

Nipissing University
Minutes of the Academic Senate Meeting

December 8, 2023

2:30 p.m.

Room F210 & Zoom Videoconference

Members Present:

K. Wamsley (Chair), A. Graff, C. Sutton, B. Law, G. Raymer, D. Walters, D. Iafrate, N. Black

L. Chen, R. Davis, H. Earl, A. Hatef, G. McCann, S. O'Hagan, G. Phillips, S. Srigley, N. Stevens, D. Tabachnick, L. Thielen-Wilson, R. Vernescu, A. Weeks, R. Wenghofer, S. Winters, H. Zhu

S. Cairns, K. Ferguson, C. Greco, D. Hay (Deputy Speaker), T. Horton, T. McParland, P. Millar, J. Muterera, A. Schinkel-Ivy, T. Sibbald (Speaker), M. Sullivan, J. Thornborrow, V. Williams

C. Irwin, O. Pokorny, L. Sinclair

F. Couchie

R. McEntee, E. Cooke, H. Panchal, S. Greco, B. Brown

Absent With Regrets:

R. Gendron, J. Murton, S. Renshaw, T. Smith, A. Adler, R. Vanderlee, S. Fiddler, R. Hehn, P. English

The Senate Speaker offered a Traditional Territory acknowledgement.

Approval of the Agenda of the Senate Meeting of: December 8, 2023

Motion 1: Moved by N. Stevens, seconded by D. Hay that the agenda of the Senate meeting of December 8, 2023 be approved.
CARRIED

Adoption of the Minutes of the Senate Meeting of: November 17, 2023

Motion 2: Moved by S. Winters, seconded by R. Wenghofer that the minutes of the Senate meeting of November 17, 2023 be adopted.
CARRIED

Reports From Other Bodies

The President provided an oral report, advising that no updates have been received from the provincial government on the Blue-Ribbon Panel Report. Updates will be provided when information becomes available.

He informed of the recent announcement from Canada's immigration minister regarding new requirements for foreign students wanting to study in Canada. Starting next year, prospective

international students will need to show that they have access to \$20,635 instead of the \$10,000 requirement that has been in place, in addition to paying for travel and tuition, before they can attend Canadian institutions. Additionally, the Government of Canada is also extending an exemption that allows current international students without an employment visa to work for more than 20 hours each week off campus. This should not affect our January 1st cohort but may affect future cohorts.

He also advised that our Equity Action Planning Task Force continues to meet, and the RFP should be completed soon.

As this is the last Senate meeting of 2023, President Wamsley expressed his appreciation for a terrific year. He thanked the staff members who serve our students so well and extended hearty congratulations to our grant winners this year, our researchers who have had great success with their publications, and our professors in the classroom for the great work they do. He also congratulated NUSU for another good year and their great initiatives that made great contributions to our campus.

The Provost and Vice-President Academic provided an oral report. She was pleased to advise that she had attended the All Canadian Student Athletes Breakfast and wished to acknowledge and congratulate the large group of athletes that achieved academic excellence by maintaining an A average in the 2022-23 academic year. Senators also acknowledged and congratulated the students for their hard work in balancing both athletics and academics.

The PVPA acknowledged and thanked everyone that attended the Information Session on December 6. She expressed her appreciation to the Finance team for presenting to the university community, including the Senate Budget Committee and Senate, with good news of the strides and achievements made with respect to the financial position of the institution.

The PVPA also advised that she, the Deans, and the Registrar have finalized the guidelines regarding program enrolment suspension. The document will be circulated, and the Deans are operating within these guidelines now. In January, announcements will be made with respect to program enrolment suspension. She noted that the programs that have been designated and recommended for suspension in the 2024-25 academic year have been notified.

The Vice-President Finance and Administration provided a report. The report is attached to the minutes.

The Alumni Advisory Board provided a report. The report is attached to the minutes.

The NUSU President provided a written report. The report is attached to the minutes.

The VP Advocacy and Awareness extended a big thank you to the university staff and faculty for all the work they do to assist students prepare for exams.

Question Period

A request was made for clarification of the distinction between program redundancy and suspension of enrolment in programs.

The PVPA advised that program redundancy is the removal of the program from our academic offerings which requires an affirmative vote from Senate and a recommendation to the Board of Governors. It then requires the Board to remove the program from our offerings and this information is communicated to the province and, were we interested in restarting a redundant program, we would need to make application for a new program.

Program enrolment suspension is an operational decision, and it is happening in a number of different programs primarily in response to low program enrollment and the inability to deliver the programs as designed to students without relying on waivers and independent studies. It provides a two-year window to determine whether we go to program redundancy or whether, because of the efforts made over the two-years, we emerge from program enrolment suspension to re-offer the program again (perhaps in a different but) necessarily in a strengthened format. By way of example, after retooling the program, it could be offered as a major or be offered in cooperation with another program.

As an institution, we are not in a position at this point to go through a program redundancy process because we haven't done the kind of analysis that would support a motion with sufficient rationale at Senate and the Board. It needs to be understood by everyone as to why and how we got to program redundancy – which is a natural place for some programs that are at the end of their lifecycle, as other programs eclipse them.

Program suspension and suspension of enrolment is meant to be seen as a mitigation of current issues which we can redress through the means we have available.

Reports of Standing Committees and Faculty or University Councils

Senate Executive Committee

Motion 3: Moved by K. Wamsley, seconded by N. Stevens that the Report of the Senate Executive Committee dated December 1, 2023 be received.
CARRIED

Academic Curriculum Committee

Motion 4: Moved by A. Graff, seconded by N. Black that the Report of the Academic Curriculum Committee dated November 21, 2023 be received.
CARRIED

Child and Family Studies

Motion 5: Moved by A. Graff, seconded by A. Weeks that Senate approve that the Certificate in Applied Behaviour Analysis (ABA) – Lifespan be modified as outlined below.
CARRIED

Rationale: When we initially proposed this certificate, the number of credits recommended was 30-33. We beefed up the required certificate courses, with required Program courses so that students could complete these in time. At that time, Applied CHFS-PSYC Certificates were only offered to CHFS or PSYC students, however in follow-up to numerous requests, we opened these widely to all University students. The heavy required number of courses still makes these certificates unattainable for most students who are not also completing CHFS or PSYC degrees. We have also had multiple requests for 'advanced standing' due to equivalent courses or previous certifications/learning. We are reducing the number of credits to also make these options more accessible to all NU students, as well as any incoming PLAR students and community learners. Because this Lifespan Certificate crosses multiple sectors, we are also adding more flexibility for students, based on their interests, by providing more options for their 3cr elective. Last, we are changing the title of the certificate for consistency with our courses and terminology across sectors.

NEW REQUIREMENTS:**TI: Certificate in Applied Behavioural Sciences (ABS)****Program Requirements:**

Students must complete at least 18 credits as follows:

<u>CHFS 3036</u> or <u>PSYC 3036</u>	Ethics in Practice	3 cr.
<u>CHFS 3136</u> or <u>PSYC 3136</u>	ABS I: Introduction to Applied Behavioural Sciences	3 cr.
<u>CHFS 3137</u> or <u>PSYC 3137</u>	ABS II: Advanced Topics in Applied Behavioural Sciences	3 cr.
<u>CHFS 4205</u> or <u>PSYC 4225</u>	Practicum in Applied Behavioural Sciences	6 cr.
At least three (3) credits from the following based on student sector of interest (practicum settings will be guided and approved based on the selected elective(s)):		
<u>PSYC 2306</u> or	Psychology of Industry and Work I	3 cr.
<u>PSYC 2506</u>	Health Psychology	3 cr.
<u>CHFS 3116</u> or <u>PSYC 3117</u>	Perspectives in Autism	3 cr.
<u>CHFS 3127</u> or <u>PSYC 3127</u>	Alcohol Related Neurodevelopmental Disorders	3 cr.
<u>PSYC 3636</u>	Psychology of Corrections	3 cr.
<u>SWLF 3826</u>	Addictions	3 cr.
<u>CHFS 4106</u> or <u>PSYC 4106</u>	Intervention: Planning for Neurodivergence	3 cr.
<u>CHFS 4206</u> or <u>PSYC 4216</u>	Applied Developmental Neuropsychology	3 cr.
<u>SOCI 4137</u>	Topics: Aging and Health	3 cr.
<u>CHFS 4306</u> or <u>PSYC 4306</u>	Topics: Developmental, Behavioural, and Mental Health	3 cr.

Note:

* Equivalent courses may be approved from year to year, such as for example a Topics course in a related discipline, or advanced standing from previously completed training or pathways external to the institution. Please seek departmental approval, prior to securing practicum settings.

** The certificate in Applied Behavioural Science (ABS) will be awarded at the time of graduation.

OLD REQUIREMENTS:

Certificate in Applied Behaviour Analysis (ABA)-Lifespan

Program Requirements:

Students must complete the following 33 credits:

PSYC 1106	Introduction to Psychology I	3 cr.
PSYC 1107	Introduction to Psychology II	3 cr.
CHFS 2106	Applied Human Development: Children and Youth <i>or</i>	
PSYC 2006	Childhood Development	3 cr.
CHFS 2107	Applied Human Development: Adults and Aging <i>or</i>	
PSYC 2007	Adult Development	3 cr.
CHFS 3036 or PSYC 3036	Ethics in Practice	3 cr.
CHFS 3136 or PSYC 3136	ABS I: Introduction to Applied Behavioural Sciences	3 cr.
CHFS 3137 or PSYC 3137	ABS II: Advanced Topics in Applied Behavioural Sciences	3 cr.
CHFS 4106 or PSYC 4106	Intervention: Planning for Neurodivergence	3 cr.
CHFS 4205 or PSYC 4225	Practicum in Applied Behavioural Sciences	6 cr.
Three credits from the following:		
CHFS 3116 or PSYC 3117	Perspectives in Autism	3 cr.
CHFS 3127 or PSYC 3127	Alcohol Related Neurodevelopmental Disorders	3 cr.
CHFS 4206 or PSYC 4216	Applied Developmental Neuropsychology	3 cr.

Note:

The certificate in ABA will be awarded at the time of graduation

Motion 6: Moved by A. Graff, seconded by A. Weeks that Senate approve that the Certificate in Early Intensive Behaviour Intervention (EIBI) – Autism Spectrum Disorder (ASD) be modified as outlined below.
CARRIED

Rationale: When we initially proposed this certificate, the number of credits recommended was 30-33. We beefed up the required certificate courses, with required Program courses so that students could complete these in time. At that time, Applied CHFS-PSYC Certificates were only offered to CHFS or PSYC students, however in follow-up to numerous requests, we opened these widely to all University students. The heavy required number of courses still makes these certificates unattainable for most students who are not also completing CHFS or PSYC degrees.

We have also had multiple requests for 'advanced standing' due to equivalent courses or previous certifications/learning. We are reducing the number of credits to also make these options more accessible to all NU students, as well as any incoming PLAR students and community learners. In addition, the EIBI programming associated with the OAIP (Ontario Autism Intervention Program) has undergone several policy changes and iterations, EIBI no longer available in its original form.

NEW REQUIREMENTS:

Ti: Certificate in Early Intervention

Program Requirements:

Students must complete at least 24 credits as follows:

CHFS 2106	Applied Human Development: Children & Youth	3 cr.
CHFS 3036 or PSYC 3036	Ethics in Practice	3 cr.
CHFS 3136 or PSYC 3136	ABS I: Introduction to Applied Behavioural Sciences	3 cr.
CHFS 3137 or PSYC 3137	ABS II: Advanced Topics in Applied Behavioural Sciences	3 cr.
CHFS 4106 or PSYC 4106	Intervention: Planning for Neurodivergence	3 cr.
CHFS 4305 or PSYC 4235	Practicum in EBI-ASD/ND	6 cr.
At least three (3) credits from the following:		
CHFS 3116 or PSYC 3117	Perspectives in Autism	3 cr.
CHFS 3127 or PSYC 3127	Alcohol Related Neurodevelopmental Disabilities	3 cr.
CHFS 4206 or PSYC 4216	Applied Developmental Neuropsychology	3 cr.
CHFS 4306 or PSYC 4306	Topics: Developmental, Behavioural, and Mental Health	3 cr.

Note:

* Equivalent courses may be approved from year to year, such as for example a Topics course in a related discipline, or advanced standing from previously completed training or pathways external to the institution. Please seek departmental approval, prior to securing practicum settings.

** The Certificate in Early Intervention will be awarded at the time of graduation.

OLD REQUIREMENTS:

Certificate in Early Intensive Behaviour Intervention (EIBI)-Autism Spectrum Disorders (ASD)

Program Requirements:

Students must complete the following 33 credits:

PSYC 1106	Introduction to Psychology I	3 cr.
PSYC 1107	Introduction to Psychology II	3 cr.
CHFS 2106	Applied Human Development: Children and Youth <i>or</i>	
PSYC 2006	Childhood Development	3 cr.
CHFS 3036 or PSYC 3036	Ethics in Practice	3 cr.
CHFS 3116 or PSYC 3117	Perspectives in Autism	3 cr.
CHFS 3136 or PSYC 3136	ABS I: Introduction to Applied Behavioural Sciences	3 cr.
CHFS 3137 or PSYC 3137	ABS II: Advanced Topics in Applied Behavioural Sciences	3 cr.
CHFS 4106 or PSYC 4106	Intervention: Planning for Neurodivergence	3 cr.
CHFS 4305 or PSYC 4235	Practicum in EIBI-ASD	6 cr.
Three credits from the following:		
CHFS 3127 or PSYC 3127	Alcohol Related Neurodevelopmental Disabilities	3 cr.
CHFS 4206 or PSYC 4216	Applied Developmental Neuropsychology	3 cr.
CHFS 4306 or PSYC 4306	Special Topics: Human Development and Learning	3 cr.

Note:

The certificate in EIBI-ASD will be awarded at the time of graduation.

Pathways

Motion 7: Moved by A. Graff, seconded by N. Stevens that Senate approve that the transfer pathway for Biotechnology Technician (two-year) and Biotechnology Technologist (three-year) College diploma graduates be amended as outlined below.
CARRIED

- i) Biotechnology Technician (two-year) Diploma
Graduates of the Biotechnology Technician two-year diploma program at an Ontario College with a cumulative program average of 72 percent or better will be considered for admission to a Bachelor of Science Honours Specialization or Specialization in Biology or Environmental Biology & Technology with transfer credit to a maximum of 60 credits.

- ii) **Biotechnology Technologist (three-year) Diploma**
 Graduates of the Biotechnology Technologist three-year diploma program at an Ontario College with a cumulative program average of 72 percent or better will be considered for admission to Bachelor of Science Honours Specialization or specialization in Biology or Environmental Biology & Technology with transfer credit to a maximum of 69 credits.

Rationale:

The current transfer pathways are as follows:

- i) **Biotechnology Technician Diploma:**
 Applicants who are graduates of the Biotechnology Technician two-year diploma program at Canadore College with a cumulative 3.25 GPA or better can be considered for admission to an Honours Specialization or Specialization in Biology or Environmental Biology and Technology with transfer credit to a maximum of 60 credits.
- ii) **Biotechnology Technologist Diploma:**
 Applicants who are graduates of the Biotechnology Technologist three-year diploma program at Canadore College with a cumulative 3.25 GPA or better or better can be considered for admission to Honours Specialization or Specialization in Biology or Environmental Biology and Technology with transfer credit to a maximum of 60 credits.

Changing demographics are making it increasingly important for Nipissing to offer reasonable and innovative pathways for transfer students. Extending this pathway to all Ontario Colleges would extend the educational opportunities for college graduates. (See Appendix A for List of All Ontario Colleges offering Biotechnology Technician and Technologist Programs.)

The required GPA of 3.25 indicated on the original pathway referred to Canadore College's 2015 grade scale, which has since changed. (See Appendix B for Canadore College's grade scales.) Due to varying grade scales amongst Ontario Colleges, the required program grade for this transfer pathway shall be noted by way of a percentage.

The number of transfer credits for the three-year Biotechnician Technologist diploma has been increased from 60 credits to 69 credits. Students are granted 60 credits for the two-year diploma. The nine extra credits for the three-year diploma acknowledges the extra year of study achieved for Biotechnologist Technologist graduates.

Appendix A

Ontario Colleges Offering Biotechnology Technician and Technology Programs

College Name	Program Title	Program Credential Description
ALGONQUIN	BIOTECHNOLOGY - ADVANCED	ADVANCED DIPLOMA (three year)
CANADORE	BIOTECHNOLOGY TECHNICIAN	DIPLOMA (two year)
CANADORE	BIOTECHNOLOGY TECHNOLOGIST	ADVANCED DIPLOMA (three year)
CENTENNIAL	BIOTECHNOLOGY - ADVANCED (FAST-TRACK) (OPTIONAL CO-OP)	ADVANCED DIPLOMA (three year)
CENTENNIAL	BIOTECHNOLOGY	DIPLOMA (two year)

CONESTOGA	BIOTECHNOLOGY TECHNICIAN	DIPLOMA (two year)
DURHAM	BIOTECHNOLOGY - ADVANCED	ADVANCED DIPLOMA (three year)
FLEMING	BIOTECHNOLOGY - ADVANCED	ADVANCED DIPLOMA (three year)
GEORGIAN	BIOTECHNOLOGY-HEALTH	DIPLOMA (two year)
HUMBER	BIOTECHNOLOGY	DIPLOMA (two year)
LOYALIST	BIOTECHNOLOGY-ADVANCED	ADVANCED DIPLOMA (three year)
LOYALIST	BIOTECHNOLOGY	DIPLOMA (two year)
MOHAWK	BIOTECHNOLOGY - ADVANCED	ADVANCED DIPLOMA (three year)
MOHAWK	BIOTECHNOLOGY	DIPLOMA (two year)
SENECA	BIOTECHNOLOGY ADVANCED (HYBRID)	ADVANCED DIPLOMA (three year)
ST. LAWRENCE	BIOTECHNOLOGY - ADVANCED	ADVANCED DIPLOMA (three year)

Appendix B – Canadore Grade Scales

CANADORE GRADING POLICY (SEPTEMBER 2016 to Present)

<u>Grade</u>	<u>Percent equivalent</u>	<u>Point Equivalent</u>
A+	90-100	4.0
A	85-89	3.7
A-	80-84	3.5
B+	77-79	3.3
B	73-76	3.0
B-	70-72	2.7
C+	65-69	2.5
C	60-64	2.0
D+	55-59	1.5
D	50-54	1.0
F	0-49	

CANADORE GRADING POLICY (SEPTEMBER 2006 to AUGUST 2016)

<u>Grade</u>	<u>Point Equivalent</u>
AH	4
A+	4
A	4
B+	3.5
B	3
C+	2.5
C	2
D+	1.5
D	1

DEPARTMENTAL TRANSFER PATHWAY APPROVAL FORM

***This form will substantiate departmental approval for transfer pathway creation and amendment submissions to the Academic Curriculum Committee and Academic Senate)*

DEPARTMENT/ DISCIPLINE	NAME (print)	POSITION	DATE
Biology/Chemistry	Nathan Colborne	Chair	Oct, 25, 2023

Non-substantive:

1. That the prerequisite for PSYC 4105: Senior Empirical Thesis be changed from "*PSYC 3356 or CHFS 3035 with a minimum grade of 70%. Restricted to students in the fourth year of the Honours Psychology program. Approval of the discipline is required prior to registration. Students wishing to take this course during the following Spring/Summer or Fall/Winter Session must apply in writing to the discipline no later than February 15.*" to "*PSYC 3356 or PSYC 3346 with a minimum grade of 70%. Restricted to students in the fourth year of the Honours Psychology program. Approval of the discipline is required prior to registration. Students wishing to take this course during the following Spring/Summer or Fall/Winter Session should normally apply in writing to the discipline no later than February 15*".

Rationale: This motion is necessary as a housekeeping item to reflect the change in degree requirements that includes the option of taking the new PSYC 3346 Research Methods in Psychological Science course approved by Senate last year. CHFS 3035 is no longer an option for the degree so it is being removed as a pre-requisite option for the thesis courses

2. That the anti-requisite for PSYC 4105: Senior Empirical Thesis be changed from '*PSYC 4115*' to '*PSYC 4115 and PSYC 4215*'.

Rationale: The department wishes to add PSYC 4215 to the anti-requisite list for consistency between the two thesis options.

3. That the prerequisite for PSYC 4215: Senior Research Seminar be changed from "*PSYC 3356 or CHFS 3035. Restricted to student in the fourth year of the Honours Psychology program.*" to "*PSYC 3356 or PSYC 3346. Restricted to students in the fourth year of the Honours B.A. Psychology Program*" as outlined below.

Rationale: This motion is necessary as a housekeeping item to reflect the change in degree requirements that includes the option of taking the new PSYC 3346 Research Methods in Psychological Science course approved by Senate last year for the Honours B.A. degree. CHFS 3035 is no longer an option for the degree so it is being removed as a pre-requisite option for the thesis courses.

Academic Quality Assurance and Planning Committee (AQAPC)

Motion 8: Moved by A. Graff, seconded by R. Wenghofer that the Report of the Academic Quality Assurance and Planning Committee dated November 24, 2023 be received.
CARRIED

Motion 9: Moved by A. Graff, seconded by V. Williams that the Child and Family Studies IQAP Final Assessment Report and Implementation Plan be recommended to Senate for approval.
CARRIED

Senator Vernescu noted that she was pleased with the Program Review and supports the recommendations of the reviewers, the Dean and the Provost. The recommendations are consistent with what the internal review committee put forward. She noted that she was surprised at the framing of the Provost's recommendations which may have created a false impression that there was disagreement or resistance. She requested that her concern be recorded in the minutes.

She also expressed concern that recommendation 3 indicates that the cross-listing or cross-coding of courses to supplement and strengthen our Indigenous curriculum is sufficient. She advised that 3-4 years ago all programs in the Faculty of A&S were prompted by the Provost's office to decolonize and Indigenize programs and a significant push was made, but in the absence of funding we can't rely on the cross-coding of courses. How are we to meet this objective and is the university committed to funding an Indigenous Scholar Practitioner for the program to help achieve this objective and not rely on cross-coding.

The Provost responded advising that most of these questions should be referred to AQAPC. With respect to cross-coding, she reported that conversations have taken place on the implications of cross-coding and the integrity of programs. The Registrar is in the process of developing a protocol for cross-coding. Cross-coding eviscerates the integrity and control of the courses in their home departments and must only be done with intention and understanding.

With respect to both decolonizing and Indigenizing program curriculum, the Provost advised that it was insufficient to rely on cross-listing or cross-coding courses to satisfy the conceptual requirement to reframe a discipline.

With respect to the request for a guarantee of a position in a particular program, the Provost reminded all faculty of the new faculty hiring position request process where priorities are articulated and identified as to how they align with our commitments to the TRC and the Strategic Plan.

In response to the request to alter the timelines of the IQAP implementation plan, the Provost advised that as this is a motion from AQAPC it would have to be referred back to AQAPC.

Senator Stevens noted that there has been much talk of including Indigenous materials and Indigenizing courses and there is a real need, particularly for programs such as psychology and social work, to understand what culturally safe practice is. Senator Stevens asked if there is some way for us to collectively sit down and think about what this means as we have a growing body of international students coming from diverse cultures, not just Indigenous students. We must make this space safe for students to enable positive learning. The IQAP document for CHFS refers to courses that aren't offered by Indigenous Studies, and courses that have been on the books for a number of years and aren't included. Where does this fit in the larger picture as it is a big issue, but not exclusively an Indigenous issue.

The Provost advised that this is a serious problem. Moving forward as we evolve in curriculum reform; these are issues that we need to discuss in all our program areas. We cannot rely on our allyship to solve these problems and must address this urgently. Senator Stevens comments also highlight inherent challenges in the current IQAP process which refer to notional relationships that are not necessarily supported. We are reviewing the current IQAP process to ensure accuracy.

In response to a question as to whether we have a policy advising who is able to teach certain material and the importance of clear guidelines, the Provost advised that there is a number of

layers to this question. Is the question, should someone without the disciplinary expertise as outlined in their appointment letter be given the opportunity to teach a course based on the recommendation of the Dean, do you need lived experience to teach a particular course, or does a faculty member's academic freedom give them license to teach in areas the university does not recognize as being within their expertise?

The objective of the academic planning exercise is to make recommendations to the course master based on an assessment of expertise and competence; this should take into account culturally responsive pedagogy and our commitments as an institution to the TRC and Scarborough Charter. As well as recognizing our commitments and how this is reflected in our curriculum, we must acknowledge that faculty are allies and experts in areas where they don't have the lived experience which should be augmented/reflected by having guest speakers or co-teaching.

Motion 10: Moved by A. Graff, seconded by R. Wenghofer that the History IQAP 2-Year Follow-up Report be received by Senate for information.
CARRIED

Motion 11: Moved by A. Graff, seconded by N. Stevens that the final version of the Nipissing University Institutional Quality Assurance Protocol (NU-IQAP) be received by Senate for information.
CARRIED

By-laws and Elections Committee

Motion 12: Moved by A. Graff, seconded by D. Hay that the Report of the By-laws and Elections Committee dated November 14, 2023 be received.
CARRIED

Teaching and Learning Committee

The Digital Learning Resources and Field Trips Policy was out of date and no longer conformed to the Provincial Guidelines. The PVPA reviewed the policy and revised it accordingly. The revised policy was forwarded to the Teaching and Learning Committee (TLC) for consultation. The TLC reviewed and supported the policy with a few suggested edits. The edits were incorporated, and the policy was adopted. The revised policy is attached.

Amendment of By-laws

- **Notice of Motion that Senate approve that the Senate By-laws document be amended as outlined below (changes in bold and strikethrough):**

Rationale: The Senate By-laws document was revised to include non-substantive, housekeeping matters. A summary of the proposed revisions is listed below:

- ~~Provost and Vice-President, Academic and Research (PVPAR)~~
- ~~Dean of~~ **Associate Vice-President, Research, Innovation and Graduate Studies (AVPRIGS)**
- ~~Dean of Teaching~~ **Dean of Education and Professional Studies**
- Senate Standing Committees and faculty voting clarification - Members elected by Faculty Council not Senate (except for the Joint Committee of the Board and Senate on Governance and the Senate Budget Advisory Committee)
- 4.4 ~~Annual~~ Election Procedures for Instructor Representatives

- 7.6(b) If a candidate ~~from one of the two faculties~~ cannot be found to fill a Senate committee position, ~~then nominations from the floor will be accepted~~ **the position will remain vacant until filled**
- 9.0 Annual Standing Committee Election Process **(except the Joint Committee of the Board and Senate on Governance and the Senate Budget Advisory Committee)**
- 9.0(a) Senate standing committee members shall be elected annually, **preferably in April**, by respective faculty councils with the exception of student Senators
- 9.0(d) ~~During April of each year, the faculty councils shall begin preparing a slate of faculty (Senators and non-Senators) for the various standing committees and present the slate in time for the May Senate meeting;~~
- 9.0(e) ~~If a candidate from one of the two faculties cannot be found, then the vacant position can be filled from the other faculty for that Senate year only.~~
- 9.8(b)(i) three (3) faculty Senators, **preferably at least one from each Faculty**
- **Notice of Motion that Senate approve that Article 9.9 be amended as outlined below (changes in bold and strikethrough):**

Rationale: As the Research Committee serves to advise the Provost and Vice-President, Academic (PVPA), it would be more equitable for the PVPA to not be a voting member of the Committee. The current terms of reference allow for the PVPA to vote on recommendations to the PVPA. The PVPA may continue to attend Research Committee meetings moving forward and would still receive recommendations but would not be counted towards quorum or vote on matters of the Research Council.

9.9 Research Committee

(a) *Ex Officio* Members:

- (i) the ~~Dean~~ **Associate Vice-President, Research, Innovation and Graduate Studies** who shall be Chair;
- (ii) ~~the PVPAR~~
- (iii) the Executive Director of Library Services, or designate;
- (iv) one student Senator from NUSU Executive;
- (v) one (1) graduate student representative.

(b) Members Elected by Faculty Council:

- (i) four (4) Faculty members, **two from each Faculty**, ~~elected by Senate~~ for a three (3) year term, one of whom shall be elected as Vice-Chair;

(c) Terms of Reference:

- (i) to engage in on-going advice on all matters related to research, including but not limited to research planning, policies, and support;
- (ii) to recommend to Senate research polices appropriate to the University;
- (iii) to review and update on a regular basis, the Nipissing University Research Plan and to recommend the Plan to Senate;
- (iv) to advise the Provost and Vice-President Academic ~~and Research~~ and report to Senate on issues relating to the external granting agencies that provide funding to the University;
- (v) to evaluate applications for internal research funding, assess all requests and make recommendations to the Provost and Vice-President Academic ~~and Research~~ regarding the allocation of such funds;
- (vi) to review requests for, and recommend the formation of, research centres and institutes in accordance with University policy;
- (vii) to provide advice and direction, as necessary or when called upon to do so, to the Provost and Vice-President Academic ~~and Research~~, the Vice-President responsible for Finance and Administration and others on matters related to research

- support, including resources, infrastructure, accounts and the needs of faculty and students;
 - (viii) to provide written reports to Senate on its meetings as well as an Annual Report. Recommendations intended for Senate should be clearly stated and accompanied by an adequate rationale;
 - (ix) to deal with such matters relating to research as may be assigned from time to time by the Provost and Vice-President Academic ~~and Research~~ or by Senate.
- **Notice of Motion that Senate approve that Article 9.10 be amended as outlined below (changes in bold and strikethrough):**

Rationale: The following proposed new terms of reference for the Senate Budget Advisory Committee were submitted by the Ad Hoc Senate Committee for Redrafting the Terms of Reference of the Senate Budget Advisory Committee. Changes to the membership and the terms of reference are noted below.

9.10 Senate Budget Advisory Committee (Recommendation 3.1 Special Governance Committee)

- (a) Ex Officio Members
 - ~~(i) the PVPAR (Chair)~~
 - ~~(ii) the Vice-President, Finance & Administration;~~
 - (i) **two (2) Deans**, appointed by the PVPAR;
 - (ii) one (1) Student Senator from the NUSU Executive;
- (b) Members elected by Senate:
 - (i) ~~three (3)~~ **four (4)** Faculty Senators (at least one from each Faculty).
- ~~(c) Terms of Reference~~
 - ~~(i) to consider the financial position of the University and to make recommendations to Senate on budget planning;~~
 - ~~(ii) to make recommendations to Senate on the details of the annual university operating budget as it pertains to the allocation of resources for academic purposes;~~
 - ~~(iii) to provide input into long-range planning within the context of the Academic Plan;~~
 - ~~(iv) to convey recommendations from Senate on the annual operating budget and long-term financial plans to the Board of Governors which has ultimate fiduciary responsibility for the University;~~
- (c) Terms of Reference
 - (i) to develop a workplan consequent upon key dates in the budgetary process, meetings of the Audit & Finance Committee (Board of Governors), and meetings of Senate with the workplan, amended as necessary, presented to Senate at its first meeting in each academic year;
 - (ii) to receive regular updates from the Provost and Vice-President, Academic (PVPA), the Vice-President, Finance & Administration (VPFA), and/or other administrative officials, about the budget process and the university's financial position;
 - (iii) to provide advice on and make recommendations to Senate as well as to the PVPA and the VPFA on the annual allocation of budgetary resources for academic purposes;
 - (iv) to provide input into and advise Senate about long-range planning on the allocation of resources for academic purposes within the context of the Academic Plan;
 - (v) to receive regular updates from the PVPA or other administrative officials and to provide advice on and recommendations to Senate and the PVPA about financial issues affecting academic programming.
 - (vi) to advise Senate on recommendations from Senate to the Board of Governors on the annual operating budget and the university's long-term financial plans for academic

purposes, recognising that the Board of Governors has the ultimate fiduciary responsibility for the University;
(vii) to deal with such matters as may be assigned from time to time by Senate.

Elections

- Elect one (1) faculty Senator to serve as Deputy Speaker of Senate for a three-year term effective now to June 30, 2026.

ACCLAIMED: G. Phillips

New Business

Motion 13: Moved by A. Graff, seconded by A. Weeks that Senate move in camera.
CARRIED

Motion 14: Moved by A. Graff, seconded by A. Weeks that Senate move out of camera.
CARRIED

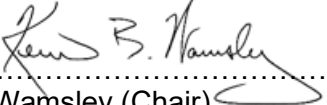
The Provost and Vice-President Academic informed that in accordance with the policy for the Search & Appointment of Non-Academic Vice-Presidents, the process of establishing a committee for the search/appointment of the Vice-President, Finance & Administration has begun. The composition of the committee is to include two (2) tenured faculty members with one from each faculty (elected by Senate) to serve on the Search Committee. This election will be included in the January 12, 2024 Senate agenda.

Announcements

The NUSU VP Advocacy & Awareness was pleased to announce that Leah Symington was the recipient of the Health and Safety Award and Riley McEntee was the recipient of the Youth Activision Award at the recent North Bay and District Labour Council 18th Annual Health and Safety Award Banquet. Congratulations Leah and Riley!

Adjournment

Senate was adjourned at 3:45 p.m.


.....
K. Wamsley (Chair)


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



Vice-President, Finance & Administration Report to Senate – December 8, 2023

Financial Accountability Framework Update

- The Ministry of Colleges & Universities (MCU) has released its Financial Accountability Framework with updated metrics and Action Plans. A technical briefing on the manual is scheduled for Friday, November 24, 2023.
- On an annual basis the Ministry will communicate with universities individually on the results of financial ratios/metrics and on any corresponding action plan that may be required.
- The Ministry will engage in a qualitative assessment, in addition to a quantitative exercise, as the context to metrics is critical to understand before any action is taken. It is important to note that the Actions generated by the metrics are NOT final until the qualitative exercise is complete.
- We continue to meet regularly with MCU officials to discuss Nipissing's financial sustainability, providing updates and engaging in discussions with respect to future sustainability plans.

2024-25 Budget Cycle Update

- Mid-December, budget worksheets will be sent to all budget holders for completion by January 26, 2024.
- The Integrated Budget and Planning Committee will meet with various budget holders during the week of February 12th.
- Preliminary Budget to be presented to Audit & Finance Committee on April 15, 2024.
- Final Budget to full Board for approval at the May 2, 2024 meeting.



**Nipissing University Alumni Advisory Board report to Academic Senate
December 2023**

Graduation Photography

NUAAB is excited to share that our new graduation photography service provider is Everest Solutions. This North Bay based company has started sessions with our graduating students and will be offering additional session in the new year.

Giving Tuesday

NUAAB donated \$2,500 towards Nipissing University's 2023 Giving Tuesday appeal focused on raising funds for the Student Support Fund. As alumni, we welcome the opportunity to support current Nipissing Students, and the importance of this sort of student support cannot be overstated.

Women's Volleyball 30th Anniversary

NUAAB was please to sponsor the 30th Anniversary gathering of the Lakers Women's Volleyball Team. We extend our congratulations to the team for their 30 years of excellence, and we look forward to continuing to engage with our Laker Athletes as they commence their alumni journeys.

December Meeting

NUAAB will be holding a general meeting in December to review our governance documents, and to discuss and assess the ways in which we can support the broader Nipissing University Community.

Happy Holidays!

From all of us on NUAAB, we wish the entire Nipissing University community a happy and health holiday season.

December Academic Senate Report

Chamber of Commerce: Business After Hours

On November 23rd, 2023, NUSU held a Business After Hours in partnership with the North Bay Chamber of Commerce. This was an opportunity for students to connect and work on their networking with business and community partners. We held a Maker's Market as well to promote Nipissing Lakers student businesses. We were so excited to hold this great event at NUSU. We are proud of the strong and sustained partnership with the Chamber of Commerce and local businesses in North Bay.

Canadian Federation of Students: National General Meeting

On November 24th-November 28th, NUSU President Riley McEntee and Vice-President, Advocacy & Awareness Harikesh Panchal, will be representing Nipissing University at the Canadian Federation of Student's National General Meeting. The conference held a variety of constituency meetings and caucus meetings. We look forward to gaining insight from our fellow student leaders at other institutions and look to bring our northern knowledge and wisdom to the table.

Upcoming Executive Elections

NUSU Executive Elections will be happening in mid-January to early-February for the 2023/2024 Executive Terms. Executive job descriptions recently went through three major changes, effective May 1, 2024:

- (1) Executive's hours will be reduced during the Fall and Winter semesters, going from twenty-five (25) hours per week to twenty (20) hours per week.
- (2) We replaced the *shadowing period* of transition training with an *-elect* position. Students who are successfully elected will work in an *-elect* position (i.e. President-*elect*, Vice-President, Finance & Administration-*elect*) starting the Monday following the Winter Reading Week (February 26, 2024) until April 30, 2024.
- (3) We increased the minimum number of transition training hours required, from twenty (20) hours to thirty-five (35) hours. These hours will be completed while they are working as an *-elect*.

All Executive positions are up for election. The election schedule will be similar to last year's and will be shared via social media soon. If Student, Staff, Faculty, or Admin have any concerns regarding the election, please email them to elections@nusu.com.

**NUSU Student Centre**

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Tel: (705) 474-3450 ext. 4801 Fax: (705) 474-7732

Web: www.nusu.com

This will go to the NUSU Elections Committee, which is chaired by Riley McEntee and vice-chaired by Em Cooke.

Exam Season

NUSU wants to wish all Nipissing University students the best wishes heading into exam season. We hope that their study and preparation goes well. We want to thank all the hard work that the university staff and faculty do to help their students prepare for the culmination of their courses whether it be for exams or final papers. All the best Lakers!

Happy Winter Break

NUSU wishes the entire Lakers community the best wishes for the Winter Break. We hope everyone finds the time to relax, rest, and reset. We hope everyone's festivities are fun, exciting, and most importantly folks are being safe this winter break! Take care Lakers and we look forward to seeing you all in the New Year!