

**University of Waterloo**  
**SENATE**  
**Minutes of the Monday 20 November 2017 Meeting**

**Present:** Bilal Akhtar, Katherine Bergman, Antonio Brieva, Robert Bruce, Kofi Campbell, Claudio Canizares, Jeff Casello, Jennifer Clapp, Andrew Clubine, Mario Coniglio, Simon Courtenay, Shannon Dea, David DeVidi, George Dixon, Peter Douglas (dean of engineering pro tem), Tia Driver, Bernard Duncker, Fraser Easton, Marlene Epp, Paul Fieguth, Wendy Fletcher, George Freeman, Matthew Gerrits, Julia Goyal, Craig Hardiman, Feridun Hamdullahpur (chair), Dennis Huber, Marios Ioannidis, Karen Jack (secretary), Scott Kline, Robert Lemieux, Mungo Marsden, Katie Misener, Barb Moffatt, Bruce Muirhead (vice-president, university research pro tem), Mohammad Nasif, Cathy Newell Kelly, Angela Pereira\*\*, Francis Poulin (dean of mathematics pro tem), Bruce Richter, James Rush, Mark Seasons, Marcus Shantz, Samantha Shortall, Richard Staines, Gordon Stubleby, Bryan Tolson, Johanna Wandel, Ross Willard, Alexander Wray

**Guests:** Bruce Campbell, Donna Ellis, Jason Greatrex, Kelly Grindrod, Peggy Jarvie, Jennifer Kieffer, Andrea Kelman, Melissa Knox, Derek Madge, Diana Parry, Leanne Perreault, Ian Rowlands, Emily Schroeder, Daniela Seskar-Hencic, Allan Starr, Susan Tighe, Scott Walbridge, Olaf Weber, Glen Wepler

**Absent:** Jean Andrey\*, Michael Balogh, Sandra Banks, Chris Bauch, Hannah Beckett, Anne Bordeleau\*, Carmen Bruni\*, Brian Cepuran\*, Tara Collington\*, Eric Croiset, Charmaine Dean\*, David Edwards\*, Mavis Fenn, Cindy Forbes, Shikha Gandhi\*, Mark Giesbrecht, Robert Gorbet, Thorsten Heins, Craig Janes, Tom Jenkins\*, Beth Jewkes\*, Spiro Karigiannis\*, Karim Karim, Alysia Kolentsis\*, Greta Kroeker\*, Grant Mitchell, Richard Myers\*, Daniel O'Connor, Douglas Peers, David Perrin\*, David Porreca\*, William Pristanski, Neil Randall\*, Beth Sandore Namachchivaya\*, Joanne Shoveller\*, James Skidmore\*, Pearl Sullivan\*, Hamid Tizhoosh\*, Tomson Tran, Stephen Watt\*, Dan Wolczuk\*, En-Hui Yang\*

\*regrets

\*\*joined by telephone

**OPEN SESSION**

**Consent Agenda**

Senate heard a motion to approve or receive for information the items on the consent agenda. Senate understood that the Committee Appointments reports at members' places (new item #5) was also under consideration in the consent report.

Bruce and Wray.

**1. MINUTES OF THE 16 OCTOBER 2017 MEETING**

Senate approved the minutes of the meeting.

**2. REPORTS FROM COMMITTEES AND COUNCILS**

**Executive Committee.** Senate received the report for information.

**Graduate & Research Council.** Senate received the report for information.

**Undergraduate Council**

**Academic Regulations Related to Assignments, Tests, and Final Exams - Accommodations.**

Senate approved revisions to the section of the undergraduate calendar titled "Academic Regulations Related to Assignments, Tests, and Final Exams – Accommodations," effective as of 1 September 2018.

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**Class Attendance.** Senate approved revisions to the section of the undergraduate calendar titled “General Information – Class Attendance,” effective as of 1 September 2018.

**Student Responsibility – Degree Requirements.** Senate approved: (a) the removal of Faculty-specific text on student responsibility for meeting degree requirements from the sections of the undergraduate calendar outlined in the report; and (b) the addition of new text to the section of the undergraduate calendar titled “General Information,” effective as of 1 September 2018.

**Student Responsibility – Full Course Load and Non-Academic Activities.** Senate approved: (a) the removal of Faculty-specific text on student responsibility related to maintaining a full course load and engaging in non-academic activities from the sections of undergraduate calendar outlined in the report; and (b) the addition of new text to the section of the undergraduate calendar titled “General Information,” effective as of 1 September 2018.

**Awards and Financial Aid.** Senate approved: (a) the removal of the individual award descriptions currently found in the “Awards and Financial Aid” section of the undergraduate calendar; and (b) revisions to the remaining introductory pages as outlined in the report, effective 1 September 2018.

**Residency Rules.** Senate approved: (a) the removal or revision of Faculty-specific text on residency rules, as noted in the report; and (b) the addition of the new, institution-wide policy to the undergraduate calendar, effective as of 1 September 2018.

Senate received the remainder of the report for information.

### 3. **REPORT OF THE PRESIDENT**

**Recognition and Commendation.** Senate received the report for information.

### 4. **REPORTS FROM THE FACULTIES**

Senate received the reports for information.

### 5. **COMMITTEE APPOINTMENTS**

Senate approved the following appointments:

- **Amit and Meena Chakma Awards for Exceptional Teaching by a Student Committee:** appointment of Brianna Bennett, Anastasiya Mihaylova, Maya Venters, Cathy Wang, and Laura Williams as student representatives, terms to 31 December 2018.
- **Distinguished Teacher Awards Committee:** appointment of Brianna Bennett, Anastasiya Mihaylova, Maya Venters, and Laura Williams as student representatives, terms to 31 December 2018.

Senator Freeman asked that item #5 in the Senate Undergraduate Council report re: Grading System, and Senator Dea asked that attachment #1 re: the Final Assessment Report for combinatorics and optimization be moved to the regular agenda.

The question was called, and, subject to the two items moved to the regular agenda as described above, the motion carried unanimously.

### **Regular Agenda**

### 6. **BUSINESS ARISING FROM THE MINUTES**

**Co-op Employer Retention Rates.** Jarvie provided information regarding a request made at the October Senate meeting to share co-op employer retention rate data. Jarvie advised that: the number of active employers with repeat hiring over two years has increased 13.6% since 2013/14 to more

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than 6,900 (due to a change in definition from employers who posted to employers who hired); the number of jobs posted has increased 39.8% to 21,800 over the same time period; there were more than 1,700 interviews on a single day, surpassing last year's high by about 300; employer retention can vary with market among other things (for example, in software engineering, computer science, and electrical and computer engineering, more jobs are being posted than there are students scheduled out on work terms). Jarvie stated her belief that the trends are positive and advised that her department keeps a close eye on this activity.

**7. TEACHING PRESENTATION – KELLY GRINDROD, SCHOOL OF PHARMACY**

Professor Grindrod was introduced by Coniglio. Grindrod's presentation, "Pharmacy 5in5," introduced Senators to the rapidly changing practice in her field, issues pharmacists face today, teaching concepts, adaptations and decision making, and methods of sharing key information in the field.

In discussion: conversation re: national standards and provincial regulations, and the value of interdisciplinary activities with other faculties like engineering and arts.

**8. REPORTS FROM COMMITTEES AND COUNCILS**

**Executive Committee**

Senate received proposed changes to Bylaws 1, 2, 3, and 4 for first reading. The proposed changes will be brought to Senate for approval by second reading at the 15 January 2018 meeting.

Members heard: the position of "Associate Provost, Resources" is being eliminated, and with the establishment of the position of "Deputy Provost, Integrated Planning and Budgeting", it is proposed that Senate Bylaw 4; the proposed change does not change the constituency ratios and so there are no other changes necessary to Senate representation; there are a number of other small housekeeping items as a result of this change, and to other titles in all of Senate's bylaws.

In response to a question, the president advised that the deputy provost position is meant to liberate some of the provost's time on budgetary issues, but has no role in academic matters. Members received the proposed changes and understood they will return to the 15 January 2018 meeting for approval.

**Graduate & Research Council**

Senator Dea spoke to the Final Assessment Report for combinatorics and optimization which was moved from the consent agenda. She expressed concern regarding the commentary in the report about the underrepresentation of women and asked for clarity on actions taken to address the concerns. A Senator from that department spoke to the department's efforts, and Casello advised that he will follow up on this question at the next meeting of Senate.

**Faculty of Environment.** Senate heard a motion to approve a new PhD program in Sustainability Management, effective 1 September 2018, as presented the attachment.

Casello and Dea. Carried unanimously.

**Undergraduate Council**

Senator Freeman spoke to the Grading System motion which was moved from the consent agenda. He advised that it remains unclear what he is allowed to do as an instructor if he wishes to deviate from the prescribed grading system, the process is not clear, and it seems unusual for assignments to be identified as required. In response, Coniglio advised that tweaks may be necessary, but the intention as understood by the Undergraduate Operations Committee and Undergraduate Council has been to develop a common understanding across the Faculties; both bodies provided unanimous

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consent after much consultation and consideration. He invited Freeman to attend the Undergraduate Operations Committee to explore his concerns.

Senate heard a motion to approve revisions to the Faculty-specific sections of the undergraduate calendar re: the grading system, as well as the “General Information – Grading System” section of the undergraduate calendar, as proposed, and effective 1 September 2018.

Coniglio and Casello. Carried. Senate understood that any changes as a result of further consideration by Undergraduate Council will be brought forward in the new year.

Senate heard motions to the following effects:

**Faculty of Engineering, Architectural Engineering.** That Senate approve the proposed new plan in architectural engineering as described in attachment 1, effective 1 September 2018.

Coniglio and Douglas.

In response to a question, Scott Walbridge, associate professor in the Department of Civil and Environmental Engineering advised that work is being done to ensure capital improvements at the School of Architecture will be completed by the time these students attend there. Douglas advised that consideration of the number of credits needed is being looked at by the Faculty as it reviews all its programs’ accreditation standards.

The question was called and the motion carried unanimously.

**Faculty of Engineering, Artificial Intelligence.** That Senate approve the creation of a new option plan in artificial intelligence as described in attachment 2, effective 1 September 2018.

Coniglio and Douglas.

In discussion: regarding the number of students anticipated, there is some concern there will be too many applicants, the university is looking at resources needed, and advice that discussion of the number of students allowed to take the option resides at the Faculty level; discussions are underway by engineering (and mathematics) with the Faculty of Arts about links and opportunities for collaboration.

The question was called and the motion carried.

**Faculty of Engineering, Biomedical Engineering.** That Senate approve the formalization of two specialization plans in sports engineering and neural engineering as described in attachment 3, effective 1 September 2018.

Coniglio and Douglas.

In response to a question, Rush confirmed that conversations have occurred with the Faculty of Applied Health Sciences.

The question was called and the motion carried unanimously.

**Faculty of Environment, Southeast University 2+2 Program.** That Senate approve the 2+2 arrangement with Southeast University (SEU) of China as documented in the agreement set forth in attachment 4, effective 1 September 2018.

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Coniglio and Seasons. Carried unanimously.

**Faculty of Environment, Knowledge Integration.** That Senate approved the creation of a science, technology & society (STS) specialization plan as described in attachment 5, effective 1 September 2018.

Coniglio and Seasons. Carried unanimously.

**Faculty of Mathematics, David R. Cheriton School of Computer Science.** That Senate approve the creation of a new option plan in artificial intelligence as described in attachment 6, effective 1 September 2018.

Coniglio and Poulin.

In response to a question, Poulin advised that the Faculty intended on limiting enrollment in CS 490.

The question was called and the motion carried.

**Faculty of Mathematics, Statistics & Actuarial Sciences.** That Senate approve the following changes for the statistics for health honours plan: (a) name change from “Statistics for Health” to “Biostatistics;” and (b) changes to required courses as set forth in attachment 7, effective 1 September 2018.

Coniglio and Poulin. Carried unanimously.

**Faculty of Environment, International Development.** That Senate approve the inactivation of the option plan in international development, effective 1 September 2018.

Coniglio and Seasons. Carried unanimously.

**Faculty of Mathematics, Statistics/Computer Science.** That Senate approve the inactivation of the joint statistics/computer science plan, effective 1 September 2017.

Coniglio and Poulin. Carried unanimously.

#### **University Committee on Student Appeals**

Coniglio briefly reviewed the report and in response to questions advised: work is being done to make reporting more consistent; some reclassifications have occurred which may affect results; recently approved (by Senate) plagiarism guidelines have been helpful in informing students about this subject; orientation activities relating to academic integrity do occur.

Senate heard about various activities on this front in the graduate sphere, and in science from a Senator from that Faculty, following which Senate received the report for information.

### **9. REPORT OF THE PRESIDENT**

Hamdullahpur reported on a number of items, including: last week’s town hall; recent meetings with government; research activities and advice that the work of the Nominating Committee for the Vice-President, Academic & Provost continues apace.

### **10. Q&A PERIOD WITH THE PRESIDENT**

There were no questions.

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

The vice-president briefly reported on a recent announcement by the provincial government regarding a desire to increase STEM graduates in the province in the next few years.

**12. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RESEARCH**

Bruce Muirhead, attending on behalf of Vice-President Dean, provided members with brief remarks on activities outlined in the vice-president's written report.

**13. OTHER BUSINESS**

At the chair's invitation, Clubine suggested Senators review the report of the Council of Ontario Universities and, amongst others, the Ontario Undergraduate Student Alliance called: "[In It Together: Taking Action on Student Mental Health](#)".

Senate convened in confidential session.

4 December 2017

Karen Jack  
University Secretary  
Secretary to Senate