

**MINUTES  
OF THE FINAL MEETING OF THE 52nd SENATE  
HELD TUESDAY, MAY 19, 2020 @ 2:00 P.M.  
BY ZOOM**

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Present: Dr. David Docherty (Chair); Dr. Bernadette Ardelli; Dr. Edward Bach;  
Dr. Heather Duncan; Mr. Greg Gatien; Ms. Katie Gross; Mr. Scott Lamont;  
Ms. Stacey Lee; Dr. Christophe LeMoine; Mr. Jack Lindsay; Dr. Lynn MacKay;  
Ms. Andrea McDaniel; Ms. Susan Medd; Dr. John Moraros; Dr. Hamid Mumin;  
Dr. James Naylor; Dr. Burcu Ntelioglou; Mr. Grant Prairie; Dr. Doug Ramsey;  
Dr. Lisa Robson; Dr. Steve Robinson; Ms. Kim Ryan; Dr. Linda Ross;  
Ms. Melanie Sucha; Dr. Candy Skyhar; Dr. Gautam Srivastava; Mr. Derrick Stewart;  
Ms. Kim Fallis (Recording Secretary)

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Prior to the meeting, Dr. Docherty thanked the following individuals for their service on Senate:  
Dr. Chris LeMoine, Mr. Jack Lindsay, Dr. Hamid Mumin, Dr. Jim Naylor, Dr. Burcu Ntelioglou,  
Ms. Kim Ryan, Dr. Gautam Srivastava, and Mr. Rainer Schira.

He also welcomed Ms. Melanie Sucha, Chief Information Officer, to her first Senate meeting.

**1. Approval of Agenda**

**Motion 163.MAY20 Naylor/Robinson**

THAT Senate approve the agenda as distributed.

**CARRIED**

**2. Closed Session**

**Motion 164.MAY20 Skyhar/Mumin**

THAT Senate move into CLOSED session.

**CARRIED**

**3. Open Session**

**3.1. Approval of Minutes of March 17, April 29, 2020**

**MOTION 169.MAY20 Skyhar/Ramsey**

THAT Senate approve the minutes of March 17, 2020 and April 29, 2020 as distributed.

**CARRIED**

**3.2 Business Arising**

- **Special Motions Passed by Senate Executive on Behalf of Senate**  
*for information*

The Senate received a summary of Special Motions passed by Senate Executive on behalf of the Brandon University Senate during the period of March 17 – May 19, 2020

- **Fall 2019 Academic Integrity Situation Update from Health Studies**

Dr. Moraros reported the following:

The investigation related to the compromise of academic integrity during a final exam in the Fall 2019 term has been completed. He reported that he has had discussions

with Ms. McDaniel and the instructor who helped with the investigation. It was determined that five students in the class did not engage in the act of academic dishonesty. These students have been contacted, and the necessary paperwork has been completed and forwarded to the Registrar's Office so that these students' records can be updated accordingly. He thanked the students and faculty involved in the investigation.

### **3.3 New Business**

#### **3.3.1 Dean of Music Review (Sen. Robinson)**

- **One Student Senator - normally from the Faculty/School concerned**

There were no student senators in attendance at the meeting. This item will be on the Senate agenda once students have been elected to Senate by BUSU.

#### **3.3.2 COVID-19 Response Ad-hoc Committee Establishment (Sen. Robinson)**

##### **3.3.2.1 Preparation for Alternative Course Delivery**

Dr. Robinson reported on the following:

As noted at the Special meeting of April 29<sup>th</sup>, Dr. Docherty discussed the need to establish several ad-hoc committees to work on some of the issues related to the Fall 2020 term, with specific emphasis on preparing faculty and students to move online. It was determined that there will be a need for Senators to have a voice and participate on the committees.

The first committee, Preparation for Alternate Course Delivery, will identify software options, explore their benefits and limitations, identify electronic hardware needs to facilitate online teaching, facilitate provision of tutorials/training on the electronic platforms and tools available, and ensure adequate online library services. It will also work to ensure that Student Services has adequate support to provide students access to Student Accessibility Services, counseling, and the Writing Center.

The second committee will focus on Academic Integrity and Examinations.

It has been recommended that Dr. Robinson, Vice-President (Academic & Provost), chair both committees. Each committee should consist of between seven to nine members, including one or two Deans, three or four faculty members, and individuals from other areas with relevant expertise. The Preparation for Alternate Course Delivery committee should include representation from the CTLT and Library. The Academic Integrity and Examinations committee should include the Registrar and individuals from departments that will require assistance with online examinations.

#### **MOTION 170.MAY20 Robinson/Lindsay**

THAT the Senate approve the formation of the following two working groups to facilitate moving forward with Fall courses: Preparation for Alternate Course Delivery and Academic Integrity and Examinations.

AND

THAT the Preparation for Alternate Course Delivery committee remain in place until the beginning of the Fall 2020 term and the Academic Integrity and Examinations committee until December 2020.

**CARRIED**

**3.3.3 Graduate Studies Committee** (Sen. Robinson)

**3.3.3.1 Graduate English Language Proficiency Requirement**

**MOTION 171.MAY20 GS Robinson/Gatien**

THAT Senate approve the revision of the English Language Proficiency policy for all graduate programs at Brandon University as attached.

**CARRIED**

**3.3.4 Scholarships, Bursaries, Medals, and Awards Committee of Senate** (Sen. Gatien)

**3.3.4.1 New Awards**

**MOTION 172.MAY20 SC Gatien/Robinson**

THAT the Senate approve the new terms of reference for the Mary & Bob '61 Graduate Studies Bursary, the Mary & Bob '61 Entrance Bursary, the Robert Clark Music Award and the Gary Atchison Scholarship-Bursary in Science.

**CARRIED**

**3.3.4.2 Revised Awards**

**MOTION 173.MAY20 SC Gatien/Mumin**

THAT the Senate approve the revised terms of reference for the MELS Graduate Scholarship.

**CARRIED**

**3.3.4.3 Revised Policy**

**Motion 174.MAY20 SC Gatien/Ramsey**

THAT the Senate approve the revised award value for minimum registration requirements as attached.

**CARRIED**

**3.3.5 Report from the Board of Governors Representative** (Sen. Mumin/Sen. Ross/Sen. Stewart)

There was no report from the Board of Governors. The next meeting of the Board will be on Friday, May 22, 2020.

**3.3.6 Report from the Brandon University Students' Union (BUSU) President**

There were no Student Senators in attendance at the meeting.

**3.3.7 Reports from Members of Deans' Council**

University Registrar – Ms. McDaniel

- Currently, the enrolment situation appears to be as stable as we could hope for in light of the COVID-19 situation:

- Overall application numbers are even with last year, primarily due to a surge in applications submitted during our recent “free application” period; most of the applications submitted during that period were from international applicants, where we typically see a lower conversion rate.
- IRCC has confirmed that international students with an approved study permit can begin or continue studies at Canadian institutions online through December 2020 and have those online studies count towards Post-Graduate Work Permit eligibility.
- Registration numbers for new student are higher than at the same point last year, and more new students are currently registered full time compared to last year.
- Overall institutional registration data will be available later today.
- ERP implementation continues
  - Given that we are starting with implementation of the Student module, there will be many discussions occurring and academic decisions being made in the coming months; faculty engagement will be required throughout the process, including over the summer.

#### Faculty of Education – Senator Duncan

- 116 students are registered for classes in the graduate program.
- PENT is being delivered online for the first time. Instructors are reporting that the attendance of students has been almost 100%. They are looking forward to receiving the course evaluations back.
- The OCN Bachelor of Arts/Bachelor of Education cohort program is continuing with instruction online.
- 106 students have been admitted to the graduate program, 26 of whom are international. Usually, only 20% of admitted international students actually attend the program.
- On the research front, Dr. Valery Agbor has started his position in the Research Office.
- Mitacs has 10 studentships for \$3,000 per student available as long as BU matches the funds. Each faculty can nominate two students in both the graduate and undergraduate program.

#### Faculty of Science – Senator Ardelli

- Graduating students’ success
  - Many students will be continuing their studies in Master’s programs at Laurentian University, University of Lethbridge, and Brandon University.
  - This year has been unprecedented for BU students seeking to enter medicine, particularly with regard to MCAT scores, interview offers and choice of institution. Our students will be attending University of Manitoba, University of Calgary, Queen’s University, University of Toronto, Western University, and we have one student who has been waitlisted at Johns Hopkins University.

#### Faculty of Arts – Senator Robson

- The Faculty of Arts is offering more Spring/Summer courses and the registrations have been high.
- Dr. Ramsey will be offering a graduate course online this summer. There is hope that with the ability to offer online courses in the fall, more individuals may be interested in the Master of Rural Development program.
- Senator Robson hopes to have the last two hiring offers in the mail by the end of the week.
- Faculty have been busy with getting ready for the fall term and the budgeting process.

#### School of Music – Senator Gatien

- Faculty and staff have been extraordinary in working with incoming and returning students through the COVID-19 situation. Our enrollment, while unpredictable, appears to be stable or slightly up from last year – largely thanks to the flexibility of faculty and Senate Exec in terms of modifying ways in which students can demonstrate musical admissibility.
- Faculty have generously begun the work of advising our entering students through Zoom, e-mail, and phone – developing a sense of community and ensuring accurate registrations.
- Zoom reach-outs to incoming and returning students are in development.
- Ensemble directors are following up on Friday to work on remote/ alternative delivery; they have completed a survey of platforms and developed and distributed a survey to determine students' existing resources and skills.
- Will be convening a meeting with members of the applied music faculty to develop a 'built in Brandon' and presumably streamed pro series, and a parallel meeting with members of the Research Department and JDME to develop a 'built in Brandon' lecture series.

#### Faculty of Health Studies – Senator Moraros

- Thank you to the faculty for their work during this period of change. The faculty are exploring virtual simulation training possibilities for clinical and laboratory courses.
- The graduate program has admitted 10 new students. Senator Moraros noted that a number of faculty have agreed to act as thesis advisors to accommodate the growth in the graduate program.
- 12 students have been accepted into the Licensed Practical Nurse bridging program that grants advanced standing to LPN's entering the Bachelor of Nursing program.
- Senator Moraros has been accepted as Co-principal Investigator for a project that is being supported by a \$45,000 Public Health Agency of Canada research grant that will look at the mental health of black Canadians and the barriers and challenges that they face, especially in Manitoba.

#### University Library – Senator Sucha

- Senator Sucha has just started her role as CIO and will be working closely with both the IT and Library teams.
- Both of these teams have worked in March/April to respond to the pandemic by getting resources online, using best practices.
- IT have been working with CTLT to establish clarity regarding BU's foundational stack supporting online learning. BU is using Moodle LMS, Zoom for teleconferencing, and Microsoft Teams as a collaboration platform.
- The Library is promoting remote services and has transitioned to offering entirely virtual reference services. They continue to make appointments for individual research services. There is no lending of physical material, and they have extended the borrowing date for all currently-loaned materials to September 11<sup>th</sup>.
- They are looking at opening very limited physical lending beginning with teaching faculty.
- Promoting e-resources increases the promotion of open textbooks.
- They are also engaged in the ERP, primarily with data migration and data governance

#### Dean of Students – Senator Gross

- Thanks to the Alumni Association, whose support has led to increased giving towards the Student Assistance fund. \$68,400 from this fund has been spent to support 134 graduate and undergraduate students so far.
- Student Services advises first year students in Arts, Science, Physical Education, and Business. Currently, they have advised 173 new students, an increase from 107 at the same point last year.

- Orientation will happen in the Fall through online modules and creating student social groups online.
- June 10<sup>th</sup> will be Pre-orientation Day. Students will be able to join Zoom workshops on a variety of topics to get them prepared for University.
- Deidre Gregory has been hired as the Indigenous Student Coordinator.
- The Indigenous Peoples Center has a new kitchen for students once they are back on campus.

### 3.3.8 **Report from the Vice-President (Academic & Provost)** (Sen. Robinson)

Senator Robinson reported on the following:

- He welcomed Dr. Lisa Robson to a second year as the Acting Dean of Arts.
- CTLT has been very active in providing support and advice to faculty regarding online teaching.
  - They are offering daily Zoom practice sessions and Teams overview sessions.
  - They are also offering a one-week online course available on best practices for emergency online teaching.
  - Curt Shultz is moving temporally to a full-time position for the remainder of the 2020-21 academic year.
  - Additional Moodle support will be available soon through the CTLT.
- Manitoba's Flexible Learning Hub has been developing resources for online teaching.
- The Co-op program has doubled in size and 23 students have been successful in finding placements in the program this summer.
  - A survey was conducted by the Canadian Association for Work Integrated Learning from May 5-8<sup>th</sup>. The survey was distributed to 52 Work Integrated Learning programs at 40 schools. Results indicated that placements are running at 28% lower than last year across Canada. BU's Co-op placement rate is a 92% this year.

### 3.3.9 **Report from the President** (Dr. Docherty)

Dr. Docherty reported on the following:

- He attended a Chamber of Commerce Zoom event. Cora Dupuis, Co-operative Education Program Coordinator, presented on BU's Co-op program. After the meeting, she was contacted by three employers who are now potentially interested in participating in the program.
- He, Carla Eisler, and Chris Lagimodiere met with the donors who provided the funds for the Indigenous Student Transition Program, and they are excited for the program to move forward.
- Budget matters:
  - We received communication from the province indicating a 1% reduction on base funding. This represents a 2.9% reduction in base funding over the last three years.
  - With COVID-19, there will also be a reduction in revenue from Ancillary Services.
  - These factors, in addition to the requirement that BU now follow the Public Sector Accounting Standards, will make it challenging to develop a balanced budget.
  - The Budget will not be going to the Finance Committee of the Board until June.

## 4. **Other Business**

## 5. **Correspondence**

## 6. **Adjournment**

**MOTION 175.MAY20 Lindsay/Ardelli**

THAT the Senate adjourn at 3:27 pm.

**CARRIED**