

DRAFT UNTIL APPROVED BY SENATE

Minutes of a meeting of the Senate of Simon Fraser University held on  
Monday, April 2, 2007 at 7:00 pm in Room 3210 WMC

Open Session

Present:

Stevenson, Michael, President and Chair

Breden, Felix  
Copeland, Lynn  
Corbett, Kitty  
Dagenais, Diane  
Dickinson, Peter  
Driver, Jon  
Easton, Stephen  
Fizzell, Maureen  
Fox, Sasha (Graham)  
Francis, June  
Gençay, Ramo  
Gordon, Irene  
Gordon, Robert  
Harder, Derrick  
Hauerland, Norbert  
Hayes, Michael  
Honda, Barry  
Jones, John (representing B. Lewis)  
LaBrie, John  
Liljedahl, Peter  
MacLean, David  
Percival, Colin  
Percival, Paul  
Peters, Joseph  
Pierce, John  
Pinto, Mario  
Plischke, Michael  
Russell, Robert  
Schellenberg, Betty  
Shaker, Paul  
Shermer, Thomas  
Smart, Carolyne  
Vaid, Bhuvinder  
van Baarsen, Amanda  
Warner, D'Arcy  
Waterhouse, John  
Weeks, Daniel  
Williams, Peter

Absent:

Black, Sam  
Brennand, Tracy  
Caufield, Sarah  
Delgrande, John  
Dunnet, Margo  
Ester, Martin  
Gregory, Titus  
Javed, Waseem  
Joffres, Michel  
Kelly, Vanessa  
Krane, Bill  
Lewis, Glyn  
Li, Wei  
Louie, Brandt  
MacKenzie, Christine  
McArthur, James  
Rebman, Rachelle  
Smith, Don  
Zandvliet, David

In attendance:

Branda, Neil  
Campbell, Stephen  
Dench, Sarah  
Egan, Kieran  
Golnaraghi, Farid  
Hatala, Marek  
Moore, Donna  
Osborne, Judith  
Saif, Mehrdad

Ross, Kate, Registrar and Senior Director, Student Enrolment  
Watt, Alison, Director, University Secretariat  
Grant, Bobbie, Recording Secretary

1. Approval of the Agenda  
The Agenda was approved as distributed.
2. Approval of the Minutes of the Open Session of March 5, 2007  
The Minutes were approved as distributed.
3. Business Arising from the Minutes  
There was no business arising from the Minutes.
4. Report of the Chair  
The Chair reported that Federal funding for post secondary education continues to improve. In addition to the continuance of existing Federal programs related to the Innovation Agenda, funding has been slightly improved to granting councils and new improvements have been made to graduate scholarship funding. In addition, the Federal Government has promised \$800 million in transfer payments for post secondary education in the next year's budget.

The Chair reiterated statements made at the last meeting. Although financial resources from Provincial and Federal sources have improved, the funding formula still does not include inflation considerations and, when taken together with declining enrolment and retention rates, the University's budget remains in a certain amount of difficulty.

5. Question Period  
R. Gençay had submitted questions pertaining to the issue of attracting and retaining PhD students, and making SFU more competitive in the process.

In response to his question as to why SFU did not make multi-year contract offers to PhD students, Senate was informed that many SFU departments do make multi-year funding guarantees. SFU has a fairly decentralized system wherein departments have access to graduate fellowships, TA/TM positions, as well as faculty research grants, all of which can be combined to make multi-year offers.

With respect to a second question about the timing of entrance scholarships, R. Gençay expressed his view that decisions for these scholarships were not made early enough, thus putting SFU at a competitive disadvantage with other institutions. Senate was advised that entrance scholarships are currently centrally administered and the timing of the decision was based on a compromise established several years ago. Discussions were underway with Graduate Studies staff and Graduate Program Chairs about the necessity of moving this date earlier, thus requiring departments to move their admissions process earlier. Alternatively, this process could be decentralized and entrance scholarship funds allocated directly to departments on a formula basis, thus allowing departments to use the funds to make improved admission offers. The downside of a decentralized system was that the funds would have to be distributed evenly across the University, which did not necessarily guarantee funding would go to the best students. Because the current practice was causing problems and therefore required change, these proposals would likely be brought forward to the Senate Policy Committee on Scholarships, Awards and Bursaries for consideration. In addition, the Provincial Government has asked universities to describe how they will use the new Provincial Scholarship program funding. SFU intends to link those new funds to the Entrance Scholarship program, thereby increasing the amount of a scholarship, which will then provide departments more flexibility to offer multi-year awards.

A further question was raised by R. Gençay with respect to teaching assistantships. It was his impression from talking to graduate students that their workload was too heavy and did not allow sufficient time for their research. The Dean of Graduate Studies pointed out that departments administer teaching assistantships, and if there are concerns about workload, departmental chairs should closely monitor the number of hours students are being required to work to make sure they conform to the collective agreement and to ensure that students are not penalized if they bring concerns to the attention of their supervisor. In addition, graduate students also have the option of raising issues with their Union (TSSU).

6. Reports of Committees

A) Senate Committee on University Priorities

i) Paper S.07-52 Bachelor of Applied Science in Mechatronic Systems Engineering (Major, Honors, and Minor)

Moved by J. Waterhouse, seconded by J. Peters

“that Senate approve and recommend to the Board of Governors the proposal for a Bachelor of Applied Science in Mechatronic Systems Engineering (Major, Honors, and Minor) offered by the Faculty of Applied Sciences”

F. Golnaraghi and M. Saif, School of Engineering Science, were in attendance to respond to questions.

Brief discussion took place with respect to the proposed start date of September 2007. Senate was advised that the first year of this program depended heavily on courses already in existence. Advertisement and recruitment for the program, contingent on its approval, was underway and there would be no problem offering it for Fall should approval be granted.

The question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.07-53 – Nanomed Canada Research Network

Moved by J. Waterhouse, seconded by S. Easton

“that Senate approve and recommend to the Board of Governors, the creation of the Nanomed Canada Research Network (NANOMED Canada) as a Schedule B Centre reporting to the Vice President Research”

N. Branda, Department of Chemistry, was in attendance to respond to questions.

In response to a question concerning how ongoing funding would be developed, Senate was advised that all avenues within the University (Advancement Office, Vice-President Research, etc) would be looked at. Expectations were that a minimum level of funding, approximately \$30,000 per year, would be needed for the administration of the Centre. Brief discussion followed with respect to salary funding and how future directors would be named. Senate was advised that some positions, such as the network manager, would not

be filled until funding was in place and that a general committee would carry out the responsibilities in the meantime. Dr. Branda indicated that he assumed the appointment of a future Director would be made in accordance with Policy R40.01.

The question was called, and a vote taken.

MOTION CARRIED

iii) Paper S.07-54 – Centre for Imaginative Education

Moved by J. Waterhouse, seconded by P. Shaker

“that Senate approve and recommend to the Board of Governors the creation of the Centre for Imaginative Education as a Schedule B Centre”

K. Egan, Faculty of Education, was in attendance in order to respond to questions.

In response to an inquiry about why SCUP changed the original proposal from a Schedule A Centre to a Schedule B Centre, Senate was advised that it was because of the number of members from outside of the Faculty of Education.

It was noted that there were no regular members of the Centre identified and a question arose about why the group of people listed on page 8 were identified as Associate members. Senate was advised that this was a way to distinguish members who would be actively involved in running the Centre from those who would be less involved.

Question was called, and a vote taken.

MOTION CARRIED

iv) Paper S.07-55 – David Wheeler Institute for Research in Mathematics Education

Moved by J. Waterhouse, seconded by B. Vaid

“that Senate approve and recommend to the Board of Governors the creation of the David Wheeler Institute for Research in Mathematics Education as a Schedule A Centre within the Faculty of Education”

S. Campbell, Faculty of Education, was in attendance in order to respond to questions.

Brief discussion ensued with respect to the *Statement of Purpose* on page 4 of the document.

Question was called, and a vote taken.

MOTION CARRIED

v) Paper S.07-56 – Lohn Foundation Chair in Business Administration – Terms of Reference

Moved by J. Waterhouse, seconded by M. Fizzell

“that Senate approve and recommend to the Board of Governors the terms of reference for the Lohn Foundation Chair in Business Administration”

An inquiry was raised as to why this Chair was specifically tied to the Dean’s position. Senate was advised by the Vice-President, Academic that many Faculties of Business, in

Canada and internationally, offer chaired appointments in conjunction with an appointment for a Deanship so this was not unique to SFU. In addition, the Chair was created in recognition that some support would help meet the market conditions with respect to salary levels for senior leaders in Business Administration.

Question was called, and a vote taken.

MOTION CARRIED

- vi) Paper S.07-57 – BC Leadership Chair in Cognitive Neuroscience in Child Health and Development – Terms of Reference

Moved by J. Waterhouse, seconded by J. Pierce

“that Senate approve and recommend to the Board of Governors the terms of reference for the BC Leadership Chair in Cognitive Neuroscience in Child Health and Development”

D. Weeks, Senator, Department of Psychology was in attendance in order to respond to questions.

Question was called, and a vote taken.

MOTION CARRIED

- vii) Paper S.07-58 – Three Year Academic Plan 2007-2010

Moved by J. Waterhouse, seconded by S. Easton

“that Senate approve the Three Year Academic Plan for 2007-2010”

J. Waterhouse, Senator and Vice-President, Academic was in attendance in order to respond to questions.

In response to an inquiry about the term ‘Weekend University’ on page 13 of the document, Senate was advised that this is a concept name being used at this point to develop a program in Continuing Studies that would provide opportunities for adult students to return to the University and earn degree credit by taking courses on weekends and on some evenings.

Reference was made to statements on page 10 with respect to enrolment growth and inquiry was made as to whether there were any contingency plans in place should these targets not be met. Senators were reminded that this was a planning document and although it was necessary to have some broad direction for long term planning, adjustments would be made based on actual enrolment experience.

Reference was made to Goal 10 on page 20 with respect to succession planning. A suggestion was made that courses such as training sessions on Administrative Justice should be included in this section since courses of this nature were valuable in assisting faculty when considering administrative roles in their careers. The Vice-President Academic stated he would take the suggestion under advisement and pointed out that there are additional programs already established by Academic Relations to assist faculty in administrative roles.

Question was called, and a vote taken.

MOTION CARRIED

B) Senate Committee on Enrolment Management and Planningi) Paper S.07-59 – SFU Undergraduate Enrolment Plan 2007-2008

Moved by J. Waterhouse, seconded by S. Easton

“that Senate approve and recommend to the Board of Governors the 2007/08 enrolment plan as laid out in the document entitled, *Simon Fraser University Undergraduate Enrolment Plan, March 14, 2007*”

J. Heslop, Acting Director, Analytical Studies was in attendance in order to respond to questions.

Reference was made to Table 6p on page 5 and concern was expressed about the unequal distribution of international students across Faculties. It was pointed out that the target for international students was established at 10%, yet international students represented almost 19% of enrolment in Business Administration. Questions arose as to how such a high concentration of international students in one Faculty benefited the experience of domestic students within the University, and whether such a high proportion of students whose first language was not English had any impact on faculty workload issues. Senate was advised that the senior administration was aware that Business Administration had a higher proportion of international students than a number of other units on campus, and ways of managing international student enrolment more effectively were under review. The Vice-President Academic advised that he was not aware that the international student population posed a heavier workload on faculty members and felt that the proportion of domestic students having some difficulty was not dramatically different from the proportion of international students having difficulty. It was pointed out, however, that the University has established a number of different mechanisms to assist faculty members and students in such areas as Foundations of Academic Literacy and the Student Learning Commons.

Brief discussion turned to the issue of retention rates for international students versus domestic students. Senate was advised that the retention rate for international students in the first year was somewhat lower, but thereafter the retention rates for all students were similar.

In response to an inquiry about DTO target enrolments, Senate was advised that since they had not been met, they were intentionally not included in this year's plan but it was still the University's expectation to meet the targets over the long term.

A question was posed about enrolment targets in Health Sciences and Senate was advised that international student enrolment was expected to grow with the total enrolment for Health Sciences but was expected to be maintained at the same proportion across all Faculties.

The Vice President Academic reiterated that the targets were simply planning devices and as enrolment experience developed over the next several semesters, adjustments would have to be made.

Question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.07-60 – Undergraduate Admission Targets 2007-2008Motion 1

Moved by J. Waterhouse, seconded by S. Easton

“that Senate approve and recommend to the Board of Governors the Domestic undergraduate admission targets for each Faculty, by semester and basis of admission category as indicated in Table 1, and that SCEMP be delegated authority to make adjustments based on actual enrolment experience in Summer (1074) and Fall (1077)”

J. Heslop, Acting Director, Analytical Studies was in attendance in order to respond to questions.

An inquiry was made as to whether there was any information on retention rates by Faculty. Senate was advised that data for Faculties, including data on those required to withdraw for academic reasons, was available on the web site of Analytical Studies. Although specific data could not be recalled, Senate was advised that the highest retention rate was in the Faculty of Business Administration, the lowest in the Faculty of Science. An opinion was expressed that the considerable effort invested by Business in student engagement activities such as clubs and interaction between students, faculty and staff resulted in increased retention rates.

Brief discussion took place with respect to the entrance GPA in relation to meeting the enrolment targets. Senate was advised that in all Faculties except Business Administration, the minimum GPA has been lowered from 80% to 75% and the guaranteed admission from colleges through transfer is likely to decrease from 2.5 to 2.

Reference was made to page 5, Appendix A with respect to the proposed solutions to anticipated shortfalls, and a concern was expressed about the proposed 1% increase in student credit load. It was pointed out that due to higher tuition costs, the trend is for students to decrease credit loads per semester simply because they can not afford to maintain full time studies. In answer, it was pointed out that the 1% increase in student credit load represented less than 1 credit increase, on average, per student. J. Heslop also noted that if more course spaces were available, students might take more courses. It was stressed that the proposed enrolment targets were not contingent on the assumption that student credit loads would increase.

Reference was made to Tables 1 and 2 and a question was raised as to why there was such a discrepancy in admission numbers for Business Administration for BC 12 and BC College students. Senate was advised that the same grade point average for admission applied to both groups; the Spring semester was not a large intake semester for BC 12 students; and since Business had overshot its targets in the current academic year, SCEMP decided to cut back numbers gradually in Business for the next academic year. An opinion was expressed that it appeared that the cutbacks were being made to domestic students and an inquiry was made as to why there was still a large number of international student admissions allotted for the Spring semester. Since this information was not readily available, the Vice-President Academic advised he would follow up with a response.

It was noted that a shortfall in meeting enrolment targets and declining retention rates and enrolment standards would have a serious academic and financial impact on the

University. A question was raised as to what would happen in the event of a serious shortfall. Senate was advised that if the University failed to attract and retain the planned number of students, budget cuts would become necessary since SFU cannot carry a deficit.

A general discussion took place with respect to the Government-set enrolment targets. Senate was advised that arguments have been made to allow an increase in graduate student numbers to be substituted for some of the undergraduate enrolment targets that have been set. However, the Chair expressed opinion that if there were severe problems across the whole of the post-secondary system in meeting the objectives of the Accessibility Agenda, the Government might have to adjust its targets.

Question was called, and a vote taken.

MOTION 1 CARRIED

### Motion 2

Moved by J. Waterhouse, seconded by S. Easton

“that Senate approve and recommend to the Board of Governors the International undergraduate admission targets for each Faculty and each semester as indicated in Table 2, and that SCEMP be delegated authority to make adjustments based on actual enrolment experience in Summer (1074) and Fall (1077)”

At the time Senate approved the IBT contract with Fraser International College, a concern was raised that the University’s infrastructure with respect to international students would diminish. Senate was advised at that time that SFU’s infrastructure would continue to grow and, in the event that the contract with FIC was not continued, SFU would be able to take over this responsibility. An update on SFU’s activities in this area was requested. It was pointed out that SFU has signed a number of agreements with agents who are providing well-qualified international students and significant effort is being focused on retention and transition issues related to international students. In addition, the whole issue of enrolment growth and retention, both domestic and international, is under consideration and work is being done in many areas to improve the overall student experience at SFU.

Question was called, and a vote taken.

MOTION 2 CARRIED

### C) Senate Committee on Undergraduate Studies

#### i) Paper S.07-61 – Revision to High School Admission Requirements

Moved by J. Waterhouse, seconded by M. Fizzell

“that Senate approve changes to the undergraduate admissions requirements as follows:

- SFU’s requirements for admission of students from high school will be changed from five to four courses: English 12 and three (3) additional examinable courses
- SFU will harmonize the English Language Requirement and the Literacy Requirement as the ‘English Language and Literacy Requirement’
- These changes would be effective for admission of students in Fall, 2007”

S. Dench, Director, University Curriculum and Institutional Liaison, and D. Moore, Associate Director, Admissions, were in attendance in order to respond to questions.

By way of background information, Senate was advised that the proposed revision was an attempt to streamline the admission process and make it easier for students to understand exactly what is required.

An opinion was expressed that reducing requirements from five courses to four, actually made it more difficult for students to access the University because of this narrowed requirement. Senators were reminded that modeling had shown that students with the four course model would probably have a lower admissions GPA because the 5<sup>th</sup> course had frequently elevated students' admission GPA.

It was noted that all of the required courses for admission were examinable courses and a concern was expressed that SFU was still requiring students to sit the provincial exams. It was pointed out that many other institutions, especially in Ontario, have dropped this requirement and opinion was expressed that this placed SFU at a disadvantage. Senate was advised that this issue was currently under discussion and that the Registrar and Senior Director of Student Enrolment was in close contact with UBC in this regard. Universities in BC are investigating this issue and have agreed to share information.

A concern was also expressed about the timing of September 2007 for this change to take effect. It was pointed out that many students may have already selected the courses which they wish to use to get into SFU and they will have insufficient opportunity to respond to this change. Senate was advised that for Fall 2007, if a student is admissible under either model (five course model or the proposed four course model) they will be admitted.

Reference was made to the proposed harmonization of the English Language and Literacy Requirement. It was noted that recent media coverage had revealed that some high school students have gone to international and other recognized institutions to take their English 12 or equivalent courses in order to increase their grades in these courses. A concern was expressed that students might be able to work around the proposed wording to inflate their grades, thus appearing to have English language competency and literacy. Senate was advised that most students with English as a second or additional language use IELTS or TOEFL, which are the preferred mechanisms for admission.

Question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.07-62 – Revisions to B.C. University Transfer

Senate was advised that minor editorial corrections were required to the motion as it appeared on the paper distributed to Senate. The corrections (insertion of the word 'credit', and deletion of the word 'of') are reflected in the following motion.

Moved by J. Waterhouse, seconded by S. Easton

“that Senate approve changes to the criteria for B.C. University Transfer students to read as follows:

From: Applicants in good standing at other recognized universities may be admitted on completion of at least one full year (30 credit hours) of transferable work with a minimum 60% (2.0) average.

To: Applicants in good standing at other recognized universities may be admitted on completion of at least 24 credit hours of transferable work with a minimum 60% (2.0) average”

D. Moore, Associate Director of Admissions, was in attendance in order to respond to questions.

Question was called, and a vote taken.

MOTION CARRIED

iii) Paper S.07-63 – Revision to the Minimum Admission Requirements for all Faculties

Moved by J. Waterhouse, seconded by I. Gordon

“that Senate approve the change in Minimum Admission Requirements for all Faculties to read as follows: The minimum admission average will vary depending on the number of applications received, and on spaces available. The minimum is determined by the respective Faculty.”

D. Moore, Associate Director of Admissions, was in attendance in order to respond to questions.

An inquiry was made as to why the specified minimum of 67% was being removed from the requirement. Senate was advised that some Faculties were not admitting students whose grade point average was above 67% even though they had not met their enrolment targets, and it was felt that the University was at risk for complaint by students who, according to the Calendar, met the Calendar admission requirement of 67% but not the requirement set by the Faculty.

A suggestion to amend the motion was accepted. The last sentence would read ‘The minimum will be determined by the respective Faculty *but in no case will be less than 67%.*’

Question was called, and a vote taken.

MOTION AS AMENDED CARRIED

iv) Paper S.07-64 – Curriculum Revisions – Faculty of Applied Sciences (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved new courses, the deletion of courses, and minor changes to existing programs and courses in the following areas: Interactive Arts and Technology, Computing Science, Communication, Engineering Science, and Kinesiology.

v) Paper S.07-65 – Curriculum Revisions – Faculty of Business Administration (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved changes to the requirements of the Marketing and MIS concentrations in the Faculty of Business Administration.

vi) Paper S.07-66 – Curriculum Revisions – Faculty of Education (For Information)  
Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved W and B-Sc designations to existing courses in the Faculty of Education.

vii) Paper S.07-67 – Curriculum Revisions – Faculty of Science (For Information)  
Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved changes to the requirements of the Cohort Science Programs at Surrey, the Management and Systems Science program at Surrey, and the General Science Program.

D) Senate Committee on Agenda and Rules

i) Paper S.07-68 – Draft Conflict of Interest Policy (For Information)

J. Osborne, Vice-President Legal Affairs, was in attendance in order to respond to questions.

The draft Conflict of Interest Policy was received by Senate for information.

E) Senate Appeals Board

i) Paper S.07-69 – Annual Report (For Information)

P. Liljedahl, Senator and Chair of the Senate Appeals Board, was in attendance in order to respond to questions.

The Annual Report of the Senate Appeals Board for 2006 was received by Senate for information.

F) Senate Committee on International Activities

i) Paper S.07-70 – Annual Report (For Information)

J. Driver, Senator and Chair of SCIA, was in attendance in order to respond to questions.

The Annual Report of the Senate Committee on International Activities, including a report from the International Student Exchange Committee (ISEC), was received by Senate for information.

G) Senate Graduate Studies Committee

i) Paper S.07-71 – Curriculum Changes – Faculty of Health Sciences (For Information)

Senate received information that the Senate Graduate Studies Committee, acting under delegated authority, approved minor changes to the Master of Science program in Population and Public Health including a change of title and description for PPH 887.

ii) Paper S.07-72 – Curriculum Revisions – Faculty of Education (For Information)  
Senate received information that the Senate Graduate Studies Committee, acting under delegated authority, approved changes to the Counselling Psychology Program, including new courses and minor changes to existing courses.

On behalf of the Department of Psychology, D. Weeks wished to acknowledge the co-operation and collegial approach of the Faculty of Education in working with the Psychology Department to bring forward these changes which address important issues of perception between Counselling Psychology and Clinical Psychology.

7. Other Business

There was no other business.

8. Information

The date of the next regularly scheduled meeting of Senate is Monday, May 14, 2007.

The Open Session adjourned at 9:10 pm and Senate moved directly into Closed Session.

Alison Watt  
Director, University Secretariat