



**Senate Council**

**Minutes of the Friday, January 31, 2020 Meeting**

**Present:** Cristina Vanin (Vice Chair), Carol Acton, John Arnou, Veronica Austen, Kieran Bonner, Honor Brabazon, Sue Brubacher, Roberta Cauchi-Santoro, Andrew Deman, Carm De Santis, Fred Desroches, Mike Gourlay, Stephanie Gregoire, Kerry Lappin-Fortin, Shanelle Leo, Diana Lobb, David Perrin, Viola Poletes Montgomery, Lorna Rourke, BJ Rye, David Seljak, Toni Serafini, Mark Spielmacher, Andrew Stumpf, Anastasia Tataryn, Sylvia Terzian, Chad Wriglesworth, Nikolaj Zunic

**Recording Secretary:** Katrina Kaczala

**Guests/Resources:** Christine Schwendinger

**Absent:** Steven Bednarski\*, Chris Burris, Tristanne Connolly\*, Maureen Drysdale\*, Norm Klassen\*, Scott Kline\*, Jolanta Komornicka\*, Zack MacDonald\*, Jane Nicholas, John Rempel, Ryan Touhey, Bruno Tremblay\*, David Williams

*\*regrets*

**On Sabbatical/Leave:** Susan Brophy, Alysia Kolentsis, Denise Whitehead

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***Open Session***

**1. Prayer/Refection**

D. Seljak opened the meeting with a reflection.

**2. Chair's Remark's**

C. Vanin stated that S. Kline sent his regrets that he could not attend the meeting. As Vice Chair, C. Vanin would chair the meeting.

Senate Council welcomed new members: Anastasia Tataryn was welcomed as a new faculty member, Assistant Professor, Department of Sociology and Legal Studies; John Arnou, Acting Director, Student Affairs; Mike Gourlay, Executive Director, Finance and Administration; Sue Brubacher, Director, Enrolment and Upper-Year Transitions; Shanelle Leo, Senate Council student representative for the Winter 2020 term.

C. Vanin also noted that the library now has full occupancy and the collections area can now be accessed by everyone. Gratitude was expressed to all of the individuals who assisted in ensuring the library was open this term and showed appreciation for all of their hard work.

**3. Agenda Review, Declare Conflicts, Additions, Changes**

No conflicts were noted. No additions or changes to the agenda were identified.

**Motion:** To approve the agenda as presented.

**Moved:** D. Perrin, **Seconded:** C. Acton, **Carried.**

**Consent Agenda**

**4. Approval of the Minutes of October 25, 2019**

**5. Interim Vice President Academic and Dean's Report**

**a. Appointments**

**6. Experiential Learning Advisory Committee Report**

**7. Library Report**

**Motion:** To approve and receive for information by consent items 4 to 7.

**Moved:** C. Acton, **Seconded:** L. Rourke, **Carried.**

**Regular Agenda**

**8. Business Arising from the Minutes of October 25, 2019**

No business arising.

**9. Governance Committee Report**

**a. Ex-officio Registrar Seat on Academic Committee**

The Governance Committee recommended that the Registrar seat on Academic Committee be replaced with seats for both the Director, Student Affairs and the Director, Enrolment and Upper-Year Transitions.

**Motion:** To approve that the ex-officio (non-voting) seat on Academic Committee previously held by the Registrar be replaced with both the Director, Student Affairs, and the Director, Enrolment and Upper-Year Transitions.

**Moved:** C. Acton, **Seconded:** V. Austen, **Carried.**

**b. Board and Senate Council Joint *Ad Hoc* Committee Membership**

The Governance Committee requested that Senate Council members submit nominations for the joint *ad hoc* committee being formed to facilitate discussion between the two chambers and address topics outlined in the terms of reference.

A question was raised in regard to the time sensitivity of the nomination process. The Governance Committee clarified that the terms of reference of the *ad hoc* committee outlines that a report is due to the Board Governance Committee by March 2, 2020, thus an expedited process must be taken to ensure that members are selected and can meet before the deadline.

**10. Academic Committee Report**

**a. Medieval Studies Course Proposal**

A new Medieval Studies Course titled: *Medieval Death and Dying* has been proposed to add robustness to the upper year course offerings. The new course would be effective September 1, 2021.

**Motion 1:** To approve the Medieval Studies new course, to be effective September 1, 2021.

**Moved:** V. Austen, **Seconded:** C. Wriglesworth, **Carried. One (1) abstention.**

**b. Italian Studies Plan and Course Proposals**

In regard to the proposed Italian Studies Minor plan change, following the program review, it was decided that a minimum of two (2) courses in Italian language would be required for a minor.

**Motion 2:** To approve the Italian Studies Minor plan change, to be effective September 1, 2021.

**Moved:** V. Austen, **Seconded:** K. Lappin-Fortin, **Carried.**

A new academic plan was purposed regarding the implementation of a diploma in Italian language. Students must take four (4) courses in Italian language with a cumulative average of 70% to receive the diploma.

**Motion 3:** To approve the new Diploma in Italian Language, to be effective September 1, 2021.

**Moved:** V. Austen, **Seconded:** C. Acton, **Carried.**

It was identified in the program review that there were no distance education courses offered. It was decided that ITAL 101 and 102 would be offered online to provide more options for students. K. Lappin-Fortin noted coding changes indicating that ITAL would be reserved for Italian language courses, and ITALST would be reserved for Italian Studies courses. A number of changes to and inactivations of ITAL courses were also noted.

**Motion 4:** To approve the ITAL course changes and course inactivations, to be effective September 1, 2021.

**Moved:** V. Austen, **Seconded:** S. Terzian, **Carried.**

A number of new ITALST courses, course changes, and inactivations were noted, including some courses moving from 300 to 200-level courses, title changes, and course additions.

**Motion 5:** To approve the ITALST new courses, course changes, and course inactivations, to be effective September 1, 2021.

**Moved:** V. Austen, **Seconded:** D. Lobb, **Carried.**

**11. Ad Hoc Committee on Renewal, Tenure, and Promotion (RTP) Standards for Librarians**

The *ad hoc* Committee was tasked with revising the current Standards for Renewal, Tenure, and Promotion policy to include the three ranks of Librarian: Librarian, Associate Librarian, and Assistant Librarian. The Committee reviewed policies and procedures from other universities as a reference when making changes to the policy. C. Vanin thanked the Committee for all of its work and research in the modification of the policy.

Senate Council members discussed and sought clarity on some modifications made to the policy including section 3.4, 4.1 b., and 4.1 b. (e).

**Motion:** That SJU Senate Council give the revised Standards for Renewal, Tenure, and Promotion policy a first reading for the SJU Academic Operations Manual.

**Moved:** C. Acton, **Seconded:** D. Seljak, **Carried.**

**12. Interim Vice President Academic and Dean's Report**

C. Vanin noted that program reviews are currently underway and are in various stages.

Human Sciences has received the report on its program review and will be meeting to respond. A report will be made to Senate Council.

Senate Council was presented with a guide for staff and faculty prepared by the University of Waterloo Campus Wellness regarding supporting student wellness. C. Vanin highlighted that the VPAD office is currently working on developing policies and procedures for addressing student wellness and responding to students in distress.

**13. Interim President's Report**

The draft Freedom of Speech policy was highlighted and Senate Council members were asked to review the policy and send any comments to Katrina Kaczala by Friday, February 14, 2020. It was noted that the policy would also be sent to the whole St. Jerome's community for review.

**14. Updates from Academic Departments**

The Governance Committee recommended that the "updates from academic departments" item on the Senate Council agenda be moved to consent agenda and that department announcements be reported in advance to be included in the meeting package. Governance Committee presented the rationale that this method could provide a better way to share information, but information for discussion could still be brought forth in the regular agenda.

Senate Council held a discussion as to how to proceed. Support was given to a hybrid approach where technical updates would be provided in advance and included in the consent agenda, while maintaining the "updates from academic departments" regular agenda item to report updates and last minute items. Members stated that this method could provide advance notice as well as last minute reminders of upcoming events and information. It was agreed that this topic would return to Governance Committee for further discussion.

**15. New Business**

A Senate Council member inquired about the status of the Accessibility Assessment that was conducted. M. Gourlay noted that a full report has not yet been completed and received from the company who conducted the assessment. Once a completed report is received, Senate Council will receive an update and presentation.

A Senate Council member inquired about emergency procedures. M. Gourlay stated that the recent risk management report identified that policies and procedures have not been updated since 2016 and that updates are required. As such, the office of the Executive Director, Finance and Administration is currently reviewing and researching procedures and policies of other universities and developing current plans for St. Jerome's.

**Motion:** To adjourn the Open Session and move into Confidential Session.

**Moved:** K. Bonner, **Seconded:** C. Acton, **Carried.**

*Christine Schwendinger left the meeting.*

kk/

January 31, 2020

*Approved by SJU Senate Council*

*February 28, 2020*