

DRAFT UNTIL APPROVED BY SENATE

Minutes of a Meeting of the Senate of Simon Fraser University held on
Monday, March 2, 2009 at 7:00 pm in Room 3210 WMC

Open Session

Present: Stevenson, Michael, Chair

Arsenault-Antolick, Haida
Bains, Aman
Bart, Brad
Bocking, Natalie
Brennand, Tracy
Chapman, Glenn
Collinge, Joan
Collins, Colleen (representing D. Shapiro)
Cormack, Lesley
de Castell, Suzanne
Dow, Greg
Driver, Jon
Easton, Stephen
Fergusson, Andrew
Fizzell, Maureen
Francis, June
Gençay, Ramo
Gibson, Eli
Gordon, Robert
Harding, Kevin
Joffres, Michel
Jones, John (representing C. Jones)
Krane, Bill
Lee, Benjamin
Letourneau, Michael
MacDonald, Camille
O'Neil, John
Parkhouse, Wade
Patel, Ravi
Pavsek, Christopher
Percival, Colin
Percival, Paul
Peters, Joseph
Pinto, Mario
Plischke, Michael
Scott, Jamie
Seal, Brent
Thompson, Steve
Tiffany, Evan
van der Wey, Dolores
Warner, D'Arcy
Williams, Tony

Absent:

Copeland, Lynn
Golnaraghi, Farid
Hannah, David
Janes, Craig
Laba, Martin
Leznoff, Daniel
Liljedahl, Peter
Louie, Brandt
McArthur, James
Paling, Joseph
Popadiuk, Natalee
Russell, Robert
Shermer, Thomas
Tapia, Earl Von
Vaid, Bhuvinder
Wakkary, Ron

In attendance:

Asmundson, Craig
Hinchliffe, Jo
Johnston, Nancy
Khan Hemani, Rummana
Lee, Jacy
Osborne, Judith
Ruben, Peter

Ross, Kate, Registrar & Senior Director Student Enrolment
Watt, Alison, Director, University Secretariat
Grant, Bobbie, Recording Secretary

1. Approval of the Agenda
The Agenda was approved as distributed.
2. Approval of the Minutes of the Open Session of February 2, 2009
The Minutes were approved.
3. Business Arising from the Minutes
 - i) Paper S.09-28 – Clarification of Senate Question Response re Senior's Bursary (For Information)

The above noted paper was received by Senate for information. A follow-up inquiry was made with respect to questions posed in Question Period concerning the status of the Canadian Studies Program and the pending re-evaluation process. Senate was advised that closure of the Canadian Studies Program would have to proceed through the normal committee process from the Faculty level, through SCUS, to Senate for approval. A further question was posed as to the rationale behind the decision to suspend declarations to the program and relocate faculty members from the program. Senate was advised that a Task Force had been created to establish priorities in light of limited resources for the Faculty. Canadian Studies had few majors in the program, was funded almost entirely from soft money which is no longer available, and staffed completely by sessionals and limited term appointments which meant that it was an area in which resources could be used for a higher priority area.

4. Report of the Chair
The Chair, on behalf of Senate, offered congratulations to Alison Watt who was awarded the Chancellor's Distinguished Service Award for her many outstanding contributions and service to the University.
5. Question Period
There were no questions.
6. Reports of Committees
 - A) Senate Committee on Enrolment Management and Planning
 - i) Paper S.09-29 – Enrolment Plan 2009/10

J. Lee, Director, Institutional Research and Planning, was in attendance in order to respond to questions on papers S.09-29 and S.09-30.

Moved by J. Driver, seconded by S. Easton

“that Senate approve and recommend to the Board of Governors the 2009/10 enrolment plan as laid out in the document *Enrolment Plan, February 5, 2009*”

Considerable discussion took place with respect to activity and program FTEs particularly reductions in the Faculty of Arts and Social Sciences (FASS). Questions were raised about the rationale for the reduction and whether there was any long term plans to shift resources towards FASS to accommodate student demand rather than reducing enrolment targets. Senate was advised that expansion in some areas inevitably lead to reductions in other areas since overall targets were set by the Provincial Government. It was noted that there has been significant enrolment pressure in both the Faculty of Arts and Social Sciences and the Faculty of Business Administration, and decreasing the expectations around enrolments for those two Faculties was expected to help alleviate some of the course enrollment pressures.

It was noted that several of the total sums in the statistical data provided to Senate did not add up probably resulting from 'rounding up'.

A concern was raised about the timing of the proposal before Senate. It was noted that students are already being admitted for this academic year and a suggestion was made that in future it might be better to consider the enrolment issues in a different order so that fine tuning of admission targets could take place. It was noted that quite conservative GPA admission targets were used for the early rounds of admission pending approval of the plan/admission targets and as a consequence, admission GPA levels can be maintained or be lowered if the number is not sufficient to meet the specified targets.

Reference was made to the terminology used in the documentation and Senate was advised that all of the terms used were described in detail on the web site of Institutional Research and Planning, and Senate was provided with a brief explanation of the definitions for activity FTEs and program FTEs. Senate was also advised that it was the intention of SCAR to request that in future written rationale and general descriptions for the terms used in the SCEMP data be included when this information is presented to Senate.

The question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.09-30 – Undergraduate Admission Targets for 2009/10

Motion 1

Moved by J. Driver, seconded by R. Patel

“that Senate approve and recommend to the Board of Governors the 2009/10 Domestic undergraduate admission targets to each Faculty, by semester and basis of admission category, as indicated in Table D1 in the Appendix attached to Paper S.09-30”

Clarification was requested with respect to the last column entitled 'Surplus/Shortfall'. Senate was advised that since targets are established by identifying various GPA cutoffs which may or may not exactly yield what is required in every given instance; some

projections may come above the targeted value and some may go below but attempt is made to make that value zero..

Question was called, and a vote taken.

MOTION 1 CARRIED

Motion 2

Moved by J. Driver, seconded by R. Patel

“that Senate approve and recommend to the Board of Governors the 2009/10 International undergraduate admission targets to each Faculty, by semester and basis of admission category as indicated in Table I1 in the Appendix attached to Paper S.09-30”

Brief discussion took place with respect to the numbers for Health Sciences. It was noted that because of budget issues hiring plans for Health Sciences have been slowed resulting in a scaling back of enrolment expectations.

Question was called, and a vote taken.

MOTION 2 CARRIED

B) Senate Committee on Agenda and Rules

i) Paper S.09-31 – Revised Student Discipline Policies and Addition of FD (Fail-Academic Discipline) Grade

There were no objections to a suggestion to sever the motion into two parts which was then accepted by the Chair.

J. Osborne, Vice-President, Legal Affairs and J. Hinchliffe, Assistant Registrar were in attendance in order to respond to questions.

Motion 1

Moved by R. Gordon, seconded by S. Easton

“that Senate approve the addition of the FD (Fail-Academic Discipline) grade as recommended by the Senate Committee on Undergraduate Studies, the Senate Graduate Studies Committee, and the Senate Committee on Academic Integrity in Student Learning and Evaluation for inclusion in the various parts of the University Calendar and Regulations. This new grade would take effect on May 1, 2009”

Question was called, and a vote taken.

MOTION 1 CARRIED

Motion 2

Moved by R. Gordon, seconded by S. Easton

“that Senate approve the following new policies:

- S.10.01 Code of Academic Integrity and Good Conduct
 - S.10.02 Principles and Procedures for Student Discipline
 - S.10.03 University Board on Student Discipline (UBSD)
 - S.10.04 Senate Committee on Disciplinary Appeals (SCODA)
- These new policies would take effect on May 1, 2009 replacing the T10.01 – T10.03 policies”

Reference was made to the duplication of appendices. Senate was advised that having the appropriate appendices attached to each policy would aid comprehension of the policies when being used. Most people access the policies on-line and the intent is to have the appendices as a link from the policy.

Clarification was requested with respect to the definition of “University-related activities” (Section 3.0, Policy S10.01) and whether activities within the Simon Fraser Student Society could be considered under this section. Senate was advised that depending on the circumstances, a student could be subject to discipline procedures if he/she were engaged in misconduct as part of Student Society activities.

Disappointment was expressed about the lack of clarity in the wording of Section 8 in Appendix 3 – Procedures for Academic Dishonesty, particularly with regard to the use of the academic dishonesty report forms. The report form was designed to make it easier for faculty and chairs to report cases but SCAISLE felt that there should be flexibility for those not wanting to use the form and as long as faculty/chairs followed appropriate process and provided written reports that included all of the required information, there was no compulsion to make the use of the reports mandatory. A suggestion was made that reference to Appendix 4 (report form) should be moved closer to the beginning of the paragraph to encourage use of the form.

Reference was made to Section 9 in Appendix 3 and a concern was expressed about the process whereby a Chair receives information that a student has been involved in previous offences rather than being able to seek out the information. Attention was drawn to Section 15 which states that the Chair must be notified if there are repeat incidents.

Discussion briefly turned to the issue of the FD grade. It was noted that an FD grade automatically changes to F two years after a student graduates. However, since exchange students would not graduate from SFU, inquiry was made as to how the FD grade would impact students on exchange programs. Senate was advised that the FD grade would presumably transfer to the student’s home institution and it would be a matter for the home institution to decide how they wanted to handle that particular issue.

Reference was made to page 3, Section 4.1.1, Policy S10.01 which mentions the publication of the standards of academic honesty in the University Calendar. It was suggested that the University had an obligation to notify students of the changes to these policies and since many students do not use the Calendar to a great extent, perhaps information about the new policies and procedures could be included in the monthly Student Services bulletin distributed to all students. It was also noted that some

departments have different policies and processes with respect to academic dishonesty and student misconduct, and a further suggestion was made that departments be informed that their departmental policies must conform to the newly revised policies.

It was pointed out that SCAISLE will be succeeded by an Academic Integrity Advisory Committee which will continue to provide information to students/departments about student conduct and examination issues and other matters as may arise from time to time. In addition, over the next several months, the Chair of SCAISLE and the Academic Integrity Coordinator from the Registrar's Office will meet with every Chair and every Academic Integrity Advisor across all campuses to provide guidance and information with respect to policy changes.

Concern was expressed that throughout the documentation there are firm deadlines (3 weeks) mentioned and in order to allow for extenuating circumstances wherever there is a timeline on the part of students, a suggestion was made that the word 'normally' be inserted. It was pointed out that the policies for both SCODA and UBSD are written to accommodate exceptional circumstances so that a student or the university may appeal to the Registrar or the Chair of SCODA/UBSD for an extension of the time to file notice of appeal.

Referring to the Academic Dishonesty Report Form, K. Harding expressed concern that in his view the form does not reflect the judgment to be used in weighing the elements affecting a penalty, and indicated he would pursue this issue with J. Hinchliffe, Academic Integrity Coordinator but he felt it was important to raise the concern to Senate.

Question was called, and a vote taken.

MOTION 2 CARRIED

On behalf of Senate, the Chair expressed thanks to the members of SCAISLE and to R. Gordon in particular as Chair of the Committee for the hard work which went into the revisions and clarification of the policies.

C) Senate Committee on Undergraduate Studies

i) Paper S.09-32 – Student Success Program – Amendment to the Undergraduate Academic and Standing Continuance Policy

Moved by B. Krane, seconded by M. Fizzell

“that Senate approve changes to the Undergraduate Academic and Standing Continuance calendar entry that include options for Required to Withdraw students to enter the Student Success Program”

N. Johnston, Senior Director, Student Learning & Retention, and R. Khan-Hemani, Director, Academic Advising & Student Success, were in attendance in order to respond to questions.

Reference was made to the Calendar text to be inserted and discussion took place with respect to the usage of 'term' rather than 'semester' and 'units' rather than 'credits'. Referring to the second sentence in the paragraph with the title "Extended Academic Probation for First Time RTW Students", a suggestion to change the word 'exceed' to 'take more than' was accepted as an editorial amendment.

The intent of the last sentence in paragraph two on page 1 was questioned and opinion was expressed that it was more important that students complete the program rather than return to the university. K. Ross pointed out that the return of students was important because it provides them with more opportunity to complete their degree.

Clarification was requested with respect to the information on student outcomes. It was noted that the program runs over more than one term so in term one while students' performance may be improving, their GPA may not be high enough to move them out of the RTW category.

K. Harding expressed the view that this was an excellent program that helps to improve the retention rate at the university, and supported the proposal to expand the program to all faculties and to students on Academic Probation. However, a concern was expressed that with the increasing costs of expanding the program, students who participate are being charged more and it was hoped that students would not be denied access if they were unable to afford the program. The Vice-President Academic advised Senate that discussions were currently underway with the Associate Vice President, Students & International about the costs of the program and how they could be covered for students unable to afford them. He would report back to Senate on the results of those discussions.

Question was called, and a vote taken.

MOTION CARRIED

- ii) Undergraduate Curriculum Revisions – Faculty of Applied Sciences
- i) Paper S.09-33 – New Concentration: Exercise and Nutrition in Health and Disease

Moved by B. Krane, seconded by B. Lee

"that Senate approve the new Concentration in Exercise and Nutrition in Health and Disease in the Major Program in Kinesiology"

P. Ruben, Director, School of Kinesiology, and C. Asmundson, School of Kinesiology, were in attendance in order to respond to questions.

In response to an inquiry about the similarity between the new concentration and an existing concentration called Active Health and Ergonomics, Senate was advised that while they are similar there are significant differences. The new concentration will only be

offered in Surrey and contains six required nutrition courses which are unique to this new concentration.

A concern was expressed about graduates of this program calling themselves nutritionists since there were no metabolism courses included in the program. It was pointed out that the term “nutritionist” was not a regulated term in British Columbia. Students in the program will graduate with a BSc in Kinesiology and the term nutritionist would not appear on the degree.

Question was called, and a vote taken.

MOTION CARRIED

- ii) Paper S.09-34 – Undergraduate Curriculum Revisions – Faculty of Applied Sciences (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved minor calendar changes and changes to existing courses in the following areas: Kinesiology, Dual Degree Credential, Computing Science, and Engineering Science.

- iii) Paper S.09-35 – Undergraduate Curriculum Revisions – Faculty of Arts and Social Sciences (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved calendar language concerning a moratorium on admissions to the Canadian Studies Program, a change of title and requirements for the Certificate in Spanish Language Proficiency program, changes to program requirements (Mathematics Major in FASS), prerequisite changes to courses in Psychology, and WQB course designations.

- iv) Paper S.09-36 – Undergraduate Curriculum Revisions – Faculty of Business Administration – Deletion of the Management and Technology Concentration

Moved by B. Krane, seconded by R. Patel

“that Senate approve the deletion of the Management and Technology Concentration from the Major Program in Business Administration”

Question was called, and a vote taken.

MOTION CARRIED

- v) Paper S.09-37 – Undergraduate Curriculum Revisions – Faculty of Science (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved minor revisions to existing courses in the following areas: Molecular Biology and Biochemistry, Mathematics, Earth Sciences, and Biological Sciences.

D) Senate Graduate Studies Committee

i) Paper S.09-39 – Graduate Curriculum Revisions – Faculty of Applied Sciences (For Information)

Senate received information that the Senate Graduate Studies Committee, acting under delegated authority, approved new courses and changes to degree requirements in the following areas: Engineering Science, Resource and Environmental Management, and Interactive Arts and Technology. A typographical error for a new course (REM 667/668) was noted and corrected.

ii) Paper S.09-40 – Graduate Curriculum Revisions – Faculty of Business Administration (For Information)

Senate received information that the Senate Graduate Studies Committee, acting under delegated authority, approved a change in grading for BUS 717.

iii) Paper S.09-41 – Graduate Curriculum Revisions – Faculty of Health Sciences (For Information)

Senate received information that the Senate Graduate Studies Committee, acting under delegated authority, approved new courses in Health Sciences.

iv) Paper S.09-42 – Graduate Curriculum Revisions – Faculty of Science (For Information)

Senate received information that the Senate Graduate Studies Committee, acting under delegated authority, approved changes to MSc course work requirements, and minor changes to existing courses in the Department of Physics.

7. Other Business

i) Paper S.09-43 – Revision to Policy A13.05 – Search Committee for the Dean of Library Services/University Librarian

Moved by M. Pinto, seconded by P. Percival

“that Senate approve and recommend to the Board of Governors, the revised Search Committee policy for the Dean of Library Services/University Librarian, dated 11 February 2009, for inclusion in Policy A13.05”

Senate was advised that the definition of Librarian IV or V refers to department heads or Associate University Librarians. In response to an inquiry as to why the wording did not

just specify that one shall be a Librarian IV or V, Senate was advised that the intent was to provide maximum flexibility to the Librarian group.

Question was called, and a vote taken.

MOTION CARRIED

- ii) Paper S.09-44 – Changes to the Composition of the Senate Graduate Studies Committee

Moved by W. Parkhouse, seconded by J. Driver

“that Senate approve the changes to the composition of the Senate Graduate Studies Committee effective April 1, 2009”

It was pointed out that the motion was slightly revised from the order paper to include an effective date of April 1, 2009.

Brief discussion took place with respect to the deletion of the second student alternate. A suggestion to retain the two student alternate positions was accepted.

Question was called, and a vote taken.

MOTION CARRIED

- iii) Paper S.09-45 – Representation and Transition for the new Faculties (For Information)

Senate received information with respect to the representation and transition for the new Faculties with respect to memberships on Senate, Senate committees and terms of appointment to Senate committees.

- iv) Paper S.09-46 – Change of day for Senate Meeting in May 2010

Moved by K. Harding, seconded by M. Letourneau

“that the May 2010 meeting of Senate be scheduled for Tuesday, May 25”

Question was called, and a vote taken.

MOTION CARRIED

8. Information

The date of the next regularly scheduled meeting of Senate is Monday, April 6, 2009.

Open Session adjourned at 8:15 pm and Senate moved directly into Closed Session.

Alison Watt
Director, Secretariat Services