

MINUTES OF THE MEETING OF SENATE

MAY 8, 2020

The meeting was held at 1:30 p.m. via Zoom.

SENATORS: 86

S. Basu	A. Grzyb	A. Nelson
A. Baxter	C. Harasym	C. Nolan
G. Belfry	M. Heath	J. Nord
L. Beres	L. Henderson	N. Nuimat
A. Borchert	K. Hibbert	K. Olson
L. Briens	H. Hill	I. Paul
D. Brou	V. Hocke	P. Peddle
S. Burke	S. Hodgson	S. Pitel
E. Chamberlain	A. Holm	S. Prichard
A. Chant	A. Hrymak	V. Radcliffe
M. Cleveland	D. Jeffrey	G. Read
K. Cole	L. Jiang	G. Rezai-Rashti
K. Coley	P. Jones	S. Roland
J. Compton	R. Kennedy	C. Roulston
J. Corrigan	K. Kirkwood	A. Rozovsky
B. Craig	J. Kitz	A. Shepard
J. Cuciurean	L. Logan	V. Smye
S. Datars Bere	C. Ma	C. Steeves
M. Davison	D. Macpherson	S. Taylor
C. Dick	D. Mallory	G. Tigert
J. Finegan	A. Matchen	J. Toswell
R. Flemming	L. Melnyk Gribble	S. Trosow
L. Frederking	K. Mequanint	G. West
M. Garabedian	A. Meyer	J. Wilson
B. Garcia	M. Milde	K. Yeung
J. Garland	L. Miller	J. Yoo
L. Ghattas	K. Miller	B. Younker
K. Gibbons	S. Morrison	R. Zitikis
M. Grenier	S. Mumm	

Observers: T. Belton, R. Bgeginski, S. Camiletti, K. Campbell, R. Chelladurai, J. Doerksen, L. Gribbon, K. Hibbert, J. Kum, D. Laird, J. Massey, M. Reesor, M. Ruddock, J. Weese.

Land Acknowledgement

D. Macpherson read a Land Acknowledgement.

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of April 17, 2020, were approved as circulated.

S.20-85

REPORT OF THE PRESIDENT [Exhibit I]

The President's report, distributed with the agenda, contained information on the following topics: *THE Impact Rankings* name Western among world's top universities, accolades for campus community members who were recognized with special honours, and a COVID-19 update. Additionally, the President announced that Dr. Lesley Rigg was named as Western's next Vice-President (Research), effective August 1, 2020 to June 30, 2025.

Other items noted in the report:

- The University maintains information relating to COVID-19 on two websites. General updates relating the university's initiatives and announcements relating to COVID-19 via (<https://www.uwo.ca/coronavirus/index.html>) as well as the webpage for the Centre for Teaching and Learning (CTL) (<https://teaching.uwo.ca/>)
- Staff in certain research labs continue to work and the labs remain open.
- Impact of physical distancing requirements on fall semester courses.
- Impact of COVID-19 on-campus processes and policies, including those relating to sanitization, personal protective equipment, and the potential for government-mandated testing prior to campus community members returning to work.
- Summer semester is online.
- Fall semester planning underway, with a full course compliment expected. Courses will likely be provided to students in a mixed model (online and face-to-face offerings). Physical distancing requirements will remain a key challenge for the fall semester planning.
- Impacts on residences, first-year students, clinical rotations, sports and recreation, programming, and student experience.
- Student recruitment efforts
- Advocacy efforts for students have resulted in an announced \$9 billion in financial aid for post-secondary students for COVID-19 financial support.

L. Logan, Vice-President (Operations & Finance) provided Senators with a high-level overview of the University's plans for a phased return to campus. Core service teams have remained working on campus throughout the pandemic, including Campus Police, Facilities Management, and Power Plant staff, in addition to ACVS and COVID-based researchers. The return plan will be a gradual four-phased approach, with faculty and staff who are able to work from home continuing at home for the time being. The University is committed to developing flexible, appropriate, and accommodating plans for returning to campus. Members of the campus community included in the current return to work planning will be notified by their supervisor.

The President requested that, due to the unique circumstances of holding Senate via Zoom, members permit the recording of a single Mover and Seconder for each motion. K. Hibbert and J. Yoo agreed to have their names recorded for the duration of the May 8, 2020 meeting.

S.20-86

UNANIMOUS CONSENT AGENDA [Exhibit II]

It was moved by K. Hibbert, seconded by J. Yoo,

That the items listed in the Unanimous Consent Agenda (Exhibit II) be approved or received for information by Senate by unanimous consent.

CARRIED

REPORT OF THE OPERATIONS/AGENDA COMMITTEE [Exhibit III]

S.20-87

Information Items Reported by the Operations/Agenda Committee

Exhibit III, Report of the Operations/Agenda Committee, contained the following item that was received for information by unanimous consent:

- Senate Membership – Graduate Students

REPORT OF THE NOMINATING COMMITTEE [Exhibit IV]

S.20-88 **Selection/Review Committee for the Dean of the Faculty of Health Sciences**

E. Gillies (Science), G. Parraga (Schulich), and K. Coley (Engineering, Dean) were acclaimed to the Selection/Review Committee for the Dean of the Faculty of Health Sciences.

S.20-89 **Selection/Review Committee for the Dean of the Don Wright Faculty of Music**

M. Daley (Science), S. Knabe (Faculty of Information and Media Studies), and M. Milde (Arts and Humanities, Dean) were acclaimed to the Selection/Review Committee for the Dean of the Don Wright Faculty of Music.

REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS [Exhibit V]

S.20-90 **Faculty of Education: Revisions to the Admission Requirements for the Bachelor of Education (BEd) Program**

It was moved by K. Hibbert, seconded by J. Yoo,

That the Admission Requirements for the Bachelor of Education (BEd) Program be revised, effective September 1, 2021, as shown in Appendix 1.

CARRIED (Unanimous Consent)

S.20-91 **Faculty of Engineering, Department of Electrical and Computer Engineering: Withdrawal of Computer Engineering Options**

S.20-91(a) **Withdrawal of the Electronic Devices for Ubiquitous Computing Option (A), Software Systems for Ubiquitous Computing Option (B), and Software Systems for Ubiquitous Computing/HBA Option (D)**

It was moved by K. Hibbert, seconded by J. Yoo,

That effective September 1, 2021, admission to the Electronic Devices for Ubiquitous Computing Option (A), Software Systems for Ubiquitous Computing Option (B), and Software Systems for Ubiquitous Computing/HBA Option (D) be discontinued as shown in Appendix 2, and

That students enrolled in the Computer Engineering program prior to September 1, 2021 be allowed to graduate with these Options upon completion of all requirements by August 31, 2025, and

That effective September 1, 2025, Options (A), (B), and (D) be withdrawn.

CARRIED (Unanimous Consent)

S.20-91(b) **Withdrawal of the Electronic Devices for Ubiquitous Computing/HBA Option (C)**

It was moved by K. Hibbert, seconded by J. Yoo,

That effective September 1, 2021, admission to the Electronic Devices for Ubiquitous Computing/HBA Option (C) be discontinued, and that the Option be withdrawn and all registration discontinued.

CARRIED (Unanimous Consent)

S.20-92 **School of Graduate and Postdoctoral Studies: Introduction of the Master of Management (MM)**

It was moved by K. Hibbert, seconded by J. Yoo,

That the Master of Management (MM) be introduced effective September 1, 2021, as shown in Appendix 3.

CARRIED

S.20-93 **School of Graduate and Postdoctoral Studies: Revisions to the MCISc in Speech-Language Pathology**

It was moved by K. Hibbert, seconded by J. Yoo,

That the MCISc in Speech-Language Pathology be revised as shown below, effective September 1, 2020.

CARRIED (Unanimous Consent)

S.20-94 **School of Graduate and Postdoctoral Studies: Revisions to the Master of Science in Occupational Therapy (MScOT)**

It was moved by K. Hibbert, seconded by J. Yoo,

That Year 1 of the Master of Science in Occupational Therapy (MScOT) be revised effective September 1, 2020, and that Year 2 of the Master of Science in Occupational Therapy (MScOT) be revised effective September 1, 2021, as shown in Appendix 5.

CARRIED (Unanimous Consent)

S.20-95 **School of Graduate and Postdoctoral Studies: Revisions to the Master of Clinical Science (MCISc) in Audiology, the Master of Clinical Science (MCISc) in Speech-Language Pathology, the Master of Science in Occupational Therapy (MScOT), and the Master of Physical Therapy (MPT)**

It was moved by K. Hibbert, seconded by J. Yoo,

That the Master of Clinical Science (MCISc) in Audiology, the Master of Clinical Science (MCISc) in Speech-Language Pathology, the Master of Science in Occupational Therapy (MScOT), and the Master of Physical Therapy (MPT) be revised effective September 1, 2020, as shown in Appendix 6.

CARRIED (Unanimous Consent)

S.20-96 **Faculty of Law: Revisions to the Admission Requirements**

It was moved by K. Hibbert, seconded by J. Yoo,

That effective September 1, 2020, the Admission Requirements in the Faculty of Law be revised as shown in Appendix 7.

CARRIED (Unanimous Consent)

S.20-97 **Schulich School of Medicine & Dentistry: Revisions to the Admission Requirements of the MD Program**

S.20-97(a) **Revisions to the Admission Requirements of the MD Program (Medical Military Training Program [MMTP] Pathway)**

It was moved by K. Hibbert, seconded by J. Yoo,

That the Admission Requirements of the MD program in the Schulich School of Medicine & Dentistry be revised effective July 1, 2020, as shown in Appendix 8.

CARRIED (Unanimous Consent)

S.20-97(b) Revisions to the Admission Requirements of the MD Program (*Kuwait Pathway*)

It was moved by K. Hibbert, seconded by J. Yoo,

That the Admission Requirements of the MD program in the Schulich School of Medicine & Dentistry be revised effective July 1, 2020, as shown in Appendix 9.

CARRIED (Unanimous Consent)

S.20-98 **Brescia University College: Revisions to the Admission and Program Requirements of the Honours Specialization, Specialization, Major, and Minor in History**

It was moved by K. Hibbert, seconded by J. Yoo,

That the Honours Specialization, Specialization, Major, and Minor in History at Brescia University College be revised effective September 1, 2020, as shown in Appendix 10.

CARRIED (Unanimous Consent)

S.20-99 **Information Items Reported by the Senate Committee on Academic Policy and Awards**

Exhibit V, Report of the Senate Committee on Academic Policy and Awards, contained the following items that were received for information by unanimous consent:

- Faculty of Education: Revisions to the Grading System for Additional Qualifications courses in the ASPIRE Program
- SUPR-G Report: Cyclical Reviews of the Graduate Programs in Hispanic Studies (MA, PhD), Education (MA, PhD), and Developmental Biology Collaborative Specialization
- New Scholarships and Awards

S.20-100 **ANNOUNCEMENTS AND COMMUNICATIONS** [Exhibit VI]

Exhibit VI, Announcements and Communications were received for information. The following items were included in the report:

- Report of the Board of Governors, April 23, 2020
- Academic Administrative Appointments

S.20-101 **DISCUSSIONS AND QUESTION PERIOD**

Course Delivery During COVID-19

A Senator (R. Flemming), provided the following question in advance:

Across all disciplines, Western faculty members have been asked by our Department Chairs to 'consider designing an online version of your courses for September as a contingency plan.' Usually faculty members can apply to receive a term of teaching relief in order to develop an online course. Yet due to COVID-19 we are all tasked with this responsibility this summer in addition to our research programs, which usually receive our fuller attention in the summer term. Many of us are willing to step up and do this, but this effort will require resources.

University of Waterloo is hiring students specifically to help faculty members in the effort to transition teaching and learning materials to online platforms.

My Departmental colleagues would like to know, is Western planning to allocate resources to this effort, such as paying salaries for undergraduate students to help us develop online content for September?

This would be a win-win scenario as it would help Western professors, and also give students summer jobs which can be done remotely

A. Hrymak, Provost & Vice-President (Academic) advised members that the University was leveraging its existing resources through the Centre for Teaching and Learning (CTL) and Western Technology Services (WTS) to provide course materials in an online format. By late June, the University hopes to have more information regarding the proportion of online and face-to-face learning that can take place in September. Given the changing environment relating to COVID-19, one planning model that must be considered is an entirely online Fall Semester. Prioritization of resources to support the new learning model, when decided, will be assessed based on the needs of faculty. The University will be adding additional staff resources to both CTL and WTS to address the additional demand for support from campus community members. Resources will address needs relating to course content development, content delivery, and the development of assessment tools. Additionally, the physical distancing measures required for public spaces create challenges for hosting students on campus for classes – down to potentially 20% of what would be deemed normal. J. Doerksen, Vice- Provost (Academic Programs) noted that additional supports will be provided for faculty to transition to online course delivery. He encouraged members to use the web-based resources on the CTL website, noting that there are a number of helpful webinars and instructional resources available for immediate access that have been created to assist faculty. The process for online delivery of course materials would include faculty providing course content to CTL's online instruction designers, and the designers then taking the content and translating it into a robust learning environment. These resources would be strategically deployed, with a focus on large-enrollment courses.

A Senator requested clarification on how the University would address lab-based course work. A. Hrymak, Provost & Vice-President (Academic) advised that the need for physical distancing may require the development of other methods for delivering course materials, for example, undergraduate labs may need to be delivered through filmed presentation. He advised faculty members to identify the key concerns and needs relating to their course delivery during the submission process so that resources can be triaged to provide appropriate support to the faculty.

A Senator requested clarification relating to the level that must be achieved before a faculty member will have made such extensive use of central resources for assistance with the development of online learning, that the ownership of the copyright of the materials is altered. A. Hrymak, Provost & Vice-President (Academic) advised Senators that the content that the faculty member provides belongs to the faculty member. The process for the University seeking licensing rights to deliver course content is currently outlined in the Faculty Collective Agreement. The use of University resources does not jeopardize the faculty member's intellectual property rights.

An Observer requested clarification around the timeline for releasing information regarding the percentage of online courses versus in-person. The concern was raised because of the timing for the release of information with Summer Academic Orientation beginning June 6th. It may be valuable for first year students to know their course delivery method. The President noted that this was a valid point and stated that although course scheduling was extremely complex during this pandemic situation, Western is exploring various options, including possibilities such as prioritizing first year courses, to reduce student anxiety.

K. Miller, Director, Academic Support & Engagement, clarified that Summer Academic Orientation was transitioning to be a completely online experience this year with programming starting much earlier, running May 19th through to August. Registration opened May 1st and several hundred students have already signed up.

A Senator requested clarification relating to formal labelling of course delivery such as an online course or, as a course being delivered online due to our emergency type situation. The Faculty Collective

Agreement speaks to formalized online courses and teaching. J. Doerksen, Vice-Provost (Academic Programs) responded by saying that Western had approximately 2,300 undergraduate and 2,000 graduate courses for the fall. Capacity to provide more robust support is being considered for approximately 80 courses (Typically Tier 1 & 2). A distance studies course is covered by the Collective Agreement. Western is moving to remote delivery of a course (Typically Tier 3 & 4), not moving 4000 courses to formalized distance studies courses. With the 80 courses identified, discussions are in progress within the faculties to discuss the appropriateness of transitioning to a formalized distance studies course.

Return to Campus Planning

A Senator (S. Pitel), provided the following question in advance:

Once Western is legally allowed, by the provincial government, to reopen as a workplace, how does it plan to implement that reopening (particularly as affects its faculty members)? When does it contemplate faculty members being able to choose to return to working in their offices?

What are Western's plans for the mail and deliveries addressed to faculty members it has received over the past six weeks?

L. Logan, Vice-President (Operations & Finance) advised that the University would be implementing a phased return to campus in the coming weeks. Deans have been asked to create phased return to work plans that effectively capture the individual needs of their faculties, and would be implemented on a two to three week rolling basis. The health, safety, and well-being of the community will be paramount. The process will start on June 3, unless Western receives new direction from government or health authorities. Further communication will be provided to the campus community next week. A major assumption of the return to campus plan is that those who can stay home to continue to work, will do so.

L. Logan also clarified that mail has continued to be delivered to core service areas when it was clear that individuals were available in offices. Some units made arrangements to collect mail. As soon as it is apparent that individuals are available to receive it, mail will be delivered to campus offices. Mail services have continued to function and therefore, vendors have not been impacted by delayed payments.

Academic Implications of End of Year COVID-19 Circumstances

A Senator (J. Toswell), provided the following question in advance:

I'd like an update, acknowledging that it remains early days, as to what happened with final grades this year. How many classes shifted to pass/fail, how many students took advantage of the late withdrawals or the pass/fail option they had individually available, how the admissions process is going (given that the critical date is at the beginning of June).

G. Tigert, University Registrar, responded that the Admissions process was in the final round of Ontario high school offers stage. Domestic applications have been flat while International applications have been lower than previous years. The general trend is that the threshold for enrollment will be lower and Western's offer process has taken this into consideration. Domestically, Western is currently at the same number of offers as the totality of last year, and there is still one more offer round pending. Internationally, the number of offers made is up 15% from last year. Acceptances for the Ontario high school group are higher than last year however, Western has made more offers. Other groups such as out of province and international are trending with lower acceptance rates, however, the acceptance date deadline has been extended in comparison to previous years.

J. Doerksen, Vice-Provost (Academic Programs) provided information that with 36,000 grades still outstanding the academic pattern is not yet clear relating to Western student progression. At the end of a term typically 150,000 grades are due; under 3600 requests have been made by students with approximately 500 requests to withdraw without academic penalty and approximately 3000 requests to change a course to a Pass have been received. He also advised that an update would come to Senate in June with additional details.

Order of Agenda

A Senator (A. Chant), submitted the following question in advance:

Since 2004, the report of the Senate Committee on University Planning (SCUP) has been given as the first committee report* in the Senate meeting in which budget discussions are to take place. This annual move of the SCUP report from its usual position on the Senate agenda allows for substantive, meaningful discussion of the budget without losing quorum, as often happens during length Senate meetings. Considering the budget first among committee reports also ensures senators are appropriately engaged, as attention and engagement drop off as meetings wear on. Nevertheless, despite this practice being in place for 15 years, it was abandoned without explanation to senators in April 2019 and continued in last month's meeting of Senate.

Could the Chair of the Operations and Agenda Committee please advise the Senate on why this change to Senate's long-standing practice has been made?

**With the exception of the April 2008 meeting of Senate, when the SCUP report came second rather than first in the order of committee reports.*

M. Milde, Dean of Arts and Humanities, Chair of the Operations and Agenda Committee, responded that OAC structures the agenda to ensure that all of the business of Senate is completed. The items were put forward in the first instance, with adequate time left for items requiring discussion. M. Milde agreed to the Senator's subsequent request that OAC be mindful in future of the desire of senators to spend time considering the budget by placing it first among committee reports when there is a great deal of other business.

Additional Question

A Senator requested that the Registrar release the class averages for the Winter term, in light of the changes to course grading at the end of the academic term. G. Tigert, University Registrar, advised that class averages would continue to change in light of both the student appeals process, and late grade submission. Smaller classes especially would have variability. However, the requested information could be provided to Senate at an appropriate time.

President's Request

J. Yoo, Dean of the Schulich School of Medicine & Dentistry, was invited to provide COVID-19 updates. Thanks were expressed for efforts, creativity and dedication relating to the business of the University. The number of inpatients is down and numbers generally are down because of measures taken locally. Decisions being made at the University are through the lense of concern for students, faculty and staff. If measures are loosened, a "bump" will occur. Recommendations and standards set by the Ministry must be followed relating to a tolerable and acceptable level of risk.

ADJOURNMENT

The meeting adjourned at 2:54 p.m.

A. Shepard
Chair Secretary

K. Kwan