



Senate

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MINUTES OF MEETING #546 (2006-07)

**SENATE**

WEDNESDAY, FEBRUARY 28, 2007, 3:00 PM

DR. CHARLES A. SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

PRESENT: Professor Stan Sadava (Chair), Professor Don Brown (Vice-Chair), Dr. Terry Boak, Dean Ian Brindle, Dean John Corlett, Ms. Barb Davis, Ms. Margaret Grove, Dean Rosemary Hale, Dean James Heap, Mr. David Howes, Mr. Brad Humble, Dr. Jack Lightstone, Ms. Kim Meade, Dr. Michael Owen, Dean Marilyn Rose, Dean David Siegel, Dr. Harald Tomesch

Professor Irene Blayer, Ms. Karen Bordonaro, Professors Michael Carter, Rick Cheel, Maureen Connolly, Tamara El-Hoss, Nancy Francis, Colleen Hood, Nota Klentrou, Murray Kropf, Anna Lathrop, Dan Malleck, Cheryl McCormick, Carol Merriam, Bozidar Mitrovic, MeriJean Morrissey, Rebecca Raby, Miriam Richards, Susan Sydor, Mary Louise Vanderlee, Louis Volante, Murray Wickett, Barry Wright, Paul Zelisko

Ms. Anna Lise Domanski, Mr. Tom Goldspink, Ms. Michelle Green, Mr. Damien O'Brien, Ms. Lisa Piroli, Ms. Joy Rogers, Mr. Andrew Saunders

Mr. Mike Farrell, Secretary, Ms. Margaret Thompson, Associate Secretary

ALSO

PRESENT: Mr. Patrick Beard, Professor Kathryn Belicki, Professor Leslie Boldt-Irons, Mr. Dan Crow and delegates, Ms. Katerina Gonzalez, Ms. Cathy Mondloch, Mr. Kithio Mwanzia, Ms. Beth Natale, Mr. Steven Pillar, Professor Barbara Sainty, Ms. Jo-Ann Stewart, Professor Rick Welland, Dr. Juan Xu

REGRETS: Professors Cheri Bradish, Tony DiPetta, Greg Finn, Ms. Alison Grevatt, Professor Anton Jansen, Dean Martin Kusy, Professors Pierre Lizée, Herbert MacKenzie, Mr. Sohail Mall, Dr. Raymond Moriyama, Ms. Marla Nasello, Professors Raafat Roubi, Anamitra Shome

Professor Sadava welcomed members and guests to the 546<sup>th</sup> meeting of Senate.

**1. Approval of Minutes**

The minutes of the 545<sup>th</sup> meeting of Senate had been posted on-line with the meeting materials.

**MOVED** (O'Brien/Morrissey)

**THAT the minutes of the 545<sup>th</sup> meeting of Senate held on January 24, 2007 be approved.**

**CARRIED**

**2. Business Arising from the Minutes**

In response to a question, Professor Sadava indicated that the request made to the Budget Advisory Committee at the previous meeting of Senate would be addressed later during the Reports of Standing Committees.

**3. Communications - None**

**4. Report of the Chair**

Professor Sadava recognized the opening of the Plaza2006 building and the Lifespan Development Research Institute, a faculty-driven initiative, and congratulated Professors Dywan, Segalowitz and Willoughby for their leadership and persistent and successful efforts.

The Chair related that he had received a number of concerns from faculty, staff, students and community members regarding the timeliness of the decisions made to hold/cancel classes during the recent snow storm. The chaotic situation caused untold difficulties for faculty and students especially as midterms were in progress. He emphasized that a considered decisiveness would be useful in future.

**5. Report of the President and Vice-Chancellor**

[The President's Report to Senate dated February 28, 2007 had been posted on-line with the meeting materials.]

In response to the Chair's previous remarks, Dr. Lightstone began by relating that the University will be conducting an evaluation of the criteria for basing future decisions on the cancellation of classes during weather-related conditions as a result of the insights gained during the recent winter storm.

Dr. Lightstone then referred Senators to his written Report. The President expanded on the budgetary challenges facing Brock University in 2007-08 and beyond and the causes of the shortfall. Brock is in the same situation as other Ontario universities where the in-year revenue will not meet the in-year expenses. He emphasized that it was crucial for the University to carry out the collegial and consultative budget exercise currently underway to assess how Brock can attain a balanced budget by either reducing expenditures and/or increasing revenue.

Professor Sadava opened the floor for questions regarding the President's Report. With the permission of Senate, the Chair recognized Mr. Dan Crow, President of CUPE 4207, who voiced concerns regarding the current budget exercise and the impact of potential budget cuts.

During Dr. Lightstone's response, he pointed out that the Ontario University Presidents have been lobbying extensively and continuously for increased funding from the government. The President

noted that while every unit within the University continues to be involved in the budget exercise, should an individual have a constructive proposal as to how to find the approximate \$6.5 million required to attain a balanced budget, he would welcome their suggestion. Dr. Lightstone concurred that it was important for the University to consider the small, incremental suggestions as well as those proposed for larger savings.

## **6. Report of the Vice-President, Academic and Provost**

Dr. Boak reported that work continues on the development of a strategic academic plan for the University. The plan would be presented to Senate Committees and Senate in the future.

Dr. Boak informed Senate that as the University intends to maintain total student enrolment at the current level, and with a large 2006-07 graduating class due to the double cohort, the number of first-year enrolments for 2007-08 will be increased from last year by approximately 300-400 students.

On another matter, Dr. Boak was questioned regarding changes within Information Technology Services. Dr. Boak related that Dr. Jim Kerr, who had recently retired from the Faculty of Education and was a leader in information technology, had been appointed as Interim Executive Director of ITS. Dr. Kerr would be reporting jointly to the Vice-President, Finance and Administration for administrative computing issues and to the Vice-President, Academic for academic computing issues.

With respect to student enrolment and budget implications, a question arose regarding the strategies being undertaken by the University to attract and retain students. A protracted discussion ensued during which Ms. Meade and Ms. Davis expanded on the numerous innovative and aggressive recruitment strategies being introduced and/or enhanced this year. An Undergraduate Retention Strategy had been developed and would be presented to Senate later in the meeting. Dean Brindle highlighted several programs that have been implemented within the Faculty of Mathematics and Science to attract future students, and Dean Rose expanded on the recruitment strategies underway within the Office of Graduate Studies.

## **7. Report of the Academic Colleague - COU**

[A Report from the Academic Colleague dated February 21, 2007 had been posted on-line with the meeting materials.]

Dean Rose requested that the Report be removed from the agenda; unfortunately, the document did not contain the latest information. The Report would be presented at the next meeting of Senate.

## **8. Report of the Actions of the Board of Trustees**

There had been no meeting held since the previous meeting of Senate.

## **9. Unfinished Business from the Last Meeting**

In follow-up to the previous meeting, Professor Sadava noted that Professor Cheri Bradish had agreed to fill the vacancy due to the resignation of Professor Radue and in keeping with FHB 3.5.2 was declared as a member of Senate.

## 10. Reports of Standing Committees

### 10.1 Budget Advisory Committee

Professor Connolly provided an oral update on the activities of the Budget Advisory Committee. The Committee continues to work its way through the budget process and is developing an internal budget exercise for Senate Committees to undertake to further realize potential costs associated with recommendations brought forward for the approval of Senate. In response to a question, Professor Connolly noted that the Committee had discussed potential implications of budget cuts in theory. The full impact on academic programs would be further addressed at the Committee's meeting in April when it reviews the status of the 2007-08 budget following the administration's compilation and analysis of the budget developers' submissions.

### 10.2 Graduate Studies Committee

[A Report from the Chair of the Graduate Studies Committee dated February 16, 2007, together with related documentation, had been posted on-line with the meeting materials.]

Professor Richards presented the Report of the Graduate Studies Committee.

1. Re: Geography

**MOVED** (Richards/Zelisko)

**That the first calendar entry for the newly approved MA in Geography graduate program be approved as outlined in the attachment to the Report.**

**CARRIED**

2. Re: Management

**MOVED** (Richards/O'Brien)

**THAT the first calendar entry for the recently approved MSc in Management graduate program be approved as outlined in the attachment to the Report.**

**CARRIED**

3. Re: Physics and Re: Applied Linguistics (TESL)

**MOVED** (Richards/Morrissey)

**That the changes to the course bank for the Physics graduate program be approved as outlined in the attachment to the Report.**

**That the changes to the course bank for the Applied Linguistics (TESL) graduate program be approved as outlined in the attachment to the Report.**

Professor Richards indicated that as recommended in the Report of the Governance Committee (to be presented later in the meeting), additions or deletions to the course bank that do not change program requirements, such as those above, will not be presented for the approval of Senate in the future. The changes will be presented for information only, in keeping with the current practice of the Undergraduate Program Committee.

**CARRIED**

4. Re: Popular Culture

**MOVED** (Richards/Rose)

**That the changes to degree requirements and course bank for the Popular Culture graduate program be approved as outlined in the attachment to the Report.**

Dean Rose noted that it can often take up to five years to refine the operations of a new graduate program, such as Popular Culture, to suit the needs of the students. A process to review new graduate programs at the three year mark would be implemented and necessary changes would be discussed with the OCGS, as was done in this case, in a timely manner to avoid the need for a reappraisal.

**CARRIED**

Professor Richards pointed out that while appraisals of graduate programs are not forwarded to Senate, the Graduate Studies Committee recently amended its procedures to include a component that the Dean of Graduate Studies (the recipient of the OCGS appraisal) will report back to the Committee the outcome of the appraisals in order that the Committee can be aware of how the programs are developing.

10.3.1 ***Teaching and Learning Policy Committee***

[A Report from the Chair of the Teaching and Learning Policy Committee dated February 16, 2007, together with Appendix A) *Undergraduate Retention Strategy* dated February 13, 2007 had been posted on-line with the meeting materials.]

Professor Lathrop presented the Report of the Teaching and Learning Policy Committee.

1. Re: Undergraduate Retention Strategy

**MOVED** (Lathrop/Morrissey)

**THAT the *Undergraduate Retention Strategy* dated February 13, 2007 be received for information.**

Noting that student retention is central to the success of Brock University, Professor Lathrop reviewed the *Undergraduate Retention Strategy*. The document contains four broad goals and associated specific recommendations. As the strategy unfolds, it will be monitored by the Retention Committee and the identified lead units will determine costs/benefits of the recommendations prior to implementing best practices, appropriate actions plans and evaluation components.

It was noted that Brock University would be the first institution in Ontario, and possibly within Canada, to adopt such a strategy. Coupled with the University's SMART Start orientation program, the University is leading the way in its recruitment and retention strategies.

**CARRIED**

Professor Lathrop briefly reviewed the remaining items in the Report which had been included for the information of Senate. With respect to room utilization for exams and teaching, Professor Lathrop emphasized that the Committee encourages faculty to think about alternatives to scheduling three-hour blocks for their large lectures and for exams due to the critical shortage of physical space and in the spirit of cooperation. Dr. Boak added that a memo had recently been forwarded to faculty requesting their consideration.

#### **10.4 Undergraduate Program Committee**

[A Report from the Chair of the Undergraduate Program Committee, together with related documentation, had been posted on-line with the meeting materials.]

Professor Connolly presented the Report of the Undergraduate Program Committee.

**MOVED** (Connolly/Saunders)

**THAT the termination of the Independent School Teachers program as outlined in the Report be approved.**

**CARRIED**

**MOVED** (Connolly/Saunders)

**THAT motions 2 through 16 as outlined in items 2-9 of the Report be approved.**

**CARRIED**

#### **10.5 Governance Committee**

[A Report from the Chair of the Governance Committee dated February 22, 2007, together with related documentation, had been posted on-line with the meeting materials.]

Professor Connolly presented the Report.

1. Re: Academic Program Review of the Centre for Adult Education and Community Outreach

**MOVED** (Connolly/ O'Brien)

**THAT the Academic Program Review of the Centre for Adult Education and Community Outreach be accepted.**

**CARRIED**

2. Re: Department of Psychology Academic Program Review – Action Plan

The Action Plan had been provided for the information of Senate in keeping with FHB III: 20.H.2.

3. Re: Proposed Amendment to the Faculty Handbook re: Degree Requirements

**MOVED** (Connolly/ O'Brien)

**THAT the phrase “except where noted in the calendar entry of the academic program of study” be added to FHB III: 6.4 for non-honours or degree with major, as outlined in the Report.**

Professor Connolly reviewed the rationale for the proposed amendment as outlined in the Report, noting that the Department of Psychology had proposed that its non-honours and/or with major 4-year degree needed more flexibility in the 300 level offerings. The question arose following the Department's calendar submission to the Undergraduate Program Committee in October 2006 which was then referred to the Undergraduate Student Affairs Committee and ultimately to the Governance Committee.

During discussion, it was pointed out that approval of the proposed amendment would have implications on other academic programs and University degree requirements. It was suggested that those implications ought to be examined prior to considering the proposed amendment.

**MOVED** (O'Brien/Klentrou)

**THAT the motion that Senate approve an amendment to FHB III: 6.4 be TABLED.**

**CARRIED**

**MOVED** (Connolly/O'Brien)

**THAT the Undergraduate Student Affairs Committee review the current distinction between a 4-year major degree and an honours degree and to recommend to Senate any changes to FHB III: 6.4 B.**

**CARRIED**

The Chair requested that the Undergraduate Student Affairs Committee report back at the next meeting of Senate.

Professor Connolly then referred members to the remaining items within the Report which had been included for information. With respect to the Presidential Search Process, she noted that the Governance Committee agreed that the three individuals appointed by Senate to the Committee on the Presidency should be given clear expectations about their role and the need to keep Senate informed during the process, within the limits of confidentiality and in camera procedures. The Chair asked Senate if there were any comments, questions, or discussion on the issue; hearing none, he moved forward to the next agenda item.

## **11. Other Business**

### 11.1 2007-08 Academic Session – Schedule of Dates

[A Report from the Registrar dated February 14, 2007 had been posted on line with the meeting materials.]

For the information of Senate, the 2007-2008 Academic Session – Schedule of Dates had been provided from the Registrar.

On behalf of the Faculty of Business, Professor Sainty thanked Ms. Davis and Ms. Uppal for accommodating the accounting students within the convocation schedule.

### 11.2 Medical Emergency Response Planning – Discussion Paper

[A Draft Discussion Paper on Medical Emergency Response Planning, created November 1, 2006, had been posted on line with the meeting materials.]

Recognizing time constraints, Dean Corlett concurred with the Chair that the report be deferred to the next meeting of Senate.

## **12. Adjournment**

The meeting adjourned at 4:55 p.m.