



Memo

TO Patrick Deane, Chair, Senate Committee on Academic
Development
FROM Georgina Moore, Senate Secretary
DATE April 15, 2009
SUBJECT Attached Motions from Senator J. Welsh and Senator Rouget

UNIVERSITY SECRETARIAT
Richardson Hall, Room 153
Queen's University
Kingston, Ontario, Canada K7L 3N6
Tel 613 533-6095
Fax 613 533-2793
www.queensu.ca/secretariat

I am writing to refer to SCAD the attached Motions received on April 9, 2009.

The Senate Agenda Committee reviewed the two attached Motions at their meetings of April 13 and 15, 2009. The Committee decided to refer the Motions to SCAD to “seek clarification from all parties, including the Dean of Arts and Science and the Arts and Science Faculty Board”.

The Senate Agenda Committee identified that the following aspects need clarification:

- The Motions in their current form are not clearly within the Senate’s jurisdiction with respect to faculty boards’ roles and responsibilities and the Functions of the Senate <http://www.queensu.ca/secretariat/senate/function.html>;
- These Functions do not empower Senate to dictate to Faculty Boards the implementation of their own procedures;
- Lack of clarity in the Dean’s invocation of administrative prerogative of “suspension”, its application, financial justification and duration with respect to academic program;

Please review the Motions and report back to Senate with SCAD’s recommendations. SCAD should contact directly, the Dean of Arts and Science, the Chair of the Arts and Science Faculty Board, Senator Rouget and Senator Welsh to obtain further information and to invite them to meet with SCAD as necessary.

This item will appear as a Matter Referred to Standing Committees on the April 23, 2009 Senate agenda. Senators will receive a copy of the Memorandum and the Motions.

Thank you for your attention to this matter.

Georgina Moore
Secretary of the Senate

copy: K. O'Brien, Secretary, SCAD
A. MacLean, Dean, Faculty of Arts and Science
O. Nielsen, Chair, Arts and Science Faculty Board
G. Smith, Secretary, Arts and Science Faculty Board
F. Rouget, Senator, Department of French Studies
J. Welsh, Senator, SGPS

Motion from Senator J. Welsh, SGPS – April 9, 2009

MOTION:

Whereas the Arts and Science Faculty Board Bylaw 1.10(B) identifies the procedures for “substantial change” to concentrations or programmes, Bylaw 2.5(B)(iv) states that such changes are to be “submitted to the [Curriculum] committee from the department(s) concerned” and Bylaw 2.3(C)(i), (ii), and (viii) require these changes to be examined by the Committee of Departments, and that recommendations on such proposed changes go to the Faculty Board, “which shall make the final decision (Bylaw 1.10(B); and,

Whereas proposed programme “suspensions” did not originate with the affected academic units or departments and have not followed the bylaws of the Arts & Science Faculty Board; and,

Whereas the Arts and Science Faculty Board passed a motion to require all programme or concentration “suspensions” follow the appropriate channels for approval; and,

Whereas similar challenges are being faced in other Faculties; and,

Whereas final responsibility for academic programme changes rests with Senate;

BIRT all “suspensions” of “degree types”, programmes or concentrations that did not go through the appropriate and properly scheduled departmental and faculty curriculum committees (i.e., October 2008 through January 2009) be withdrawn; and,

BIFRT all programmes and concentrations proceed for 2009-2010; and,

BIFRT all curriculum review discussions be re-convened in a collegial manner following appropriate procedures as specified by Faculty Board Bylaws. That is:

- a. All curriculum review requests made by the Dean’s Office go to the departments, School, or Faculty (as appropriate) formally, in writing.
- b. The departments, School or Faculty review these suggestions and develop recommendations regarding the curriculum review in a timely manner, so that the departmental plans proceed through the appropriate curriculum committees and departmental, School, or Faculty meetings, using the usual procedures and timelines to bring these recommendations to the Faculty or School Curriculum Committee in October.
- c. The appropriate Curriculum Committee follows Faculty or School Bylaws and reviews each proposal from each department or unit.
- d. The Faculty or School Curriculum Committee Omnibus Report (or analogous report in each Faculty or School) then goes to the appropriate Committee and/or Faculty Board according to the usual schedule.

Motion from Senator Rouget, Department of French Studies – April 9, 2009

Given that on April 3, 2009, the following motion regarding the proposed programme “suspensions” duly passed the Arts & Science Faculty Board by an overwhelming majority:

1. All “suspensions” of “degree types”, programmes or concentrations that did not go through the appropriate and properly scheduled departmental and faculty curriculum committees (i.e., October 2008 through January 2009) be withdrawn.
2. All programmes and concentrations proceed for 2009-2010.
3. All curriculum review discussions be re-convened in a collegial manner following appropriate procedures as specified by our Faculty Board Bylaws. That is:
 - a. All curriculum review requests made by the Dean’s Office of the Faculty of Arts & Science go to the departments formally, in writing.
 - b. The departments review these suggestions and develop recommendations regarding the curriculum review in a timely manner, so that the departmental plans proceed through the departmental curriculum committees and departmental meetings, using the usual procedures and timelines to bring these departmental recommendations to the Faculty Curriculum Committee in October.
 - c. The Faculty Curriculum Committee follows Faculty Board Bylaws and reviews each proposal from each department.
 - d. The Faculty Curriculum Committee Omnibus Report then goes to the Committee of Departments and the Faculty Board of Arts & Science according to the usual schedule.

We move that Senate abide by the determination of the Faculty Board of Arts & Science and ensure that:

1. All “suspensions” of “degree types”, programmes or concentrations in the Faculty of Arts and Science that did not go through the appropriate and properly scheduled departmental and faculty curriculum committees (i.e., October 2008 through January 2009) be withdrawn.
2. All programmes and concentrations in the Faculty of Arts and Science proceed for 2009-2010.
3. All curriculum review discussions in the Faculty of Arts and Science be re-convened in a collegial manner following appropriate procedures as specified by Arts & Science Faculty Board Bylaws and detailed above.