University of Waterloo  
SENATE  
Minutes of the Monday, January 16, 2012 Meeting


Alan George, Alexis Hunt, Tim Jackson, Peggy Jarvie, Mary Jane Jennings, Andrew Jones, Cathy Newell Kelly, Janet Passmore, Leo Rothenberg, Ryan Touhey, Susan Tighe, Bud Walker


*regrets

OPEN SESSION

Consent Agenda
Senate heard an omnibus motion to approve or receive for information by consent items 1-5 below.

1. MINUTES OF THE NOVEMBER 21, 2011 MEETING
The minutes of the meeting were approved as distributed.

2. REPORTS FROM COUNCILS
   Graduate & Research
   - Survey Research Centre. Senate approved revisions to the constitution of the Survey Research Centre as described in the report, on the condition that the centre’s governance provisions will be subject to Senate review within two years of the establishment of any new policies regarding governance of research centres and institutes at the University of Waterloo.

   The remaining items in the report were received for information.

   Undergraduate. Senate received this report for information.

3. REPORT OF THE PRESIDENT
   Recognition and Commendation. Senate received this report for information.

4. REPORTS FROM THE FACULTIES
Senate received these reports for information. In response to a question, the dean of arts agreed to look into two instances from the Faculty of Arts report where an individual was appointed to two departments.
5. OTHER BUSINESS

COU Report. Senate received this report for information. In response to a request for clarification re: the Auditor General’s interest in teaching effectiveness and efficiency of academic productivity, senators heard that three or four universities will be chosen for an initial audit and that the number and precise content of the questions is not yet known. Guild indicated that he will keep a close watch on the process.

Committee/Council Appointments. Senate approved the following appointments:

- **Distinguished Teacher Award Committee**: Carey Bissonnette (chemistry), faculty representative, term to December 31, 2013; Tiffany Bradley (BA ’00), alumni representative, term to December 31, 2012.
- **Undergraduate Council**: Derek Thompson (mechanical & mechatronics engineering), engineering undergraduate student representative; Alexis Hunt (computer science), mathematics undergraduate student representative; terms to April 30, 2012.

McBoyle and Busch. Carried.

Regular Agenda

6. BUSINESS ARISING FROM THE MINUTES

Balsillie School for International Affairs. Following from his comments at a previous meeting re: the Balsillie School for International Affairs, the president of FAUW, George Freeman, indicated that a draft governance document has been circulated and that FAUW, the Wilfrid Laurier University Faculty Association and the Canadian Association of University Teachers have expressed concerns about the proposed governance model (ie incorporating a non-profit entity) and the role of the Centre for International Governance Innovation in academic decision-making.

7. REPORTS FROM COMMITTEES AND COUNCILS

Executive Committee. Senate received this report for information.

Graduate & Research Council

- **Chanchlani India Policy Centre**. Senate heard a motion to approve the establishment of this centre for an initial period of five years (February 1, 2012 – January 31, 2017) as described in the report, on the condition that the centre’s governance provisions will be subject to Senate review within two years of the establishment of any new policies regarding governance of research centres and institutes at the University of Waterloo.

  Dixon and Peers. Carried, subject to removing the reference to the centre’s “permanence” from the first line of the proposal.

- **PhD in Health Studies and Gerontology**. Senate heard a motion to approve elimination of the Comp B requirement.

  Dixon and McColl. Carried.

Undergraduate Council

- **Foundation Term**. Senate heard a motion to approve the establishment of a Foundation Term to be included in the General Information section of the undergraduate calendar.

  McBoyle and Makahnouk.
In discussion, the VPAP indicated that he is working with the associate deans, undergraduate to determine the number and qualifications of individuals who will teach the University 101 course (likely a combination of faculty members and success coaches delivered through lectures and smaller labs/seminars/tutorials). He further indicated that internal financial arrangements have yet to be worked out, although it is likely that funds will be distributed to the faculties involved through the Student Success Office. Senators heard that students who have obtained co-op positions will be permitted to enter the Foundation Term following their work terms and that the course load enables them to qualify for OSAP funding. Further discussion focused on factors influencing the likelihood of success, ideal timing, strategies to identify students as early as possible, and the outcome of the pilot program in the Faculty of Engineering.

The motion carried, with one opposing.

- **Regulation Changes.** Senate heard a motion:
  - **Examinations and Standings Regulations, Faculty of Applied Health Science.** To revise the text under the faculty’s examinations and standings section in the calendar.
  - **Academic Standing and Averages Regulations, Faculty of Arts.** To revise the text under the faculty’s academic standing and averages section in the calendar.
  - **Examinations and Standings Regulations, Faculty of Environment.** To revise the text under the faculty’s examinations and standings section in the calendar.
  - **Academic Standing Regulation, Faculty of Science.** To revise the text under the faculty’s academic standing section in the calendar.

McBoyle and Porreca. Carried.

8. **RESEARCH PRESENTATION** [www.secretariat.uwaterloo.ca/20120116cpatt.pdf]. Speaking to her PowerPoint presentation, Professor Tighe, director of the Centre for Pavement and Transportation Technology (CPATT), described the centre’s integrated program of field and laboratory research in emerging and innovative pavement technologies. Senate heard that the centre makes use of state-of-the-art infrastructure including the CPATT Test Track hosted by the Regional Municipality of Waterloo’s Waste Management Site and close to 100 satellite test sections across Canada, as well as one in Africa. Recent research initiatives include partnering to look at climate change impacts on Southern Canadian roads; investigating novel sustainable pavement materials; measuring sustainability of pavement design, construction and maintenance alternatives; and improving design and construction of airport surfaces.

9. **REPORT OF THE PRESIDENT**
10. **Q & A PERIOD WITH THE PRESIDENT**
11. **REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST**

In the president’s absence, items 9, 10 and 11 were addressed together by the VPAP, who focused his remarks on the following matters:

- **LEARN.** UW-ACE was replaced by LEARN at the beginning of the term. There were some problems in granting timely access to students arranging fees, which is being addressed.
- **Tuition Rebate.** The Ontario government has initiated a 30% undergraduate tuition rebate: students are encouraged to apply before the deadline.
- **Value-for-Money Audit.** The Auditor General has selected at least four universities for a value for money audit re: teaching effectiveness. The report is expected in 2012 and is anticipated to touch on workload, structure of the professoriate, and incentives for both teaching and research.
- **Drummond Report.** The report is expected soon and may contain some focus on the amount of faculty time devoted to teaching.
- **Back to School.** A back to class event for MPPs and MPs across Ontario will be held in February to educate them re: the significance of undergraduate education and the standard of that education in our institutions.

- **Recommendations of the Task Force on Innovative Teaching Practices to Promote Deep Learning.** Initiatives coming from the recommendations of the teaching innovation task force will include: a UW teaching conference on April 25 and 26; augmenting workshops and instructional support for new faculty; modifying the fund for “Learning Initiative Grants” to “Learning Innovation Enhancement Grants”; requiring applicants for all faculty positions to give a sample class to facilitate assessment of teaching potential; and appointment of an associate dean, teaching in each faculty for a three-year term starting in the next fiscal year.

- **Man admits harassment over threatening messages at UW.** The individual who sent anti-female emails this year was convicted and sentenced.

- **VPAP Memos.** Recent memos from the VPAP could have been communicated better and he apologized for their tone. With regard to specific issues, he noted that: keeping the university open to December 23 was necessary; he will work with FAUW to come up with an acceptable communication re: absences from campus; and prohibition against per diems is required under the *Broader Public Sector Accountability Act*.

In discussion, senators raised the following issues:

- **Associate Deans, Teaching.** In response to concern about potential redundancy with undergraduate and graduate associate dean portfolios, the VPAP indicated that those positions are already overloaded in most cases and that the new position will focus on activities such as faculty mentoring and delivery of teaching workshops.

- **Absence from Campus Forms.** The VPAP clarified that the purpose of the proposed forms was to enable employees to automatically recover losses under the university’s accident insurance without being subjected to a time-consuming process to prove that they were engaged in university business. Faculty representatives expressed concern that this was a significant departure from past practice and heard that travel advance forms previously served this purpose, but are no longer extensively used by faculty.

- **Per Diems for Travel.** Senators expressed frustration with cancellation of per diems for travel, citing inefficiency and inconvenience. The vice-president, administration and finance acknowledged the administration’s preference to maintain per diems, but indicated that it is a legislated requirement under the *Broader Public Sector Accountability Act* for which the Ministry of Finance has provided specific guidance. He noted that the university postponed implementation of this measure as long as possible and that every university is working on issues associated with the act (provisions re: hospitality are next and will be challenging). The VPAP committed to continue working through the Faculty Relations Committee to find an arrangement that works for everyone.

- **Tuition Rebate.** In response to a student request re: availability of the rebate for students beyond the four years of eligibility, the VPAP indicated that he is discussing the issue with the provincial government and COU since it impacts a large number of Waterloo students.

- **Webpage Redesign.** In response to a question about the necessity of redesigning the website again, the vice-president, external relations indicated that the effort is primarily limited to the homepage to provide better access to specific priorities such as social media and research capabilities.

- **Scheduling Software.** The registrar provided an update on the scheduling project, emphasizing that it is in early stages. His team is meeting with stakeholders across campus and an advisory committee to the VPAP is being created with representation from all faculties, FAUW and students. The registrar indicated that the system will allow for expression of individual teaching preferences.
Undergraduate Admissions [www.secretariat.uwaterloo.ca/20120116ua.pdf]. Speaking to his PowerPoint presentation, the registrar provided an overview of undergraduate targets, applications received, and admissions to date across all faculties and at the UAE campus. Senators heard that: enrolment targets are used to develop operating budget scenarios; the university is in a position to achieve its goals for academic quality as expressed in high school leaving average; UAE numbers are slightly ahead of where they were at this time last year; and offers of admission are being made on a rolling basis (engineering and mathematics admissions are slightly behind the other faculties because they collect and read extra forms).

12. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RESEARCH
In his report, the VPUR noted recent staff turnover in the Office of Research: John Thompson, associate vice-president, research operations, resigned his position and a replacement is being sought [Note: Thompson subsequently resumed the position with a reduced portfolio]; Susan Sykes, director of research ethics, retired and her position has been advertised; Ian McKillop, executive director, university health research, completed his term on December 31, 2011 and the position will remain unfilled at present. The VPUR expressed thanks for their service to the office and the university.

The VPUR also reported that the Ontario government unexpectedly cancelled two programs tied to the Ontario Research Fund – Research Excellence this year (rounds six, seven and the special social sciences and humanities round), representing a significant loss of opportunity for Waterloo. He indicated that funding committed during rounds one through five is not affected and that he is lobbying to prevent further cuts. He also noted that: NSERC has moved its strategic projects application deadline to April 1; CIHR is restructuring its programs and streamlining its grant application process; federal departments have been asked to develop scenarios for five and ten per cent budget cuts to which the Tri-Councils are not immune; and the government is looking for input on potential for a fourth funding agency coming out of the Jenkins Report to fund the innovation agenda, and collaborations between universities and the private sector.

13. REPORT OF THE VICE-PRESIDENT, EXTERNAL RELATIONS
The VPER provided highlights re: private donor support ($40M has been raised so far this year); staffing challenges associated with development activities; success of the leadership giving team, which has already exceeded its annual goal; opportunities to participate in the Keystone Campaign and support student scholarships; and rising potential to raise funds through sponsorships (without compromising institutional and research integrity).

14. OTHER BUSINESS
There was no other business.

Senate convened in confidential session.

February 23, 2012
Erin Windibank
Associate University Secretary
CONFDENTIAL SESSION

It was understood that senators are to keep confidential any discussion and decisions reached in this section of the meeting.

15. REPORT OF THE PRESIDENT
   Dean of Engineering [report distributed at meeting]. Senate heard a motion to approve that Pearl Sullivan be appointed dean of the Faculty of Engineering for an initial five-year term commencing July 1, 2012 and ending June 30, 2017.

McBoyle and Hipel.

The VPAP reported that the position attracted a strong list of applicants and interview candidates from which Sullivan was invited to stand. She was available to talk to faculty, staff and students in the Faculty of Engineering last week, and received strong faculty and staff support via secret ballot.

In discussion, it was requested that secure methods of electronic distribution be considered to allow senators to read supporting documents in advance. Members of the committee who were present reported that student members supported the nomination.

The motion carried unanimously.

[Note: the appointment was unanimously approved by the Board of Governors on January 19, 2012.]

Vice-President, Academic & Provost [report distributed at meeting]. Senate heard a motion to approve that Sallie Keller be appointed vice-president, academic & provost for an initial five-year term ending June 30, 2017, and that she also be appointed professor, with tenure, in the Department of Statistics & Actuarial Science, both appointments commencing July 1, 2012.

McBoyle and DeVidi.

The VPAP indicated that the search took place under Policy 48 and introduced committee members who were present to answer questions. In discussion, members spoke to their excitement about Keller’s quality as a candidate, her experience with diverse areas of scholarship and high level government officials, and her commitment to interdisciplinarity. They also expressed confidence in her ability to adapt quickly to the Canadian system.

The motion carried unanimously.

[Note: the appointment was unanimously approved by the Board of Governors on January 19, 2012.]

16. MINUTES OF THE NOVEMBER 21, 2011 MEETING
   The minutes of the meeting were approved as distributed.

Bunn and Makahnouk. Carried.

17. BUSINESS ARISING FROM THE MINUTES
   There was no business arising.

The meeting adjourned at 5:37 p.m.

February 23, 2012

Erin Windibank, Associate University Secretary