

University of Waterloo
SENATE
Minutes of the Monday, September 21, 2009 Meeting

Present: David Johnston (chair), Lois Claxton (secretary), Mohamed Abd-El-Razik, Sheila Ager, Muhammad Ali Akbar, Aswin Alexander, Samuel Andrey, Jonathan Aycan, Allan Babor, David Barton, Dan Brown, Kevin Cai, Glenn Cartwright, Ken Coates, Tom Coleman, Tara Collington, Tristanne Connolly, Carol Cressman, Shannon Dea, Diana Denton, George Dixon, Brent Doberstein, Fraser Easton, John Flanagan, George Freeman, Shannon Freeman, Peter Frick, Feridun Hamdullahpur, Mark Haslett, Geoffrey Hayes, Keith Hipel, John Honek, Sue Horton, Dennis Huber, Beth Jewkes, Reemah Khalid, Kevin Lamb, Kate Larson, Ken Lavigne, John Lawrence, John Lewis, Heather Mair, Roger Mannell, Paul McDonald, Terry McMahan, Brian McNamara, Elizabeth Meiering, Bruce Mitchell, John North, Wayne Oldford, Henry Paetkau, Jim Pankratz, David Perrin, Rashid Rehan, Metin Renksizbulut, Manoj Sachdev, Adel Sedra, Jay Shah, Alan Shonfield, Andrew Williams, Susan Wismer, Frank Zorzitto

Meg Beckel, Alan George, Peggy Jarvie, Geoff McBoyle, Janet Passmore, Leo Rothenburg, Catharine Scott, Bob Truman, Bud Walker

Absent: Carol Acton*, Graham Brown, Jane Buyers*, Jeff Casello, Sujeet Chaudhuri, Peter Douglas*, Tom Duever, Bob Harding*, Ajnu Jacob*, Bob Kapur*, Whitney Lackenbauer*, Brendon Larson, Stephen Murphy, Deep Saini*, Matthew Schumacher, Dave Smith, Dermot Sweeny*, Peter Van Beek*, Robert Jan Van Pelt*, Prem Watsa*, Beth Weckman, Richard Wells, Michael Worswick

*regrets

OPEN SESSION

The chair welcomed the following new senators attending their first meeting of Senate: Feridun Hamdullahpur, vice-president, academic & provost; Sue Horton, associate provost, graduate studies; Glenn Cartwright, principal of Renison University College; George Freeman, president of FAUW; alumni representatives Carol Cressman and Andrew Williams. Also, he welcomed Adel Sedra, returning as dean of engineering, and noted that Janet Passmore (associate provost, human resources) and Leo Rothenburg (associate vice-president, international) were also in attendance.

Consent Agenda

Senate heard an omnibus motion to approve or receive for information by consent items 1-5 below.

1. APPROVAL OF MINUTES

The minutes of the June 15, 2009 meeting were approved as distributed.

2. REPORT OF THE CHAIR

Recognition and Commendation. Senate received this report for information.

Tenure and Promotion of Faculty Members. Senate received this report for information.

3. REPORTS FROM THE FACULTIES

Senate received these reports for information.

4. REPORT OF THE EXECUTIVE COMMITTEE

Senate received this report for information.

5. OTHER BUSINESS

Appointments to Committees. Senate approved the following appointments: Committee on Student Appeals – Rhiannon Rose (kinesiology) as undergraduate student representative, term to April 30, 2011; Executive Committee – Sujeet Chaudhuri (electrical & computer engineering) as engineering faculty representative, term to April 30, 2010; Nominating Committee for Honorary Degrees – Reemah Khalid (drama & speech communication) as undergraduate student representative, term to April 30, 2010.

Dea and Renksizbulut. Carried.

Regular Agenda

6. BUSINESS ARISING FROM THE MINUTES

Class Sizes. The chair advised that, at its September 8, 2009 meeting, the Executive Committee agreed to refer the matter to the Faculty Relations Committee for resolution and report to Senate; if the former is not accomplished, then FRC is to frame the issues for discussion at Senate.

7. REPORT OF THE CHAIR

Honorary Degrees at Fall Convocation. The chair advised senators that copies of the news release announcing the fall convocation honorands were available on the table at the back of the room.

Environmental Scan [www.secretariat.uwaterloo.ca/20090921es.pdf]

- **International.** UW in Dubai went live on September 1 [see below].
- **National.** Statistics Canada student (ages 15 to 24) unemployment figures for July and August are trending up (seven points and five points respectively) over 2008. Higher education R&D spending is at \$10.2 billion in 2007/08 (a six percent increase from 2006/07), however, as a sector share, it has fallen from 52 percent to 45 percent in 15 years.
- **Provincial.** COU survey of 2006 graduates shows an overall employment rate of 95.7 percent two years after graduation.
- **Local.** Intel Corporation has recently acquired RapidMind Inc., a Waterloo start-up company. Co-op reports Fall 2009 work term jobs at just under 95 percent and alumni are being requested to assist in finding co-op jobs. Groundbreaking for Engineering 6 will take place on September 24; as new buildings are sited on current parking lots, UW will soon be considering a parking structure, an expense that has been postponed as long as possible.

Enrolment Update [www.secretariat.uwaterloo.ca/20090921enrolment.pdf]. The good news is that estimates for year one intake stand at 6,178 or 105 percent of target; overall enrolment projections put undergraduates up one to two percent (200 to 400 headcount) and international undergraduates up five percent; though too early for precision, expectation is that there will be graduate growth over Fall 2008 but not as much as planned and with projected headcount to exceed 4,000 for the first time.

In discussion, senators heard that UW's application rate is slightly above the provincial average; the number of offers made were approximately the same as last year; the high "meltdown" in international applicants (35 to 70 percent) is due to a number of factors including currency, immigration issues, etc.; in response to a comment re: the cumulative negative effect exceeding enrolment targets has on the student : faculty ratio, from the president, that such matters figure first in budgets and constructive suggestions are always welcome.

Dubai. The associate vice-president, international reported that the term began on September 1 (orientation occurred over two days; services on site, including counselling, are very good) with a founding class of 23 (perhaps 24) which includes one (possibly two) female. Peter Douglas, chemical engineering, is serving as campus director and three faculty (chemical engineering, civil engineering and math) are offering the courses (each teaches two courses per term) which are identical to those offered at UW. Students are of high quality (16 have scholarships of various kinds), fluent in English, and have expressed real satisfaction with the quality of instructors. A number of student leaders have emerged. Faculty have attractive and generous accommodation and eight students are “in residence” (high quality two bedroom apartments; two students to a bedroom). In all, things are going well and there is eagerness in advancing the program in Dubai / the region and to seeing numbers increase.

In response to a question about adequate student services / service on Senate, etc., the associate vice-president offered to connect the president of the Federation of Students with student leaders in Dubai. It was understood that Senate would continue to receive reports on Dubai.

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

The associate provost, academic & student affairs, who served as interim for July and August, commented on the effective “work behind the scenes” done by members of the various associations and on the pleasure he had in working with them. Further, he spoke to the heavy lifting done by Leo Rothenburg and others so that Dubai could go live on September 1 and on the strong support offered by the academic support units in the often dynamic circumstances. Kudos to Professor Rothenburg and team. And, from the president, to Professor Mitchell, kudos for stepping into the role.

The VPAP shared ‘first impressions’ including his delight at being part of the UW community and his reasons for being attracted to Waterloo: excellence is a top priority, integrity is highly valued and a dynamic culture takes nothing for granted. Further, the 6th Decade Plan provides a very good path forward, with work still to be done to ensure implementation in a meaningful time frame and a process established to assess success. The provost also signalled his intent to acquaint himself with UW’s highest priorities and to move forward in the context of the financial environment without jeopardizing core functions. In sum, he is “happy to be here” and expressed his appreciation to Senate, to the Board and to colleagues for their trust in appointing him to this position.

9. REPORT OF THE VICE-PRESIDENT, EXTERNAL RELATIONS

The VPER advised that the Identity Task Force is digesting the feedback and will report back to Senate on the process. She noted the positive reaction to the ‘descriptors’ and the banners and that discussions continue re: the logo.

10. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RESEARCH

Further to the president’s report, the VPUR observed that, with respect to private sector R&D funding, R&D funding in IT and pharmaceuticals is decreasing and it is the natural resource industry R&D funding that is keeping the overall level from declining.

11. REPORTS FROM COMMITTEES AND COUNCILS

Graduate & Research Council

- **Master of Public Service (MPS), Arts.** Senate heard a motion to approve the establishment of this new program as detailed in the report.

Dixon and Coates. Carried.

- **Master of Mathematics for Teachers (MMT)** [business plan and library resources at senators' places]. Senate heard a motion to approve the establishment of this new program as detailed in the report.

Dixon and Coleman. Carried.

- **MA and MES in Tourism Policy & Planning, Recreation & Leisure Studies and Geography.** Senate heard a motion to approve the recommended program changes.

Dixon and Mannell. Carried.

- **PhD Programs: Recreation & Leisure Studies; Aging, Health & Well-being; Work & Health.** Senate heard a motion to approve the recommended program changes.

Dixon and Mannell. Carried.

- **Enrolment.** Senate heard a motion to approve the inclusion of a statement in the calendar indicating that, if a student plans to enrol in courses beyond the degree requirements (i.e., once degree requirements have been met), he / she must apply for non-degree admission for the term following the term of degree completion.

Dixon and Lavigne.

In discussion, Senate heard a range of concerns expressed including: process (the inference that it is being implemented before Senate has considered / approved); timing (introduced into the calendar after the academic year has begun); course-based master's students lack the various sources of advice re: course selection that research master's have access to; 'non-degree' registrants cannot access student support, do not have GSA representation; whether there are adequate consultation mechanisms / representations for course-based master's students; courses beyond degree requirements may be taken before degree requirements have been met (often on the advice of the supervisor and while the student is working on the thesis) for various reasons, including preparing students to be as competitive as possible, to raise averages; this regulation creates incongruity between what is available for undergraduates and for graduates; this regulation would affect only a small proportion of students; the potential effects this may have on international students (visa status and immigration).

In response: the view that this regulation would not be introduced retroactively; the matter re: academic counselling is "beyond this motion"; this motion does not prevent students from taking courses; once students have completed degree requirements, continuing provincial support is inappropriate; the purpose of this motion is as stated; data re: degree completion times are at: www.analysis.uwaterloo.ca/docs/pi/PIReport_2008_FINAL_withCorrectionsPage.pdf

Having heard that the intent of this motion is to apply only to students who have completed all degree requirements (i.e., are eligible to graduate), Senate heard a clarifying motion: To include a statement in the calendar indicating that, if a student plans to enrol in courses once degree requirements have been met, he / she must apply for non-degree admission for the term following the term of degree completion.

The motion carried: yeas 28; nays 20.

- **Regulations re: Undergraduate Courses taken by Graduate Students.** Having heard a suggestion to spell out "Failed to Complete" and to ensure that those who need to know re: this

new regulation are advised, Senate heard a motion to approve the inclusion of a statement in the calendar indicating that: Undergraduate courses taken for graduate credit or to meet probationary or transitional requirements for a graduate program are subject to the same regulations as graduate courses, i.e., interim grades may not be assigned, once a grade has been assigned it may not be changed; incomplete grade status (INC) converts to FTC after two terms following the term in which the course was taken. Students may petition for an extension of incomplete status.

Dixon and Lavigne. Carried.

- **Approval of Program Extensions: Process.** Senate heard a motion to approve a change in process so that department graduate officers (instead of associate deans) deal with requests for extensions up to three terms, with requests for further extensions considered by the faculty associate dean (instead of the associate provost, graduate studies).

Dixon and Lavigne. Carried.

The remaining items in the report were received for information.

Long Range Planning Committee. Re: St. Jerome's University's sixth decade progress report, Senate heard several comments: as the point format does not distinguish whether the matter is in place or proposed, it was suggested that the Long Range Planning Committee may want to address presentation / form; re: the two DTA recipients, one continues to work on contract and one has left SJU; re: community engagement, that the University Catholic Community "involvement" has declined by 50 percent with various concomitant effects, including donations; re: administrative excellence, reference to the Snowdon Report, commissioned by the SJU Board of Governors and the several suggestions for improvement. And from the president of the FAUW, his concerns that item 12 as stated is misleading and item 16 as stated is of questionable veracity; further, his view that these reports should also note whether there has been regressive movement.

Undergraduate Council

- **Health Studies & Gerontology Honours Regular and Co-operative, Health Research Specialization.** Senate heard a motion to approve this new plan as described in the report.

Mannell and Dea. Carried.

- **Honours English, Digital Media Studies Specialization.** Senate heard a motion to approve this new plan as described in the report.

Coates and North. Carried.

- **Honours English, English Literature in a Global Context Specialization.** Senate heard a motion to approve this new plan as described in the report.

Coates and North. Carried.

- **Studies in Islam Minor, Option, Diploma.** Senate heard a motion to approve these new plans as described in the report.

Hipel and Brown. Carried.

- **Honours Statistics for Health (Co-op).** Senate heard a motion to approve this new plan as described in the report.

Coleman and Mannell. Carried.

- **Recreation & Leisure Studies, Honours Regular and Four-year General.** Senate heard a motion to extend the residency requirements for the honours regular and four-year general recreation & leisure studies plans from eight calendar years to 12 years for students admitted to 1A, and ten years for students admitted with one year or more of advanced standing.

Mannell and Dea.

Following discussion, senate heard a revised motion: To extend the residency requirements for completion of honours regular and four-year general recreation & leisure studies plans from the time the student first enters the plan from eight calendar years to 12, and ten years for students admitted with one year or more of advanced standing.

The motion carried.

- **Bachelor of Accounting & Financial Management, Arts.** Senate heard a motion to approve the recommended plan changes.

Coates and Dea. Carried.

- **Honours Chemical Engineering.** Having heard that all students will be “looked after,” Senate heard a motion to approve the recommended plan changes.

Sedra and Hipel. Carried.

- **Honours Co-operative Bachelor of Science, Pharmacy.** Having heard this level of prescriptive detail must often be put in place for professional programs because of accreditation requirements, Senate heard a motion to approve the recommended plan changes.

McMahon and Dixon. Carried.

- **Accommodation Due to Illness.** Following discussions which included the potential negative effects of the \$10.00 fee (the fee was discussed at and approved by the Student Services Advisory Committee); that the form will be made available on line and is already being requested by physicians; that the provost’s memo issued today addresses UW’s approach to H1N1, Senate heard a motion to approve the recommended changes to the “Standard Practices with Respect to Illness” section in the *Examination Regulations and Related Matters* document as detailed in the report.

Dea and Oldford. Carried.

The remaining items in the report were received for information.

12. OTHER BUSINESS

Schedule of Undergraduate Program Reviews, 2009/10 to 2015/16. Senate received this report for information.

Senate convened in confidential session.