



# ST. JEROME'S UNIVERSITY

## Senate Council Minutes of the Friday, November 23, 2018, Meeting

**Present:** Cristina Vanin (Chair), Carol Acton, Steven Bednarski, Kieran Bonner, Susan Brophy, Tristanne Connolly, Andrew Deman, Ryan Devitt, Thirstan Falconer, Stephanie Gregoire, Scott Keys, Alysia Kolentsis, Jolanta Komornicka, Kerry Lappin-Fortin, Zack MacDonald, Viola Poletes Montgomery, David Perrin, Anna Purkey, BJ Rye, David Seljak, Toni Serafini, Mark Spielmacher, Andrew Stumpf, Sylvia Terzian, Denise Whitehead, Chad Wriglesworth, Rade Zinaic

**Resource and Recording Secretary:** Christine Schwendinger

**Absent:** Veronica Austen\*, Katherine Bergman\* (Chair), Chris Burris, Oliver Campbell, Fred Desroches, Maureen Drysdale\*, Norm Klassen\*, Jane Nicholas\*, Registrar (vacant), David Williams, Nikolaj Zunic\*  
*\*regrets*

**On Sabbatical/Leave:** Scott Kline, Whitney Lackenbauer, Caitlin Mulcahy, John Rempel, Lorna Rourke, Ryan Touhey, Bruno Tremblay

---

### Open Session

#### 1. **Prayer/Reflection**

Denise Whitehead opened the meeting with a prayer.

#### 2. **Chair's Remarks**

The Chair thanked members for their patience and support of her over the past few months as she assumed the role of Acting Dean. She is very grateful to the Acting Associate Dean for taking on this role and to the VPAD team.

#### 3. **Approval of the Agenda**

- **Motion:** The agenda was approved as distributed. MacDonald 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 regular agenda. No conflicts were declared.

#### 5. **Approval of the Minutes of October 26, 2018**

- Pages 2-3, item 7.a.i, *Governance Review*, last paragraph, 2<sup>nd</sup> and 3<sup>rd</sup> sentences: “In response to a concern raised about why some members do not attend Senate Council, ~~a member~~ **the ensuing conversation** highlighted their desire for clarity... ~~That member noted~~ Clarification is needed on...including ~~committees~~ **the duties and composition of some committees.** ...”
- Page 4, item 8, *Report from the Acting Dean*, 2<sup>nd</sup> sentence: “~~The President~~ **A member** asked the Chair...”

- **Motion:** The minutes of October 26, 2018, were approved as revised. MacDonald and Devitt. Carried. Four abstentions.

## 6. Business Arising from the Minutes

- Page 2, item 5.a, *Approval of the Minutes of May 17, 2018*: In response to a question regarding a registrar's report remaining on the Senate Council agenda, the Acting Dean replied that the VPAD had been working on the potential direction and structure of the role of registrar before he went on leave of absence. This will be dealt with as soon as possible. It was noted that co-registering SJU students is important and does impact the academic culture of the institution.

## 7. Reports from Committees

### a. *Governance Committee*

- i. *Governance Review*: The Chair of Governance Committee distributed a memo with potential governance renewal items solicited through feedback; the list is intended to start a discussion and is not comprehensive. Senate Council was asked to consider these items, including prioritization, and to prepare for further discussion at the next meeting.
- ii. *Ad Hoc Committee on Renewal, Tenure, and Promotion Standards for Librarians*: The new Collective Agreement (full-time unit) now stipulates three ranks of librarian (Assistant Librarian, Associate Librarian, Librarian). Standards for renewal, tenure, and promotion for the ranks of librarian need to be developed and we are obligated to strike an *ad hoc* committee for this purpose within six months of the ratification of the Collective Agreement. Senate Council agreed to hold the election for this *ad hoc* committee in 2019.
  - **Motion:** That SJU Senate Council establish an *ad hoc* committee to develop renewal, tenure, and promotion standards for the ranks of librarians. Bednarski and Acton. Carried unanimously.
- iii. *Senate Council Meeting Time*: The timing of meetings had scheduling conflicts for some members. This has been worked out and therefore the Recording Secretary will not be sending out a survey as noted in the previous meeting minutes. The Governance Committee will make effort to take into account other meetings (e.g., UWaterloo department meetings) when establishing next year's meeting dates.

### b. *Academic Committee*

- i. *Sexuality, Marriage, and Family Studies New Courses and Course Changes*: Academic Committee is bringing forward a proposal from the Department of Sexuality, Marriage, and Family Studies (SMF) for two new courses (*Family Policy and the Law*; *Love and the Law*) and two course changes (SMF 306; SMF 307), to be effective September 1, 2019. The new courses are to be taught by the new tenure-track faculty member in the department. Senate Council agreed for a friendly amendment to the *Family Policy and the Law* course description, with the exact wording to be determined after the meeting. The Department of SMF has submitted a proposal to the Joint UWaterloo/SJU Legal Studies Committee to cross-list the two new courses with Legal Studies and this will be going forward to their next meeting.

- **Motion 1:** That SJU Senate Council approve the two new SMF courses, pending revision to *Family Policy and the Law*, to be effective September 1, 2019. Kolentsis and Serafini. Carried unanimously.
  - **Motion 2:** That SJU Senate Council approve the two SMF course changes, to be effective September 1, 2019. Kolentsis and Serafini. Carried unanimously.
  - ii. *Academic Operations Manual: Policy Revisions:* Revisions to three policies in the Academic Operations Manual are of a housekeeping nature due to changes made in the newly ratified Collective Agreement (full-time unit) or are editorial to maintain consistent language in all three policies.
  - **Motion 3:** That one reading of the revised Additional Professional Development Fund policy, Aid to Scholarly Publications Fund policy, and Faculty Research Grant policy and guidelines is sufficient given that the revisions are of a housekeeping or editorial nature. Kolentsis and Connolly. Carried unanimously.
  - **Motion 4:** 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. Kolentsis and Connolly. Carried. Two abstentions.
- c. *Committee on Research and Scholarship*
- i. *Internal Funding Deadlines:* As noted in her written report, the Chair of the Committee on Research and Scholarship reminded members of the deadlines for the Aid to Scholarly Publications Fund (ASPF), Additional Professional Development Fund (APDF), and Faculty Research Grant (FRG) and noted the increased budgets from the newly ratified Collective Agreement (full-time unit). A correction was made to the written report regarding the budget for the FRG: the total annual budget is \$60,000 for all three internal research funds and the balance is reserved for the FRG competition.
  - ii. *FRG Reports:* The Chair reminded FRG recipients that progress reports or final reports must be submitted.
  - iii. *In Kind Support for Tri-Council Grants:* Those applying for a tri-council grant should speak with the Acting Dean to discuss in kind support.
- d. *Library Advisory Committee*
- i. *Library Renewal:* The Chair of the Library Advisory Committee, who is the Project Coordinator for the library renewal, gave a presentation on the upcoming library renovation, similar to the presentation he gave at the Library Renewal Open House prior to the Senate Council meeting; more details can be found at [sjulibraryrenewal.com](http://sjulibraryrenewal.com). The process began in September 2015 with focus groups providing input and with the Chair examining other spaces and libraries on campus and externally. We are now in the design and features phase and have procured architects and consultants for mechanical and accessibility expertise. Throughout the process, the scope of the project has grown to incorporate the entire second floor of the Classrooms and Library Building. The Chair presented the floor plans of the newly renovated Library, including the new entrance, new circulation desk location, two smart classrooms for collaborative learning space,

special collections room, quiet study rooms, research hub for faculty and student research, private reading rooms that could also be booked as classrooms or for events (e.g. Reading Series, book launches), and a café style seating area. A lift independent to the Library will be added to provide access to the second floor of the Library. The Chair noted we are trying to create a large, welcoming library with soft seating, a fireplace, technology near the circulation desk for easy support, strategic feature colours throughout for effect, glass walls for natural lighting and visibility in some areas, and flexible, movable walls in other areas. To make the spaces between shelving AODA (Accessibility for Ontarians with Disabilities Act) compliant, we will lose 20% of our collections space and therefore compact shelving will be installed. The Library will start packing in February 2019, with the collections being packed in April after final exams are completed (Trellis will note that SJU books are unavailable). The Library will move to the basement of Finn at the end of April and demolition will begin May 1, to continue during the summer. The fall term should be quieter and completion is expected in 2020. The two smart classrooms will be closed during renovations and two classrooms will be set-up in Finn (but they cannot have the same IT capacity). The Chair confirmed that no major decisions have been made without consulting the Associate Librarian (currently on sabbatical) and she has been kept informed throughout the process. The Chair was thanked for his hard work on the library renewal project, which is going forward to the December Board of Governors meeting for approval.

- ii. *Library Advisory Committee*: The Chair confirmed that the Library Advisory Committee will be meeting once the external librarian members have been confirmed.

## 8. **Report from the Acting Dean**

*New Academic Programming*: The Acting Dean reported on the directions of new academic programming development within the context of the SJU Academic Plan. During the academic planning process, a Special Advisor to the VPAD on Academic Planning was appointed. The VPAD, Special Advisor, and Associate Dean worked together to explore possibilities for new academic programming and at a certain point, each were assigned three different directions. The Associate Dean explored leadership possibilities with UWaterloo. The Special Advisor explored other possibilities such as a new direct-entry Climate and Culture program, providing students with critical awareness of environmental issues through a humanities/social sciences lens instead of a pure sciences lens. The Special Advisor presented this program to the VPAD who began to pursue the possibility with UWaterloo but encountered challenges. Since then, a similar program, regarded as totally innovative and groundbreaking, has been launched at St. Francis Xavier University. In response to a question, the Special Advisor confirmed that migration and immigration was another potential new program considered and the two programs could have somehow been combined. The Acting Dean noted this work will help move conversations forward, but does not preclude other possibilities.

- **Motion to extend meeting**: Lappin-Fortin and MacDonald. Carried unanimously.

*Equity*: The Acting Dean gave a high-level report on equity and noted the most important item to look at is our overall global target. According to the equity agreement between UWaterloo and the Affiliated and Federated Institutions of Waterloo (AFIW), SJU must teach 8.72% of the total teaching in the Faculty of Arts. While SJU was under target in 2017-2018, the good news is that SJU was less under target than in the previous three years. One of the equity challenges is that teaching in new, unshared disciplines in the Faculty of Arts has grown considerably over the last number of years. There is no room for growth in our shared disciplines since SJU must teach to

required targets. The VPAD was working on a long-term plan to help reduce our equity deficit and part of this plan is to develop our unshared programming. We need to look at smaller programs (e.g., minor) or larger programs (e.g., major) that would be of interest to new students who would perhaps not have considered coming here. The VPAD had started conversations within Arts and with other Faculties; these initially looked promising but then hit some roadblocks.

*Academic Planning:* The Acting Dean gave a brief overview of the academic planning priorities and commitments, with a full discussion to happen at the next meeting. The Acting Dean noted some developments: Under Priority 2 (student experience), the restructuring of the Student Affairs department has been a major and significant undertaking for the University. Regarding Priority 4 (partnerships), Senate Council established the Experiential Learning Advisory Committee; the Committee is currently information-gathering and will then look at potential directions SJU can take, including directions in Finn. Priority 5 (academic governance) has included the review of Senate Council governance and its standing committees. As well, the Priority 5 working group proposed the restructuring of academic departments; the proposal has been discussed by Academic Committee and will be discussed again in the coming months.

9. **Report from the Interim Vice President Administration**

There was no discussion on the Interim Vice President Administration's written report.

10. **Report from the Director of Advancement** – no report

11. **Report from the President** – no report

12. **Reports from Academic Departments**

There were no reports from academic departments.

13. **Other Business**

There was no other business.

- **Motion to move in camera:** Acton and Bonner. Carried unanimously.
  - **Motion to adjourn in camera session:** Bonner and Seljak. Carried unanimously.
- The Chair adjourned the meeting.

*Approved by SJU Senate Council*  
December 14, 2018