



## MINUTES

Monday, November 16, 2020

Present: M. Ahmed, R. Ame, D. Antonowicz, A. Araujo, G. Ashoughian, G. Brockett, P. Bryden, D. Buzza, M.L. Byrne, S. Cameron, M. Cantalini-Williams, K. Carter, J. Casey, K. Chahal, S. Chamberlain, L. Chu, A. Clarke, J. Coolman, A. Dang, D. Deutschman, K. Dowler, L. Eisler, J. Empey, S. Ensign, A. Ferenc, S. Ghamat, B. Glencross, A. Goodrum, J. Hennebry, J. Holm, M. Hron, S. Isotupa, P. Jamalof, I. Joseph, Ma. Kelly, V. Kitaev, H. LeBlanc, K. Lund, D. MacLatchy, B. McKay, P. McLaren, L. McLeod, K. Menon, D. Monod, J. Newman, A. Ngo, S. Ramsay, M. Reesor, K. Rice, J. Schwieter, K. Shankardass, D. Smith, J. Smith, M. Straub, B. Vale, A. Vannelli, M. Wilson, M. Woodford, W. Wu, K. Yri, G. Yun.

Regrets: C. Francis, C. Hiebert, Mi. Kelly, G. Kim, D. Maoz, E. Mercier.

Absent: H. Beaudry, L. Hawton Kitamura, M. McDonald, I. Musa, M. Sweedler.

Secretariat: R. Barnes, A. Juhik, S. Kelly, A. Kornobis.

Guest/Resource: J. Fraser, M. Hook-McGregor, L. Keeping, A. Lessard, K. Maly, G. Mitchell, I. Muller S. Pereira, N. Petkovic, S. Roberts.

### A. Introduction

#### 1. Call to Order and Approval of the Consent Agenda

D. MacLatchy shared a land acknowledgement and house-keeping tips; noted additional material had been provided to senators, and that the agenda was amended to include Winter Term Academic Dates as item #5 on the agenda, with supporting information available in the consent agenda; and called for submission of Honorary Degree and Order of Wilfrid Laurier nominations for review at upcoming Senate Honorary Degree Committee meetings.

**MOTION** (D. Deutschman/D. Buzza) **that Senate approve the Consent items listed for approval under item C.9., as amended.** **CARRIED.**

#### 2. Leadership Update

##### a) Report of the President

D. MacLatchy shared a number of updates, including: recognition that this is a challenging term for faculty, students, staff, families, and communities, and that the university will continue to work to address these challenges as we move through these novel and unique times; information about upcoming Executive Leadership Town Hall; ongoing work toward best ways to communicate with faculty and staff; news of Scotiabank Giller prize winner, Brantford CTF member; pandemic recovery activities, with both regions moved to Orange restrict zone, Laurier will continue to meet requirements and monitor public health guidelines; work is ongoing around external groups wanting to access university facilities and resources during the pandemic; Laurier International is anticipating 60-70 senior students returning to campus for



winter 2021 term; EDI strategic planning committee's full membership will be announced soon, and a self-assessment team to identify systemic barriers and develop an EDI action plan has been established; Ontario budget focused on COVID-19 response and economic recovery, and nothing new has been mentioned about a new tuition framework, with possible updates coming end of year; Laurier continues routine check-ins with municipal and provincial leaders; Laurier continues working with Ministry, Town of Milton, and Conestoga College toward the Milton campus planning; a government announcement on Milton may be delayed due to the COVID-19 challenges and ongoing changes; recognition of the challenging past year, and a change to the academic dates would delay the start of the university reopening after the holidays by a few days to allow for a lengthened break.

### b) Report of the Provost & VP Academic

A. Vannelli shared a number of updates, including: continued engagement with Laurier community, including Divisional Council meetings, Faculties, student leaders, Faculty Association, and Alumni association; virtual visiting writer, a Giller Prize winner, presented to the university last week; three senior searches are ongoing; three new senior searches will be in the new year; November convocation had 1500 graduates; a number of faculty and students involved in panel sessions for international education week; shout-out to faculty, staff and students helping with virtual recruiting for Fall 2021, as it requires a different energy; commend those involved in the remote teaching and learning environment to keep student and faculty experience at a high level during these challenging times; responding to issues on an ongoing basis, noting support to deans of \$1.1M additional resources/personnel for fall/winter terms to support delivering programs, learning, and student experience; guidelines for students and faculty on assessment in remote environment, as best practices to ensure successful learning outcomes and maintain academic integrity; and, delaying the beginning of winter term to provide some stress-reduction at the end of this busy term.

### c) Question Period: Written or Verbal

None noted.

### 3. Business Arising from Previous Minutes

#### a) Assessment and Academic Integrity Follow-up Q&A

M. Wilson responded to outstanding questions, due to time constraints after the assessment and academic integrity presentation at last meeting. Questions were asked around chain of command for questions, with this approach seeming top-down rather than encouraging students to speak to the instructor. A. Vannelli noted that students should contact the instructor or department chair in the normal fashion, but that for students dealing with non-academic issues, it ensures they have the correct support in other areas, and



encourages students to use university channels to communicate issues, rather than through social media. A concern was shared that complaints can have hiring implications for Contract Teaching Faculty, and A. Vanneli assured Senate that complaints would go to the faculty member, rather than through another process.

### b) Remote Exam Guidelines Update

M. Wilson shared student and faculty guidelines through a Quick Guide for Respondus Lockdown Browser + Monitor Quick. Updates include e-learning tools available for assessment, and a comprehensive web-based guide for faculty seeking advice on planning/teaching online. Within guidelines, instructors determine how best to assess learning; when proctoring is required for an exam, Respondus can be used. Teaching and Learning did an environmental scan of similar guidelines across Ontario and Canada, followed by broad consultation within the university. Questions and concerns were shared, including: where the computer server for Respondus resides, with answer being in Canada; concern that this used to be a role for Accessible Learning that is now being downloaded to faculty members, with response noting there is assistance for instructors through MyLS; concern for students in different time zones taking exams at specific times, with response noting that the university will endeavour to ensure students are not penalized for being in another time zone, and Laurier will continue to look at this for winter term; concern around student proctors not being authorized to view Respondus recordings, with answer being that trained individuals or those who have been given clearance under guidance of the instructor will be able to view Respondus recordings, including graduate students as appropriate; question around Math courses needing to use mathematical symbols, with faculty preferring to have a view of the student's workspace rather than their face, and have students write answers on paper, scan and upload a PDF, with response being an encouragement to use Respondus tool where possible; question on when the guidelines will be in effect, with answer being effective tomorrow (November 17, 2020); concern that students are unhappy with webcams and having to have faces visible during a test, with response being that the guidelines provide guidance on how to protect academic integrity and provide consistency for how the technology is used; suggestion of black-out times to assist with time zones concern, with response being that this is an iterative process, and suggestions will be brought forward to VPAC for consideration; question whether the guidelines will become rules, with response being that the guidelines are principles at this point; note that students were contacted by student groups to ensure there was consultation.

## B. Discussion

### 4. Reports and Recommendations from Standing Committees

#### a) Senate Executive and Finance Committee



It was noted that the budget was delayed until now to get a better sense of what would need to happen in the current environment.

i. Recommendation of 2020-2021 Budget

A. Araujo and A. Vannelli presented the budget recommendation, noting updates to operating revenue, salary and benefit expenses; non-salary expenses; details around decreases and increases in the anticipated budget; balancing options on the operating budget; and, an updated ancillary budget, which has a large deficit due to residences being at 30% capacity and resulting in \$18.8M reduction to revenue.

**MOTION (A. Araujo/A. Vannelli) on the recommendation of the Senate Executive and Finance Committee, that Senate recommends the Board of Governors approve the 2020-2021 Budget, as proposed. CARRIED (1 opposed, 1 abstention)**

ii. 2021-2022 Budget Process Update

This item was skipped to allow time to speak to the remaining items on agenda.

b) Senate Academic Planning Committee

i. Faculty of Liberal Arts

K. Carter presented the creation of a new certificate in Digital Media Production.

**MOTION (K. Carter/A. Goodrum) on the recommendation of the Senate Academic Planning Committee, that Senate approve the creation of a new, for-credit Certificate in Digital Media Production. CARRIED (1 abstention)**

ii. Faculty of Science

A. Clarke presented changes to the Mathematics with Finance and Accounting Option, noting BU415 is being changed to better serve students who want options for the CPA/CMA programs; BU 647 was added to the list of courses as a friendly amendment. Concerns that curriculum committee should be listed as consultation, and that the Finance courses listed do not support CFA programming.

**MOTION (A. Clarke/M. Reesor) on the recommendation of the Senate Academic Planning Committee, that Senate approve the proposed changes to the Honours BA Mathematics with Finance and Accounting Option. CARRIED (3 abstentions)**

iii. Lazaridis School of Business and Economics

L. Keeping presented a substantive minor for Business.

**MOTION (A. Clarke/M. Kelly) on the recommendation of the Senate Academic Planning Committee, that Senate approve that BBA/FinMath students take MA207 as a required course in place of CP104. CARRIED.**



c) Senate Committee on Research and Publications

i. Research Centre

J. Newman presented the establishment of a new university research centre, the Centre for Leading Research in Education, with changes made after further consultation.

**MOTION** (J. Newman/M. Cantalini-Williams) **on the recommendation of the Senate Committee on Research and Publications, that Senate approve the establishment of a new university research centre, the Centre for Leading Research in Education, as presented.**

**CARRIED (1 opposed, 5 abstentions)**

ii. Strategic Research Plan

J. Newman presented the updated Strategic Research Plan, noting use of alphabetical order for printing document, and thanked senators for their willingness to engage in feedback.

**MOTION** (J. Newman/S. Chamberlain) **on the recommendation of the Senate Committee on Research and Publications, that Senate approve the Strategic Research Plan, as presented.**

**CARRIED. (1 oppose, 1 abstention)**

5. Changes to academic dates

A. Vannelli and J. Casey presented a change to the academic dates, noting the importance for students to have the time off, and for faculty to have extra time for marking and prepping for upcoming term. Extensive consultation took place internally and within the sector. 2020-2021 academic dates were approved in September 2019, and it is now being recommended to have a one-week delay between the fall 2020 and winter 2021 terms. The Faculty of Education has separately approved academic dates approved to align with starting dates of partnering school boards, and are not included in the changes. Dates have been adjusted with appropriate make-up dates, as well as a shift to the start of spring and intersession term to allow time between the terms. A comment was shared that University of Waterloo is also taking adjusted start dates to Senate.

**MOTION** (J. Casey/L. Eisler) **that Senate approve the revised 2020-21 academic calendar dates as presented, and that Senate approve a delay to the start of the winter academic term for the Faculty of Education should the partnering School Boards implement the same.**

**CARRIED (1 opposed, 2 abstentions)**

6. Matters from the Consent Section of the agenda

There were no matters brought forward for discussion.



### 7. Other Business

No other business was noted. A few minutes remained in the scheduled meeting time, so A. Vannelli and J. Fraser spoke to planning for the 2021-2022 budget, noting: an integrated planning and budgeting approach; an overview of the budget committee; transparent exercise for everyone to see how the budget will play out for 2021-2022; tracking of the tuition framework details; and that updates on the budget will be brought forward to future Senate meetings.

D. MacLatchy thanked everyone and wished good luck with the end of term and heading into exams.

### 8. Adjournment

Adjourned by consensus.

## C. Consent

*The following items were provided for approval or information. The items noted for approval were approved by consent unless otherwise highlighted during item A.1.*

### 9. Items for Approval:

- a) Agenda
- b) Draft Minutes of the October 20, 2020 Senate Meeting

### 10. Items for Information:

- a) Report of the Senior Executives
- b) WLAAA Annual Report
- c) COU Academic Colleague Report
- d) Fall Enrolment Report
- e) Robert's Rules Reference Sheet
- f) BoardEffect Tip Sheet