



# The UNIVERSITY of WESTERN ONTARIO

## MINUTES OF THE MEETING OF SENATE

January 23, 2009

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

### SENATORS:75

I. Ajiferuke	K. Galil	J. O'Sullivan
A. Barnfield	J. Garnett	D. Pennee
J. Barron	T. Garrard	H. Perinpanayagam
D. Bartlett	R. Graham	J. Polgar
A. Beach	E. Heersink	M. Reid
J. Berge	T. Hewitt	B. Sherar
C. Beynon	I. Holloway	D. Shrubsole
I. Birrell	B. Hovius	S. Sims
B. Blumer	M. Hyland	S. Spaulding
S. Brennan	B. Johnson	A. Suksi
N. Caldwell	M. Johnson	R. Telfer
S. Camiletti	M. Jones	A. Thom
A. Chan	E. Karakacili	B. Timney
A. Chant	G. Knopf	M. Tithecott
J. Corrigan	G. Kulczycki	M. Usselman
R. Coulter	F. Longstaffe	R. Van Gaalen
P. Davenport	S. Macfie	K. Veblen
J. Doerksen	J. Mackie	D. Wardlaw
C. Dunbar	B. MacLachlan	J. Weese
C. Ellis	R. Macmillan	J. White
J. Etherington	A. Mandich	C. Wilkins
M. Fan	P. McKenzie	A. Willson
C. Farber	L. Miller	B. Wood
N. Fassina	M. Naish	R. Young
T. Fulton	J. Nash	T. Yurkewich

Observers: M. Carroll, J. Cole, L. Gribbon, R. Lipson, C. Ross, G. Tigert

By Invitation: M. Milde

### S.09-01 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of December 5, 2008, were approved with the inclusion of M. Hyland in the attendance list.

### S.09-02 REPORT OF THE PRESIDENT

The President's report consisted of the following items: Trip to India, Ottawa Visit and the Mayor's "State of the City" Address. Overhead slides used to highlight his presentation are attached as [Appendix 1](#).

**REPORT OF THE OPERATIONS AGENDA COMMITTEE** [Exhibit I]

S.09-03 **Senate Membership: Faculty Constituencies**

It was moved by C. Ellis, seconded by A. Chant,

That Pam McKenzie (Information & Media Studies) be appointed to Senate to represent the School of Graduate and Postdoctoral Studies, in the Information and Media Studies and Business constituency for a term from January 1 to June 30, 2009.

CARRIED

S.09-04 **Revisions to the Terms of Reference of UCRE**

With reference to the list of *ex officio* members of UCRE, it was noted that the words "or designate" could be removed after the Vice-President (Research and International Affairs) because all *ex officio* members can send designates.

It was moved by C. Ellis, seconded by S. Sims,

That Senate approve that the Terms of Reference of the University Council on Research Ethics Involving Humans (UCRE) be revised, as shown in Exhibit I, Appendix 1, including striking "or designate" noted above.

CARRIED

S.09-05 **Procedures for Casual Academic Appointments of Faculty at The University of Western Ontario - Revisions**

It was moved by C. Ellis, seconded by M. Naish,

That the Senate approve and recommend to the Board of Governors through the Vice-Chancellor that the Procedures for Casual Academic Appointments of Faculty at The University of Western Ontario be revised as shown in Exhibit I, Appendix 2.

Professor Carroll, referring to Appendix 2, item 11, asked for clarification of the added phrase "and authorized by the designated University representative" because previously the Dean could approve the appointment. Dr. Davenport took the question under advisement as to why the change was made.

The question was called and CARRIED.

S.09-06 **Annual Report of the Senate Review Board Academic**

Senate received for information the Annual Report of the Senate Review Board Academic (SRBA)

S.09-08

S.09-12

**King's University College: Withdrawal of Major in Canadian Studies**

Professor Carroll asked if professors can transmit their grades electronically using any system given that no particular system is recommended as noted in the second paragraph of the policy. Professor Milde stated that instructors can submit their grades using a system that is encrypted.

Professor Macfie remarked knowing of a lower than expected grade could have an adverse affect on a student preparing for other exams and asked whether consideration had been given to delaying the release of any grades until the end of the examination period. Professor Milde stated that SCAPA did not consider this point and suggested that she submit her concern to the Committee.

The question was called and CARRIED.

S.09-14

**Policy on Student Access to Examinations and Other Work**

It was moved by S. Macfie, seconded by M. Naish,

That the Retention of Examination Papers and Records section of the Student Access to Examination Papers and Other Work policy be revised to include reference to online (WebCT) courses and references to the retention periods set out in Western's Records Retention and Disposal Schedules, as outlined in Exhibit II, page 5, item 8.

Professor Carroll remarked that while no substantive change is proposed because the Records Retention and Disposal Schedules simply echoes the 12-month retention period currently in the policy, he was concerned Senate would be losing its authority to change the policy in the future. Western's Records Retention and Disposal Schedules is an administrative document that is not approved by Senate. Professor Milde noted that the minimum retention schedules are now by law not by Senate.

Professor Usselman suggested that the phrase "for a period of twelve months from the date of the last use" should be retained in the policy. It is a clear statement and readers would not have to access another website to learn the same thing.

**Retention of Examination Papers and Records**

Departments (or Faculties without departmental structure) shall require all instructors to maintain complete records of all marks/grades (and their relative weights) for individual assignments, tests, etc., which are used in calculating the final overall mark/grade in a course for a period of twelve months from the date of the last use\*.

Departments (or Faculties without depar

provide additional funding to ensure the minimum funding of \$135,000 per year for a named Chair.

Effective Date:	July 1, 2009
Purpose:	<p>The <i>Stephen Dattels Chair in Corporate Finance</i> will, in addition to his or her duties in the area of corporate finance law, be responsible for further developing a special natural resources corporate finance initiative within the Faculty of Law.</p> <p>The expenditure of funding to support the <i>Stephen Dattels Chair in Corporate Finance</i> will be the responsibility of the Dean of the Faculty of Law.</p>
Criteria:	Appointments to the Chair will be conducted in accordance with the relevant policies and procedures of the University. The appointment will be for a period of five years.
Reporting:	The University will provide Mr. Dattels with annual reports regarding the activities of the Stephen Dattels Chair in Corporate Finance.

Some Senators raised concerns with respect to corporate support and assessment of social responsibility issues when the University receives funding from donors. Mr. Garrard explained that Western's Gift Acceptance Policy clearly sets out the parameters regarding accepting and declining a gift. He stressed that extensive vetting is done prior to accepting a gift. The litmus test is whether or not the gift will bring ill-repute to the University. The Dean and Senators from the Faculty of Law endorsed the creation of this Chair which will support an annual teaching position in the Western Law January Term Program. Mr. Dattels is a strong supporter of universities and this is his second significant gift to Western and the Faculty of Law. A Fellowship was established in his name in 2005.

Responding to a question regarding the financial implications given that the Faculty of Law will provide an additional \$35,000 to ensure the minimum funding of \$135,000 per year for a named Chair, Dean Holloway stated that the Faculty will save money because of this donation and that the Chair will be used as a retention tool. It is the Faculty's intention to explore every avenue in order to meet necessary budget reductions without any reduction in staff.

The question was called and CARRIED.

S.09-17

**First-Year, First-Entry Undergraduate Enrolment for the Constituent University and Affiliated University Colleges**

value will ultimately be determined by this initial admission minimum, confirmed admission to any program will be contingent on a final average grade of no lower than 77%, except in those programs involving performance criteria and in particular limited enrolment programs where the value may be higher.

- (d) The enrolment projections (Exhibit III, Appendix 2) be used for purposes of tuition revenue estimates in the University's budget projections.
4. The process for the Affiliated University Colleges includes the following elements for 2009-10:
- (a) General entrance requirements will not be set until more complete information on applicant qualifications is available.
  - (b) Offers will be extended to current Ontario high school students using the same process as described for the Constituent University.
  - (c) Each College will determine its own timelines for extending offers of admission and response dates
  - (d) No student will be admitted to first-year study directly from the Ontario secondary school system with final grades below 75%, unless detailed academic assessment deems this appropriate.
  - (e) All Affiliated University Colleges will be bound to the minimum entrance requirements established by the Constituent University for limited enrolment programs, where applicable, including Media, Information & Technoculture, BHSc, and Kinesiology.

Senate received for information the following Implementation Notes for 2009-10 for the Constituent University

- 1. Given the experience of recent years, we expect that minimum entrance requirements will continue to be above 80%.
- 2. Students receiving offers at Ontario universities will now be required to accept their offer by May 28th and pay various deposits (tuition, residence, etc) or lose their place.

The timing of the application and offers process for current Ontario secondary school students will begin with offers of admission in January on a rolling basis to exceptional students, made largely on the basis of performance prior to Grade 12.

The subsequent rounds of offers will begin in February/March as soon as the first term or mid year Grade 12 grades are available. **Specific minimum grades required for an offer will be set as a function of final information regarding applicant numbers and qualifications in each program.**

***Marks used for early offers in February/March 2009 will be determined by the size and quality of the applicant pool.***

- 3. Every effort will be made to maintain single minimum standard of admission across all programs. However, a higher standard may be necessary in some programs to avoid exceeding program capacity.
- 4. As indicated in the Senate resolution of past years, consideration may be given in the admissions process to factors such as performance in program-relevant courses (e.g., mathematics and sciences in Science and Engineering), and the academic record of the secondary school. As well, consideration will be given to students based on special circumstances and extraordinary extracurricular activities and/or contributions to citizenship and on the recommendation of the Principal of the school for demonstrated leadership ability.
- 5. As was the case in past years, the period between the availability of initial application information (still not including final year, winter semester applicant grades) and the offer date,



does not permit an admissions proposal that includes detailed program-specific admissions criteria to be brought to Senate for consideration before initial offers are made.

6. A final round of offers, based on complete grade information, will be made in May 2009. Criteria used for those offers will be set as a function of additional information on applicant qualifications, historical program-specific patterns of acceptance of early offers, and student responses to date, but will observe the general entrance requirements established in this recommendation.

Senate received for information the graduate enrolment plan, detailed in Exhibit III, Appendix 3.

Asked why the minimum entrance average for the Affiliated University Colleges is 75% while the minimum average for the constituent University is 80%, Dr. Longstaffe replied that the gap between the entering average for the constituent University and the Affiliated University Colleges recognizes the special characteristics of the programs offered at the Affiliated University Colleges. Professor Fulton added that at Huron 75% is the minimum average on the final grades and the corresponding average for the Constituent University is 77%. With respect to the differences in the offer average, she explained that Huron draws from a subset of the pool of applicants to the University and does not admit to science and MIT programs but to liberal arts programs.

Professor Usselman asked what the error limits are on the enrolment target - is there room to slide the entrance number up. Dr. Longstaffe explained that the enrolment targets are based on historical experience. The risk exists that more or fewer students than planned could accept offers of admission. Ms. Gribbon noted that the admission average will fluctuate based on the quality of the applicant pool. Professor Usselman commented that if a program/faculty works very hard to increase the public visibility of their program it is difficult to grow in this scenario because the same number of students will be admitted but with higher averages.

The question was called and CARRIED.

**ADJOURNMENT**

The meeting adjourned at 2:40 p.m.

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P. Davenport  
Chair

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I. Birrell  
Secretary

## President's Report to Senate

- Trip to India
  - December 11-13, 2008
- Ottawa Visit
  - January 19, 2009
- Mayor's "State of the City" Address
  - January 22, 2009

Dr. Paul Davenport  
January 23, 2009

## India

Accompanied by VP Ted Hewitt and Professor Shiva Singh (Biology) and Mark Perry (Computer Science / Law)

- Canadian High Commission –Delhi
  - Ambassador Joseph Caron
  - Trade Commissioner Faisal Beg
- Overview of research collaborations with Indian Institutes of Technology (IITs) and student exchange programs and recruitment initiatives

## India

- Banaras Hindu University – Varanasi
  - Met with Vice-Chancellor and Deans
  - Explored links in Law, Engineering, Environmental Studies, Music
  - Discussed internships and student exchanges

## India

- Indian Institute of Technology-Roorkee
  - Met with Director, Deans and Department Heads
  - Strong Engineering collaborations, including joint degree
  - Discussed future links – wind tunnel and disaster mitigation
  - Collaborative mentorship of new faculty

## Mayor's "State of the City"

- HIV-AIDS Vaccine manufacturing facility proposal: \$88 Million from the Government of Canada and Gates Foundation – Western (led by Dr. Yong Kang) is one of four Canadian competitors