



# SENATE MINUTES

MONDAY, DECEMBER 3, 2018  
10:00 AM, BOARDROOM (D2315)

Bonne Zabolotney, Vice Chair	Trish Kelly
Geoff Plant, Chancellor	Jorma Kujala
Kevin Bird, Secretary-of-Senate	Steven Lam
Julie Andreyev	Amy Lee
Shauna Bryan	Kyla Mallett
Cybele Creery	Celeste Martin
Keith Doyle	Suzanne Rackover
Helene Day Fraser	Roan (Lemon) Reimer
Heather Fitzgerald	Louise St. Pierre
Mark Igloliorte	Danielle Zandvliet

Regrets: Gillian Siddall, Ruth Beer, Cissie Fu, Sanya Arora, Selina Huang | Guests: Michael Clifford, Lori MacDonald

## I. ADMINISTRATIVE BUSINESS

1. Call to Order – Bonne Zabolotney, VP Academic + Provost and Vice Chair of Senate called the meeting to order at 10:06 am.
2. Motion: Adoption of Agenda. The agenda was approved.  
**Moved / Seconded to approve the agenda. Carried**
3. Motion: Approval of November 5, 2018 Senate Minutes. Clarification was requested regarding agenda item 6: Animal ethics and creativity policy update.  
**Moved / Seconded to approve the November 5 2018 Senate Minutes including a clarification from the President regarding the Animal Ethics and creativity policy update. Carried**
4. Welcome to new Senate Staff Member. The Chair welcomed Danielle Zandvliet to Senate.

## II. PREVIOUS BUSINESS

1. Strategic Research Plan. Steven Lam, Associate VP, Research and Dean, Jake Kerr Faculty of Graduate studies reported that the current Strategic research plan is expiring end of 2018. Steven reported on community consultation, the forming and membership of an Advisory Council and the estimated timeline for updating the Strategic Research plan. The Student Union requested that a graduate student be included in the membership of the Advisory Council. Steven invited Senators to participate and provide feedback for the

creation of a new Strategic Research Plan via a Moodle course. The Moodle link was sent to the ECU community in late November. The information will be circulated again to Senators.

**Moved / Seconded to approve the extension of ECU's current Strategic Research Plan (2013-2018) until the earlier of a) December 31, 2019 or b) such time as it is replaced by a new Strategic Research Plan.**

**Carried**

### **III. NEW BUSINESS**

1. Nominations Committee report. Bonne Zabolotney, Chair, Nominations Committee presented the Nominations Committee recommendation to approve the following student nominees to join Senate subcommittees;

- Karen Nguyen – Appeals Committee
- Janani Ramesh – Financial Awards Committee
- Selina Huang (Term Dec 19-Sept 1, 2019) to replace Susan Wilson on CPR Committee

**Moved / Seconded to approve the recommendation from the Nominations Committee. Carried**

2. CPR Committee report – Trish Kelly, Chair, reported that the course proposal package from Ian Gillespie Faculty of Design + Dynamic Media mainly represents housekeeping items such as updated prerequisites and a streamlining of mnemonics in an effort to create a clear pathway for students.

- a) FMSA 321 - course proposal change
- b) NMSA 315 - course proposal change
- c) 3D Computer Animation proposal overview
- d) ANIM 219 - course proposal change
- e) ANIM 220 - course proposal change
- f) ANIM 225 - course proposal change
- g) ANIM 227 - course proposal change
- h) ANIM 230 - course proposal change
- i) ANIM 235 - course proposal change
- j) ANIM 237 - course proposal change
- k) ANIM 328 - course proposal change
- l) ANIM 334 - course proposal change
- m) 3DAN 304 - New course proposal
- n) 3DAN 306 - New course proposal
- o) 3DAN 310 - New course proposal
- p) 3DAN 326 - New course proposal
- q) Cover Sheet for Program Requirements Worksheets
- r) 3D Animation Current PRW + 3D Animation Proposed PRW

There was a discussion. Senate approved proposals a) – r) as presented.

**Moved/ Seconded to approve the CPR recommendation for Course change proposals and new course proposals in the Ian Gillespie Faculty of Design + Dynamic Media as presented. Carried**

3. APP Committee report – Kevin Bird, Chair, reported on requests from Graduate students to audit undergraduate courses. The presented auditing procedure will be test launched, pending Senate approval, academic year Spring 2019 to Spring 2020. Graduate students auditing undergraduate classes will not be graded, or pay a fee. There was a discussion whether minimum attendance should be added to the requirements. The Registrar noted that attendance requirements will be at the discretion of the instructor. It was suggested that a template outlining auditing plans should be developed. If the auditing procedure test launch is deemed successful, APP will bring forward a recommendation for a formal policy and a template for audit plans to Senate in 2020. Senate unanimously approved the recommendation from the APP committee to test launch an auditing procedure for graduate students to enroll in undergraduate courses for the academic year of spring 2019 to spring 2020.

- i) **Moved / Seconded to approve that the Jake Kerr Faculty of Graduate Studies test launch an auditing procedure for graduate students to enroll in undergraduate courses for the academic year of spring 2019 to spring 2020. Upon completion of the launch period, APP will review the procedure and make recommendations for an auditing policy to Senate. Carried**

Kevin Bird reported on discussions at the APP committee regarding course outline revisions and the formation of a Taskforce which will review all course outline policies. There was a discussion regarding some suggested revisions. It was noted that the Taskforce will work with APP, the VP Academic + Provost and the Deans. All recommendations regarding revisions will be brought forward at a later date.

- ii) Information: Course outline revisions and Taskforce Formation
  - a) Rationale for proposed changes and updates to the Course Outline Templates
  - b) Update to Course Outline [Critical Studies] Template – Senate reviewed the template. There was a discussion. Senate agreed to remove the line “**100% attention is required during critique and meetings**” under University participation on page 3 of the course outline (page 50 of the Senate agenda package).

**Moved / Seconded to remove the line “100% attention is required during critique and meetings” under University participation on the third page of the course outline. Carried**

4. Governance Committee report – Suzanne Rackover, Chair, Governance Committee reported on work that the Governance Committee is undertaking. A template for Committee Chair reporting to Senate is under development and will be brought forward to Senate in the new year. An orientation session for new Chairs of committees and support is also under development and will be offered in the new year.
5. Vice Chair’s report – Bonne Zabolotney reported that ECU is scheduled for an Quality Assurance Audit, through Degree Quality Assessment Board (DQAB), in 2022. Assessment strategies and policies will be reviewed, and brought to Senate for approval in 2019/2020. Self-assessment and external program reviews will take place in 2020/2021. Senate, as the overarching body, will review and approve the structure of the process. Bonne reported that the Provost Data Report will be circulated to Senators soon.

**IV. OPEN FORUM** – Students raised concern regarding the current class schedule, especially the schedule for Wednesdays. There was a discussion. It was noted that the timing for various faculty and committee meetings on Mondays could be reviewed, as well as cutting down on breaks on various days. The timing of Continuing Studies classes also must be considered. The Vice Chair reported that Infosilem scheduling software will help model and harmonize scheduling issues, and information will be reported to Senate in the new year.

**V. NEXT MEETING** – January 14, 2019.

**VI. ADJOURNMENT** – The meeting adjourned at 11:25 am.