



## *The* UNIVERSITY of WESTERN ONTARIO

### MINUTES OF THE MEETING OF SENATE

MAY 16, 2003

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

SENATORS: 59

S. Adams	J. Harrington	N. Petersen
C. Antolak	R. Harris	A. Pitman
M. Bartlett	J. Haywood-Farmer	S. Radcliffe
R. Beaujot	I. Holloway	S. Rich
F. Berruti	R. Howse	C. Ross
S. Brennan	I. Hramiak	N. Shupak
T. Carmichael	C. Iwasiw	S. Singh
C. Chapman	D. Kneale	E. Skarakis-Doyle
R. Ciriello	R. Lumpkin	P. Skidmore
P. Davenport	A. Margaritis	M. Speechley
P. Dean	D. McCarthy	L. Ste. Marie
J. Doerksen	G. Nakhla	J-L. Suarez
D. Dutrizac	J. Nash	S. Usprich
J. Etherington	J. Nisker	J. Van Fleet
C. Farber	E. Noble	L. Vaughan
M. Fong	K. Okruhlik	P. Werstine
T. Fulton	S. Osborn	J. White
A. Garcia	R. Parks	B. Wood
J. Garland	A. Pearson	S. Xaysy
C. Hall	A. Percival-Smith	

Observers: L. Gribbon, D. Jameson, A. Weedon, P. Yeoman

S.03-091

#### **Minutes of the Previous Meeting**

The minutes of the meeting of April 11, 2003, were approved as circulated.

S.03-092      **REPORT OF THE PRESIDENT**

The President's report covered:

- Admissions and Enrolment Planning for 2003-04: Approximately 7,500 first round offers to OAC students were mailed in April with the balance to be mailed beginning May 22. Western expects to make 22,500 offers this year. Last year, of the 15,863 OAC offers made, 43% or 6,855 were made in April.
- The Quality Assurance Fund will provide operating funds of \$75 million in 2003-04, increasing to \$200 million in 2006-07. Details and timing have yet to be announced.
- Western received a \$15.9 SuperBuild grant for the Medical Sciences Building
- Over the next 3-4 years, Western anticipates that 350 new faculty appointments will be made.

**OPERATIONS/AGENDA COMMITTEE** (Exhibit I)

S.03-093      **Senate Membership**

S.03-093a     **Faculty Constituencies**

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

That the Senate seat held by Ian Brodie, elected representative to Senate for the Faculty of Social Science, be declared vacant as a result of his resignation, and,

That Tracey Adams (Sociology) be elected to complete Professor Brodie's term (to October 31, 2003).

CARRIED

S.03-093b     **Undergraduate Student Constituencies:**

It was moved by A. Pearson, seconded by N. Peterson,

That the Senate seat held by Paul Yeoman, elected representative to Senate for the Undergraduate "At Large" constituency, be declared vacant as a result of his resignation (although he will continue on Senate in an Observer capacity as the President of the University Students' Council), and,

That Kimberley Janssen (Sociology II) be elected to complete Mr. Yeoman's term (to October 31, 2003).

That the Senate seat held by Cameron McAlpine, elected representative to Senate for the Undergraduate Social Science and Information & Media Studies constituency, be declared vacant as a result of his resignation, and,

That Robert Ciriello (ACS II) be elected to complete Mr. McAlpine's term (to October 31, 2003).

That Liz Butler and Dave Vaillancourt, elected representatives to the Senate undergraduate "At Large" constituency, be granted leaves of absence, and,

That Rohan Belliappa (HBA IV) and Casey Antolak (History and Political Science II) be elected to serve as their alternates (May 1 to August 31, 2003).

CARRIED

S.03-094 **SCUP Membership**

It was moved by A. Pearson, seconded by R. Howse,

That the non-voting position on SCUP currently held by the "Associate Director of Physical Plant" be revised to read "Director, Facilities Engineering".

CARRIED

S.03-095 **Calling the Question vs Motion to Limit Debate**

Dean Pearson, Chair of the Senate Operations/Agenda Committee, recalled that at the Senate meeting of April 11, 2003, during debate on the 2003-04 Operating and Capital Budgets, on a motion to close debate, Senate voted by a 2/3 majority to do so. As a result, several Senators were unable to raise questions about the budget because there was no further opportunity to do so. The Operations/Agenda Committee recalled that this has occurred during Senate's consideration of several important items over the past few years.

While in every case it was entirely legal to introduce and adopt a motion to close debate, Operations/Agenda observes that it is regarded as the most drastic action a deliberative body can take to stop or indeed to prevent debate; and that, given the obligation of a body to hear minority views, members should be aware that there are alternatives to a motion to close debate. To this end, the Operations/Agenda Committee asks that the Chair of Senate, when a motion to end debate is presented, remind Senate of the options available, specifically, a motion to limit debate, for example, (1) to those still on the Chair's speakers list, (2) to a certain amount of time, or (3) to the time each speaker will have to make his/her point.

Unlike the motion "to close debate" -- which in Senate's experience has tended to come without warning, and which must be put to a vote immediately -- the motion "to limit debate" is itself amendable and debatable (but only as to the type and time of limits). If introduced fairly early, in the form of the last two examples above, it provides advance guidance both to the Chair and to Senators who intend to speak. Since the limitations can be changed or removed by a similar motion (generically called "to extend debate") at any time, Senate retains flexibility to control its debates.

A full description of the alternatives to calling the question were provided in the Report of the Operations/Agenda Committee, Exhibit I, page 2.

S.03-096 **Candidates for Theological Degrees - Huron University College**

S.03-096a **Master of Divinity**

Senate was informed that on behalf of the Senate (S.96-125), the Provost approved the list of candidates who received the Master of Divinity degree at the 2003 Spring Convocation at Huron University College (May 8, 2003):

NANCY JEAN ADAMS  
TARA LYNN CORSTON  
MONA GENE GOULETTE  
ADRIENNE MARGARET JONES  
WAYNE HAROLD LARSON  
WENDY QUINTON-MURRAY

S.03-096b **Master of Theological Studies**

Senate was advised that on behalf of the Senate (S.96-125), the Provost approved the list of candidates who received the Master of Theological Studies degree at the 2003 Spring Convocation at Huron University College (May 8, 2003):

JOAN ELIZABETH HACOCK  
SHARON ANNE KIRKBY

**ACADEMIC POLICY AND AWARDS** (Exhibit II)

S.03-097 **Policy on Adding and Dropping Quarter Courses**

A revised exhibit outlining the Policy on Adding and Dropping Quarter Courses was distributed at the meeting. It was therefore moved by A. Pitman, seconded by J. Haywood-Farmer,

That the policy on Adding and Dropping courses be amended to include reference to quarter courses, as outlined below:

**ADDING AND DROPPING COURSES**

Courses may not normally be added and dropped after the specified deadline dates. In exceptional cases and on presentation of evidence of medical or compassionate grounds or other extenuating circumstances, the Dean (or designate) of the faculty of registration may grant a petition to waive the regulation.

The Office of the Registrar, in consultation with the academic community and appropriate administrative offices, will determine all applicable sessional dates for the academic year and recommend them to Senate for approval in December. The list of sessional dates will be maintained on the Registrar's Office website in the Academic Calendar at <http://www.registrar.uwo.ca/ACCALS/>

Deadline dates for adding a course will normally be calculated according to the table below.\*

Once classes begin, a course may be added or dropped only with the joint approval of the Dean (or designate) of the Faculty in which the student is registered and the Chair (or designate) of the Department concerned.

A course that has been dropped by the last date specified for adding a course shall be expunged from the records. A course that has been dropped after the last date specified for adding a course but before the last date

for dropping a course without academic penalty (or subsequently, if a petition is granted by the Dean) shall be recorded as "WDN".

A course that has not been dropped in accordance with the above regulations and that has not been completed satisfactorily by the student shall be recorded as "F".

TYPE OF COURSE	SESSION	LAST DAY TO ADD <u>Number of business days from and including the start date of the session</u>	LAST DATE OR DAY TO DROP <u>Number of business days from and including the start date of the session</u>
Full course	Fall/Winter	7	November 30
	Intersession	2	8
	Summer Day	2	8
	Summer Evening	5	19
First term full course	Fall/Winter	7	October 15
First term half course	Fall/Winter	7	October 15
<u>First term quarter course ("q" course offered by Education Pre-Service Sept. to Dec.)</u>	<u>Fall/Winter</u>	<u>7</u>	<u>October 15</u>
<u>First term, first quarter "q" course</u>	<u>Fall/Winter</u>	<u>7</u>	<u>12</u>
<u>First term, second quarter "q" course</u>	<u>Fall/Winter</u>	<u>7</u>	<u>12</u>
	Intersession 6 week	2	8
	Summer Day 3 week	2	4
	Summer Day 6 week	2	8
	Summer Evening	5	10
Full year half course	Fall*/Winter	7	November 30
	Intersession	2	8
	Summer Day	2	8
	Summer Evening	5	19
Second term full course	Fall/Winter	7	February 15
Second term half course	Fall/Winter	7	February 15
<u>Second term, quarter Course ("s" course offered by Education Pre-Service Jan. to Apr.)</u>	<u>Fall/Winter</u>	<u>7</u>	<u>February 15</u>
<u>Second term, first quarter "s" course</u>	<u>Fall/Winter</u>	<u>7</u>	<u>12</u>
<u>Second term, second Quarter "t" course</u>	<u>Fall/Winter</u>	<u>7</u>	<u>12</u>
	Summer Evening	5	10

\*NOTES:

1. Students in "w" accelerated language courses may transfer to the equivalent full year course with the permission of their Faculty prior to November 1.

2. Some of the quarter courses offered by the Richard Ivey School of Business do not fit into the standard timelines. For these courses, the add date will be the second business day from and including the start date of the session and the drop date will be 50% of the way through the course (from and including the start date of the session).

CARRIED

S.03-098 **Policies on Special Examinations and Incomplete Grades**

It was moved by A. Pitman, seconded by J. Doerksen,

That the policies on Special Examinations and Incomplete Grades be revised as shown below:

**SPECIAL EXAMINATIONS** (S.3648, S.4327, S.93-300)

A Special Examination is any examination other than the regular or Supplemental Examinations, and it may be offered only with the permission of the Dean of the faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. A Special Examination is normally written at the University or an Affiliated College no later than one month after the end of the examination period involved. A handling fee will be charged for examinations to be written off-campus. Fees, as approved by the Board of Governors, are due and payable to the Office of the Registrar within two weeks of the approval of the Special Examination. The student's Dean will ensure that candidates are aware of this requirement.

When a grade of Special (SPC) or Incomplete (INC) appears on a student's record, the notations will be removed and replaced by a substantive grade as soon as the grade is available.

**INCOMPLETE STANDING** (S.1576, S.4327)

A student who, for medical or compassionate reasons, is unable to complete his/her term work prior to the last day of classes and who wishes an extension in order to complete it, shall submit a written request to the Dean of the Faculty in which the student is registered. The request shall include the following information:

1. the type and extent of the work to be completed;
2. the date on which it is due;
3. the name of the faculty member who will receive and grade it.

Before making a decision, the Dean will consult with the instructor and Department Chair. If incomplete standing is granted, the Dean shall inform the student, the instructor, and the Department Chair of the date by which a final grade must be forwarded to the Registrar.

Failure of the student to meet the extended assignment deadline shall result in a grade of zero (0) for the assignment unless the Dean authorizes a further extension for medical or compassionate reasons.

The authorization of the Chair of the Department or Departmental Faculty of Graduate Studies Committee shall be sufficient for granting incomplete standing for graduate students.

When a grade of Special (SPC) or Incomplete (INC) appears on a student's record, the notation will be removed and replaced by a substantive grade as soon as the grade is available.

CARRIED

S.03-099 **Honors Specialization and Major in Media and the Public Interest (MPI)**

It was moved by A. Pitman, seconded by A. Margaritis,

That an Honors Specialization in Media and the Public Interest and a Major in Media and the Public Interest, detailed in Exhibit II, item 3, be introduced in the Faculty of Information and Media Studies, effective September 1, 2004.

CARRIED

S.03-100 **BA/LLB Concurrent Degree Program: Bachelor of Arts Honors Media, Information and Technoculture (MIT)/Bachelor of Laws**

It was moved by A. Pitman, seconded by I. Holloway,

That a concurrent Bachelor of Arts Honors MIT/Bachelor of Laws program, detailed in Exhibit II, item 4, be introduced in the Faculty of Information and Media Studies and the Faculty of Law, effective September 1, 2003.

CARRIED

S.03-101 **BA/LLB Concurrent Degree Program: Bachelor of Arts Honors Political Science/Bachelor of Laws**

It was moved by A. Pitman, seconded by S. Usprich,

That effective September 1, 2003, a concurrent degree program leading to a Bachelor of Arts in Honors Political Science and a Bachelor of Laws, detailed in Exhibit II, item 5, be introduced by the Faculty of Social Science and the Faculty of Law.

CARRIED

S.03-102 **Concurrent Degree Program: Bachelor of Arts, Honors Kinesiology-Sport Management/Honors Business Administration**

It was moved by A. Pitman, seconded by B. Skarakis-Doyle,

That a concurrent Bachelor of Arts Honors Kinesiology-Sport Management and Bachelor of Arts Honors Business Administration program, detailed in Exhibit II, item 6, be introduced in the Faculty of Health Sciences, School of Kinesiology and the Richard Ivey School of Business, effective September 1, 2003.

CARRIED

S.03-103 **Diploma in Pedorthics**

It was moved by A. Pitman, seconded by A. Pearson,

That, effective September 1, 2003, a Diploma in Pedorthics, detailed in Exhibit II, item 7, be introduced by the Faculty of Health Sciences and the Western Centre for Continuing Studies.

CARRIED

S.03-104      **Electrical Engineering Option: Power Systems Engineering**

It was moved by A. Pitman, seconded by A. Margaritis,

That, effective September 1, 2003, a Power Systems Engineering Option, detailed in Exhibit II, item 8, be introduced in the Electrical Engineering program of the Department of Electrical and Computer Engineering, Faculty of Engineering.

CARRIED

S.03-105      **Brescia University College: Introduction of Minor Programs in Women and Christianity, Religious Studies and Philosophy, Philosophy and Family Studies (Interdisciplinary)**

It was moved by A. Pitman, seconded by S. Rich,

That Senate approve that effective September 1, 2003, the following programs, detailed in Exhibit II, item 9, be introduced at Brescia University College: a) Minor in Women and Christianity, b) a Minor in Religious Studies and Philosophy, c) Minor in Philosophy, and d) Minor in Family Studies (Interdisciplinary).

CARRIED

S.03-106      **Undergraduate Program Reform: Programs Approved**

Senate received for information the list of programs approved under the Undergraduate Program Review process (Exhibit II, information item 1).

Professor Percival-Smith challenged SCAPA's authority to approve programs on behalf of Senate because the Committee's terms of reference state that new programs must be approved by Senate.

Ms. Cline, Associate Secretary of the University, explained that SCAPA approves and recommends to Senate the establishment of new programs and the discontinuation of existing programs. Changes to courses and programs are handled by the Deans: Academic Programs (DAP) "virtual" committee. The *ad hoc* Subcommittee on Undergraduate Program Reform (SUPR) reviews the structure of current undergraduate degree programs and proposals for changes to them in order to have them fit the matrix for undergraduate programs outlined in the proposal approved by Senate for the "Reform of the Undergraduate Program".

The Chair asked that the Operations/Agenda Committee propose to Senate at the June meeting a process for dealing with programs that fall between SCAPA and DAP.

S.03-107      **Report on Scholarships and Awards**

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

- J. Armand Bombardier PhD Scholarship in Global Management (Faculty of Graduate Studies, Business)
- Jamey Swift Scholarship in Records Management (Faculty of Graduate Studies, Library and Information Science)
- R.A. Barford Graduate Scholarships (Faculty of Graduate Studies, Business)
- Kevin J. Comeau Continuing Scholarship (Faculty of Law)
- G. Mark Curry Doctoral Scholarship (Faculty of Graduate Studies, Business)
- HBA '92 Continuing Award (Richard Ivey School of Business)
- Cohen Highley LLP Aboriginal Law Scholarship (Faculty of Law)
- Kyle Dobrowolski Memorial Nursing Scholarship (Faculty of Health Sciences, Nursing)
- Cheryl Waldrum Award (Faculty of Law)
- Lawrence Mok Medical Mentor Award (Faculty of Medicine & Dentistry, Medicine)
- Jean Ann Maynard Scholarship (Faculty of Engineering, Electrical Engineering)

**UNIVERSITY PLANNING** [Exhibit III]

S.03-108 **Report of the Subcommittee on Priorities in Academic Development** (SUPAD)

Senate received for information the Report of the Subcommittee on Priorities in Academic Development (SUPAD), detailed in Exhibit III. The total budget for the Academic Development Fund New Research and Scholarly Initiative Award in 2003-2004 is \$1 million and the total amount of the awards recommended for 2003-2004 is \$963,605, excluding recommendations for multi-year projects. The awards are shown in Exhibit III, Appendix 1.

S.03-109 **REPORT OF THE ACADEMIC COLLEAGUE** (Exhibit IV)

The Report of the Academic Colleague on the 265<sup>th</sup> meeting of the Council of Ontario Universities, detailed in Exhibit IV, was received for information. Topics discussed included the double cohort and a report concerning the provision of support services for disabled students. Responding to a question as to how Western compares to other Ontario universities in this regard, Dr. Davenport responded that Western's experience is similar to what is contained in the report, including the financial difficulties.

S.03-110 **ANNOUNCEMENTS & COMMUNICATIONS** (Exhibit V)

Announcements and communications, detailed in Exhibit V, were received for information.

**ADJOURNMENT**

The meeting adjourned at 2:10 p.m.

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P. Davenport  
Chair

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J.K. Van Fleet  
Secretary