



The UNIVERSITY of WESTERN ONTARIO

MINUTES OF THE MEETING OF SENATE

February 21, 2003

The meeting was held at 1:30 p.m. in Room 1R40, Richard Ivey School of Business.

SENATORS: 74

M. Bartlett	R. Howse	C. Piper
R. Beaujot	I. Hramiak	A. Pitman
F. Berruti	M. Huston	S. Radcliffe
C. Beynon	C. Iwasiw	S. Rich
S. Brennan	W. Kennedy	K. Robineau
I. Brodie	G. Killan	C. Ross
L. Butler	D. Kneale	A. Schneider
E. Cairns	M. Kreiswirth	C. Seto
T. Carmichael	M. Lennon	N. Shupak
M. Carroll	P. Mahon	S. Singh
C. Chapman	S. Majhanovich	E. Skarakis-Doyle
P. Davenport	A. Makim	P. Skidmore
P. Dean	A. Margaritis	M. Speechley
J. Doerksen	R. Martin	L. Ste. Marie
D. Dutrizac	C. McAlpine	B. Timney
C. Farber	G. Moran	T. Topic
W. Flintoff	J. Nash	D. Vaillancourt
M. Fong	M. Ninness	J. Van Fleet
J. Garland	J. Nisker	P. Werstine
J. Garnett	E. Noble	J. White
C. Hall	K. Okruhlik	L. Williams
R. Harris	S. Osborn	B. Wood
S. Hill	R. Parks	S. Xaysy
V. Hollick	A. Pearson	P. Yeoman
I. Holloway	A. Percival-Smith	

Observers: L. Gribbon, D. Jameson, P. Handford, C. Sinal, A. Weedon

By Invitation: R. Keirstead

S.03-25

Minutes of the Previous Meeting

The minutes of the meeting of January 24, 2003, were approved as circulated.

S.03-26 **REPORT OF THE PRESIDENT**

The President reported on the Federal budget and enrolment funding. Slides used to highlight his presentation are attached as [Appendix 1](#).

OPERATIONS/AGENDA COMMITTEE [Exhibit I]

S.03-27 **Senate Membership: Graduate Student Constituency**

On behalf of the Operations/Agenda Committee, it was moved by A. Pearson, seconded by R. Harris,

That the Senate seat held by Lynn Bulloch, elected representative to Senate for the Graduate Student constituency be declared vacant as a result of her resignation, and,

That Naomi Shupak (MSc I, Medical Biophysics) be elected to complete Ms. Bulloch's term (to October 31, 2003).

CARRIED

NOMINATING COMMITTEE [Exhibit II]

S.03-28 **Selection Committee: Vice-President (Administration)**

The following were elected to the Selection Committee for Vice-President (Administration):
C. Sinal (Student), S. Brennan (Arts), T. Percival-Smith (Sci), B. Timney (Soc.Sci.)

S.03-29 **Senate Committee on University Planning** (SCUP)

D. Gault was elected to SCUP to complete the term of M. Feltham who has resigned (term to June 30, 2003).

SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS [Exhibit III]

S.03-30 **Official Student Record Information Privacy Policy**

Before proposing the motion, Dean Timney referred to the exhibit distributed at the meeting which contained a revision to page 4, section (e) Faculty and Staff of the Official Student Record Information Privacy Policy, detailed in Appendix 1 to Exhibit III.

On behalf of SCAPA, it was moved by B. Timney, seconded by J. Doerksen,

That Senate approve the Official Student Record Information Policy as outlined in Exhibit III, Appendix 1 [including the revision].

Mr. Vaillancourt asked if an overlap exists between this policy and the Policy on Protection of Information and Privacy. Mr. R. Keirstead, University Archivist, stated that the Official Student Record Information Privacy Policy is an amplification of the Policy on Protection of Information and Privacy with the respect to the specifics of student information and that references to the University's Guidelines on Access to Information and Protection of Privacy are found in this policy.

Professor Carroll asked for clarification of the revision to page 4, section (e) Faculty and Staff, "Similarly, details of medical information supplied to Faculty offices will not be released without the prior consent of the individual." Dean Timney stated that normally when a student misses a final exam for reasons of illness, the student contacts the Dean's office. The Dean's office informs the instructor or department chair but retains the medical slip verifying the illness. Senate policy does not permit medical information to be released directly to faculty members. Professor Carroll contended that in the case of non-final exams, instructors are informed by an Academic Counselor that "medical documentation is on file" although what constitutes the medical documentation is not explained. Dean Timney clarified that the amendment states that medical information will not be released without prior consent of the individual. This does not preclude an individual from consenting to the information being released to the instructor.

The question was called and CARRIED

S.03-31 English Language Proficiency Requirements for Education and Nursing

S.03-32a English Language Proficiency Requirements for Candidates for the BEd Degree at UWO

It was moved by B. Timney, seconded by J. Margaritis,

That all students admitted to the Bachelor of Education/Diploma in Education programs must meet one of the following criteria:

- a) their mother tongue or first language is English;
OR
- b) they have studied full-time for at least three years (or equivalent in part-time studies) in a university where the language of instruction and of examinations was English and which was located in a country where the first language is English;
OR
- c) they have achieved the required level of proficiency on one of the tests in English language as follows and provided an official statement of results for:
 - i) Test of Oral Proficiency (TOP) showing a minimum score of 7 and Test of Written Proficiency (TOW) with a minimum score of 3;
OR
 - ii) TOEFL with a score of 580 paper based; 237 computer-based including a minimum score of 60 on the Test of Spoken English (TSE);
OR
 - iii) MELAB (Michigan English Language Assessment Battery) with a minimum score of 90 and at least 4 on the oral interview;
OR
 - iv) IELTS (International English Language Testing system) with a score of 7 including at least 6.5 in reading and speaking and at least 7 in writing and speaking.

Students who, after admission, show an inadequate command of spoken or written English must improve their proficiency to the School's satisfaction. Students may be asked to withdraw from the program if their inadequate command of English interferes with their ability to communicate effectively in a classroom.

CARRIED

S.03-32b English Language Proficiency Requirements for Admission to Undergraduate Nursing Programs

It was moved by B. Timney, seconded by J. Margaritis,

That effective January 1, 2004, students applying for admission to undergraduate nursing programs in September 2004 must satisfy criteria for English Proficiency, as outlined in Exhibit III, item 2b.

CARRIED

S.03-33 **Master's Program in Social Work**

It was moved by B. Timney, seconded by P. Yeoman,

That effective September 1, 2003, a part-time Master of Social Work (MSW) program, detailed in Exhibit III, item 3, be introduced by the Faculty of Graduate Studies and King's College.

CARRIED

S.03-34 **Withdrawal of the Joint LLB/MA Program in Law and Philosophy**

It was moved by B. Timney, seconded by S. Xaysy,

That the Joint LLB/MA Program in Law and Philosophy be withdrawn.

CARRIED

S.03-35 **Revisions to the Faculty of Law Grading Policy**

It was moved by B. Timney, seconded by I. Holloway,

That the Honors section of the Faculty of Law's Grading Process be revised as outlined in Exhibit III, item 5.

CARRIED

[Secretarial Note: Please see item 1 of the SCAPA report for an editorial revision to the calendar copy.]

S.03-36 **Biological and Medical Sciences First Entry Program**

It was moved by B. Timney, seconded by S. Singh,

That a first year entry Biological and Medical Sciences Program, detailed in Exhibit III, item 6, be introduced in the Faculty of Medicine & Dentistry and the Faculty of Science, effective September 1, 2004.

CARRIED

[Secretarial Note: Please see item 2 of the SCAPA report for an editorial revision to the calendar copy.]

S.03-37 **Concurrent Degree Program: Bachelor of Arts in Honors Media, Information and Technoculture and Honors Business Administration**

It was moved by B. Timney, seconded by C. Ross,

That effective September 1, 2003, the Faculty of Information and Media Studies and the Ivey Business School introduce a five-year concurrent degree program, detailed in Exhibit III, item 7, leading to a Bachelor of Arts in Honors Media, Information and Technoculture and a Bachelor of Arts in Honors Business Administration.

CARRIED

S.03-38 **BESc/BA Concurrent Degree Program (Electrical and Computer Engineering/
Honors Business Administration) and Software Engineering and Management Option**

It was moved by B. Timney, seconded by J. Doerksen,

That effective, January 1, 2003, a five-year limited enrolment concurrent degree program leading to a BESC (Electrical and Computer Engineering) and BA (Honors Business Administration), detailed in Exhibit III, item 8, be introduced by the Faculty of Engineering and the Richard Ivey School of Business and, that a second option, Option B: Software Engineering and Management, be established for Electrical and Computer Engineering.

CARRIED

S.03-39 **Admission Requirements for the Bachelor of Arts (Music) and Bachelor of Arts (Honors Music)**

It was moved by B. Timney, seconded by R. Wood,

That, effective immediately, applicants to the Bachelor of Arts (Music) and Bachelor of Arts (Honors Music) programs be admitted on the basis of an interview and that no audition be required.

CARRIED

S.03-40 **2002-2003 Winners of The Edward G. Pleva Award for Excellence in Teaching**

The Subcommittee on Teaching Awards (SUTA) has chosen the following faculty members as recipients of The Edward G. Pleva Award for Excellence in Teaching for 2002-2003:

- Marjorie Johnson, Department of Anatomy & Cell Biology, Faculty of Medicine & Dentistry; Faculty of Health Sciences
- Alan D.W. Leschied, Faculty of Education
- Ronald Martin, Department of Chemistry, Faculty of Science
- John Thorp, Department of Philosophy, Faculty of Arts

S.03-41 **2002-2003 Winner of The Marilyn Robinson Award for Excellence in Teaching**

The Subcommittee on Teaching Awards (SUTA) has chosen the following faculty member as the recipient of The Marilyn Robinson Award for Excellence in Teaching for 2002-2003:

- Sheila Macfie, Department of Biology, Faculty of Science

S.03-42 **Undergraduate Program Reform: Program Approved**

SCAPA has approved on behalf of Senate, the following program for the Faculty of Arts, effective September 1, 2004:

Specialization in Classical Studies

For Senate Members, detailed information is available on the University Secretariat Website:
<http://www.uwo.ca/univsec/SUPR/>

S.03-43 **Report on New Scholarships and Awards**

SCAPA has approved on behalf of the Senate the following Terms of Reference for new scholarships, awards, medals and fellowships for recommendation to the Board of Governors through the Vice-Chancellor:

Thomas H. and Sandra E. Brent Awards (Faculty of Health Sciences, Nursing)
Thomas F. McCracken Scholarship (Faculty of Arts, English)
Osler, Hoskin & Harcourt - Rand Scholarship (Faculty of Law)
Sophia Dzialowski HBA Award (Richard Ivey School of Business)

UNIVERSITY PLANNING [Exhibit IV]

S.03-44 **First-Entry Undergraduate Enrolment for 2003-04 to 2005-06**

On behalf of SCUP, it was moved by B. Skarakis-Doyle, seconded by J. White,

1. That the first-entry undergraduate enrolment objective for the Constituent University be set at:
 - (a) 4,925 for 2003-04
 - (b) 4,510 for 2004-05
 - (c) 4,350 for 2005-06and that the approximate program-specific objectives be as described in Appendix 1, Attachment 3, Table 1A,

and

That the first-entry undergraduate enrolment objective for the Affiliated Colleges be set at:
 - (a) 1,670 for 2003-04
 - (b) 1,580 for 2004-05
 - (c) 1,545 for 2005-06
2. That the first-year student target for 2003-2004 be developed with the objective that at least 80% of the class be "first-time" current Ontario secondary school students (see Appendix 1, Attachment 3, Table 1A)
3. That the Provost be granted permission to alter the enrolment objective for 2003-2004, following consultation and approval from SUEPP, as might be appropriate given the particulars of a government funding announcement.
4. That entrance requirements be set by the Provost to achieve the enrolment objective for 2003-04 as a function of final admission numbers, qualifications of applicants, and estimates of the rate of offer confirmations in each program.
5. That no program-specific entrance requirement be set below 79.5% in 2003-04 except where performance is a major element of the selection process. Confirmed admission to any program will be contingent upon a final average of no less than 5

points below the minimum May entrance requirement in any program. These specific minimum entrance requirements will be reviewed annually.

6. That enrolment projections (Appendix 1, Attachment 3, Table 2) be used for purposes of tuition revenue estimates in the University's 2003-04 budget projections.

Mr. Makim asked why it appears that another section will be added to the HBA program as opposed to the MBA program. Dr. Moran stated that the recommendations on enrolment are set in consultation with the Dean and are based on demand for the program, resources available and the Faculty's academic strategy. Ivey is currently considering a number of options with regard to the MBA and the HBA programs but no decisions have been made.

The question was called and CARRIED

S.03-45

First Year Enrolment 2003-04 - Affiliated Colleges

It was moved by B. Skarakis-Doyle, seconded by C. McAlpine,

That Senate approve the following entrance requirements and processes for the Affiliated Colleges for 2003-04:

Brescia University College is targeting a first-year class of 370 students in 2003-

04. As is the case at the Constituent University:

- C General entrance requirements will not be set until more complete information on applicant qualifications is available.
- C Offers will be extended to current Ontario high school students in March/April 2003 using the same framework as described above for the Constituent University.
- C In no case will the minimum marks used for early offers in March/April 2003 be less than those used in 2002-03.
- C In no case will the minimum marks used for offers in May 2003 be less than those used in 2002-03.
- C Confirmed admission to any program will be contingent upon a final average of no less than 5 points below the minimum May entrance requirement.

Huron University College is targeting a first year class of 385 students in 2003-04.

As is the case at the Constituent University:

- General entrance requirements will not be set until more complete information on applicant qualifications is available.
- C On the basis of currently available information, however, Huron is anticipating a minimum entrance requirement of 78% for early offers in March / April 2003.
- C No student will be admitted with a final average of less than 75%.

King's College is targeting a first-year class of 915 students in 2003-04.

As is the case at the Constituent University:

- C General entrance requirements will not be set until more complete information on applicant qualifications is available.
- C Offers will be extended to current Ontario high school students in March/April 2003 using the same framework as described above for the Constituent University.

- C In no case will the minimum marks used for early offers in March/April 2003 be less than those used in 2002-03.
- C In no case will the minimum marks used for offers in May 2003 be less than those used in 2002-03.
- C Confirmed admission to any program will be contingent upon a final average of no less than 5 points below the minimum May entrance requirement.

CARRIED

S.03-46 **Planning for 2003-04 to 2006-07: Preliminary Recommendations on Faculty Budgets and Tuition Fees**

Dr. Moran gave a presentation on the preliminary recommendations on Faculty Budgets and Tuition Fees: Planning for 2003-04 to 2006-07, detailed in Exhibit IV, Appendix 2. The presentation included an [overview](#) of the multi-year planning process, broad revenue and expenditure projections, allocations to faculties, University Priorities Investment Fund, additional base investments, faculty recruitment and retention, with a focus on women and the 2003-04 tuition fee recommendations.

Senators engaged in a general discussion on the preliminary recommendations on faculty budgets and tuition fees, 2003-04. Topics discussed included:

- character, quality and tuition fees of the HBA program
- multi-year tuition fee announcements
- international tuition fees
- investment income and endowment funds
- faculty recruitment, with a focus on women
- faculty turnover recovery funds

The University budget and tuition fees, 2003-04, will be debated fully at the April 11 Senate meeting.

ENQUIRIES AND NEW BUSINESS

S.03-47 **Decanal Selection - Richard Ivey School of Business**

Referring to a recent article in the *Globe & Mail*, Mr. Makim asked for an update on the Richard Ivey School of Business decanal search. Dr. Moran stated that decanal searches are conducted in a confidential manner with a view to taking whatever time is necessary to ensure that the right person is appointed. The responsibilities of the Dean of the Richard Ivey School of Business are extremely demanding and time consuming. The current dean retires on June 30, 2003, and it is hoped that an announcement of a new dean can be made prior to his departure.

Dr. Davenport added that the decanal selection process is done in a collegial manner -- with the election of members to the decanal selection committee who then work towards filling the decanal position. Securing exactly the right person to be the dean of one of the greatest business schools in the world takes time. Dr. Davenport stated that the University is not responsible for newspaper stories and in general cannot contradict them because of the confidential nature of the decanal selection process.

ADJOURNMENT

The meeting adjourned at 3:30 p.m.

P. Davenport
Chair

J.K. Van Fleet
Secretary

President's Report to Senate

- Federal Budget
- Enrolment Planning

Dr. Paul Davenport

February 21, 2003

Federal Budget February 18, 2003

- Increases spending on Health Care, Environment and Social Programs
- Reaffirms Federal Commitment to Innovation and Research, Graduate Studies

Federal Budget

- Indirect costs of Research
 - \$225 million annually (12.5% increase over \$200 m)
 - Recognition of ongoing commitment
- Increased Funding for Granting Councils
 - \$125 million annually, about a 10% increase
- \$500 million this year to CFI for hospital-based research support
- \$75 million to Genome Canada for health genomics
- \$16 million over two years for northern science

Federal Budget

- \$60 million over two years to improve Canada Student Loan Program
- Canada Graduate Scholarship Program
 - \$25 m in 2003-04, grows to \$105 m in 2006-07
 - 2000 Masters - 1 year, \$17,500
 - 2000 PhDs - 3years, \$35,000
 - 60% SSHRC, 30% NSERC, 10% CIHR

Enrolment Planning: the Process

- Throughout the year: Deans, Provost, and President respond to potential opportunities for funded program expansions (e.g., Engineering, Education, Nursing, Medicine)
- Formal planning process (Sept. – Dec.): Deans and Provost discuss enrolment targets by program
- Jan/Feb: SUEPP recommends to SCUP which recommends to Senate
- Feb/Mar: Senate votes on SCUP recommendations
- Throughout the year, President keeps Senate informed of significant enrolment issues

Total First Year Students at Western, Including the Affiliated Colleges

(Unchanged from Dec. 6 and Jan. 24 Senate Presentations)



Expected Dates for 2003 Admissions

April 3	Marks from OUAC (first semester, midterm grades full year courses)
April 11	First round offers begin
May 15	Marks from OUAC (midterm grades second semester, interim grades full year courses)
May 23	Second round offers begin (“cutoff grades”)
June 16	Earliest day to require a response
July 29	Target for final grades from OUAC

In 2002, UWO made 15,863 OAC offers, of which 6,855 (43%) were in April

Key Funding Issues for Increased Enrolment

- SuperBuild application for the MSB project not funded in SB round 1
- Average BIU funding for all students
 - undergraduate
 - graduate
- Quality funding to hire more faculty and staff

The University of Western Ontario

Planning for 2003-04 to 2006-07

Preliminary Recommendations on
Faculty Budgets & Tuition Fees

Senate

February 21, 2003

Overview of Budget Process

- 4-Year Budget Projections
- Board Approves only 2003-04 Budget
- Board Approves Tuition Fees Annually
- Budgets Subject to Change

Broad Revenue & Expenditure Projections

Allocations to Faculties

University Priorities Investment Fund - UPIF

- First Round of Recommendations are in Support of Academic Plans from Faculties
- Roughly 60% of the \$4.8M Committed in First Round
- Therefore, \$1.9M Left for Future Rounds

Additional Base Investments

- Arts, Science, and Social Science
- Music

Faculty Recruitment and Retention: A Focus on Women

- 1. Program of Central Support – Vice-
Provost (PP&F)**
- 2. Individual cases**
- 3. Funding for Recruitment and
Retention**
- 4. Faculty Programs**

2003-04 Tuition Recommendations

- 1.8% Increase for Regulated Undergrad Pgms
- CSD, PT, B.Ed., MD -- 2% Increase
- Engineering -- 14.2% Increase
- LLB -- 14.7% Increase
- DDS -- 9.1% Increase
- 2% Increase for Most Graduate Programs
– Higher for MBA, Orthodontics, Family Medicine
- International Students -- Increases for Most
Programs in the 5% to 7% Range