeting. He noted that he and the Registrar for the Saint John campus worked together to ensure the reports offered comparable data and included information for both campuses. He highlighted the changes in Faculty FTE enrolments on page 10 of the report. He explained that the Faculty of Education is seeing a systematic change as it moves to its new 11-month consecutive program. He noted that the Faculty of Arts was Education's largest partner for the concurrent B.Ed. program and that the enrolment numbers for Arts are starting to reflect the move to discontinue the concurrent program.

D. Hinton also noted that, in addition to students here in New Brunswick, UNB Faculties continue to deliver degree programs to nearly 2,000 undergraduate students in partnership with other Canadian and international institutions which are not always included in UNB's enrolment profile.

A. Secco noted that the overall number of new students coming to UNB Fredericton has increased in 2009 compared to 2008. He suggested that this is a result of the success of increased efforts with respect to recruitment and that next steps will involve increased focus on retention.

E. Biden drew attention to the graduate student enrolment, noting that UNB's total graduate student enrolment is now greater than 1,500.

12 **Preliminary Report on 2009-10 Enrolment to October 1, 2009** (cont'd)
 12.1 Enrolment Report to October 1, 2009 (cont'd)

W. Robbins noted that, nationally, Canada is close to reaching gender parity among Ph.D. students and suggested that it would be useful to have information on the distribution of UNB's graduate students by gender. She also referred to the increase in the number of international students attending UNB, noting that this is positive in many ways, but that there are additional challenges associated with teaching students whose English Language skills may not be as strong as those of other students in the class.

G. Waite referred to the enrolment information for new first year students from high school. He noted that, earlier in the year, there had been some hope that the University would see an increase in this number. He asked if there is any information on why the increase in the number of applications does not seem to have translated into an increase in the number of students registering. A. Secco explained that a number of universities in the region experienced an increase in the number of applications, but that students seem to be choosing universities closer to home. He also pointed out that UNB has the same number of recruiters as St. Thomas University, while other universities such as Dalhousie, have a larger recruitment staff which is stationed across the country. He acknowledged that more work needs to be done.

C. Canitz asked about the enrolment status of international students in the Program for Academic English Preparation (PAEP). D. Hinton explained that these students are considered full-time UNB students, but that they are limited to taking English Language Program (ELP) courses. They are counted in UNB's undergraduate enrolment numbers.

In response to further questions, A. Secco indicated that enrolment within New Brunswick is down compared to Nova Scotia and Prince Edward Island.

During further discussion it also was suggested that the information on the enrolment cube be structured to include a breakdown of students studying outside Canada. In addition, A. Secco reminded Senators that 50% of all New Brunswick high school students who go on to take post secondary education come to UNB.

13 **Student Standings and Promotions Committee**
 13.1 SS&P Summer Report 2009 (posted with agenda)

B. Benton, Chair of the Student Standings & Promotions Committee, presented the Summer 2009 report on the Activities of the Student Standings and Promotions Committee which was posted with the agenda.

D. Townsend drew attention to the summary of appeals requesting grade remedies, noting that 30 of 31 appeals were granted. B. Benton explained that students making this sort of appeal do so as a result of extraordinary circumstances.

13 **Student Standings and Promotions Committee** (cont'd)
 13.1 SS&P Summer Report 2009 (cont'd)

D. Hinton explained that appeals come to the Student Standings and Promotions Committee through two routes. The first is when students have requested a grade review of an individual piece of work. Once the grade review has been completed within the relevant Faculty, there are limited grounds under which the grade review process can be appealed to the Student Standings and Promotions Committee. The second type of appeal involves students seeking relief from the impact of an academic decision. These appeals generally arise out of exceptional circumstances and are being made on medical or compassionate grounds.

As an example of the type of case that could come before the Committee, B. Benton spoke about a student who had contracted mononucleosis in first year and, as a result of illness, was unable to complete his/her first term work and missed the withdrawal dates. S/he requested permission to have the courses treated as late withdrawal. In these circumstances, the Committee considers medical documentation and consults with the instructor regarding the student's class attendance. During further discussion, members of Senate with experience of such cases noted that they are not adversarial in nature and professors often direct students who they observe experiencing medical or other compassionate circumstances to contact the Registrar's office.

A. Hamza noted that each appeal represents an exceptional circumstance. As a result, statistical averages would not apply to the number of appeals granted. E. Biden pointed out that many students who are considering engaging the appeal process seek advice from the Student Advocate who will have directed them to the options that best fit for the circumstances and that cases which would not have been successful may be directed elsewhere as a result.

E. Campbell suggested that future activities reports on appeals include additional information explaining the circumstances which lead to cases being considered by the Committee.

14 **Other Business**

E. Campbell noted that he has been traveling extensively over the past few weeks getting to know UNB's supporters within New Brunswick and across Canada. He also noted that he is preparing for the graduation ceremonies and his installation later in the week and he encouraged Senators to participate in these events.

The meeting adjourned at 5:30 p.m.

Stephen Strople
Secretary