



## *The* UNIVERSITY of WESTERN ONTARIO

### **SENATE AGENDA**

1:30 p.m., Friday, October 18, 2002  
Richard Ivey School of Business, Room 1R40

1. Minutes of the Meeting of September 20, 2002
2. Report of the President (P. Davenport)
  - Full-Time Staff at Western
3. Reports of Committees:
  - Operations/Agenda - [EXHIBIT I](#) (A. Pearson)
  - Academic Policy and Awards - [EXHIBIT II](#) (B. Timney)
  - University Planning - [EXHIBIT III](#) (B. Skarakis-Doyle)
4. Announcements and Communications - [EXHIBIT IV](#)
5. Enquiries and New Business
6. Adjournment

Senate meetings are scheduled to begin at 1:30 p.m. and will normally end by 4:30 p.m. unless extended by a majority vote of those present.

**SUMMARY OF AGENDA ITEMS: October 18, 2002**



## The UNIVERSITY of WESTERN ONTARIO

### MINUTES OF THE MEETING OF SENATE

September 20, 2002

The meeting was held at 1:30 p.m. in Room 1R40, Richard Ivey School of Business.

SENATORS: 68

P. Ashmore	J. Haywood-Farmer	R. Parks
P. Barker	B. Hoffmaster	A. Pearson
R. Beaujot	I. Holloway	A. Percival-Smith
A. Belcastro	R. Howse	C. Piper
F. Berruti	I. Hramiak	M. Randall
R. Bohay	F. Irani	S. Rich
I. Brodie	C. Iwasiw	C. Ross
E. Cairns	W. Kennedy	J. Roth
R. Corless	G. Killan	S. Siegner
L. Dagnino	D. Kneale	S. Singh
P. Davenport	R. Kudar	M. Speechley
J. Doerksen	A. Lee	B. Timney
D. Dutrizac	R. Li	T. Topic
A. Esterhammer	F. Longstaffe	S. Usprich
J. Etherington	P. Mahon	D. Vaillancourt
C. Farber	S. Majhanovich	J. Van Fleet
W. Flintoff	L. Mansinha	L. Vaughan
A. Garcia	D. McCarthy	C. Watson
J. Garland	J. McMullin	G. Weese
J. Garnett	G. Nakhla	P. Werstine
S. Gibson	N. Nelson	B. Wood
C. Hall	K. Okruhlik	M. Workentin
J. Harrington	S. Osborn	

Observers: L. Gribbon, P. Handford, A. Weedon

S.02-162

### MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of June 21, 2002, were approved with the proviso that minute number S.02-157: Site Planning - South Valley Site be reviewed and possibly reflect concerns raised during the discussion about the relationship between Building A, the flood plain and the 100 year flood line.

S.02-163      **REPORT OF THE PRESIDENT**

The President reported on his priorities for 2002-2003, enrolment and accessibility funding, and new faculty. Overhead slides used to highlight his

S.02-166      **Observer Status on Senate**

It was moved by A. Pearson, seconded by S. Gibson,

That the Vice-Provost (Policy, Planning & Faculty) be an Official Observer on Senate.

CARRIED

S.02-167      **Composition of SCUP**

It was moved by A. Pearson, seconded by R. Wood,

That the Vice-Provost (Policy, Planning & Faculty) be added as a Resource Person (non-voting) to SCUP.

CARRIED

S.02-168      **Amendments to Lists of Candidates for Degrees**

On behalf of Senate, the Operations/Agenda Committee approved the following amendments to the list of Candidates for Degrees for Spring Convocation 2002, contained in Appendix 1 to the Senate minutes of June 21, 2002:

FRIDAY, JUNE 7, 2002

FACULTY OF SOCIAL SCIENCE

Delete:                      Christine Carol Meingast  
                                         Bachelor of Arts  
                                         Sociology

Delete:                      Renee Chi Yin Chung  
                                         Bachelor of Arts  
                                         Economics

Delete:                      Brett Timothy Harris  
                                         Bachelor of Arts  
                                         Geography

S.02-169      **Convocation Officers**

The Operations/Agenda Committee, on behalf of Senate, has appointed M. Broadfoot and G. Day as Co-Chief Ushers for terms September 1, 2002, to August 31, 2004.

**NOMINATING COMMITTEE** [Exhibit II]

S.02-170      **Nominating Subcommittee - Senate Representative from the General Community**

S. Majhanovich, S. Osborn, M. Workentin were elected to the Nominating Subcommittee to elect a Senate Representative from the General Community.

S.02-171      **Subcommittee on Research Ethics Policy** (SUREP)

M.A Wilkinson was elected to the Subcommittee on Research Ethics Policy to replace A. Schneider who has resigned (term to June 30, 2003).

S.02-172 **Senate Review Board Academic (SRBA)**

S. Xaysy was elected to the Senate Review Board Academic to replace M. Scott who has resigned (term to November 30, 2002).

**ACADEMIC POLICY AND AWARDS** [Exhibit III]

S.02-173 **Four Year BA in Visual Arts**

On behalf of SCAPA, it was moved by B. Timney, seconded by P. Mahon,

That effective September 1, 2002, a Four Year Bachelor of Arts in Visual Arts be introduced in the Faculty of Arts, as outlined in Exhibit III, item 1.

CARRIED

S.02-174 **Minor Program in Music**

It was moved by B. Timney, seconded by J. Doerksen,

That effective September 1, 2003, a Minor in Music be introduced in the Faculty of Music, as outlined in Exhibit III, item 2.

CARRIED

S.02-175 **Dean's Honor List Policy**

It was moved by B. Timney, seconded by G. Weese,

That Senate approve revisions to the Policy on the Dean's Honor List as detailed on pages 2-3 of Exhibit III:

- a) to revise the reference to courses taken on a Letter of Permission.
- b) to remove the reference to special recommendations by the Dean from the requirements for students in Business and add a reference to "Ivey Scholars"
- c) to revise the requirements for students in the MD program.
- d) to include the requirements for students in concurrent programs for BEMSc/BA(HBA) and LLB/BA(HBA).

CARRIED

S.02-176 **Graduation "With Distinction" Policy**

It was moved by B. Timney, seconded by S. Singh,

That Senate approve revisions to the policy on Graduation "With Distinction" as detailed on pages 4-5 of Exhibit III:

- a) to remove Business from the list of exceptions to this policy,
- b) to clarify the requirements for students in Engineering programs, including those in concurrent degrees,

- c) to discontinue Graduation “With Distinction” for students in the Doctor of Medicine program.

CARRIED

S.02-177 **Policy on Eligibility for Gold Medals**

It was moved by B. Timney, seconded by R. Howse,

That the policy on Eligibility for Gold Medals be revised to remove reference to the Diploma in Honors Standing and to add information on the GSW Gold Medal offered in the Honors Business Administration program, as detailed in Exhibit III, item 5.

CARRIED

S.02-178 **Richard Ivey School of Business: Progression, Graduation and Honors Policies for the HBA Program**

It was moved by B. Timney, seconded by J. Haywood-Farmer,

That requirements and standards in the policies on progression, graduation and honors awarded by the Richard Ivey School of Business for the BA Program in Honors Business Administration (HBA) be revised to read as shown in Exhibit III, item 6.

CARRIED

S.02-179 **Faculty of Music: Renaming Artist Diploma in Performance (Three-Year Program) as Music Performance Diploma (Three-Year Program) and Revising its Progression Requirements**

It was moved by B. Timney, seconded by R. Parks,

That, effective September 1, 2003,

- A) the Artist Diploma in Performance (Three-Year Program) in the Faculty of Music be renamed the Music Performance Diploma (Three-Year Program), and,
- B) the progression requirement in the Music Performance Diploma (Three-Year Program) for courses other than Applied Principal Instrument be a grade of 60% or above.

CARRIED

S.02-180 **Faculty of Engineering: Renaming Mechanical or Manufacturing Engineering and**

S.02-181 **Reformatting Mechanical Engineering Program**

Senate was advised that SCAPA has approved the reformatting of the Mechanical Engineering Programs effective September 1, 2003. The current options A. General Engineering, B. Manufacturing Engineering Option, and C. Materials Engineering Option, will be discontinued and fourth year of the Mechanical Engineering Program will be reformatted to have a required component (Business 299, ES 498 and MME 419 or 499 and four half courses each term selected from an appended list). The Mechanical Engineering Option will become Option A, followed by B. Mechanical Engineering and Law Option, and C. Mechanical Engineering and Medicine Option.

S.02-182 **Report on New Scholarships and Prizes**

Senate received for information the terms of reference for the following new scholarships, awards, medals and fellowships, for recommendation to the Board of Governors through the Vice-Chancellor.

- Grad Pact Science Bursary (Faculty of Science)
- Mical Equities Limited - Government of Ontario Graduate Scholarships (Faculty of Graduate Studies, Business)
- Mical Equities Limited MBA Bursary (Faculty of Graduate Studies, Business)
- Women's Studies Book Prize (Faculties of Arts and Social Science, Women's Studies Program)
- RBC Financial Group Doctoral Scholarship (Faculty of Graduate Studies, Economics/Political Science)
- HBA '81 Student Scholarships (2) (Richard Ivey School of Business)
- Roger Dickhout MBA '83 Award (Faculty of Graduate Studies, Business)
- J. Alexander Richards Undergraduate Awards (2) (Any Undergraduate Faculty)
- Leeper Family Award in Speech Language Pathology (Faculty of Graduate Studies, Communication Sciences and Disorders)
- Roderick Moir McQueen Scholarship in English (Faculty of Arts, English)
- HBA Varsity Athlete Award (Richard Ivey School of Business)
- Department of History Scholarship (Faculty of Social Science, History)
- Cecil G. Gracey Memorial Continuing Scholarship (Faculty of Science, Mathematics; Faculty of Social Science, Political Science)
- Gracey Family Continuing Scholarship (Faculty of Science, Mathematics; Faculty of Social Science, Political Science)
- Hydro One Inc. Graduate Scholarships (Faculty of Graduate Studies, Engineering)
- Alan G. Davenport Award (Faculty of Graduate Studies, Engineering)
- Dental Alumni Society (UWODAS) Dental Student Award (Faculty of Medicine & Dentistry, Dentistry)
- IDRC International Development Journalism Award (Faculty of Graduate Studies, Journalism)
- Dr. Gerald Wright Bursary (Faculty of Medicine & Dentistry, Dentistry)



S.02-184 **Paul MacPherson Chair in Strategic Leadership**

It was moved by S. Rich, seconded by J. Haywood-Farmer,

That the Senate approve and recommend to the Board of Governors, through the Vice-Chancellor, that the Paul MacPherson Chair in Strategic Leadership be established at the Richard Ivey School of Business at The University of Western Ontario based on an endowed gift of \$2 million from Paul MacPherson under the terms of reference shown in Exhibit IV, Appendix 2, and that this Chair replace the Paul MacPherson Professorship that was established in 2001.

CARRIED

S.02-185 **Human Nutrition Centre**

It was moved by S. Rich, seconded by E. Cairns,

That Senate approve and recommend to the Board of Governors that the Human Nutrition Centre be withdrawn as a Type 3 Research Centre on the grounds that it is no longer active.

CARRIED

S.02-186 **Access Code for Western Libraries**

It was moved by S. Rich, seconded by J. Garnett,

That the Access Code for Western Libraries be revised as shown in Exhibit VI, Appendix 3.

Professor Ashmore asked why Section 7.1, Regular Loan Periods, contains no reference to research associates or post-doctoral students. Ms. Kennedy stated that information on research associates and post-doctoral students used by the Library system is obtained from the Human Resources data base. The Library encountered a technical difficulty because of the way the information is coded. In special situations the data can be over-ridden ma

S.02-188      **ANNOUNCEMENTS & COMMUNICATIONS** (Exhibit VI)

Announcements & Communications detailed in Exhibit VI, were received for information.

S.02-188a      **Promotion & Tenure**

Senate received for information the Report on Promotion and Tenure Cases Considered under the Collective Agreement During 2001-2002, detailed in Exhibit VI, Appendix 1.

An error in the data found in the section "Promotion to Associate Professor and Granting of Tenure: Female" will be corrected and the report reissued.

Professor Handford expressed concern about the lack of information contained in the report. He contended that because the report is san

**REPORT OF THE OPERATIONS/AGENDA COMMITTEE**

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**Senate Membership: Representative from the General Community**

**Faculty Appointment and Promotion Procedures: Scientists Employed by Institutions Affiliated with The University of Western Ontario**

**Faculty of Music - Renamed the Don Wright Faculty of Music**

**Constitution of the Faculty of Graduate Studies**

**Composition of SCAPA**

**Amendment to the Senate Minutes of June 21, 2002**

**Candidates for Degrees: Autumn Convocation 2002**

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**FOR APPROVAL**

1. **Senate Membership: Representative from the General Community**

**Recommended:** That Rebecca Howse be re-elected to serve on Senate (term from November 1, 2002 - October 31, 2004) as representative of the General Community.

Membership on Senate, according to the UWO Act (1982) includes five representatives of the General Community -- the President of the Alumni Association (or designate), two persons appointed by the Alumni Association, and two persons elected by Senate. Nominations for the Senate-elected members come from an ad hoc Senate Nominating Committee.

In accordance with Senate procedures, the *ad hoc* Nominating Committee has conferred and agrees that Rebecca Howse, Principal of Lord Dorchester Secondary School, be re-elected for a second term on Senate.

2.

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**Recommended:** That the Senate approve and recommend to the Board of Governors, through the Vice-Chancellor:

That the Board of Governors approve the *Faculty Appointment and Promotion Procedures: Scientists Employed by Institutions Affiliated with The University of Western Ontario* (Faculty of Medicine & Dentistry) document (**Appendix 1**) effective July 1, 2002, replacing (a) *Appointment and Promotion Procedures: Faculty Employed by R O*

**Background:**

Since 1988, the University has had formal procedures under the *Appointment and Promotion Procedures: Faculty Employed by Robarts Research Institute Affiliated with The University of Western Ontario* document



- The siting of the buildings should take advantage of the view toward the river which can be enhanced by the removal of small shrubs along the river's edge to bring it back to a condition reminiscent of the 1960's.
- The site is such that a number of facilities on the existing University campus are within a five minute walk from the centre of the South Valley site.
- The relocation of Huron Drive closer to the river was rejected because there appeared to be no apparent advantages in doing so.
- A number of pedestrian access points can be developed for access to the various buildings.
- A number of options were reviewed, with the preferred option being a large building to be constructed on the existing football practice field (Building A on Appendix III) and up to four buildings located around the site in a horseshoe shape.
- The likely location of the first building is in the area of Building B or C shown on Appendix III
- The plan could include the construction of a pedestrian and bicycle bridge across the Thames River to the Baldwin Flats which eventually will be used for sports fields.

In response to a question about the timing of construction of Building A, Mr. Riddell stated that Building A will be constructed some time in the future; there are no immediate plans for that building.

The President reiterated that the development of a mini site plan for the South Valley, which consists of approximately 10 acres, was necessary to ensure that the siting of the first building on the South Valley site is in accordance with a long term plan.

Questioned about the location of Building A relative to the flood plain, Mr. Riddell stated that the flood plain defines the line of flooding that could occur during the worst storm over a 100 year period. Building A will be about eighteen inches above the flood plain and will likely not have a basement. He explained that the flood plain changed over the years because top dressing had been applied to the sports field. A survey of the area confirmed the current location of the flood plain and

THE UNIVERSITY OF WESTERN ONTARIO  
London Canada



**FACULTY APPOINTMENT AND PROMOTION PROCEDURES:  
SCIENTISTS EMPLOYED BY INSTITUTIONS  
AFFILIATED WITH THE UNIVERSITY OF WESTERN ONTARIO  
(Faculty of Medicine & Dentistry)**

Approved by the Faculty: September 18, 2002

Approved by Senate:

Approved by the Board of Governors:





- (5) "Appointment" means appointment, subject to the approval of the University, to a basic or clinical department of the Faculty of Medicine & Dentistry at The University of Western Ontario and ordinarily does not entail any remuneration from the University.
- (6) "Reappointment" means the renewal of an Affiliated Limited-Duties, Affiliated Limited-Term or Sequential-Term Appointment in accordance with the provisions set out below. A reappointment in accordance with these does not ordinarily entail any remuneration from the University.
- (7) "Promotion" means a change in rank from Assistant Professor to Associate Professor or a change in rank from Associate Professor to Professor. Promotion from Assistant Professor to Associate Professor may not occur without the granting of a Sequential-Term Appointment.
- (8) An "Affiliated Limited-Duties" Appointment involves a minimal contribution to the University and is for a specified period, not to exceed five years, and is renewable. Tenure does not apply to such appointments. An Affiliated Limited-Duties Appointment may not extend past the effective date of retirement.
- (9) An "Affiliated Limited-Term" Appointment is for a specified period, not to exceed three years, and is renewable. Reappointment is neither promised nor guaranteed. Tenure does not apply to such appointments. An Affiliated Limited-Term Appointment may not extend past the effective date of retirement. It is expected, although not required, that an Affiliated Limited-Term appointment would lead to a Sequential-Term

A - APPOINTMENTS

Appointments and Reappointments

- (1) Appointments and reappointments shall have a contract type of:

recommending appointments under the Collective Agreement. No other part of the Collective Agreement shall apply unless specifically set out herein.

- (2) Clinical Departments: In the case of each Affiliated Limited-Duties and Affiliated Limited-Term Appointment or Reappointment and each initial appointment with Sequential-Term status made under these , the Appointments and Promotion Committees in clinical departments, as structured in , shall recommend the appointment to the Dean. In the case of an initial appointment with Sequential-Term status, the granting of the Sequential-Term Appointment will be considered by the Faculty Appointments and Promotions Committee as constituted under the Recommendations shall be forwarded to the Provost in accordance with the procedures for recommending appointments under the Each appointee to a clinical department will hold a cross appointment to a basic department within the Faculty of Medicine & Dentistry which will carry the responsibility for administering the process for promotion and/or granting of subsequent Sequential-Term Appointments as described below.
- (3) All Scientists shall receive a Letter of Appointment or Reappointment signed by the Dean [see Definitions 13].

B - PROMOTION AND/OR GRANTING OR RENEWAL OF SEQUENTIAL-TERM APPOINTMENT

- (10) Scientists with Affiliated Limited-Term Appointments at the rank of Assistant Professor are eligible for promotion to Associate Professor with Sequential-Term status.
- (11) Scientists with Sequential-Term Appointments at the rank of Associate Professor are eligible for promotion to Professor and the renewal of Sequential-Term status.
- (12) The procedures and criteria for promotion and/or granting or renewal of Sequential-Term Appointments shall be in accordance with the procedures and criteria for promotion and granting of tenure as specified in

Acad. 10 Supp. 6 (Oct 1990) 100-106 812 (4) 15645  
Acad. 10 Supp. 6 (Oct 1990) 100-106 812 (4) 15645  
Acad. 10 Supp. 6 (Oct 1990) 100-106 812 (4) 15645

## C - GRIEVANCES

### Grievances of Provost's Negative Decision Regarding Promotion and/or Granting or Renewal of Sequential-Term Appointment

- (1) A Researcher may grieve a negative decision of the Provost to an Ad Hoc Grievance Committee within four weeks of the date of notification of the negative decision.
- (2) Grievances shall be submitted to the Director of Faculty Relations stating clearly, in writing, the grounds for such a grievance. Such grounds are restricted to procedural defects and/or the unreasonableness of the decision.
- (3) The structure of the Ad Hoc Grievance Committee will be as follows:
  - i) One tenured faculty member of the University, selected by the Appellant and agreed to by the Dean.
  - ii) One tenured faculty member of the University, selected by the Dean and agreed to by the Appellant
  - iii) One tenured faculty member of the University, selected by the Provost.

By mutual agreement of all parties, no more than one tenured member may be substituted by a non-tenured faculty member of the University.

- (4) The powers of the Ad Hoc Grievance Committee will be limited and are set out as follows:
  - i) The Ad Hoc Grievance Committee may not alter or amend this document;
  - ii) The Ad Hoc Grievance Committee shall confine its deliberations to the strict wording and claim outlined in the grievance;
  - iii) The Ad Hoc Grievance Committee shall have the power to send a grievance back to the Provost with a recommendation for reconsideration;
  - iv) The Ad Hoc Grievance Committee may overturn any decision the Committee determines to be unreasonable.
- (5) The Ad Hoc Grievance Committee shall notify all parties of its decision, which shall be final, in writing and with reasons within one week of its final meeting on that case.

## D - RESIGNATION AND EARLY TERMINATION

### Resignation

A Scientist may terminate his or her appointment at the

REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS

(SCAPA)

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Faculty of Arts: Minor in Greek and Roman Archaeology

Letters of Permission Policy

Brescia University College: Certificate in Community Development

Report on New Scholarships and Prizes

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FOR APPROVAL

1. Faculty of Arts: Minor in Greek and Roman Archaeology

Recommended: That a Minor in Greek and Roman Archaeology be introduced in the Faculty of Arts, effective September 1, 2003.

NEW CALENDAR COPY

Insert the following in the 2002 Academic Calendar on pg. 44 at the end of Classical Studies programs section:

Minor in Greek and Roman Archaeology

Classical Studies 047 is recommended but not required for this program. With permission of the Department, students may have the CS047 requirement waived in those senior level courses for which it is normally a prerequisite.

Program

Students are required to take at least 4.0 (full-course equivalents from the following:

CS249F/G, CS250E, CS251E, CS450F/G, CS451F/G (Greek and Roman archaeology) and 3( the 0.0011 iT,n

**Letters of Permission: Transfer of Credit to Western** (S.1302, S.1694c, S.02-10)

A Letter of Permission is a document that enables a Western undergraduate to enroll in one or more specific courses at another university without having to apply for formal admission to the other institution. Upon completion, the courses are transferred to the student's record at Western.

Students apply to the Dean of their Faculty for a Letter of Permission to take courses at another university.\* Approval shall be at the discretion of the dean, who shall base his or her decision on the applicant's overall academic record, the appropriateness of the particular course to the applicant's program at The University of Western Ontario, and on any other factors he or she may deem relevant. For substitution of required, principal or prerequisite courses, the Dean will also obtain departmental approval. Following authorization, the Registrar's Office will issue to the university concerned a Letter of Permission that is contingent upon successful completion of progression requirements.

\* A non-refundable fee of \$50.00 is charged for Letters of Permission.

Students granted permission to take the final course(s) of their program during a Fall/Winter Term may not graduate until the next Autumn Convocation, unless marks, in the form of an official transcript, are received by the Registrar's Office by May 15. Students who receive permission to take the final course(s) of their program during a Spring/Summer Term, must submit an official transcript to the Registrar's Office by October 1; otherwise, their graduation may be postponed until the next Spring Convocation.

Non-graduating students must ensure that the Registrar's Office receives, no later than November 1, an official transcript for any course attempted on a Letter of Permission in the previous Fall/Winter and Spring/Summer Terms. Courses for which no transcript is submitted shall be awarded a failing grade ~~and an unsatisfactory attempt shall be recorded.~~

Courses taken at another university on a Letter of Permission during a Spring/Summer Term are included within the maximum permissible academic load for the period, May to August.

Not more than five courses may be taken at another university on a Letter of Permission to fulfil graduation requirements for any bachelor's degree program at Western.

It is the student's responsibility to ensure that an official transcript for any courses attempted on a Letter of Permission is submitted to Academic Records, Office of the Registrar, Room 190, Stevenson-Lawson Building, The University of Western Ontario, London, Ontario N6A 5B8.

~~For Letter of Permission courses, grades will be counted within UWO progression requirements. Grades, including failures, will be recorded as numeric values, and will be converted, as appropriate, according to the current OMSAS (Ontario Medical Schools Application Service) conversion table or other normal conversion practices used by the UWO Admissions Office. Conversions other than those according to OMSAS may involve consultation with the Faculty.~~

For Letter of Permission courses, grades will be included in average calculations for progression and graduation in the same manner as Western courses. In order to accomplish this, grades presented on the LOP transcript as non-percentage or under a different grading scale than UWO, will follow the normal conversion practices used by the UWO Admissions Office. When this occurs, failing grades presented as non-percentage will be converted to "F" on the UWO record, and it will be included in averages as 40%.

FOR INFORMATION

1. **Brescia University College: Certificate in Community Development**

Approval was given by DAP (Feb. 2002) for the admission requirements and calendar copy of the Certificate in Community Development, offered through the Department of Sociology at Brescia University College, to be revised to read as follows, effective for September 1, 2002.

REVISED CALENDAR COPY  
(p. 312 of the academic calendar)

**CERTIFICATE IN COMMUNITY DEVELOPMENT**

The Certificate in Community Development is offered through the Department of Sociology of Brescia University College. Students may pursue the Certificate concurrently with their degree

Value: First prize is \$750; second prize is \$450.  
Effective Date: May 2002



**REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING**

(SCUP)

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**Renaming of the JR Shaw Professorship**

**2003-04 Planning Guidelines**

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**FOR APPROVAL**

**Renaming of the JR Shaw Professorship**

**Recommended:** That Senate approve and recommend to the Board of Governors, through the Vice-Chancellor, a change to the name of the JR Shaw Professorship:

From: JR Shaw Professorship in Family-Owned Businesses

To: JR Shaw Professorship in **Entrepreneurship and** Family Owned Businesses

**Background:**

The Professorship was established in the Richard Ivey School of Business in the spring of 2002. The donors and the School now request that the name be changed to include reference to entrepreneurship. The term **19EMB**

JR Shaw Professorship in **Entrepreneurship and** Family-Owned Businesses

Donor and Funding: Funding for the JR Shaw Professorship will be provided by a generous donation of \$1,000,000 over a period of five years from Shaw and Corus to the Richard Ivey School of Business at The University of Western Ontario. The donation is to be expended over the five-year term.

Funding will be used to provide salary support for the appointee and to support the expenses of research and case writing.

Under University policy, an amount equal to 5% of the total cash gift will be applied to support fundraising, donor management and stewardship costs. The amount

*The University of Western Ontario*  
*London* *Canada*

PLANNING FOR 2003-2007:  
SETTING AND PURSUING ACADEMIC PRIORITIES  
IN A 4-YEAR WINDOW

Greg Moran, Provost & Vice-President (Academic)  
Peter Mercer, Vice-President (Administration) and General Counsel  
Ruban Chelladurai, Associate Vice-President (Institutional Planning & Budgeting)  
Alan Weedon, Vice-Provost (Policy, Planning and Faculty)

September 10, 2002

Differential resource allocation in support of academic priorities has been the cornerstone of Western's approach to academic planning in recent years. *Leadership in Learning*, Western's Strategic Plan, provided both impetus and direction for the many changes that have occurred since its endorsement by our Senate and Board in 1995, including: the creation of new Faculties, Departments, and Schools; the introduction of new undergraduate and graduate programs; a dramatic increase in the level of qualifications of our entering students; and remarkable increases in scholarly activity, especially as reflected in research funding in the medical sciences, natural sciences, and engineering.

*Making Choices*, last year's renewal of the University's Strategic Plan, called for a reinforcement of this commitment to selective resource allocation. The Plan set a number of broad strategic commitments and looked to the University planning process at all levels to identify the specific priorities and the planning actions required to achieve those commitments. Rather than presuming to set particular academic priorities, *Making Choices* assigned to each academic and non-academic unit the responsibility of developing the specific plans necessary to realize these objectives.

In order to facilitate the implementation of this model, the fall of 2002 will see a critical turning point in Western's academic and budgetary planning processes, a change of direction aimed at enabling our academic and support units



announcements of tuition constraints; a long range University enrolment plan and associated government funding commitment; a 10-year announcement associated with the Canada Research Chairs program; major federal support for research infrastructure programs requiring multi-year responses; and a commitment by the federal government to the funding of indirect costs of research. Internally, the opportunity and challenge of faculty renewal associated with almost 100 retirements over the next four years makes multi-year planning an imperative for the University.

## B. The Resources Available to Each Unit

Each Faculty and Non-Academic Support Unit will receive a detailed set of revenue projections for the 2003-07 period. As in past years, each unit's budget allocation will reflect diverse factors that will have a unique net6(a)-0.cto9ch unit.

Each unit's initial base budget projections will be determined by the following factors:

- " Projected increases in University-level revenue, including enrolment-based

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Each Faculty's total projected revenue also will include estimates of additional revenue available for planning from the following programs and sources:

- " Differential funding allocations based on each Faculty's projected increases in undergraduate and graduate teaching responsibilities from the Enrolment Contingent and Increased Cohort Funds.
- " Projected allocations of Canada Research Chairs over the 4-year planning period.
- " Revenues from other sources, including that associated with agreements for the differential allocation of tuition increases in high-tuition programs (existing agreements include those in Ivey, Medicine & Dentistry, Law, and Engineering), government-mandated program expansion (e.g. Medicine, Engineering and Computer Science, Nursing, and Education); and various other revenue-generating programs (e.g. executive education programs at Ivey, Advanced Qualification programs in Education, international education programs in Medicine and Dentistry).

*Note: These programs are selective in their impact on the budgets of the various units and the final revenue available to each Faculty will depend on how each applies to that unit, e.g. some Faculties will receive a large share of anticipated new enrolments and, therefore, an equally large share of Enrolment Contingent Funding, others will not; some Faculties will be required to accommodate the demands of government-mandated program expansion and will receive associated funding that will not be available to others, etc. Moreover, the Guidelines will invite Deans to develop plans that justify increased revenue projections over the period, e.g. through strategic graduate enrolment expansion resulting in larger Enrolment Contingent Funding allocations, through revenue agreements related to justifiable tuition increases, or through compelling plans to expand revenue-generating professional education programs.*

- " Although the Unit Planning Guidelines will not include specific revenue projections, each Faculty and Support Unit will be invited to propose funding from the University Priorities Investment Fund, a funding program introduced in the 2002-03 budget cycle to selectively support University priorities. In the case of the Faculties, the program will emphasize recognition and support of accomplishment and priorities in research and scholarship in a manner parallel to existing selective allocation mechanisms in support of teaching.

## C. The Unit Planning Submission

The University's Strategic Plan, *Making Choices*. The University's Strategic Plan provides an essential backdrop for unit planning submissions and their evaluation: Academic and Operational Plans must reflect and support the commitments of *Making Choices*. Unit plans and requests for central funding support will be evaluated on their support of academic priorities and the extent to which they reinforce the University Strategic Plan.

Each Unit Planning Submission will include the following major components:

1. Summary of the Academic/Operational Plan. Each Faculty and Support Unit will be required to submit a summary of their Academic/Operational Plan as part of their 4-year planning submission. Although not submitted

Each of these elements and plans for faculty and staff renewal, in particular, should reflect efforts to reallocate projected resources in support of areas of strength and priority identified in the Unit's Academic and Operational Plans.

3. Proposals for Additional University-Level Resource Allocation . Each unit will be invited to make proposals for selective allocations from central University programs including:

*One-time-only allocations* in the following categories —

- " Capital funding for space and facilities enhancement
- " Funding from the Provost's Academic Support Fund

and, *incremental base budget allocations* from —

- " The University Priorities Investment Fund for initiatives that support Academic/Operational and University Plans and are reinforced by within-unit allocations of resources, especially staff and faculty



proposals from units unwilling to make difficult internal resource decisions in support of their priorities will not be well-received.

#### D. Looking Forward to the Next 4 Years: New Resources and Increased Predictability

Clearly the core result emerging from this revised planning process will be the approval of a specific 4-year plan of revenues and expenditures for each

- " Actual University revenue is expected to grow from \$348 Million in 2002-03 to \$391 Million in 2006-7, representing growth of 12% over this period.
- " Approximately 100 of the current members of faculty will reach normal retirement in the 4-year planning period. In contrast to reductions in faculty numbers that characterized the latter half of the last decade, the planning model for the next four years anticipates significant net growth in total full-time faculty complement for the University.
- " The planning assumptions anticipate stable numbers of non-academic staff and, although it is difficult to predict the net impact of planning decisions across campus, growth is a real possibility.

*Note : Although this prospect is a welcome contrast to the worst years of the past decade, Western's funding level remains below that which would permit us to serve our students as they deserve and to pursue our research and scholarly mission to our full potential --- the case for increased public funding for Ontario's universities will continue to be made. The current 4-year planning model reflects the absence of a provision within the current provincial funding formula for increased expenses based on inflationary factors alone. Discussions aimed at providing annual unavoidable cost increases, i.e. those not related to expanded teaching or research activity, are on-going. Favourable adjustments to the Faculties' and Support Units' 4-year planning model will be made when such provisions for cost increases are provided in the University's grant.*

The Impact on the Faculties and Support Units. In addition to central funding of increases in indirect operating expenses (e.g. utilities, maintenance and deferred-maintenance), all negotiated increases to staff and faculty salary and benefits will continue to be funded centrally through direct transfers to each Faculty and Support Unit as they occur during the 4-year planning period. Moreover, substantial revenue will also be allocated to the Faculties and Support Units through a variety of selective mechanisms. It is estimated that, relative to current funding levels (2002-03), the following additional resources will be allocated to the Units during the 2003-07 planning period:

- " Enrolment Contingent Fund: \$ 4.0 Million
- " Increased Cohort Fund: \$ 0.5 Million

- " Canada Research Chairs: \$ 7.0 Million
- " University Priorities Investment Fund: \$ 6.0 Million
- " Existing Tuition Sharing Agreements: \$ 0.5 Million
- " Existing Government-mandated Educational Program Expansion: \$ 1.8 Million

Setting Tuition Levels for More than a Single Year. Understandably, students have increasingly requested consideration of multi-year tuition plans that would provide them with some greater predictability of the net personal costs of their education. The 4-year planning process provides the possibility of considering such multi-year tuition rate plans.

## E. The Time-Line for the 2002-03 Planning Process

### September

- " Deans and Unit-Heads begin reviewing Academic/Operational Plans and considering tentative budget submissions
- " Review of multi-year financial outlook, planning priorities and multi-year process with Board at annual retreat

### Late September

- " Detailed Unit-specific Planning Guidelines released, including net budget to be modeled for each Faculty and Support Unit

### October-November

- " Internal Faculty planning processes and construction of Submissions

### November-December

- " Annual Planning Meetings

### January-February

- " Development of planning recommendations by PVP group
- " Additional consultation with individual Deans as necessary

#### February

- " Tentative Faculty recommendations released, including initial round of UPIF allocations

#### March-April

- " Preparation of final formal planning/budget document
- " Discussion in Board/Senate Committees

#### April-May

- " Debate and approval of budget in Senate/Board processes



The Western Vision:

By supporting academic distinction, Western will achieve a place in the first rank of major Canadian universities and, in selected areas, be the leader.

The 2001 Strategic Plan was created in a context where:

- ! contingent on funding, graduate and undergraduate enrolment is projected to increase in a planned way until 2004-2005
- ! significant faculty retirements are anticipated, numbering 117 between 2001-2002 and 2005-2006
- ! given faculty retirement rates and the anticipated national shortage of new PhDs, there will be extreme competition for recruitment of new faculty
- ! given Western's desire to maintain and enhance standards for undergraduate admissions, there will be extreme competition for the recruitment of the best students
- ! recent provincial and federal initiatives have increased opportunities for funding research and its infrastructure; this is likely to continue, given the federal government's Skills and Innovation agenda
- ! public funding of the universities is restricted and targeted. This continues to be the case, although recently we have seen increased enrolment-linked funding from the provincial government, and the federal government has provided partial funding of the indirect costs of research on a one-time but possibly continuing basis.

Two major precepts of the Strategic Plan, made clear in its title *Making Choices: Western's Commitments as a Research-Intensive University*, are that we must include

distinctiveness, and reputation as a research-intensive university. Selective decisions that will consistently support particular scholarly directions over time require the reference point that can only be provided by formal academic plans that identify areas of real strength and priority within each unit. Such plans will help us maintain the important balance between responding to simple resource shortages and investing in maintaining and strengthening areas of excellence and strategic priority.

In a large, complex, decentralized university such as Western, Deans, Chairs and Directors of Schools are pivotally important in the process of consultation through which the ideas and goals of the Faculties are developed into the plans that will form the basis for resource allocation. It is crucial to the success of this process that Deans, Chairs and Directors consult extensively with faculty and staff members at the unit level, because only through such consultation can academic plans accurately reflect the faculty's objectives and secure their support, as well as that of staff within the units. A corresponding process must take place in the administrative and support units, including staff at all levels. The development of these plans should take into account the necessity for units across the University to be able to respond in a timely and creative

The 2001-02 University Budget calls on the Provost and the Vice-President (Research) to require all Faculties, Departments, and Schools to develop Academic Plans. The Provost and Vice-President (Research) will use the Faculty plans as a basis for the development of







concerns, reflection of city and regional diversity, the needs of the fields in which graduates will pursue their careers, and instruction which allows student participation in research;

- 5.3 enhance the role of research in undergraduate teaching and bring the excitement of discovery into every classroom; and,



engage in longer term planning than has occurred in the past. Commencing this Fall, the planning process will work to a four year horizon and Deans will be asked to present their budget plans in the context of their Academic Plans and the priorities in Teaching and Research identified in them. To aid in this process, Faculty Planning documents will be required to include a summary of the Academic Plan, reflecting a review and appropriate revisions of the existing Academic Plan followed by a four year budget proposal justified in terms of the Plan. In subsequent years, the same Plan will be submitted but annotated to indicate any changes evolving in response to new opportunities or renewed priority setting in the Faculty; the budget proposal will be revised accordingly, and will include a report on the past year's expenditures and how they support the implementation of the Plan.

The Planning guidelines to be distributed in late September will offer more guidance, but the Academic Plan summary, which along with the budget proposal forms the Annual Planning document, should be a 5-10 page document that will be expected to have the following content:

- ! a description of the current strengths in Teaching and Research in the Faculty including an identification of those areas that will receive priority support;
- ! a description of the potential and developing strengths in Teaching and Research identified as priority areas in the Faculty;
- !



ANNOUNCEMENTS & COMMUNICATIONS

ANNOUNCEMENTS



## The UNIVERSITY of WESTERN ONTARIO

Office of Faculty Relations

### MEMORANDUM

TO: Jan Van Fleet, Secretary of the University  
University of Western Ontario Faculty Association (UWOFA)

FROM: Alex Mercer, Director, Office of Faculty Relations

DATE: July 18, 2002

SUBJECT: REPORT TO SENATE, THE BOARD AND THE UNIVERSITY OF  
WESTERN ONTARIO FACULTY ASSOCIATION (UWOFA) ON  
PROMOTION AND TENURE CASES CONSIDERED UNDER THE  
COLLECTIVE AGREEMENT DURING 2001 – 2002

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Please find attached a [chart](#) providing the information required under Clause 20. in the Article Promotion and Tenure in the Collective Agreement. The information related to the designated groups - with the exception of gender as provided by Equity Services. The following should be noted about this data:

- € The information was provided in aggregate form only from the Employment Equity database;
- € All information in this database is obtained through the self-identification surveys sent to employees, therefore information is only available on individuals who completed and returned the surveys;
- € Where information was unknown, it was considered to be a “no response” i.e. the individual was not a member of a designated group;
- € For reasons of confidentiality information was suppressed in cases where there were less than 5 individuals considered in a particular group.

Please do not hesitate to contact us if you need any other information.

Cc: G. Moran  
A. Weedon  
R. Harris  
J. Collis  
E. Hegedues

The REVISED chart is attached



**REPORT ON PROMOTION AND TENURE CASES CONSIDERED UNDER THE COLLECTIVE AGREEMENT**

(As required under Clause 20. in the Article Promotion and Tenure)

Total cases considered for Promotion and Tenure							
Male	34						
Female	14						
Aboriginal Person	0						
Visible Minority	3						
Person with Disability	2						

**Promotion to Associate Professor and Granting of Tenure**

	Process initiated by Dean in the last year - Clause 15.1	Process initiated by Dean in any year before the last year - Clause 15.3	Process initiated by Member in June of 3rd year for consideration in the 4th year - Clause 15.4	Positive Committeee recommendation - Clause 16	Negative Committeee recommendation - Clause 16	Positive Provost recommendation - Clause 17	Negative Provost recommendation - Clause 17
Male	2	13	0	15	0	15	0
Female	2	6	1	9	0	9	0
Aboriginal Person	S	0	S				
Visible Minority	S	2	S				
Person with Disability	S	0	S				

**Granting of Tenure**

	Process initiated by the Dean in the last year of the appointment - Clause 15.2	Process initiated by Dean in any year before the last year - Clause 15.3		Positive Committeee recommendation - Clause 16	Negative Committeee recommendation - Clause 16	Positive Provost recommendation - Clause 17	Negative Provost recommendation - Clause 17
Male	1	1		2	0	2	0
Female	0	3		3	0	3	0
Aboriginal Person	S	S					
Visible Minority	S	S					
Person with Disability	S	S					

**Promotion to Professor**

	Process initiated by Dean - Clause 15.5.	Process initiated by Member no earlier than three years after promotion to Assoc. Prof. - Clause 15.6		Positive Committeee recommendation - Clause 16	Negative Committeee recommendation - Clause 16	Positive Provost recommendation - Clause 17	Negative Provost recommendation - Clause 17
Male	12	5		17	0	16	1
Female	2	1		3	0	3	0
Aboriginal Person	0	0					
Visible Minority	1	0					
Person with Disability	1	1					

S: For reasons of confidentiality data is suppressed in cases where there were less than 5 individuals considered in a group.

The information related to the designated groups - with the exception of gender – was provided by Equity Services.

**Notes:**

- 1) The information was provided in aggregate form only from the Employment Equity database.
- 2) All information in this database is obtained through the self-identification surveys sent to employees, therefore information is only available on individuals who completed and returned the surveys.
- 3) Where information was unknown, it was considered to be a “no response” i.e. the individual was not a member of a designated group.