

**MINUTES  
OF THE SECOND REGULAR MEETING OF THE 48<sup>TH</sup> SENATE  
HELD TUESDAY, SEPTEMBER 15, 2015 @ 2:00 P.M.  
LOUIS RIEL ROOM, MCMASTER CONCOURSE**

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**Present:** Dr. Gervan Fearon (Chair); Dr. Bernadette Ardelli; Dr. Edward Bach;  
Dr. Chris Beeman; Mr. Tom Brophy; Mr. Michael Cain; Dr. Dean Care;  
Dr. Heather Duncan; Dr. Andrew Egan; Dr. Noreen Ek; Ms. Joan Garbutt;  
Mr. Greg Gatien; Mr. Steve Gouthro; Ms. Bea Jolly; Mr. Scott Lamont;  
Dr. Lynn MacKay; Ms. Andrea McDaniel; Mr. Michael Malazdrewicz;  
Dr. Corinne Mason; Dr. Lorraine Mayer; Dr. Sarah Plosker;  
Dr. Steven Robinson; Dr. Demetres Tryphonopoulos; Dr. David Winter;  
Mr. Nicholas Brown (BUSU); Mr. Aaron Thompson (BUSU);  
Ms. Kim Fallis (Recording Secretary)

**Regrets:** Ms. Betty Braaksma; Dr. Linda Ross; Ms. Mercedes McLean (BUSU);  
Ms. Grace Requina (BUSU); Ms. Emma Southam (BUSU);  
Ms. Sheyenne Spence (BUSU); Ms. Racheal Wu (BUSU)

**Guest:** Ms. Katie Gross

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As this was the first meeting for a number of new Senators, introductions were conducted.

**1. Approval of Agenda**

**MOTION 007.SEPT15 Malazdrewicz/Winter**

THAT the agenda be approved as amended.

4.1 Change Health Studies representative to Music representative.

5.2 Correct spelling of “ad hoc” and change “grandfathered” to “grandparented”.

**CARRIED**

**2. Closed Session**

**MOTION 008.SEPT15 Brown/Garbutt**

THAT the committee move into CLOSED session.

**CARRIED**

**3. Open Session**

**3.1. Approval of Minutes of June 16, 2015**

**MOTION 011.SEPT15 Brown/Malazdrewicz**

THAT the minutes of June 16, 2015 be approved as circulated.

**CARRIED**

**4. Business Arising**

4.1 **Appointments of Committees for positions not filled at the June 16, 2015 meeting.**  
(Sen. Brophy)

- Election of the 2015-2016 Senate Executive Committee – Education and Music representative

Education – Senator Duncan nominated Senator Beeman, seconded by Senator Mayer.

**ELECTED BY ACCLAMATION**

Music – Senator Gatien nominated Senator Cain, seconded by Senator Bach.

**ELECTED BY ACCLAMATION**

- Election of a Senate representative to the Library Committee

Senator Gouthro volunteered as the Senate representative on the Library Committee.

**ELECTED BY ACCLAMATION**

- Election of Alternate to the Scholarship Committee

Senator Brown volunteered as the alternate Senate representative on the Scholarship Committee.

**ELECTED BY ACCLAMATION**

#### 4.2 **Review of Academic Units** (Sen. Robinson)

As Dr. Robinson can no longer participate in the Anthropology academic review, Senate was asked to appoint another individual outside of the academic unit as a replacement. Three names were forwarded to Senate for consideration. Dr. Naylor has agreed, if available, to be the replacement. Senate decided to hold a vote to name the replacement if Dr. Naylor is unable to fill the position. Dr. Rosanne Gasse was nominated as the replacement.

#### **MOTION Lamont/Mayer**

THAT the ballots be destroyed.

**CARRIED**

### 5. **New Business**

#### 5.1 **Curriculum & Academic Planning Committee** (Sen. Robinson) (Attached)

Mr. Brophy and Ms. Gross made a presentation to the Senate members regarding the *Success I* Transition Program. (At the beginning of the meeting, the Senate agreed to allow Ms. Gross to stay after the presentation in order to answer questions). The presentation was followed by a question and answer session prior to voting on the motions related to the program. The following are some concerns expressed by the committee:

- The list of recommended courses includes all Science with no Arts.
- What is the commitment from Faculty if/when they become coaches?
- Is the “Student Success Agreement” mandatory?
- Is it too late for adjusting any aspects of the program?
- Is it possible that poor instruction could be rewarded through provision of group tutoring funding for courses with high VW rates (that may potentially be the result of poor instruction)?
- Is the program cosmetic and used as a recruiting tool?

- Is part of the problem of high VW/Failure rates due to the university's inability to do prerequisite checks on grade 12 grades?
- If the motions are passed, are we approving the program?
- Was there enough consultation with the Faculty of Arts?

After a very lengthy discussion regarding the *Success1* Transition Program, the following motions were discussed and voted on. The Senate was asked to decide whether motions #12-#16 should be passed individually or as an omnibus motion.

#### **MOTION Care/Thompson**

THAT motions 012.SEP15 through 016.SEP15 be voted on as an omnibus motion.

**CARRIED**

**012.SEP15 CAP** THAT Senate approve the following changes to the Admissions Regulations section of the Undergraduate Calendar: **Section 3.1.1.1 Manitoba High School Graduates and Section 3.1.1.2 Other Canadian High School Graduates.** (Changes are noted in bold and underlined.)

#### **3.1.1.1 Manitoba High School Graduates**

Manitoba applicants for regular admission must satisfy the follow the minimum requirements: High School graduation as recognized by Manitoba Education and Advanced Learning with no "E", "I" or "M" designated Grade 12 courses; or a Grade 12 equivalency (G.E.D.) as recognized in North America.

**Applicants who meet the criteria outlined in Section 3.1.1.7 will be admitted to Brandon University through the Success1 Transition Program.**

#### **3.1.1.2 Other Canadian High School Graduates**

Application for admission to Brandon University on the basis of certificates from out of the province will be considered on their merits.

Students must also have met the academic requirements set out by the faculty or school at Brandon University to which they are seeking admission.

The following certificates from Canadian provinces are usually accepted as equivalent to Manitoba High School Graduation:

**Alberta** --- Grade 12 with a minimum matriculation average of 60% on five Grade 12 subjects including English.

**British Columbia** --- Grade 12 with a minimum overall average of 60% including English 12 and three other Grade 12 courses.

**New Brunswick** --- Grade 12 with a minimum average of 60% on six Grade 12 subjects including English

**Newfoundland & Labrador** --- Grade 12 with a minimum overall average of 60% on ten Grade 12 subjects including English.

**Northwest Territories** --- Alberta Grade 12 with a minimum over-all average of 60% on five Grade 12 subjects including English.

**Nova Scotia** --- Grade 12 with a minimum average of 60% on five Grade 12 subjects including English.

**Nunavut** --- Grade 12 with a minimum 60% in five Grade 12 subjects including English.

**Ontario** --- Grade 12 with a minimum of 60% on six Grade 12 "U" or "M" (OSSD) courses including English.

**Prince Edward Island** --- Grade 12 with a minimum average of 60% in five Grade 12

subjects including English.

**Quebec** --- One year CEGEP with an overall average of at least 60% on 12 credits including English or Grade 12 standing from a Quebec Department of Education recognized private school.

**Saskatchewan** --- Grade 12 with a minimum average of 60% in 5 Grade 12 subjects, including English A30 and English B30.

**Yukon Territory** --- Same requirements as applicants from British Columbia.

**Applicants who meet the criteria outlined in Section 3.1.1.7 will be admitted to Brandon University through the Success1 Transition Program.**

**013.SEPT15 CAP** THAT Senate approve the following addition to the Admissions Regulations section of the Undergraduate Calendar: **Section 3.1.1.7 Success1 Transition Year.** (Changes are noted in bold and underlined.)

**3.1.1.7 Success1 Transition Program**

**Applicants who meet the following criteria will be admitted through regular admission and entered into the Success1 Transition Program intended to provide the support to facilitate student success. See Section 4.1.1 for further details.**

**Direct-entry graduates from high school entering the Faculty of Arts, Faculty of Science or Bachelor of Physical Education who:**

- **have a high school average (Grade 11 or 12) below 70% OR**
- **are missing or have less than 60% in Grade 11 or 12 English (30S or 40S) OR**
- **have fewer than 5 approved courses at the S (academic) level (or equivalent based on provincial standards) OR**
- **graduated with a Grade 12 equivalency (G.E.D.) as recognized in North America.**

**Prior to completion of Grade 12, the Admissions Office will calculate an entering average based on:**

**English 30S**

**Highest Math 30S**

**3 other S or U courses at the 30 level (maximum 1 Music, Arts, or Drama course and maximum 1 technical/vocational course)**

**Following completion of Grade 12, the Admissions Office will calculate an entering average based on:**

**English 40S**

**Highest Math 40S or 40U**

**3 other S or U courses at the 40 level (maximum 1 Music, Arts, or Drama course and maximum 1 technical/vocational course)**

**014.SEPT15 CAP** THAT Senate approve the following additional information to the Admissions Regulations section of the Undergraduate Calendar: **Section 3.1.3 Mature Admission.** (Changes are noted in bold and underlined.)

**3.1.3 Mature Admission**

Mature Students are those who do not meet the regular admission requirements (see page 14) but are allowed, during a period of probation, an opportunity to obtain Regular Student status by attempting a maximum of 24 credit hours.

**Mature students entering the Faculty of Arts, Faculty of Science, or Bachelor of Physical Education will be admitted through the SuccessI Transition Program. See Section 4.1.1 for further details.**

Mature students are required to meet the following Academic Performance Requirement to become Regular Students:

1. They are allowed to **attempt complete a maximum of 24 credit hours of attempts (maximum 12 credit hours per term)** with no repeat courses except as approved by the students' Dean or Director.
2. They must obtain "C" grades in at least 12 of 24 credit hours of attempts AND must meet the minimum Academic Performance Requirement for the number of credit hours attempted. Mature students who obtain "C" grades in 12 credit hours will be allowed to proceed as a Regular student, subject to the requirements of the Academic Performance Table (see page 30).
3. If mature entry students have failed to attain 12 credit hours of "C" in the prescribed 24 credit hours, they will be placed on Academic Suspension. Such students must re-apply to the Curriculum and Academic Planning Committee for readmission to the University

**015.SEPT15 CAP** THAT Senate approve the following addition to the Registration Regulations section of the Undergraduate Calendar: **Section 4.1.1 Registration Procedures**. (Changes are noted in bold and underlined.)

New students are accepted according to the status under which they are eligible to apply (e.g. Regular, Mature, Transfer, etc.). These are indicated on the application form for admission. This form must be completed and submitted, along with all required documents. (e.g. High School marks, Birth Certificate, etc.), to the Admissions Office. Only when applicants have completed all the requirements for admission will they be accepted and subsequently permitted to register for courses. In brief, students must apply and be accepted through the Admissions Office before they are allowed to register for courses at Brandon University.

Mandatory Advising is required for all undergraduate students entering their first year of studies at Brandon University in the Faculties of Arts and Science or Physical Education Studies and will have their ability to register for courses restricted until they have met with an academic advisor. This is to ensure that all first-year students are aware of degree and program requirements and course prerequisites. Once the registration restriction has been lifted, students may be able to change their current registration and/or register for subsequent years, subject to course load limits and any fees as identified by Financial & Registration Services. All students in the Faculty of Health Studies are required to consult with the B.Sc.P.N/B.N. Student Advisors prior to designing their program and on an annual basis thereafter.

**The SuccessI Transition Program provides support during the transition to university to facilitate student success.**

1. **Students in this program are permitted to register in a maximum of 12 credit hours per term.**

2. During their mandatory advising appointment, students will, with the assistance of their advisor, create a personalized *Student Success Agreement*.
  - o The student will register in 99:090 Fundamentals of University and/or 99:175 Fundamentals of Inquiry and/or agrees to participate in at least 6 of the *Success Series Workshops*;
  - o The student has considered enrolling in one or more skill-building courses as electives.
3. Students will be assigned a Success Coach with whom they will meet at least two times per term.
4. Students will meet with an Academic Advisor at least once per term.

High school graduates and those holding a G.E.D. who have been admitted to Brandon University through the SuccessI Transition Program, will have their performance evaluated upon completion of 24 credit hours. Students who meet the minimum Academic Performance Requirement (in accordance with the Academic Performance Table – see Section 4.3.6) will continue at the University with Regular Student status.

Mature students who have been admitted to Brandon University through the SuccessI Transition Program will, upon satisfaction of the requirements outlined in Section 3.1.3, continue at the University with Regular Student status.

**016.SEPT15 CAP** THAT Senate approve the following addition to the Admissions Regulations section of the Undergraduate Calendar: **3.2 Admission Appeals**. (Changes are noted in bold and underlined.)

### 3.2 Admission Appeals

Applicants who wish to be admitted to the University without satisfying normal admission criteria may submit an admission appeal in writing to the Admissions Office. The appeal will be heard by the Curriculum and Academic Planning Committee, following such procedures that the Committee may establish from time to time for hearing appeals. The Committee's decision shall be final.

CARRIED

### **MOTION 017.SEPT15 CAP Cain/Duncan**

THAT Senate approve the new policy related to degree requirement waivers/substitutions be adopted and included in both the Undergraduate and Graduate Calendars.

Calendar copy:

#### **4.2.x Degree Requirement Substitutions and Waivers**

In rare and exceptional circumstances, a student may obtain a waiver or substitution for a required course or degree component. Any waiver or substitution must be submitted to the Registrar's Office using the Degree Requirement Waiver/Substitution Form found on the Senate Office website ([www.brandonu.ca/senate-office/senate-office-forms/](http://www.brandonu.ca/senate-office/senate-office-forms/)). A waiver/substitution is considered valid and becomes part of the student's academic record only once the form has been completed in full and signed in accordance with the instructions on the form.

Substitution/Waiver Form (attachment):

**CARRIED**

**MOTION 018.SEPT15 CAP Garbutt/Malazdrewicz**

THAT Senate approve the Admissions Office revise the way in which the admissions average for Transfer applicants is determined to consider a cumulative GPA of 2.0 or greater rather than a transferrable GPA of 2.0 or greater.

**CARRIED**

**MOTION 019.SEPT15 CAP Thompson/Duncan**

THAT Senate approve that courses transferred to Brandon University for credit from accredited post-secondary institutions or other recognized programs (e.g., IB and AP) be entered into the student's academic record with a "pass/fail" grade that is not counted within the student's cumulative and degree GPA calculations;

**CARRIED**

**MOTION 020.SEPT15 CAP Ardelli/Care**

THAT Senate approve that only those courses from accredited post-secondary institutions on which a student has obtained a minimum grade of 'C' (or equivalent) be transferred to Brandon University, not including courses taken on a Letter of Permission, which will be assigned a "pass" or "fail" grade.

**CARRIED**

**MOTION 021.SEPT15 CAP Malazdrewicz/Thompson**

THAT Senate approve that students pursuing a Bachelor of Science or a Bachelor of Arts degree (including those in the Bachelor of Arts/Bachelor of Education Integrated program) must formally declare a major after 18 credit hours completed or in progress prior to registering for future sessions.

**CARRIED**

**MOTION 022.SEPT15 CAP Malazdrewicz/Thompson**

THAT the Curriculum and Academic Planning Committee recommend to Senate that students pursuing a Bachelor of Science, a Bachelor of Arts (~~including those in the Bachelor of Arts/Bachelor of Education Integrated program~~), or a Bachelor of Physical Education Studies degree must formally declare a minor after 30 credit hours completed or in progress prior to registering for future sessions.

**CARRIED**

**MOTION 023.SEPT15 CAP Gouthro/Thompson**

THAT Senate approve that specific guidelines and restrictions related to the minimum and maximum number of subject areas that are permitted within Bachelor of Arts and Bachelor of Science degrees be removed from the Undergraduate Calendar.

**CARRIED**

At the May 19, 2015 meeting of Senate, a motion was passed directing the Senate Executive to review the current policy for Emeritus or Emerita Designation and to forward any revisions to Senate.

This item was discussed at the Senate Executive meeting of September 8, 2015. The decision of the committee was to form an ad hoc committee consisting of; two members from the Senate Executive; two members from Senate, to be chaired by the Vice-President (Academic & Provost), and one member from the registrar's area.

The Senate Executive will forward the revised document to Senate on January 19, 2016 with implementation of the new policy to be effective January 2017. Any recommendations for Emeritus or Emerita received prior to January 2017 will be ~~grandfathered~~ grandfathered under the current policy.

Senator Egan, Senator Duncan and Senator Tryphonopoulos have agreed to serve as members of the Emeritus or Emerita Designation policy review committee.

### **5.3 Report from the Board of Governors Representative to Senate (Sen. Jolly)**

Senator Jolly did not have a report for Senate. The next Board of Governors meeting will be September 19, 2015.

### **5.4 Deans' and University Librarian's Reports (Dr. Fearon will call on Deans for verbal reports) (Not minuted)**

### **5.5 The Report of the Vice-President (Academic & Provost) (Sen. Robinson)**

Senator Robinson reported on the following:

The VP's office is beginning to schedule a number of external reviews that will take place over the fall and winter terms.

They are also following up the completed reviews of the library, the Master of Education program, and the Rural Development Institute.

Senator Robinson informed the Senate that the government has posted the document "Post-secondary Education Strategy" on its website.

### **5.6 The Report of the Associate Vice-President (Student Services and Enrolment Management) and University Registrar (Sen. Brophy)**

Senator Brophy reported on the following:

Last week, Student Services staff have been busy with this year's Orientation; he thanked all staff and faculty who have helped to make it a great experience for students.

He reported that Brandon University won the Battle of the Border dodgeball game against Minot State University students.

To help with international recruitment, a web site has been established for international agents to access the admission process.

There have been three Memoranda of Understanding signed with universities in the Caribbean. Applications to Brandon University are the highest that they have been in the last 10 years, congratulations to all for this enrolment growth.

### **5.7 The Report of the President (Dr. Fearon)**

Dr. Fearon reported on the following:

Thanks to everyone on the Universities enrolment success.

The University has begun the budget process consistent with the province's planning cycle.

The collaboration merging from the Memoranda of Understanding with Assiniboine

Community College is continuing, including a focus on the Business Administration program with an extension of the 2+2 program.



Dr. Fearon thanked everyone for their work in making Orientation a successful event, as well as their community engagement.

General Faculty Council will take place Friday, September 25, 2015.

The search process for the Vice-President (Academic & Provost) position has been initiated.

**6 Other Business**

**7 Correspondence**

**8 Adjournment**

**Motion 024.SEPT15 Jolly/Gouthro**

THAT the Senate adjourn.  
Senate adjourned at 4:25 pm.

**CARRIED**