

DRAFT UNTIL APPROVED BY SENATE

MINUTES OF A MEETING OF THE SENATE OF SIMON FRASER UNIVERSITY HELD ON MONDAY,  
DECEMBER 7 1992 KLAUS RIECKHOFF HALL, 7:00 P.M.

OPEN SESSION

Present: Saywell, W.G., Chair

Alderson, E.  
Barrow, R.  
Blackman, R.  
Blaney, J.  
Boland, L.  
Bowman, M.  
Carlson, R.  
Clayman, B.  
Cohen, M.  
Covell, M.  
D'Auria, J.  
Dobb, T.  
Evenden, L.  
Fickling, D.  
Green, C.  
Haje, P.  
Hoegg, J.L.  
Hoffer, A.  
Jones, C.  
Lim, K.  
Luk, W.S.  
Marteniuk, R.  
Mauser, G.  
McKeown, B.  
Munro, J.  
Osborne, J.  
Palmer, E.  
Palmer, L.  
Pinfield, L.  
Rieckhoff, K.  
Smart, C. (representing S. Shapiro)  
Smith, S.  
Stewart, M.L.  
Wade, S.  
Wotherspoon, A.

Heath, W. R., Secretary  
Grant, B., Recording Secretary

Absent: Bawa, M.  
Beattie, S.  
Cercione, N.  
Ciria, A.  
Dawson, J.  
Dill, L.  
Driver, J.  
Etherington, L.  
Flores, J.  
Giffen, K.  
Gray, P.  
Heinrich, K.  
Hoeflich, K.  
Leiss, W.  
Menzies, R.  
Morrison, T.  
Nielsen, V.  
Percival, P.  
Plommer, T.  
Rae, B.  
Shannon, D.  
Thomson, K.  
Walker, R.  
Warsh, M.  
Winne, P.

In attendance:  
P. Dutton  
R. Komorous  
D. Moore  
O. Underhill

1. APPROVAL OF THE AGENDA

The Agenda was approved as distributed.

2. APPROVAL OF THE MINUTES OF THE OPEN SESSION OF NOVEMBER 2, 1992

Senate's attention was drawn to the second last paragraph on page 6, wherein reference was made to unique problems facing the laboratory courses in Chemistry. E. Palmer noted that Chemistry was used as an example and that many other courses experience the same difficulties. She requested that the Minutes be amended accordingly.

Following this amendment, the Minutes were approved.

3. BUSINESS ARISING FROM THE MINUTES

i) Library Resources for new courses/programs

Reference was made to the motion concerning library resources which was passed by Senate last Spring. Senate was informed that this issue was under consideration by SCAP and, depending on action taken at its next meeting, recommendations could come forward to Senate in January.

ii) Open and Entrance Scholarship Programs

Senate was reminded of an issue raised at the September meeting of Senate with respect to policy guidelines which had been established by the Senate Policy Committee on Scholarships, Awards & Bursaries in relation to budget cuts to the Open and Entrance Scholarship Programs. SPCSAB had recommended that any cuts be shared equally between the two programs and concerns had been raised that this recommendation had not been carried out. Subsequent investigation revealed that reductions to the Open and Entrance Scholarship Programs were, in percentage terms, roughly equal, with the Open Scholarship Program being cut by 12%, and the Entrance Scholarship Program being cut by 11%. However, in order to achieve the 11% cut in Entrance Scholarships, it was necessary to reduce new scholarships by 50%. SPCSAB, in conjunction with the administration, is in the process of developing a plan to avoid such unfortunate changes in the future.

iii) Senate Library Committee Report - Follow-up

In follow-up to an inquiry raised at the last meeting with regard to clarification about increases in staff salary expenditures for 1991/92, Senate was informed that eight positions added in 1990/91 were only filled in 1991/92, which explained the bulk of the increase in expenditures in 1991/92. In addition, a temporary position was added in 1991/92 to replace a Librarian on study leave, and the temporary funding for this position was reflected in the 1991/92 figures.

In response to another inquiry requesting clarification with respect to what appeared to be a disproportionately large increase to collections expenditures in Chemistry, Senate was informed that the bulk of the difference was due to an increase in subscription prices from European commercial publishers. Examples of increases were given to Senate and a brief discussion followed.

iv) Unmet demand for courses

Senate was reminded of an inquiry made at the September meeting of Senate wherein information was requested with respect to the extent of unmet student demand for courses. Senate was advised that although it was not possible to determine exactly how many courses students actually wanted, indications are that approximately 50% of the students registered in the Fall semester 1992 received everything they requested in telephone registration, while the remaining 50% got one or more 'course full' responses. It appears that students are able to get the course load they want but not necessarily the courses they want most.

Senate was advised that the Senate Committee on Instructional Methods and Organization had distributed a questionnaire which dealt with, among other issues, the experience of students with telephone registration, and the response overall was that most students complained about not being able to get the courses they wanted, particularly at the third year level. Further analysis of this information is being carried out and it is expected that this issue will be part of the report to Senate from SCIMO. Expectations are that SCIMO will have completed a draft report by the end of January for distribution and consultation throughout campus February. The final report should come to Senate in March or April.

In addressing the problem of unmet course demand, two further measures are being undertaken. Firstly, the Director of Analytical Studies has been requested to conduct a detailed review of the relationship between the number of majors and the number of course places offered by programs. Secondly, in order to deal with the problem of students hoarding courses, i.e. registering in more courses than they intend to take, discussions are underway to discourage this practice by establishing some sort of disincentive such as a non-refundable fee. Details are being worked out by the Registrar's Office and the Registration Advisory Committee and should be in place for the next academic year.

In response to concerns expressed about students with high priority numbers holding courses and then dropping them so as to allow friends with lower priority numbers to immediately add them, Senate was informed that the opportunity for course trading no longer exists because all of the courses dropped during one day go into the pool for release the next day.

v) Final Exam Scheduling

Inquiry was raised with regard to final exam scheduling. Senate was advised that the issue is still under consideration by SCUS and that a report will be presented to Senate, possibly at the February meeting.

L. Palmer advised Senate that because he and E. Palmer were both very much concerned about the issue of final exam scheduling, they had requested, as Senators, to be continually informed of the considerations of SCUS on this particular issue. It was their belief that meetings of SCUS to discuss this issue had subsequently taken place and that information about these meetings had not been made known to them. They felt it was their right as Senators to attend meetings of any Senate committees as long as they were not considered to be confidential and a ruling from the Chair on this matter was requested.

Reference was made to an earlier Senate paper which sets out that meetings of Senate and Senate committees are to be conducted in roughly the same way with named members of the committee as active participants. However, anyone who is not a named member of the committee may attend as an observer but they would only have speaking privileges with permission of the Chair of the committee.

Brief discussion ensued. The Chair indicated that the policy issue in this regard would be reviewed at the next meeting of SCAR with a report back to Senate at the next meeting. In the meantime, Senators wishing to attend committee meetings as observers were requested to specifically notify the Secretary of Senate for the dates and times of relevant meetings. A suggestion was made that SCAR, in taking this matter under advisement, be apprised of the procedures adopted by the Board of Governors which, it was suggested, set a good precedent.

4. REPORT OF THE CHAIR

There was no report from the Chair.

5. REPORT OF COMMITTEES

i) Senate Committee on Academic Planning

i) Paper S.92-64 - Establishment of Institute of Micromachine and Microfabrication Research

Moved by J. Munro, seconded by R. Marteniuk

"that Senate approve and recommend to the Board of Governors the establishment of the Institute of Micromachine and Microfabrication Research and the granting of a Charter to the Institute under the terms of Policy R.40.01"

Senate's attention was drawn to the fact that this is the first proposal to come forward to Senate under the revised regulations dealing with the establishment of Centres and Institutes.

Question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.92-65 - Disestablishment of Institutes - Historical Records Institute and Applied Logic Institute (For Information)

Senate received information that the above-named institutes were to be disestablished.

ii) Senate Committee on Academic Planning/Senate Committee on Undergraduate Studies

i) Paper S.92-66 - Undergraduate Curriculum Changes - Applied Sciences

Moved by J. Munro, seconded by R. Marteniuk

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.92-66, the undergraduate curriculum revisions for the Faculty of Applied Sciences as follows:

- i) S.92-66a Department of Communication
- ii) S.92-66b School of Computing Science
- iii) S.92-66c School of Engineering Science
- iv) S.92-66d School of Kinesiology"

Question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.92-67 - Undergraduate Curriculum Changes - Arts

Moved by J. Munro, seconded by E. Alderson

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.92-67, the undergraduate curriculum revisions for the Faculty of Arts as follows

- i) S.92-67a School for the Contemporary Arts
- ii) S.92-67b Department of Economics
- iii) S.92-67c Family Studies Certificate
- iv) S.92-67d Department of French
- v) S.92-67e Department of Geography
- vi) S.92-67f Gerontology Program
- vii) S.92-67g Department of History
- viii) S.92-67h Humanities Program
- ix) S.92-67i Department of Psychology
- x) S.92-67j Department of Sociology and Anthropology
- xi) S.92-67k Department of Spanish and Latin American Studies"

The following resource persons were in attendance in order to respond to questions: P. Dutton, History; R. Komorous, Contemporary Arts; O. Underhill, Contemporary Arts, and C. Reed, Economics.

Referring to S.92-67a, clarification was requested with respect to the differences between the programs being introduced and the programs being deleted. Senate was advised the program designation has been appropriately changed from B.A. to B.F.A. in order to reflect curricular differences which are outlined in the support papers.

Reference was made to S.92-67b, and Senate's attention was drawn to the proposed change of number from ECON 308 to ECON 207. It was pointed out that this course had previously existed under the course number 208 and

suggestion was made that, if possible, it would be better to re-use the 208 designation rather than introduce a new course number. The Secretary of Senate confirmed that this was indeed possible and indicated he would consult with the Department and change the number if they so wished.

Question was called, and a vote taken.

MOTION CARRIED

Acting under delegated authority of Senate, SCUS approved undergraduate curriculum revisions as follows:

- i) S.92-67l Department of Linguistics
- ii) S.92-67m Department of Philosophy
- iii) S.92-67n Department of Political Science

iii) Paper S.92-68 - Undergraduate Curriculum Revisions - Business Administration

Moved by J. Munro, seconded by S. Wade

"that Senate approve and recommend approval to the Board of Governors, the undergraduate curriculum revisions for the Faculty of Business Administration as set forth in the motions on Paper S.92-68"

Question was called, and a vote taken.

MOTION CARRIED

Acting under delegated authority of Senate, SCUS approved undergraduate curriculum revisions as set out in S.92-68.

iv) Paper S.92-69 - Undergraduate Curriculum Revisions - Education

Moved by J. Munro, seconded by S. Wade

"that Senate approve and recommend approval to the Board of Governors, the undergraduate curriculum revisions for the Faculty of Education as set forth in the motion on Paper S.92-69"

Question was called, and a vote taken.

MOTION CARRIED

v) Paper S.92-70 - Undergraduate Curriculum Revisions - Science

Moved by J. Munro, seconded by C. Green

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.92-70, the undergraduate curriculum revisions for the Faculty of Science as follows:

- i) S.92-70a Department of Biological Sciences
- ii) S.92-70b Department of Chemistry
- iii) S.92-70c Chemical Physics Program
- iv) S.92-70d Department of Mathematics and Statistics
- v) S.92-70e Quaternary Studies Program"

Question was called, and a vote taken.

MOTION CARRIED

vi) Papers S.92-71 - Deletion of Courses Not Offered

Moved by J. Munro, seconded by C. Green

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.92-71 that the following courses be deleted:

- CMNS 303-4 Communications as a Biological and Social Process
- CMNS 400-4 Communications Theory: Systemic Formulations
- CMNS 404-4 The Ecology of Communication
- ENSC 485-5 Modelling and Measurement
- BUEC 497-5 Public Policy Environment of Business
- GEOG 359-2 Research Methods in Human Geography
- GEOG 407-4 Quantitative Methods in Geography
- GEOG 464-4 Intertropical Africa
- EDUC 400-3 Retrain French Immersion Teachers
- EDUC 409-3 Education Theory Practicum: French Immersion Teachers
- BICH 440-3 Neurochemistry
- BISC 307-3 Biosystematics of Flowering Plants
- BISC 408-3 Parasitic Associations
- BISC 411-3 Plant Tissue Culture/Micropropagation
- BISC 412-3 Introduction to Virology
- BISC 423-4 Biotechnology - Industrial Applications
- BISC 426-3 Biology of Seaweeds"

Question was called, and a vote taken.

MOTION CARRIED

iii) Senate Committee on Academic Planning/Senate Graduate Studies Committee

i) Paper S.92-72 - Graduate Curriculum Changes - Applied Sciences

Moved by J. Munro, seconded by B. Clayman

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.92-72 the graduate curriculum revision for the Faculty of Applied Sciences as follows:

- i) S.92-72a School of Kinesiology"

Concern was expressed over the high cost of library resources for a course which was to be offered every two years to a small group of students. It was noted that this course was a perfect example of why Senate had passed the motion with respect to having adequate library resources available before any new courses could be offered.

Moved by S. Wade, seconded by K. Rieckhoff

"that the proposed new course KIN 851-3 be referred back to the Senate Committee on Academic Planning for resolution of library resources"

Question was called on the motion to refer,  
and a vote taken.

MOTION TO REFER CARRIED

ii) Paper S.92-73 - Graduate Curriculum Changes - Arts

Moved by J. Munro, seconded by S. Wade

"Senate approve and recommend approval to the Board of Governors, as set forth in S.92-73, the graduate curriculum revisions for the Faculty of Arts as follows:

- i) S.92-73a Graduate Regulation 1.9.1C - Composition of Examining Committees
- ii) S.92-73b Department of Economics
- iii) S.92-73c Department of History
- iv) S.92-73d Department of Political Science
- v) S.92-73e Department of Psychology"

Reference was made to the proposal from the Department of History with concern expressed that the documentation lacked a review from the Library. Inquiry was raised as to whether or not there were adequate library resources to support five new fields of PhD study. Senate was advised that the fields are essentially refinements of previously offered areas and, in each case, the faculty member responsible for a particular field had ensured that there was sufficient reading material to prepare students for a field examination.

Moved by R. Marteniuk, seconded by K. Rieckhoff

"that this question be referred back for review of the library resources"

Question was called on the motion to refer, and a vote was taken.

MOTION TO REFER DEFEATED

Question was called on the main motion, and a vote was taken.

MOTION CARRIED

iii) Paper S.92-74 - Graduate Curriculum Changes - Business Administration

Moved by J. Munro, seconded by S. Wade

"that Senate approve and recommend approval to the Board of Governors, the undergraduate curriculum revisions for the Faculty of Business Administration as set forth in the motion on Paper S.92-74"

Question was called, and a vote taken.

MOTION CARRIED

iv) Paper S.92-75 - Graduate Curriculum Changes - Education

Moved by J. Munro, seconded by C. Green

"that Senate approve and recommend approval to the Board of Governors, the undergraduate curriculum revisions for the Faculty of Education as set forth in the motion on Paper S.92-75"

Question was called, and a vote taken.

MOTION CARRIED



v) Paper S.92-76 - Graduate Curriculum Changes - Science

Moved by J. Munro, seconded by C. Jones

"that Senate approve and recommend approval to the Board of Governors, as set forth in S.92-76, the curriculum revisions for the Faculty of Science as follows:

- i) S.92-76a Master of Aquaculture Program
- ii) S.92-76b Department of Chemistry
- iii) S.92-76c Department of Mathematics & Statistics"

Question was called, and a vote taken.

MOTION CARRIED

d) Senate Committee on University Budget

i) Paper S.92-77 - Annual Report (For Information)

The Annual Report of the Senate Committee on University Budget was presented to Senate for information.

e) Senate Undergraduate Admissions Board

i) Paper S.92-78 - Use of percent marks for admission from BC 12

Moved by J. Osborne, seconded by R. Barrow

"that, for applicants to the 94-1 semester, seeking general admission to the Faculties of Applied Sciences, Arts, Business, Education, the admission average shall be calculated using percentage marks, where available, rather than the current practice of calculating a g.p.a. derived from letter grades, and, where percentage grades are not available, that a percentage grade shall be assigned to each letter grade, according to the median grade achieved in that letter grade range, according to Ministry of Education statistical data"

D. Moore, Acting Director of Admissions and Liaison, was in attendance as a resource person in order to respond to questions.

Brief discussion took place with respect to how this information would appear in the Calendar, and opinion was expressed that it was unfortunate that enrolment pressures have forced the University to make such narrow assessments.

Question was called, and a vote taken.

MOTION CARRIED

f) Paper S.92-79 - Report - Statutory Holiday Observance

Moved by J. Osborne, seconded by S. Wade

"that in those semesters where there are three Monday holidays, the semester will end on the Monday of week 14. However, in order to accommodate the minimum requirements for the examination schedule (10 days for exams, 4 days for submission of

grades, 2 days to complete semester-end evaluations and mailing of grades), it would sometimes be necessary to have only one day between the end of classes on the Monday and the start of exams"

Amendment moved by L. Boland, seconded by L. Palmer

"to change the words 'in those semesters where there are three Monday holidays' to 'in those semesters where classes start on a Tuesday"

It was pointed out that there could be circumstances in which the amendment would not cover the three day holiday situations and a suggestion to add the following statement - or any semester that begins on a Tuesday - to the motion was accepted as a friendly amendment with the amended motion to read as follows:

"that in those semesters where there are three Monday holidays, or in any semester that begins on a Tuesday, the semester will end on the Monday of week 14. However, in order to accommodate the minimum requirements for the examination schedule (10 days for exams, 4 days for submission of grades, 2 days to complete semester-end evaluations and mailing of grades), it would sometimes be necessary to have only one day between the end of classes on the Monday and the start of exams"

Concern was expressed about the effect of this motion on the final examination period, and opinion was expressed that the general issue of missing a series of Mondays within a given semester, which was the intent of the original motion, should be dealt with separately from the issue of starting a semester on a Tuesday since the start date of each semester may be a more discretionary matter.

Question was called on the amendment,  
and a vote taken.

AMENDMENT CARRIED

Opinion was expressed that the motion under discussion did not address the intent of the original notice of motion and complaint was raised that the ad hoc committee had not appropriately addressed this particular issue. Brief discussion ensued with respect to procedural issues and committee deliberations, and the Chair ruled that the motion as presented to Senate was in order. An objection that Senate was unable to discuss the original recommendation that holidays which fall on the weekend be scheduled on a Friday was considered to be a challenge to the Chair's ruling. A vote was taken on this issue and the ruling of the Chair was upheld.

Question was called on the main motion  
as amended, and a vote taken.

MAIN MOTION AS AMENDED CARRIED

## 6. OTHER BUSINESS

Reference was made to recent reports that the Prison Education Program was in danger of being discontinued. Inquiry was made as to why the program was in jeopardy and what effect this would have on students currently enrolled in the

program. Senate was advised that the problem centered on funding and those students would be accommodated to the extent possible. Senate was also informed that a committee is actively involved in looking at an appropriate restructuring of the program to meet both the academic responsibilities of the University and the financial constraints of the prisons.

7. INFORMATION

The date of the next regularly scheduled meeting of Senate is Monday, January 11, 1993.

The Assembly moved directly into Closed Session at 8:50 p.m.

W.R. Heath  
Secretary of Senate