



Minutes

MEETING OF THE SENATE

A meeting of the Senate was held on Wednesday, May 21, 2008 in Room 202 Policy Studies at 9:30 a.m.

Present: Principal Williams in the Chair **Senators:** Archibald, Belliveau, Brock, Bu, Cole, Dacin, Deane, Freeman, Horton, LaFleche, Laker, Lee, Lombardi, MacLean, McDonald, Minnes, Myers, Norman, Pardy, Peterson, Radcliffe, Remenda, Salzmänn, Scott, Shearer, Stairs, Staples, Szulewski, Walker, Welsh, G. Moore (Secretary), P. Watkin (Associate Secretary)

Also Present: S. Akl, R. Beamish, J-A Brady, I. Bujara, M. Ceci J. Cordy, R. Coupland, R. Crawford, R. Denniston-Stewart, C. King-Van Vlack, G. Lessard, S. Marlin, P. Martin, M. McCormack, J. Mighty, K. Montgomery, K. O'Brien, D. Rappaport, C. Sumbler, M. Whitehead, I. Young

Principal Williams welcomed T. Radcliffe, newly elected AMS President to Senate.

I OPENING SESSION

1. Adoption of Agenda

Moved by Senator LaFleche, seconded by Senator Cole, that the Agenda be adopted as circulated.

Carried 08-34

2. Adoption of the Minutes of the Meeting of 24 April 2008 (Appendix A, page 1)

Moved by Senator Walker, seconded by Senator Deane, that the Minutes of April 24, 2008 be adopted as circulated.

Carried 08-35

3. Business Arising from the Minutes

There was no Business Arising from the Minutes.

4. Chair's Report

Principal Williams stated that he was honoured to be asked to serve as the nineteenth Principal of Queen's University. He expressed his commitment to work with Senate to advance the welfare of the University during his term.

Principal Williams reported that the Joint Board/Senate Advisory Committee to select the next Principal would begin its deliberations shortly. Information regarding the work of the Joint Committee would be posted on the Secretariat's website.

Reception for Dr. Karen R. Hitchcock

Principal Williams reminded Senate that a reception in honour of Dr. Karen Hitchcock, to recognize her contributions to Queen's University and to celebrate her achievements as Queen's 18th Principal, was scheduled following the Senate meeting in the Elspeth Baugh Fireside Room. He encouraged all to attend.

Financial Matters

Principal Williams stated that one of the most pressing issues for Queen's is the current financial situation. He spoke about his desire to ensure that the Senate is more engaged in financial matters. To

this end, A. Simpson, Vice-Principal (Operations and Finance) will make a presentation to Senate in the Fall term. Principal Williams also stated that he will be encouraging the Senate Budget Review Committee to go beyond its usual business of looking at the budget retrospectively and become more proactive.

Principal Williams informed Senate about a recent meeting in Toronto, with colleagues from other Ontario universities and members of the provincial government, to discuss the current fiscal landscape.

Annual Meeting of University Council

Principal Williams commented on a very successful Annual Meeting of the University Council held on May 2, 2008. The theme “Sustainable Queen’s” provided Councillors with the opportunity to comment and discuss an important issue and to provide the University with valuable feedback. Principal Williams remarked on the number of committed alumni who had expressed their willingness to help Queen’s move forward on all aspects of sustainability.

Principal Williams noted that Dr. Gail Wood had recently been appointed as the University’s inaugural Sustainability Manager. Dr. Wood’s mandate includes engaging faculty, staff and students in projects that will establish Queen’s as a leader in this area at both the provincial and national levels.

Convocation

Principal Williams encouraged Senators to participate in upcoming Convocation ceremonies during the weeks of May 26th and June 2nd.

5. Other Reports

a) Research Report (Appendix B, page 15)

S. Marlin, Associate Vice-Principal (Research) highlighted the following:

- Results of the Principal’s Development Fund, Category B and Category C
- Professor S. Vanner has been named the 2008 recipient of the prestigious Canadian Association of Gastroenterology (CAG) Research Excellence Award.

There were no questions or comments.

b) Council of Ontario Universities (COU) Meeting of April 17-18, 2008 (Appendix C, page 20)

Principal Williams drew attention to the report on the April 17-18, 2008 COU Meeting. There were not questions or comments.

c) Board of Trustees Meeting of May 3, 2008 (Appendix D, page 21)

Principal Williams drew attention to the report on the May 3, 2008 Board of Trustees Meeting. There were no questions or comments.

II QUESTION PERIOD

Senator Welsh reported that he had been contacted by graduate students in the Department of French Studies about a recent faculty appointment that had been withdrawn. Receipt of the students’ concerns had not been acknowledged nor had anyone in the Department or the Administration provided a response. Senator Welsh asked who these students should approach to have their concerns heard. Senator Deane replied that the process guiding faculty appointments is regulated by the Collective Agreement. The articles of the Collective Agreement are publicly available. However, the circumstances around individual appointments are confidential. He assured Senator Welsh that a response to the students would be provided in due course.

III REPORTS OF COMMITTEES

1. Academic Development & Budget Review (Appendix E, page 23)

- a) Proposal to establish a B.Sc. (Hons.) (SSP) in Environmental Toxicology in the Faculty of Arts and Science**
Moved by Senator Deane
seconded by Senator MacLean
that Senate approve the establishment of the Bachelor of Science (Honours SSP) in Environmental Toxicology in the School of Environmental Studies in the Faculty of Arts and Science, to commence in September 2008.

Carried 08-36

There were no questions or comments.

2. Academic Procedures (Appendix F, page 42)

- a) Proposal to amend the Senate Policy on Confidential Examinations and the Senate Policy on Disrupted Examinations**
Moved by Senator LaFleche
seconded by Senator Lee
that the Senate approve the stated changes to its Policy on Confidential Examinations and its Policy on Disrupted Examinations.

Carried 08-37

There were no questions or comments.

b) Academic Integrity Procedures – Requirements of Faculties and Schools

R. Crawford, Chair of the Senate Committee on Academic Procedures (SCAP) noted that the document was for information and comment. He thanked J. Lee, C. Sumbler and the Office of the Vice-Principal (Academic) for their leadership in the area of Academic Integrity.

Professor Crawford explained that SCAP had discussed the issue of a viable single university-wide policy with faculty-specific additions, over the past year. It is expected that SCAP will bring three recommendations to the October Senate for approval. Senators were asked to review the document over the summer and send their comments directly to Professor Crawford (rgc@cs.queensu.ca)

In response to a question from Senator Cole, Professor Crawford reported that before drafting the proposed policy there was considerable effort made to examine best practices from other institutions and to adapt them to the Queen's context. Senator Cole reminded Senate that the issue of academic integrity had been discussed extensively amongst the COU Academic Colleagues. The COU was encouraging Ontario universities to adopt policies that would provide consistency for students as they moved between institutions across the province and/or nation.

3. Agenda (Appendix G, page 59)

- a) Revised Senate Dates 2008-2009**
Moved by Senator LaFleche
seconded by Senator Szulewski
that the revised Senate Dates for 2008-2009 be approved.

Carried 08-38

Principal Williams explained that the only amendment to the Senate Dates for 2008-2009 was to reschedule the November 2008 meeting to the fourth Thursday of the month, which was in accordance with Senate Rules of Procedures. Rescheduling the November meeting would improve the spacing between the October and November meetings and the November and January meetings of Senate.

4. Budget Review (Appendix H, page 60)

a) Annual Report 2007-2008

Principal Williams drew attention to the Annual Report of the Senate Budget Review Committee. There were no questions or comments.

5. Educational Equity (Appendix I, page 62)

a) Annual Report 2007-2008

Principal Williams drew attention to the Annual Report of the Senate Educational Equity Committee. Professor J. Mighty, Chair of the Senate Educational Equity Committee (SEEC), thanked all members of SEEC including the secretary, P. Watkin, for their hard work.

There were no questions or comments.

b) Review of the Aboriginal Council Annual Report for Years 2005-2006 and 2006-2007

Professor J. Mighty, Chair of the Senate Educational Equity Committee, noted that work continues on collecting information regarding retention of Aboriginal students. The information will be used to produce “flow” data which will be an invaluable resource and will allow the University to draw meaningful conclusions.

c) Review of the Reports of the Human Rights Office and the Office of the University Advisor on Equity for the Years 2004-2005-2006

Although the report was for Senate’s information, Professor Mighty, highlighted SEEC’s strong recommendation that the appropriate Vice-Principals review the need to re-locate the Human Rights Office to an accessible site that will provide client privacy and dignity. Principal Williams confirmed that he would follow-up with the appropriate Administrators.

There were no questions or comments.

6. Internal Academic Review (Appendix J, page 119)

a) Revisions to the Internal Academic Review Policy

Senator Deane provided the following four reasons for the proposed changes to the Internal Academic Review Policy:

- The COU, through the Undergraduate Program Review and Audit Committee (UPRAC) of the Academic Vice-Presidents, requires all Ontario universities to undergo systematic reviews of their internal academic review procedures. Queen’s under went its audit in 2005 which resulted in recommendations to amend the IAR policy to include collaborative programs with other institutions. A second recommendation resulting from the audit was to determine to what extent an accreditation review satisfied the requirements of an undergraduate program review;
- UUDLEs (University Undergraduate Degree Level Expectations) are guidelines developed by the Ontario Council of Academic Vice-Presidents (OCAV). The guidelines are closely aligned with a federal document that helps Canada market its universities globally. As mandated by OCAV, all Ontario universities are to incorporate UUDLEs into their policies and practices by June 2008. Senator Deane explained that UUDLEs describes the very basic expectations of a baccalaureate/bachelors program in Canada. The document also changes the focus of how to judge the success of a program by measuring outcomes expected of graduates. From this point forward, UPRAC audits will now look at outcomes when evaluating undergraduate programs. Senator Deane reminded Senate that UPRAC audits are approved by the COU and failure to comply with the recommendations are reported to this provincial governing body. It is anticipated that it will take five years to fully incorporate UUDLEs into internal academic reviews and there is every expectation that they will have intellectual benefits for all universities;
- In collaboration with the Office of the University Advisor on Equity, a desire to incorporate equity and diversity considerations into the IAR policy;
- A need to update the document to reflect current practices.

In response to a question from Senator Belliveau, Senator Deane stated that the Centre for Teaching and Learning would provide central help to units developing learning outcomes. The introduction of UUDLEs will be through the internal academic review cycle so not all units would be dealing with this issue at the same time. Senator Deane emphasized the intellectual benefits UUDLEs will have for the University.

Professor C. King Van Vlack asked for the rationale behind the requirement to designate an IAR faculty coordinator and an IAR unit coordinator. Senator Deane responded that there is no particular ideology behind the requirement, but rather it is a practical matter to ensure the process is supported and managed efficiently and effectively. Senator Deane agreed that the overall responsibility of a review rests with the unit as a whole.

**Moved by Senator Deane
seconded by Senator Brock
that the Senate approve the revisions as outlined in the Amended Queen's University Senate Policy for *Internal Academic Review*.**

Carried 08-39

b) Internal Academic Review Reports

Senator Deane prefaced the motions to adopt the five internal academic review reports by explaining that the Internal Academic Review Committee (IARC) provides a summary statement about each review based on the internal review team report and other supporting documentation. Each review takes approximately eighteen months to complete and are a tribute to the exceptional commitment to academic excellence shown by faculty, staff and students involved in the process.

i. Department of History

**Moved by Senator Deane
seconded by Senator MacLean
that Senate approve the Internal Academic Review Committee Report for the Department of History**

Carried 08-40

Senator Welsh stated that as a Ph.D. candidate in the Department of History he was pleased to see the strong recommendation to increase the number of tenure track positions in the department. He expressed his satisfaction with the review process and his support for the Motion.

M. Ceci, Undergraduate Trustee and Senate Observer, noted that the report referred to an undergraduate program review that was currently underway. He asked for the logic behind tabling the internal academic review report before the undergraduate program review had been completed. Senator Deane responded that internal academic reviews are cyclical in nature and that at any given moment any department could be engaged in a curriculum review when its turn in the rotation occurs. He stressed that budgetary and staff circumstances within departments are fluid and will dictate when program reviews are required. This may or may not correspond with the timing of the internal academic review. Senator MacLean, Dean, Faculty of Arts and Science, added that departments often respond to issues raised during the internal academic review process before the final report is received by Senate. There is no clear end-point to a review but rather it is an ongoing process that takes a significant amount of time to complete. Senator MacLean stated that it would not be practical to ask departments to wait until Senate approves an internal academic review before it could take action on the recommendations.

Senator Deane added that recommendations made within an internal academic review report are taken into consideration when the deans submit their annual budget and staffing requests. Deans are also required to outline what has been done over the past year in response to principal recommendations arising out of past internal academic reviews.

- ii. Department of Sociology**
Moved by Senator Deane
seconded by Senator MacLean
that Senate approve the Internal Academic Review Committee Report for the
Department of Sociology.

Carried 08-41

There were no questions or comments.

- iii. School of Computing**
Moved by Senator Deane
seconded by Senator MacLean
that Senate approve the Internal Academic Review Committee Report for the School of
Computing.

Carried 08-42

There were no questions or comments.

- iv. Department of Pathology and Molecular Medicine**
Moved by Senator Deane
seconded by Senator Belliveau
that Senate approve the Internal Academic Review Committee Report for the
Department of Pathology and Molecular Medicine.

Carried 08-43

There were no questions or comments.

- v. School of Rehabilitation Therapy**
Moved by Senator Deane
seconded by Senator Norman
that Senate approve the Internal Academic Review Committee Report for the School of
Rehabilitation Therapy.

Carried 08-44

There were no questions or comments.

7. Nominating (Appendix K, page 218)

- a) Elections**
Moved by Senator Pardy
seconded by Senator Horton
that those named in Appendix K, page 218, be elected to the committees indicated.

Carried 08-45

b) Joint Board/Senate Advisory Search Committee to Select the Principal

As directed by Senate Motion on April 24, 2008, the following nine Senators were elected by electronic vote to the Joint Board/Senate Advisory Search Committee to Select the Principal on May 13, 2008:

B. Barnett, Student Senator, B.A. (Hons.) '09
P. Dacin, QUFA President, School of Business
L. Horton, Staff Senator, Human Resources
A. Husain, Faculty Senator, Department of History
A. MacLean, Dean, Faculty of Arts and Science
K. Norman, Faculty Senator, School of Rehabilitation Therapy
P. Oosthuizen, Faculty Senator, Mechanical & Materials Engineering
T. Radcliffe, AMS President, B.A. (Hons.) '09

J. Welsh, SGPS President, Ph.D. Candidate, Department of History

Principal Williams thanked all Senators who volunteered to serve on this very important search committee. He reported that the Board of Trustees had elected its nine members and it was expected that the Joint Board/Senate committee would begin its deliberations shortly.

Reflecting on Senate's decision at the April 24, 2008 meeting to hold an electronic vote because of the urgent need for the Joint Committee to meet almost immediately, Senator Welsh expressed his dismay that the "need for speed" did not appear to be warranted as the Joint Committee is not scheduled to meet until mid June. Also, because of the circumstances, there was no opportunity to discuss the slate of nine Senators put forward by the Nominating Committee. Senator Welsh expressed his concern that there appeared to be no vetting of the nominations by the Nominating Committee. As someone who put forward the names of other Senators to serve on the Joint Committee, he expected to be contacted to discuss the nominations. Due, in his view, to the apparent lack of process and the extensive discussion around circumstances arising from the recent Principal's review, Senator Welsh requested that the Senate Operations Review Committee and/or the Senate Nominating Committee devise guidelines to inform future process.

Senator Parry responded that the Senate Nominating Committee followed its normal procedures and worked on the premise that the slate needed to be filled as quickly as possible. He stated that the mandate of the Nominating Committee is to recommend a preferred candidate to fill each committee vacancy. This standard process avoids an election debate on the floor of Senate. The option for Senators to put forward an alternate candidate, through a formal motion, is available. Senator Welsh questioned if the normal procedures of the Nominating Committee was the best fit for special circumstances such as an electronic vote. Principal Williams responded that as Chair of Senate, he would ensure that Senator Welsh's concerns were referred to the Senate Operations Review Committee for consideration. Principal Williams confirmed that the Nominating Committee followed its mandate and the special instructions given to the committee at the April 24th Senate meeting.

M. Ceci, Undergraduate Trustee and Senate Observer, asked if the results of the electronic vote, including the number opposed and the number of abstentions, would be recorded in the Senate minutes. G. Moore, Senate Secretary responded that the minutes will reflect that an electronic vote had taken place in accordance with Senate's decision at the April 24th meeting. No requests from Senators to have their vote recorded had been received. The fact that the slate was approved will be recorded.

IV REPORTS OF FACULTIES AND AFFILIATED COLLEGES

None Received

V MOTIONS (Appendix L, page 220)

1. Recognition of Achievements of Dr. Karen R. Hitchcock

Before making the Motion, Senator Salzmann read the following preamble recognizing the achievements of Dr. Karen R. Hitchcock:

In this first meeting of Senate after the resignation of the chair of this body and the Principal of this University, I would like ask my colleagues to join me in recognizing Dr. Karen Hitchcock's years of dedicated service to our University. An internationally known educator and scientist, as well as the first woman and first U.S. Citizen to lead this institution of higher learning, Dr. Hitchcock encouraged an academic community steeped in local traditions to both preserve the best of the past and to move confidently toward a new century of global collaboration. In addition to her tireless efforts to overhaul the physical infrastructure of this institution for the benefit of future generations, she and her administration will be remembered for their commitment to building an academic

community that fully embraces the rich diversity of communities and cultures in Canada and the world. Although many of her major initiatives have not seen completion, she leaves us with the challenge of realizing a new vision of scholarship and teaching that will continue to distinguish Queen's University from its peers in this nation and abroad.

Moved by Senator Salzmann

seconded by Senator Lee and Senator Laker

that Senate formally recognizes the many achievements of Principal Karen R. Hitchcock during her tenure as 18th Principal of Queen's University.

Carried 08-46

There was no discussion.

2. Statement of Responsibilities by the Search Committees for Appointing the next Principal of Queen's University

Before making the Motion, Senator Salzmann read the following preamble regarding a "Statement of Responsibilities" for the Joint Board/Senate Advisory Committee on the appoint of the next Principal:

In order to respect the dignity of all candidates for the office of Principal and to preserve the honour of this institution, I propose:

That all members of the University community who may be involved in any way with the appointment and renewal of Principals continue to scrupulously and conscientiously observe the rules of confidentiality requisite for such highly sensitive deliberations.

That the rules of confidentiality which govern the deliberations of search committees be published for the benefit of the University as a whole, so that our members and the public at large, including the national press, are fully aware that we as a community do not condone and will not tolerate breaches of confidence. Such actions are injurious to those who have been, or will be, asked to serve us and tarnish the reputation of this institution and its students, faculty, staff and alumni.

Reflecting on the need for transparency and the normal expectations for confidentiality during a search process, Senator Belliveau asked for the justification behind the Motion. Senator Salzmann stated that the impetus behind the Motion was the unprecedented negative national press that preceded the resignation of Dr. Hitchcock and a strong desire to publicly and collectively state the position of the University regarding confidentiality. Senator Cole stated her support for the Motion and for the need to remind everyone about the rules of confidentiality. Senator Meyer expressed her concern that the Motion would appear to discourage transparency. She also asked if the Queen's community would be informed of the candidates who make it through to the final stages of the search. G. Moore, University Secretary, replied that decisions regarding process are the responsibility of the Joint Board/Senate committee which would be guided by past practice and current circumstances. Senator Salzmann added that the Motion was not in any way meant to discourage transparency or interfere with an open process. In light of the breaches of confidentiality that occurred with the recent Principal's review process, Senator Welsh expressed his support for the Motion. As a member of the new Joint Board/Senate committee he stated that he had no desire to see the hard work of the search committee undermined by any individual who breaches the rules of confidentiality. If adopted, the Motion would not interfere with a transparent process. As a member of the Principal's review committee, Senator Walker commented that he took exception to the inference that it was a member of the review committee that leaked information to the national press. However, he stated that he supported the Motion as an exhortation for any search committee.

**Moved by Senator Salzmann
seconded by Senator Cole
that Senate endorse this statement of responsibilities and forward it to the Joint Board/Senate
Committee with the request that the Committee consider and adopt this, or a similar statement,
as a first order of business.**

Carried 08-47

VI COMMUNICATIONS (Appendix M, page 222)

Principal Williams drew attention to the following Communications:

- 1. New Senators 2008-2009**
- 2. Extension of provisional approval period for the Centre for Advanced Materials and Manufacturing (CMM)**
- 3. Extension of provisional approval period for the Queen's Institute for Energy and Environmental Policy (QIEEP)**

VII MATTERS REFERRED TO STANDING COMMITTEE

None Received

VIII OTHER BUSINESS

None Received

IX CLOSED SESSION

Not Required

There being no further business, the meeting adjourned at 10:42 a.m.