



ST. JEROME'S UNIVERSITY

Senate Council **Minutes of the Friday, November 18, 2016, Meeting**

Present: Katherine Bergman (Chair), Veronica Austen, Darren Becks, Kieran Bonner, Tristanne Connolly, Fred Desroches, John Greenwood, Scott Kline, Alysia Kolentsis, Whitney Lackenbauer, Awalou Ouedraogo, David Perrin, Viola Poletes Montgomery, Anna Purkey, Lorna Rourke, BJ Rye, David Seljak, Toni Serafini, James Skidmore, Myroslaw Tataryn, Sylvia Terzian, Bruno Tremblay, Cristina Vanin, Denise Whitehead

Resource: Christine Schwendinger

Guest: Zack MacDonald

Absent: Steven Bednarski*, Sue Brubacher*, Chris Burris, Maureen Drysdale*, Stephanie Gregoire, Sara Humphreys*, Norm Klassen*, Gabriel Niccoli*, Jane Nicholas*, John Rempel, Ryan Touhey*, Maya Venters, David Williams, Chad Wriglesworth, Nick Zunic

**regrets*

On Leave: Carol Acton, Susan Brophy, Kerry Lappin-Fortin, Caitlin Mulcahy, Mark Spielmacher

Open Session

1. **Prayer**

Viola Poletes Montgomery opened the meeting with a prayer.

2. **Chair's Remarks**

The Chair welcomed the members to Senate Council.

3. **Approval of the Agenda**

The agenda was approved with an amendment to the date of the minutes and a change in report type for the Committee on Research and Scholarship. Lackenbauer and Serafini. Carried unanimously.

4. **Declarations of Conflict of Interest**

Members of Senate Council were asked to declare any conflicts they may have in relation to the items on the agenda. No conflicts were declared.

5. **Approval of the Minutes of October 21, 2016**

- The minutes of October 21, 2016, were approved as distributed. Bonner and Kolentsis. Carried. 4 abstentions

6. **Business Arising from the Minutes**

There was no business arising from the minutes.

7. **Reports from Committees**

a. *Governance Committee*

There was no report from the Governance Committee.

b. *Academic Committee*

- **Motion 1:** *That one reading of the revised Course Outline Requirements policy, Course Outline Template, and Sample Course Outline is sufficient given that the revisions are of a housekeeping nature.* Kline and Tataryn. Carried unanimously
- **Motion 2:** *That SJU Senate Council give the above set of revised policies/documents the one reading and that SJU Senate Council approve the revised policies/documents for the SJU Academic Operations Manual (AOM).* Kline and Tataryn. Carried unanimously.

The matters being brought forward from Academic Committee are of a housekeeping nature. There were some questions raised around some of the language used in the Course Outline Requirements policy, Course Outline Template, and Sample Course Outline. It was determined that this language came from the University of Waterloo and was consistent with their requirements. The new guidelines are effective January 1, 2017.

c. *Committee on Research and Scholarship*

There were no questions regarding the written report submitted by the Committee on Research and Scholarship.

d. *Finance Committee*

There was no report from the Finance Committee.

e. *Library Committee*

An update was provided by the Contract Academic Staff Librarian with regards to the Library Renewal project. The presentation space is now up in the area that was previously the Registrar's Office in the Classrooms and Library Building. The Contract Academic Staff Librarian handed out an updated timeline for the project. Renovations are expected to commence May 2018. This will allow time for exploratory research, more detailed planning, as well as providing an opportunity seek additional funding.

8. **Report from the Vice President Academic and Dean**

There were no comments on the Vice President Academic and Dean (VPAD) written report. The VPAD provided an update on the course evaluation project that University of Waterloo (UWaterloo) will be undertaking. An email was sent yesterday regarding this project. This has been an ongoing discussion for quite a while and is not a surprise. St. Jerome's University is in a position to take a look at our own process regarding course evaluations with a recommendation being made by a task force. There was a fulsome discussion around course evaluations. A final report from UWaterloo regarding their course evaluations will be sent to the Provost who will make a final decision on what to do with their course evaluation project.

The VPAD provided some information on the equity report to clarify where St. Jerome's University stands in relation to target. This is one factor that needs to be considered during the academic planning process.

9. **Report from the Registrar**

The VPAD announced that the Fall Open House on Saturday, November 5, 2016, was well attended with a record number of visitors. Based on previous experience it appears that the University is trending well for co-registration for next year.

10. **Report from the Vice President Administration**

There was no report from the Vice President Administration.

11. **Report from the Director of Advancement**

The Director of Advancement provided an update on the net proceeds from Feast 2016. Over \$51,000 was raised at this event for student scholarships. The Director of Advancement reminded the members of Senate Council that Tuesday, November 29, is Giving Tuesday this year. The focus for the Advancement department now is on fundraising for student scholarships. The Chair congratulated the Advancement department for their fundraising success.

12. **Report from the President**

The President provided an update on information that came out from the Faculty of Arts. Universities are now subject to the Office of the Ombudsman who ensures administrative fairness. The Office of the Ombudsman can contact anyone from any area of the organization. It is very important if a call is received from this office to know the downstream consequences of a response. There is a process which involves contacting the UWaterloo University Secretariat to help provide information on the best way to respond. It is also important to keep senior administration aware of any requests coming from the Office of the Ombudsperson so that they can help support the individual being contact.

a) Compliance with the Ordinances

After the last Senate Council the Chair circulated the ordinances and our compliance document. The Chair received only minimal feedback from the members of Senate Council and requested that any additional questions be sent to her as soon as possible. The previous compliance document was out of date. This document will be going to the Board Mission Committee in December.

b) Policy 42 Update

Policy 42 was brought forward to UWaterloo Senate with a requirement from the ministry that it is effective January 1, 2017. This policy was mainly meant for students. The commitment at UWaterloo Senate was that this policy would be reviewed in January. This UWaterloo policy covers all UWaterloo students regardless of where they live or coregister. This interpretation was consistent with the legal opinion sought by St. Jerome's University. Currently the policy refers to the UWaterloo community as employees of UWaterloo which does not cover any St. Jerome's employees. Once the University of Waterloo policy is completed, St. Jerome's University will complete their policy using Article 41 in the Collective Agreement to provide direction on protocols. Feedback will be sought from the community.

13. **Reports from Academic Departments**

- The Associate Dean reminded the members of Senate Council that the second Lectures in Catholic Experience lecture will take place on Friday, November 18, 2016.
- The Associate Dean announced that on December 7, 2016 there will be an information session for the St. John's Bible program. The first event for the Year of St. John's Bible will take place on January 24, 2018.
- The Chair of English announced that the next Reading Series event will take place on Friday, November 25, 2016 beginning at 4:30 PM in SJ1 3027.

14. **Other Business**

- There was no other business.

- **Motion to move in camera:** Tremblay and Tataryn. Carried.
- **Motion to adjourn in camera session:** Bonner and Lackenbauer. Carried.
- **President adjourned Senate Council.**

Laura Charland
Recording Secretary

Approved by SJU Senate Council
January 27, 2017