

**SENATE  
Minutes of Meeting**

**Date:** Friday, May 13, 2011  
**Time:** 2:30-5:15pm  
**Room** 203 Toldo

**PRESENT:** Mr. Ahmed Abou Gharam, Dr. Philip Adamson, Dr. Imran Ahmad, Dr. David Andrews, Dr. Brent Angell, Dr. Abdul-Fattah Asfour, Dr. Vladimir Bajic, Dr. Ranjana Bird, Dr. Robert Boucher, Dr. Lori Buchanan, Mr. André Capaldi, Ms. Krystal Chan, Mr. Hasaan Chaudhry, Dr. Gordon Drake, Ms. Gwen Ebbett, Prof. Bruce Elman, Ms. Hagar Elsayed, Dr. Jamey Essex, Ms. Marilyn Farrough, Dr. Bob Gaspar, Dr. Martin Girash, Dr. Alan Hall, Dr. Paul Henshaw, Dr. Cecil Houston, Dr. Leslie Howsam, Dr. Arunita Jaekel, Mr. Tory James, Dr. Jennifer Johrendt, Dr. Ed King, Dr. Dietmar Lage, Dr. Anna Lanoszka, Mr. Marty Lowman, Dr. Charles Macdonald, Dr. Roman Maev, Mr. Greg Marcotte, Dr. Kevin Milne, Dr. Pamela Milne, Dr. Bob Orr, Dr. Linda Patrick, Ms. Erin Plumb, Dr. Katherine Quinsey, Dr. Pat Rogers, Mrs. Mary Schisler, Dr. Jang Singh, Dr. Clayton Smith, Dr. Edwin Tam, Mr. Kannappan Thiagarajan, Dr. Bruce Tucker, Dr. Mike Weis, Dr. Alan Wildeman (chair), Prof. Larry Wilson, Dr. James Winter, Dr. Nader Zamani, Mr. Omar Sghal.

**ABSENT WITH REGRETS:** Dr. Talal Al-Hayale, Dr. Robert Arnold, Dr. Ram Balachandar, Prof. Jeffery Berryman, Dr. Rick Caron, Mr. Ian Clough, Dr. Allan Conway, Dr. Jim Frank, Dr. Leo Groarke, Dr. Kai Hildebrandt, Dr. Heidi Jacobs, Mr. Bashar Jameel, Dr. Marlys Koschinsky, Ms. Sharon Munro, Ms. Kim Orr, Dr. Wansoo Park, Dr. Jagdish Pathak, Dr. Alan Phipps, Dr. Dale Rajacich, Dr. Frank Simpson, Dr. Kara Smith, Mr. Vajo Stajic, Dr. George Zhou.

**ABSENT:** Dr. Yunbi An, Dr. Brent Lee, Rev. Dr. Paul Rennick, Mr. Tareq Mohammad Supon.

**IN ATTENDANCE:** Ms. Sandra Aversa, Mr. David Butcher, Mr. Russell Nahdee, Mr. Abdulkadir Omar, Ms. Danielle Istl, Dr. Donald Leslie, Dr. Larry Kulisek, Dr. Roy Amore, Mr. Mark Charlton, Dr. Erika Kustra, Dr. Alan Wright; Ms. Maria Giampuzzi, Ms. Renée Wintermute and Ms. Alison Zilli (University Secretariat).

**1 Report of the Senate Steering Committee**  
**1.1 Approval of the agenda (Unstarring agenda items)**

**MOTION:** That the agenda be approved.

King/Drake  
**CARRIED**

**2 Minutes of the meetings of April 8, 2011 and April 15, 2011**

**MOTION:** That the minutes of meetings of April 8, 2011 and April 15, be approved.

Plumb/Gaspar

**FRIENDLY AMENDMENT:** That the minutes of the meeting of April 8, 2011 be amended as follows: "In response to a concern raised about 'inconsistencies' across the AAUs/areas regarding the criteria for promotion and tenure *resulting from the amendment to Bylaw 22, paragraph. 5, approved at the March 11 meeting of senate, i.e., in some units the granting of tenure will be accompanied by promotion to Associate Professor and in others it will not*, it was noted that the criteria varies across the areas due to the nature of each discipline."

**CARRIED, as amended**

**3 Business arising from the minutes**  
Nothing to report.

**4 Outstanding Business/Action Items**  
Nothing to report.

**5 Reports/New Business**

**5.1 Report from Student Caucus (UWSA, OPUS, GSS)**

The new student body presidents were introduced to Senators: André Capaldi, President of UWSA and,

Ahmed Abou Gharam, President of GSS. Ed King continues in his role as President of OPUS.

#### University of Windsor Students Alliance (UWSA)

Senators were informed that the UWSA has been busy working on ongoing projects and new initiatives.

#### Organization of Part-Time University Students (OPUS)

It was noted that OPUS held its first meeting with their new representatives in early May. It was further noted that one of the topics of interest for part-time students is the discussions that are related to the development of online initiatives which would enhance opportunities for students taking distance education courses, etc.

#### Graduate Students Society (GSS)

Members were informed that GSS is in the process of holding elections for new student representatives on Committees. It was also noted that GSS is in the process of filing for a larger space that could house the graduate student centre. The 2011-2012 GSS is looking forward to engaging students in ongoing activities and social events.

### **5.2 Report of the President**

The President welcomed the incoming student representatives and encouraged them to be active participants in their new role as Senators.

Senators were informed that the projected student enrolment, based on acceptance letters, places the University at 200 students above enrolment numbers in previous years, which is extremely positive.

Members were informed that there has been a great deal of local media attention that has been focusing on the University of Windsor relocating some of its programs downtown such as programs offered through the Schools of Music, Social Work and Visual Arts. Despite information contained in media reports, extensive ongoing discussions continue regarding possible locations and viable options.

### **5.3 Report of the Academic Colleague**

*(See document Sa110513-5.3 for more details.)*

The document was received for information.

### **5.4 Program Development Committee**

#### **\*5.4.1 Amendment to Retroactivity Clause – Degree Completion Programs Between St. Clair College’s Child and Youth Worker program and the University of Windsor’s Department of Psychology and School of Social Work**

*(See document Sa110513-5.4.1 for more details.)*

**MOTION: That the Degree completion program between St. Clair College’s Child and Youth Worker and the University of Windsor’s Department of Psychology and School of Social Work be amended to allow individuals who graduated from the St. Clair College CYW program in 1996 or later to be admissible to the relevant degree completion programs regardless of when they first registered at the University.**

**\*CARRIED**

#### **5.4.2 BA Honours Liberal and Professional Studies – New Program Proposal**

*(See document Sa110513-5.4.2 for more details.)*

**MOTION: That the BA Honours in Liberal and Professional Studies be approved.\***

*\*Subject to approval of the expenditures required.*

Houston/Quinsey

Members were informed that the Liberal and Professional Studies honours program proposal addresses the recommendations outlined in the Undergraduate Program Reviewers’ report which encouraged the area to develop a four-year honours program. Currently there is only a general Liberal and Professional Studies degree program. The proposed four-year honours BA

in Liberal and Professional Studies will allow students to continue onwards to postgraduate or professional studies. The new program requires an additional ten courses to the thirty required for the general program and will consist of a broad range of existing courses. Members were reminded that the Interdisciplinary Studies program has been discontinued and students in-course were transferred into the general Liberal and Professional Studies program which is offered in Sarnia as well as on campus.

Concern was raised regarding the issue that it may be difficult for students to have all of the necessary prerequisites in order to take "eight courses at the 300 level or above". In response, the proposers noted that students will be carefully counseled through the Dean's Office to ensure that they have adequate prerequisites to complete the degree in a timely fashion.

In response to concern raised about support needed to launch the program, it was noted that the program depends on courses already available from other departments and Faculties, that have been consulted, and does not require further resources. It was stressed that any future issues that may arise as a result of creating an honours program will be monitored and diligently addressed by the area.

**CARRIED**

**5.4.3 BA Honours Political Science with Specialization in Law and Politics**  
(See document Sa110513-5.4.3 for more details.)

**MOTION: That the BA Honours Political Science with Specialization in Law and Politics be approved.\***

*\*Subject to approval of the expenditures required.*

Essex/Abou Gharam

The proposal will offer students a new specialization in Law and Politics within the four-year Honours Political Science degree. The Faculty of Law has been consulted and is supportive of this initiative. However, it was stressed that the completion of the specialization will not guarantee admission to a law school nor will it be possible for students in the program to take courses offered in the Faculty of Law for its degree program. In response to a question raised, it was noted that there are currently no immediate plans to create a combined honours degree with this specialization.

In response to a question raised regarding resources, it was noted that if necessary, sessional instructors will be hired as necessary.

**CARRIED**

**\*5.4.4 Program/Course Changes**

**\*a) Education**

*(See document Sa110513-5.4.4a for more details.)*

**MOTION: That the Education Program/Course Changes be approved.\***

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*b) Bachelor of Engineering Technology**

*(See document Sa110513-5.4.4b for more details.)*

**MOTION : That the degree requirements for the Bachelor of Engineering Technology be changed according to the program/course Change forms.\***

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*c) **FASS and Inter-Faculty**  
(See document Sa110513-5.4.4c for more details.)

**MOTION: That the FASS and Inter-Faculty Program/Course Changes be approved.**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*5.4.5 **Policy on Course Transfers from MEng to Honours Certificate in Electrical Engineering**  
(See document Sa110513-5.4.5 for more details.)

**MOTION: That the Policy on Course Transfers from MEng to Honours Certificate in Electrical Engineering be approved, in accordance with the submitted PDC program/course change forms.\***

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*5.4.6 **Articulation Agreement (St. Clair College's Three-Year Civil Engineering Technology Program and the University's Bachelor of Applied Science Program in Civil Engineering - Revisions** (See document Sa110513-5.4.6 for more details.)

**MOTION: That the revisions to the Articulation Agreement with St Clair College's Diploma in Mechanical Engineering Technology (Automotive Product Design) and the University of Windsor's BAsC in Mechanical Engineering (Automotive Engineering Option) be approved.**

**\*CARRIED**

- \*5.4.7 **Articulation Agreement with St. Clair College's Diploma in Mechanical Engineering Technology (Automotive Product Design) and the University of Windsor's BAsC in Mechanical Engineering (Automotive Engineering Option) -Revisions**  
(See document Sa110513-5.4.7 for more details.)

**MOTION: That the revisions to the Articulation Agreement with St. Clair College's three-year Civil Engineering Technology program and the University's Bachelor of Applied Science program in Civil Engineering be approved.**

**\*CARRIED**

- \*5.4.8 **Communication, Media and Film – Request for Waiver of Course Deletions**  
(See document Sa110513-5.4.8 for more details.)

**MOTION: That the Request for Waiver of Course Deletion for 40-411 - Advanced Film Making I and 40-412 - Advanced Film Making II be approved.**

**\*CARRIED**

- \*5.4.9 **Summary of Minor Course and Calendar Change**

- \*a) **Anthropology**  
(See document Sa110513-5.4.9a for more details.)

The document was received for information.\*

- \*b) **Biology**  
(See document Sa110513-5.4.9b for more details.)

The document was received for information.\*

- \*c) **Business**  
(See document Sa110513-5.4.9c for more details.)

- The document was received for information.\*
- \*d) **Computer Science (Graduate)**  
(See document Sa110513-5.4.9d for more details.)

The document was received for information.\*

- \*e) **Economics**  
(See document Sa110513-5.4.9e for more details.)

The document was received for information.\*

- \*f) **Engineering**  
(See document Sa110513-5.4.9f for more details.)

- \*g) **Languages, Literature and Culture**  
(See document Sa110513-5.4.9g for more details.)

The document was received for information.\*

- \*h) **Nursing (Graduate)**  
(See document Sa110513-5.4.9h for more details.)

The document was received for information.\*

- \*i) **Political Science**  
(See document Sa110513-5.4.9i for more details.)

The document was received for information.\*

- \*j) **Psychology**  
(See document Sa110513-5.4.9j for more details.)

The document was received for information.\*

## 5.5 Academic Policy Committee

### 5.5.1 University Operating Budget

(See document Sa110513-5.5.1 for more details.)

A presentation was given of the major assumptions and priorities governing the 2011/12 Operating Budget. The proposed budget *Thinking Forward... Taking Action* has been presented to the Academic Policy Committee and is now being presented to Senate as part of the broad consultation undertaken to develop the final budget proposal for approval by the Board of Governors.

Senators were reminded that the University is currently in a structural deficit position as existing expenditures continue to outpace revenues. Given that government grants will not meet the needs of the University's structural problems outlined in last year's budget, the University has been actively pursuing cost containment strategies through a review and realignment of all base budgets. It was noted that it was critical that the University review all its structures and processes in order to put itself in a strong position to attain a balanced budget for the 2011/12 budget year.

The establishment of the Strategic Priority Fund which was announced as part of the 2009/10 Operating Budget continues to be one of the key components that will serve as a tool to align the Operating Budget with the new Strategic Plan, which was approved in May 2010. The criteria and evaluation process as well as the full list of projects that have received Strategic Priority Fund (SPF) investments can be accessed online at [www.uwindsor.ca/spf](http://www.uwindsor.ca/spf). Included in the balanced budget for 2011/12 are strategic investments totalling \$1.67 million. Members were informed that the essential "bookends" to the Operating Budget consists of *managing risk* (current numbers,

government policy, the economy, competing institutions) and *enabling success* (planning and resource allocation, students and stakeholders, people and capacity and communication).

Members were informed that the projected enrolment for Fall 2011 is set at 13,330 Full Time students and 2,600 Part Time students to a total of 16,000. It was noted that investments in the student experience include: 1) Improvements to the campus; 2) online learning initiative; 3) curriculum enhancement; 4) new academic programs; and, 5) recruitment and retention activities. It was further noted that investments in research include: 1) development of strategic research plan; 2) institutional reputation; 3) student engagement in research; 4) development of regional cluster concept; 5) investment to support commercialization. Senators were informed that the operating shortfall resolved through realignments was \$2.0 million, the incremental pension contributions resolved through realignments was \$2.3 million and the total realignment for 2011/12 was \$4.3 million.

Looking forward into 2012/13 some of the areas that will be considered in preparation for the next budget process will include student enrolment, collective agreement negotiations, operating costs, pension obligations and capital projects (e.g., centre for engineering innovation). Although the a balanced budget has been achieved for 2011/12, further realignment may be required following the July 1, 2011 valuation of the pension plans as it is being projected that there will be a \$70m deficit in the faculty plan.

The floor was open for comments and questions.

In response to a question raised about a decrease in research funding and how this affects research at the University, it was noted that Colleges are now included in the tri-counsel funding which means that the percentage of funding for universities has decreased, due to increased sharing of funds.

In response to a question raised about enrolment management plans, it was noted that this will be developed by the Provost, in consultation with the Deans and AAUs.

A concern was raised about the projected deficit of \$70 million for the faculty plans and whether the number was realistic. In response, members were informed that this was the median number identified by the actuaries. At minimum, the deficit will likely be over \$50m. Concern was also raised regarding the issue that further realignment may be required following the July 1, 2011 valuation of the pension plans.

A concern was raised regarding the issue that although one of the strategic priorities of the University is to continue to strive to attain "diversity and equity" there are no specific monies set aside in the budget to address these priorities.

In response to a question raised about the percentage of savings due to a reduction in limited-term and sessional appointments, it was noted that this level of detail is difficult to determine because it varies across Faculties. As follow-up to the above, it was suggested that Senate should be reviewing the operating budget with a view to assessing *academic* consequences, in order to identify the implications of budgetary cutbacks on academic programming and the reach and success of the strategic priority fund.

It was noted that if the University was not in a structurally deficit position than there would be more resources available to engage people in teaching, learning and research. Unfortunately the University and its areas had to undergo the challenging and difficult process of realignment.

A concern was raised regarding the issue that SPF seed monies are being provided for the development of programs or courses that have not yet been approved by Senate. Members were reminded that they should discuss strategic priority fund submissions with their Deans.

**5.5.1.1 Report from Academic Policy Committee**  
(See document Sa110513-5.5.1.1 for more details.)

An overview was provided on the comments and feedback provided by APC at its meeting on May 12, 2011. It was noted that APC stressed strong support for investments in the student experience.

The document was received for information.

**5.5.2 Aboriginal Education Centre Sixth Annual Report**  
(See document Sa110513-5.5.2 for more details.)

Members were informed that the Aboriginal Education Centre offers services and programs to meet the needs of Aboriginal students in a culturally supportive atmosphere. The area has made great strides in terms of its recruitment and retentions initiatives as well as research collaborations. Recently there was a gathering on campus which generated interest of over 50 potential aboriginal students. The Director of the Aboriginal Education Centre was commended for his hard work and ongoing efforts.

The document was received for information.

**5.5.3 University of Windsor's Approach to E-Learning**  
(See document Sa110513-5.5.3 for more details.)

**MOTION: That Senate approve the proposed University of Windsor Approach to E-Learning.**

Tucker/Buchanan

Members were informed that the purpose of having an approach to e-learning is to endorse on-line learning and to encourage instructors to adopt the newer technologies that would enhance the teaching and learning experience. E-learning is achieved through the use of electronic tools and technology such as clickers, computers, cell phone, electronic devices, teleconference, virtual environments, etc.

A discussion ensued regarding the issue that it is not possible to "disable" the University's wireless signals in the classroom.

On the one hand, strong concern was raised regarding the issue the many students are using their laptops and communication/electronic devices in a manner that is disruptive and a distraction to students and/or does not relate to the classroom discussions, thus interfering with teaching and learning in the classroom. Given this, some instructors have addressed this issue by prohibiting the use of communication and electronic devices in their classroom. This has become an issue of classroom management which has fallen under the duties and responsibilities of the individual faculty members. However, it was stressed that the practice of prohibiting the use of electronic devices does not preclude students from requesting special accommodations which may include the use of electronic devices, which would be permissible.

From a health/safety perspective, strong concern was raised regarding the issue that wireless technology (Wi-fi) could potentially lead to long-term health effects.

On the other hand, it was stressed that having a wireless network across the campus is extremely progressive and should be viewed as an asset for the university as it provides instructors and students with accessibility to online learning tools that can enhance the classroom experience. It also provides students who learn in multi-modular ways with alternative modes of accessibility in learning. Students who are not interested in learning in a classroom environment and who choose to not engage in the learning experience will find a way to be distracted in the classroom whether it is by passing hand-written notes or other distractions. This issue will not be resolved by turning a wireless network

off. It was further stressed that students with special needs who normally would use a laptop or electronic device to aid them in the classroom may not feel comfortable asking for permission to use the device as it will expose them as having a special need, which they may want to keep confidential. It was also noted that e-learning and the on-line learning environment *CLEW* at Windsor has been a wonderful tool for student-teacher interaction and collaborative learning.

Senators were informed that although the issue of having a wireless campus is one that may need to be discussed in a constructive forum in terms of pros and cons and possible solutions regarding appropriate vs. inappropriate usage, it was stressed that e-learning is a much different issue. E-learning can be used inside the traditional classroom environment or through distance or blended course delivery. It is much different than the issue of inappropriate classroom use, which deals directly with creating a culture of integrity and enforcing a model of acceptable classroom behaviour. This is a larger issue that is becoming more prevalent with the growth in types and kinds of electronic devices and in the shift towards campus student culture quickly moving towards an online communication platform. It was further noted that the Centre for Teaching and Learning is currently in process of having discussion with the Faculty of Human Kinetics in order to discuss strategies and guidelines around appropriate electronic usage.

It was agreed that the issue of Wi-Fi in the classroom be placed on the agenda for the 2011-2012 Academic Policy Committee with a view to creating a Subcommittee to conduct academic research on the pros and cons of internet use on campus. It was also agreed that Academic Policy Committee will consult with Student Committee. It was stressed that the literature be consulted from both perspectives to equal measure.

**CARRIED**

#### **5.5.4 Comprehensive Student Discipline Sixth Annual Report**

*(See document Sa110513-5.5.4 for more details.)*

The Academic Integrity Officer provided Senators with a summary of the sixth annual Comprehensive Student Discipline Report which informs the University community about misconduct complaints addressed over the past academic year and compares the results with the data from the previous years. It was noted that the Academic Integrity Office expects to do a comprehensive analysis of all the data every five years, the first of which was conducted this year (see item 5.5.4.1).

Members were informed that the most significant change this past year was an increase in the percentage of cases reaching Judicial Panels that required hearings as opposed to settlements requiring review which may be a result of the change to Bylaw 31. In addition, Associate Deans now have the authority to dismiss complaints at an early stage such that not all complaints that are filed will reach the AIO for investigation. It was noted that the process under the new bylaw is simpler and more streamlined than the former process.

A concern was raised regarding the issue that it is often difficult to control cheating during examinations when there is not a sufficient number of proctors or adequate physical space. In response, it was stressed that Faculties/departments need to make every effort to allocate adequate resources, in accordance with Senate policy, to address these issues. It was also agreed that there is a need for an exam facility; an issue that is highlighted in the report on academic integrity review (item 5.6.3 below).

In response to a question raised, it was noted that Campus Police determines whether the Windsor Police need to be involved in the more serious cases of non-academic misconduct. (weapons, assault, etc.)

In response to a question raised as to why non-academic misconduct complaints relating to sexual harassment are not dealt with directly by human rights, it was noted that if an allegation of sexual assault were to happen in residence services, then it would be dealt



with through their own judicial process, which may involve the Campus Police. However, Campus Police can also forward these same complaints through Senate Bylaw 31. The option to involve the human rights office is also always available.

The document was received for information.

**5.5.4.1 Five Year Report on Student Discipline**

*(See document Sa110513-5.5.4.1 for more details.)*

The document was received for information.

**\*5.5.5 FASS - Admission Requirements (FAW I and FAW II)**

*(See document Sa110513-5.5.5 for more details.)*

**MOTION:** That all University of Windsor articulation agreements and degree completion programs pertaining to University of Windsor students transferring from St. Clair College be amended to permit St. Clair College students who have completed St. Clair College Foundations of Academic Writing I (FAW 100) to receive transfer credit for University of Windsor Foundations of Academic Writing I (01-01-150); and, St. Clair College students who have completed St. Clair College Foundations of Academic Writing II (FAW 105) to receive transfer credit for University of Windsor Foundations of Academic Writing II (01-01-151), on the understanding that transfer credits given for one or both of these courses will not increase the number of transfer credits to which they are entitled according to the articulation or degree completion agreement nor decrease the number of courses they must complete in order to earn a University of Windsor degree.

**\*CARRIED**

**5.6 Senate Student Committee**

**\*5.6.1 Report on Board of Governors Awards**

*(See document Sa110513-5.6.1 for more details.)*

**MOTION:** That the Board of Governors' Medals be awarded as follows: That one medal be allocated to each AAU to be awarded to the student with highest academic standing as defined in the criteria set out below; that one medal be allocated to the General Arts programs, one to the General Social Sciences programs, and one to the General Science program to be awarded to the students with highest academic standing in each of these three general program areas as defined in the criteria set out below. Additional medals could be awarded at the discretion of the Dean, in consultation with the Provost.

**\*CARRIED**

**\*5.6.2 Academic Advocate Annual Report**

*(See document Sa110513-5.6.2 for more details.)*

The document was received for information.\*

**5.6.3 Report on Academic Integrity Review**

*(See document Sa110513-5.6.3 for more details.)*

The recommendations will be forwarded to the appropriate agents for consideration and implementation, where feasible. The document was received for information.

**5.7 Committee Membership**

**\*5.7.1 Senate**

*(See document Sa110513-5.7.1 for more details.)*

- The document was received for information.\*
- \*5.7.2 UCAPT Membership**  
(See document Sa110513-5.7.2 for more details.)

The document was received for information.\*

- 5.7.3 Search Committee for the Vice-President Research - Nominations/Election**  
(See document Sa110513-5.7.3 for more details.)

Members were informed that according to Senate Bylaw 16, a process for a review/search for the position of Vice-President, Research must be initiated fifteen months prior to the expiration of the incumbent's term. Members were also informed that that search committee shall be composed of the President, as Chair, the Provost and Vice-President, Academic, the Dean of Graduate Studies, four decanal/faculty/librarian members, who are active researchers and who shall be members of four different Faculties/Library, elected by the Senate, one graduate student elected by the Senate, one member from and appointed by the Board of Governors, and an Employment Equity/Procedures Assessor (EE/PA) [non-voting]. It was also noted that both genders shall be represented on the Search Committee.

Senate was presented with the slate of decanal/faculty/librarian nominees and the graduate student nominee, received prior to the meeting:

- Dr. David Andrews, Faculty of Human Kinetics
- Dr. William Anderson, Faculty of Arts and Social Sciences
- Dr. Rupp Carriveau, Faculty of Engineering
- Dr. Douglas Haffner, Faculty of Science/GLIER
- Dr. Dennis Higgs, Faculty of Science
- Dr. Suzan Ilcan, Faculty of Arts and Social Sciences
- Dr. Jerald Lalman, Faculty of Engineering
- Dr. Darren Stanley, Faculty of Education
- Dr. Edwin Tam, Faculty of Engineering
- Mr. Navid Nazemi, Faculty of Engineering (Graduate Student)

The floor was open for nominations for decanal/faculty/librarian representatives:  
Dr. Linda Patrick from the Faculty of Nursing was nominated.  
Dr. Charles Macdonald from the Faculty of Science was nominated.

**MOTION: That the decanal/faculty/librarian nominations be closed.**

Drake/Plumb  
**CARRIED**

The floor was open for nominations for graduate student representatives:  
Mr. Kannappan Thiagarajan from Faculty of Engineering was nominated.

**MOTION: That the graduate student nominations be closed.**

Johrendt/K.Milne  
**CARRIED**

Senators voted by secret ballot. The results of the secret ballot (in alphabetical order) are as follows:

- Dr. David Andrews, Faculty of Human Kinetics (faculty representative)
- Dr. Linda Patrick, Faculty of Nursing (faculty representative)
- Dr. Suzan Ilcan, Faculty of Arts and Social Sciences (faculty representative)
- Dr. Edwin Tam, Faculty of Engineering (faculty representative)
- Mr. Kannappan Thiagarajan, Faculty of Engineering (student representative)

**MOTION: That the ballots be destroyed.**

Ahmed/Plumb  
**CARRIED**

5.8 **Bylaw Business**

5.8.1 **Bylaw Revisions (1, 5, 11, 12, 13, 14, 16, 17, 20, and 22)**

*(See document Sa110513-5.8.1 for more details.)*

**MOTION 1: That Bylaw 1, section 3 be revised as follows:**

**3. Eligibility to be elected and to vote**

[...]

No elected member of the Senate shall serve more than ~~three~~ **six** consecutive ~~years~~ **terms**. A **member whose terms on Senate total five consecutive years is not eligible to be a candidate for a two-year term position, but is eligible to be a candidate for a one-year term position.**

Essex/Lage  
**CARRIED**

**MOTION 2: That Bylaws 5, 11, 12, 13, 14, 16, 17, 20, and 22 be revised as follows:**

Bylaw 5: AAU Heads – Heads of Departments and Directors of Schools

**2.2.2** Both genders shall be represented **among the non-student voting members** on the Search Committee. Where necessary a faculty member from the non-represented gender shall be elected by the Search Committee from a list of eligible faculty members in the Faculty provided by the Dean.

Bylaw 11: Vice- Provost Teaching and Learning, Bylaw 12: Vice- Provost, Students and International, Bylaw 13: Vice-President, Academic Affairs, Bylaw 14: Provost and Vice-President, Academic, Bylaw 16: Vice-President, Research, Bylaw 17: Associate Vice-President, Research

**2.2.2** Both genders shall be represented **among the non-student voting members** on the Search Committee. Where necessary a decanal/faculty/librarian member from the non-represented gender shall be elected by the Search Committee from a list of eligible faculty members of the Senate provided by the University.

Bylaw 20: Types and Terms of Appointments

**2.1.5** Both genders shall be ~~included~~ **represented among the non-student voting members** on all appointment committees. Where necessary a faculty member from a non-represented gender shall be elected to the appointments committee by the AAU **Council(s)** from a list of eligible faculty members provided by the university.

Bylaw 22: Committees and Procedures on Renewal, Promotion and Tenure

**3.1.6** Both genders shall be ~~elected to~~ **represented among the non-student voting members on all renewal**, promotion and tenure committees. Where necessary a faculty member from the non-represented gender shall be elected by the AAU **Council** from a cognate discipline as an additional voting member of the Committee.

Lage/Weis  
**CARRIED**

**MOTION 3: That Bylaws 5, 8, 10 and 20 be revised as follows:**

Bylaw 5: Heads of Departments and Directors of Schools

**2.2.1** In each AAU there shall be a Search Committee composed of the Dean (or designate), as chair, three to five regular faculty members, the

number to be determined by **regular faculty on the AAU Council at a meeting called for the purpose** and elected **by and** from regular faculty members on the AAU Council, an Employment Equity/Procedures Assessor (EE/PA) [non-voting and from a different AAU]; and student representatives, the number to be determined by dividing the number of faculty members with voting privileges on the committee by three and rounding to the nearest whole number (in accordance with Bylaw 3, 1.1) The students shall be elected ~~from and~~ **by and from** the student members of the AAU Council. Where appropriate, professional or community participation shall be determined by the Search Committee and shall be limited to one member.

~~The AAU Council shall elect the regular faculty members of the Search Committee at a meeting held for the purpose.~~

**2.4.2** Either on a recommendation for renewal or following a search, the Search Committee shall propose the name of a single candidate in writing with appropriate supporting material to the members of the AAU Council. At a meeting called on five calendar days' written notice, the AAU Council shall consider the recommendation of the Committee. Voting shall be by secret ballot, and a simple majority of votes cast is required to endorse the named candidate. If the AAU Council does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Dean. **The office of the Dean shall provide a mail ballot in both paper and electronic forms. Members may cast their votes using either form, within the time prescribed.** A simple majority of votes cast is required to endorse the named candidate.

#### Bylaw 8: Associate Deans

**2.2.1.1** The **regular faculty members on the** Faculty Coordinating Council, or in the case of a Faculty that has no departments the Faculty Council, shall determine the number of regular faculty members on the Search Committee (in accordance with 2.2.1 above). In the Faculty of Graduate Studies, the **regular faculty members on the** Graduate Studies Council shall determine the number of regular faculty members on the Search Committee (in accordance with 2.2.1 above).

**2.4.2** Either on a recommendation for renewal or following a search, the Search Committee with the agreement of the Dean shall propose the name of a single candidate in writing with appropriate supporting material to the members of the Faculty Coordinating Council, or in the case of a Faculty that has no departments the Faculty Council. At a meeting called on five calendar days' written notice, the Faculty Coordinating Council, or in the case of a Faculty that has no departments the Faculty Council, shall consider the recommendation of the Committee. Voting shall be by secret ballot, and a simple majority of votes cast is required to endorse the named candidate. If the Faculty Coordinating Council, or in the case of a Faculty that has no departments the Faculty Council, does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Dean. **The office of the Dean shall provide a mail ballot in both paper and electronic forms. Members may cast their votes using either form, within the time prescribed.** A simple majority of votes cast is required to endorse the named candidate.

#### Bylaw 10: Deans

**2.2.1.1** The **regular faculty members on the** Faculty Coordinating Council, or in the case of a Faculty that has no departments the Faculty Council, shall determine the number of regular faculty members on the Search Committee (in accordance with 2.2.1 above). In the Faculty of Graduate Studies, the **regular faculty members on the** Graduate

Studies Council shall determine the number of regular faculty members on the Search Committee (in accordance with 2.2.1 above).

**2.3.8** Either on a recommendation for renewal or following a search, the Search Committee shall propose the name of a single candidate in writing with appropriate supporting material to the members of the Faculty Assembly, or in the case of a Faculty that has no departments the Faculty Council. At a meeting called on five calendar days' written notice, the Faculty Assembly, or in the case of a Faculty that has no departments the Faculty Council, shall consider the recommendation of the Committee. Voting shall be by secret ballot, and a simple majority of votes cast is required to endorse the named candidate. If the Faculty Assembly, or in the case of a Faculty that has no departments the Faculty Council, does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Provost and Vice-President, Academic. **The office of the Provost and Vice-President, Academic shall provide a mail ballot in both paper and electronic forms. Members may cast their votes using either form, within the time prescribed.** A simple majority of votes cast is required to endorse the named candidate.

Bylaw 12: Vice-Provost, Students and International

**2.3.8** Either on a recommendation for renewal or following a search, the Search Committee shall propose the name of a single candidate in writing with appropriate supporting material to the members of the Senate. At a meeting called on five calendar days' written notice, the Senate shall consider the recommendation of the Committee. Voting shall be by secret ballot, and a simple majority of votes cast is required to endorse the named candidate. If the Senate does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Provost and Vice-President, Academic. **The office of the Provost and Vice-President, Academic shall provide a mail ballot in both paper and electronic forms. Members may cast their votes using either form, within the time prescribed.** A simple majority of votes cast is required to endorse the named candidate.

Bylaw 20: Types and Terms of Appointments

**2.2.2** If an Appointments Committee does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Dean. The office of the Dean shall provide **a mail ballot in both a paper and electronic forms** ~~ballot~~. Members may cast their votes using either form, within the time prescribed. A simple majority of votes cast is required to endorse the named candidate.

**2.2.3** At a meeting called on five calendar days' written notice, the AAU Council or Councils and the executive of the other academic body, if any, shall consider the recommendations of the Appointments Committee and shall forward their recommendations to the Provost and Vice-President, Academic, through the Dean of the Faculty. Voting shall be by secret ballot, and a simple majority of votes cast is required to endorse the named candidate. If the AAU Council or Councils and the executive of the other academic body, if any, does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Dean. The office of the Dean shall provide **a mail ballot in both a paper and electronic forms** ~~ballot~~. Members may cast their votes using either form, within the time prescribed. A simple majority of votes cast is required to endorse the named candidate.

Lage/Plumb

anonymity. While this issue was discussed and resolved to Senate's satisfaction in December 2010 for elections conducted by the University Secretariat, it is not clear whether the process that would be used would be the same as the one approved earlier by Senate. How to manage a process that allows members to select their preferred mode of voting is also unclear. Members were reminded that this language already appears in other bylaws and that the proposal presented was to ensure consistency across the bylaws.

Clarification was sought regarding the phrase "mail ballot in both paper and electronic forms". Would this require that the member print a ballot sent electronically and send it back in hard copy?

In light of these comments, it was agreed that this motion (along with the current wording in Bylaw 20 that already includes this provision) be forwarded to the Bylaw Review Committee to consider revisions that would bring the provision in line with electronic voting methods already approved.

**WITHDRAWN**

[At 5:00pm, Senators agreed by unanimous consent to continue the meeting, as per Senate bylaw 3 which outlines that "*Senate not remain in session later than five o'clock p.m., except by unanimous consent or, failing that, by a two-thirds vote of the members present.*"]

**MOTION 4: That Bylaw 20 be revised as follows:**

**2.2.3 Following the search, the Appointments Committee shall propose the name of a single candidate in writing with appropriate supporting material to the members of the AAU Council or Councils and the executive of the other academic body.** At a meeting called on five calendar days' written notice, the AAU Council or Councils and the executive of the other academic body, if any, shall consider the recommendations of the Appointments Committee and shall forward their recommendations to the Provost and Vice-President, Academic, through the Dean of the Faculty. Voting shall be by secret ballot, and a simple majority of votes cast is required to endorse the named candidate. If the AAU Council or Councils and the executive of the other academic body, if any, does not have a quorum present at the time of the vote, there shall be a mail ballot conducted by the office of the Dean. The office of the Dean shall provide both a paper and electronic ballot. Members may cast their votes using either form, within the time prescribed. A simple majority of votes cast is required to endorse the named candidate.

2.1.1 [...] • student alternates, to a maximum of two, may be elected by **and from** the students on the AAU Council to serve as representatives in cases where the elected student representative(s) are unable to participate for an extended period of time due to program requirements (e.g., co-op or field placements, internships, etc.). In all instances, there shall be no alternating among and between student representatives during the course of a single search.

Weis/Essex  
**CARRIED**

**MOTION 5: That Bylaw 22 be revised as follows:**

3. Committees of the Academic Administrative Unit

3.1 In the AAUs, Renewal, Promotion and Tenure Committees shall be as follows:

**3.1.1 For regular and limited-term faculty appointments made to a single AAU**

**3.1.1.1 In the case of Departmentalized Faculties, Executive Dean (or Associate Executive Dean) non- voting**

**3.1.1.2 AAU Head, Chair**

**3.1.1.3 Three to five faculty members elected by all full-time faculty members in the AAU from those eligible, as defined in Senate Bylaw 40, clause 4.1.5, the majority of whom must be tenured faculty;**

**3.1.1.4 Student representation shall equal the number of voting faculty members divided by three and rounded to the nearest whole number. Student representatives shall be elected by the students on the AAU Council;**

**3.1.1.14.1 Student alternates, to a maximum of two, may be elected by the students on the AAU Council to serve as representatives in cases where the elected student representatives(s) are unable to participate for an extended period of time due to program requirements (e.g., co-op or field placements, internships, etc.). In all instances, there shall be no alternating among and between student representatives during the course of consideration of the renewal, promotion or tenure of an individual faculty member.**

**3.1.1.5 EE/PA - non-voting.**

**3.1.2 For regular and limited-term faculty members appointed as joint appointments**

**3.1.2.1 In the case of Departmentalized Faculties, Dean(s) (or Associate Dean(s)) non-voting**

**3.1.2.2 AAU Head of primary AAU (Chair) and AAU Head of secondary AAU**

**[In the case of non-departmentalized Faculties where the Dean is also the AAU Head, s/he shall serve as a voting member]**

**3.1.2.3 Two faculty members elected by and from all regular faculty members in each AAU (four total),**

**3.1.2.4 One student representative from each AAU elected by and from the students on each AAU Council.**

**3.1.2.4.1 Student alternates, to a maximum of two, may be elected by and from the students on each AAU Council to serve as representatives in cases where the elected student representative is unable to participate for an extended period of time due to program requirements (e.g., co-op or field placements, internships, etc) In all instances, there shall be no alternating among and between student representatives during the course of consideration of the renewal, promotion or tenure of an individual faculty member.**

**3.1.2.5 EE/PA [non-voting]**

**3.1.3 For regular and limited-term faculty members appointed as hybrid appointments**

**3.1.2.1 In the case of a Departmentalized Faculty, Dean (or Associate Dean) non-voting**

**3.1.2.2 AAU Head of primary AAU (Chair) and Academic leader of the other body**

**3.1.2.3 Two faculty members elected by and from all regular faculty members in the AAU, and two representatives of the other body in which the appointment is held, elected by and from the members of that body.**

**3.1.2.4 One student representative from the AAU elected by and from the students on the AAU Council, and one student representative of the other body in which the appointment is held, elected by and from the students of that body.**

**3.1.2.4.1 Student alternates, to a maximum of two, may be elected by and from the students on the AAU Council; and student alternates, to a maximum of two, may be elected by and from the students of the other body to serve as representatives in cases where the elected student representative(s) is(are) unable to participate for an extended period of time due to program requirements (e.g., co-op or field placements, internships, etc) In all instances, there shall be no alternating among and between student representatives during the course of consideration of the renewal, promotion or tenure of an individual faculty member.**

**3.1.2.5 EE/PA [non-voting]  
[...]**

7. University Committee on Academic Promotion and Tenure (UCAPT)

7.1. This Committee shall be composed as follows:

7.1.1 Provost and Vice-President, Academic (or designate) (Chair), non-voting unless necessary to cast a tie-breaking vote.

~~7.1.2 Executive Deans of the Colleges—Dean, Graduate Studies (ex-officio)~~

~~7.1.3 Six faculty members including two from each College (excluding the College of Graduate Studies). In order to ensure a level of expertise and familiarity with committee work, terms shall be two years. For purposes of implementing this bylaw initial appointments shall be staggered with one half of the membership serving two-years terms and one half serving one-year terms. One representative from each of the Faculties, with the exception of Arts and Social Sciences which shall have two representatives (one from Arts/Humanities and one from Social Sciences)~~

**There shall be an annual rotation of Deans (or Associate Deans as designate for that year) and elections of representatives from Faculties, allowing for one half of the UCAPT Faculty representatives to be Deans and one half to be elected faculty member representatives. Wherever possible the Deans of Engineering and Science (or the Associate Deans of Engineering and Science as designates) should not serve on the UCAPT at the same time.**

~~7.1.4 Three students including one from each of UWSA, OPUS and SGPS elected by and from student members of Senate. One student representative from each of the three student governments~~



**(University of Windsor Students' Alliance, Organization of Part-Time University Students, Graduate Students' Society).**

7.1.5 EE/PA (non-voting)

~~7.2 In accord with the preamble~~ No faculty member may serve as a member of the UCAPT if s/he is a candidate for renewal, promotion, or ~~the award of~~ tenure in that year. **Associate Deans may not serve on UCAPT as elected faculty member representatives.**

~~7.3 No person other than the Vice President, Academic, and the Executive Deans of the Colleges shall serve on UCAPT more than two consecutive years.~~

Lage/Tucker  
**CARRIED**

**MOTION 6: That Bylaws 40 and 44 be revised as follows:**

Bylaw 40 – revision:

4.1.5 Members of Councils under 4.1.2 and 4.1.4 shall not participate in appointment procedures for new faculty, or in **renewal**, promotion and tenure procedures, or selection procedures (**including Search Committee size, composition and membership**) for Deans, Associate Deans, AAU Heads, and Associate AAU Heads or stand for election to the Senate or the Faculty Coordinating Councils.

Bylaw 44 - addition:

**3.1.8 Members of Faculty Coordinating Councils under 3.1.7, including the limited-term faculty members and ancillary academic staff appointed as learning specialists on temporary appointment, shall not participate in appointment procedures for new faculty, or in renewal, promotion and tenure procedures, or selection procedures (including Search Committee size, composition and membership) for Deans, Associate Deans, AAU Heads, and Associate AAU Heads or stand for election to the Senate or the Faculty Coordinating Councils.**

Lage/Rogers  
**CARRIED**

**5.9 Report of the Provost**

The Associate Vice-President, Academic Affairs informed members that the Dean's Search is still in progress for the Faculty of Education and that the Dean's Search for the Faculty of Human Kinetics is in the final stages of completion.

The Office of the Registrar was thanked for all its hard work during the examination period.

**5.10 Report of Vice-President, Research**

Nothing to report.

**6 Question Period/Other Business**

Nothing to report.

**7 Adjournment**

**MOTION: That the meeting be adjourned.**

Bajic/Abou Gharam  
**CARRIED**