

*University of Waterloo
SENATE
Minutes of the Monday, June 20, 2005 Meeting*

Present: David Johnston (Chair), Lois Claxton (Secretary), John Andersen, Rebecca Baxter, Claire Bazley, Kieran Bonner, Steve Brown, Amit Chakma, Caustan De Riggs, George Dixon, Sherry Dupuis, Adam Felix, Pierre Fillion, Jonathan Fishbein, Peter Forsyth, Roydon Fraser, Paul Guild, Simon Guthrie, Mary Hardy, Mark Haslett, Jeff Henry, Michael Higgins, Keith Hipel, Dennis Huber, Ed Jernigan, Bob Kerton, George Labahn, Ken Lavigne, Ellsworth LeDrew, Wing-Ki Liu, Michael Makahnouk, Robert Mann, Christine McWebb, Bruce Mitchell, Henry Paetkau, Tracy Peressini, Bill Power, Steve Prentice, Manoj Sachdev, Paul Schellenberg, Gerry Schneider, Adel Sedra, Mike Sharratt, Craig Sloss, Ralph Smith, Douglas Stebila, Donna Strickland, Scott Taylor, Geoff Wall, Frank Zorzitto

Ann Barrett, Ron Champion, Stephanie Simmons, Laura Talbot-Allan

Absent: Tanveer Ali*, Jean Andrey, Matthew Austin, Ranjana Bird*, Stephen Birkett*, Graham Brown, John Crossley, Antero Da Silva, Marlene Epp*, Alan George*, James Gollnick, Mariela Gutierrez*, Janice Husted*, Tim Kenyon, Scott Kline, Paul Koenderman*, Mike Lazaridis*, Robert Le Roy*, Paul Lehmann, Harriet Lyons*, Atefeh Mashatan, Catherine Rosenberg*, James Skidmore*, Michael Stone, Myroslaw Tatarzyn*, Ross Willard, Johnny Wong

*regrets

OPEN SESSION

Consent Agenda

Senate heard an omnibus motion to approve or receive for information by consent items 1-3 [below].

Guthrie and Schneider.

1. APPROVAL OF MINUTES

The minutes of the May 16, 2005 meeting were approved as distributed.

2. REPORT OF THE CHAIR

Recognition and Commendation. Senate received this report for information.

3. REPORTS FROM THE FACULTIES AND ST. JEROME'S UNIVERSITY

Senate received these reports for information.

The motion carried.

Regular Agenda

4. OTHER BUSINESS

COU Report. In response to a question about issues of concern to universities with respect to the "Transparency in Public Matters Act," 2004 (Bill 123), Senate heard that three in particular (prescription *re* openness of meetings – already mandated in university acts, role of the Privacy Commissioner, and provision both for lodging complaints and the time frame) would have significant repercussions for university governance and autonomy. With respect to the minutes providing rationale for decisions taken, Senate heard that such rationale is contained in reports/documentation provided as part of the agenda, and that the purpose of minutes is to provide a sense of the

substantive issues discussed on the floor of Senate.

Senate received this report for information.

5. PRESENTATIONS

English Language Proficiency Program [<http://www.adm.uwaterloo.ca/infosec/wc.june20.pdf>]. The Managing Director, Ann Barrett, spoke to: the program's history, goals (to teach, not to edit or proofread), and variant Faculty requirements; the good English Language Proficiency Examination success rates; the services provided by the Writing Centre to both undergraduate and graduate students; the future concerns for the program, especially the growing number of students writing ELPE, the need to increase services for post-ELPE students, and the necessity to expand writing services for graduate students.

The Coordinator of the Writing Centre, Ron Champion, commented on the success of "Guerrilla Grammar" [copies of two brochures at the back of the meeting room] as well as the "Grad Services" offered by the Centre.

Academic Program Reviews. In the absence of the Associate Vice-President, Academic, presented for information. Senators with questions were asked to direct them to the Associate Vice-President.

Faculty of Arts [<http://www.adm.uwaterloo.ca/infosec/arts.june20.pdf>]. The Dean spoke to: the defining characteristic of each of the academic departments; the accomplishments of faculty, students and alumni; the new graduate programs, capital plans, undergraduate program reviews and graduate program appraisals. He concluded his remarks with some statistics including FTE faculty positions over the last 11 years (trending back to the 1994-95 ~220 number), FTE students per complement faculty (34 in Arts vs the UW average of 25 in 2004-05), the rising entering grade averages (84 in 2003 up from 81 in 2001), and the increase in Arts applications and enrolment since 2001.

10. REPORTS FROM COMMITTEES AND COUNCILS

Graduate and Research Council

- **Master of Public Health.** Senate heard a motion to approve this new program.

Guild and Sharratt.

In response to a concern expressed about the financial support available to students in this course-based (therefore without faculty supervision/funding from grants) program, Senate heard that applicants will be aware of the circumstance and that some funding is available from the Public Health Agency Canada (bursaries) and the paid practicum which each student will do in the fifth term, and is anticipated from new money for scholarships and bursaries provided in the provincial budget.

The motion carried.

- **2005-06 Graduate Studies Calendar.** Senate heard a motion to approve the addition of a "petition requirement" (form) for change of supervisor.

Guild and Power.

In response to a concern that the current supervisor must approve the "Change of Supervisor" form and the complications this might create, it was noted such complications might be offset by the other required signatories, though the concerns of the current supervisor would have to be

addressed. The requirement was put in place to avoid past situations where the current supervisor was unaware a change had been effected.

The motion carried.

Senate heard a motion to approve the addition of a “Letters of Reference” section to the general admission information for Graduate Studies.

Guild and Power. Carried.

Senate heard a motion to approve the addition of the new Internet-based TOEFL test to the “English Language Proficiency Certification” section.

Guild and Power. Carried.

The remaining items in the report were received for information.

Scholarships & Student Aid Committee. Given the sizeable undergraduate bursary fund balance and the \$200,000 over expenditure of the graduate bursary fund, it was suggested that the Finance Committee might look into the distribution principles for these funds and the Provost was asked to take this under advisement.

Senate received this report for information.

Undergraduate Council (report 1)

- ***Bachelor of Computing & Financial Management.*** Senate heard a motion to approve this new program.

Chakma and Guild.

In response to concerns expressed about the nature of consultation with CECS, whether jobs were available for students in this program, and whether students in this program would be taking jobs at the expense of others in Computer Science, Senate heard that there has been no circumvention of process in bringing this proposal to Senate, and that the program will give more job opportunity (students in the program will have a better mix of skills) for CS jobs.

The motion carried.

- ***Joint Honours Recreation & Leisure Studies and Legal Studies, Joint Honours Legal Studies and Recreation & Leisure Studies, Honours English – Literature & Rhetoric, English Joint Honours – Literature & Rhetoric, Honours English – Literature & Rhetoric (Co-op), Honours English – Literature & Rhetoric Arts & Business (Regular and Co-op).*** Senate heard a motion to approve these new academic plans.

Chakma and Guild. Carried.

- ***Studies in Sexuality, Marriage, and the Family – Three-year General, Four-year General, Minor, Honours Option, General Option, Diploma.*** Having heard that this change allows for better searchability by course title and acknowledges there is more than one family style, Senate heard a motion to approve that the name of these academic plans be changed to “Sexuality, Marriage, and Family Studies.”

Chakma and Guild. Carried.

- **Certificates in French Language (I & II).** Senate heard a motion to approve that the title “Certificate” be retained for the two existing Certificates in French Language.

Chakma and Guild. Carried.

- **The Education Series for Long-term Care Facilities, Murray Alzheimer Research & Education Program.** Senate heard a motion to approve this new professional development program.

Chakma and Guild. Carried.

- **English Language Proficiency Requirement.** Senate heard a motion to approve the proposed modifications to this requirement for the Faculty of Applied Health Sciences as indicated in the report.

Chakma and Guild. Carried.

- **2005-06 Undergraduate Admission Requirements.** Senate heard a motion to approve the proposed revisions to these requirements as indicated in the report.

Chakma and Guild. Carried.

- **English Language Admission Requirements.** Senate heard a motion to approve the addition of the new test and grading system being introduced this fall and the modified set of requirements for Mathematics Co-op programs.

Chakma and Guild. Carried.

The remaining item in the report was received for information.

Undergraduate Council (report 2)

- **Change in Requirements.** Senate heard a motion to approve the requirement changes [Motions 1-6] as listed on pp. A143-A146 of the agenda.

Chakma and Guild.

In discussion, Senators heard: from student Senators, that Mathematics students were divided on the proposed changes and wanted more time for consultation; from the Registrar, that for reasonable grounds, the Faculty was reverting to rules applied from the late 1970s through the 90s; that while an excluded course would appear on the transcript with the mark earned, it would not be calculated in the average (all this to be explained on the transcript).

Senate heard a motion to refer Motions 1 through 6 back to Council.

Felix and Guthrie. The motion defeated.

The main motion carried.

- **Mathematics/Business Administration.** Senate heard a motion to approve the proposed change to Note 1 under Mathematics/Business Administration as indicated in the report.

Chakma and Guild. Carried.

6. BUSINESS ARISING FROM THE MINUTES

Registrar's Update [<http://www.adm.uwaterloo.ca/infosec/registrar.june20.pdf>]. The Registrar provided an update on: confirmations as of June 17 (uneven across Faculties but overall at 93.2 percent of the September 2005 target); the number of President's Scholars (total of 1110); recipients (788) of entrance bursaries at an expense of \$2,694,000; the financial aid guarantee (414 students identified with \$390,000 in aid dispersed to them automatically; 626 bursary applications received to date).

Reading Week. The Registrar reported that except for those years when Easter is "late" (and creates complications with DE final exam day), he would strive (but not guarantee) that a five-day study period prior to exams could be instituted for the winter term in addition to a five-day winter break. Mathematics Faculty Council has voted to approve a five-day winter break starting February 2007, and the Dean of Engineering indicated that, with this new information, he would resume consultations within his Faculty.

Tuition Framework [<http://www.adm.uwaterloo.ca/infosec/analysis.june20.pdf>]. As background and as a basis for discussion of student tuition fees, the Provost presented an income (for 2005-06 a \$503 million budget of which \$318 million is operating) and expense analysis and noted that the root cause for current budgetary shortfalls is the lack of inflation adjustment for operating grants compounded by a government-imposed tuition freeze.

Referring to his "Estimate of Provincial Funding" over the next five years, the Provost estimated UW's share for the current year at ~\$7 million – \$6 of that \$7 million is required simply to maintain status quo; by 2009-10 there will be a ~\$10 million gap between UW's projected budget share and what is required to retain status quo; even if funding were available to enable UW to retain status quo, to improve quality, UW would need an additional ~\$10 million annually through 2009-10. To give context, UW's situation (\$11,000 expenditure per annum per student and an undergraduate : professor ratio of 24.96 : 1) was contrasted with University of Michigan (\$38,000 and 9.01 : 1) and MIT (\$97,000 and 4.33 : 1).

In summary: inflationary costs at universities average five percent annually; grants and student fees comprise more than 94 percent of the operating budget; to maintain status quo, grants and tuition revenues need to increase by five percent annually; to improve quality (e.g., by reducing student : faculty ratio), a much higher increase of government grants or fees or a combination of the two is needed. Possible choices: make the case for more government funding; continue to seek support from alternative sources; increase tuition fees while guaranteeing support for students in need; freeze salaries; increase class sizes and the number of courses taught by faculty, etc.

In discussion, Senators heard that UW's faculty : student ratio was similar at other Ontario universities and has been so historically, and that if the province provides more funding, from the Provost, that for the coming year, he would hope that UW's tuition fees would be congruent with the Board-approved guidelines.

7. REPORT OF THE CHAIR

Environmental Scan [<http://www.adm.uwaterloo.ca/infosec/scan.june20.pdf>]. The Chair commented on spring convocation, the largest to date with just under 4,000 graduands with the graduating class size necessitating a move to eight convocations next year. He paid tribute to two Deans who are standing down: Mike Sharratt, for his outstanding leadership as Dean and University statesman, and to Alan George, for his superlative standard of commitment to UW and the wisdom he has brought to each of the many offices he has held.

With respect to government matters, at the federal level, the President commented briefly on a number of themes including: AUCC's preparation of a federal election strategy to position higher education; the Liberal-NDP budget agreement and the Martin-McGuinty agreement on post-secondary education; the importance of funding indirect costs of research; the CRC program evaluation.

Provincially, he noted 2005 budget details were anticipated respecting: tuition and student aid framework, OTSS program, proposed Research Council, Higher Education Quality Council and the impact of FIPPA.

In response to questions, Senate heard that informal discussions are taking place with FAUW *re* the elimination of mandatory retirement but UW is likely to await enactment of legislation before finalising any action. With respect to recommending to the government on the tuition framework, universities have not been apprised of the process the government intends to adopt/nature of discussions; COU has established a working group which is expected to make recommendations and UW's position will be that it should maintain the right to set tuition fees in accordance with the Board-approved guidelines.

8. REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST

The Provost apprised Senate of UW's "working priorities," established at the Executive Council's annual retreat: co-op review and implementation, graduate expansion, resource issues, research intensity, space issues, benchmarking and internationalization.

9. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RESEARCH

The Vice-President commented [<http://www.adm.uwaterloo.ca/infosec/research.june20.pdf>] on a number of trends including: UW's success rates in Tri-Council operating grant competitions over the last five years; UW's position in the G10 *re* NSERC discovery grant funding – ahead of McMaster, Laval, UWO, Queen's and Montreal; sponsored research funds awarded; UW's success with Canada Research Chairs – a total of 53 and the only G10 institution to increase its number between 2000 and 2005.

11. REPORT OF THE VICE-PRESIDENT, EXTERNAL RELATIONS

The Vice-President commented on the success in reaching the campaign target of \$260 million two years ahead of schedule, giving generous thanks and credit to all in the University community who have helped to realize this achievement by "selling their dreams" to generate donations.

12. OTHER BUSINESS

Challenge X. At the invitation of the Chair, the Dean of Engineering spoke to Challenge X, sponsored by GM and the US Department of Energy: challenge is to take one of GM's cars and turn it into a fuel efficient vehicle. In this three-year competition (UW's team of 100 students is led by Roydon Fraser and the only Canadian team to qualify) with the first year just completed, UW came first overall and first in seven of 10 categories.

Senate convened in confidential session.