

## SENATE AGENDA

Friday, May 10, 2019

10:30 a.m. – F210

1. ACKNOWLEDGEMENT OF THE TRADITIONAL TERRITORY

As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robinson-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishnabek. We respect and are grateful to hold this event on these lands with all our relatives.

2. APPROVAL OF THE AGENDA

3. ADOPTION OF THE MINUTES OF THE SENATE MEETING OF: April 12, 2019

4. BUSINESS ARISING FROM THE MINUTES

5. READING and DISPOSING of COMMUNICATIONS

6. REPORTS FROM OTHER BODIES

- A.
  - (1) President
  - (2) Provost and Vice-President Academic and Research
  - (3) Vice-President Finance and Administration
  - (4) Board of Governors
  - (5) Alumni Advisory Board
  - (6) Council of Ontario Universities (Academic Colleague)
  - (7) Joint Board/Senate Committee on Governance
  - (8) NUSU
  - (9) Indigenization Steering Committee
  - (10) Others

- B. Reports from Senate members

7. QUESTION PERIOD

8. REPORTS of STANDING COMMITTEES and FACULTY or UNIVERSITY COUNCILS

SENATE EXECUTIVE COMMITTEE

MOTION 1: That the Report of the Senate Executive Committee dated May 2, 2019 be received.

**BY-LAWS AND ELECTIONS SUBCOMMITTEE**

MOTION 1: That the Report of the By-Laws and Elections Subcommittee dated April 16, 2019 be received.

**GRADUATE STUDIES COMMITTEE**

MOTION 1: That the Report of the Graduate Studies Council dated April 17, 2019 be received.

MOTION 2: That Senate approves that Flex time enrolment option be available to students in the MA History Program.

MOTION 3: That Senate approves moving from 3 to 2 letters of reference for admission applications.

**SENATE BUDGET ADVISORY COMMITTEE**

MOTION 1: That the Report of the Senate Budget Advisory Committee dated April 30, 2019 be received.

9. **OTHER BUSINESS**

10. **AMENDMENT of BY-LAWS**

**Notice of Motion that Article 8.1 of the Senate By-Laws be amended as outlined below:**

*Revised Article reads (changes in bold and strike through):*

- 8.1 General Committee/Ad Hoc Committee Procedures
- (a) In general, where appropriate and feasible, the procedures of Senate standing or ad hoc committees shall parallel those of Senate.
  - (b) Except as stated otherwise in these By-Laws, the President shall be an *ex officio* non-voting member of every Senate standing or ad hoc committee.
  - (c) Unless otherwise stipulated in these By-Laws, all Senate standing or ad hoc committees shall report directly to Senate, while ad hoc committees within Senate standing committees shall bring reports and recommendations to their parent committees for consideration and possible conveyance to Senate.
  - (d) A Senate standing or ad hoc committee/subcommittee may also report to another such committee/subcommittee at the other committee/subcommittee's request. Any such report shall also be conveyed to Senate, for information.
  - (e) **The Chair of Senate shall appoint a recording secretary for each standing committee. In the event of his/her absence, the committee shall appoint another person to act as recording secretary.**
  - (ef) Secretarial support for each committee/subcommittee shall be provided through the office of:
    - (i) the Chair of the committee/subcommittee, when the Chair is an *ex officio* voting or non-voting member; or

- (ii) a senior *ex officio* voting member of the committee/subcommittee, when the Chair is a faculty Senator.

**Notice of Motion that Article 9.6 of the Senate By-Laws be amended as outlined below:**

*Revised Article reads (changes in bold and strike through:)*

Terms of Reference for the Joint Committee of the Board and Senate on Governance

Revised and approved by the Joint Committee of the Board and Senate on Governance – April 4, 2019

(a) Membership

- i) Student Representative:  
The President of the Nipissing University Student Union (NUSU) or designate.
- ii) Senate Representatives:  
Three (3) faculty Senators, elected by Senate.
- iii) Board of Governors Representatives:  
Three (3) members of the Board of Governors, including ~~the President & Vice-Chancellor,~~  
the Chair of the University Governance Committee and ~~one~~ **two (2)** non-constituent Board  
members elected by the Board.
- iv) **The President & Vice-Chancellor (ex-officio – non-voting)**

11. ELECTIONS

- Elect one (1) faculty Senator to serve as the Council of Ontario Universities (COU) Academic Colleague for a three (3) year term.
- Elect one (1) faculty Senator to serve as the Council of Ontario Universities (COU) Academic Colleague (Alternate) for a three (3) year term.

12. NEW BUSINESS

MOTION 1: That Senate consider receipt of the Report on Graduation Applicants dated May 9, 2019.

MOTION 2: That Senate receive the Report on Graduation Applicants dated May 9, 2019.

MOTION 3: That Senate grant approval to graduate the students listed in the Report on Graduation Applicants dated May 9, 2019.

MOTION 4: That Senate move in-camera to bring forward for approval the names of honorary degree candidates approved by the Honorary Degrees Subcommittee.

13. ANNOUNCEMENTS

14. ADJOURNMENT

Nipissing University  
Minutes of the Academic Senate Meeting  
April 12, 2019  
2:30 p.m. – Room F210

MEMBERS PRESENT:

M. DeGagné (Chair), A. Vainio-Mattila, C. Sutton, J. McAuliffe,  
J. Nadeau, A. Weeks, N. Black  
  
D. Lafrance Horning, M. Litalien, K. McCullough  
  
A. Burk, N. Colborne, S. Connor, E. Dokis, A. Hatef, B. Kelly, K.  
Lucas, G. McCann, K. Srigley, S. Srigley, D. Tabachnick, H.  
Teixeira, T. Vassilev, H. Zhu  
  
C. Hachkowski, B. Hatt, D. Hay, T. Horton, D. Jarvis, C. Peltier,  
G. Raymer, C. Ricci, A. Schinkel-Ivy, G. Sharpe  
  
O. Pokorny  
  
J. Nighbor  
  
D. Goulard, H. Mackie, N. MacKenzie

ABSENT WITH REGRETS:

P. Radia  
  
C. Richardson, D. Iafrate  
  
L. Chen, L. Manankil-Rankin, P. Millar, P. Ravi, M. Sullivan  
  
L. Kruk, S. Renshaw  
  
J. Allison  
  
T. Curry, B. Ray  
  
A. Wood, X. Winter, K. Kearney

APPROVAL OF THE AGENDA OF THE SENATE MEETING OF: April 12, 2019

MOTION 1: Moved by T. Vassilev, seconded by J. Nadeau that the agenda of the Senate meeting of April 12, 2019 be approved.  
CARRIED

ADOPTION OF THE MINUTES OF THE SENATE MEETING OF: March 8, 2019

MOTION 2: Moved by N. Colborne, seconded by E. Dokis that the minutes of the Senate meeting of March 8, 2019 be adopted.  
CARRIED

The Speaker opened the meeting with a welcome to the traditional territory:

As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robinson-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishnabek. We respect and are grateful to hold this event on these lands with all our relatives.

## REPORTS FROM OTHER BODIES

The President began his report by providing highlights from the recently announced Provincial Budget. He advised of the 10% roll back of tuition rates for students at all publicly funded colleges and universities starting in the 2019–20 school year, and the freezing of tuition fees for the 2020–21 school year. Further details on possible available funding will be provided in September, but we will be well into the next fiscal year before the impact is known. The government’s vision of post-secondary education will be focused on accountability and outcomes and performance linked funding. In response to a question, the President advised that a “northern relief fund” is a one-time grant that each of the five northern institutions can apply for. We will continue to press forward for advocacy, but further information is not expected until September. The President was pleased to advise of the great success of Research Month, March Open House, the BFA Graduate Exhibition and the FIRST Robotics Competition. Congratulations were extended to the recipients of the Dave Marshall Leadership Awards. He also advised of recent meetings and events attended including the National Building Reconciliation Planning Committee, the Canada-Mexico Roundtable, and the Ringette Opening Ceremony. The President thanked outgoing NUSU President, Dan Goulard, for his commitment, service and community involvement. A full update of the activities and events recently attended by the President is attached to the Minutes.

The Provost provided a presentation on the Academic Plan 2019-2022. A copy of the presentation is attached to the Minutes. The Provost also provided a Quality Assurance update. QA has advised that the new IQAP protocol can now be used. The old version is on the NU website until the new version is ratified. Once it is ratified, preparation of the SMA III will begin.

The NUSU President provided a report. The report is attached to the Minutes. On behalf of the NUSU 2018-19 Executive team, Senator Goulard thanked the administration, faculty and staff for the all of the mentorship, guidance and inspiration received. He congratulated Hannah Mackie, NUSU President 2019-20, and offered his best wishes for the upcoming year.

The President of the Alumni Advisory Board was pleased to welcome Manager, Erika Lougheed, to the Advancement team. She advised that the Board has been busy working on the final tasks outlined in the Strategic Plan, evaluating systems and revising Board documents. She reported of a Board vacancy and advised that applications can be made through the online membership form. She requested that suggestions of potential Board recruits can be made on the website at: <https://www.nipissingu.ca/alumni/advisory-board/board-member-application>

The Chair of the Indigenization Steering Committee provided a report from the April meeting. The report is attached to the Minutes.

## QUESTION PERIOD

In response to ongoing concerns expressed regarding the NU website, the Director of External Relations advised that the Marketing Department is working to solve the problems, and that a third party will be assisting.

In response to a request to provide an update on the hiring of the Dean of Arts & Science and the Dean of Teaching positions, the Provost advised that the recommendation of the hiring committee for the Dean of Arts & Science has been sent to the Board of Governors for approval and we are waiting to hear back from the Board. Applications for the Dean of Teaching position close today.

In response to a request as to how the new faculty structure will flow down and when information will be provided, the Provost advised that positions will not be added to the administrative structure and the number of Deans and Associate Deans will remain the same. Both faculties will have an Associate Dean. The interim APS Associate Dean position was for one year. Discussions will continue on the role of FASS in terms of secretarial support and faculty assistance.

In response to a question regarding the Director of the School of Nursing, the Provost advised that we currently have a Director of Nursing in place until June 30, 2019. There will not be an external posting for this position and we are currently considering how best to fill the position.

It was noted that rationales were not provided for Motions 2-4 in the Report of the Academic Quality Assurance and Planning Committee. Dr. O'Hagan advised that the rationales for Motions 2-4 will be provided to the Senate Secretary for inclusion in the Senate Minutes. In response to a question as to why the Motions came from the Academic Quality Assurance and Planning Committee and not the Undergraduate Studies Committee, the Provost advised that the Motions were presented to the AQAPC because the budget was involved. AQAPC will create a policy for such matters. In response to a statement that faculty were asked to cap lab hours as much as possible for the next academic year due to budget constraints, the Provost advised that faculty were asked to be conscious as to whether labs are appropriate and meet learning outcomes.

## **REPORTS OF STANDING COMMITTEES AND FACULTY OR UNIVERSITY COUNCILS**

### **SENATE EXECUTIVE COMMITTEE**

MOTION 3: Moved by M. DeGagné, seconded by H. Mackie that Senate receive the Report of the Senate Executive Committee dated April 4, 2019.  
CARRIED

### **ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE**

MOTION 4: Moved by A. Vainio-Mattila, seconded by D. Goulard that the Report of the Academic Quality Assurance and Planning Committee dated March 22, 2019, be received.  
CARRIED

A request was made that a rationale be provided for the following Motions. Dr. O'Hagan provided a verbal response as well as a written response. The written response is attached to the Minutes.

MOTION 5: Moved by A. Vainio-Mattila, seconded by K. Srigley that Senate grant approval that that the number of hours for GEOG 2106: Landscapes and Surface Processes be changed from "Three hours of lecture per week for one term" to "Three hours of lecture and one hour of laboratory work per week for one term".  
CARRIED

MOTION 6: Moved by A. Vainio-Mattila, seconded by K. Srigley that Senate grant approval that the number of hours for GEOG 2107: Weather and Climate be changed from "Three hours of lecture per week for one term" to "Three hours of lecture and one hour of laboratory work per week for one term".  
CARRIED

- MOTION 7: Moved by A. Vainio-Mattila, seconded by H. Mackie that Senate grant approval that the number of hours for GEOG 2126: Physical Hydrology be changed from “Three hours of lecture per week for one term” to “Three hours of lecture and one hour of laboratory work per week for one term”.  
CARRIED

### **BY-LAWS AND ELECTIONS SUBCOMMITTEE**

- MOTION 8: Moved by N. Colborne, seconded by C. Hachkowski that the Report of the By-Laws and Elections Subcommittee dated March 19, 2019 be received.  
CARRIED

### **UNDERGRADUATE STUDIES COMMITTEE**

- MOTION 9: Moved by A. Vainio-Mattila, seconded by T. Vassilev that the Report of the Undergraduate Studies Committee, dated April 4, 2019 be received.  
CARRIED
- MOTION 10: Moved by A. Vainio-Mattila, seconded by J. Nadeau that Senate approve that students must complete a minimum of 8 months in work placements to satisfy the iLEAD co-op option.  
CARRIED
- MOTION 11: Moved by A. Vainio-Mattila, seconded by T. Vassilev that Senate approve that the requirements for the Post-Baccalaureate Diploma in Accounting change to add ADMN 1607 Business Mathematics and remove ADMN 2306 Business Ethics.  
CARRIED
- MOTION 12: Moved by A. Vainio-Mattila, seconded by H. Mackie that Senate approve that the modified admission requirements for the Business post-baccalaureate diplomas be approved.  
CARRIED
- MOTION 13: Moved by A. Vainio-Mattila, seconded by D. Lafrance Horning that Senate approve that the modified Business degree college transfer pathways be approved.  
CARRIED
- MOTION 14: Moved by A. Vainio-Mattila, seconded by D. Goulard that the Report of the Undergraduate Services and Awards Subcommittee dated December 20, 2018 be received.  
CARRIED
- MOTION 15: Moved by A. Vainio-Mattila, seconded by C. Peltier that the Report of the Undergraduate Services and Awards Subcommittee dated February 8, 2019 be received.  
CARRIED

### **OTHER BUSINESS**

A Motion was put forward requesting that the Board of Governors submit a report to Senate providing an update on the eight recommendations included in the Report of the Special Governance Commission by the last Senate meeting in May. The President suggested that the Board of Governors and Senate work together to provide the update. The Speaker requested that the Motion be reworded to include the Joint Committee of the Board and Senate on Governance.

MOTION 16: Moved by A. Burk, seconded by N. Colborne that the Joint Committee of the Board and Senate on Governance submit a report to Senate providing an update on the eight recommendations included in the Report of the Special Governance Commission by the last Senate meeting in May.

CARRIED

### ELECTIONS

- Elect one (1) faculty Senate representative to serve on the Board of Governors for a three-year term effective July 1, 2019 to June 30, 2022.

**D. Lafrance Horning - ACCLAIMED**

- Elect one (1) faculty Senator, external to the School of Human and Social Development, to serve on the Review Committee of the Director of the School of Social Work.

**A. Hatf - ACCLAIMED**

### NEW BUSINESS

MOTION 17: Moved by T. Vassilev, seconded by K. Srigley that Senate move in camera to bring forward the name of one candidate for Professor Emerita status.

CARRIED

### ADJOURNMENT

Senate was adjourned at 4:10 p.m.



.....  
M. DeGagné (Chair)



.....  
S. Landriault (Senate Secretary)



## **President's Update**

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### **Sampling of Activities and Events – March 9, 2019 – April 12, 2019**

#### **Campus**

- NATI 3607 w. Dr. Jonathan Dewar
- Ignite #6 congratulatory lunch
- Excellence Breakfast
- March Open House
- World Social Work Day
- 3 Minute Thesis Competition
- Dave Marshall Awards
- BFA Graduate Exhibition
- Athletics Banquet
- Summer Indigenous Institute Symposium
- NU360 Research Event
- Public Presentations: Dean of Arts & Science

#### **Meetings**

- Dr. Hatam Hosseini (Dean of Economics and Social Sciences) and Dr. Amir Erfani (Chair of Sociology and Anthropology) from Bu-Ali Sina University
- Board of Governors Meeting
- National Building Reconciliation Planning Committee Meeting
- Honorary Degree Sub-Committee
- Joint Committee of the Board and Senate on Governance
- Planning Meeting (Regional University President's Dialogue)
- Canada-Mexico Roundtable discussion
- Executive Committee meeting

#### **Community**

- Breakfast with Mayor Al MacDonald
- Chamber of Commerce Board Meeting (hosted at Nipissing University)
- Ringette Opening Ceremonies
- FIRST Robotics Opening Ceremonies
- FIRST Robotics Competition

## **Government**

- FRAYME Board meeting
- Access Open Minds National Indigenous Council Meeting
- Spoke at the Public Policy Forum
- Universities Canada: International Collaboration in a shifting geopolitical context
- Universities Canada Membership Meeting
- Post Budget Teleconference

## **Collaboration**

- Presentation: Scholar Practitioner Program
- Follow-up interview, McConnell Foundation
- Discussion around ACCESS OM & Nipissing University
- Video Conference w. OCADU
- Dinner with International President of FIRST Robotics & Volunteers
- Board Retreat: Emily Carr University

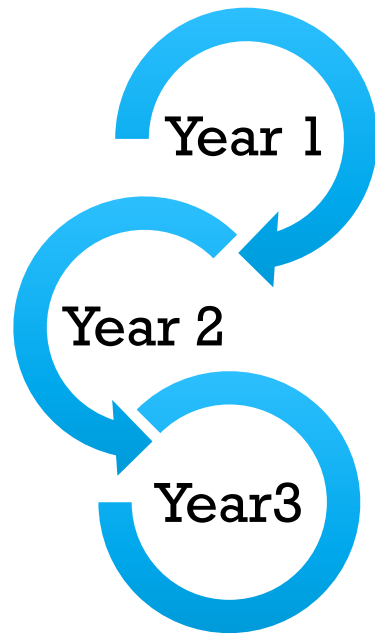
## **Research / Other**

- CPP Graduation
- Podcast Interview: Nipissing Lakers Podcast
- Policy School Phone call

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# Academic Plan 2019-2022

Senate 12<sup>th</sup> April 2019



1<sup>st</sup> year is based on a pre-existing framework, i.e. the most immediate year has largely been planned for previously, and now is tweaked where necessary.

2<sup>nd</sup> year is the current year for planning, i.e. most of the focus is on this year, assumptions are tested, policy directions are introduced etc

3<sup>rd</sup> year is prospecting a framework, i.e. you articulate assumptions about what will change and pieces that you know to exist.

The background of the slide features several sets of thin, curved lines in a light gray color, some solid and some dashed, creating a sense of motion or flow. On the left side, there is a large blue speech bubble with a white border and a small tail pointing downwards. Inside the bubble, the text 'This plan' is written in white. To the right of the bubble, there is a list of four bullet points, each preceded by a small blue square.

## This plan

- Actionable engagement with our strategic directions
- Assigns responsibility for outcomes
- Identifies success measures and timeline
- Connects to resources

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Focus

- I Growing the University
- II Engagement in Scholarship
- III Programme Sustainability

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# Growing the University

## **A Addressing Academic Policy Deficits**

1. Re-organize Senate Policies
2. Revision of Senate Policies

## **B Student Recruitment**

1. Create a Strategic Enrolment Management Plan (SEM) Plan

## **C Strategy for Indigenous Education**

1. University-wide Plan for Indigenization
2. Development of Indigenous Studies

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## Growing the University (cont.)

### **D Internationalization**

1. Internationalization Strategy
2. Internal response to international recruitment
3. External response to international recruitment
4. Review International Exchanges Agreement processes
5. Outbound Student Mobility

### **E Data Monitoring Dashboards**

1. Dashboards for monitoring



| <b>Initiative IAl</b> <b>Re-organize Senate Policies</b> |  |
|--|--|
| <b>Goal</b>  | To present the Senate Policies in a logical format   |
| <b>Description</b>                                       | The current document is organized in seven parts, not necessarily named to reflect the content of each part. The parts, or the policies within, are not in a logical order, making it difficult to navigate. For example, all policies in the document are Nipissing policies however, only Part II is called Nipissing University Policies. |
| <b>Responsibility</b>                                    | Office of the Registrar  |
| <b>Success Measures</b>                                  | A revised format for the Senate Policies is presented to Senate.   |
| <b>Timeline</b>  | December 2019  |

| <b>Initiative IA2                      Revision of Senate Policies</b> |   |
|--|---|
| <b>Goal</b>  | To incorporate a timeline and assign units for policy review within the Senate policies.  |
| <b>Description</b>   | Each policy and/or section will be assigned a timeline for next review and if a policy requires revision AQAPC with PVPAR will assign that task to appropriate units. |
| <b>Responsibility</b>  | AQAPC   |
| <b>Success Measures</b>  | A timeline and units responsible for each policy and/or section will be identified in the Senate Policy document.   |
| <b>Timeline</b>  | December 2019   |

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## Engagement in Scholarship

### **A Research**

1. Strategic Research Plan
2. Equity, Diversity and Inclusion
3. Canada Research Chairs
4. Research Communication Plan

### **B Teaching**

1. Dean of Teaching
2. Teaching Hub
3. Teaching Chairs
4. Strategic Plan for Teaching

### **C Library**

1. Expand Information Literacy Instruction Program
2. Assess learning outcomes of IL instruction sessions
3. Build, strengthen and expand IL instruction program
4. Information Literacy Course

| Initiative IIA2         | Equity, Diversity and Inclusion  |
|-------------------------|--|
| <b>Goal</b>             | Develop a university wide Equity, Diversity and Inclusion Policy or guideline  |
| <b>Description</b>      | Develop an EDI policy/guideline, for all hiring at the university, but especially for Canada Research Chairs. The guideline/policy will serve to collect data from the employees and establish the baseline for access to the underrepresented groups. |
| <b>Responsibility</b>   | PVPAR, Human Resources, and Deans  |
| <b>Success Measures</b> | Meet or exceed the EDI target set by the Chair's Secretariat and by the university overall.  |
| <b>Timeline</b>         | As soon as possible.   |

|  |  |
|--|--|
| <b>Initiative IIA3    Canada Research Chairs</b> |  |
| <b>Goal</b>                                      | Develop a guideline, for the effective administration of the Canada Research Chairs.   |
| <b>Description</b>                               | Develop a guideline to administer the renewal, nomination and phasing out of the Canada Research Chairs. The guidelines to include specific timelines for CRC review, renewal and nomination for a vacant CRC position. The guidelines must be in tandem with the EDI guidelines.  |
| <b>Responsibility</b>                            | PVPAR and Deans  |
| <b>Success Measures</b>                          | Renewal and nomination of CRCs; approval by the Chairs Secretariat.  |
| <b>Timeline</b>                                  | <ul style="list-style-type: none"> <li>• Renewals – Review of existing CRC by June, 2019 and the renewal applications to the Secretariat by October, 2019.</li> <li>• New – Advertisement, recruitment completed by end of May, 2019 and the nomination and complete application no later than July or August, 2019.</li> </ul> <p>Advertisement for nomination of the outgoing CRC allocation by March, 2020 and the nominations to replace outgoing CRC by July, 2020.</p> |

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# Programme Sustainability

## **A Faculty Renewal**

1. Tenure Track Faculty Positions
2. Sabbaticals
3. Teaching releases: Administrative
4. Teaching releases: Research
5. Non-Faculty Positions

## **B New Programme Development**

1. New Programme Development Fund
2. New Programme Marketing Initiative
3. Strategic Plan for Graduate Studies
4. Degree architecture

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## Programme Sustainability (cont.)

### **C      Quality Assurance**

1. NU-IQAP roll-out
2. New Programme Proposals
3. Cyclical Reviews

### **D.      SMA III Preparation**

1. Establish SMA III Working Group
2. Establish Priorities for Differentiation
3. Defining Institution Specific Metrics and Targets (by Category)



## Next Steps

- **Budget**
- **AQAPC**



## **NUSU Senate Report – April 12, 2019**

### **Dave Marshall Leadership Awards**

We would like to congratulate the 25 students that were recognized through the Dave Marshall Leadership Awards last month. In the areas of Academics, Community, and Campus involvement, these students showcased their abilities as leaders in their respective fields and we look forward to the impact they will continue to have in their future endeavours.

### **Thank You**

We would like to thank the following people for their food bank donations:

Mike McParland and the Men's Hockey team went out to the community and collected food for our food bank. Mike Sheehan from No Frills McKeown also donated gift cards to our student food bank.

Thank you also to Dr. Kristen Ferguson who donated money to our food bank on behalf of the Bachelor of Education I/S 2020 students, to the Nipissing Canadore Dance Club who donated food items, and to the Nipissing University Biology Department and their students for raising \$334.25 by selling plants for our food bank.

We thank them for their food and monetary donations.

### **Frosh Leaders**

We are already gearing up for Frosh Week and our Frosh Leaders have been chosen. This year we will be focusing on mentorship between Frosh Leaders and the incoming students. We look forward to working with the different departments around campus to facilitate Orientation Week.

### **Lakers Cheerleaders**

Congratulations to the Lakers Cheerleading team who competed at Kick's Celebration in Montreal and earning themselves an at-large bid to the USASF Cheerleading Worlds 2019. They will be competing in Orlando, Florida at the ESPN Wide World of Sports at Disney World at the end of April. We wish them all the best!

### **Research Conference**

Congratulations to all the participants of the 12th Annual Nipissing University Undergraduate Research Conference that took place on March 22nd and March 23rd. Over 120 submissions were received this year. We are exceedingly proud of those who took part in this incredible event. Congratulations to Dr. Kozuskanich, Dr. Connor and their committee for running a successful conference.

### **Relay For Life**

We would like to recognize the Nipissing Canadore Relay for Life Club for celebrating their 10th year of running Relay for Life on our campus. This year they raised an incredible \$27,794.60 in support of the Canadian Cancer Society. Over 150 participants and 7 survivors took part in the event.

**New Elects**

We would like to congratulate Hannah Mackie who has been voted in as next year's NUSU President. We look forward to seeing the great work Hannah and her team do for our students.

**Conclusion**

On behalf of the NUSU 2018-2019 Executive team I would like to thank the administration, faculty and staff for working so hard for students this year behind the scenes that most don't realize is happening day-to-day. As this is my final Senate meeting, I would like to personally thank you all for the mentorship you have given me and for continuing to guide and inspire our student leaders.

Also, congratulations once more to Hannah who I know will do a fantastic job once I leave. The students are in the hands of your team now, and with everyone here working together with you, I know it will be a great year. I hope everyone has a great summer, and thank you all.

## **SENATE**

**April 12, 2019**

### **INDIGENIZATION STEERING COMMITTEE UPDATE**

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Thank you Mr. Speaker and Senators.

The Indigenization Steering Committee met on April 10, 2019. The main area of discussion at this meeting concerned what has been accomplished to date through the Office of Indigenous Initiatives on the five pillars of Indigenization,

- 1) Governance, Vision Statements and Strategic Plans
- 2) Teaching and Learning
- 3) Research and Community Engagement
- 4) Indigenous Student Success
- 5) Human Resources.

We were also fortunate to have a student from the School of Social Work bravely and courageously present on her experiences in her program placement.

Respectfully submitted,

Cindy Peltier

NIPISSING UNIVERSITY  
REPORT OF THE SENATE EXECUTIVE COMMITTEE

April 4, 2019

There was a meeting of the Senate Executive on April 4, 2019.

The following members participated:

C. Richardson, P. Radia, J. McAuliffe, J. Nadeau, D. Iafrate, B. Hatt, E. Dokis, D. Goulard

Regrets: M. DeGagné (Chair), A. Vainio-Mattila, J. Allison, N. Colborne, P. Millar

The Dean of Education chaired the meeting in the absence of the Chair and the Vice-Chair.

The purpose of the meeting was to set the agenda for the April 12, 2019 Senate meeting.

The Academic Quality Assurance and Planning Committee Report dated March 22, 2019 was provided for inclusion in the Senate Agenda.

The By-Laws and Elections Subcommittee Report dated March 19, 2019 was provided for inclusion in the Senate Agenda.

The University Studies Committee Report dated April 4, 2019 was provided for inclusion in the Senate Agenda.

The election of faculty to Senate and Senate committees under the new faculty structure was discussed at length. Members agreed that this matter would be referred back to the By-Laws and Elections Subcommittee.

A candidate was approved for Professor Emerita status by the Honorary Degrees Subcommittee and will be brought forward under New Business in an in-camera session.

The dates for Senate and Senate Executive meetings for the 2019-20 academic year were set and are outlined below:

| <b>Senate Executive Committee meetings</b> | <b>Senate meetings</b>                   |
|--|--|
| Thursday, September 5, 2019                | Friday, September 13, 2019               |
| Thursday, October 3, 2019                  | Friday, October 11, 2019                 |
| Thursday, October 31, 2019                 | Friday, November 8, 2019                 |
| Thursday, December 5, 2019                 | Friday, December 13, 2019                |
| Thursday, January 9, 2020                  | Friday, January 17, 2020                 |
| Thursday, February 6, 2020                 | Friday, February 14, 2020                |
| Thursday, March 5, 2020                    | Friday, March 13, 2020                   |
| Thursday, April 9, 2020                    | Friday, April 17, 2020                   |
| Thursday, April 30, 2020                   | *Friday, May 8, 2020 (10:30 a.m. start)  |
| Thursday, May 14, 2020                     | *Friday, May 22, 2020 (10:30 a.m. start) |

\*All Senate meetings commence at 2:30 p.m. in F210 (except May 8 & 22, 2019). All Senate Executive Committee meetings commence at 10:30 a.m. in F303.

Respectfully submitted,

*Original signed by:*

C. Richardson  
Acting Chair  
Senate Executive Committee

MOTION 1: That Senate receive the Report of the Senate Executive dated April 4, 2019.

## 2019-2020 Senate Year

| Senate Executive Committee meetings | Senate meetings                          |
|-------------------------------------|--|
| Thursday, September 5, 2019         | Friday, September 13, 2019               |
| Thursday, October 3, 2019           | Friday, October 11, 2019                 |
| Thursday, October 31, 2019          | Friday, November 8, 2019                 |
| Thursday, December 5, 2019          | Friday, December 13, 2019                |
| Thursday, January 9, 2020           | Friday, January 17, 2020                 |
| Thursday, February 6, 2020          | Friday, February 14, 2020                |
| Thursday, March 5, 2020             | Friday, March 13, 2020                   |
| Thursday, April 9, 2020             | Friday, April 17, 2020                   |
| Thursday, April 30, 2020            | *Friday, May 8, 2020 (10:30 a.m. start)  |
| Thursday, May 14, 2020              | *Friday, May 22, 2020 (10:30 a.m. start) |

\*All Senate meetings commence at 2:30 p.m. in F210 (except May 8 & 22, 2020).

All Senate Executive Committee meetings commence at 10:30 a.m. in F303.

**Report of the**  
**ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE (AQAPC)**  
**March 22, 2019**

The sixth meeting of the **Academic Quality Assurance and Planning Committee** was held on **Friday, March 22, 2019** at 1:00 p.m. in the Boardroom (F303). The following members attended:

**COMMITTEE MEMBERS:**

|                     |                   |                   |
|---------------------|-------------------|-------------------|
| Arja Vainio-Mattila | Carole Richardson | Kristina Karvinen |
| Jim McAuliffe       | Debra Iafrate     | Ben Kelly         |
| John Nadeau         | Stephen Tedesco   | Reehan Mirza      |
| Pavlina Radia       | Dan Jarvis (Zoom) | Katrina Srigley   |

Regrets: , Steven Cairns, Prasad Ravi, John Vitale, Nancy Black, Judy Smith, D. Goulard, Hannah Mackie, Keenen Kearney

Guests: C. Pigeau, N. Brown, A. Karashev, S. O'Hagan

Recording Secretary: S. Landriault

AQAPC discussed the Stage II Proposal Mathematics and Economics Specialization and Honours Specilaization. Further discussion with the Math and Economics departments will take place.

AQAPC discussed the Statistics Stream in Mathematics Proposal. Further discussion with the Mathematics department will take place.

AQAPC discussed and approved the Geography Department request that an hour lab be added to three 2000 level Physical Geography courses.

The Provost advised that external reviews have taken place for the Fine Arts, Education, Criminology/Criminal Justice, BPHE, Mathematics, Sociology and Business programs. External reviewers' reports have been received for the Fine Arts, Education, Criminology/Criminal Justice and Mathematics programs. The external reviews for Geography and the MES/MESc programs have been scheduled for early April. The Nursing program review has two reviewers scheduled but one reviewer is not available until July. The Provost provided and discussed the new program workflow and IQAP workflow charts. QA has advised that the new IQAP protocol has been approved for use. The old version is on the NU website until the new version is ratified. In the new process, external reviews will come to AQAPC once not twice as in the past. Some of the program proposals originated years ago and the protocols and the Ministry requirements have changed. External reviewers' reports are completed on a template and are usually about 10 pages in length.

Respectfully submitted,



Arja Vainio-Mattila, PhD  
Chair, Planning and Priorities Committee

- Motion 1: That the Report of the Academic Quality Assurance and Planning Committee dated March 22, 2019, be received.
- Motion 2: That Senate grant approval that that the number of hours for GEOG 2106: Landscapes and Surface Processes be changed from "Three hours of lecture per week for one term" to "Three hours of lecture and one hour of laboratory work per week for one term".
- Motion 3: That Senate grant approval that the number of hours for GEOG 2107: Weather and Climate be changed from "Three hours of lecture per week for one term" to "Three hours of lecture and one hour of laboratory work per week for one term".
- Motion 4: That Senate grant approval that the number of hours for GEOG 2126: Physical Hydrology be changed from "Three hours of lecture per week for one term" to "Three hours of lecture and one hour of laboratory work per week for one term".

**MOTION 2:** That the number of hours for GEOG 2106: Landscapes and Surface Processes be changed from “Three hours of lecture per week for one term” to “Three hours of lecture and one hour of laboratory work per week for one term”.

**Rationale:** Currently, second year physical geography courses do not include devoted time to lab sections, unlike most other science courses at Nipissing and physical geography courses offered at other Ontario universities (see Table 1). This leaves students without an important lab experience available to them in other science courses. Presently, course assignments are being delivered as part of the three hours of lecture, with no in-class time allotted or at expense of lecture time. A list of the lab topics for each course is provided in Table 2.

**MOTION 3:** That the number of hours for GEOG 2107: Weather and Climate be changed from “Three hours of lecture per week for one term” to “Three hours of lecture and one hour of laboratory work per week for one term”.

**Rationale:** Currently, second year physical geography courses do not include devoted time to lab sections, unlike most other science courses at Nipissing and physical geography courses offered at other Ontario universities (see Table 1). This leaves students without an important lab experience available to them in other science courses. Presently, course assignments are being delivered as part of the three hours of lecture, with no in-class time allotted or at expense of lecture time. A list of the lab topics for each course is provided in Table 2.

**MOTION 4:** That the number of hours for GEOG 2126: Physical Hydrology be changed from “Three hours of lecture per week for one term” to “Three hours of lecture and one hour of laboratory work per week for one term”.

**Rationale:** Currently, second year physical geography courses do not include devoted time to lab sections, unlike most other science courses at Nipissing and physical geography courses offered at other Ontario universities (see Table 1). This leaves students without an important lab experience available to them in other science courses. Presently, course assignments are being delivered as part of the three hours of lecture, with no in-class time allotted or at expense of lecture time. A list of the lab topics for each course is provided in Table 2.

**Table 1: Lab Hours for Second Year Physical Geography Courses at Other Ontario Universities**

| <b>University</b> | <b>Course</b>                                | <b>Lab Hours</b> |
|-------------------|--|------------------|
| <b>Brock</b>      | Geog 2P05: Earth Surface Processes           | 2                |
| <b>Carleton</b>   | Geog 2013: Weather and Water                 | 3                |
| <b>Guelph</b>     | Geog 2000: Gemorphology                      | 2                |
|                   | Env5 2030: Meteorology & Climatology         | 2                |
| <b>Lakehead</b>   | Geog/Enst 2331: Climatology                  | 2                |
|                   | Geog/ Enst 2351: Geomorphology               | 2                |
| <b>Laurentian</b> | B.A. only in Geography                       |                  |
| <b>Laurier</b>    | GG281: Atmosphere and Hydrology              | 2                |
| <b>McMaster</b>   | Geog: 221: Soils & the Environment           | 3                |
|                   | Geog: 2T03: Geology of Canada                | 2                |
|                   | Geog: 2W03: Physical Hydrology               | 2                |
|                   | Geog/ Enst 2351: Geomorphology               | 2                |
| <b>Ottawa</b>     | Geg 2301: Geomorphology                      | 1.5              |
|                   | Geg 2304: Climatology                        | 1.5              |
| <b>Queen's</b>    | GPHY 207: Biogeography                       | 1.5              |
|                   | GPHY 208: Geomorphology                      | 3                |
|                   | GPHY 209: Hydroclimatology                   | 3                |
| <b>Ryerson</b>    | None   |                  |
| <b>Seneca</b>     | None   |                  |
| <b>Toronto</b>    | GG201S: Geomorphology                        | 1                |
|                   | GG203F: Climatology                          | 3                |
|                   | GG205H1F: Soil Science                       | 3                |
|                   | GG206H1F: Hydrology                          | 1                |
|                   | (N.B. Mississauga course hours not provided) |                  |
| <b>Trent</b>      | Geog 2540H: Geomorphology                    | 3                |
|                   | Geog 2460H: Climatology                      | 3                |
| <b>Waterloo</b>   | Geog 201: Fluvial Geomorphology              | N/A              |
|                   | Geog 209: Hydroclimatology                   | 1                |
| <b>Western</b>    | 2310: Weather & Climate                      | 2/2              |
|                   | 2130: Field Geography & Geology              | 4 field trips    |
|                   | 2071: World Rivers                           | 1                |
|                   | 2133: Climate Change                         | N/A              |
| <b>Windsor</b>    | 66-220: Climatology                          | 2                |
|                   | 66-221: Environmental Geomorphology          | 2                |
|                   | 66-230: Hydrology                            | 2                |
|                   | 66-231: Soils and Sediment                   | 2                |
| <b>York</b>       | Geog 2400: Hydrosphere                       | 2                |
|                   | Geog 2500: Vegetation and Soils              | 2                |
|                   | Geog 2600: Geomorphology                     | 0                |
|                   | Geog 2610: Geomorphology II                  | 2                |



**Table 2: Lab Topics Being Taught and Proposed at Nipissing**

| <b>Geog. 2106: Landscapes and Surface Processes</b> |   |
|---|---|
| Lab One   | Coastal Processes along the North Bay Waterfront                |
| Lab Two   | Topographic Map Interpretation and Analysis                     |
| Lab Three   | Analysis of Digital Elevation Models                            |
| Lab Four  | Identification of Landforms Around the World Using Google Earth |

| <b>Geog. 2107: Weather and Climate</b> |                                      |
|--|--------------------------------------|
| Lab 1                                  | Vertical Structure of the Atmosphere |
| Lab 2                                  | The Surface Energy Balance           |
| Lab 3                                  | The Global Energy Budget             |
| Lab 4                                  | Cloud Droplets and Raindrops         |
| Lab 5                                  | Saturation and Atmospheric Stability |
| Lab 6                                  | Atmospheric Motion                   |
| Lab 7                                  | Weather Map Analysis                 |
| Lab 8                                  | Mid Latitude Cyclones                |

| <b>Geog. 2126: Physical Hydrology</b> |                   |
|---------------------------------------|-------------------|
| Lab One                               | Basin Delineation |
| Lab Two                               | Thiessen Polygons |
| Lab Three                             | Precipitation     |
| Lab Four                              | Evaporation       |
| Lab Five                              | Infiltration      |
| Lab Six                               | Ground Water      |
| Lab Seven                             | Stream Discharge  |
| Lab Eight                             | Flood Hydrology   |
| Lab Nine                              | Water Quality     |

**Nipissing University**

**Report of the By-Laws and Elections Subcommittee**

March 19, 2019

There was a meeting of the By-Laws and Elections Subcommittee on March 19, 2019 at 10:00 a.m. in F308-B.

Present: B. Hatt, N. Colborne, D. Davis, T. Horton, D. Tabachnick

Regrets: A. Vainio-Mattila, H. Mackie

The Agenda of the March 19, 2019 By-Laws and Elections Subcommittee meeting was approved.

Moved by N. Colborne, seconded by D. Tabachnick that the Report of the February 19, 2019 By-Laws and Elections Subcommittee meeting be accepted.

CARRIED

Under Business Arising from the Report, Dr. Tabachnick provided information on the structures of other universities in regards to the provision of administrative support for Senate committees and the office the support is provided by. He reported that the Western and Queen's models have Governance Officers as well as resources for Chairs and Secretaries. He also advised that some members of their Senate staff are seconded and funded through administration. It was agreed that this model would strengthen the academic structure of Senate committees. Dr. Tabachnick will look at further university structures and provide a comparative analysis at a future By-Laws and Elections Subcommittee meeting.

The Chair advised that he would draft a letter to be sent to the Deans advising of the number of faculty required for Senate representation for each faculty. Until the new faculty structure is in place, this will be a transition year. It was noted that Faculty constitutions may require to be re-written, as the majority is now 50 +1 of the voting membership. Faculty Councils may wish to look at establishing an executive body to create agendas for meetings that will encompass each group or have a representative faculty. Following discussion, members agreed that the revision of By-Laws Article 10. Faculty Councils cannot be actioned until further information is received on the new faculty structure.

The Chair requested that discussion of a consent agenda be added to the next By-Laws and Elections Subcommittee meeting.

The next meeting of the By-Laws and Elections Subcommittee will take place on April 16, 2019.

MOTION 1: That Senate Executive receive the Report of the By-Laws and Elections Subcommittee dated March 19, 2019.

Respectfully submitted,  
*Original signed by:*

Dr. Blaine Hatt  
Chair  
By-Laws and Elections Subcommittee

**Report of the  
Undergraduate Studies Committee**

**April 4, 2019**

An electronic meeting of the **Undergraduate Studies Committee** was held between April 2, 2019 and April 4, 2019. The following members participated:

Arja Vainio-Mattila (Chair)  
Carole Richardson  
Chris Hachkowski  
Laurie Peachey

John Nadeau  
Debra Iafrate  
Ali Hatef  
Astrid Steele

Pavlina Radia  
Lanyan Chen  
Dana Murphy  
Hannah Mackie

Jane Hughes, Recording Secretary

**Subcommittee Reports:**

The Reports of the Undergraduate Services and Awards Subcommittee dated December 20, 2018 and February 8, 2018 were received.

The Undergraduate Studies Committee received and discussed changes from the Faculty of Applied and Professional Studies and Policies. The outcomes of those discussions are reflected in the recommendations to Senate contained in the motions below. Supporting material is attached as indicated in the motions.

Respectfully submitted,



Dr. Arja Vainio-Mattila  
Provost & Vice-President, Academic & Research

MOTION 1: That Senate receive the Report of the Undergraduate Studies Committee, dated April 4, 2019.

## 1. FACULTY OF APPLIED AND PROFESSIONAL STUDIES

### School of Business

MOTION 2: That Senate approve that students must complete a minimum of 8 months in work placements to satisfy the iLEAD co-op option.

*Rationale – The BBA revisions passed in Senate contained wording associated with a previous draft of the co-op option which required 16 months of work placements. However, there were only two mandatory work placement courses passed which is equivalent to 8 months of work placement.*

MOTION 3: That Senate approve that the requirements for the Post-Baccalaureate Diploma in Accounting change to add ADMN 1607 Business Mathematics and remove ADMN 2306 Business Ethics.

*Rationale – The purpose of this diploma is to align the courses with what is required by the professional certification body. The original set of courses required omitted ADMN 1607 even though it is a prerequisite for another required course (ADMN 2606 Business Statistics).*

## 2. POLICIES

MOTION 4: That Senate approve that the modified admission requirements for the Business post-baccalaureate diplomas be approved.

MOTION 5: That Senate approve that the modified Business degree college transfer pathways be approved.

## 3. SUBCOMMITTEE REPORTS

MOTION 6: That Senate approve that the Report of the Undergraduate Services and Awards Subcommittee dated December 20, 2018 be received.

MOTION 7: That Senate approve that the Report of the Undergraduate Services and Awards Subcommittee dated February 8, 2019 be received.

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## **Undergraduate Studies Committee**

### **Business Post-Baccalaureate Diplomas Admission Requirements Policy Modification**

**Motion:** That the Undergraduate Studies Committee recommend to Senate that the modified admission requirements for the Business post-baccalaureate diplomas be approved.

#### **Current Admission Requirements for Business Post-Baccalaureate Diplomas**

Applicants must have at least six credits of university English and/or Communications (at a recognized English language university in an English speaking country) prior to admission or have met Nipissing University's English language proficiency requirements through the acceptable English language tests. The English/Communication courses and/or English language tests must have been completed within the two years prior to attending Nipissing University.

Must have graduated with a non-business degree program

#### **Proposed Modification to the Business Post-Baccalaureate Diplomas Admission Requirements**

Applicants will have graduated from a non-business degree program from a recognized university.

International applicants must have at least six credits of university English and/or Communications (at a recognized English language university in an English speaking country) prior to admission or have met Nipissing University's English language proficiency requirements through the acceptable English language tests. The English/Communication courses and/or English language tests must have been completed within the two years prior to attending Nipissing University.

Domestic applicants with international education may be required to meet the English/Communication requirement unless otherwise exempt under Nipissing's English Language Proficiency policy.

#### **Rationale**

The proposed modified admission requirements will open up admission to the Post Baccalaureate diploma programs to domestic students. The wording is consistent with existing wording with the main requirement being a non-business degree. There are some slight changes to wording and presentation of the requirements to allow the criteria to reflect all applicants not just international as was originally intended. The basic admission requirements of the program are stated and then the additional requirements that an international applicant must present. This is then followed by a statement for domestic applicants that have an international educational background. These could be Canadian Citizen or Permanent Residents. This statement gives us the option to be flexible on the English facility requirement and connects to our English Language Proficiency policy.

Submitted by: Heather Brown  
Date: April 1, 2019

## **Undergraduate Studies Committee**

### **Business Degree College Transfer Pathway Policy Modification**

**Motion:** That the Undergraduate Studies Committee recommend to Senate that the modified Business degree college transfer pathways be approved.

#### **Current Business Degree College Transfer Pathway Policy**

##### ***Degree completion for Bachelor of Business Administration***

Applicants who are graduates of a three-year Business Administration diploma at an Ontario CAAT with a cumulative 3.2 GPA can be considered for admission to the Bachelor of Business Administration degree with advanced standing to a maximum of 60 credits. Admitted students would be able to complete their program at Nipissing University in North Bay or through one of our college partners (Algonquin College, Centennial College, St. Clair College, Niagara College and Lambton College).

Applicants who are graduates of a two-year Business Administration diploma at an Ontario CAAT with a cumulative 3.2 GPA can be considered for admission to the Bachelor of Business Administration degree with advanced standing to a maximum of 42 credits. Admitted students would be able to complete their program at Nipissing University in North Bay or at one of our college partners (Algonquin College, Centennial College, St. Clair College, Niagara College and Lambton College) by using a combination of online, and where available, blended delivery courses.

##### ***Degree completion for Bachelor of Commerce***

Applicants who are graduates of a three-year Business Administration diploma at an Ontario CAAT with a cumulative 3.2 GPA can be considered for admission to the Bachelor of Commerce degree with advanced standing to a maximum of 45 credits. Admitted students would be able to complete their program at Nipissing University in North Bay, through one of our college partners (Algonquin College, Centennial College, St. Clair College, Niagara College and Lambton College) or online as an independent learner.

Applicants who are graduates of a two-year Business Administration diploma at an Ontario CAAT with a cumulative 3.2 GPA can be considered for admission to the Bachelor of Commerce degree with advanced standing to a maximum of 30 credits. Admitted students would be able to complete their program at Nipissing University in North Bay or at one of our college partners (Algonquin College, Centennial College, St. Clair College, Niagara College and Lambton College) by using a combination of online, and where available, blended delivery courses.

## **Proposed Modification to the Business Degree College Transfer Pathway Policy**

### ***Degree completion for Bachelor of Business Administration or Honours Bachelor of Business Administration***

Graduates of a three-year Business Administration diploma at an Ontario CAAT with a cumulative 72% overall average can be considered for admission to the Bachelor of Business Administration degree or the Honours Bachelor of Business Administration degree with transfer credits to a maximum of 60 credits. Admitted students would be able to complete their program at Nipissing University in North Bay.

Graduates of a two-year Business Administration diploma at an Ontario CAAT with a cumulative 72% overall average can be considered for admission to the Bachelor of Business Administration degree or the Honours Bachelor of Business Administration degree with transfer credits to a maximum of 42 credits. Admitted students would be able to complete their program at Nipissing University in North Bay.

### ***Degree completion for Bachelor of Commerce (four-year degree)***

Graduates of a three-year Business Administration diploma at an Ontario CAAT with a cumulative 72% overall average can be considered for admission to the Bachelor of Commerce (four-year degree) with transfer credits to a maximum of 60 credits. Admitted students would be able to complete their program through one of our college partners or online as an independent learner.

Graduates of a two-year Business Administration diploma at an Ontario CAAT with a cumulative 72% overall average can be considered for admission to the Bachelor of Commerce (four-year degree) with transfer credits to a maximum of 42 credits. Admitted students would be able to complete their program online as an independent learner.

### **Degree completion for Bachelor of Commerce (three-year degree)**

Graduates of a three-year Business Administration diploma at an Ontario CAAT with a cumulative 72% overall average can be considered for admission to the Bachelor of Commerce (three-year degree) with transfer credits to a maximum of 45 credits. Admitted students would be able to complete their program through one of our college partners or online as an independent learner.

Graduates of a two-year Business Administration diploma at an Ontario CAAT with a cumulative 72% overall average can be considered for admission to the Bachelor of Commerce (three-year degree) with transfer credits to a maximum of 30 credits. Admitted students would be able to complete their program online as an independent learner.

## **Rationale**

These modifications were made to allow our existing policies to more accurately align with the changes to the business degree programs. The policies essentially remain the same and as such, changes are to the degree titles and locations available only.

Submitted by: Heather Brown

Date: April 2, 2019





**Report of the  
Undergraduate Services and Awards Subcommittee**

**December 20, 2018**

There was a meeting of the UNDERGRADUATE SERVICES AND AWARDS Subcommittee on Thursday, December 20, 2018.

**PRESENT:** Carole Richardson (Chair), Casey Philips, Debra Iafrate, Tanya Lukin-Linklater, Louela Manankil-Rankin, Tara-Lynn Scheffel, Sean O'Hagan, Maggie Daniel

**ABSENT WITH REGRETS:** Ken McLellan

**ABSENT WITHOUT REGRETS:** Keenen Kearney

**1. Scholarships Awarded**

| Award  | Number of Nominations | Awards Available |
|--|-----------------------|------------------|
| Tembec Citizenship Award                         | Six                   | Three            |
| Ivan and Joy Clysdale Memorial Achievement Award | Five                  | Two              |
| Board of Governors Award                         | Two                   | One              |

A recipient was selected for each of the available awards.

Respectfully Submitted,

A handwritten signature in purple ink that reads 'Carole Richardson'.

Carole Richardson, Chair  
Undergraduate Services and Awards Subcommittee

**MOTION 1:** That the Report of the Undergraduate Services and Awards Subcommittee dated December 20, 2018 be received.



**Report of the  
Undergraduate Services and Awards Subcommittee**

**February 8, 2019**

There was a meeting of the UNDERGRADUATE SERVICES AND AWARDS Subcommittee on Friday, February 8, 2019.

**PRESENT:** Carole Richardson (Chair), Sean O'Hagan, Tara-Lynn Scheffel, Tanya Lukin-Linklater, Louela Manankil-Rankin

**ABSENT WITH REGRETS:** Ken McLellan, Debra Iafrate, Maggie Daniel, Casey Phillips

**ABSENT WITHOUT REGRETS:** Keenen Kearney

**1. Dave Marshall Leadership Awards**

| Award              | Number of Nominations | Number of Awards Available | Number of Awards Awarded |
|--------------------|-----------------------|----------------------------|--------------------------|
| Academic Category  | Eight                 | Eight                      | Eight                    |
| Campus Category    | Forty                 | Twelve                     | Twelve                   |
| Community Category | Seven                 | Five                       | Five                     |

Respectfully Submitted,

A handwritten signature in blue ink that reads 'Carole Richardson'.

Carole Richardson, Chair  
Undergraduate Services and Awards Subcommittee

**MOTION 1:** That the Report of the Undergraduate Services and Awards Subcommittee dated February 8, 2019 be received.

NIPISSING UNIVERSITY  
REPORT OF THE SENATE EXECUTIVE COMMITTEE

May 2, 2019

There was a meeting of the Senate Executive on May 2, 2019.

The following members participated:

M. DeGagné (Chair), P. Radia, J. Nadeau, D. Iafrate, B. Hatt, N. Colborne, E. Dokis, H. Mackie

Regrets: A. Vainio-Mattila, C. Richardson, J. McAuliffe, J. Allison, P. Millar

The purpose of the meeting was to set the agenda for the May 10, 2019 Senate meeting.

The By-Laws and Elections Subcommittee Report dated April 16, 2019 was provided for inclusion in the Senate Agenda. Notices of Motion to amend Articles 8.1 and 9.6 of the Senate By-Laws are included in the Report.

The Senate Budget Advisory Committee Report dated April 30, 2019 was provided for inclusion in the Senate Agenda.

Elections for one COU Academic Colleague and one Alternate Academic Colleague are included in the Senate Agenda.

The Chair advised that honorary degree candidates have been approved by the Honorary Degrees Subcommittee and their names will be brought forward for approval under New Business in an in-camera session.

Respectfully submitted,



M. DeGagné  
Chair  
Senate Executive Committee

MOTION 1:           That Senate receive the Report of the Senate Executive dated May 2, 2019.

## **Nipissing University**

### **Report of the By-Laws and Elections Subcommittee**

April 16, 2019

There was a meeting of the By-Laws and Elections Subcommittee on April 16, 2019 at 10:00 a.m. in F307.

Present: B. Hatt, N. Colborne, T. Horton, D. Tabachnick, D. Goulard

Regrets: A. Vainio-Mattila, D. Davis

The Agenda of the April 16, 2019 By-Laws and Elections Subcommittee meeting was approved.

Moved by N. Colborne, seconded by D. Goulard that the Report of the March 19, 2019 By-Laws and Elections Subcommittee meeting be accepted.

**CARRIED**

At the last meeting of the By-Laws and Elections Subcommittee, it was agreed that the revision of By-Laws Article 10. Faculty Councils could not be actioned on until further information was received on the new faculty structure. Information regarding the breakdown and faculty count of the new faculty structure was provided by the Human Resources Department, Office of the Registrar and Deans' offices. To ensure proportional representation on Senate it was determined that the following number of Senate representatives will be required for 2019-20:

A&S - 20 Senate reps.

EPS - 16 Senate reps.

FT CASBU - 2 Senate reps.

Ex-officio Senators - 19

The total number of Senators for the 2019-20 academic year will be 57.

Members agreed that the Senate By-Laws make no reference to the election of Senators by school, and that this is an internal process whereby the faculties will decide on the substructure they wish to use. Lists including the new faculty breakdown, Senate lists by faculty and Senate Standing Committee vacancies were sent to the Deans.

Dr. Tabachnick provided preliminary research in relation to administrative support for governance structures at other universities in Ontario. It was noted that almost every university in Ontario has an office of the University Secretariat. Broadly, the University Secretariat administers the governance of the university by supporting the Board of Governors and Senate and their committees. In some instances, the Secretariat also maintains the corporate records of the university and houses the general council. Members agreed that Nipissing University is an outlier, as it does not have a dedicated, independent office to provide such professional support and advice. Dr. Tabachnick advised that this matter was discussed at a recent meeting of the Joint Committee of the Board and Senate on Governance and there was no support to create a University Secretariat position at this time.

The Chair advised that a discussion regarding secretarial support for Senate committees was held at the last Board of Governors' Governance Committee meeting. The following clause from the Board By-Laws that deals with secretarial support for Board committees was distributed and discussed:

#XI.21: The Secretary of the Board shall appoint a recording secretary for each standing committee. In the event of his/her absence, the committee shall appoint another person to act as recording secretary. It was noted that the President & Vice-Chancellor serves as Secretary of the Board.

Members agreed that Clause#XI.21 be reworded as follows for inclusion in the Senate By-Laws document:

The Chair of Senate shall appoint a recording secretary for each standing committee. In the event of his/her absence, the committee shall appoint another person to act as recording secretary. It was noted that the President & Vice-Chancellor serves as the Chair of Senate.

Moved by N. Colborne, seconded by D. Tabachnick that the Senate By-Laws be amended to include the above listed clause and be forwarded on to the Senate Executive for inclusion as a Notice of Motion in the May 10, 2019 Senate Agenda.

**CARRIED**

The revised membership of the Joint Committee of the Board and Senate on Governance, dated April 4, 2019 was distributed and reviewed. The revisions are included below using bold and strikeout:

Terms of Reference for the Joint Committee of the Board and Senate on Governance

Revised and approved by the Joint Committee of the Board and Senate on Governance – April 4, 2019

(a) Membership

i) Student Representative:

The President of the Nipissing University Student Union (NUSU) or designate.

ii) Senate Representatives:

Three (3) faculty Senators, elected by Senate.

iii) Board of Governors Representatives:

Three (3) members of the Board of Governors, including ~~the President & Vice-Chancellor~~, the Chair of the University Governance Committee and ~~one~~ **two (2)** non-constituent Board members elected by the Board.

**iv) The President & Vice-Chancellor (ex-officio – non-voting).**

Moved by N. Colborne, seconded by D. Tabachnick that the revisions to the Joint Committee of the Board and Senate on Governance as listed above be accepted and forwarded on to the Senate Executive for inclusion as a Notice of Motion in the May 10, 2019 Senate Agenda.

CARRIED

The next meeting of the By-Laws and Elections Subcommittee will take place on May 21, 2019.

MOTION 1: That the Senate Executive receive the Report of the By-Laws and Elections Subcommittee dated April 16, 2019.

Respectfully submitted,

*Original signed by:*

Dr. Blaine Hatt

Chair

By-Laws and Elections Subcommittee



**Report of the Graduate Studies Committee**  
**April 17, 2019**

The meeting of the Graduate Studies Council was held on Wednesday April 17, 2019

**Members Present:**

Jim McAuliffe, Chair  
Carole Richardson - Regrets  
Pavlina Radia  
John Nadeau  
Barbi Law - Regrets  
Kurt Clausen  
Stephen Connor  
Alex Karashev - Absent  
James Abbott  
Trevor Smith  
Vivian Papaiz - Regrets  
Brittney Robinson

**Non-Voting Members:**

Debra Iafrate  
Nancy Black - Regrets

**Guests:**

Amber McCarthy  
Jessica McMillan  
Crystal Pigeau  
Heather Brown

**Secretary:**

Debbie Gibb

Jim McAuliffe chaired the meeting. The committee discussed parental leave policy, affiliate membership status, research month, Ontario Graduate Scholarships, new course, and PhD handbook. The Graduate Studies Committee passed the following motions:

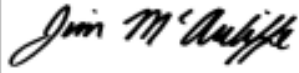
**Motion 1:** MA History – Flex time enrolment option be available to students in the MA History Program. (Connor/Radia) CARRIED

**Rationale:** Prospective students will apply to the flex-time option for the MA History program for either a September or January start. Students who are enrolled in the full-time option would have the opportunity to switch to flex-time only within the first term of their studies (unlike thesis programs where students may switch to flex-time within the first 12 months). Supervisors would still have the discretion to accept students based on a number of considerations (i.e. research interests, academic standing, relevant experience), which may include the time frame that the supervisor can commit to the student (i.e. funding availability, research program, sabbaticals).

**Motion 2:** Moving from 3 to 2 letters of reference for admission applications (Abbott/Connor) CARRIED

**Rationale:** All applicants are required to provide at least two letters of recommendation from professors or other appropriate professionals who can speak to their level of preparation and readiness for graduate studies. At least two of the references must be from someone qualified to address the academic ability and competence of the applicant to undertake graduate studies. References letters cannot be completed by anyone who is personally related to the applicant.

Respectfully submitted,



Dr. Jim McAuliffe  
Dean of Graduate Studies and Research

- Motion 1: That the report of the Graduate Studies Council, dated April 17, 2019, be received.
- Motion 2: That Senate approves that Flex time enrolment option be available to students in the MA History Program
- Motion 3: That Senate approves that moving from 3 to 2 letters of reference for admission applications.

### MA History (or 1 year MRP Programs): Flex-Time Status

**Motion:** That the Graduate Studies Committee (GSC) recommend to Senate that the flex-time enrolment option be available to students in the MA History program.

**Application:**

Prospective students will apply to the flex-time option for the MA History program for either a September or January start. Students who are enrolled in the full-time option would have the opportunity to switch to flex-time only within the first term of their studies (unlike thesis programs where students may switch to flex-time within the first 12 months). Supervisors would still have the discretion to accept students based on a number of considerations (i.e. research interests, academic standing, relevant experience), which may include the time frame that the supervisor can commit to the student (i.e. funding availability, research program, sabbaticals).

**Tuition:**

*Tuition model for MRP Flex-Time studies (based on 2018-2019 fees)*

|   | Full Time                       | Flex Time                       |
|---|---------------------------------|---------------------------------|
| Year 1 (terms 1 to 3)   | \$3,695.93 + \$320.53 per term* | \$3,695.93 + \$320.53 per term* |
| Years 2-3 (terms 4 to 9)  | NA                              | \$320.53 per term*              |
| Continuation<br>(Full-time: terms 4+)<br>(Flex-time: terms 10+) | \$1,000 + \$320.53 per term     | \$1,000 + \$320.53 per term     |
| <b>Total degree cost<br/>(without continuation)</b>             | <b>\$10,637.79</b>              | <b>\$10,637.79</b>              |

\*These values are approximate. Tuition fees per term vary slightly.

**Program of Study:**

Students in the flex-time MA History program will take Methods I in the fall term and Methods II in the winter term. In the Spring/Summer term, students will register in the Major Research Paper course. This course will remain as “in progress” until the student defends the MRP and is assigned a grade. In the terms that follow, students will take electives/field courses in consultation with their supervisors and concurrently work on the MRP.



**Motion: that point #2 under the Minimum Admission Requirements be changed from 3 letters of recommendation to 2 letters of recommendation.**

## **Minimum Admission Requirements**

Each program sets its own admission criteria however, the School of Graduate Studies (SGS) has established the minimum admission requirements for all programs as follows:

1. The normal minimum admission requirement is a four-year undergraduate degree or equivalent as recognized by Nipissing University in an appropriate discipline, with a minimum B standing. For master's degrees with a Thesis or Major Research Paper (MRP), where appropriate to the program for which the candidate applies, preference will be given to applicants with an honours degree with an independent research component (such as an honours Thesis or research paper).
2. All applicants are required to provide at least two letters of recommendation from professors or other appropriate professionals who can speak to their level of preparation and readiness for graduate studies. At least two of the references must be from someone qualified to address the academic ability and competence of the applicant to undertake graduate studies. Reference letters cannot be completed by anyone who is personally related to the applicant.
3. All applicants are required to either write a statement of approximately 500 words explaining the value of undertaking a master's degree for their specific circumstances or a statement about their research interests.
4. Applicants may also be asked to submit supplemental information, such as GMAT or English Language Proficiency scores, as appropriate.

It is understood that admission to graduate programs is limited and, therefore, applicants who meet or exceed the minimum admission requirements are not guaranteed admission.

**Minutes of the  
SENATE BUDGET ADVISORY COMMITTEE**

April 30, 2019

The third meeting of the Senate Budget Advisory Committee was held on Tuesday, April 30, 2019 at 10:30 a.m. in F307. The following members attended:

**COMMITTEE MEMBERS:**

Arja Vainio-Mattila (Chair)  
Cheryl Sutton

Pavlina Radia  
Amanda Burk

Glen Sharpe  
Hannah Mackie

Regrets:

Todd Horton

Support:

Ursula Boyer

Recording Secretary:

Sandy Landriault

The meeting was called to order.

**Financial Update**

The Vice-President, Finance & Administration (VPFA) provided a preliminary overview of the 2019/20 budget. The tuition revenue model is up \$1.7 million. She advised of the 10% roll back of tuition rates and the freezing of tuition fees for the 2020-2021 school year, recently announced in the Provincial Budget. Government grants are in flux and there are a lot of unknowns. We have not received the dependable grants that we have received in past years. We should find out over the summer whether the Northern Fund of \$2.6 million will be received (stabilization grant re: 10% reduction in tuition), and we will continue to lobby for equity in the Northern Grant. A deficit of \$3.6 million for 2018/19 is being projected, and a deficit is being forecasted for next year. The VPFA advised that budget holders have done a great job finding efficiencies. She advised that there is some good news in the budget, as we are beginning to budget for international students and student fees will remain the same. A lot of work has been done generating revenue and finding cost efficiencies.

The Provost advised that with the work being completed on making programs sustainable, IQAP, research, and international and domestic recruitment, she is very optimistic about our future. Many changes have been made, and many opportunities exist between the two faculties. Collaboration is key. The Academic Plan is being developed according to budgets and this is making a big difference. She advised that the Deans have been excellent advocates for their faculties.

A request was made that the Senate Budget Advisory Committee mandate and terms of reference be made a priority and be brought forward for discussion at the next meeting.

The meeting was adjourned at 11:15 a.m.