

DRAFT UNTIL APPROVED BY SENATE
MINUTES OF A MEETING OF THE SENATE OF SIMON FRASER UNIVERSITY HELD
ON MONDAY, JUNE 6, 1994 KLAUS RIECKHOFF HALL, 7:00 P.M.
OPEN SESSION

Present: Stubbs, J.O., Chair

Alderson, E.
Amason, K.
Bacani, J.
Beattie, S.
Blaney, J.
Boland, L.
Bullock, D.
Chan, K.
Ciria, A.
Clayman, B.
Crawford, C.
Dean, C.
Dhir, R.
Dill, L.
Dobb, T.
Dunsterville, V.
Eaton, C.
Einstein, D.
Etherington, L.
Giffen, K.
Hafer, L.
Henrich, K.
Hoeflich, K.
Jones, C.
Lord, T.
Luk, W.S.
Marteniuk, R.
Mathewes, R.
McInnes, D.
Meredith, L. (representing S. Shapiro)
Morrison, T.
Mueller, B.
Munro, J.
Naef, B.
Osborne, J.
Palmer, E.
Percival, P.
Pinfield, L.
Rawicz, A.
Sanghera, B.
Swartz, N.
Winne, P.
Wu, S.

Absent: Barrow, R.
Chunn, D.
Driver, J.
LeMare, J.
Mauser, G.
McAskill, I.
Perry, T.
Segal, J.
Stewart, M.L.
Warsh, M.
Wickstrom, N.
Wideen, M.

In attendance:
Lorimer, R.

Heath, W.R., Secretary
Grant, B., Recording Secretary

On behalf of Senate, the Chair welcomed newly elected Senators, K. Chan, D. Einstein, R. Mathewes, T. Perry, A. Rawicz, and S. Wu to the meeting and extended congratulations to those Senators who had been re-elected and were starting new terms of office.

1. APPROVAL OF THE AGENDA

The Agenda was approved as distributed.

2. APPROVAL OF THE MINUTES OF THE OPEN SESSION OF MAY 16, 1994

The Minutes were approved as distributed.

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

4. REPORT OF THE CHAIR

On behalf of the University, the Chair wished to thank and express his appreciation to everyone for their participation and contributions to the June Convocation ceremonies. He acknowledged that there had been changes in the ceremonies this year and that a number of comments had been received in this respect. He indicated his intent to open up a discussion on Convocation, and anyone having any issues or suggestions regarding changes to or suggestions about certain features of the ceremony was invited to pass their ideas along to the President.

5. REPORT OF COMMITTEES

a) SENATE NOMINATING COMMITTEE

i) Paper S.94-25 - Elections

The following are the results of elections conducted at Senate:-

SENATE COMMITTEE ON ACADEMIC PLANNING (SCAP)/SENATE COMMITTEE ON UNIVERSITY BUDGET (SCUB)

One Senator (at-large) to replace J. D'Auria for balance term of office, from date of election to September 30, 1994.

Candidates: C. Crawford, L. Hafer, P. Percival

Elected:

L. Hafer

One Student Senator to replace S. Wade for balance term of office, from date of election to September 30, 1994.

Candidates: K. Chan, D. Einstein, S. Wu

Elected:

D. Einstein

SENATE COMMITTEE ON AGENDA AND RULES (SCAR)

Two Senators (at-large) to replace S. Wade and L. Boland for balance terms of office, from date of election to September 30, 1994.

Candidates: J. Driver, D. Einstein, K. Hoefflich

Elected:

J. Driver

K. Hoefflich

SENATE COMMITTEE ON CONTINUING STUDIES (SCCS)

Two Faculty Senators to replace J. Cavers and J. D'Auria for balance terms of office, from date of election to September 30, 1994.

Elected by acclamation:

C. Crawford
L. Hafer

One Student Senator (Alternate) to replace S. Wade for balance term of office, from date of election to September 30, 1994.

Candidates: J. Bacani, T. Morrison

Elected:

J. Bacani

SENATE COMMITTEE ON HONORARY DEGREES (SCHD)

One Student Senator to replace S. Wade from date of election for no specified term of office.

Candidates: J. Bacani, R. Dhir, D. Einstein

Elected:

J. Bacani

SENATE LIBRARY COMMITTEE (SLC)/LIBRARY PENALTIES APPEAL COMMITTEE (LPAC)

One Student Senator Alternate to replace R. Jahn for balance term of office, from date of election to September 30, 1994.

Candidates: K. Chan, S. Wu

Elected:

S. Wu

SENATE NOMINATING COMMITTEE (SNC)

One Senator (at-large) to replace K. Mezei for balance term of office, from date of election to September 30, 1994.

Candidates: R. Dhir, K. Giffen

Elected:

R. Dhir

SENATE APPEALS BOARD (SAB)

One Faculty Senator to replace L. LeMare for term of office from July 1, 1994 to October 31, 1994.

Elected by acclamation:

R. Mathewes

SENATE UNDERGRADUATE ADMISSIONS BOARD (SUAB)

One Senator (at-large) to replace L. Palmer for balance term of office, from date of election to September 30, 1994.

Candidates: K. Chan, C. Crawford

Elected:

C. Crawford

ELECTORAL STANDING COMMITTEE (ESC)

One Senator (at-large) to replace J. D'Auria from date of election for no specified term of office.

Elected by acclamation:

P. Percival

VICE-CHAIR OF SENATE

One Senator (at-large) to replace M. Bowman as Vice-Chair of Senate for term of office from date of election to May 31, 1995. The Vice-Chair of Senate also becomes an ex-officio member of the Senate Committee on Agenda and Rules.

Elected by acclamation:

L. Boland

b) SENATE COMMITTEE ON ACADEMIC PLANNING/SENATE GRADUATE STUDIES COMMITTEE

i) Paper S.94-42 - Faculty of Education - Graduate Curriculum Revisions

Moved by J. Munro, seconded by J. Blaney

"that Senate approve and recommend approval to the Board of Governors the curriculum revisions for the Faculty of Education as set forth in S.94-42 as follows:

- i) Credit change from three hours to five hours for EDUC 874
- ii) Varied credit hours for Special Topics Courses, EDUC 710-714 and EDUC 720-724"

Concern was expressed about setting a precedent by allowing variable credit. It was noted, however, that while this was a change at the graduate level, the practice is in use at the undergraduate level.

Question was called and a vote taken.

MOTION CARRIED

Senate received information that acting under delegated authority of Senate, the Senate Graduate Studies Committee approved prerequisite changes for EDUC 873-5, 871-5, 867-5, and 863-5.

ii) Paper S.94-43 - Discontinuance of graduate programs in Languages and Linguistics

Moved by J. Munro, seconded by B. Clayman

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.94-43, the discontinuance of the following programs that formerly resided in the Program in Languages and Linguistics:

Master of Arts - Teaching of French

Ph.D - French
M.A. - Spanish
Ph.D - Spanish"

Question was called, and a vote taken.

MOTION CARRIED

iii) Paper S.94-44 - Proposed Master of Publishing Program

Moved by J. Munro, seconded by B. Clayman

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.94-28, the proposed Master of Publishing Program"

R. Lorimer, Director, Canadian Centre for Studies in Publishing, was in attendance in order to respond to questions.

Senate was provided with background information as to why the program was being relocated from the Faculty of Applied Sciences to the Faculty of Arts and why the proposal had been returned for further consideration by Senate.

Concerns were expressed about the cost of offering this program, and a lengthy discussion took place about what effect implementation of such a program would have on the academic quality of existing programs, particularly in light of the current financial circumstances facing the University.

Discussion ensued about how decisions are made with respect to the implementation of new programs, and Senate was provided with information about the process. Concern was expressed that Senate had no input into the procedure and was not informed about the outcome of deliberations. N. Swartz indicated his intent to forward a motion to SCAR for consideration with regard to the issue of procedure as he felt it would be desirable for Senate to be better informed and have some further input in the process.

Question was called, and a vote taken.

MOTION FAILED
(15 in favour, 19 opposed)

iv) Paper S.94-45 - SCIMO Report Recommendations

Motion #1:

Moved by J. Munro, seconded by K. Giffen

"that Senate approve the following recommendations from SCIMO

- 1.1. That Departments should plan required course offerings six semesters in advance, publish complete information on course offerings and instructors three semesters in advance in the Registration Handbook, and adhere to the University's policy of publishing course outlines two weeks before the start of telephone registration. (SCIMO recommendation 3)

- 1.2 That the University should ensure that the balanced commitment to teaching and research required of tenure-track faculty is properly reflected in the evaluation of performance in contract renewal, tenure, promotion and in the performance reviews for salary increases. Departmental Tenure Committees, Deans and the University Tenure Committee should ensure that appropriate weight in the evaluation is given to teaching and teaching-related activities, such as graduate student supervision. (8)
- 1.3 All faculty starting their academic careers are expected to participate in general and discipline-specific seminars and workshops on teaching and teaching-related activities to be co-ordinated by the Centre for University Teaching. These workshops and seminars should be given each fall semester and the teaching assignments for new faculty should be scheduled to allow full participation in such a course. (10)
- 1.4 All new faculty should be given a teaching assignment below the department norm during their first year, but no new faculty member should be assigned less than half the normal teaching assignment during his/her first year. (11)
- 1.5 The University should provide the instructors of large classes with support in the form of workshops to assist in developing skills for large class instruction, appropriate administrative assistance and workload recognition. (15)
- 1.6 The Centre for University Teaching should develop a program which could be adapted to varying departmental needs to assist in the training of TAs. Faculty members should be encouraged to use tutorials more effectively and should actively participate in the training of Task. (16)
- 1.7 The University should assess the effectiveness of its programs by surveying students in progress, students who have graduated, and students who have left the institution without graduating, as well as employers, to ensure that the University is fulfilling its mandate to provide quality education which is the foundation for a highly skilled population. The Office of Analytical Studies should be the coordinating office for surveys of former students; units interested in surveying students who have graduated should consult with Analytical Studies prior to undertaking a survey, and survey results should be returned to that office. (30)
- 1.8 SCIMO recommended that its mandate as an ad hoc committee should be taken up by a new standing Senate Committee on University Teaching and Learning. (32)

Proposed Terms of Reference: Senate Committee on University Teaching and Learning

Standing Committee reporting to Senate annually in May.

Purpose:

1. To assist departments in the development of methods of evaluating teaching.
2. To develop new standard teaching survey instruments and to develop a policy regarding the regular use of teaching surveys by all course instructors.
3. To undertake a periodic review of the programs of awards given for excellent teaching in the University.

4. To receive periodic reports on programs developed and delivered by the Centre for University Teaching and to provide advice on future activities of the Centre.
5. To assist Departments and Faculties in implementing new teaching technologies and methods.
6. To support the ongoing examination of all learning methods in order to continue to improve the University's instructional quality and cost effectiveness.

Membership:

Chair	Elected by Senate	2 year term
4 Faculty Members	Elected by Senate	2 year term (staggered initially)
1 Graduate Student	Elected by Senate	1 year term
1 Undergraduate Student	Elected by Senate	1 year term
Director, Centre for University Teaching	Secretary (Voting)	

(This incorporates SCIMO recommendations 6,7,9,19 and 32)"

Senate was reminded that the purpose of the paper before Senate was to report on the disposition of the SCIMO report recommendations. Motion one contained recommendations requiring consideration by Senate, while motion two reported on the disposition of the other SCIMO recommendations.

Concerns were expressed about the vagueness of the wording in certain sections of the document, and a lengthy discussion ensued with respect to clarification of the wording and intent of various sections under motion #1, particularly with respect to Items 1.1, 1.2, 1.3, 1.5 and 1.8 sub-section 2. It was noted that with the exception of 1.8, all items contained in motion one were statements of principle and provided an opportunity for Senate to express its views on these matters. In response to concerns expressed that the wording in some of the items might conflict with current University policies with respect to tenure, promotion, contract renewal, and faculty workload, Senate was assured that the paper before Senate does not change existing policy but merely reinforces such policy statements.

Amendment moved by N. Swartz, seconded by P. Percival

"that the Item 1.2 be changed as follows:

That the University should ensure that the balanced commitment to teaching and research required of tenure-track faculty is properly reflected in the evaluation of performance in contract renewal, tenure, promotion, *eligibility for sabbatical leave*, and in the performance reviews for salary increases."

It was noted that the existing sabbatical leave policy is silent on the issue of a balanced commitment to teaching and research, and concern was expressed that it might be unwise to pass such an amendment without knowing what the

implication would be on the policy. However, it was pointed out that since these items are merely statements of principle, the policy would not be formally changed and there would be no harm in having Senate express its opinion on this matter.

Question was called on the amendment,
and a vote taken.

AMENDMENT FAILED
(18 in favour, 21 opposed)

Amendment moved by P. Percival, seconded by A. Rawicz
"that Item 2.36 under Motion #2 be deleted and added to Motion #1
as follows:

1.9 *Every senior academic administrator (Dean and above)
should teach a course at least once every two years"*

Question was called on the amendment,
and a vote taken.

AMENDMENT CARRIED

Amendment moved by N. Swartz, seconded by C. Eaton
"that Item 1.8, sub-section 2 be deleted"

Considerable discussion took place with regard to evaluation of teaching, and concerns were expressed about the use of teaching surveys as a primary means of evaluation, and about the lack of a provision to encourage new methods and experimentation in teaching. It was pointed out that SCIMO recognized that course surveys were not the only method of evaluation and Senators were referred to pages 12-13 of the SCIMO report. It was also noted that Item 1.8, sub-section 2 was included because of concerns about the nature of course survey questionnaires currently in use at the present time, and that while it could be incorporated within the more general statement under 1.8, sub-section 1, it was felt important enough to warrant a separate recommendation. With respect to the exploration of new methods of teaching, Senate was advised that the President has established a task force on instructional technology and academic computing which will be addressing such issues.

Question was called on the amendment,
and a vote taken.

AMENDMENT FAILED

Amendment moved by R. Mathewes, seconded by K. Hoefflich
"that the word 'required' be deleted from Item 1.1 as follows:
That Departments should plan *required* course offerings six
semesters in advance....."

Opinion was expressed that it was of particular importance for the offering of required courses to be planned in advance as a matter of fulfilling the University's obligation to students. On the other hand, departments are not precluded from planning all course offerings and are encouraged to do so.

Question was called on the amendment,
and a vote taken.

AMENDMENT FAILED

Amendment moved by R. Mathewes, seconded by A. Rawicz

"that the word 'expected' be changed to 'strongly encouraged' in Item 1.3 as follows:

All faculty starting their academic careers are *strongly encouraged* to participate in general and discipline-specific seminars and workshops..... "

Question was called on the amendment,
and a vote taken.

AMENDMENT FAILED

Concerns were expressed about the increased use of sessional instructors to teach courses, and clarification was requested as to whether or not sessional instructors were also expected to participate in the seminars and workshops on teaching. It was noted that while this particular recommendation would not prevent sessional instructors from participating, it was focused towards faculty members.

Amendment moved by P. Winne, seconded by K. Hoeflich

"that the following be added as Item 1.8.7 under Motion #1:

1.8.7 To explore means by which sessional instructors might be supported and guided in providing effective teaching"

Question was called on the amendment,
and a vote taken.

AMENDMENT CARRIED
(22 in favour, 7 opposed)

QUESTION WAS CALLED ON THE MAIN
MOTION, AS AMENDED, AND A VOTE TAKEN.

MAIN MOTION AS
AMENDED CARRIED

Motion #2

Moved by J. Munro, seconded by J. Bacani

"that Senate receive recommendations as outlined in 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7 and 2.8 for information"

Reference was made to 2.2.2 and opinion expressed that while the suggestions are certainly worthwhile sentiments, they are not possible to implement in the current financial atmosphere.

Clarification was requested as to the status of the recommendations outlined in motion #2, and Senate was informed that the recommendations have no formal status at the present time but are being referred to various constituencies within the University for consideration.

Referring to 2.3.2, opinion was expressed that the wording of this paragraph implied that teaching was not a scholarly activity, and it was suggested that the wording be revised in some way so as not to exclude teaching from that definition of activity. Reference was also made to 2.3.4 with regard to responsibilities of

faculty members, and it was suggested that the wording of the fourth item be revised to take into account administrative participation at the University level as well as contributions at the departmental level.

Question was called, and a vote taken.

MOTION CARRIED

c) SENATE COMMITTEE ON AGENDA AND RULES

i) Paper S.94-46 - Change of Membership - SCAP, SCCS, SLC

Moved by L. Boland, seconded by P. Percival

"that Senate approve the membership changes to SCAP, SCCS, and SLC as detailed in S.94-46"

Question was called, and a vote taken.

MOTION CARRIED

d) SENATE COMMITTEE ON UNIVERSITY BUDGET

i) Paper S.94-47 - Report - For Information

Senate was provided with a brief summary of the process leading up to the report being presented for information. Senate was informed that it was SCUB's hope to have more openness between the Committee and the university community in terms of the budget, the development of the budget, and input from the university community at-large.

Discussion ensued with respect to non-recurring/recurring budget transfers, the innovation funding announced by the Ministry, and the budget process in general.

K. Heinrich, Chair of the Senate Committee on University Budget extended thanks to all of those who provided the Committee with responses and hoped that next year more people will take an active role in the process.

6. OTHER BUSINESS

There was no other business.

7. INFORMATION

The date of the next regularly scheduled meeting of Senate is Monday, July 4, 1994.

The Assembly moved directly into Closed Session at 9:45 p.m.

W.R. Heath
Secretary of Senate