Minutes of a Special Meeting of the Senate Executive Committee held on the above date at 1:30 p.m., remotely via BlueJeans

Those present:

Dr. D. Barnard, Chair
Prof. J. Anderson
Prof. R. Biscontri
Prof. P. Blunden
Prof. T. Chen
Prof. M. Gabbert
Dean E. Jurkowski
Prof. C. Miller
Prof. D. Oliver
Mr. E. Podaima
Dr. J. Ristock
Prof. A. Schultz
Dean J. Taylor
Ms. L. Zapshala-Kelln
Mr. J. Leclerc, University Secretary
Dr. S. Coyston,
Associate University Secretary

Assessors present:

Mr. Wm. Dowie
Dr. T. Mondor
Prof. M. Shaw
Ms. K. Smith
Mr. R. Talukder
Prof. D. Watt

Regrets:
none

Absent:
none

Also present:

Ms. J. Lastra, Director, Financial Aid and Awards
Mr. N. Marnoch, Registrar
Ms. M. Watson, Executive Assistant to the University Secretary

President Barnard informed Senate Executive that, on Monday, the University had received the 2020 - 2021 funding letter from the Deputy Minister of Economic Development and Training, following a meeting involving Minister Eichler, Deputy Minister Forster and other university presidents. The letter confirms previously announced reductions to universities’ operating grants but also provides for a fund that would permit universities to apply to have reduced funding granted back to the institution by means of one-time transitional support funds, the details of which the University was still assessing. President Barnard said he and his Executive Team, along with incoming president, Dr. Benarroch, had met earlier that day to discuss the letter, and he would meet with Deans and Directors and other senior administrators on Thursday to consider what the University’s response might be. President Barnard said the opportunity to access the transitional funds had been unexpected and would require some additional understanding. He said he would update the committee as more information became available.

I CONSIDERATION OF THE MINUTES OF THE SPECIAL MEETING ON MAY 20, 2020

Dean Jurkowski MOVED, seconded by Professor Blunden THAT the minutes of the Special Meeting of the Senate Executive Committee held on May 20, 2020, be approved as circulated.
Referring to the *Graduands Report, May 2020*, Mr. Marnoch observed that the number of graduands (2,941) was very similar to the previous year (2,939).

Mr. Marnoch said four students were being recommended for a degree notwithstanding a deficiency, for the reasons outlined in the Report.

Mr. Marnoch said the School of Art was recommending a student for a Bachelor of Fine Art degree notwithstanding that the student had completed 87 of 93 required credit hours with a minimum grade of C. The student had completed an additional 6 credit hours with grades of D. Before being informed that it did not have the authority to do so, the School had a practice of allowing students to hold a grade of D in a maximum of two courses and the student had been so advised.

Mr. Marnoch said the School of Art was recommending a student, who had exceeded the maximum allowable 60 credit hours of transfer credit, for a Bachelor of Fine Arts (Honours) in Art History. The student had completed 72 hours of transfer credit and had not corrected the deficiency due to an advising error.

Mr. Marnoch said the Faculty of Arts was recommending a student for a Bachelor of Arts (Advanced) degree notwithstanding that the student had completed 117 of the required 120 credit hours. The student, who had completed only 12 credit hours of transfer credit from an international exchange program, had been advised that they had completed 15 credit hours on exchange.

Mr. Marnoch said the Faculty of Graduate Studies was recommending a student for a Doctor of Philosophy in Civil Engineering notwithstanding that 6 of the 18 credit hours of courses were beyond the ten-year maximum course currency rule. The student had been registered in an additional 6 credit hour course offered at another institution, on a Letter of Permission, but had not been able to complete the course given travel restrictions put in place as a result of the COVID-19 pandemic.

**Professor Oliver MOVED, seconded by Professor Chen, THAT the Senate Executive Committee approve, on behalf of Senate, candidates recommended for a degree notwithstanding a deficiency.**

Mr. Dowie asked if there was an established process for learning from the types of errors that had been made, in order avoid similar errors in future. He observed that it would be stressful for a student to discover so close to graduation that they had been misadvised. Mr. Marnoch replied that Degree Audit, which had recently been implemented for most programs, would monitor for any deficiencies well in advance of graduation and should reduce the types of errors that had occurred in the School of Arts, in particular. The error made in the Faculty of Arts had been a miscommunication.
In response to a question regarding any potential limitations of Degree Audit, Mr. Marnoch said some programs were not yet using the system, but where it had been implemented, the system was quite robust.

Mr. Podaima asked how much time had passed since students in the School of Art, who were being recommended for a degree notwithstanding, had been misadvised. Mr. Marnoch replied that, if the error had been realized prior to the 2020 Winter Term, the deficiency would have been corrected.

CARRIED

Professor Oliver MOVED, seconded by Professor Miller, THAT the Senate Executive Committee approve, on behalf of Senate, the list of graduands provided to the University Secretary by the Registrar, subject to the right of Deans and Directors to initiate late changes with the Registrar up to May 29, 2020.

CARRIED

IV REPORT ON MEDALS AND PRIZES TO BE AWARDED AT THE SPRING CONVOCATION

The Chair referred the committee to the list of the winners of medals and prizes, which had been provided by the Executive Director of Enrolment Services and had been made available to the committee prior in SharePoint to the meeting. The Report on Medals and Prizes was also available to Senators upon request to the Office of the University Secretary. The Chair indicated that Ms. Lastra, Director, Financial Aid and Awards, was available for questions.

Professor Biscontri MOVED, seconded by Professor Oliver, THAT the Senate Executive Committee approve, on behalf of Senate, the report on medals and prizes provided to the University Secretary.

CARRIED

V ADDITIONAL BUSINESS - none

VI ADJOURNMENT

The meeting was adjourned at 1:45 p.m.

These minutes, pages 1 to 3, together with the agenda, pages 1 to 10, and the Report on Medals and Prizes to be Awarded at the Spring Convocation, comprise the minutes of the Special Meeting of Senate Executive Committee meeting held on May 27, 2020.