

**MINUTES OF SENATE  
ALGOMA UNIVERSITY  
Seventh Regular Meeting of 2012-2013  
February 1, 2013**

**Humanities Division**

L. Burnett, M. DiSanto (Speaker), D. Innes, W. Johnston, A. Pinheiro, A. Ridout, C. Ross  
(regrets: R. Isard, W. Newbigging, T. O'Flanagan, R. Rutherford, H. Webkamigad; on leave: A. Bondar, N. Boyle)

**Social Sciences**

G. Broad, R. Cameron, J. Clarke, N. Cruickshank, K. DeLuca, D. Galotta, J. Hermida, P. Matthews, N. Shaw, L. Turner, A. Vaillancourt, D. Woodman  
(regrets: S. Gruner, D. Jackson; absent: K. Kadiyala)

**Sciences**

P. Antunes, D. Brodbeck, P. Dupuis, Y. Feng, J. Foote, M. Garcia-Ruiz, I. Imre, I. Molina, W. Osei, C. Reed-Elder, G. Townsend, C. Zhang  
(regrets: L. Bloomfield, E. James, S. Xu)

**Other Members**

K. Drew, T. Fabiano, K. Hernden, S. Kitts, R. Linklater, D. Marasco (Secretary), R. Myers, A. Oluwatosin, A. Perlini, J. Reid, H. Sadowsky, D. Schantz, R. Totime, L. Williams  
(absent: E. Benton-Benai, H. McClure)

**Guests**

C. Denomme, M. Graydon, H. Hornstein, K. Lawson, H. Luitel, G. Mahar, M. Rosenfeld, J. Syrette, N. Verrelli

The Speaker called the meeting of Senate to order at 1:15pm.

The Speaker thanked Dr. Dupuis for his service as speaker of Senate. He also welcomed Mark Rosenfeld and Kate Lawson from OCUFA.

**13.02.01 APPROVAL OF THE AGENDA**

***Moved (Brodbeck/Bloomfield): that the agenda for the February 1, 2013 meeting of Senate be approved.***

Motion carried.

**13.02.02 INFORMATION ITEMS**

Kevin Hemsworth, Divisional Director of Communications presented an information session on the recently launched university web site.

**13.02.02 APPROVAL OF THE MINUTES from the meeting of January 11, 2013**

***Moved (Brodbeck/Hermida): that Senate approve the minutes from the meeting of January 11, 2013.***

It was noted that both Drs. Woodman and Clarke sent their regrets.

Motion carried.

**13.02.03 BUSINESS ARISING (for action or information)**

**13.02.04.01 Senate Membership**

***Moved (Reed-Elder/Imre): that Senate approve Dr. George Townsend to replace Dr. Brandon Schamp as a member of Senate representing the Science Division.***

Motion carried.

***Moved (Broad/Totime): that that Senate approve Hilary Sadowsky as member of Senate representing the Shingwauk Aboriginal Student's Association.***

Motion carried.

**13.02.04.02 Deputy Speaker – nominations**

The Speaker called for nominations for Deputy Speaker.

***Moved (Burnett/Brodbeck): that Senate approve Dr. Istvan Imre as Deputy Speaker of Senate.***

Motion carried.

**13.02.04.03 Scholarship Committee – By-law change**

***Moved (Broad/Foote): that Senate approve the changes to the membership of the Senate Scholarship Committee as follows:***

***From:***

- a) The University Registrar;***
- b) An academic staff member nominated by Senate;***
- c) VP Finance and Administration; and***
- d) Director of Recruitment***

***To:***

- a) The University Registrar;***
- b) An academic staff member nominated by Senate;***
- c) VP Finance and Administration; and***
- d) Director of Recruitment***
- e) Director of Anishinaabe Student Success***

Motion carried.

**13.02.05            DECISION ITEMS (for action)**  
**13.02.05.01        Curriculum Committee**

***Moved (Marasco/Perlini): that Senate approve the Cross-listing Course Policy as submitted.***

Marasco noted that a couple of recommendations from Senate have been embedded into the policy.

Motion carried.

***Moved (Johnston/Fabiano): that Senate approve the program revisions to the Honours Bachelor of Arts in History as submitted.***

Johnston added that the revisions are aligned with the recommendations from the History program review.

Motion carried.

**13.02.05.02        APPCOM – Anishinaabemowin program review**

***Moved (Clarke/Ross): that Senate approve the Anishinaabemowin program review as submitted.***

Concerns were raised that the self-study committee was not apprised of any changes to the report they submitted.

After some debate, it was noted by Dr. Ross that nothing was added to the self-study report and that the department had been consulted.

Galotta asked for clarification, in reference to page three, whether enrolment has been increasing or whether is it projected that enrolment will increase.

Schantz added that the language is linking the number of instructors with projected growth. He suggested that the sentence at the top of page three of APPCOM's recommendation be replaced with the following: 'If a sustained increase in the number of majors occurs, then FTE resource allocations (e.g. faculty) could increase to further that growth.'

Motion carried.

**13.02.06            INFORMATION ITEMS (reports of committees)**  
**13.02.06.01        Academic and Technical Support Committee**

Vaillancourt asked whether faculty had been apprised of the changes to the costs of the inter-library loan requests for research resources.

Hernden responded that previously, faculty and students paid for interlibrary loans and document delivery themselves (or through departmental budgets for faculty). There never was a "no limit" subsidy provided by the library. He added that he did not consult with all faculty to find out their research needs. Interlibrary loans are there to fill gaps in collections. It's assumed that the collections have most of what faculty and students need in the first place. The \$25 per faculty, student, staff per year limit was an attempt to limit risk to the budget. Some will use more and some will use less. We can review the data and are open to adjusting limits.

Osei was concerned that IT sent a student worker to fix his computer while he was out of his office. He added that due to the issues of confidentiality that this practice should stop. If students are to be tasked with fixing staff/faculty computers, then, staff/faculty should be present.

#### **13.02.06.02 Senate Committee minutes (intranet)**

For reasons of openness/transparency and aligning the procedures of Senate committees with the Algoma University Senate By-Laws, all minutes of Senate committees will be made available electronically through the university intranet. IT has agreed to make a straightforward repository for this purpose on the P drive.

The repository will be comprised of a folder for Senate committee minutes containing 13 subfolders, one for each committee. The chair of each committee will have write access to the folder and be permitted to save PDF files of the minutes for his or her committee. Everyone else in the university will have read-only access to the files in the folders. The Secretary and Speaker of Senate will oversee the repository.

The four key articles from the Senate by-laws are:

6.5. All meetings of Senate shall be conducted according to Robert's Rules of Order, unless otherwise determined by Senate by a two-thirds majority.

6.12. Proceedings of all meetings of Senate shall be recorded. A copy of the minutes of every meeting of Senate shall be circulated with the agenda of the next meeting. At this meeting, the minutes shall be adopted after correction and amendment, if necessary.

8.5. The procedures of all committees of Senate shall be those of the Senate.

9.3. The [Senate Committee] Chair is responsible for circulating minutes of each committee meeting to each member of the committee and for depositing one copy with the Secretary of Senate.

#### **13.02.07 STANDING REPORTS**

##### **13.02.06.01 Board of Governors Representative**

The next meeting of the Board is scheduled for February 9th which includes the annual Board retreat.

##### **13.02.06.02 Dean's Report**

The Dean submitted a written report.

##### **13.02.06.03 VPAR**

Schantz provided Senate with an update on the university foundation program adding that there has been a great deal of progress moving forward. The program is not exclusive to international students and available to domestic students that may be challenged academically. It is also part of the internationalization process. Additionally, there have been issues of student attendance amongst this group of students and that the Saudi Bureau is embracing our plan on addressing the attendance.

Johnston questioned Dr. Schantz' comment that the Saudi Bureau had brought to Dr. Schantz's attention regarding issues with course instructors, which he said were resolved. Johnston expressed concern that an external body was influencing the assessment of instructors and faculty at Algoma University.

Schantz assured Senate that proper assessment procedures, according to the part-time and full-time collective agreements, were being followed and that no word-of-mouth complaints were being used against instructors.

Reed-Elder asked why the instructor evaluations for the instructors teaching the university foundation courses did not occur. She added that this is a critical part of faculty assessment and entrenched in the faculty collective agreements.

Perlini explained the compressed time frame for the delivery of the courses did not allow time to set up the instructor evaluation. The evaluations will be completed properly for all future courses.

#### **13.02.06.04 President**

The President distributed admissions offer packages to all members of Senate similar to what students who have applied and offered admission to Algoma would receive.

He also indicated that there will be no program offerings at Brockville this year adding that there was some resistance from the Ministry in moving forward on this initiative.

#### **13.02.08 DISCUSSION AND QUESTION PERIOD**

Galotta asked why faculty were not invited to the annual Student Scholarship Reception held on January 16th. The President stated that he will follow up with the Alumni Office responsible for the annual reception.

Four notices of motion were brought forward to Senate including:

1. To request that APPCOM, as per the "Algoma University Senate By-laws" ("Appendix A: Senate Committees' Terms of Reference," Academic Planning and Priorities Committee, section 3 [a]), prepare and submit to Senate no later than the day of the April 2013 Senate meeting a five-year academic plan.

"Appendix A: Senate Committees' Terms of Reference," Section 3 (a):

To prepare for Senate consideration at its September meeting a five-year academic plan, taking into consideration the overall Academic goals of the University, financial and enrolment statistics, programme quality, and internal and external trends. This plan will identify programmes for expansion, continuation, and contraction. The Committee will reasonably ensure that appropriate consultation occurs with all constituents of the University community.

2. Notice of Motion, to be brought forward at the next meeting of Senate [March 2013], dealing with "motions in principle."
3. The Senate shall charge the University Registrar with developing, implementing, and monitoring a course add/drop regime that involves the creation of a course add/drop form that expressly empowers professors to approve or deny late entry to their respective course.

4. The Senate shall develop/strike a "Special Senate Committee" (i.e. Ad hoc committee) charged with reviewing Senate governance and the committee system associated with it.

The Speaker informed Senate the motions will be discussed at the next meeting of the Senate Executive.

**13.02.09 OTHER BUSINESS/NEW BUSINESS**

None.

**13.02.10 ADJOURNMENT**

Moved (Brodbeck/Reed-Elder): that Senate adjourn.

Motion carried. (Senate adjourned at 3:10pm)