

UNIVERSITY OF NEW BRUNSWICK  
FREDERICTON CAMPUS SENATE MEETING

The Fredericton Senate met at 4:00 p.m. on Tuesday, 22 September 2009 in Room 303, Tilley Hall. President H.E.A. (Eddy) Campbell was in the chair, and the following members were present:

A. Adam	O. Gorman-Asal	C. Passaris
D. Bell	T. Haggerty	C. Patten
B. Benton	D. Hambrook	O. Rajora
E. Biden	A. Hamza	A. Reid
B. Boothman	L. Henderson	W. Robbins
K. Brien	D. Hinton	A. Sankey
B. Broster	P. Jolly	A. Secco
G. Campbell	G. Kealey	C. Stacey
C. Canitz	L. Kealey	S. Strophe (Secretary)
S. Carmont-McKinley	B. Lowry	J. Teskey
S. Cleave	D. MaGee	J. Thompson
Dan Coleman	J. McEvoy	D. Townsend
David Coleman	M. McKenna	G. Waite
M. Couturier	M. E. McKinney	L. Wells
B. Craig	J. Murray	R. Wightman
A. Forrestall	T. Needham	J. Wright
A. Ghorbani		

**Also Present:**

D. Blakely (Executive Assistant to the President)  
S. DeVarenne (Associate University Secretary)  
K. Waugh (Associate Registrar)  
K. Winslow (Associate Dean, Faculty of Education)

**Unable to Attend:**

T. Benfey	M. W. Higgins	S. McIntyre
E. Carusetta	R. Langley	D. Murray
B. Clarke Gray	S. Lord	R. Parker
A.B. Cooke	R. MacKinnon	J. Thompson O'Neill
L. Doige	E. Maher	J. Valk
D. Floyd	S. Mattar	K. Weaver

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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.

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1 Announcements . . . . .	3 pp.
4.1 Question Period: Questions from Senator David Bell . . . . .	3 pp.
5.1 Saint John Senate Activities Report for 26 May 2009 . . . . .	5 pp.
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6.1 Graduation List: UNB/SAMS BBA Degree Fall 2009 . . . . .	2 pp.
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6.3 Changes to Graduation and Prize Lists for Encaenia 2009 . . . . .	1 pp.
7 Strategic Planning Progress Report September 2009 . . . . .	12 pp.
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9 Report of the Undergraduate Scholarships Committee . . . . .	11 pp.
10 Corrections to Law Calendar of Academic Dates for 2009-10 . . . . .	3 pp.
11.1 Report of the Senate Nominating Committee for June 2009 . . . . .	1 pp.
11.2 Report of the Senate Nominating Committee for September 2009 . . . . .	6 pp.

1. **Announcements**

**1.1 Announcements for September 2009** (posted with agenda)

E. Campbell referred Senators to the announcements which were posted with the agenda. He drew attention to the information on honorary degree recipients, and noted that names of recipients are to be kept confidential until they are announced in the media.

The President welcomed new Senators and asked the members in attendance to introduce themselves.

A. Secco welcomed UNB's new President, Dr. Eddy Campbell, to Fredericton Senate.

2. **Approval of Meeting Agenda and Minutes**

**2.1 Minutes of 26 May 2009** (posted with agenda)

**MOTION 2, 1**

Townsend/Secco "That Senate approve the agenda for 22 September 2009, as circulated and the Minutes of 26 May 2009, as presented."

**CARRIED**

3. **Business Arising from the Minutes**

J. McEvoy referred to the response to his question, item 4.1 on the 26 May 2009 Agenda, expressing concern regarding the ability of a student to advance a challenge of apprehension of bias on the part of an instructor during the course of an academic offense case. He suggested that the regulations be reviewed and indicated his intention to propose revisions to the Regulations for consideration by Senate.

It was noted that proposed revisions to academic regulations should first be considered by the Academic Policy & Procedures Committee for consideration and possible recommendation to Senate.

4. **Question Period**

**4.1 Questions from Senator David Bell** (posted with agenda)

E. Campbell drew Senate's attention to Senator Bell's questions which were posted with the agenda and the written responses circulated to Senators in advance of the meeting.

D. Bell noted the increase in the cost of construction with respect to the Currie Centre and asked if the University has a way to recapture this cost from the contractors.

**Secretary's Note:** The Vice-President Finance & Corporate Services has indicated that various fund raising efforts will continue to close the funding gap with respect to the Currie Centre and that the University has a contingency plan to direct up to \$900,000 per year from University revenue to finance the cost of any borrowing that may be required.

4. **Question Period**

**4.1 Questions from Senator David Bell** (posted with agenda)

D. Bell also noted that the report in the *Brunswickan* regarding location of a Community College building on the Fredericton campus suggested that there is an arrangement between UNB and the Community College to share library and cafeteria services. He asked if such an arrangement exists.

A. Secco explained that there has not yet been significant discussion between UNB and NBCC regarding shared services. As information becomes available, it will come forward to Senate. In particular, any aspects of a proposed agreement which have academic implications will be brought to Senate.

In response to a question regarding the composition of the Committee looking at Health Emergency Planning, S. Cleave explained that there are a number of groups working in the area of Health Emergency Planning. She indicated that a number of individuals are working on pandemic planning in response to H1N1 concerns. In addition, the University is in the process of preparing an overall response plan for Health Emergencies. She indicated that she and others involved in Health Emergency Planning are working to put in place an appropriate committee structure and that information on the composition will be made available when this has been done.

B. Lowry mentioned the recent request to faculty members regarding documentation requirements related to student absence from class due to illness. S. Cleave explained that faculty members have been asked to manage absences at the instructor level, where possible, to assist in managing the burden on the student health centre during what is expected to be a peak period for cases of H1N1. She emphasized that, in circumstances where there are concerns regarding the situation, instructors should continue to direct students to Student Health.

5. **Activities of the Saint John Senate**

**5.1 Activities of 26 May 2009** (posted with agenda)

**5.2 Activities of 11 August 2009** (posted with agenda)

E. Campbell noted that the activity reports for the May 26 and August 11 meetings of the Saint John Senate were posted with the agenda for information.

6. **Graduation Lists**

**6.1 Graduation List for UNB/SAMS BBA Degree Fall 2009** (posted with agenda)

D. Hinton drew Senate's attention to the graduation list which was posted with the agenda. He noted that the graduation ceremony for these students would be held in Egypt the first week of October.

**6. Graduation Lists****6.1 Graduation List for UNB/SAMS BBA Degree Fall 2009 (cont'd)****MOTION 6, 1**

Hinton/Dan Coleman “That Senate approve the Graduation list for the UNB/SAMS BBA degree program for Fall 2009, as presented.”

**CARRIED**

**6.2 Certificate and Diploma Candidates (posted with agenda)**

D. Hinton referred Senators to the list of certificate and diploma candidates and the addendum to the list, both of which were posted with the agenda.

**MOTION 6, 2**

Hinton/McEvoy “That Senate approve the lists of certificates and diplomas in Advanced Undergraduate Studies, Critical Care Nursing, Adult Education, Business Administration, Levels I and II, Technology Management and Entrepreneurship, Geomatics, Teaching French as a Second Language, Teaching English as a Second Language, and Film Production, as presented.”

**CARRIED**

**6.3 Changes to Graduation and Prize Lists for Encaenia 2009 (posted with agenda)**

D. Hinton drew Senate’s attention to the list of changes to the Graduation and Prize Lists for Encaenia 2009 which was posted with the agenda. These changes are reported to Senate for information in accordance with Motion 6,4 of the May 26 meeting. He noted one further change to the Encaenia 2009 Graduation List, as follows:

- addition of Bashir Amed Khan, LLB.

**7. Strategic Planning Process****7.1 Strategic Planning Progress Report September 2009 (posted with agenda)**

E. Campbell presented the September progress report on Strategic Planning. He indicated that discussion during the interview process for President brought to light a desire for strategic planning at UNB and to see the University face its challenges in a planned manner.

As indicated in the report, a steering committee has been formed which is intended to be inclusive of the University community as a whole. As the process unfolds, the intention is to engage the community in serious conversation about where we are today and where we want to be as a university in the future.

**7. Strategic Planning Process****7.1 Strategic Planning Progress Report September 2009 (cont'd)**

Referring to the report, he noted that four high level themes have been developed based on input from the University community as follows: Students; Research and Graduate Studies; Building a better UNB; and Building a better province.

The Steering Committee is preparing a website which will be accessible shortly. This will be the 'go to' place for information on the process.

E. Campbell emphasized the Steering Committee's desire for feedback on the themes and major sub-themes as described in appendix B of the report. He encouraged Senators to e-mail their feedback to Melissa Dawe as soon as possible.

Before the process reaches the point where the plan has been drafted, the Steering Committee would like to go out to the external community to gather input on what they feel they need from 'their University'. The Committee will use the input received from both the internal and external communities to shape the strategic plan. The Committee intends to bring draft version(s) of the Plan to Senate for feedback. When the Plan is ready, it will come forward to both Senates and to the Board of Governors for approval.

He indicated his intention to report on the progress of the Steering Committee at each Senate meeting throughout the process. He emphasized the importance of having the university community engaged in the planning process.

E. Campbell also noted that he would shortly be circulating a memo to the University community regarding the financial situation as it is known to date. He indicated that the members of senior management are still in discussion regarding plans for the coming year. While the Atlantic Region has never had a wealth of resources, UNB has still managed to build a fine university.

From a financial perspective, the news is mixed. The provincial government has invested in our students through actions such as the tuition freeze accompanied by compensation to the institutions, caps on student debt, and the timely completion incentive. The President noted that efforts by the government to help students help us. He also reminded Senators of the funding received toward recent construction projects and deferred maintenance, noting the financial assistance provided by all three levels of government.

The University is facing financial challenges on the operating side. Student enrolment has been declining for the last several years, and, with approximately 40% of the University's revenue being derived from tuition fees, the decline in enrolment has resulted in financial challenges. Operating costs increase every year, even when the University does not take on new activities. In addition to declining enrolment, the Province was unable to increase the operating grant to universities in 2009-10. For

7. **Strategic Planning Process**

**7.1 Strategic Planning Progress Report September 2009 (cont'd)**

the coming year, the University will address the challenges as best it can without a strategic plan. However, it is hoped that a year from now there will be a plan ready to be considered for approval which can be used to provide direction with respect to the budget planning process.

J. McEvoy asked if the Steering Committee would be reviewing existing information, such as quality assurance reviews. In response, E. Campbell explained that the process will begin with an understanding of the University as it currently exists. The Committee will be taking advantage of the information that is there. He also suggested that this will be a useful learning exercise for him as a new President.

In response to concerns regarding the large size of the Steering Committee, E. Campbell indicated his belief that it will be a workable size. He explained that the Committee likely would make use of a sub-Committee structure, noting its choice to form a Nominating Committee to review nominations to serve on the Steering Committee. The Nominating Committee reviewed the nominations, then reported back to the full Steering Committee with recommendations.

W. Robbins noted recent remarks made by the "G5" university presidents (Université de Montréal, McGill University, University of Toronto, University of Alberta and University of British Columbia) which could be seen to devalue the work done outside of these five universities. E. Campbell indicated that a number of efforts are underway to address this situation. He noted UNB's role within New Brunswick with respect to research and with respect to the social, creative and economic growth of the province. He suggested that no pronouncement on the part of those universities would change that role.

G. Kealey noted that, for those not directly on the Steering Committee, there will be a number of other routes to access the planning process. The Committee intends to hold all day sessions on each campus and will be circulating a survey to all faculty, staff, and students.

M. McKenna noted that a strategic planning process can increase expectations and mentioned that past plans have had difficulty moving into the implementation stage. She asked how this part of the process would be managed.

E. Campbell acknowledged that this is one of the things that concerns him most about undertaking a strategic plan in the face of the current economic challenges. He suggested that there will need to be acknowledgment up front that resources are limited. He noted that this University has long been short on resources and yet has still managed to build a great institution.



**7. Strategic Planning Process****7.1 Strategic Planning Progress Report September 2009 (cont'd)**

In response to concerns that a 'one size fits all' model would not result in an effective strategic plan, E. Campbell indicated that, to date, members of the Steering Committee have expressed a preference for a plan that is more specific. He indicated that, in reviewing other plans, one of the most common criticisms has been that those plans were too general.

G. Campbell asked how much of the work of the Committee, such as the writing of the plan, would be outsourced. E. Campbell indicated that the membership of the Steering Committee includes a number of staff people, including individuals such as Andrew Gaudes, Faculty of Business, who has expertise in strategic planning. The Committee's intention is to take as much advantage of in-house expertise as it can.

When asked what measures will be put in place to ensure that the Strategic Plan is useful, E. Campbell indicated that the intention is to prepare an integrated plan which will tie together the Strategic Plan with an implementation plan and a financial plan. The integrated plan will include key performance indicators and benchmarking. He suggested that he would like to see a report card developed that would allow the University to take snapshots of various aspects of its activities to see if goals are being met and, if not, to assess why not and how this can be remedied.

During further discussion it was noted that the full day sessions to be held on each campus will involve multiple breakout sessions which will need facilitators and/or co-chairs and that this will provide an additional opportunity for members of the University community to participate in the planning process.

In response to concerns that much of what is included within the plan themes is academic in nature and that there may not be sufficient representation from among regular faculty members, E. Campbell indicated that, at this point, the Committee is as large as is manageable. However, he reminded Senators that there will be many opportunities for regular faculty members to guide the process. In addition, the Steering Committee will be coming to Senate with various drafts of the Strategic Plan and for approval of the final version.

**8. Report of the School of Graduate Studies**

E. Biden presented the report from the School of Graduate Studies on behalf of the Graduate Studies Executive Committee.

**8.1 Revised Scholarships (posted with agenda)**

He explained that the re-wording of the conditions for the Lambda Foundation Christian Landry Memorial Award for Graduate Studies is being brought forward at the request of the donor and is intended to ensure that the description is clear regarding the inclusive nature of the award. In addition, the amount has been amended to indicate a minimum level of \$500. In the event that endowment spending is not sufficient to

8. **Report of the School of Graduate Studies** (cont'd)  
**8.1 Revised Scholarships** (cont'd))

provide this level of student support, the donor is willing to provide top up funds on a year-by-year basis.

MOTION 8, 1      Biden/McEvoy    “That Senate approve the proposed revisions to the J.O. Dineen Memorial Scholarship and the Lambda Foundation Christian Landry Memorial Award for Graduate Studies, as presented.”

CARRIED

**8.2 Proposed Name Change from MEd (Educational Administration) to MEd (Educational Administration and Leadership)** (posted with agenda)

E. Biden drew Senate’s attention to the proposed name change for the MEd (Educational Administration) to MEd (Educational Administration and Leadership).

MOTION 8, 2      Biden/Kealey    “That Senate approve the proposed modification to the Master of Education degree program to change the name of the MEd (Educational Administration) to MEd (Educational Administration and Leadership), as presented.”

CARRIED

9. **Report of the Undergraduate Scholarship Committee** (posted with agenda)

K. Waugh presented the report from the Undergraduate Scholarships Committee which was posted with the agenda.

MOTION 9, 1      MaGee/Brien      “That Senate approve the new awards and modification of existing awards open to students on the Fredericton campus and on both campuses, subject to editorial changes as identified.”

CARRIED

9. **Report of the Undergraduate Scholarship Committee** (cont'd)

G. Campbell asked whether the athletic scholarships that require only a 2.5 'Scholarship GPA' should perhaps be designated as bursaries, rather than scholarships. K. Waugh indicated that she tries to use "award", rather than scholarship or bursary, as has been done for the 1998 Men's Hockey Championship Award.

**Secretary's Note:** Subsequent to approval of the motion, the following editorial amendments were made:

- for the McLaughlin Family Bursary, in the description for the donor it was noted that the reference to "President Emeritus" should await the conferring of this honour on Dr. McLaughlin.
- for the Fluor Scholarship in Engineering, in the description "landed immigrants" should be replaced with "permanent residents".

10. **Calendar of Academic Dates 2009-10**

**10.1 Corrections to Law Faculty Calendar of Academic Dates 2009-10** (posted with agenda)

Senate approved the Law Calendar of Academic Dates for 2009-10 at the May 26 meeting. Subsequent to this approval, the Faculty of Law realized that the application deadlines needed to be adjusted. A copy of the revisions was provided with the information posted with the agenda.

D. Townsend highlighted the changes for Senate, noting that they were shown in bold in the information posted with the agenda.

**MOTION 10, 1** Townsend/McEvoy "That Senate approve the changes to the Law Calendar of Academic Dates for 2009-10, as follows:

- the deadline for application for admission to the fall term for students seeking advance standing, admission as a visiting student, readmission to first year, or who withdrew for one or more years and for joint LLB/MBA students to defer commencement of the LLB degree be changed to June 15, 2010; and
- the deadline for application for National Committee on Accreditation applicants be changed to July 1, 2010."

**CARRIED**

## 11. **Report of the Senate Nominating Committee**

A. Secco presented the reports from the Senate Nominating Committee.

### **11.1 June 2009 Report** (posted with agenda)

At the May 26 meeting Senate approved a revision to the terms of reference of the Senate Nominating Committee to allow them to vote on certain matters by e-mail ballot. As indicated in the June report, the Committee made use of e-mail balloting to consider student appointments to the Student Standings and Promotions Committee.

### **11.2 September 2009 Report** (posted with agenda)

#### **11.2.1 Appointments to Senate Committees**

#### **11.2.2 Appointments to Search Committees**

A. Secco drew Senate's attention to the recommendations for appointment to Senate and search committees as noted in the report of the September Nominating Committee meeting. He suggested that Senate approve the appointments to the Student Standings and Promotions Committee as recommended at the June 2009 meeting and appointments to Senate and search committees as indicated in the report of the September meeting.

S. Carmont asked that the motion be amended to add student appointments to the Search Committees for the Coordinator of Teaching and Learning Services and the Dean of Law and the appointment of a student Senator to the Senate Review Committee as a result of feedback received since the Nominating Committee Meeting.

#### **MOTION 11, 1**

Secco/Townsend "That Senate approve Senate and student appointments to Senate and Search Committees and other bodies to which Senate makes appointments for 2009-10, as indicated in the June and September reports, as amended to include the following student appointments:

Search Committee for the Coordinator of Teaching and Learning Services:  
Shannon Carmont-McKinley  
Lori Redmond

Search Committee for the Dean, Faculty of Law:  
Jessica West

Senate Review Committee:  
Daniel Hambrook."

**11. Report of the Senate Nominating Committee (cont'd)**

J. McEvoy asked whether the additional appointments should be referred to the Senate Nominating Committee. S. Carmont-McKinley explained that the appointments to search committees have been reviewed by the Inter-Organization Selection Committee (IOSC). It was noted that Senate can accept nominations from the floor. S. Strople explained the procedure for selection of student representatives on search committees. A copy of these procedures is attached to the Minutes. While such recommendations normally flow through the Senate Nominating Committee, this does not preclude nominations from the floor, especially when Nominating anticipates that this is necessary to effect timely student appointments to Committees. In addition, the Nominating Committee, at its September meeting, did anticipate that there might be additional student names recommended from the floor and deemed it appropriate that these additional student names be brought forward at this time. Senate has, in the past, amended motions to add both student and not-student appointments.

It is always a challenge to find students to serve on committees in a timely way. Students this year have done an excellent job of this. Consistent with the importance of having committees fully staffed as early as possible, the efforts of students to provide names in a timely way is to be commended.

Motion 11, 1 was CARRIED.

**11.2.3 Appointment to the Strategic Planning Steering Committee****MOTION 11, 2**

Secco/J. Murray “That Senate approve the appointment of Senator Joanne Wright, Faculty of Arts, to the Strategic Planning Steering Committee.”

CARRIED

**12. Other Business**

J. McEvoy expressed appreciation to the Secretary for his work with Senate and wished him well in his new position as Secretary-General at McGill University.

E. Campbell indicated that there would be a further opportunity to say farewell to the Secretary at the November Senate meeting.

The meeting adjourned at 5:25 p.m.

attachment

Stephen Strople  
Secretary

## UNIVERSITY OF NEW BRUNSWICK

**PROCEDURES FOR SELECTING STUDENT REPRESENTATIVES  
ON SEARCH COMMITTEES**

(As revised by Fredericton Senate May 17, 2005)

1. Should a vacancy arise for a Senate-appointed student member of a search committee for a position listed in section 3 of this document, the University Secretary shall contact the three student Senators on the Senate Nominating Committee who shall form the selection committee for student appointments to these search committees, and shall hereafter be referred to as the "Inter-organization Selection Committee (IOSC)."
2. The IOSC shall be chaired by one of its members elected by the IOSC. This individual shall be responsible for calling meetings of the IOSC, presiding over meetings of the IOSC, and communicating the recommendations of the IOSC to the University Secretary.
3. When seeking to fill a student vacancy on any search committee for a Department Chair, a Dean or an Associate Dean of Faculty, Vice-President Fredericton (Academic), Vice-President (Finance and Corporate Services), Registrar (Fredericton), Associate Vice-President of Integrated Technology Services, or the Director of Libraries (Fredericton), the IOSC shall follow the procedures outlined below:
  - i) The members of the IOSC shall each contact the appropriate student organization which they represent on the Senate Nominating Committee to request the names of eligible candidates ;
  - ii) The Student Union, the Graduate Student Association and Adult Learners and Part-Time Students may make reasonable efforts, as each organization may choose, to solicit the nomination(s) of or otherwise identify eligible students from among their membership; such nominations shall conform to the requirements set out in the Senate regulations on Search Committee composition;
  - iii) In the event that two or more eligible names are submitted to the IOSC , the committee shall select the candidate(s) to recommend to the Senate Nominating Committee;
  - iv) In the event that no eligible candidate is put forward by a contacted student group within two (2) weeks, then the IOSC shall select a suitable candidate and may contact the Department or Faculty, where appropriate, to request the names of eligible candidates ;
  - v) The committee shall endeavour to reach a consensus in all appointments and shall forward its nominations to the University Secretary who shall forward these to the Senate Nominating Committee for recommendation to the Senate.
4. In the event that the IOSC fails to provide the University Secretary with a candidate within four (4) weeks of being notified, the University Secretary, or designate, who shall normally be the Chair of the search committee, shall appoint a student to the committee.