

## Senate Minutes

June 7, 2024  
CE-339

The Chair, E. Robertson, called the meeting to order at 1:30 pm.

The Chair began with the acknowledgement that Cape Breton University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship," which Mi'kmaq and Wolastoqiyik (Maliseet) people first signed with the British Crown in 1726. The treaties did not deal with the surrender of lands and resources but, in fact, recognized Mi'kmaq and Wolastoqiyik (Maliseet) title and established the rules for what was to be an ongoing relationship between nations.

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

#### **Present:**

Michael Adebayo, Catherine Arseneau, Sahand Ashtab, Tammy Bernasky, Danielle Boudreau, Tanya Brann-Barrett, Geoff Carre, Pooja Chahal, Martin Chandler, Paula Condon, David Dingwall, Mary Beth Doucette, Phillip Eappen, Kylie Ewing, Virginia Gunn, Jan Hancock, Michael Henick, Samantha Hodder, Carrie Karsgaard, Harkanwal Kaur, Karen Kennedy, Janet Kuhnke, Kanchan Kumari, Manoj Kundu Kumar, Kimberley Lamarche, Ellyn Lyle, Gordon MacInnis, John Nadeau, Rod Nicholls, Olabode peters Olaniran, Felix Odartey-Wellington, Joe Parish, Andy Parnaby, Erin Robertson, Karen Rowe, Nancy Spina, Éric Thériault, Bilynda Whiting, Terry MacDonald,

#### **Regrets:**

Hamid Andishan, Melissa Bishop, Tammy Bernasky, Sean Campbell, Ayse Ersoy, David Gerbasi, Abiola Emmanuel Ilori, Carolin Kreber, Tracy Lillington, Hannah Lewis, Doug Lionais, Stephanie MacQuarrie, Folorunsho Oduloye, Michelle Prendergast, Laurianne Sylvester, Jamie Tunnicliff, John Mayich

### **2. Consent Agenda:**

#### **2.1 Approval of Minutes from:**

##### **a) In-Camera Senate – May 6, 2024**

## **2.2 Academic Committee - Recommendations**

- a)** Minor Change to Programme form – updated format
- b)** New course proposal for ENGL 3XXX: Editing & Publishing in Canada
- c)** New course proposal for COMM 3XXX: Advertising and Media
- d)** New embedded certificate proposal: Writing Certificate
- e)** New embedded certificate proposal: Foundations for Health Professions
- f)** New programme proposal: Masters in Education in Critical Curriculum Studies
- g)** New programme proposal: Masters in Education in Holistic School Health and Well Being

**It was moved** by J. Parish, seconded by K. Lamarche, to approve the consent agenda.

**Motion Carried.**

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

### **3.1 President**

- The Board of Governors agreed with his recommendation to initiate a succession plan. They have instructed the hiring of external professionals who specialize in the best practices of succession planning to enhance the leadership team's efforts and support the Board's role.
- In discussions with the Dean of Unama'ki College, it has been decided that the Marshall Institute will undergo a name change. The Dean will consult with various stakeholders, including the Marshall family, during this process. He noted that the term "Institute" may not be favored, considering Donald Marshall's prolonged unlawful confinement in an institution.
- He attended the Canadian Bureau of International Education in Ottawa where they discussed a number of substantive issues, including the changes made by the IRCC and the effect that it has had on universities across the country. He noted a unanimous displeasure with the government of Canada in particular the minister responsible for immigration for the content and processed he used for the various changes.
- There has been a new ministerial appointment to the Board of Governors, former ombudsman and resident Nova Scotia, William Allen Smith.
- Immigration Canada will be introducing a recognized institutional framework. The exact details of are unknown, however, he anticipates it will include components related to student services, such as cultural programs, scholarships, bursaries, and housing availability, among other aspects. Although uncertain about the specifics, there will be a comprehensive set of requirements. He noted that Immigration Canada has acknowledged that not every university is the same and thus cannot be evaluated by

identical standards and whether this understanding will be maintained in practice remains to be seen. Nevertheless, CBU will need to address the demands of this recognized institutional framework as a whole.

- The last week of May, authorization of the Association for the Advancement of Sustainability in Higher Education. CBU joined STARS, Sustainable Tracking and Assessment and Ratings Rating System.

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

R. Nicholls provided updates on the following:

#### **Enrolment Update**

- Since the last Senate meeting, CBU received 2,000 additional attestation letters (PALs) from the Province, bringing the total to 7,100. The focus now shifts to improving the conversion rates of admitted international students to those registered in specific courses, a challenge compounded by external factors such as damage to Canada's PSE brand and lengthy IRCC study visa processing times.
- May registration numbers align with SEM targets but are unreliable indicators for September and January 2025, as they include many students who obtained study visas before January 22, 2024.
- Student registrations are increasing daily. Although fall admission deadlines have passed and all eligible PALs have been issued, additional tuition deposits are expected in the coming weeks, indicating positive conversion rates. PAL request forms remain open for September and January deferrals.
- At the Planning & Review committee meeting, the complexity and interaction of various factors were emphasized. He explained that Faculty and staff should familiarize themselves with these complexities, especially through Deans and Chairs. Given the uncertainty, September enrollment is projected to be below the original SEM numbers, but January may see a return to planned numbers due to the IRCC processing catch-up.

#### **Microcredentials**

R. Nicholls provided two main updates to address concerns raised by Senators in regards to Microcredentials:

1. Initial microcredential work in early 2023 lacked a proper CBU infrastructure for extended learning, causing some issues. Since September 2024, a dedicated Manager has been working to establish this infrastructure, revising misleading web content and participating in a provincial microcredential community. In May, CBU received a \$120,000 grant to

develop model microcredentials with the Nova Scotia Housebuilders and Non-Profit Housing Associations. Additional microcredential prototypes were delivered to professionals, and technical work was done to support non-credit learning opportunities using Moodle and Ellucian systems.

2. By September, after consultations, he will propose the creation of a Senate advisory group on extended learning. This group will recognize microcredentials as part of an extended learning spectrum, ensure Senate is informed about these initiatives, and allow Senate to advise on efforts within provincial guidelines.

## **Teaching & Learning**

R. Nicholls provided an update on the Foundational supports for teaching offered by the Centre for Teaching and Learning. He highlighted the "*ableism and accessibility*" sessions that were sponsored over the last couple of months & the Teaching Showcase in May.

## **Events**

R. Nicholls provided the list of events he attended:

- Opening of the great "50 years of CBU exhibit" at the Old Sydney Society
- Scholarship reception for students earning major renewable scholarships - Triumph
- Ongoing Strategic Plan renewal sessions – Associate/Assistant Deans & Chairs
- Opening of ChemCon student conference – our faculty & students
- SSOB 2-day retreat – planning for the future given present uncertainty

Rod discussed the Post Baccalaureate Diploma in Business Management Quality Assurance Review Final Report.

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

No update was provided.

### **3.4 Students' Union**

Michael Adaboyo introduced himself as the new Students' Union Executive Vice President and updated Senators on the work the Students' Union has been involved with since they were sworn in on May 1<sup>st</sup>.

### **3.5 Board of Governors**

No update was provided.

### **3.6 Executive Committee**

É. Thériault advised that the Senate Executive Committee met on May 24<sup>th</sup> to set the agenda for today's meeting and provided the following updates:

- The Senate-SEM Committee provided an update on initiatives to enhance the academic preparation of new students, involving multiple groups working on improvements and support strategies.
- There was a discussion about updating the Terms of Reference (TOR) for standing committees, including the Senate-SEM TOR approved in October, and the need for a broader review of current TORs.
- The interim VPA was recommended to include an update on the micro-credential approval process in their report.
- CBU received 2000 additional PALs.
- Three individuals volunteered to organize the future Senate retreat, with an invitation for others to join.
- The final report by the Attendance ad-hoc committee will be discussed later, and their hard work was acknowledged.

Additionally, the Secretary requested all Senate committees hold a summer meeting to elect a chair for the coming year. Current chairs or pro-temp chairs are asked to organize these meetings, ideally by July. Outgoing chairs are asked to prepare transitional documents to aid incoming chairs, as per Senate guidelines.

### **3.7 Changes to the Graduation List**

B. Whiting noted that a memo was circulated earlier with amendments to the Spring 2024 Graduation list of students who were conditionally approved May 6<sup>th</sup> but now have a status of Final Approval. She noted that this is for information only and does not require a motion.

In response to a question, B. Whiting clarified that the conditions on the list were mostly due to final grade changes.

#### **4. Election of Senate Officers for 2023-2024:**

For the purpose of this election, the responsibility was handed to the Interim Vice President Academic.

##### **4.1 Chair**

R. Nicholls advised that Felix Odartey-Wellington has put his name forward for the 2024-2025 Chair of Senate. He called for any further nominations, and with none, Felix Odartey-Wellington was elected Chair of Senate for 2024-2025.

##### **4.2 Vice-Chair**

R. Nicholls advised that Tammy Bernasky has put her name forward for the Vice-Chair of Senate for 2024-2025. He called for any further nominations, and with none, Tammy Bernasky was elected Vice-Chair of Senate for 2024-2025.

##### **4.3 Secretary**

R. Nicholls advised that Éric Thériault has put his name forward for re-election as the Secretary of Senate for 2024-2025. He called for any further nominations, and with none, Éric Thériault was re-appointed as Secretary of Senate for 2024-25.

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

- Senate – April 26, 2024

**It was moved** by J. Hancock, seconded by N. Spina, to approve the minutes of April 26, 2024.  
**Motion carried.**

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

#### **7. Update on Cape Breton Medical Campus**

Dr. Tanya Brann Barrett, Associate Vice-President Academic & Research and Co-chair of the Steering Committee advised that the Medical Campus will welcome the first cohort in August of 2025. She introduced Darryl Kyte, Program Director, and Dr. Kevin Orrell, Interim Associate Dean. She noted that the presentation will focus on admissions, accreditation staffing and engagement, and recruitment of teaching faculty for the Medical Campus.

Dr. Kevin Orrell discussed the following:

- Mandate of the Medical Centre
- The campus is set to open in August 2025 for the Class of 2029 with an initial class of 30
- Dalhousie regional campus - DMNS – DMNB – CBMC - Dalhousie's curriculum delivered at Cape Breton Medical Campus
- Most student education is delivered in Cape Breton and rural Nova Scotia
- Family doctors with Cape Breton family medicine create a reputation and specialty.
- In August 2025 the enrolment at the 3 campuses:
  - Campus DMNS: 95
  - Campus DMNB: 40
  - Campus CBMC: 30

Dr. Kevin Orrell provided an update on funding as follows:

- On January 27, 2023 as part of his State of the Province address here in Cape Breton, Premier Tim Houston announced the medical campus would become a reality
- On March 7, 2023, Premier Tim Houston announced a \$58.9 million investment to develop a new medical science building at Cape Breton University, which will house the medical school campus slated to open in 2025 in collaboration with Dalhousie University
- On April 30, 2024 operational funding of 11.9 million for first 2 years announced

Darryl Kyte provided updates and progress on the following:

- CBMC has a Rural Admissions Pathway (RAP)
- Admissions sub-committee
- Two meetings held thus far
- Admissions open June 15
- Majority of committee work will occur fall and winter

### **MPHEC Proposal for CBMC**

- Pathway A approval
  - Winter 2023—Submission to admission elements only to Senate Learning and Teaching Committee (SLTC)
  - April 2024 - Submission to AACHHR (less substantial package)
  - April 2024 - Submission to Faculty Council
  - May 2024 – Submission of complete (including all support letters and academic support units endorsements), Faculty-approved package to Undergraduate Academic Programs Subcommittee (UAPSC)
  - June 2024 – Final level of approval at Senate Academic Programs and Research Committee (SAPRC)
  - Anticipate MPHEC approval within 8-12 weeks

## **Accreditation**

- CBMC campus will approval by the Committee on Accreditation of Canadian Medical Schools (CACMS)
- Full Dalhousie accreditation February 2025
- CBMC participated in Dalhousie's mock accreditation in May/June  
Positive constructive feedback

## **Staffing updates**

- Staffing complement will be similar to DMNB
- Full staff compliment in place by fall 2025
- Associate Dean hire will commence shortly
  - Associate Dean will be Dalhousie employee
  - Majority of hiring committee will be from Cape Breton
  - Reports to the Dean, Faculty of Medicine, Dalhousie University, for all matters related to the execution of the academic mission of the CBMC, and to both the President of CBU and the Dean of Dalhousie's Faculty of Medicine for non-academic matters advancing CBMC's strategic mission
- Program consultant joined the team in May 2024
  - Katie MacLeod previously worked in research and graduate affairs
  - Helping with physician recruitment
- 5 CBMC staff positions will be filled shortly
  - Manager of Faculty development
  - MED 1-2 Coordinator
  - Simulated Patient Educator
  - Communications and Events
  - Anatomy Instructor

## **Infrastructure**

- Medical Sciences Building on schedule to be completed in June 2025
- Regional Hospital Facilities upgrades for clinical years in process
- Collaborative Care Clinic will occupy the Marconi campus

## **Engagement for Teaching**

- Pre-clerkship – MED 1 - 2
  - MED 1-2 curriculum delivered on campus and within CBRM
  - Numerous engagement sessions with physicians occurred
  - Faculty development will be available
- Clerkship – MED 3 - 4
  - Clerkship will consist of Longitudinal Integrated Clerkships (LIC's) across the province
  - Consultant engaging potential teaching sites across province for clerkship year
  - Meetings held in Antigonish, New Glasgow with additional ones this month



## Next Steps

- Building the CBMC Team
- Incorporating CBMC staff onto Dal committees
- Program planning
- Ongoing physician engagement

Following the presentation, President Dingwall expressed his gratitude to Tanya, Kevin, and Darrell for their hard work and dedication. He emphasized several key points:

- The Medical school is situated to prioritize students from rural Nova Scotia for admissions.
- It is recognized as a national leader in advancing medical education for rural communities in Nova Scotia.
- The current cohort of 15 students from rural Nova Scotia, studying at Dalhousie, is essential for addressing the region's need for rural healthcare practitioners.
- The university is placing a significant emphasis on increasing opportunities for Indigenous and African Nova Scotian students, which will be a major focus going forward.
- An institute on leadership within the Medical School will offer specialized courses for individuals, particularly those aiming to practice in rural areas. These courses will be required before graduation.
- A new 10,000-patient clinic will be established at Marconi, providing extensive services to the surrounding community.

The discussion continued, focusing on the following points:

In response to a question about the ongoing construction at the Nova Scotia Health Authority, it was clarified that the needs and requirements of the Cape Breton Medical Camps are fully incorporated into the Health Authority's transitional plan.

The team has decided not to engage in prolonged disputes with the small group of local physicians who have expressed concerns about the management of the required work. Despite ongoing efforts to share positive developments, the team will maintain open communication. They also acknowledge the media's potential role in amplifying negative perspectives and are prepared to address this challenge moving forward.

E. Robertson thanked the team for their informative presentation and commended them for their hard work on this important initiative.

## **8. Report from Senate Ad-hoc Committee on Attendance:**

E. Robertson advised that the Executive Committee of Senate discussed the report from the Senate Ad-hoc Committee on Attendance and suggested that the university executive team and the Academic Committee consider the recommendations. Additionally, it was suggested that both groups provide an update at the final Senate meeting of the year, scheduled for December 13, 2024. The update should outline their engagement with the recommendations, specify which have been adopted, and highlight any resulting action points.

The Executive Committee extended a big thank you to Dr. Mohamad Mosa and Dr. Michelle Prendergast for producing the report promptly and also thanked the other members of the Committee for their hard work.

## **9. Reports from Senate Committees**

### **9.1 Planning and Review**

K. Rowe reviewed the Post Budget Report by summarizing the pre-budget recommendations that were approved by Senate. She also discussed the Planning Review Committee's response and commentary on whether the recommendations align with next year's budget as outlined in the Report in the Meeting Package.

E. Robertson thanked the committee for their work on the Report.

During discussion, the following items were discussed:

- Next steps for items not approved
- A member of Planning and Review to sit on the Budget Advisory Committee
- Some of the recommendation included, are not related to the Operating Budget

### **9.2 Teaching, Learning, and Evaluation**

T. MacDonald recommended the Prolonged Academic Term Disruption Policy and explained its purpose and intent.

**It was moved** by R. Nicholls, seconded by P. Eappen, that CBU Senate approve the Prolonged Academic Term Disruption Policy as outlined in the Meeting Package as presented.

Senators agreed to the following friendly amendments:

- Correcting the spelling of "effected" to "affected"
- To include definitions or guidelines regarding the length of time for an outage
- Policy should be clear to address institutional disruptions not personal disruptions
- Language should be more direct - Faculty "will not" instead of "should not"

**Motion Carried.**

Following the motion, it was agreed that further discussion is needed on how the policy will be implemented, the associated protocols, and the communication plan.

### **9.3 Academic**

J. Parish reported that much of the Academic Committee's recent work has focused on reviewing comprehensive proposals for the new M.Ed. programs in Critical Curriculum Studies and Holistic School Health & Well-being. The committee has also been discussing improvements to the exam policy and plans to move forward on this and several other policies reviewed over the summer. They continue to welcome input and questions regarding these processes as we shape the policies at CBU.

J. Parish introduced the following for information only and advised that they are available within the Senate Meeting Package.

- Course changes for MIKM 2101
- Course changes for RELS 3101
- As received from the Office of the Registrar, please see the Important Dates charts for 2025-26 included in this Senate package.

J. Parish introduced the new embedded certificate proposal for Foundations for Health Professions, explaining that he had removed it from the Consent Agenda due to the HLTH course's lab component still being under development. He sought input from Senators on whether to pass the certificate proposal now or wait until the lab component was finalized.

Senators shared their views on both advancing the proposal and the appropriateness of including Master's programs in the Consent Agenda. Ultimately, it was decided to table the certificate proposal and bring it back to the Senate for approval once fully complete.

### **9.4 By-Laws and Procedures**

On behalf of the Committee Chair, E. Robertson informed that while there is no official update at this time, new bylaws are currently under review. Additionally, Jamie Tunnicliff has been appointed as the new Chair.

### **9.5 Quality Assurance**

S. Ashtab reported that the Quality Assurance Committee met on May 10, 2024, and concluded its review of the Educational Technology Quality Assurance Self-Study report.

### **9.6 Research**

J. Hancock noted that he will be meeting with the Research Assistance Committee in the coming month to review proposed changes to the Rise Policy. The Research Committee is currently working on updating the Senate guidelines, which are expected to be presented at the next Senate meeting.

He also outlined the process for the independent review and ranking of Rise grant applications, reporting that 29 out of 53 applicants were successfully awarded funding.

## **9.7 Appeals**

E. Robertson informed the Senate that the Appeals Committee reports are presented annually and introduced the Chair of the Committee, Kimberley Lamarche.

K. Lamarche explained that the committee recently went through a transition period during which the members were reaffirmed in their roles. By the end of this month, a student representative will also be confirmed.

She reported that the committee reviewed two Senate-level appeals. After careful consideration, it was determined that neither case proceeded to the appeals stage as they had not met the necessary criteria.

Following the report, the following points were discussed:

- The reasoning behind presenting the Appeals Report in June, with a suggestion to move it to September for better alignment.
- The need to improve students' understanding of the appeal process and explore ways to enhance their awareness.
- A review of the current appeal process to identify areas for improvement.
- The most common reasons for appeals at the school level and potential strategies to address them.

Following the discussion, E. Robertson acknowledged retiring Senate members and thanked them for their valuable contribution. She noted that the adopted book initiative created by Tom Urbaniak would continue and retiring senators will receive an email over the summer requesting them to name a book of their choice and it will be donated to the library in their name.

É. Thériault thanked Erin and Carolin for their hard work and time on Senate.

E. Robertson thanked the committee Chairs and their members for their contributions.

## **10. Adjournment**

With no further business, the meeting was adjourned at 4:03 pm.

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