



SENATE MINUTES

MONDAY, OCTOBER 1, 2018
10:00 AM, BOARDROOM (D2315)

Gillian Siddall, Chair	Selina Huang
Bonne Zabolotney, Vice Chair	Mark Igloliorte
Kevin Bird, Secretary-of-Senate	Trish Kelly
Julie Andreyev	Jorma Kujala
Sanya Arora	Steven Lam
Ruth Beer	Amy Lee
Cybele Creery	Kyla Mallett
Keith Doyle	Celeste Martin
Helene Day Fraser	Suzanne Rackover
Heather Fitzgerald	Roan (Lemon) Reimer
Cissie Fu	Louise St. Pierre

Regrets: Shauna Bryan, Geoff Plant, Kristine Suddaby

Guests: Michael Clifford, Philippa Mennell

I. ADMINISTRATIVE BUSINESS

1. Call to Order – Dr. Gillian Siddall, Chair, called the meeting to order at 10:01 am.
2. Motion: Adoption of Agenda. The agenda was approved.
Moved / Seconded to approve the agenda. Carried
3. Motion: Approval of September 10, 2018 Senate Minutes. The Minutes were approved.
Moved / Seconded to approve the September 10, 2018 Senate Minutes. Carried

Gillian Siddall followed up on the Open Forum discussion points from the last meeting;

1. The Senate Governance committee will meet after the Senate meeting. The committee will be discussing the reporting structure for Chairs of APP and CPR to Senate.
2. A document with guidelines, and references from Robert's rules of order, for new committee chairs and members have been developed. The document will be reviewed at the Governance committee meeting. The final document will be distributed later this fall at an information session.
3. The President's Executive Committee (PEC) has reviewed the draft Space policy and Terms of Reference (TOR) for the Space committee. The membership composition of the Space committee is being reviewed. The final Space policy and Space committee TOR will be shared with Senate later this fall.

II. BUSINESS / DECISIONS

1. Senate appointed committee members. Cybele Creery was appointed for a 2-year term on the CPR committee as one of the three Senate appointed members at the Senate meeting on September 10. Kevin Bird reported that Cybele Creery would like to serve as the support staff representative on the Governance committee, and has nominated Kristine Suddaby for her vacated position on CPR (the other Senate member representing support staff). Kevin Bird called for other nominations for the vacant Senate-appointed position on CPR. There were no further nominations.

It was declared that Kristine Suddaby joins the CPR committee as Senate appointed committee member for a 2-year term.

It was declared that Cybele Creery joins the Governance committee as Senate staff appointed member for a 2-year term.

2. Nominations Committee Motion: Approve Nominees to Senate committees.
Bonne Zabolotney, Chair, Nominations committee, presented the list of recommended new committee members;
Madison Conrad, student, to join the Academic Planning + Priorities (APP) committee for a 1-year term.

David Morgan, staff, to join the Curriculum Planning + Priorities (CPR) committee for a 2-year term.

Senate approved the recommendations as presented.

Moved / Seconded to approve the new nominees to Senate committees as presented.

3. CPR Committee report by Chair. Trish Kelly, Chair, Curriculum Planning + Review (CPR) Committee, reported on work that the CPR committee is doing.
 - Pass / Fail – intent to change course proposal forms to reflect grading structure (letter grades vs pass/fail), and considering how pass/fail affects students' GPA.
 - Reporting structure from CPR to Senate – discussion regarding how information moves from CPR to Senate. The CPR committee agreed to try a new model with Chair bringing a summary report to Senate.
 - The CPR committee is reviewing the 4.3 Program + Curriculum policy. Recommendations for possible edits will be forwarded to the Governance committee.
 - Course learning objectives are not visible to students when signing up for courses. Students can only view the course descriptions. The CPR committee is discussing how to change this. Additionally, the course tops are posted too late for students to make an informed decision prior to registration. The CPR committee asked Deans on the committee to take this up as it is a Dean's office issue.

4. CRAM 218 Ceramics: Atmospheric Effects course change. Trish Kelly, Chair, CPR and Kyla Mallett, Dean, Audain Faculty of Art, presented the proposed course description with highlighted minor updates. It was noted that the quotation marks should be removed from the word traditional in the second sentence in the last paragraph. Senate unanimously approved the course change description as presented with this edit.

Moved / Seconded to approve CRAM 218 Ceramics: Atmospheric Effects course change as presented with one minor edit.

Carried

III. REPORTS

1. Chair's report – Dr. Gillian Siddall reported on the upcoming implementation of the Strategic Plan. The Strategic Plan lists eight strategies. There is a list of indicators of success under each strategy. Every unit on campus should develop a plan that will respond to each core strategy, and to the list of indicators of success. The unit plans should clearly articulate the work that will be done in order to implement the Strategic Plan. All unit plans will track our achievements and a clear and coherent sense of our identity. The final unit plans will be uploaded onto a template, and posted on a special site that is currently under development. The site will allow anyone to click on each bullet of the strategic plan to view what each unit is doing in order to achieve that particular success/goal. Gillian suggested that units meet to review existing work, and decide on the process of developing unit plans. Gillian welcomed suggestions for timelines for the finalization of the unit plans. It was noted that students should be involved in this work, and the Alumni Association.
2. Vice Chair's report – Bonne Zabolotney reported that the Provost Data Report should be ready for presentation at the next Senate meeting. In response to the Ministry's call for further Tech Programming, an Interaction Design pathway is under development in the Master of Design program, which will include a robust internship experience. Information is forthcoming to Senate. Bonne also reported on budget limitations which affect faculty hiring and faculty workload, the implementation of Infosilem (scheduling software), and the development of a current space policy.
3. Open Forum
A draft Animal & Ethics policy has been drafted by a working group. The draft policy was presented to the Academic Planning + Priorities (APP) committee in the Spring, and forwarded to the previous President. A representative from the working group has discussed the draft policy with Gillian Siddall and Steven Lam, Associate VP Research + Dean, Jake Kerr Faculty of Graduate Studies. Next steps will be ensuring compliance with Tri-council policy, and a discussion with the Research Ethics Board (REB) regarding appropriate process concerning development of an Animal & Ethics policy.

V. NEXT MEETING: November 5, 2018.

VI. ADJOURNMENT – The meeting adjourned at 11:15 am.