

DRAFT UNTIL APPROVED BY SENATE

Minutes of a Meeting of the Senate of Simon Fraser University held on
Monday, November 6, 2000 at 7:00 pm in Room 3210 WMC

Open Session

Present: Blaney, Jack, President and Chair
Atkins, Stella
Barrow, Robin
Cameron, Rob (representing R. Marteniuk)
Clayman, Bruce
Cooper, Kait
Copeland, Lynn
D'Auria, John
Delgrande, James
Dill, Larry
Driver, Jon
Dunsterville, Valerie
Finley, David
Gerson, Carole
Gill, Alison
Gupte, Jaideep
Hill, Ross
Hold, Angela
Jackson, Margaret
Jones, John
Livadiotakis, Georgia
Love, Ernie
Mathewes, Rolf (representing W. Davidson)
Mauser, Gary
McArthur, James
McFetridge, Paul
McInnes, Dina
Miralles-Sanchez, Veronika
Osborne, Judith
Paterson, David
Percival, Paul
Pierce, John
Russell, Robert
Sanghera, Balwant
Steinbach, Christopher
Stewart, Ryan
To, Shek Yan
Waterhouse, John
Wessel, Silvia
Wortis, Michael
Yau, David
Yerbury, Colin
Zaichkowsky, Judith
Zazkis, Rina

Absent: Bawa, Parveen
Budra, Paul
Chan, Albert
England, William
Giffen, Ken
Grimmett, Peter
Klymson, Sarah
LaRocque, Linda
Naef, Barbara
Ogloff, James
Peters, Joseph
Runyowa, Mac
Smith, Michael
Warsh, Michael
Weldon, Larry
Wong, Milton

In attendance:
Brockman, Joan
French, Charlotte
Hauerland, Norbert
Reich, Blaize
Selman, Mark

Heath, Nick, Acting Registrar
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 September 18, 2000
The Minutes were approved as distributed.

3. Business Arising from the Minutes

In response to the question which arose at the last meeting concerning university policy on legal fees for senior administrators and faculty members, Senate was advised that senior administrators receive legal support from the University for matters that arise in the course of their duty. The faculty framework agreement makes legal support available to faculty members who are required to defend themselves against actions brought against them as a consequence of carrying out their employment duties. Senior administrators are excluded from membership in the Faculty Association and cannot avail themselves of SFUFA's support or advocacy.

In response to the question at the last meeting as to why the School of Computing Science did not have an internal member as part of the External Review team, Senate was advised that two people had initially declined and the third person did not decline the invitation until shortly before the start of the review so the decision was made to proceed without an internal member. It was noted that having internal members on external reviews facilitates the work of the review committee and provides a very useful channel for different members of the university community to learn about other departments so it was hoped that every effort would be made to find internal members for future external reviews.

4. Report of the Chair

The Chair reported that an agreement had been reached with the Faculty Association for a letter to be read to Senate when the ad hoc Senate Committee to review Research Ethics Policy revisions filed its report. However, the report was not yet ready and since this was the Chair's last meeting of Senate, he wished to read the following letter which was agreed to on May 12, 2000 and addressed to the then President of the Faculty Association, Dr. Carl Schwarz. "This letter serves to confirm that when the revised research ethics policy comes to Senate for approval, I will make the following statement. The University regrets the controversy and disruptions caused by the administration of the research ethics policy. Any significant changes in practice adopted by the research ethics committee should have been formalized and made public through a change to the policy. Further, as a result of the recommendations of the ad hoc Senate Committee on University Policies, those policies which relate to academic matters with the exception of negotiated polices and policies concerning the terms and conditions of employment are now sent to Senate for approval, advice, or information. This has been endorsed more recently by the Senate Review Committee. As a result, the revised research ethics policy will require approval by Senate and the Board of Governors."

5. Question Period

A question relating to whether it was possible to allocate the revenue received by major non-academic events such as filming on campus to scholarships, awards and bursaries was received. It was noted that there was a real need for additional financial support in this area. Senate was advised that ad hoc revenues are not targeted, but go into general revenue. However, if the University were given funds to compensate for the tuition freeze, the Chair felt a good case could be made for additional financial support for scholarships, awards and bursaries in the upcoming budget allocation.

6. Reports of Committees

a) Senate Nominating Committee

i) Paper S.00-82 – Elections to Senate Committees

The following are the results of elections to Senate committees. There were insufficient nominations to fill all positions; vacancies will be carried over and brought forward to the next meeting of Senate.

Senate Committee on Continuing Studies (SCCS)

One Student Senator for term of office to May 31, 2002

No nominations received

Senate Library Committee (SLC) and Library Penalties Appeal Committee (LPAC)

One (at-large) Undergraduate Student Alternate for term of office to May 31, 2002

Elected by acclamation:

David Yau

Senate Committee on Enrolment Management and Planning (SCEMP)

One Graduate Student (at-large) for term of office to May 31, 2001

No nominations received

Diverse Qualifications Adjudication Committee (DOAC)

One Undergraduate Student (at-large) to replace Steven Yeung for term of office to May 31, 2001

No nominations received

b) University Board on Student Discipline and Senate Committee on Disciplinary Appeals

i) Paper S.00-83 – Annual Reports (For Information)

J. Brockman, Co-ordinator of the UBSD was in attendance in order to respond to questions.

The annual reports of the University Board on Student Discipline and the Senate Committee on Disciplinary Appeals were received by Senate for information.

- c) Senate Committee on University Priorities
- i) Paper S.00-84 – External Review – Department of Geography

Moved by J. Waterhouse, seconded by J. Osborne

“that Senate concurs with the recommendation from the Senate Committee on University Priorities concerning advice to the Department of Geography on priority items resulting from the external review, as outlined in S.00-84”

A. Gill, Senator and Chair of the Department, was in attendance in order to respond to questions.

Question was called, and a vote taken.

MOTION CARRIED

- ii) Paper S.00-85 – External Review – Department of Biological Sciences

Moved by J. Waterhouse, seconded by J. Osborne

“that Senate concurs with the recommendation from the Senate Committee on University Priorities concerning advice to the Department of Biological Sciences on priority items resulting from the external review, as outlined in S.00-85”

N. Haunerland, Chair of the Department, was in attendance in order to respond to questions.

Question was called, and a vote taken.

MOTION CARRIED

- d) Senate Policy Committee on Scholarships, Awards and Bursaries

- i) Paper S.00-86 – Annual Report (For Information)

C. French, Student Academic Resources, was in attendance in order to respond to questions.

Clarification was sought with respect to the final sentence of the third paragraph of the overview. Opinion was expressed that this wording appeared to conflict with the process whereby funding for scholarships, awards and bursaries was tied to increases in enrolment. It was pointed out that the formula for funding was tied to tuition fee increases, not student enrolment. The Chair reiterated his suggestion that if the Government provides compensation for the tuition fee freeze, a legitimate case could be made by SPCSAB for a percentage of that compensation for scholarships, awards and bursaries.

ii) Paper S.00-87 – Proposed New Date for Annual Report – SPCSAB

Moved by J. D’Auria, seconded by J. Osborne

“that Senate approve a change in the terms of reference for SPCSAB allowing the committee to report annually in November of each year”

Senate was advised that due to summer vacations and the start of the Fall semester, there was not sufficient time to prepare a detailed annual report for the October meeting, especially since the Senate deadline for October was mid-September.

Question was called, and a vote taken.

MOTION CARRIED

iii) Paper S.00-88 – Revisions to the terms of reference for Graduate Entrance Scholarships and Graduate Fellowships (For Information)

Senate received information that the Senate Policy Committee on Scholarships, Awards and Bursaries, acting under delegated authority, approved changes to the terms of reference for Graduate Entrance Scholarships and Graduate Fellowships relevant to the total funds per annum that a graduate student may receive and the number of hours of work that can be done while holding an award.

e) Senate Committee on Undergraduate Studies

i) Paper S.00-89 – Proposed Changes to BC Grade 12 Admission Requirements

Moved by J. Osborne, seconded by R. Barrow

“that Senate approve revisions to the BC Grade 12 admissions requirements as set forth in S.00-89”

Question was called, and a vote taken.

MOTION CARRIED

ii) Paper S.00-90 – Proposed Revision to Duplicate Course Regulation

Moved by J. Osborne, seconded by R. Barrow

“that Senate approve that the courses taken at Simon Fraser University for which a student has already received transfer credit from another institution will count within the current limit of five duplications”

Question was called, and a vote taken.

MOTION CARRIED

iii) Paper S.00-91 – Faculty of Applied Sciences – Undergraduate Curriculum Revisions – School of Resource and Environmental Management (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved a prerequisite change for REM 356 and a change in course description for REM 445.

iv) Paper S.00-92 – General Calendar Revision – Associate Degrees (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved revisions to the calendar section related to the Associate of Arts/Science Degree Holders with respect to the allocation of transfer credit. Brief discussion took place with respect to the admission process and how many students this policy affected.

v) Paper S.00-93 – Faculty of Arts – Undergraduate Curriculum Revisions (For Information)

Senate received information that the Senate Committee on Undergraduate Studies, acting under delegated authority, approved the following undergraduate curriculum changes in the following departments:

a) Cognitive Science Program

- Changes to course description: COGS 491
- Changes to the requirements for the Major and Honours Programs
- New courses for Co-op Education Program: COGS 370,371,470, 471

b) School of Criminology

- Minor wording changes to the lower division requirements for the General Certificate
- Change to vector: CRIM 314
- New courses: CRIM 352 and CRIM 402

c) Department of Economics

- Change to course title: ECON 250, 252
- Change to credit hour and vector: ECON 353
- Change to vector: ECON 355

d) Department of English

- Change of number and title: Splitting of ENGL 312 into ENGL 311 and 313
- Deletion of ENGL 312
- Changes to Upper Division Requirements and Honours Program to reflect resulting changes to ENGL 311/312/313

e) Department of Geography

- Changes to requirements for Major in Geography, Geography Major in Environmental Specialty, and Geography Honours Environmental Specialty Programs
- Change to number, credit hour, prerequisite and vector: GEOG 212-3 becomes GEOG 312-4
- Change to prerequisite: GEOG 317
- Change to prerequisite and description: GEOG 389, 452
- Change to prerequisite, description and vector: GEOG 446
- Change to description: GEOG 355

- Change to description and title: GEOG 385
- Deletion of GEOG 419 and 421
- Addition of MBB to the list of departments from which Arts breadth requirements may be selected
- f) Department of History
 - Title changes for Groups 2 and 3, and additions and deletions of courses from these groups
 - Changes to the upper division requirements for Joint Major programs with Canadian Studies, Humanities, Latin American Studies, and Women's Studies
 - Change to title: HIST 249, 350, 465, 467
 - Change to prerequisite: HIST 328, 413, 414, 430, 473
 - Change to description: HIST 215, 473
- g) Department of Humanities
 - New course: HUM 101
 - Change to course description: HUM 230, 302, 320, 321, 325, 340
 - Change to Lower Division requirements for Major, Joint Majors, Extended Minor, and Minor programs
 - New courses for Co-operative Education Program: HUM 471, 472, 473, 474
- h) Department of Linguistics
 - Deletion of CHIN 102
 - New course: CHIN 185 Intensive Mandarin Chinese in the China Field School
 - Changes to the program requirement for the Certificate in Spanish Language Proficiency
 - Change to prerequisite: LING 350
 - New courses for Co-operative Education Program in Linguistics: LING 370, 371, 470, 471
- i) Asia-Canada Program
 - Changes to the requirements for the Minor program
 - Changes to prerequisites: ASC 300, 301, 302, 303, 400, 401
 - Addition of CHIN 185 to the core requirement for the Chinese Studies Certificate Program
- j) Department of Psychology
 - Change to title: PSYC 106, 201, 210, 250, 270, 325, 355, 357, 385, 450, 451, 452
 - Change to title and description: PSYC 280, 321, 381, 387
 - Change to title and number: PSY C 425 becomes PSYC 432
 - Change to title and prerequisite: PSYC 402, 430, 480
 - Change to number, title and prerequisite: PSYC 306 becomes PSYC 206
 - Change to number, title, description, credit hour and prerequisite: PSYC 481 becomes PSYC 386; PSYC 483 becomes PSYC 383; PSYC 488 becomes PSYC 388
 - Change to number, title, credit hour, prerequisite and vector: PSYC 308 becomes PSYC 207
 - Change to title, credit hour and vector: PSYC 307
 - Change to description: PSYC 221, 330
 - Change to prerequisite: PSYC 311, 461, 462
 - Change to prerequisite and description: PSYC 303, 335
 - Change to prerequisite, description and credit hour: PSYC 382

- Deletion of PSYC 302, 326, 345, 364, 367, 370, 373, 375, 425, 444, 456, 459, 465, 470, 485
- New courses: PSYC 354, 361, 362, 365, 371, 415, 432, 441, 482
- Changes to the requirements for the Major, Honours, Minor and Joint Major programs

f) Senate Committee on Enrolment Management and Planning

i) Paper S.00-94 – 2001-1 Undergraduate Admission Targets (For Information)

Senate received information that the Senate Committee on Enrolment Management and Planning, acting under delegated authority, reduced the new undergraduate intake planned for the Spring semester of 2001 from 1,221 students to 1,000 new students. The intake target was reduced proportionately over all Basis-of-Admission groups and all Faculties. The effect of lowering the intake target by 221 students results in a reduction of approximately 75 FTEs. The reduction was necessary because FTE enrolments in 2000-2 and 2000-3 were higher than expected and the original planned intake level in Spring would have resulted in an excess of 190 FTEs over the provincially funded FTE target for the fiscal year 2000/2001.

g) Senate Library Committee

i) Paper S.00-95 – Annual Report of the Senate Library Committee and Annual Report of the Library (For Information)

Senators B. Clayman (Chair, SLC) and L. Copeland (University Librarian) were in attendance in order to respond to questions. Senate received the annual reports of the Senate Library Committee and the University Library for information.

h) Senate Committee on Continuing Studies

i) Paper S.00-96 – Annual Report (For Information)

Senator and Dean of Continuing Studies, C. Yerbury, was in attendance in order to respond to questions. Senate received the annual report of the Senate Committee on Continuing Studies for information.

i) Senate Committee on Agenda and Rules

i) Paper S.00-97 – GP 16 Non-Smoking Policy (For Information)

Proposed revisions to the Non-Smoking Policy (GP 16) were discussed by Senate. An inquiry was raised as to whether the policy applied to the university residences. Senate was advised that this issue would be clarified prior to consideration by the Board of Governors, and the Chair indicated he would report back to Senate.

ii) Paper S.00-98 – Revision to Terms of Reference – Senate Committee on Continuing Studies

Moved by C. Yerbury, seconded by J. McArthur

“that Senate approve the revision of Section 2 of the 1989 guidelines for non-credit certificate programs as follows:

2. Programs being proposed as suitable for non-credit certificate granting status are to be submitted to the Senate Committee on Continuing Studies for consideration and approval. The program description will contain information on the content and duration of each course, the potential instructors and the evaluation methods. The Senate Committee on Continuing Studies will also be responsible for approving changes to programs and for approving the discontinuance of programs. The Committee will report program approvals and discontinuances to Senate annually.”

Question was called, and a vote taken.

MOTION CARRIED

7. Other Business

i) Paper S.00-99 – Dissolution of the Institute for Applied Algorithms and Optimization Research (IAAOR) (For Information)

Senate received information that the Institute for Applied Algorithms and Optimization Research (IAAOR) would be dissolved.

ii) Paper S.00-100 – Centres and Institutes Report 1999/2000 (For Information)

Senate received the 1999/2000 Centres and Institutes Report for information. It was noted that reference to the Institute of Molecular Biology and Biochemistry should be deleted since that unit was now the Department of Molecular Biology and Biochemistry.

iii) Paper S.00-101 – Learning Strategies Group (For Information)

M. Selman, Executive Director, Learning Strategies Group, and B. Reich, Faculty of Business Administration, were in attendance in order to respond to questions.

Comment was made that, under normal procedures, the majority of the percentage of monies paid by external companies to the University as overhead was split between general university revenues and the Faculty involved in the project. Opinion was expressed that under the proposed incorporation all revenues appear to return to the Faculty of Business Administration and concern was expressed about the precedent this would set. Senate was assured that all contracts held by LSG have had overhead charges assessed and split the same way as similar programs throughout the University and this would continue under the new arrangement. It was suggested that this type of information should have been included in the documentation before Senate.

Reference was made to the term ‘customized programs’ and inquiry was made as to whether they would be academic in nature and if they would be presented to Senate for approval. It was pointed out that any unit in the University could mount non-credit courses on its own without coming to Senate for approval but any courses taught by LSG as credit courses or as part of a non-credit

certificate/diploma program would have to go through the normal Senate committee/Senate approval procedure.

Concern was strongly expressed that the proposal was being considered in the absence of an established university policy on wholly owned incorporated for-profit units. Concern was raised that the proposal was presented to Senate only for information, and that there appeared to be a lack of clear principles and guidelines with respect to the governance and control of the initiative. Uneasiness was stressed about the apparent shift away from principles of public education towards revenue generating initiatives such as the LSG proposal. While some senators supported this direction, others were opposed.

Discussion took place regarding the delivery and type of courses offered by LSG and the financial arrangements with respect to overhead charges and payment to faculty members.

Concern was reiterated about the proposal being sent directly to the Board of Governors for approval in principle. Further discussion ensued in this regard. Senate was advised that since the activities of LSG were a continuation of the activities which had previously been done through Continuing Studies, it was felt that the question of incorporation, which comes under the jurisdiction of the Board of Governors, was the principle matter that needed to be addressed. It was suggested that the considerable discussion indicated Senate's interest in the issue and it was hoped that in future Senate would be part of the discussion process for such proposals prior to presentation to the Board.

Assurances were given that normal university procedure would apply to overhead charges and the approval of credit and non-credit certificate programs. However, it was suggested that the full implication of an incorporated unit within a traditional university setting should be elaborated (e.g. reporting relationships and access to information) and should have been part of the written documentation.

R. Russell presented the following Notice of Motion for the next meeting of Senate:

"that before a formal proposal for the Learning Strategies Group be sent forward to the Board of Governors, it be brought to Senate with a clear description of the LSG's accountability within the current university governance structure"

Discussion turned to the issue of admission standards and Senate was advised that the normal admission process/approval would apply to credit programs and credit courses. In response to an inquiry about the possibility of groups of students forming a Society and contracting with LSG to supply courses for which they could not gain admission because they were full, Senate was advised that approval for admission was the responsibility of Departments and Graduate Studies so it would be their decision as to whether this would be appropriate or not.

Reference was made to statements that the majority of courses offered by LSG have either been credit courses or certified non-credit programs, and inquiry was made as to whether the long term development strategy was to retain that focus. Senate was advised that companies differ very significantly in terms of their interests and needs and it was hoped that various new opportunities specific to individual organizations would be identified. However, expectations were that a significant portion of LSG's activities would remain in the credit and certified non-credit area, and development of new initiatives in this area would come to Senate for approval.

L. Dill requested his opposition to the proposal be recorded.

iv) Paper S.00-102 – Interpretation of Policy A13.02 – Appointment of Department Chairs and Directors of Schools (For Information)

Senate received information that the President had issued an interpretation for Policy A13.02 Sections 9 and 19 with respect to the meaning of the term 'simply majority' and a ruling with respect to the eligibility of faculty members who are on long term disability. In future, in Section 19 "The question of non-confidence in the Chair shall be resolved by simple majority vote of the faculty members in the Department" shall mean a simple majority of the faculty members eligible to vote; and in Sections 9 and 19, faculty members shall include those who are on long term disability or who have applied for long term disability, providing that they meet other eligibility criteria set out in the Policy.

Senate was advised that as a result of this interpretation, two members of a Department who had been on long term disability for many years and had little contact with the chair of the department were permitted to vote in a recent recall of the chair. The Chair reported that the rationale for his interpretation was contained in a letter to the Associate Vice-President Academic dated July 5, 2000 and was available to anyone interested.

Opinion was expressed that there were serious shortcomings in the recall policy. The Chair advised that he had recommended that the policy be reviewed.

v) Retirement of J. Blaney

Members of Senate, led by P. Percival, acknowledged J. Blaney's upcoming retirement from the position of President, recognized his contributions to the University and thanked him for his long service to Senate and in particular for his service as Chair for the past three years.

8. Information

The next regularly scheduled meeting of Senate is Monday, December 4, 2000.

The Open Session adjourned at 8:25 pm. Following a brief recess, Senate moved into Closed Session.

Alison Watt, Director, University Secretariat