

University of Waterloo
SENATE
Minutes of the Monday 18 January 2016 Meeting

Present: Jean Andrey, Sandra Banks, Katherine Bergman, Graham Brown, John Burbidge, Lutz-Alexander Busch, Dong Eui Chang, Jennifer Clapp, Tara Collington, Mario Coniglio, Maya D'Alessio, Ray Darling, David DeVidi, George Dixon, Bernard Duncker, Fraser Easton, Samir Elhedhli, Marlene Epp, Mavis Fenn, Wendy Fletcher, Jim Frank, Robert Gorbet, Sally Gunz, Feridun Hamdullahpur, Anwar Hasan, Mark Haslett, Robert Henderson, Dennis Huber, Mike Hudson, Marios Ioannidis, Beth Jewkes, Karim S. Karim, Scott Kline, Greta Kroeker, Susan Leat, Robert Lemieux, Shoufa Lin, Christos Lolas, Paul Marriott, Barb Moffatt, Mohammad Nasif, Daniel O'Connor, Ian Orchard, Wayne Parker, Diana Parry, Douglas Peers, Angela Pereira, David Perrin, David Porreca, Tristan Potter, Chanakya Ramdev, James Rush, Erin Sargeant Greenwood, Samantha Shortall, James Skidmore, Richard Staines, Neil Thomson, Bryan Tolson, Johanna Wandel, William Watson, Stephen Watt, Olaf Weber, Alexander Wray

Guests: Bruce Campbell, Dawn Charlton, Mahejabeen Ebrahim, Donna Ellis, Rocco Fondacaro, Sacha Forester, Stéphane Hamade, Sarah Hildebrandt, Jennifer Kieffer, Derek Madge, Nick Manning, Amanda McKenzie, Christine Moresoli, Ellen Réthoré, Daniela Seskar-Hencic, Allan Starr, Brandon Sweet, Marilyn Thompson

Secretariat & Office of General Counsel: Logan Atkinson, Karen Jack, Emily Schroeder

Absent: Alanna Benson, Susan Cadell*, Eric Croiset*, Michael Drescher, David Edwards*, Allyson Francis, Shikha Gandhi*, John Garcia*, Pallavi Hukerikar*, Shelley Hulan*, Craig Janes*, Tom Jenkins, Alysia Kolentsis, James Koo, Rachel Mitchell, Michele Mosca*, Paul Murphy*, Bruce Richter*, David Rose*, Susan Schultz Huxman*, Mark Seasons*, Jay Shah, Gordon Stublely, Hamid Tizhoosh*, Barbara Veale*

*regrets

Organization of Meeting: Feridun Hamdullahpur, chair of Senate, took the chair, and Logan Atkinson, secretary of Senate, acted as secretary. Atkinson advised that due notice of the meeting had been given, a quorum was present, and the meeting was properly constituted.

Kroeker made an announcement on the “Caring Quilts for UW” project and asked all those present to consider contributing if they are able.

OPEN SESSION

1. DECLARATIONS OF CONFLICT OF INTEREST

Senators were asked to declare any interests they may have in relation to the items on the agenda in open session. No conflicts were declared.

Consent Agenda

Senate heard a motion to approve or receive for information the items on the consent agenda.

Kroeker and Busch.

In response to a question, Atkinson explained the rationale for Senate Executive Committee acting on behalf of Senate to approve the addition of a candidate to the honorary degrees pool. He advised that he is working with Senate Executive Committee to clarify the committee's power and authority in this respect.

The question was called, and the motion carried.

2. **REPORTS FROM COMMITTEES AND COUNCILS**

Executive Committee. Senate received the report for information.

Graduate & Research Council. Senate approved changes to course drop/add dates as presented and received the remainder of the report for information.

Undergraduate Council

- **Changes to Standard Language on Course Syllabi.** Senate approved changes to the standard language utilized in course syllabi as presented in the report.
- **Undergraduate Admission Requirements.** Senate approved the undergraduate admission requirements for 2016 as presented in the report.
- **Academic Program Review Reports (aviation).** Senate approved the Final Assessment Report for aviation plans as presented in the report.
- **Academic Program Review Reports (cognitive science).** Senate approved the Two-Year Report for cognitive science as presented in the report.
- **Academic Program Review Reports (medieval studies).** Senate approved the Two-Year Report for medieval studies plans as presented in the report.
- **Academic Program Review Reports (peace and conflict studies).** [revised report at senators' places] Senate approved the Final Assessment Report for peace and conflict studies as presented in the revised report.

Senate received the remaining items in the report for information.

3. **REPORT OF THE PRESIDENT**

Recognition and Commendation. Senate received the report for information.

Tenure and Promotion. Senate received the report for information.

4. **REPORTS FROM THE FACULTIES**

Senate received the reports for information.

5. **COMMITTEE AND COUNCIL APPOINTMENTS/REAPPOINTMENTS** [revised report at senators' places]

Senate approved the following appointments:

- **Senate**
 - Marlene Epp (faculty representative from Conrad Grebel College)
- **Graduate & Research Council:**
 - Mike Stone (geography and environmental management)
- **Undergraduate Council:**
 - Veronica Austen (English language and literature)

The question was called, and the motion carried.

Regular Agenda

6. **BUSINESS ARISING FROM THE MINUTES**

There was no business arising.

7. **TEACHING PRESENTATION**

DR. CHRISTINE MORESOLI, ASSOCIATE DEAN CO-OP EDUCATION & PROFESSIONAL AFFAIRS, Faculty of Engineering

Coniglio introduced Dr. Moresoli, a professor in the Department of Chemical Engineering. She has been at Waterloo since 1998 and is currently engineering's Associate Dean of Co-operative Education and Professional Affairs. Her research focuses on biomaterials; food products and

processing; protein products and processes; drying and baking processes; membrane filtration processes. She teaches courses on food processing, bioproducts and processes. In 2011, she won engineering's Teaching Excellence Award. In today's teaching presentation, Dr. Moresoli discussed her approach to engaging students and the lessons learned from using special case studies in a 4th year chemical engineering technical elective course.

The title of her presentation was "Using Case Studies for Stimulating Student Engagement." Slides used in the presentation may be seen here: https://uwaterloo.ca/secretariat-general-counsel/sites/ca.secretariat-general-counsel/files/uploads/files/2016jan_moresoli.pdf.

8. REPORTS FROM COMMITTEES AND COUNCILS

Executive Committee.

Senate Bylaw 3, A bylaw relating to the selection of members of Senate. On the recommendation of Executive Committee, a proposed amendment to Bylaw 3 was read for the first time.

The proposed bylaw amendment relates to the process by which community-at-large governors will be selected for service on Senate. In response to a question, Atkinson advised that, while *The University of Waterloo Act, 1972* provides for three community-at-large members in addition to the chair of the Board of Governors *ex officio*, the Act gives Senate the power to adjust the numbers of its elected members proportionately as additional *ex officio* Senate seats are created. Pursuant to this power, the number of community-at-large members was increased by Senate to four in 1975.

Atkinson undertook to post online a summary of the evolution of Senate membership to accompany the Act.

Graduate & Research Council.

Senate heard a motion to the following effects:

- **Faculty of Applied Health Sciences, School of Public Health Systems**
To approve changes to the doctoral comprehensive examination procedures as presented in the report.
- **Faculty of Arts, English Language and Literature**
To amend the name of the area examination from "Multimedia Critique, Design and Theory" to "New Media".
- **Faculty of Arts, Sociology**
To approve the deletion of the existing masters and doctoral fields and the addition of new fields in sociology as presented in the report.

Frank and Rush.

With respect to that part of the motion proposing to change the doctoral comprehensive examination procedures in the School of Public Health Systems, it was pointed out that such changes ought not to have application for those students registered in the program prior to the changes taking effect. This change was moved as an amendment to the motion by D' Alessio and Henderson, and accepted as a friendly amendment by Frank and Rush.

The question was called on the motion as amended, and it carried.

In response to a question, Rush agreed to make some slight changes to the proposal to clarify the roles of the chair in the comprehensive examination and dissertation supervision processes.

English Language Proficiency

Motion: Senate heard a motion to approve changes to regulations pertaining to English language proficiency as presented in the report.

Frank and Porreca.

It was pointed out that, despite the changes proposed by this motion, paper-based applications will still be acceptable, and this will be signaled in the calendar language.

Carried.

- **Enrolment Time Limits**

Motion: Senate heard a motion to approve changes to the graduate enrolment regulations and time limits as presented in the report.

Frank and DeVidi.

Senate discussed the residency requirements and whether the document as presented is sufficiently clear for graduate students. Frank undertook to report back to Senate to more fully explain the language choice around residency. It was also confirmed that the changes proposed by this motion are not yet in the calendar and have not yet been implemented, meaning there is no intent that they have retroactive effect.

The question was called, and the motion carried.

Undergraduate Council.

Faculty of Science, Articulation Agreements

Senate heard a motion to approve two articulation agreements with Conestoga College as presented in the report.

Coniglio and Lemieux. Carried.

9. REPORT OF THE PRESIDENT

Hamdullahpur presented a short report on recent activities at the University, including the federal focus on funding of economic opportunities based in the sector; some possible changes at the federal level with respect to research funding, especially with respect to indirect costs; potential removal of some impediments to securing tri-council funding; federal stimulus package actually may get implemented for universities before the next federal budget. At the provincial level, there has been some minor movement on the work to amend the funding formula. The administration continues to work diligently on our student recruitment process; we continue to be in a strong position relative to the sector on applications, without compromising our entrance averages. The Toronto/Waterloo corridor continues to attract a great deal of interest at Queen's Park. This year, for the first time, we will host a joint research/teaching reception for the purpose of recognizing excellence across our Faculties' activities, likely to be held in early May.

The president asked Orchard to summarize current developments in Waterloo International. Orchard advised that temporary changes in the unit's structure have been made now, with the unit reporting in the main to the Vice-President, University Research, while the "Global Learning" group is reporting into the Student Success Office. An interim leader will soon be identified and a review of the operation will be done, following which a search for a new Associate Vice-President will be conducted.

10. Q&A PERIOD WITH THE PRESIDENT

There were no questions of the president.

11. REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST

Course Evaluation Update. Mario Coniglio briefly updated Senators on the course evaluation project. Slides used in his presentation may be seen here: https://uwaterloo.ca/secretariat-general-counsel/sites/ca.secretariat-general-counsel/files/uploads/files/2016jan_coniglio.pdf.

This is an initiative that emerged from the Academic Programming theme of the strategic plan, with the involvement of all stakeholders in the process. Coniglio summarized the project objectives, the key messages, progress made since the last report to Senate in October and progress intended to be made over the balance of 2016. Launch of the new course evaluation process is tentatively planned for 2017. Coniglio commented on the biases that are inherent in any sort of evaluation process such as this, and indicated that the research analyst position to support the project will help us in controlling these biases to the extent that we can.

Coniglio was asked whether we will be looking at ways to control bias, or merely whether conventional approaches to course evaluation are in fact biased. In response, he indicated that we recognize that there are biases inherent in the process, and our hope is that we will more fully understand and control for those biases to the extent possible. We must be cautious in relying too heavily on studies done at other institutions in different contexts.

Consideration ought to be given to using panel data to follow students emerging from classes with particular instructors to determine the extent to which teaching by those instructors improves the performance of the students subsequent to the course.

The research analyst position has yet to be fully described, but generally this will have to be someone with a high level of comfort with statistical methods and the various tools that will be necessary to move this project forward. Some senators commented that we have considerable expertise at the University and we should not hesitate to draw on that expertise. At least, such experts ought to be involved in designing the position. Coniglio indicated that there is strong expertise on the project committee and the position will be reviewed carefully before being posted.

Course evaluations are not the only method used to measure instructor effectiveness, and some other methods can be used to temper the biases that appear in the evaluation process. Further caution was expressed about biases inherent in the process, especially as they affect women and visible minorities, and the danger of using these outcomes in salary progression.

Coniglio confirmed that the project team is intent on getting the outcome right for this campus, and that the project will not be rushed.

Overview of Quality Assurance of Academic Programs. Coniglio briefly updated Senate on the utility of the quality assurance program and the impact the program has on academic program improvement. Slides used in his presentation may be seen here: https://prezi.com/ynnp9ysl-h-i/copy-of-quality/?utm_campaign=share&utm_medium=copy.

12. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RESEARCH

Senate received the report for information. Dixon advised that we will hear about the acceptability of our Notice of Intent under the second round of the Canada First Research Excellence Fund very soon. Results were intended to be released in the middle of January.

In response to a question, Dixon advised that the changes to the procedures mentioned in the first part of his report extend only to the Canadian Institutes for Health Research, and not to the other federal funding agencies.

13. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RELATIONS

Banks introduced Ellen Réthoré, Associate Vice-President, Communications and Strategic Initiatives, and Dawn Charlton, Associate Director, Marketing and Communications. They advised Senate about work being done on brand refinement, the project design, timing, deliverables and campus engagement. Slides used in the presentation may be seen here:

https://uwaterloo.ca/secretariat-general-counsel/sites/ca.secretariat-general-counsel/files/uploads/files/2016jan_brand.pdf.

Hamdullahpur commented on the comprehensive nature of the project.

In response to a question about the need for this project, Réthoré advised that this question is best answered through seeing the entire presentation, but we are not seen as clearly from outside the institution as we might anticipate. We must do what we can to better articulate what we know to be true, so as to ensure that the views of others match our understanding of the institution.

Senate heard additional comments from members, including: thanks to the office of the Vice-President, University Relations for the promotion of student entrepreneurship; unhappiness among graduate students with the project, with the view that internal communications ought to be a higher priority; the rationale for selecting an external consultant as opposed to using university resources.

14. OTHER BUSINESS

There was no other business.

Senate convened in confidential session.

19 January 2016

Logan Atkinson
University Secretary & General Counsel
Secretary to Senate