

# Senate Minutes

March 22, 2024  
CE339

The Chair, C. Kreber, called the meeting to order at 1:30 pm.

## **1. Roll Call and Declaration of Quorum and Land Acknowledgement**

The Chair advised that the quorum has been met and began with the Land Acknowledgement.

### **Present:**

Melissa Bishop, Tammy Bernasky, Tanya Brann-Barrett, Geoff Carre, Martin Chandler, Paula Condon, Mary Beth Doucette, Phillip Eappen, Virginia Gunn, Jan Hancock, Michael Henick, Samantha Hodder, Carrie Karsgaard, Harkanwal Kaur, Carolin Kreber, Doug Lionais, Jason Loxton, Ellyn Lyle, Kimberley Lamarche, Gordon MacInnis, Stephanie MacQuarrie, John Nadeau, Rod Nicholls, Felix Odartey-Wellington, Joe Parish, Andy Parnaby, Erin Robertson, Nancy Spina, Éric Thériault, Jamie Tunnicliff, John Mayich, Bilynda Whiting

### **Regrets:**

Catherine Arseneau, Sahand Ashtab, Hamid Andishan, Tammy Bernasky, Danielle Boudreau, Colton Burke, Sean Campbell, Sahilpreet Singh Chatha, David Dingwall, Ayse Ersoy, Kylie Ewing Harmanjot Singh Ghuman, Karen Kennedy, Janet Kuhnke, Hannah Lewis, Tracy Lillington, Brandi Jean Lind, Laurianne Sylvester, Folorunsho Oduloye, Gideon Otoibhi, Michelle Prendergast, Karen Rowe, Juveriya Samreen, Viviana Paz Contreras Venegas, Terry MacDonald

The Chair announced that there had been prior approval for a special presentation on updates regarding the implications from the IRCC that will take place later in the meeting.

## **2. Consent Agenda**

- 2.1 (a)** *This item was removed from the Consent Agenda and discussed in agenda item 7.3*

## **3. Reports and Items for Information**

### **3.1 President**

On behalf of President Dingwall, R. Nicholls reported the following:

- Mr. Dingwall was invited by the Government of Canada to attend the State Funeral of former Prime Minister Brian Mulroney; he travelled to Montreal to attend the funeral.
- CBU is still awaiting a confirmed allocation of international students from the Province of Nova Scotia. While the province has been allocated 12,900 applications, CBU is dependent on the Department of Advanced Education to distribute the allocation among individual institutions. The province has until March 31st to announce the allocation, and they are expected to utilize the full timeframe. Daily communication with officials from both the federal and provincial governments is ongoing in hopes of receiving the information sooner.
- President Dingwall has advocated to the Honorable Marc Miller, Minister of Immigration, Refugees and Citizenship, and the Provincial Ministers of Advanced Education and Labour to ask them to classify CBU's post-baccalaureate programs as professional programs, to keep the spouses of students eligible for work permits. R. Nicholls indicated that he would elaborate further later in the meeting.

### **3.2 Vice President Academic and Provost**

A Parnaby, Vice Provost, reported the following:

- The IRCC's pending decisions have reshaped some of the priorities around program development. Meetings are actively happening with the Deans, department chairs, and others to explore possibilities at the undergraduate and graduate levels, which are guided by all of the major planning documents. They are planned to be aligned with government priorities while keeping in mind the need for institutional maturity. Within that scope, there are ideas of a masters in social work as well as transitioning diplomas in education to the masters level, considering new majors and new certificates. The pending IRCC changes to the institutional allotment, shifted the thinking around other areas and redoubled the attention to the Enrolment Management Plan, the efforts around domestic students, and how CBU's portfolio of international offerings may or may not be changed. On the domestic side, they are pursuing new articulation agreements, revising old ones, and renewing partnerships and are also inching closer to an online framework to facilitate a fully online degree at the undergraduate level. On the international side, the extent to which the current array of post-baccalaureate programs should stay the same, be revised, or be transitioned into something different is being considered. The existing commitment to program development remains anchored in CBU's high-level planning documents, but it's taken on these additional dimensions in light of those federal policy changes.
- Currently the BA is under review, the BSc is close to being completed, an examination of the MBA and two areas of the post baccalaureate programs, are all in various stages

of review. Looking ahead to the fall, there are additional programs to be considered. The Bachelor of Arts Community Studies, the Bachelor of Arts and Science and the Environment like Nursing, is on deck and so is Health Sciences. Outside of program development or quality assurance, there's been some lively conversations on campus recently about artificial intelligence:

- The Provost Committee on Academic Integrity is currently building out a Moodle module on artificial intelligence to accompany our existing module on academic integrity to be made available to faculty, ideally by the fall as part of their part of preparing their students for their classes.
- CTL and ORGS sponsored a sold-out interdisciplinary panel discussion on artificial intelligence and teaching and research.
- Within the School of Arts and Social Sciences, several student focus groups on this subject were held.
- Parnaby encouraged Senators to take the time to review the Academic Integrity Policy, Academic Appeals Policy and Exam Policies in terms of what's in those policies and to reach out to him at any time if they needed assistance. He also noted the other array of academic polies and the respectful Campus Policy. He also encouraged every faculty member, should they feel at anytime harassed, bullied, or made uncomfortable, whether in person or online, either verbally or physically to take a close look at that policy.

He advised that last week he was able to participate in an excellent event in which many faculty colleagues were celebrated for their contributions to teaching and research. He recognized the following:

- Dr. Felix Odartey-Wellington, Wellington, Distinguished Teaching Award
- Dr. Jonathan Doering, Instructional Leadership Award
- Dr. Tom Ue, President's Award for A Rising Researcher
- Dr. Rod Beresford, Margaret Dechman Community-Engaged Research Champion Award
- Dr. Ken Oakes, the President's Award for Excellence in Research

After the report, the following items were discussed:

- Moving the three-year Bachelor of Arts Community Studies or a version of it into a fully online program and how the current BACS student placements would be managed
- The need to ensure the Academic Integrity Policy is kept current

### **3.3 Unama'ki College**

C. Kreber provided an update on behalf of the Unama'ki College and advised that the Community Engagement Lead interviews are completed, and they have decided on a candidate.

### **3.4 Students' Union**

C. Kreber advised that the Students' Union Report is in the Meeting package.

- It was advised that the release of an online cookbook featuring recipes from 80 different countries is available on the Students' Union webpage.
- In March the Students' Union conducted its annual general election, resulting in the selection of a new President, Manoj Kumar, and Executive Vice President, Michael Adebayo, for the 2024–2025 academic year.
- A Luncheon with the Senate Executive Committee and the Students' Union Executive was also discussed.

### **3.5 Board of Governors**

Michael Henick reported on the following:

- The Board of Governors meeting met with the new Chair Denise Allen
- The Board Received an update on the IRCC
- The Board is now complete with the finalising of new external members and provincial representatives
- A new sub-committee as part of the Audit Committee on Enterprise Risk Management was formed which he has joined as a member
- The Tributes Committee met and accepted nominations, the Honorary recipients will be announced at a concert announced soon
- The Board received an update on the Tartan Downs Project

### **3.6 Executive Committee**

É Thériault provided an update from the Executive Committee and reported the following:

- The Senate Executive Committee met on March 8th to set the agenda for today's senate meeting.
- A small update was received regarding the attendance sub-committee who is making good progress and hopes to present their final report during the June Senate meeting.
- The Executive also discussed and suggested that Becky Chisholm, AVP, Enrolment Management and Student Experience, and Rod Nicholls, Interim VPA and Provost would provide a Special Presentation today to discuss the recent IRCC Decisions and Implications on Academic and SEM Planning and Student Experience.
- Updates and feedback were presented by and to the various committees of the Senate.
- A reminder for Schools to elect incoming Senators for the 2024/2026 term
- The School of Science and Technology nominated Blair MacInnis to sit on the Teaching, Learning, and Evaluation Committee to replace Jason Loxton. A representative from Student Services as is described in the Terms of Reference should be on the Committee therefore Jacqueline Côté has been nominated.
- The next meeting of the Senate Executive is scheduled for April 12<sup>th</sup>

**It was moved** by É. Thériault, seconded by J. Parish, that Jacqueline Côté represents Student Services and Blair MacInnis represents the School of Science and Technology, on the Teaching, Learning, and Evaluation Committee.

**Motion Carried.**

#### **4. Special Presentation: Recent IRCC Decisions and Implications on Academic and SEM Planning and Student Experience**

Dr. Rod Nicholls and AVP Becky Chisolm, provided a presentation on the recent IRCC Decisions and discussed the Implications on Academic and SEM Planning and Student Experience. They highlighted the following:

##### **Strategic Enrolment Management Plan**

- Stabilize total enrolment at 7000 by 2027
- Increase enrolment diversity
- Implementation ongoing

##### **Supporting SEM: Capital Plan 2022-2027**

- Transform campus infrastructure
- Accommodate academic & student experience
- Accomplish goals in a financially responsible way

AVP Chisolm advised that over the past couple of months, there have been many announcements made by the IRCC and the information is changing weekly, she summarized what is known to date.

##### **December 2023**

- Required GIC on deposit changed from \$10,000 to \$20,635 (in addition to travel and first-year tuition)
- LOA Verification Process established
- 40-hour/week off-campus work allowance extended to April 30, 2024, for eligible permit holders.

##### **January 22, 2024**

- Capped student study permits issued for 2024
- Recognized Institutions Framework (RIF) to be established – still unclear
- Work permit rules changed

##### **February 2024**

- Province of Nova Scotia mandates 9% tuition increase for new international students

##### **IRCC Study Permit Goal**

**2024:** 360,000 study permits issued by IRCC  
600,000 applications to be accepted by IRCC  
IRCC assuming 60% conversion rate on applications Within two years an IRCC "Recognized Institutions Framework" will exist

## **What's happening in Nova Scotia?**

- IRCC allocated 12,900 Provincial Attestation Letters (PALs)
- 2.6% of population = 15,600
- Distributed amongst designated learning institutes
- PAL Portal developed by Province
- PAL allotments still not issued to designated learning institutions (DLIs)
- Visa processing paused as of January 22, 2024.

## **Impacts on CBU**

- Very negative impact on the Canadian PSE brand and Nova Scotia as a destination for international learners
- Heightens the value of our SEM Plan
- Draws on our knowledge of international markets and student behaviour
- Highlights importance of our high-quality enrolment data, system efficiencies & understanding of admission processes

## **SEM Plan – Essential Details**

- 2200 new international students (in all programs) need to start each year over May, September and January
- 27% conversion rate of PALs by CBU – a low rate – is assumed
- 8,200 PALs have been requested by CBU
- 27,000 have been requested by all Nova Scotia's DLIs.

## **CBU's Ongoing Moves – Tactical & Strategic**

- Aspirational PAL requests vs. deliverable requests
- Post-baccalaureate diplomas as professional programs
- Diversity as a SEM plan variable
- Academic planning intensified
- Domestic enrolment continues to be a priority
- Ensuring CBU's place within the Recognized Institution Framework
- All moves still oriented by 2027 SEM plan targets

After the presentation, the following items were discussed:

- Statements from local politicians on the effects of these announcements
- Effects on the Tenure Track positions that have been approved through the SEM process and Term and Academic support positions
- The extent ESL school numbers will affect CBU
- The effects of the announcements on CBU major projects
- CBU competitor concerns on CBU domestic students
- The allocation process of the 12,800 Provincial Attestation Letters from the province

## **5. Approval of Minutes from:**

- Senate Minutes – February 16, 2024

**It was moved** by K. Lamarche, seconded by M. Chandler, to approve the Senate meeting minutes from February 16, 2024. **Motion Carried. (3 abstentions)**

## 6. **Business Arising from Minutes – N/A**

## 7. **Report from Senate Committees**

### 7.1 **By-Laws and Procedures**

J. Tunnicliff provided an update on behalf of the By-Laws and Procedures Committee and reported the following:

Extensive discussion was had on the EDI Action Plan and priorities and actions item targets have been made. The Committee would like to reassess the action plan and would like an invitation to be extended to the President Taskforce for a presentation on the work that has been done within the last year against the EDI action plan (Better Together report).

C. Kreber advised that the Senate Executive would extend an invitation to the Presidential Taskforce to provide an update at the next Senate meeting.

The Committee does not feel that the organization of a Senate Retreat falls under the mandates of the Bylaws Committee. They are happy to contribute but think a taskforce within the Senate should be formed to carry out this idea.

**It was moved** by J. Tunnicliff, that Senate hold a Retreat in August around the same date as the Grand Meeting.

A friendly amendment to the motion was made to remove the specific timeframe from the motion.

**Motion Carried.**

**It was moved** by J. Tunnicliff that Senate Executive strike a taskforce to organize a senate retreat.

**Motion Carried.**

- The Committee is awaiting the School of Business, Nursing and Engineering Departmental Bylaws.
- There was discussion on whether the revision of the CBU Standard CV Format falls in the mandate for the Bylaws and Procedures Committee. The Committee will recommend that unions and HR review for accuracy.
- The Committee reviewed and discussed the revision of the CBU Syllabus template and there was discussion on whether or not this also falls under the Bylaws Committee mandate.
- Discussion was had around accessibility and availability of policies and records maintenance; the Committee will follow up with the Records Management Officer.

It was noted that Bylaws, Policies, EDID and Senate engagement be brought to the at Senate Retreat for discussion.

- The Committee is considering a standard Bylaws template which exists with the Guideline document. Recently changed to reflect electronic meetings and voting. It is strongly recommended to add this change to all new and existing bylaws (if it is already not included).
- It is important for the Chairs to include a form showing the vote count on the renewed bylaws by the Department members. The form will be created and shared by the Bylaws and Procedures Chair with the Department Chairs.

## **7.2 Research**

J. Hancock provided an update from the Research Committee and reported the following:

- The Research Committee has completed its review and recommendation of all awards for the 2023 academic year including, most recently, the SSHRC Impact awards.
- The Research Committee is now engaged in its review of policies through sub-committees. In particular, policy reviews of (i) the 5-Year Strategic Research Plan (2026-2030) and (ii) the Policy on Centres and Institutes, are underway. In addition, the Commercialization of Intellectual Property Policy has been updated by the Committee and is currently with other stakeholders for feedback.
- The Research Assistance Committee is currently in the process of reviewing RISE applications. To date, 51 applications have been received and are being reviewed.

Following the report, the quantity and budget allocation for Rise applications, as well as the 16-month timeline for processing existing Rise Grant applications were discussed.

## **7.3 Academic Committee:**

J. Parish reported on the following:

The Committee met twice since the last meeting of Senate. They discussed the allotment of day schedules to the days that have been added to the end of the winter semester due to weather cancellations. Three criteria were considered to arrive at an optimal allotment:

1. Number and type of days cancelled (frequency of particular days)
2. Balance of those days in the regular schedule (*e.g.*, Mondays occur less frequently than all other days in the regular semester)
3. Optimal overlap of day types determined from a section report run for review at the meeting

It was advised that the Committee recognizes that not all instructors will be accommodated equally with the allotment that we arrived at. However, it was the best solution available.

The Academic Committee of Senate, in consultation with the Registrar's Office, has considered the additional days added to the end of the winter semester and are meant to be used in the event of an unexpected campus closure due to storms or other conditions. He advised that Monday, April 8, 2024, Tuesday, April 9, 2024, and Wednesday, April 10, 2024, will be used as regular class days. Therefore, the last day of the term will now be Wednesday, April 10, 2024.



J. parish introduced a New Course Proposal form for consideration. He discussed the minor changes to the document that was included in the Agenda meeting package. An addition was made to include the limit of a maximum of 30 characters in the Course name **(30-character max)** in item 1.1. There was also an addition in section 3.3 b) with **Anticipated term this course will first be offered.**

**It was moved** by J. Parish that Senate accept the New Course Proposal Form as amended  
The rationale behind the character limit was discussed.

**Motion Carried**

#### **7.4 Planning and Review**

V. Gunn provided an update from the Planning and Review Committee and reported on the following:

- The primary focus of the committee for the upcoming months is on the Academic Plan. They are still in the process of finalizing the details and have initiated plans for an interim report card to track progress. Given that the current academic plan spans the period from 2020 to December 2025, the interim report card aims to guide the development of the new Academic Plan.
- To create the report card, the committee needs additional information and will collaborate closely with the leadership team and various schools and departments to gather the necessary data. This will help document progress on established objectives and action items.
- The report card will categorize progress as Completed, Underway, or Not Started Yet. Additionally, brief explanatory entries will provide context, highlighting factors that have facilitated or hindered the completion of specific objectives or actions.

#### **7.5 Quality Assurance**

C. Kreber provided an update from the Quality Assurance Committee and reported the following updates:

- The Committee has concluded its work on the Bachelor of Science self-study report and they discussed CBU's response to the MPHEC's Quality Assurance Monitoring Process report. Some tasks are already completed, some are in progress, and the remaining few will be completed by a subgroup of the QA committee; they are on track to finish all the tasks.

## **7.6 Teaching, Learning, and Evaluation**

C. Kreber provided an update on behalf of the Teaching, Learning, and Evaluation committee and reported the following:

- A sub-committee of TLEC reviewed the nominations for the 2023 Instructional Leadership Award and discussed and developed a recommendation and provided all the nomination data to the full Committee.
- The full Committee met on March 4<sup>th</sup> to receive the subcommittee's recommendations and notes where they unanimously supported the recommendation for Dr. Jon Doering to receive the 2023 Instructional Leadership Award.
- The committee also supported an amendment to the nomination process for the 2024 award, whereby nominees will be informed of their nomination after the deadline has closed, and then invited to complete the nomination form themselves.

## **8. Adjournment**

There being no further business, the meeting was adjourned at 3:36 p.m.

**Éric Thériault**  
**Secretary to Senate**