



## [Algoma University Senate](#)

### **First Regular Meeting of 2024-25**

1:00 p.m. on September 13, 2024, Hybrid Meeting  
Room CC 201, Sault Ste. Marie Campus | Virtual for Brampton/Timmins Senators  
[Live Streaming via Youtube for Non-Senator Observers](#)

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### **AGENDA**

**24.09.00 CALL TO ORDER**

**24.09.01 APPROVAL OF AGENDA**

*Moved [ / ]: that the agenda for the September 13, 2024 meeting of the Senate be approved.*

**24.09.02 APPROVAL OF MINUTES, from the meeting, June 7, 2024 [\[LINK\]](#)**

*Moved [ / ]: that the Algoma University Senate approve the minutes from the Senate meeting on June 7, 2024.*

**24.09.03 APPROVAL OF MINUTES, from the meeting, August 28, 2024 [\[LINK\]](#)**

*Moved [ / ]: that the Algoma University Senate approve the minutes from the Senate meeting on August 28, 2024.*

*NOTE: As per the By-Laws (6:17), the in-camera spate of minutes are included as an appendix to the record available only to members of the Senate. Should there be any discussion related to the in-camera spate of minutes, the Senate must move in-camera.*

**24.09.04 PRESENTATIONS**

**24.09.04.01 Role of the Secretariat Office**

*NOTE: The Senate Executive Committee has requested that a presentation on the role of the Secretariat be provided to the Senate.*

**24.09.05 BUSINESS ARISING (for action or information) - N/A**

**24.09.06 DECISION ITEMS (for action)**

**24.09.06.01 Senate Proportional Representation - Addition of Faculty of Computer Science and Technology [\[LINK\]](#)**

*Moved [ / ]: that the Algoma University Senate approve the proportional representation of the Algoma University Senate, as amended, effective September 13, 2024, as recommended by the Senate Executive Committee as follows:*

*Total Senate Members: 49*

*Faculty Chair: 5 Senators*

*Department Chairs (\*Includes Directors of Schools): 16 Senators*

*Full-time faculty members [at-large]: 7 Senators*

*Part-time teaching staff: 5 Senators*

*Non-teaching staff members: 7 Senators*

*Members by virtue of office: 9 Senators*

**24.09.06.02 Senate Membership 2024-25 [\[LINK\]](#)**

*Moved [ / ]: that the Algoma University Senate approve the revised Senate Membership slate as presented retroactive to July 1, 2024 as recommended by the Senate Executive Committee.*

**24.09.06.03 Senate Committee Membership 2024-25 [\[LINK\]](#)**

*Moved [ / ]: that the Algoma University Senate approve the revised Senate Committee Membership slate as presented retroactive to July 1, 2024 as recommended by the Senate Executive Committee.*

**24.09.06.04 Board-Senate Liaison Committee Membership 2024-25 [\[LINK\]](#)**

*NOTE: a call for nominations from the floor will be made for one member, in accordance with the Committee Terms of Reference, this individual must be a Full-Time Teaching Staff Senator.*

*Moved [ / ]: that the Algoma University Senate appoint \_\_\_\_\_ to the Board-Senate Liaison Committee for a term effective immediately through June 30, 2025.*

**24.09.06.05 Senate By-law Revisions: Notice of Motion October 4, 2024 [\[LINK\]](#)**

**24.09.06.06 Academic Planning and Priorities Committee Recommendations**

**24.09.06.06.01 Final Assessment Report, Bachelor of Business Administration Program [\[LINK\]](#)**

*Moved [ / ]: that the Algoma University Senate approve the Final Assessment Report for the Bachelor of Business Administration 2021-22 program review as recommended by the Academic Planning and Priorities Committee.*

**24.09.06.07 Academic Regulations and Petitions Committee - N/A**

**24.09.06.08 Appeals and Academic Standards Committee Recommendations - N/A**

**24.09.06.09 Curriculum Committee Recommendations - N/A**

**24.09.06.10 I-EDI Committee - N/A**

**24.09.06.11 Quality Assurance Committee Recommendations - N/A**

**24.09.06.12 Research Advisory Committee Recommendations - N/A**

**24.09.06.13 Senate Executive Committee Recommendations**

**24.09.06.13.01 Introduction of Committee Reporting Requirements**

**24.09.06.14 Senate Governance Committee - N/A**

**24.09.06.15 Teaching and Learning and Technical Support Services - N/A**

**24.09.07 INFORMATION ITEMS**

**24.09.07.01 Unity Partnership Presentation [October]**

**24.09.07.01 NOSM University Partnership Presentation [October/November]**

**24.09.08 STANDING REPORTS**

**24.09.08.01 Decanal Reports *DECANAL REPORTS***

**24.09.08.02 Vice-President Academic and Research Report *VPAR'S REPORT***

**24.09.08.03 President and Vice-Chancellor Report *TBD***

**24.09.09 DISCUSSION AND QUESTION PERIOD**

**24.09.10 OTHER BUSINESS/NEW BUSINESS**

**24.09.11 ANNOUNCEMENTS**

**24.09.12 *IN CAMERA* SESSION**

NOTE: The Senate Bylaws indicate in 6.17:

When the Senate declares a meeting or part of a meeting in camera, reasons for so declaring will be clearly stated by the Speaker of the Senate prior to moving in camera. Where the Senate has resolved to move in camera, the room shall be cleared except for all members of the Senate and individuals requested by the Speaker to stay for purposes of assisting the Senate with its deliberations.

Only members entitled to be present in camera meetings may be informed of the proceedings that transpire. Accordingly, items of business dealt with by the Senate in camera shall appear as appendices to the record and shall be recorded in a spate of minutes, available only to members of the Senate.

If any motions are passed in camera, upon returning to the open meeting, the Speaker will ask Senators for a motion to record the approval of those in camera motions in a manner that does not release confidential information.

*Moved [ / ]: to move the meeting in camera.*

*Moved [ / ]: to record the approval of any motions made in camera in a manner that does not release confidential information.*

**24.09.12     ADJOURNMENT**

*Moved [ / ]: to adjourn the Senate meeting.*



## Algoma University Senate

### Tenth Regular Meeting of 2023-24

June 7, 2024 at 1:00 pm via Zoom video conference

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## MINUTES

### ATTENDANCE:

**Faculty of Humanities and Social Science:** L. Burnett, J.P. Chalykoff, K. DeLuca, B. Douville, A. Ridout, K. Shannon [PTF], T. Tchir [Deputy Speaker], R. Torres.  
[absent/regrets: D. Nyaga, E. Turgeon]

**Faculty of the School of Business and Economics:** N. Aziz, P. Matthews, K. Roberts [PTF], J. Ryan.  
[absent/regrets: G. Mahar]

**Faculty of Cross-Cultural Studies:** N. Cameron, B. Gordon [PTF], S. Gruner, S. Meades, P. Steeves  
[absent/regrets: None]

**Faculty of Science:** W. Dew, P. Dupuis, E. Ho-Tassone [PTF], D. Keough, C. Lemieux, C. Madliger, Z. Rahman, B. Schamp, A. Sultana, S. Xu.  
[absent/regrets: C. Zhang]

**Other Members:** A. Al-Krenawi, L. Bloomfield, S. Kosuta, E. Nahwegezhic, M. Piercey-Normore, T. Spurway, K. Scullion, A. Vezina, I. Withers, W. Wei  
[absent/regrets: S. Khan, J. Patel, A. Ryall]

Guests: L. Brechin, P. Chabbert, M. El Kahlout, T. Fabiano, Y. Feng, M. Garcia-Ruiz, D. Helwig, I. Imre, E. James, N. Konior, R. Lin, E. Morrison, M. Nasir, L. Schoner-Saunders, U. Sengupta, N. Shaw, G. Townsend, M. Turco, L. Wyper

**Secretariat:** S. Giuliani, S. Kelly, N. Ladouceur, P. Quesnele (Acting Secretary)

### CALL TO ORDER

The Deputy Speaker called the meeting of the Senate to order at 1:08 pm.

#### 24.06.01 APPROVAL OF AGENDA

*Moved [S. Meades / C. Madliger]: that the agenda for the June 7, 2024 meeting of the Senate be approved.*

Motion carried.

**Discussion:** None.

**24.06.02 APPROVAL OF MINUTES, from the meeting, May 3, 2024 [\[LINK\]](#)**

*Moved [I. Withers / T. Spurway]: that the Algoma University Senate approve the minutes from the Senate meeting on May 3, 2024.*

Motion carried.

**Discussion:** None.

NOTE: As per the By-Laws (6:17), the in-camera spate of minutes was included as an appendix to the record available only to members of the Senate. Should there be any discussion related to the in-camera spate of minutes, the Senate must move in-camera.

**24.06.03 PRESENTATIONS**

**24.06.03.01 Budget Presentation**

A. Vezina and M. Piercey Normore provided an overview of the 2024-2025 budget approved by the Board of Governors on May 30, 2024 noting that AU is in a strong financial position to allow the university to grow its impact on people and community and support its Special Mission. Key priorities and investments were presented around three pillars: building, hiring, and academic and research excellence.

**Discussion:** None.

**24.06.03.02 Decolonization Update**

Patty Chabbert, Decolonization Lead, presented an overview of decolonization efforts underway at the university in alignment with the University's Special Mission noting the importance of reflecting all ways of knowing, articulating context and relationships at play in cross-cultural learning, and reflecting and respecting Indigenous voices. P. Chabbert provided an overview of the EDI strategy, which includes decolonization rooted in the sweetgrass braid teaching. P. Chabbert illustrated, through the two timelines presented, the difference between Western and Indigenous approaches and noted milestones with the intention to launch the fully envisioned decolonization strategy in January 2025. P. Chabbert invited Senators to watch Dr. Marie Battiste's video presentation on decolonization in higher education.

**Discussion:**

- Senators thanked P. Chabbert and her team for their work, noting the progress accomplished over the last five years. The Senate discussed the importance of creating a sense of belonging and it was noted that it is possible to carve out Anishinaabe spaces where students feel culturally safe even within colonial spaces. P. Chabbert noted decolonization work underway to review and rewrite University policies with the support of the Office of the Secretariat.

**24.06.03.03 Global Decolonization Work - Faculty of Cross Cultural Studies**

Dr. S. Gruner presented on the Institute for Peoples, Territories and Pedagogies for Peace (IPTP) and the work done by the Faculty of Cross-Cultural Studies to integrate it

into their programming, noting that IPTP serves as liaison between universities and local social organizations and provides opportunities to understand grassroots governance from a community perspective. It was clarified that IPTP, based in Colombia with linkages in Mexico, Bolivia and a few African countries, supports self-determination. The pillars of the institute (decolonizing education, peace building, peoples' diplomacy, and environmental governance and ethno-territorial rights) provide opportunities to reshape ways of thinking about governance.

Gruner highlighted the ongoing work of IPTP, noting the international exchanges (hosting delegations) and student involvement in intercultural courses abroad. Dr. Gruner presented the delegation coming to Algoma U from June 17 to 20, 2024. The theme of the conference is The Rights of Territory, Nature, and People's Self-Determination.

**Discussion:**

- None.

**24.06.03.04 Convergence Centre Update [[LINK](#)]**

M. Piercey Normore provided a brief update on the renovations in the CC building in SSM noting that renovations of the animal care facility and biosafety lab were underway with expected completion in fall 2024. It was also noted that Visual Arts department would be moving in time for fall 2024 and that work with Psychology would be done to develop a space plan for the fall (classroom space) with renovations scheduled for January 2025 that may stretch to April or May 2025.

**Discussion:**

- None.

**24.06.04 BUSINESS ARISING (for action or information) - N/A**

**24.06.05 DECISION ITEMS (for action)**

**24.06.05.01 Approval of Graduand List - Spring 2024 Convocation**

NOTE: The Registrar's Office is unable to provide the list of graduands at this time; it is anticipated that this will be distributed to the Senate on June 6, 2024.

*Moved [K. Scullion / D. Keough]: that the Algoma University Senate admit to their respective degrees in-course the students as submitted who have completed all the requirements of their respective degrees and that diplomas for the degrees be awarded at the June 7, 2024 meeting of the University Senate for the conferring of degrees.*

[\[LIST\]](#)

Motion carried.

*Moved [K. Scullion / I. Withers]: that the Algoma University Senate approve the students as submitted who have completed the requirements of their respective honours diploma and that Honours Diplomas be awarded at the June 7, 2024 meeting of the University Senate for the conferring of certificates. [\[LIST\]](#)*

Motion carried.

*Moved [K. Scullion / I. Withers]: that the Algoma University Senate approve the students as submitted who have completed the requirements of their respective graduate certificate and that graduate certificates be awarded at the June 7, 2024 meeting of the University Senate for the conferring of graduate certificates. [LIST]*  
Motion carried.

*Moved [S. Meades / T. Spurway]: that the Algoma University Senate amend the 2024 Spring Convocation Graduation List Undergraduate Degree to correct the Degree/Certificate Codes and Degree/Certificate Descriptions for Jackson Ladouceur and Arian Taylor-Dufour to denote the completion of requirement for the Bachelor of Arts (Non-Honours) Psychology.*  
Motion carried.

**Discussion:** None.

#### **24.06.05.02 Faculty Chair Continuation [LINK]**

*Moved [S. Meades / I. Withers]: that the Algoma University Senate approve the continuation of Faculty Chair roles, or the election of a Senator from the respective faculty to maintain such duties, on the Senate for a transition period, until June 30, 2025, as recommended by the Senate Executive Committee.*

*Motion Postpone Indefinitely*

**Discussion:**

- Senators inquired about the need to have a motion to approve the continuation of the Faculty Chair roles, as they were in the Senate By-laws and it was felt that the presented motion put forward the removal of Faculty Chairs. It was noted that this issue was discussed at the last Senate meeting and at the Senate Executive meeting and the motion was being brought forward in order to gain clarity on the role of Faculty Chairs in response to their roles being removed from the Collective Agreement while responding to the request of faculty members to maintain the Faculty Chair role for a period. A Senator proposed removing the term period listed in the motion as it was felt that clarity in these roles was needed, it was felt by Senators that this did not provide the clarity they wanted. A Senator noted that they felt that a motion was not needed at this time, however that they felt a Memorandum of Understanding between the University was needed.

*Moved [M. Piercey-Normore / L. Burnett ]: that the Algoma University Senate postpone indefinitely the motion.*  
Motion carried.

#### **24.06.05.03 Senate Composition: Size and Proportionality [LINK]**

NOTE: Upon further reflection, it was determined that the Senate proportional representation required an update for the Faculty of Cross Cultural Studies.

*Moved [S. Xu / K. Scullion]: that the Algoma University Senate approve the proportional representation of the Algoma University Senate, as amended, effective July 1, 2024 as follows:*

*Total Senate Members: 46*

- *Faculty Chair: 4 Senators*
- *Department Chairs (\* Includes Directors of Schools): 16 Senators*
- *Full-time faculty members [at-large]: 7 Senators*
- *Part-time teaching staff: 4 Senators*

- *Non-teaching staff members: 7 Senators*
- *Members by virtue of office: 8 Senators*

Motion carried.

**Discussion:**

- A Senator inquired if the provided motion maintained Senate proportional representation which was confirmed that it did.

**24.06.05.04 Senate Membership 2024-25 [\[LINK\]](#)**

*Moved [L. Burnett / E. Nahwegezhic]: that the Algoma University Senate approve the slate as presented for Senate membership effective July 1, 2024.*

Motion carried with 1 opposed.

**Discussion:**

- A Senator raised concerns about the Algoma University Students' Union (AUSU) election process in light of the disqualification of the presidential candidate with the most votes, the Secretary noted that AUSU provided election results which indicated that the appeals had been adjudicated and that the slated student Senators were deemed as successfully elected by AUSU.

**24.06.05.05 Speaker of Senate Election**

NOTE: As per the newly approved [Speaker of Senate Election process](#) and [Speaker of Senate Role Expectations](#), the Senate Executive Committee has deemed that Dr. Nikki Shaw is eligible for this role. Given there is only one candidate, a vote will be taken by ballot to acclaim the individual.

Dr. Nicola (Nikki) Shaw Speaker of Senate Application: [Statement of Intent & CV](#)

*Moved [L. Burnett / W. Dew]: that the Algoma University Senate elect Dr. Nicola (Nikki) Shaw as Speaker of Senate for a one-year term effective July 1, 2024.*

Motion carried

**Discussion:**

- Senators expressed their appreciation for Dr. Shaw's willingness to take on this role.

**24.06.05.06 Deputy Speaker of Senate Election**

NOTE: a call for nominations from the floor will be made at the Senate meeting.

*Moved [L. Burnett / S. Gruner]: that the Algoma University Senate elect Dr. Sean Meades as Deputy Speaker of Senate for a one-year term effective July 1, 2024.*

Motion carried.

**Discussion:** None.

*Moved [S. Meades/ T. Spurway]: to extend to 3:15 pm.*

Motion carried

**24.06.05.07 Senate Executive Committee Membership Update 2023-24 [\[LINK\]](#)**

*Moved [K. Scullion / L. Bloomfield]: that the Algoma University Senate approve Simon Xu as an interim representative for the Faculty of Science to provide perspective from this faculty in the absence of a Faculty Chair, as recommended by the Senate Executive Committee, retroactive to April 23, 2024 and ending June 30, 2024.*

Motion carried.

**Discussion:** None

**24.06.05.08 Senate Committee Membership 2024-25 [LINK]**

*Moved [L. Bloomfield / K. Scullion]: that the Algoma University Senate approve the slate as presented following Senate committee composition effective July 1, 2024 as follows.  
Motion carried.*

**Discussion:**

- E. Nahwegezhic volunteered to be the SASA member on the Teaching and Learning and Technical Support Services committee and her name was added to the list of nominations.
- A. Ridout inquired if nominations were being taken from the floor for the Senate-Board Liaison Committee, it was noted that given that there are still a number of Senator seats empty it was intended to wait until there was a full slate of Senators and that nominations should be submitted to the Senate Executive Committee in alignment with their role as a nominating body. When asked how to make this process clear, it was noted that a callout should be made through Faculty Chairs for nominations. Senators noted that in the past members of the committee were elected via nominations from the floor instead of coming from the Faculties or the Senate Executive and a separate vote should be held for it. Senators discussed the urgency of electing members to this committee noting that it has not met in quite some time and if needed that an e-vote could be run. Senators indicated that they felt that more information was needed should processes deviate from past practice.

*Moved [N. Cameron / I. Withers] to extend to 3:30 pm  
Motion carried.*

*Moved [L. Burnett / S. Meades]: that the Algoma University Senate elect Alice Ridout to act as a Senator-at-large for the Senate-Board Liaison Committee effective July 1, 2024.  
Motion carried with one (1) abstention (A. Ridout)*

**24.06.05.09 Academic Planning and Priorities Committee Recommendations**

**24.06.05.09.01 Academic Planning and Priorities Committee Annual Report 2023-2024 [LINK]**

**Discussion:** None.

**24.06.05.09.02 Recommendation for Creation of New Faculty of Computer Science and Technology [LINK]**

NOTE: The [Senate Recommendations Process Map](#) has been provided for clarity.

*Moved [W. Wei / Z. Rahman]: that the Algoma University Senate recommend to the Board of Governors the establishment of a Faculty of Computer Science and Technology, as recommended by the Academic Planning & Priorities Committee.  
Motion carried.*

**Discussion:** None.

**24.06.05.09.03 Tenure-Track Faculty Hire - Psychology (Brampton Campus) [LINK]**

*Moved [L. Bloomfield / D. Keough]: that the Algoma University Senate recommend to the President one (1) tenure-track faculty position in the Department of Psychology at the*

*Brampton Campus as recommended by the Academic Planning and Priorities Committee.*

Motion carried.

**Discussion:** None.

**24.06.05.09.04 Major Modification - Environmental Science Graduate Certificate [\[LINK\]](#)**

*Moved [B. Schamp / C. Madliger]: that the Algoma University Senate approve the Substantial Major Modification to the Environmental Science Graduate Certificate as proposed by the Department of Environmental Science and Biology - in collaboration with the Department of Geography, Geology, and Land Stewardship as recommended by the Academic Planning and Priorities Committee.*

Motion carried.

*Moved [N. Cameron / B. Schamp]: that the Algoma University Senate amend the motion to replace the word 'Management' with the word 'Stewardship'.*

Motion carried

**Discussion:**

- It was requested that the motion be amended to reflect the proper name of the Department of Geography, Geology and Land Stewardship.

**24.06.05.09.05 New Faculty Hire: Tenure-Track - Bachelor of Social Work (Timmins Campus) [\[LINK\]](#)**

*Moved [R. Torres / K. Scullion]: that the Algoma University Senate recommend to the President one (1) School of Social Work Tenure Track hire in Timmins as recommended by the Academic Planning and Priorities Committee.*

Motion carried.

**Discussion:** None.

*Moved [ S. Meades / C. Madliger ]: to extend to 3:45 pm.*

Motion carried.

**24.06.05.09.06 FoBE Tenure-Track Hire Conversion [\[LINK\]](#)**

*Moved [N. Aziz / I. Withers]: that the Algoma University Senate recommend to the President the previously approved Finance and Economics position be changed to a Tenure-Track position in Decision Sciences or Data Science / Data Analytics - Brampton Campus as recommended by the Academic Planning and Priorities Committee.*

Motion carried.

**Discussion:**

- None.

**24.06.05.10 Curriculum Committee Recommendations**

**24.06.05.10.01 Minor Modification to English and History Programs [\[LINK\]](#)**

*Moved [L. Burnett / I. Withers]: that the Algoma University Senate approve the minor modifications to the BA (General) English, BA (Hons) English, BA (General) History and BA (Hons) History as recommended by the Curriculum Committee.*

Motion carried.

**Discussion:** None.

**24.06.05.10.02 Minor Modification to Computer Science Programs - Online [\[LINK\]](#)**

*Moved [S. Xu / I. Withers]: that the Algoma University Senate approve the minor modifications to the Bachelor of Computer Science (Honours) program, Bachelor of Computer Science (Honours) Cooperative Education program, Bachelor of Computer Science- Computer Game Technology (specialization) program, Bachelor of Computer Science- Computer Game Technology & Creative Arts (specialization) program; Bachelor of Computer Science- Mobile Software Engineering (specialization) program; Bachelor of Computer Science (General) Regular or Online; Single Major program; Bachelor of Science (Honours and Non-Honours) Single Major in Computer Science program; Bachelor of Science (General) Single Major Computer Science program; Accelerated Second Degree program Bachelor of Science in Computer Science program; Bachelor of Computer Science (General); Accelerated Second Degree program Bachelor of Science in Computer Science; and Accelerated Second Degree program Bachelor of Computer Science (General)- Cooperative Education program as recommended by the Curriculum Committee.*  
Motion carried.

**Discussion:** None

**24.06.05.10.03 Minor Modification to Computer Science Programs [\[LINK\]](#)**

*Moved [ L. Bloomfield / I. Withers ]: that the Algoma University Senate approve the minor modifications to the Bachelor of Computer Science (Honours) program, Bachelor of Computer Science (Honours) Cooperative Education program, Bachelor of Computer Science- Computer Game Technology (specialization) program, Bachelor of Computer Science- Computer Game Technology & Creative Arts (specialization) program; Bachelor of Computer Science- Mobile Software Engineering (specialization) program; Bachelor of Computer Science (General) Regular or Online; Single Major program; Bachelor of Science (Honours and Non-Honours) Single Major in Computer Science program; Bachelor of Science (General) Single Major Computer Science program; Accelerated Second Degree program Bachelor of Science in Computer Science program; Bachelor of Computer Science (General); Accelerated Second Degree program Bachelor of Science in Computer Science; and Accelerated Second Degree program Bachelor of Computer Science (General)- Cooperative Education program as recommended by the Curriculum Committee.*  
Motion carried.

**Discussion:** None.

**24.06.05.10.04 Minor Modification to Biology, Environmental Science, and Psychology Programs [\[LINK\]](#)**

*Moved [ B. Schamp / E. Nahwegezhic ]: that the Algoma University Senate approve the minor modifications to the B.Sc. Biology; 3 year B.Sc. Biology 4 year; B.Sc. Environmental Science 4 year; ENVS Graduate Certificate; B.Sc. Psychology 3 year; B.Sc. Psychology 4 year; B.A. Psychology 3 year; B.A. Psychology 4 year honours; and B.A. Psychology 4 year non-honours programs as recommended by the Curriculum Committee.*  
Motion carried.

**Discussion:** None.

**24.06.05.11 Quality Assurance Committee Recommendations**

**24.06.05.11.01 Quality Assurance Committee Annual Report 2023-2024 [\[LINK\]](#)**

**Discussion:** None.

**24.06.05.11.02 Revision to the New Program Concept Summary Template [\[LINK\]](#)**

*Moved [I. Withers / K. Scullion]: that the Algoma University Senate approve the New Program Template Revision as recommended by the Quality Assurance Committee.*  
Motion carried.

**Discussion:** None.

**24.06.05.12 Research Advisory Committee Recommendations - N/A**

**24.06.05.13 Appeals and Academic Standards Committee Recommendations**

**24.06.05.13.01 Appeals and Academic Standards Committee Annual Report 2023-2024 [\[LINK\]](#)**

**Discussion:** None.

**24.06.05.14 Senate Executive Committee Recommendations**

**24.06.05.14.01 Senate Governance Committee [\[LINK\]](#)**

*Moved [I. Withers / P. Steeves]: that the Algoma University Senate approve the creation of a Senate Governance Committee as a standing committee of the Senate, with the Terms of Reference and Composition, as recommended by the Senate Executive Committee.*  
Motion carried.

**Discussion:** None.

*Moved [P. Steeves / S. Meades]: that the Algoma University Senate changes to the Senate By-laws to include the Senate Governance Committee in the listing of standing committees.*  
Motion carried.

**Discussion:** None.

**24.06.05.14.02 I-EDI Committee Composition [\[LINK\]](#)**

*Moved [S. Gruner / A. Al-Krenawi]: that the Algoma University approve the following composition for the standing I-EDI Committee, as recommended by the Senate Executive Committee:*

- *Vice-President Academic & Research*
- *Vice-President Nyaagaanid*
- *Two (2) members from each Faculty*
- *One (1) Part time teaching staff member*
- *One (1) Student member appointed by SASA*
- *One (1) Student member appointed by AUSU*
- *One (1) Staff member*

Motion carried.

**Discussion:**

- A Senator asked about the hiring process for the VP Nyaagaaniid, Anishinaabe Initiatives and EDI position in light of M. Wabano McKay's departure to which it

was noted that a memo was sent and the President's Office is developing a plan to address the vacancy.

Moved [T. Spurway / B. Schamp]: to extend to 4:00 pm.  
Motion carried.

**24.06.05.15 Significant Dates Proposal Fall '24 / Winter '25 / Spring '25 [\[LINK\]](#)**

Moved [K. Scullion / N. Cameron]: that the Algoma University Senate approve the proposed Significant Dates from September, 2024 to September, 2025.  
Motion carried.

Moved [K. De Luca / L. Bloomfield] : that the Algoma University Senate amend the Significant Dates Proposal to update fall study week dates to October 12 - 18, 2024.  
Motion carried.

**Discussion:**

- Senators thanked the Registrar for modifying the Winter term start date to accommodate their request to start the term later in January.
- It was clarified that, like last year, classes are not being canceled on the National Day for Truth and Reconciliation, at the request of the President, to increase student exposure and participation in the activities.

**24.06.05.16 Adjunct Professor Appointment - Faculty of Cross Cultural Studies [\[LINK\]](#)**

Moved [S. Meades / S. Gruner]: that the Algoma University Senate approve that Patricia Tobon (Indigenous Embera-Chami) be appointed as an Adjunct Professor/ Visiting Scholar (Research and Decolonial Educational Collaborations) with CESD and the Faculty of Cross-Cultural Studies, for a three (3) year term, effective June 15, 2024.  
Motion carried.

**Discussion:** None.

**24.06.05.17 Adjunct Professor Renewal - Faculty of Cross Cultural Studies [\[LINK\]](#)**

Moved [I. Withers / S. Meades]: that the Algoma University Senate approve that Dr. Jude Ortiz be renewed as an Adjunct Professor in the Department of Community Economic and Social Development for a three-year term, effective July 1, 2024.  
Motion carried with one (1) abstention.

**Discussion:** None.

**24.06.06 INFORMATION ITEMS**

**24.06.06.01 Unity Partnership Presentation [September]**

**24.06.07 STANDING REPORTS**

Reports treated as read.

**24.06.07.01 Decanal Reports [DECANAL REPORTS](#)**

**Discussion:** None.

**24.06.07.02 Vice-President Academic and Research Report [VPAR'S REPORT](#)**

**Discussion:** None.

**24.06.07.03 President and Vice-Chancellor Report**     **PRESIDENT'S REPORT**

**Discussion:** None.

**24.06.08 DISCUSSION AND QUESTION PERIOD**

**Discussion:**

- Senator Meades acknowledged the excellent work of Dr. Teryn Bruni in mobilizing the community to maintain the YMCA open in SSM.

**24.06.09 OTHER BUSINESS/NEW BUSINESS**

**Discussion:**

- A Senator raised a concern about the new protocol for virtual observers posted on the Senate webpage, noting concerns surrounding the timeline to submit the requests and the clarification that observers are not to speak in meetings. The Associate University Secretary indicated that the protocol was brought in by the Senate Executive Committee in February, as there was no protocol in place for the public to access the Senate meetings before, and that this was also a risk mitigation tactic in accordance with best practice in the sector to avoid instances of nefarious behavior by bad actors (i.e. "Zoom bombing"). It was noted that this feedback would be brought back to the Senate Executive Committee for consideration to revise the protocols in place.

*Moved [K. Scullion / I. Withers]: that the Algoma University Senate amend the 2024 Spring Convocation Graduation List Undergraduate Degree to include Marie-Pier Lecours who has completed the requirements for the Bachelors of Arts (Non-Honours): Psychology.*

Motion carried.

*Moved [ S. Meades / I. Withers ] to extend to 4:15 pm.*

Motion carried.

**24.06.10 ANNOUNCEMENTS**

**Discussion:**

- The Dean of Sciences noted that the university is hosting an information session on June 17 at 6:30 pm for high school students and people looking for a change of career on how to get into medical school followed by a session on programs at Algoma University.
- Dr. Gruner invited Senators to attend the June 19 international forum on Environmental Governance & the Rights of Nature: Movements for Water, Biodiversity and Self Determination on the SSM campus and online.

**24.06.11 ADJOURNMENT**

*Moved [ P. Steeves / D. Keough ]: to adjourn the Senate meeting at 3:53 pm*



## Algoma University Senate

### Special Senate Open Meeting

Wednesday August 28, 2024 - 2:30 - 3:00 p.m.

via Zoom video conference

---

## MINUTES

### ATTENDANCE:

**Faculty of Humanities and Social Science:** J.P. Chalykoff, K. DeLuca, D. Nyaga, A. Ridout, S. Lepage [PTF], T. Tchir, E. Turgeon,  
[absent/regrets: L. Burnett, D. Woodman]

**Faculty of the School of Business and Economics:** C. Denomme, A. Gordon, B. Scholar-Chin, R. Xu  
[absent/regrets: P. Matthews]

**Faculty of Cross-Cultural Studies:** N. Cameron, V. Jiménez-Estrada, S. Meades (Deputy Speaker), P. Steeves  
[absent/regrets: None.]

**Faculty of Science:** T. Bruni, D. Keough, N. Shaw (Speaker), C. Zhang, M. Yavuz-Muren  
[absent/regrets: P. Dupuis, B. Schamp]

**Faculty of Computer Science:** Z. Rahman, S. Xu,  
[absent/regrets: M. Nasir, G. Townsend]

**Other Members:** L. Bloomfield, L. Brechin, T. Kakapshe, S. Kosuta, E. Nahwegezhic, D. Rogers, K. Scullion, T. Spurway, A. Vezina, Vidhi, W. Wei  
[absent/regrets: R. Mwaura, M. Paul, M. Wabano-McKay]

**Secretariat:** S. Giuliani, S. Kelly (Acting Secretary), N. Ladouceur  
[absent/regrets: P. Quesnele (Secretary)]

### 24.08.00 CALL TO ORDER

*The Deputy Speaker called the meeting of the Senate to order at 2:32 pm.*

#### **24.08.01 MOVE IN CAMERA SESSION**

*Moved [K. Scullion / D. Rogers]: to move in camera session.*

Motion carried.

**Discussion:** None.

#### **24.08.07 APPROVAL OF MOTIONS MADE *IN CAMERA***

S. Xu left the meeting for the motion.

*Moved [ K. Scullion / L. Bloomfield ]: to approve the motion that was made in camera.*

Motion carried.

**Discussion:** None.

*Moved [ W. Wei / K. Scullion ]: to record the approval of the in camera motion in a manner that does not release confidential information, including the motion regarding the Appointment of an Acting Dean for the Faculty of Computer Science and Technology.*

Motion carried.

**Discussion:** None.

S. Xu rejoined the meeting.

#### **24.08.08 ADJOURNMENT**

*Moved [ D. Keough / A. Ridout ]: to adjourn the Senate meeting at 3:34 p.m.*

Motion carried.

**Discussion:** None.

#### **Appendix 1:**

[Special Senate \*In Camera\* Meeting - 28 AUG 2024](#)

---

## Senate Executive Committee Recommendation: Senate Proportional Representation - Addition of Computer Science and Technology

Senate Meeting Date: 13 SEP 2024

PURPOSE:

Expedited

PREPARED BY:

Approval

Discussion

Information

Committee Name: Senate Executive

Committee Chair: Nikki Shaw, Speaker of Senate

Other Contributor(s): Shannon Kelly, Associate University Secretary

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### 1.0 MOTION / DISCUSSION

Moved [ / ] that the Algoma University Senate approve the proportional representation of the Algoma University Senate, as amended, effective September 13, 2024, as recommended by the Senate Executive Committee, as follows:

Total Senate Members: 49

- Faculty Chair: 5 Senators
- Department Chairs (\* Includes Directors of Schools): 16 Senators
- Full-time faculty members [at-large]: 7 Senators
- Part-time teaching staff: 5 Senators
- Non-teaching staff members: 7 Senators
- Members by virtue of office: 9 Senators

#### Considerations for Senators:

- The following proportionment accounts for the recent establishment of the Faculty of Computer Science and Technology.
- 

### 2.0 EXECUTIVE SUMMARY

The Senate approved a slate of proportional representation at its June 7, 2024 meeting. On the recommendation of the Senate, the establishment of the Faculty of Computer Science and Technology was approved by the Board of Governors at its June 20, 2024 meeting. In order to account for these changes the above membership is being proposed.

### 3.0 ANALYSIS

The Algoma University Act outlines in 18(3): *Such number of persons on the teaching staff, elected by the teaching staff from among themselves, as set out in senate by-laws, which number shall be at least twice the total number of all other members of the senate.*

The Senate By-Laws further stipulate that the Chair of each faculty (3.2.a.ix), all department Chairs (3.2.a.x), and one part-time teaching staff member (3.4.a.iii) from each faculty shall serve on the Senate. Additionally, the Algoma University Act provides that, by virtue of office, the dean of each faculty shall be a member of the Senate (18(1)).

In alignment with past practice, the proportionment calculations have been made based on the number of members of each faculty as of January 1, 2024. The Secretariat Office worked with the Faculty of Science to distribute the number of seats previously allotted between its faculty and the Faculty of Computer Science and Technology. Additionally, in alignment with the Act, the Senate membership has been reflected to add the Dean, Faculty of Computer Science and Technology. In order to ensure that the number of Faculty members are at least twice the number of Senate members, a faculty member will be added from the Faculty of Business and Economics.

The relevant calculations are listed below:

Member Categories	Total Number of Members	Revised Total Number of Members
Faculty Chairs	4	5
Department Chairs (* Includes Directors of Schools)	16	16
Full-time faculty members [at-large]	7	7
Part-time teaching staff	4	5
Non-teaching staff members	7	7
Members by virtue of office	8	9
<b>Total Senate Members</b>	<b>46</b>	<b>49</b>

2024-25 Proportional Representation Calculations				
Total Number of Teaching Staff Senators	33			
Faculty Type	Total Count Per Faculty	Total Overall Faculty *	Percentage of Total Faculty	Membership Count (based on Total Number of Teaching Staff Senators)
Faculty of Business and Economics	14	75	18.67%	6
Faculty of Cross-Cultural Studies	10	75	13.33%	5*
Faculty of Humanities and Social Science	23	75	30.67%	10
Faculty of Computer Science & Technology	12	75	16.00%	5
Faculty of Science	16	75	21.33%	7

\* FCCS should be at 4 with the proportional representation calculation, however, the requirements in the Senate By-Laws, for the Faculty Chair, the three (3) department chairs and the Part-Time faculty member increases this to 5.

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## **4.0 ATTACHMENTS**

None.

## Senate Executive Committee Recommendation: Senate Membership

Senate Meeting Date: 13 SEP 2024

PURPOSE:

Expedited

PREPARED BY:

Approval

Discussion

Information

Committee Name: Senate Executive

Committee Chair: Dr. Nikki Shaw, Speaker of Senate

Other Contributor(s): Nadya Ladouceur, Governance Lead

### 1.0 MOTION / DISCUSSION

*Moved [ / ]: that the Algoma University Senate approve the revised Senate Membership slate as presented retroactive to July 1, 2024 as recommended by the Senate Executive Committee.*

### 2.0 EXECUTIVE SUMMARY

At the June 7, 2024 meeting of the Senate, a slate of Senators were approved. Over the summer the Secretariat Office worked with various constituencies to bring forward nominations for the Senate. In order to proceed with the work of the Senate prior to the first regular meeting of the year, the Senate Executive Committee advised that those nominated to Senate by their respective constituency may begin their terms and that they would be brought to the Senate for retroactive approval at the first regular meeting of the year as per past practice.

### 3.0 ANALYSIS

#### Senate Membership:

- There are currently seven (7) outstanding vacancies. The Secretariat Office will continue to work with the respective constituencies to request nominations for the vacant seats.
- If the proportionment is passed at the September 13, 2024 meeting of the Senate, the Secretariat Office will work with the constituencies to nominate the respective members for Senate approval.

### 4.0 ATTACHMENTS

1. [Revised Senate Slate - 2024-25](#)

# Revised Senate Slate 2024-25

**Senate Membership Term:** July 1, 2024 - June 30, 2025

Approved on June 7, 2024

Highlighted in orange: nominations submitted after June 7, 2024

Highlighted in yellow: nominations to be determined

## **Faculty of Business and Economics:**

Faculty Chair: Pelham Matthews

Department Chair, Applied Business and Executive Education: Dr. Cathy Denomme

Department Chair, Business Administration: Dr. Aaron Gordon

Department Chair, Finance, Economics and Decision Sciences: Dr. Robert Xu / Dr. Hari Luitel

Part-Time Teaching Staff: Belinda Schuler-Chin

## **Faculty of Cross-Cultural Studies:**

Faculty Chair: Dr. Paulette Steeves (July 1-Dec 31, 2024)

Department Chair, Sociology: Dr. Vivian Jiménez-Estrada

Department Chair, Geography, Geology and Land Stewardship: Dr. Nairne Cameron

Department Chair, Community Economic and Social Development: Dr. Sean Meades

Part-Time Teaching Staff: TBD

## **Faculty of Humanities and Social Sciences:**

Faculty Chair: Dr. Linda Burnett

Department Chair, English and History: Dr. Alice Ridout

Department Chair, Law and Politics: Dr. Trevor Tchir

Department Chair, Modern Languages: Dr. John-Paul Chalykoff

Department Chair, Music and Visual Arts: Dr. Ed Turgeon

Director, School of Social Work: TBD

Faculty Member-at-Large: Dr. Deb Woodman

Faculty Member-at-Large: Dr. Dionisio Nyaga

Faculty Member-at-Large: Dr. Kelly DeLuca

Part-Time Teaching Staff: Sabrina Lepage

## **Faculty of Science:**

Faculty Chair: Dr. Paul Dupuis

Department Chair, Biol/Envs: Dr. Brandon Schamp

Department Chair, Psychology: Dr. Dwayne Keough

Faculty Member-at-Large: Dr. Teryn Bruni

Faculty Member-at-Large: Dr. Nikki Shaw

Faculty Member-at-Large: Dr. Chunhua Zhang

Faculty Member-at-Large: Dr. Melis Yavuz-Muren

Part-Time Teaching Staff: Subhendu Bhadra

*Last update: September 09, 2024*

## **Faculty of Computer Science and Technology**

Faculty Chair: Dr. George Townsend

Department Chair, Computer Science and Mathematics: TBD

Department Chair, Information Technology and Professional Studies: TBD

Faculty Member-at-Large: Dr. Mahreen Nasir

Faculty Member-at-Large: Dr. Zamilur Rahman

Part-Time Teaching Staff: TBD

### **Non-Teaching Staff Members:**

Anishinaabe Peoples Council (APC): Thomas Kakapshe

Board of Governors Member: Dr. Sonja Kosuta

Non-teaching staff member: Liam Brechin

Students [4]: Elizabeth Nahwegezhic

Minion Paul

Ryan Mwaura

Vidhi

### **Members by Virtue of Office:**

President and Vice-Chancellor: Dr. Asima Vezina

Vice-President Academic and Research: Dr. Donna Rogers (Interim)

Deans from each of the Faculties [4]: Dr. Laurie Bloomfield (Acting)

Dr. William Wei

TBD

TBD

University Registrar: Ken Scullion

University Librarian: Tracy Spurway

President of Shingwauk Kinooomaage Gamig [SKG], or designate: Mary Wabano-McKay

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## Senate Executive Committee Recommendation: Senate Committee Membership

Senate Meeting Date: 13 SEP 2024

PURPOSE:

Expedited

PREPARED BY:

Approval

Discussion

Information

Committee Name: Senate Executive

Committee Chair: Dr. Nikki Shaw, Speaker of Senate

Other Contributor(s): Nadya Ladouceur, Governance Lead

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### 1.0 MOTION / DISCUSSION

*Moved [ / ]: that the Algoma University Senate approve the revised Senate Committee Membership slate as presented retroactive to July 1, 2024 as recommended by the Senate Executive Committee.*

#### Considerations for Senators:

- The Senate is being asked to review the attached slate of nominations for ratification.
  - Senators are asked to review vacancies and work with their constituencies to nominate individuals to fill the vacancies.
- 

### 2.0 EXECUTIVE SUMMARY

At the June 7, 2024 meeting of the Senate, a slate of Committee members were approved. Over the summer the Secretariat Office worked with various constituencies to bring forward nominations for the Committees. In order to proceed with the work of various committees that needed to occur over the summer, the Senate Executive Committee advised that those nominated to Senate Committees by their respective constituency may begin their terms and that they would be brought to the Senate for retroactive approval at the first regular meeting of the year as per past practice

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### 3.0 ANALYSIS

#### Senate Committee Membership:

- Overall, Committees are nearly fully populated and work continues with the appropriate constituency groups to fill them. Committees with a larger numbers of vacancies are noted below:

- There are currently four (4) vacancies on the I-EDI Committee, Senators are asked to consider nominating individuals from their faculties to sit on this essential Committee.
- In response to an increase in academic appeals submissions, a request was made by the Committee Chair to expand the Appeals and Academic Standards Committee, to add alternate members from each constituency in order to increase the capacity for appeals adjudication. The Senate Executive Committee approved the following motion via e-vote:

*Moved [ N. Shaw / S. Meades ] that the Senate Executive Committee recommend that Algoma University Senate retroactively approve the addition of Faculty ‘alternates’ to the Appeals and Academic Standards Committee, as requested by the Appeals and Academic Standards Committee.*

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## 4.0 ATTACHMENTS

1. [Revised Senate Committee Slate 2024-25](#)

# Revised Senate Committee Slate - 2024-25

**Senate Committee Membership Term:** July 1, 2024 - June 30, 2025

Approved on June 7, 2024

Highlighted in orange: nominations submitted after June 7, 2024

Highlighted in yellow: no candidate or awaiting nomination

## **Senate Executive Committee**

Professor Pelham Matthews [Chair, Faculty of Business & Economics (FoBE)]

Dr. Paulette Steeves [Chair, Faculty of Cross Cultural Studies (FCCS)] (July 1 to Dec. 31, 2024)

Dr. Linda Burnett [Chair, Humanities & Social Sciences (FHSS)]

Dr. George Townsend [Chair, Faculty of Science (FCST)]

Dr. Paul Dupuis [Chair, Faculty of Science (FoS)]

Dr. Donna Rogers [Interim VPAR]

Ken Scullion [University Registrar]

Dr. Nikki Shaw [Speaker of Senate]

Dr. Sean Meades [Deputy Speaker of Senate]

## **Academic Planning and Priorities**

Professor Pelham Matthews [Chair, (FoBE)]

Dr. Paulette Steeves [Chair, FCCS] (July 1 to Dec. 31, 2024)

Dr. Linda Burnett [Chair, FHSS]

Dr. George Townsend [Chair, FCST]

Dr. Paul Dupuis [Chair, FoS]

Dr. Donna Rogers [Interim VPAR]

Ken Scullion [University Registrar]

TBD [Dean - FHSS/FCCS]

Dr. Laurie Bloomfield [Dean - FoS]

Dr. William Wei [Dean - FoBE]

Cheryl Toulouse [Student]

## **Curriculum Committee**

Dr. Jo-Ann Ryan [FoBE]

Dr. Sean Meades [FCCS]

Dr. Warren Johnston [FHSS]

Dr. Chantal Lemieux [FoS]

Dr. Ajmery Sultana [FCST]

Dr. William Wei [Dean]

Ken Scullion [Registrar]

Tracy Spurway [Librarian]

Wayne Thompson [Student]

## **Academic Standards and Appeals**

Dr. Hari Luitel [FoBE]

*Last update: September 10, 2024*

TBD [FoBE Alternate]

Dr. Michael Graydon [FCCS]

Isaac Darko [FCCS Alternate]

Dr. Bruce Douville [FHSS]

TBD [FHSS Alternate]

Dr. Christine Madliger [FoS]

TBD [FoS Alternate]

Dr. Rashid Khokhar [FCST]

TBD [FCST Alternate]

Dr. Laurie Bloomfield [Dean]

Ken Scullion [Registrar]

Abdul Hayyi [1 Student]

Nidhi Patel [Student Alternate]

Minion Paul [Student Alternate]

### **Academic Regulations and Petitions**

Dr. Jo-Anne Ryan [FoBE]

Dr. Isaac Darko (F24) / Sean Meades (W25) [FCCS]

Dr. Tony Robinson-Smith [FHSS]

Dr. Dave Brodbeck [FoS]

Dr. George Townsend [FCST]

Ken Scullion [Registrar]

Shelley Mitchell [Assistant Registrar, Admissions]

Anvi Thakkar [Student]

### **Teaching & Learning and Technical Support Services**

Dr. Jody Rebek [FoBE]

Dr. Ushnish Sengupta [FCCS]

Dr. Nathan Murray [FHSS]

Jodi Webber [FoS]

Dr. Miguel Garcia-Ruiz [FCST]

Tracy Spurway [Librarian]

TBD [Dean]

John Peters [Director of Innovation and Technology]

Dawn White [Director of Experiential Learning/International Affairs]

Dr. Saud Taj [Director of Teaching and Learning Centre]

Anvi Thakkar [Student - AUSU]

Elizabeth Nahwegezic [Student - SASA]

### **Quality Assurance**

Dr. Aaron Gordon [FoBE] TBC

Dr. Vivian Jimenez-Estrada [FCCS]

Dr. Ed Turgeon [FHSS]

Dr. Paul Dupuis [FoS]

*Last update: September 10, 2024*

Dr. Faria Khandaker [FCST]  
Dr. Laurie Bloomfield [Dean]  
Dr. Donna Rogers [Interim VPAR]  
Brittany Paat [Academic Support Officer]  
Ken Scullion [Registrar]  
Nidhi Patel [Student]

### **Research Advisory Committee**

Dr. Donna Rogers [VPAR]

TBD [Dean]

Tracy Spurway [Librarian]

[One representative from each faculty who has active research programs]

Dr. Omar Abou-Kasm [FoBE]

Laura Wyper [FCCS]

Dr. Monika Thakur [FHSS]

Brandon Schamp [FoS]

Dr. Miguel Garcia-Ruiz [FCST]

[One representative from any of the Faculties with a good understanding of Indigenous cultures and education]

TBD

[One representative from any of the Faculties with a good understanding of Equity, Diversity and Inclusion]

Dr. Melis Yavuz-Muren [FoS]

### **Senate-Board Liaison**

Dr. Nikki Shaw [Speaker of Senate]

Dr. Alice Ridout [Senator-at-large from the FT teaching staff not currently serving on the Board]

TBD [Senator-at-large from the FT teaching staff not currently serving on the Board]

### **Senate I-EDI Committee**

Dr. Donna Rogers [Interim VPAR]

Patty Chabbert [Acting Vice-President Nyaagaanid]

Dr. Paulette Steeves [FCCS]

Dr. Isaac Darko [FCCS]

Dr. Walter Chan [FHSS]

TBD [FHSS]

TBD [FBE]

TBD [FBE]

Dr. Monica Ghabrial [FoS]

Dr. Nikki Shaw [FoS]

Randy Lin [FCST]

Dr. Syed Muhammad Danish [FCST]

Shelby Bennett [Student SASA]

Abdul Hayyi [Student AUSU]

*Last update: September 10, 2024*

Krista McCracken [Non-Teaching Employees Member]  
TBD [Part-Time Teaching Staff Member]

### **Senate Governance Committee**

Dr. Nikki Shaw [Speaker of Senate]  
Dr. Asima Vezina [President & Vice-Chancellor]  
Dr. Donna Rogers [Interim VPAR]  
Dr. William Wei [Dean]  
Dr. Nairne Cameron [Senator from FCCS]  
Dr. Alice Ridout [Senator from FHSS]  
Dr. Teryn Bruni [Senator from FoS]  
Dr. Pelham Matthews [Senator from FBE]  
Dr. Zamilur Rahman [Senator from FCST]  
Minion Paul [Student Senator]  
Shannon Kelly [Secretariat - Non voting member]

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## Board-Senate Liaison Committee Membership 2024-25

Senate Meeting Date: 13 SEP 2024

PURPOSE:

Expedited

PREPARED BY:

Approval

Discussion

Information

Other Contributor(s): Paul Quesnele, University Secretary  
Shannon Kelly, Associate University Secretary

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### 1.0 MOTION / DISCUSSION

Moved [ / ]: that the Algoma University Senate elect \_\_\_\_\_ to the Board-Senate Liaison Committee for a term effective immediately through June 30, 2025.

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### 2.0 EXECUTIVE SUMMARY

There is currently one (1) vacancy on the Board-Senate Liaison Committee which must be filled by a Senator-at-large from amongst the full-time teaching staff members of the Senate. The individual filling this role may not be concurrently serving on the Board of Governors. A nomination will be made from the floor for Senators to vote on. Senators may self nominate. Further information about the Committee and its membership is noted within the analysis section.

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### 3.0 ANALYSIS

#### Committee Overview:

The Board-Senate Liaison Committee is a joint Committee between the Senate and the Board of Governors and has the following mandate:

- To foster the coordination of activities of the Senate and Board on issues in which their interests overlap or articulate; and
- To provide a channel for formal or informal advice from Board/Senate to the other.

#### Current Members:

At the June 7, 2024 meeting of the Senate, Dr. Alice Ridout was elected based off of a nomination from the floor to serve as a member of this Committee. The Committee Terms of Reference further stipulates that the Speaker of Senate shall hold a seat on this Committee, as such Dr. Nikki Shaw is a member of this Committee.

The Board of Governors has selected the following individuals to serve on the Committee:

- Kelli-Ann Lemieux (Chair/External Board Member)
- Robert Battisti (Vice-Chair/External Board Member)
- Arjun Batra (External Board Member)

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### 4.0 ATTACHMENTS

1. [Board - Senate Liaison Committee Terms of Reference \(page 5\)](#)

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## Senate Executive Committee Recommendation: Notice of Motion: Senate By-law Revisions

Senate Meeting Date: 13-SEP-2024

PURPOSE:

Expedited

PREPARED BY:

Approval

Discussion

Information

Committee Name: Senate Executive

Committee Chair: Nikki Shaw, Speaker of Senate

Other Contributor(s): Shannon Kelly, Associate University Secretary

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### 1.0 MOTION / DISCUSSION

Notice of Motion: October 4, 2024

*Moved [ / ]: that the Algoma University Senate approve the modifications to the Senate By-Laws as presented to incorporate the Faculty of Computer Science and Technology.*

Considerations for Senators:

- The proposed revisions reflect the University's recent establishment of the Faculty of Computer Science and Technology.
- 

### 2.0 EXECUTIVE SUMMARY

The establishment of the Faculty of Computer Science and Technology was approved by the Board of Governors on June 20, 2024, as recommended by the Algoma University Senate. The presented changes reflect the addition of a new Faculty.

This is a notice of motion for changes to the Senate By-laws that will be brought forward at the October 4, 2024 meeting of the Algoma University Senate.

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### 3.0 ANALYSIS

Chapter 3 - Senate Membership and Terms of Office:

- The Dean of the Faculty of Computer Science and Technology has been added as a member of the Senate by virtue of office in alignment with s 18(1) of the Algoma University Act and 3.2.a of the by-laws.
- The number of faculty chairs was updated from four (4) to five (5) to be reflective of the new faculty.
- The number of department chairs was updated from fourteen (14) to sixteen (16) in alignment with the recently approved departments within the faculty of computer science.
- The faculties and departments recognized by the Senate were amended to include the Faculty of Computer Science and Technology and its respective departments.

- The Senate Composition has been updated to reflect the proportional representation that will be brought to the Senate for approval on September 13, 2024, this will be updated accordingly if amended at the Senate meeting.
- 

## 4.0 ATTACHMENTS

1. [Proposed By-Law Amendments - Tracked Changes](#)
2. [Proposed By-Law Amendments - Clean](#)

## Algoma University Senate By-laws [047-JunOCT-2024]

### 1. Chapter 1 – Powers of Senate

#### 1.1 Duties and Powers of the Senate

***The work of the University Senate will be informed and guided by the Algoma University's Special Mission and its Equity, Diversity and Inclusion Charter.***

The Senate of Algoma University, established in 2008 by the Legislature of the Province of Ontario by virtue of the *The Algoma University Act*, 2008, C-13, has the duties, subject to the approval of the board with respect to the expenditure of funds, the power to determine and regulate the educational policy of the University and, without limiting the generality of the foregoing, has the power,

- a. To make recommendations to the Board with respect to the establishment, change or termination of programs and courses of study, schools, faculties, divisions and departments;
- b. To advise the President of the University on the staffing needs of the academic departments;
- c. To appoint the faculty deans and the divisional or departmental Chairs as may be required from time to time;
- d. To determine the curricula of all programs and courses of study, the standards of admission to the University and continued registration therein, and the qualifications for degrees, diplomas, and certificates of the University;
- e. To conduct examinations, appoint examiners, and decide all matters relating thereto;
- f. To hear and determine appeals from the decisions of the faculty councils on examinations and on applications for admission;
- g. To award fellowships, scholarships, bursaries, medals, prizes, and other marks of academic achievements;
- h. To authorize the Chancellor, the vice-chancellor or such other person as may be determined by the Senate, to confer degrees, honorary degrees, diplomas, and certificates on behalf of the University in accordance with section 6 of the Algoma University Act;
- i. To create councils and committees to exercise its powers;
- j. To make by-laws for the conduct of its affairs, including by-laws respecting the conduct of the election of its members;

## 2. Chapter 2 – Definitions

### 2.1 General Definitions

In these By-laws:

- a. “The Algoma University Act, 2008” means *The Algoma University Act, 2008*, S.O. 2008, C-13 introduced in the Legislature of the Province of Ontario as Bill 80 titled “An Act to establish Algoma University and to dissolve Algoma University College”;
- b. “University” means Algoma University;
- c. “Board” means the Board of Governors of Algoma University;
- d. “Senate” means the Senate of Algoma University;
- e. “Department” means a department of an academic Faculty of the University recognized by the Senate and representing one or more cognate disciplines of knowledge taught at the University;
- f. “School” means a school of the University recognized by the Senate and representing a coherent group of cognate programs;
- g. “Faculty” means an academic Faculty of the University recognized by the Senate and representing a coherent group of cognate departments and schools;
- h. “Senator” means a voting member of the Senate;
- i. “President” means the President of Algoma University;
- j. “VPAR” means the Vice President, Academic and Research of the University
- k. “Dean” means the Dean of an Academic Faculty of the University;
- l. “Chair” means a presiding officer, for example Chair of Senate, committee Chair, Faculty Chair, department Chair;
- m. “Speaker” means the Speaker of Senate, a senator elected by Senate to conduct the meetings of Senate;
- n. “Deputy Speaker” means the Deputy Speaker of Senate, a senator elected by Senate to fulfill the responsibilities of the Speaker, whenever the Speaker is unable or unavailable to conduct the meets of Senate;

- o. “Secretary” means the Secretary of Senate, who shall be the University Secretary or designate, is responsible for preparing and distributing Senate agenda and minutes and for maintaining the official records of Senate in the manner described in these By- laws;
- p. “University Librarian” means the academic administrator of the library of the University;
- q. “Teaching Staff” means professors, associate professors, assistant professors, lecturers, associates, instructors, tutors and all others employed to do the work of teaching or giving instruction and includes persons employed to do research at the University;
  - i. “Full-Time Teaching Staff” means the full-time faculty and full-time librarians (“Teaching Staff”) covered under the *Full-Time Faculty Collective Agreement*;
  - ii. “Part-Time Teaching Staff” means the members of the Teaching staff who are engaged on sessional contracts covered under the *Part-Time Faculty Collective Agreement*;
- r. “Student” means a full-time or part-time student of the University in good academic standing, as determined by the University;
- s. “AUSU Executive” means the elected student members of the Algoma University Students Union Executive;
- t. “SASA Executive” means the elected student members of the Shingwauk Anishinaabe Students Association Executive;
- u. “Alumni Board” means the Board of Directors of the Algoma University *Alumni Council*;
- v. “APC” means the Anishinaabe Peoples Council of the University;
- w. “Quorum” means the minimum number of voting members in attendance in order for a meeting to commence or continue;
- x. “Day” means operating business day;
- y. Where the singular is used, it shall be considered that plural has also been used if the context so requires;
- z. Where the plural is used, it shall be considered that singular has also been used if the context so requires.

## 2.2 Definitions Related to Senate Committees and Subcommittees

- a. In defining the membership of Senate committees or subcommittees in these By-Laws; “Teaching staff senator” means a member of the Full-Time Teaching Staff who is a voting member of the Senate.
- b. “Teaching staff non-senator” means a member of the Full-Time Teaching Staff who is not a voting member of the Senate;
- c. “Student senator” means a student who is a voting member of Senate;
- d. “Representative” means a representative (student, staff, Board, Alumni Advisory Board, etc.) who may or may not also be a voting member of the Senate.

### 2.3 Senate Year

The Senate year shall commence on July 1st of any given year and end on June 30th of the following year.

### 2.4 Objects

The objects of Algoma University are the pursuit of learning through scholarship, teaching and research, within a spirit of free enquiry and expression.

### 2.5 Special Mission

It is the special mission of Algoma University to:

- a. Be a teaching-oriented university that provides programs in liberal arts and science and professional programs, primarily at the undergraduate level, with a particular focus on the needs of Northern Ontario; and
- b. Cultivate cross-cultural learning between aboriginal communities and other communities, in keeping with the history of Algoma University and its geographic site.

## **3. Chapter 3 – Senate Membership and Terms of Office**

### 3.1 General Membership Provisions

- a. The voting membership of Senate shall include, in numbers as specified below:
  - i. Senators by virtue of their office;
  - ii. Student senators;
  - iii. Teaching staff senators; and
  - iv. Non-teaching staff senators

b. As stipulated in The Algoma University Act, 2008, S.O. 2008, C-13, the number of teaching staff senators at any given year shall be at least twice the total number of all other members of the senate.

c. In order that the membership of the Senate is as broadly representative of the University's academic community as possible, the various constituencies shall be expected to consider, and strive to reflect, gender balance and the diversity of academic and cultural traditions when choosing or selecting their Senate representatives.

d. Membership in the Senate cannot be delegated, except according to specific provisions in these by-laws.

e. *Effective July 1, 2023, the number of teaching staff from each of the four Faculties will be calculated based on the number of active full-time teaching staff as of January 1 of the current Senate year for the subsequent Senate year beginning July 1st. The percentage will include FT faculty that are Contract Limited Term Appointments [CLTA] but exclude those that are on sabbatical during the reporting period.*

### 3.2 Senators by Virtue of Office

a. *The following persons who are members by virtue of their office:*

*i. The President and Vice-Chancellor of the University;*

*ii. The Vice-President, Academic and Research;*

*iii. The Dean of the Faculty of Humanities and Social Science, and the Faculty of Cross-Cultural Studies;*

*iv. The Dean of the Faculty of Science;*

*~~v.~~ The Dean of the Faculty of the School of Business and Economics;*

*~~vi.~~ The Dean of the Faculty of Computer Science and Technology*

*~~vi.~~vii. The University Registrar;*

*~~vii.~~viii. \_\_\_\_\_ The University Librarian;*

*~~viii.~~ix. The President of Shingwauk Kinooamaage Gamig, or their designate;*

*~~ix.~~x. The Chairs of each of the ~~five~~four [5]4] Faculties, who are members of the Full-time Teaching Staff; and*

*~~x.~~xi. The Chairs of each of the ~~fourteen~~ [1]64] academic departments, who are members of the Full-time Teaching Staff*

### 3.3 Student Senators

a. The following shall be voting members of the Senate:

i. Three [3] students, elected from among AUSU members; and

ii. One [1] student elected from among SASA members.

### 3.4 Teaching staff senators

a. The following shall be voting members of Senate:

i. Such number of persons on the Teaching Staff, elected by the Teaching staff, represented by the Teaching Staff union, from among themselves, as set out in Senate by-laws, which number shall be in at least twice the total number of all other voting members of the Senate in all other categories

ii. There shall be one (1) Full-Time Teaching Staff senator, represented by the Teaching Staff union from each Department of the University recognized by the Senate of the University, who shall be the Department Chair or Director or their designate.

iii. Each Faculty shall have one (1) Part-Time Teaching Staff elected from and by the Part-Time Teaching Staff represented by the Teaching Staff union.

iv. *As of July 1, 202~~42~~, the Faculties, Departments, and Schools recognized by the Senate of the University are:*

*1. Faculty of Cross-Cultural Studies*

- a. Department of Community, Economic and Social Development*
- b. Department of Geography, Geology and Land Stewardship*
- c. Department of Sociology*

*2. Faculty of Humanities and Social Sciences*

- a. Department of English and History*
- b. Department of Law and Politics*
- c. Department of Modern Languages*
- d. Department of Music and Visual Art*
- e. School of Social Work*

*3. Faculty of Business and Economics*

- a. Department of Applied Business and Executive Education*
- b. Department of Business Administration*
- c. Department of Finance, Economics and Decision Sciences*

*4. Faculty of Science*

- a. Department of Biology*
- b. Department of Psychology*

~~*c. School of Computer Science and Technology*~~

*5. Faculty of Computer Science and Technology*

*a. Department of Computer Science and Mathematics*

*b. Department of Information Technology and Professional Studies*

**3.5 Non-Teaching staff senators**

- a. The following shall be voting members of Senate
  - i. One person, other than the President and Vice-Chancellor of the University, appointed by the Board from among the Board members
  - ii. One person from the Anishinaabe Peoples Council ["APC"], appointed by the APC from among their members.
  - iii. One member of the Algoma University Support Staff ["AUSS"], or in lieu an alternate, elected by the members of AUSS;

**3.6 Terms of Office**

- a. Senators by virtue of office shall serve for as long as they remain in office.
  - i. Serving as Faculty Chair shall not count against an individual's eligibility to serve as Teaching Staff Senators. I.e., terms served as Faculty Chairs do not count as Teaching staff senator terms as specified 3.6 [iv] or in Sections 20 and 22 of *The Algoma University Act*, 2008, S.O. 2008, C-13.
  - ii. For student senators, the normal term of office shall be one [1] year renewable for one consecutive term of one [1] year.
  - iii. For other non-Teaching Staff senators, the term of office shall be at the discretion of the respective constituencies, but shall not exceed a term of three [3] years, renewable for one consecutive term of three [3] years.
  - iv. For Teaching Staff Senators the normal term of office shall be three (3) years, renewable for one consecutive term of three (3) years.
  - v. For Part-Time Teaching Staff Senators, the normal term of office shall be one [1] year, renewable for one consecutive term of one [1] year.

Loss of Eligibility to Serve as Senators

- vi. If, during his or her term of office, a member of Senate elected or appointed under Chapter 2 ceases to be eligible for election or appointment to the Senate by virtue of a change in position or employment, he or she thereby ceases to be

a member of Senate.

#### Exceptions, Student Graduation

vii. If a student member of the Senate graduates during her or her term of office, they may continue to sit as a member of the Senate until the next anniversary of the day of his or her re-election.

#### Renewal

viii. A member of the Senate is eligible for re-election or reappointment.

#### Limitation

ix. A person elected or appointed to the Senate may not be a member for more than two consecutive terms, but is eligible for reappointment or re-election after one year's absence from Senate.

#### Filling Vacancies

- x. A vacancy on the Senate occurs if,
- a. A member resigns or ceases to be eligible for appointment or election to the Senate before the end of his or her term;
  - b. A member is incapable to continue to act as a member and the Senate by resolution declares the membership to be vacated; or
  - c. A member is absent from three meetings of the Senate with appropriate reasons.
- xi. If a vacancy occurs in the Senate, prior to the three (3) months before the completion of the term, the Senate shall fill the vacancy according to the procedures provided in the By-laws of the Senate. (i.e. through a request to the Senate Executive for appointment of Senate through the respective Faculty);
- a. Determine, in accordance with its By-laws, whether or not to fill the vacancy; and
  - b. If the vacancy is to be filled, fill the vacancy within the time period, and according to the procedures, provided in the By-laws of the Senate.

#### Attendance

xii. Within the Senate membership year (July 1-June 30), if a member of the Senate, who has not been granted a leave of absence, fails to attend three [3] regular meetings of the Senate, the Senate may by resolution declare such membership vacant. Members of the Senate have an obligation to represent their constituents by attending meetings of the Senate; therefore, regular attendance is a requirement.

- a. The Secretary of Senate shall remind Senators of the attendance requirement prior to the beginning of the regular meetings of the Senate year (typically early September);
- b. The responsibility of informing the Senator will be that of the Secretary of Senate.

Note: Senators who find they have an occasional scheduling conflict with Senate meetings such as teaching/laboratory or any other University-related commitment should appeal to the Secretary of Senate for attendance relief from the Senate. Such absences should be communicated in advance to the Secretary of Senate.

### **3.7 Leaves of Absence**

- a. Teaching Staff members who are on authorized leaves of any kind shall not be obligated to serve on the Senate while on leave.
- b. Rejoining the Senate after a leave of one or more years shall make the member re-eligible to serve a first Senate term.

Senate Composition [effective July 1, 202~~4~~3]:

~~4~~97 Total Members:

1. Faculty Chairs [54]
2. Department Chairs [1644]
3. Full-time faculty members [at-large] [406]
4. Part-time teaching staff [54]
5. Non-teaching staff members [7]
6. Members by virtue of office [98]

## **4. Chapter 4 – Officers of Senate and Duties**

Officers of Senate shall be composed of the following:

- 4.1 The Speaker and Deputy Speaker;
- 4.2 The Secretary of Senate, who shall be the University Secretary or designate (non-voting member);
- 4.3 The Speaker shall be responsible for conducting all meetings of the Senate in accordance with the By-laws of the Senate. The Speaker shall ensure that all meetings follow the basic rules of Robert's Rules of Order. In the absence of the Speaker, the Deputy Speaker shall conduct the meeting.

4.4 The Secretary or, in the absence of the Secretary, the Secretary's designate, shall be responsible for recording the minutes of each meeting of the Senate, and for such other duties as are stated in the By-laws.

## **5. Chapter 5 – Elections and Term of Office**

5.1 Elections and appointments to the Senate and its committees shall be made on or before the June Senate meeting of each year. The Speaker and Deputy Speaker shall be elected annually at June's Senate meeting from among the academic staff members of Senate;

5.2 Where a vacancy occurs due to resignation or other reason, the appropriate Faculty may conduct an election to fill the vacancy for the period until

5.3 Notwithstanding Ch. 5.1 and 5.2, Part-Time Teaching Staff representatives to the Senate shall be elected on or before the June Senate meeting of each year to serve a one-year term during the next Senate year.

5.4 Student members on committees of the Senate shall be nominated by student senators meeting in caucus.

5.5 There shall be Senate Representation to the Board, elected by the Senate from academic staff, in such numbers as prescribed by the By-laws of the Board. The representatives shall endeavor at all times to inform the Board of the majority opinion of the Senate in any board decisions pertaining to Senate matters. The representative shall be responsible for ensuring that Senate is informed full of:

- a. The outcome of all Senate recommendations conveyed to the Board; and
- b. Any other Board matters which affect Senate, subject to the Board's rules of confidentiality

The representatives shall have such other responsibilities as may be suggested to them from time to time by the Senate. The term of office shall be three years, once renewable.

## **6. Chapter 6 – Meetings**

6.1 The Senate year is defined as beginning July 1.

6.2 Unless decided otherwise by the Senate or by the Senate Executive Committee, meetings of the Senate shall be held on the first Friday of each month except in January and September when it shall be held on the second Friday depending on the calendar year. No regular meetings shall be held in July and August. Notice of the dates of these meetings shall be given to Senators through electronic communication and shall be included in the academic calendar, where they are available to the public.

6.3 The Senate may hold *in camera* meetings when items of a personal and confidential nature are being discussed.

6.4 Unless otherwise decided by the Senate or Senate Executive Committee, regular meetings of the Senate shall begin at 1:00pm, and if, after the lapse of a quarter of an hour, there is not a quorum present, the regular meeting shall be deemed lost. Meetings of the Senate shall terminate at 3:00pm unless extended by a motion to continue. Such a motion requires a two-thirds majority.

6.5 All meetings of the Senate shall be conducted according to Robert's Rules of Order, unless otherwise determined by the Senate by two-thirds majority.

6.6 At the discretion of the Senate Executive Committee, a regular meeting of the Algoma University Senate may be canceled if:

a. The volume of business submitted for inclusion in the agenda is insufficient to warrant holding a meeting; and

b. There is no urgent or time-sensitive business requiring the disposition prior to the next regular meeting of the Senate

#### Special Meetings

6.7 A special meeting of the Senate, on the request in writing of not fewer than five [5] members, three [3] of whom must be Teaching Staff, shall be called by the Speaker, or Deputy Speaker, in the Speaker's absence, with forty-eight [48] hours notice [excluding statutory holidays and weekends] to be given to each member of Senate. Such a meeting shall consider only business which is specified in the notice of meeting, except that new business may be introduced by the unanimous consent of the members present.

#### Quorum

6.8 The quorum of the Senate shall be fifty (50) percent plus one of voting members of Senate, except at the May and June meetings and at any special meetings which may be called in July and August when quorum shall be one-third plus one.

6.9 To be valid and effective, all motions must be adopted at a meeting of the Senate by a simple majority of the members present unless otherwise specified in the By-laws.

6.10 The Secretary shall provide each member of the Senate with an agenda not fewer than seventy-two (72) hours prior to each meeting.

6.11 The agenda for each regular meeting shall be prepared by the Senate Executive Committee. Senators requesting that business be considered

by the Senate shall submit all items and supporting documentation proposed for the inclusion in the agenda to the Secretary of Senate, fifteen (15) calendar days prior to the regularly scheduled meeting of Senate (by noon two Thursdays prior to the Senate meeting).

6.12 Proceedings of all meetings of the Senate shall be recorded. A copy of the minutes of every meeting of the Senate shall be circulated with the agenda of the next meeting. At this meeting, the minutes shall be adopted after the correction and amendment, if necessary.

6.13 No motion introducing matters other than that listed in the agenda shall be taken into consideration at any regular meeting of the Senate except when accepted for consideration by a two-thirds majority of the members present.

### Preserving Order

6.14 The Speaker of Senate:

- a. Maintains a neutral position during the Senate proceedings;
- b. Preserves order and decorum at all meetings of Senate;
- c. Ensures that Senators are given time to respond to the questions;
- d. May occasionally invite non-Senators to respond to the question or contribute to the debate.

Every member may respond a second time on the same question unless other members who have not already spoken wish to do so.

Any person who, in the opinion of the Speaker, engages in conduct unbecoming a member of the Senate shall withdraw from the meeting at the request of the Speaker. In the event that such a person refuses to withdraw, the Speaker may declare a short recess, or adjourn the Senate, and may declare that the continuation of such recessed or adjourned meeting be open only to members and official observers.

### Voting

6.15 No member of the Senate may appoint or send a proxy to act or vote in the Senate.

### Electronic Voting

6.16 In exceptional circumstances where time is of the essence and there is no reasonable possibility of convening a meeting, electronic voting is permissible. The use of electronic voting is to be determined by the Senate Executive Committee, or when this is not possible, the Speaker of Senate.

In circumstances where electronic voting is necessary, the wording of the motion and any background material shall be circulated to the Senate prior to the date scheduled

for the vote. Normally, a period of no less than two working days will be provided for

Senators to electronically post comments and/or questions about the motion, with this electronic discussion accessible to all Senators.

Immediately following this period, Senators will be asked to vote on the motion and their votes must be recorded with the Secretary of Senate on or before a specific date and time. Voting will be on the motion as presented. The result of the electronic vote shall be transmitted to the Senate and the number of votes shall be reported in the minutes. Senators may request that their own vote be reported in the minutes.

Note that in cases where secret ballots are necessary, the Senate Executive will consult with the Information Technology department to ensure the anonymity of the responses.

### Meeting *in Camera*

6.17 When the Senate declares a meeting or part of a meeting *in camera*, reasons for so declaring will be clearly stated by the Speaker of the Senate prior to moving *in camera*. Where the Senate has resolved to move *in camera*, the room shall be cleared except for all members of the Senate and individuals requested by the Speaker to stay for purposes of assisting the Senate with its deliberations.

Only members entitled to be present *in camera* meetings may be informed of the proceedings that transpire. Accordingly, items of business dealt with by the Senate *in camera* shall appear as appendices to the record and shall be recorded in a spate of minutes, available only to members of the Senate

If any motions are passed *in camera*, upon returning to the open meeting, the Speaker will ask Senators for a motion to record the approval of those *in camera* motions in a manner that does not release confidential information.

## **7. Chapter 7 – Amendment of By-laws**

7.1 By-laws of the Senate shall be adopted or amended by a two-thirds majority vote of all voting members at a regular meeting of Senate upon notice of motion duly made at a regular meeting of Senate.

## **8. Chapter 8 – Committees of Senate**

8.1 There shall be the following standing committees of Senate:

- a. Academic Planning and Priorities Committee;
- b. Academic Regulations and Petitions Committee;
- c. Appeals and Academic Standards Committee;

- d. Board – Senate Liaison Committee;
- e. Curriculum Committee;
- f. Decanal Review/Search Committee;
- g. Senate Governance Committee
- h. I-EDI Committee
- i. Quality Assurance Committee;
- j. Research Advisory Committee;
- k. Senate Executive Committee;
- l. Teaching & Learning and Technical Support Committee;

8.2 The quorum for each committee shall be one-half of the voting membership of that committee.

8.3 The President and Vice-Chancellor and Vice-President, Academic and Research shall be ex-officio members of every committee of the Senate, unless otherwise stated in the By-laws.

8.4 Vacancies occurring in any committee of the Senate shall be those of the Senate.

8.5 The procedures of all committees of the Senate shall be those of the Senate.

8.6 Senate committees shall have the power to appoint advisors or consultants or to request their assistance, except that such persons shall not be members nor have any of the privileges of members.

8.7 Committees shall report in all instances directly to the Senate except that they may report to other Senate committees at their request. In this latter case, the report must be conveyed to the Senate as well.

8.8 All Senate committees shall serve for a one-year term commencing July 1, with the exception of Ad Hoc and Special Committees (eg. Decanal Review/Search Committee), the Quality Assurance Committee, and the Research Advisory Committee whose terms shall be set by the Senate in such Committee's Terms of Reference.

8.9 The Senate may, from time to time, strike ad hoc committees to deal with matters not appropriately or adequately served by the standing committees.

## **9. Chapter 9 – Chairs of Senate Committees**

9.1 When membership to the Senate Committee has been identified and approved, the committee member whose last name is first in alphabetical order shall be responsible for scheduling the first meeting of the committee in the new Senate year. The first order of business for Senate Committees is to elect a Chair.

In all cases, the Committee Chair must be a member of the Senate.

The Committee Chair is responsible:

- a. To ensure that the mandate of the committee is followed and that the business conducted in an orderly and productive manner through regular meetings;
- b. To report the business of the committee to Senate, for example, a report at Senate containing recommendations in the form of a motion;
- c. To provide the committee's annual report, typically, at the June meeting of the Senate.

\* revised ~~June 7, 2024~~ October 4, 2024

*'As per the motion that was approved by the University Senate [03-May-24], the Senate has extended the sunset clause (until June 30, 2025) on proportional representation of the Algoma University Senate.*

## [Algoma University Senate By-laws \[04-OCT-2024\]](#)

### 1. Chapter 1 – Powers of Senate

#### 1.1 Duties and Powers of the Senate

***The work of the University Senate will be informed and guided by the Algoma University's Special Mission and its Equity, Diversity and Inclusion Charter.***

The Senate of Algoma University, established in 2008 by the Legislature of the Province of Ontario by virtue of the *The Algoma University Act*, 2008, C-13, has the duties, subject to the approval of the board with respect to the expenditure of funds, the power to determine and regulate the educational policy of the University and, without limiting the generality of the foregoing, has the power,

- a. To make recommendations to the Board with respect to the establishment, change or termination of programs and courses of study, schools, faculties, divisions and departments;
- b. To advise the President of the University on the staffing needs of the academic departments;
- c. To appoint the faculty deans and the divisional or departmental Chairs as may be required from time to time;
- d. To determine the curricula of all programs and courses of study, the standards of admission to the University and continued registration therein, and the qualifications for degrees, diplomas, and certificates of the University;
- e. To conduct examinations, appoint examiners, and decide all matters relating thereto;
- f. To hear and determine appeals from the decisions of the faculty councils on examinations and on applications for admission;
- g. To award fellowships, scholarships, bursaries, medals, prizes, and other marks of academic achievements;
- h. To authorize the Chancellor, the vice-chancellor or such other person as may be determined by the Senate, to confer degrees, honorary degrees, diplomas, and certificates on behalf of the University in accordance with section 6 of the Algoma University Act;
- i. To create councils and committees to exercise its powers;
- j. To make by-laws for the conduct of its affairs, including by-laws respecting the conduct of the election of its members;

## 2. Chapter 2 – Definitions

### 2.1 General Definitions

In these By-laws:

- a. “The Algoma University Act, 2008” means *The Algoma University Act, 2008*, S.O. 2008, C-13 introduced in the Legislature of the Province of Ontario as Bill 80 titled “An Act to establish Algoma University and to dissolve Algoma University College”;
- b. “University” means Algoma University;
- c. “Board” means the Board of Governors of Algoma University;
- d. “Senate” means the Senate of Algoma University;
- e. “Department” means a department of an academic Faculty of the University recognized by the Senate and representing one or more cognate disciplines of knowledge taught at the University;
- f. “School” means a school of the University recognized by the Senate and representing a coherent group of cognate programs;
- g. “Faculty” means an academic Faculty of the University recognized by the Senate and representing a coherent group of cognate departments and schools;
- h. “Senator” means a voting member of the Senate;
- i. “President” means the President of Algoma University;
- j. “VPAR” means the Vice President, Academic and Research of the University
- k. “Dean” means the Dean of an Academic Faculty of the University;
- l. “Chair” means a presiding officer, for example Chair of Senate, committee Chair, Faculty Chair, department Chair;
- m. “Speaker” means the Speaker of Senate, a senator elected by Senate to conduct the meetings of Senate;
- n. “Deputy Speaker” means the Deputy Speaker of Senate, a senator elected by Senate to fulfill the responsibilities of the Speaker, whenever the Speaker is unable or unavailable to conduct the meets of Senate;

- o. “Secretary” means the Secretary of Senate, who shall be the University Secretary or designate, is responsible for preparing and distributing Senate agenda and minutes and for maintaining the official records of Senate in the manner described in these By- laws;
- p. “University Librarian” means the academic administrator of the library of the University;
- q. “Teaching Staff” means professors, associate professors, assistant professors, lecturers, associates, instructors, tutors and all others employed to do the work of teaching or giving instruction and includes persons employed to do research at the University;
  - i. “Full-Time Teaching Staff” means the full-time faculty and full-time librarians (“Teaching Staff”) covered under the *Full-Time Faculty Collective Agreement*;
  - ii. “Part-Time Teaching Staff” means the members of the Teaching staff who are engaged on sessional contracts covered under the *Part-Time Faculty Collective Agreement*;
- r. “Student” means a full-time or part-time student of the University in good academic standing, as determined by the University;
- s. “AUSU Executive” means the elected student members of the Algoma University Students Union Executive;
- t. “SASA Executive” means the elected student members of the Shingwauk Anishinaabe Students Association Executive;
- u. “Alumni Board” means the Board of Directors of the Algoma University *Alumni Council*;
- v. “APC” means the Anishinaabe Peoples Council of the University;
- w. “Quorum” means the minimum number of voting members in attendance in order for a meeting to commence or continue;
- x. “Day” means operating business day;
- y. Where the singular is used, it shall be considered that plural has also been used if the context so requires;
- z. Where the plural is used, it shall be considered that singular has also been used if the context so requires.

## 2.2 Definitions Related to Senate Committees and Subcommittees

- a. In defining the membership of Senate committees or subcommittees in these By-Laws; “Teaching staff senator” means a member of the Full-Time Teaching Staff who is a voting member of the Senate.
- b. “Teaching staff non-senator” means a member of the Full-Time Teaching Staff who is not a voting member of the Senate;
- c. “Student senator” means a student who is a voting member of Senate;
- d. “Representative” means a representative (student, staff, Board, Alumni Advisory Board, etc.) who may or may not also be a voting member of the Senate.

### 2.3 Senate Year

The Senate year shall commence on July 1st of any given year and end on June 30th of the following year.

### 2.4 Objects

The objects of Algoma University are the pursuit of learning through scholarship, teaching and research, within a spirit of free enquiry and expression.

### 2.5 Special Mission

It is the special mission of Algoma University to:

- a. Be a teaching-oriented university that provides programs in liberal arts and science and professional programs, primarily at the undergraduate level, with a particular focus on the needs of Northern Ontario; and
- b. Cultivate cross-cultural learning between aboriginal communities and other communities, in keeping with the history of Algoma University and its geographic site.

## **3. Chapter 3 – Senate Membership and Terms of Office**

### 3.1 General Membership Provisions

- a. The voting membership of Senate shall include, in numbers as specified below:
  - i. Senators by virtue of their office;
  - ii. Student senators;
  - iii. Teaching staff senators; and
  - iv. Non-teaching staff senators

- b. As stipulated in The Algoma University Act, 2008, S.O. 2008, C-13, the number of teaching staff senators at any given year shall be at least twice the total number of all other members of the senate.
- c. In order that the membership of the Senate is as broadly representative of the University's academic community as possible, the various constituencies shall be expected to consider, and strive to reflect, gender balance and the diversity of academic and cultural traditions when choosing or selecting their Senate representatives.
- d. Membership in the Senate cannot be delegated, except according to specific provisions in these by-laws.
- e. *Effective July 1, 2023, the number of teaching staff from each of the four Faculties will be calculated based on the number of active full-time teaching staff as of January 1 of the current Senate year for the subsequent Senate year beginning July 1st. The percentage will include FT faculty that are Contract Limited Term Appointments [CLTA] but exclude those that are on sabbatical during the reporting period.*

### 3.2 Senators by Virtue of Office

- a. *The following persons who are members by virtue of their office:*
  - i. *The President and Vice-Chancellor of the University;*
  - ii. *The Vice-President, Academic and Research;*
  - iii. *The Dean of the Faculty of Humanities and Social Science, and the Faculty of Cross-Cultural Studies;*
  - iv. *The Dean of the Faculty of Science;*
  - v. *The Dean of the Faculty of the School of Business and Economics;*
  - vi. *The Dean of the Faculty of Computer Science and Technology*
  - vii. *The University Registrar;*
  - viii. *The University Librarian;*
  - ix. *The President of Shingwauk Kinooamaage Gamig, or their designate;*
  - x. *The Chairs of each of the five [5]Faculties, who are members of the Full-time Teaching Staff; and*
  - xi. *The Chairs of each of the fourteen [16] academic departments, who are members of the Full-time Teaching Staff*

### 3.3 Student Senators

- a. The following shall be voting members of the Senate:

i. Three [3] students, elected from among AUSU members; and

ii. One [1] student elected from among SASA members.

### 3.4 Teaching staff senators

a. The following shall be voting members of Senate:

i. Such number of persons on the Teaching Staff, elected by the Teaching staff, represented by the Teaching Staff union, from among themselves, as set out in Senate by-laws, which number shall be in at least twice the total number of all other voting members of the Senate in all other categories

ii. There shall be one (1) Full-Time Teaching Staff senator, represented by the Teaching Staff union from each Department of the University recognized by the Senate of the University, who shall be the Department Chair or Director or their designate.

iii. Each Faculty shall have one (1) Part-Time Teaching Staff elected from and by the Part-Time Teaching Staff represented by the Teaching Staff union.

iv. *As of July 1, 2024, the Faculties, Departments, and Schools recognized by the Senate of the University are:*

#### *1. Faculty of Cross-Cultural Studies*

- a. Department of Community, Economic and Social Development*
- b. Department of Geography, Geology and Land Stewardship*
- c. Department of Sociology*

#### *2. Faculty of Humanities and Social Sciences*

- a. Department of English and History*
- b. Department of Law and Politics*
- c. Department of Modern Languages*
- d. Department of Music and Visual Art*
- e. School of Social Work*

#### *3. Faculty of Business and Economics*

- a. Department of Applied Business and Executive Education*
- b. Department of Business Administration*
- c. Department of Finance, Economics and Decision Sciences*

#### *4. Faculty of Science*

- a. Department of Biology*
- b. Department of Psychology*

## 5. Faculty of Computer Science and Technology

a. Department of Computer Science and Mathematics

b. Department of Information Technology and Professional Studies

### 3.5 Non-Teaching staff senators

- a. The following shall be voting members of Senate
- i. One person, other than the President and Vice-Chancellor of the University, appointed by the Board from among the Board members
  - ii. One person from the Anishinaabe Peoples Council ["APC"], appointed by the APC from among their members.
  - iii. One member of the Algoma University Support Staff ["AUSS"], or in lieu an alternate, elected by the members of AUSS;

### 3.6 Terms of Office

- a. Senators by virtue of office shall serve for as long as they remain in office.
- i. Serving as Faculty Chair shall not count against an individual's eligibility to serve as Teaching Staff Senators. I.e., terms served as Faculty Chairs do not count as Teaching staff senator terms as specified 3.6 [iv] or in Sections 20 and 22 of *The Algoma University Act*, 2008, S.O. 2008, C-13.
  - ii. For student senators, the normal term of office shall be one [1] year renewable for one consecutive term of one [1] year.
  - iii. For other non-Teaching Staff senators, the term of office shall be at the discretion of the respective constituencies, but shall not exceed a term of three [3] years, renewable for one consecutive term of three [3] years.
  - iv. For Teaching Staff Senators the normal term of office shall be three (3) years, renewable for one consecutive term of three (3) years.
  - v. For Part-Time Teaching Staff Senators, the normal term of office shall be one [1] year, renewable for one consecutive term of one [1] year.

#### Loss of Eligibility to Serve as Senators

- vi. If, during his or her term of office, a member of Senate elected or appointed under Chapter 2 ceases to be eligible for election or appointment to the Senate by virtue of a change in position or employment, he or she thereby ceases to be a member of Senate.

### Exceptions, Student Graduation

vii. If a student member of the Senate graduates during her or her term of office, they may continue to sit as a member of the Senate until the next anniversary of the day of his or her re-election.

### Renewal

viii. A member of the Senate is eligible for re-election or reappointment.

### Limitation

ix. A person elected or appointed to the Senate may not be a member for more than two consecutive terms, but is eligible for reappointment or re-election after one year's absence from Senate.

### Filling Vacancies

x. A vacancy on the Senate occurs if,

- a. A member resigns or ceases to be eligible for appointment or election to the Senate before the end of his or her term;
- b. A member is incapable to continue to act as a member and the Senate by resolution declares the membership to be vacated; or
- c. A member is absent from three meetings of the Senate with appropriate reasons.

xi. If a vacancy occurs in the Senate, prior to the three (3) months before the completion of the term, the Senate shall fill the vacancy according to the procedures provided in the By-laws of the Senate. (i.e. through a request to the Senate Executive for appointment of Senate through the respective Faculty);

- a. Determine, in accordance with its By-laws, whether or not to fill the vacancy; and
- b. If the vacancy is to be filled, fill the vacancy within the time period, and according to the procedures, provided in the By-laws of the Senate.

### Attendance

xii. Within the Senate membership year (July 1-June 30), if a member of the Senate, who has not been granted a leave of absence, fails to attend three [3] regular meetings of the Senate, the Senate may by resolution declare such membership vacant. Members of the Senate have an obligation to represent their constituents by attending meetings of the Senate; therefore, regular attendance is a requirement.

- a. The Secretary of Senate shall remind Senators of the attendance requirement prior to the beginning of the regular meetings of the Senate year (typically early September);
- b. The responsibility of informing the Senator will be that of the Secretary of Senate.

Note: Senators who find they have an occasional scheduling conflict with Senate meetings such as teaching/laboratory or any other University-related commitment should appeal to the Secretary of Senate for attendance relief from the Senate. Such absences should be communicated in advance to the Secretary of Senate.

### **3.7 Leaves of Absence**

- a. Teaching Staff members who are on authorized leaves of any kind shall not be obligated to serve on the Senate while on leave.
- b. Rejoining the Senate after a leave of one or more years shall make the member re-eligible to serve a first Senate term.

Senate Composition [effective July 1, 2024]:

49 Total Members:

1. Faculty Chairs [5]
2. Department Chairs [16]
3. Full-time faculty members [at-large] [6]
4. Part-time teaching staff [5]
5. Non-teaching staff members [7]
6. Members by virtue of office [9]

## **4. Chapter 4 – Officers of Senate and Duties**

Officers of Senate shall be composed of the following:

- 4.1 The Speaker and Deputy Speaker;
- 4.2 The Secretary of Senate, who shall be the University Secretary or designate (non-voting member);
- 4.3 The Speaker shall be responsible for conducting all meetings of the Senate in accordance with the By-laws of the Senate. The Speaker shall ensure that all meetings follow the basic rules of Robert's Rules of Order. In the absence of the Speaker, the Deputy Speaker shall conduct the meeting.

4.4 The Secretary or, in the absence of the Secretary, the Secretary's designate, shall be responsible for recording the minutes of each meeting of the Senate, and for such other duties as are stated in the By-laws.

## **5. Chapter 5 – Elections and Term of Office**

5.1 Elections and appointments to the Senate and its committees shall be made on or before the June Senate meeting of each year. The Speaker and Deputy Speaker shall be elected annually at June's Senate meeting from among the academic staff members of Senate;

5.2 Where a vacancy occurs due to resignation or other reason, the appropriate Faculty may conduct an election to fill the vacancy for the period until

5.3 Notwithstanding Ch. 5.1 and 5.2, Part-Time Teaching Staff representatives to the Senate shall be elected on or before the June Senate meeting of each year to serve a one-year term during the next Senate year.

5.4 Student members on committees of the Senate shall be nominated by student senators meeting in caucus.

5.5 There shall be Senate Representation to the Board, elected by the Senate from academic staff, in such numbers as prescribed by the By-laws of the Board. The representatives shall endeavor at all times to inform the Board of the majority opinion of the Senate in any board decisions pertaining to Senate matters. The representative shall be responsible for ensuring that Senate is informed full of:

- a. The outcome of all Senate recommendations conveyed to the Board; and
- b. Any other Board matters which affect Senate, subject to the Board's rules of confidentiality

The representatives shall have such other responsibilities as may be suggested to them from time to time by the Senate. The term of office shall be three years, once renewable.

## **6. Chapter 6 – Meetings**

6.1 The Senate year is defined as beginning July 1.

6.2 Unless decided otherwise by the Senate or by the Senate Executive Committee, meetings of the Senate shall be held on the first Friday of each month except in January and September when it shall be held on the second Friday depending on the calendar year. No regular meetings shall be held in July and August. Notice of the dates of these meetings shall be given to Senators through electronic communication and shall be included in the academic calendar, where they are available to the public.

6.3 The Senate may hold *in camera* meetings when items of a personal and confidential nature are being discussed.

6.4 Unless otherwise decided by the Senate or Senate Executive Committee, regular meetings of the Senate shall begin at 1:00pm, and if, after the lapse of a quarter of an hour, there is not a quorum present, the regular meeting shall be deemed lost. Meetings of the Senate shall terminate at 3:00pm unless extended by a motion to continue. Such a motion requires a two-thirds majority.

6.5 All meetings of the Senate shall be conducted according to Robert's Rules of Order, unless otherwise determined by the Senate by two-thirds majority.

6.6 At the discretion of the Senate Executive Committee, a regular meeting of the Algoma University Senate may be canceled if:

a. The volume of business submitted for inclusion in the agenda is insufficient to warrant holding a meeting; and

b. There is no urgent or time-sensitive business requiring the disposition prior to the next regular meeting of the Senate

#### Special Meetings

6.7 A special meeting of the Senate, on the request in writing of not fewer than five [5] members, three [3] of whom must be Teaching Staff, shall be called by the Speaker, or Deputy Speaker, in the Speaker's absence, with forty-eight [48] hours notice [excluding statutory holidays and weekends] to be given to each member of Senate. Such a meeting shall consider only business which is specified in the notice of meeting, except that new business may be introduced by the unanimous consent of the members present.

#### Quorum

6.8 The quorum of the Senate shall be fifty (50) percent plus one of voting members of Senate, except at the May and June meetings and at any special meetings which may be called in July and August when quorum shall be one-third plus one.

6.9 To be valid and effective, all motions must be adopted at a meeting of the Senate by a simple majority of the members present unless otherwise specified in the By-laws.

6.10 The Secretary shall provide each member of the Senate with an agenda not fewer than seventy-two (72) hours prior to each meeting.

6.11 The agenda for each regular meeting shall be prepared by the Senate Executive Committee. Senators requesting that business be considered

by the Senate shall submit all items and supporting documentation proposed for the inclusion in the agenda to the Secretary of Senate, fifteen (15) calendar days prior to the regularly scheduled meeting of Senate (by noon two Thursdays prior to the Senate meeting).

6.12 Proceedings of all meetings of the Senate shall be recorded. A copy of the minutes of every meeting of the Senate shall be circulated with the agenda of the next meeting. At this meeting, the minutes shall be adopted after the correction and amendment, if necessary.

6.13 No motion introducing matters other than that listed in the agenda shall be taken into consideration at any regular meeting of the Senate except when accepted for consideration by a two-thirds majority of the members present.

### Preserving Order

6.14 The Speaker of Senate:

- a. Maintains a neutral position during the Senate proceedings;
- b. Preserves order and decorum at all meetings of Senate;
- c. Ensures that Senators are given time to respond to the questions;
- d. May occasionally invite non-Senators to respond to the question or contribute to the debate.

Every member may respond a second time on the same question unless other members who have not already spoken wish to do so.

Any person who, in the opinion of the Speaker, engages in conduct unbecoming a member of the Senate shall withdraw from the meeting at the request of the Speaker. In the event that such a person refuses to withdraw, the Speaker may declare a short recess, or adjourn the Senate, and may declare that the continuation of such recessed or adjourned meeting be open only to members and official observers.

### Voting

6.15 No member of the Senate may appoint or send a proxy to act or vote in the Senate.

### Electronic Voting

6.16 In exceptional circumstances where time is of the essence and there is no reasonable possibility of convening a meeting, electronic voting is permissible. The use of electronic voting is to be determined by the Senate Executive Committee, or when this is not possible, the Speaker of Senate.

In circumstances where electronic voting is necessary, the wording of the motion and any background material shall be circulated to the Senate prior to the date scheduled

for the vote. Normally, a period of no less than two working days will be provided for

Senators to electronically post comments and/or questions about the motion, with this electronic discussion accessible to all Senators.

Immediately following this period, Senators will be asked to vote on the motion and their votes must be recorded with the Secretary of Senate on or before a specific date and time. Voting will be on the motion as presented. The result of the electronic vote shall be transmitted to the Senate and the number of votes shall be reported in the minutes. Senators may request that their own vote be reported in the minutes.

Note that in cases where secret ballots are necessary, the Senate Executive will consult with the Information Technology department to ensure the anonymity of the responses.

### Meeting *in Camera*

6.17 When the Senate declares a meeting or part of a meeting *in camera*, reasons for so declaring will be clearly stated by the Speaker of the Senate prior to moving in camera. Where the Senate has resolved to move *in camera*, the room shall be cleared except for all members of the Senate and individuals requested by the Speaker to stay for purposes of assisting the Senate with its deliberations.

Only members entitled to be present *in camera* meetings may be informed of the proceedings that transpire. Accordingly, items of business dealt with by the Senate *in camera* shall appear as appendices to the record and shall be recorded in a spate of minutes, available only to members of the Senate

If any motions are passed *in camera*, upon returning to the open meeting, the Speaker will ask Senators for a motion to record the approval of those in camera motions in a manner that does not release confidential information.

## 7. Chapter 7 – Amendment of By-laws

7.1 By-laws of the Senate shall be adopted or amended by a two-thirds majority vote of all voting members at a regular meeting of Senate upon notice of motion duly made at a regular meeting of Senate.

## 8. Chapter 8 – Committees of Senate

8.1 There shall be the following standing committees of Senate:

- a. Academic Planning and Priorities Committee;
- b. Academic Regulations and Petitions Committee;
- c. Appeals and Academic Standards Committee;

- d. Board – Senate Liaison Committee;
- e. Curriculum Committee;
- f. Decanal Review/Search Committee;
- g. Senate Governance Committee
- h. I-EDI Committee
- i. Quality Assurance Committee;
- j. Research Advisory Committee;
- k. Senate Executive Committee;
- l. Teaching & Learning and Technical Support Committee;

8.2 The quorum for each committee shall be one-half of the voting membership of that committee.

8.3 The President and Vice-Chancellor and Vice-President, Academic and Research shall be ex-officio members of every committee of the Senate, unless otherwise stated in the By-laws.

8.4 Vacancies occurring in any committee of the Senate shall be those of the Senate.

8.5 The procedures of all committees of the Senate shall be those of the Senate.

8.6 Senate committees shall have the power to appoint advisors or consultants or to request their assistance, except that such persons shall not be members nor have any of the privileges of members.

8.7 Committees shall report in all instances directly to the Senate except that they may report to other Senate committees at their request. In this latter case, the report must be conveyed to the Senate as well.

8.8 All Senate committees shall serve for a one-year term commencing July 1, with the exception of Ad Hoc and Special Committees (eg. Decanal Review/Search Committee), the Quality Assurance Committee, and the Research Advisory Committee whose terms shall be set by the Senate in such Committee's Terms of Reference.

8.9 The Senate may, from time to time, strike ad hoc committees to deal with matters not appropriately or adequately served by the standing committees.

## **9. Chapter 9 – Chairs of Senate Committees**

9.1 When membership to the Senate Committee has been identified and approved, the committee member whose last name is first in alphabetical order shall be responsible for scheduling the first meeting of the committee in the new Senate year. The first order of business for Senate Committees is to elect a Chair.

In all cases, the Committee Chair must be a member of the Senate.

The Committee Chair is responsible:

- a. To ensure that the mandate of the committee is followed and that the business conducted in an orderly and productive manner through regular meetings;
- b. To report the business of the committee to Senate, for example, a report at Senate containing recommendations in the form of a motion;
- c. To provide the committee's annual report, typically, at the June meeting of the Senate.

*\* revised October 4, 2024*

*'As per the motion that was approved by the University Senate [03-May-24], the Senate has extended the sunset clause (until June 30, 2025) on proportional representation of the Algoma University Senate.*

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# Final Assessment Report- Executive Summary

*Business Administration*

2015-2022

**To: Algonoma University Senate**

**From: Dr. Michele Piercey-Normore on behalf of the Academic Planning and Priorities Committee**

**Date: March 2024**

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In accordance with the Algonoma University Institutional Quality Assurance Process (IQAP), this Final Assessment Report and Implementation Plan provide a synthesis of the cyclical program review process (and related outcomes) of the Bachelor of Business Administration (BBA) program. The program review includes all Business Administration programs. These include: (1) Bachelor of Business Administration (Honours); (2) Bachelor of Arts (General) Accounting; (3) Certificate in Aviation; (4) Certificate in Business; (5) Certificate in Marketing Management; (6) Certificate in Accounting; (7) Certificate in the Business of ESports. This report identifies the strengths of the program, together with the opportunities for program improvement and enhancement. The report sets out and prioritizes the recommendations that have been selected for implementation.

The report includes an Implementation Plan that identifies (a) what bodies are responsible for approving the recommendations set out in the Final Assessment Report, (b) what bodies are responsible for providing any resources made necessary by the recommendations, (c) any changes in the organization, policy or governance that will be necessary to meet the recommendations, (d) what bodies are responsible for acting on those recommendations, and (e) the timelines for acting on and monitoring the implementation of those recommendations.

## **Cyclical Program Review Summary for the Business Administration Program**

The Bachelor of Business Administration Program submitted their self-study on August 30, 2022. Following a request for editing and completion of missing pieces, the final self study was re-submitted and approved by the Quality Assurance Committee in February 2023. The self-study included an analysis of program strengths and areas for improvement informed by quantitative data analysis, feedback from students, and an analysis of the program curriculum. Included were the CVs for full-time faculty, course outlines, and student survey results.

Two arm's length reviewers were selected by the Quality Assurance Committee of the Senate to conduct the external review. The reviewers (Dr. Jennifer Li, Associate Dean of Undergraduate Programs and Professor of Accounting, Brock University and Dr. Camillo Lento, Professor of Accounting, Lakehead University) were provided with a briefing package and conducted a virtual site visit on May 25-26 2023. The external reviewers met with faculty in the program, the members of the Self-Study Committee, the departmental and Faculty chairs, academic and administrative unit heads, including the VPAR, the Faculty Dean, the Associate Vice-President, Academic, the University Registrar, the Vice President Nyaagaaniid, Anishinaabe Initiatives, Equity and Student Success, the designate of the Director of Information Technology, the University Librarian and current students and alumni of the program.

The reviewers submitted the Reviewers' Report on the Business Administration program on June 26, 2023. In their report, the external reviewers provided feedback on each of the evaluative criteria in the IQAP. The objectives, admission standards, curriculum, teaching and assessment, and quality indicators were assessed for the programs under review.

The reviewers provided 14 recommendations for improvement of the Bachelor of Business Administration program.

The reviewers commended the institution for sharing its program mission, vision and Strategy plans and recommended that the BBA curriculum map be extended to formalize the alignment between the program learning outcomes, the mission of the program and the AU mission, Special Mission and academic plans (page 4, External Reviewers' report).

Below you will find a summary of the findings and recommendations.

### **Summary of Significant Program Strengths**

- The Business Administration program has one of the highest levels of student demand at Algoma University
- The unique college transfer pathway offers a pathway to avoid the need for articulation agreements with individual colleges
- The reviewers commended the two new specializations in Aviation and ESports as being unique and a distinguishing feature of the program
- The ability for a student to complete a degree completely online

### **Summary of Recommendations**

The reviewers made 14 recommendations throughout the document to which both the Department and the CAO responded on July 27, 2023 and September 2023, respectively.

The reviewers recommended that the BBA curriculum map be extended to formalize the alignment between the program learning outcomes, the mission of the program and the Algoma University mission, Special Mission and Academic Plans (pg. 5, External Reviewers' Report).

The reviewers commended the program for it being one of the most attractive programs the University offers, but noted a potential issue in terms of overlap between the BBA and its graduate certificate programs, recommending that certificate students and BBA students be enrolled in different sections, to account for potentially different learning skills of students (page 5, External Reviewers' report).

The broad college transfer pathways into the BBA program were praised by the two reviewers, as were the two new specializations in Aviation and eSports. While being recognized as unique, the reviewers questioned whether these programs will be successful in terms of attracting students in the Ontario market. Furthermore, the reviewers felt that the BBA program being continued to be offered online in the light of other universities contracting their online offerings post-pandemic was a distinguishing feature of the program (page 5, External Reviewers' report).

On page 6 of their report, the reviewers discussed the seven PLO-s and 39 elements of the curriculum map, recognizing the rather complex nature of the learning objectives picture of this program. It was felt that it would be optimal to refine the PLO-s to make them both more concise and measurable and provided some examples on how to accomplish this crucial exercise (page 6, External Reviewers' report).

The reviewers commended the accounting and human resources specializations being mapped on the CPA competency map and the CHRC designation, encouraging the program to attempt mapping the financing concentration to the CFA level one (page 7, External Reviewers' report).

The lack of institutional data was brought up in several instances, and the reviewers noted the limited ability to address some of the questions comprehensively (e.g. pages 8, 11 External Reviewers' report) as well as assisting the program and the institution themselves to understand how best to support program quality as well as student success.

It was felt that the program design and course offerings across all years of the program reflects the current state of the discipline. The reviewers noted that core courses included data analytics as well as a variety of soft skills, thereby contributing to the successful preparation of students for the workforce (page 8, External Reviewers' report). They supported expanding the co-op program and service and experiential learning opportunities in the program (pages 8, 10, 13, External Reviewers' report). The reviewers recommended that the program be made more transparent to interested and present students by developing easier-to-follow course mapping as well as better visualizing the structure of each specialization (page 8, External Reviewers' report). Furthermore, the reviewers emphasized more than once that core classes should be offered more often than only once a year (page 9, External Reviewers' report).

The reviewers discussed the overreliance on part-time faculty, emphasizing the need for more full-time hires (page 10, External Reviewers' report). In addition, it was noted that the talent to teach the two new specializations (Aviation and eSports) may be a challenge to find in a job market and that the Faculty need to develop plans to meet this logistic challenge (page 10, External Reviewers' report). Furthermore, the reviewers observed that more FT faculty would be welcome to deliver the program better (especially in Brampton) and found the fact that the university has recently approved several tenure track positions promising (pages 11, 12, External Reviewers' report)

The reviewers noted that students would benefit from receiving program schedules at the beginning of the programs for the sake of transparency and ease of keeping track of their degree progression. In addition, it was suggested that the faculty should provide academic advisors by program and campus (pages 10, 12, External Reviewers' report).

## Program Quality Outcome

The Quality Assurance Committee of the Senate discussed the distinguishing features of the Business Administration programming described by both the Self-Study Committee and the Reviewers. The Quality Assurance Committee approved the Report on Program Quality as submitted by Dr. István Imre, Associate Vice-President, Academic, and rated the program as being **"2. Good quality with minor concerns-** QualCom has some concerns about the quality of the program. The recommendations for quality improvement need to be implemented in order to enhance the overall quality and viability of the program" on October 12, 2023.

The Business Administration program shall prepare a report of the status of the agreed-upon Implementation Plan 18 months following Senate approval of the Final Assessment Report. This report shall be submitted via the Office of the CAO to the Quality Assurance Committee for review. The date of the next Business Administration program review is 2028/29.

## Implementation Plan

The Academic Planning and Priorities Committee were asked to review the Report on Program Quality and rank the recommendations at their October 2023 meeting. The Committee completed the prioritization practice and informed the Department on November 8, 2023. The Departmental and Faculty Chairs submitted the draft Implementation Plan to the Designate of CAO on January 31, 2024. The Academic Planning and Priorities Committee approved the draft Final Assessment Report and the Implementation Plan on June 26, 2024. Items in the chart below are ordered according to the ranking and priority level provided by APPCOM.

<b>Rec. Nr.</b>	<b>Action Steps</b>	<b>Who is responsible?</b>	<b>What resources are required?</b>	<b>Timeline</b>
2.	The faculty reduces their reliance on part-time instructors to support the program's quality (BBA External Reviewers' Report, page 14).	Faculty Dean and VPAR	Office space to house current and new faculty.	11 new hires have been approved. Completion of these hires is expected by the end of the 2024/25 academic year.
4.	Create different program codes and use priority registration to enrol certificate and BBA students into other sections of the same course to meet their learning styles and goals (BBA External Reviewers' Report, page 14).	Department Chair and University Registrar	There is a need to be able to work collaboratively with the AlgomaU recruiting department and the Registrar's office	September 2024
5.	Put in place a system to collect data on key performance measures (e.g., number of applicants, registrants, retention, and graduation rates) to support future decisions and continuously improve program quality (BBA External Reviewers' Report, page 14).	Department Chair, Office of Institutional Planning and University Registrar	A regular schedule for the provision of the required data by the Registrar's office. A new registrarial system capable of the required data collection	Summer 2024
6.	Develop direct measures of each Program Learning Outcome to collect data and assess whether each PLO is being met before graduation (BBA External Reviewers' Report, page 14).	Faculty Dean, Department Chair	Uninterrupted , dedicated time to get it done and coordinate with faculty to design an efficient and effective process to manage outcomes/ objectives aligned with our overall program goals. Support from the Centre for Teaching and Learning and the Quality Assurance Office	July 2024.
7.	Develop an easy-to-follow course mapping (sequencing) for each specialization so that students will be well aware of their progression through the program (BBA External Reviewers' Report, page 14).	Faculty Dean, Department Chair.	Uninterrupted, dedicated time to get it done Support from the Centre for Teaching and Learning and the	This action item is a component part of the process required to

			Quality Assurance Office	complete #6, above. July 2024.
8.	Have more student support around academic advising, focusing on program-specific academic advising (BBA External Reviewers' Report, page 14)	Faculty Dean and Vice-President, Nyaagaaniid, Anishinaabe Initiatives, Equity, and Student Success.	A more effective and efficient system to do faculty advising, with the integration of technology. 11 new faculty members are expected to be hired in 2024, which should reduce the advising workload for faculty and the wait time for students.	December 2024
9.	Faculty provide academic advisors by program and campus (BBA External Reviewers' Report, page 10)	Faculty Dean	At least two faculty members (redundancy of Subject-matter-expertise) in each specialization on each campus (Brampton and Sault Ste Marie) is needed. The 11 new faculty hires should assist.	December 2024.
10.	Give academic advising the tools needed to provide more solutions to student issues. For example, courses could be offered more often to give students options when they fail a class (BBA External Reviewers' Report, page 12)	Faculty Dean and University Registrar	Additional, dedicated, task-related Academic Support Staff support. Faculty will collaboratively design a process to support effective advising in concert with academic support staff.	July 31, 2024
11.	Revise the Competency Map to develop direct linkages between the Program Learning Outcomes and the key themes in the mission, special mission, strategic plan, SMA 2, and UUDLEs (BBA External Reviewers' Report, page 14).	Faculty Dean	Additional, dedicated, task-related Academic Support Staff support and SMA input, along with faculty coordination. This is a task of the BBA Curriculum Committee. Support from the Centre for Teaching and Learning and the Quality Assurance	July 31, 2024

			Office is required to complete this task.	
12.	Refine the Program Learning Outcomes so that they are more concise and measurable (BBA External Reviewers' Report, page 14).	Faculty Dean and Department Chair	Additional, dedicated, task-related Academic Support Staff support and SME input. This task will be completed by the BBA Curriculum committee. Support is required from the Centre for Teaching and Learning and Quality Assurance Office.	July 31, 2024
13.	The University provides online delivery policies covering different aspects of online courses, focusing on ensuring the academic integrity of each course assessment (BBA External Reviewers' Report, page 14).	Faculty Dean	There needs to be a collaborative approach to dealing with this issue, which university administration needs to adopt.	September 2025
14.	Continue building more experiential learning opportunities into the BBA program in the future (BBA External Reviewers' Report, page 14)	Faculty Dean and Department Chair	More close collaboration with the similar university-level WIL committees, and dedicated faculty and staff time move forward this initiative. Develop a process for course evaluation and improvement with SME? and Exit surveys.	July 2024

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Items from the Implementation Plan that were completed Prior to the Submission of this Report

Rec. No.	Action Steps	Who is responsible?	What resources are required?	Timeline
1.	Formalize the course coordinator role, and appoint a course coordinator for all core courses with multiple sections to warrant consistent course content and assessments, enhancing the program quality (BBA External Reviewers' Report, page 14).	Faculty Dean	Both the AlgomaU Administration and faculty Union have agreed to course coordinator positions. Each course coordinator position will require remuneration. The	A pilot project has been approved for use in W24.

			amounts for which are negotiated through the Collective Bargaining process. The start date will depend on the completion of the collective bargaining process currently underway.	
3	Offer at least one online section in a different semester to provide students flexibility (BBA External Reviewers' Report, page 14)	Department Chair	The maintenance and updating of at least a three-year rolling roster spreadsheet by Department Chairs	This is already being done.

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## Final Assessment Report

### Internal Response to the Reviewers' Recommendations

The 14 recommendations from the Reviewers' Report are itemized below, followed by the Departmental Response and the CAO's Response (the page number(s) below is/are provided at the end of each reviewer comment section so that the location of comments can be identified in the original reviewers' report document):

List of reviewers' recommendations, followed by the departmental and CAO responses (page numbers indicated below refer to the Reviewers' Report, unless otherwise noted).

1. **Review Committee:** Faculty provide academic advisors by program and campus (BBA External Reviewers' Report, page 10).

**Departmental response:** The faculty agrees with this recommendation. We will look to hire academic advisors for programs/campuses as soon as we obtain university approval to do so.

**CAO's response:** While I appreciate the recommendation, it needs to be stated that academic advising at the first year level has been in the job description of staff academic advisors in the Department of Student Success Central, while advising of upper year students falls within the job description of full-time faculty members. Student advising by staff is currently undergoing changes whereby the advisors are now located within the Registrar's Office and an increased number of advisors are being hired for all campuses. Similarly, the increased full-time faculty complement that was recently approved by the President should go a long way in terms of distributing the academic advising duties for full-time faculty members in the program.

2. **Review Committee:** Give academic advising the tools needed to provide more solutions to student issues. For example, courses could be offered more often to give students options when they fail a class (BBA External Reviewers' Report, page 12).

**Departmental response:** The faculty agrees with this recommendation. This would also help to reduce the number of reading courses that are currently being offered. To offer all core courses and some rotating elective courses in all three semesters, the faculty will require more faculty resources. This should be possible once new full-time faculty appointments are in place.

**CAO's response:** While I agree with increasing the number of courses offered to students in any given semester, I encourage the relevant departmental chair(s) to work closely in terms of rostering with the Office of the Registrar to ensure optimal course scheduling and section numbers per semester.

3. **Review Committee:** Revise the Competency Map to develop direct linkages between the Program Learning Outcomes and the key themes in the mission, special mission, strategic plan, SMA 2, and UUDLEs (BBA External Reviewers' Report, page 14).

**Departmental response:** The faculty agrees with this recommendation. Currently, the CPA program (external body) is making changes to its learning outcomes and entrance level competencies. In addition, the faculty is currently hiring for additional positions, which will expand available instructor resources. This academic year is an ideal time to examine the current linkages and revise as necessary. It is anticipated that the Faculty Curriculum Committee will carry out this work within the duration of the next academic year.

**CAO's response:** I welcome the opportunity suggested by the external reviewers to work on the relevant linkages and I am happy to see the positive response of the program. Forthcoming faculty resources will certainly help and I suggest that this matter of reviewing and refining learning outcomes should be a timely, intentional and ongoing exercise for every program at Algoma University.

4. **Review Committee:** Create different program codes and use priority registration to enrol certificate and BBA students into other sections of the same course to meet their learning styles and goals (BBA External Reviewers' Report, page 14).

**Departmental response:** This is something that the faculty have requested now for some time, and therefore, we are pleased with this recommendation. Members within the Faculty of Business and Economics will be working on solutions during the next academic year. This initiative will also assist in better meeting the pedagogical needs of degree and certificate students.

**CAO's response:** I appreciate both the recommendation as well as the program's willingness to address it as soon as possible. I suggest close collaboration with the Office of the Registrar for optimal scheduling results.

5. **Review Committee:** Put in place a system to collect data on key performance measures (e.g., number of applicants, registrants, retention, and graduation rates) to support future decisions and continuously improve program quality (BBA External Reviewers' Report, page 14).

**Departmental response:** This is data that the faculty has already requested so we agree with this recommendation. The faculty will work closely with the AU Registrar's Office to collect data on KPIs that can then be used to evaluate the faculty's strategic plan and long-term goals.

The Faculty of Business and Economics will require the assistance of the AU Registrar's Office and administration to gather this data. Currently, the system utilized at Algoma University does not easily allow the various faculties the ability to access this data (for example at other universities, Tableau is accessible to faculty chairs and department chairs via an internal link). The ability to easily get access to this data will be key for the faculty.

**CAO's response:** I both welcome and acknowledge the importance of academic data for optimal processes and decision making. To support this matter, we have recently retained a new Director of institutional Effectiveness. This Director as well as our Information Technology Department are working closely with the Office of the Registrar to switch our outdated Student Information System to a contemporary one (Colleague by Ellucian). Furthermore, we are starting up both a data advisory as well as a data governance committee at the level of the whole institution to support/inform this work.

6. **Review Committee:** Refine the Program Learning Outcomes so that they are more concise and measurable (BBA External Reviewers' Report, page 14).

**Departmental response:** The faculty agrees with this recommendation. The Faculty Curriculum Committee will carry out this work over the next academic year.

**CAO's response:** This recommendation was previously made (7 years ago) by external reviewers (recommendation number 7 in the previous external reviewers report) but the Program Learning Outcomes were not revised. It is my expectation that the review and refinement of program learning objectives and outcomes will be performed in the Fall 2023 semester and submitted to the Algoma University Senate for its consideration no later than its December 2023 meeting.

7. **Review Committee:** Develop direct measures of each Program Learning Outcome to collect data and assess whether each PLO is being met before graduation (BBA External Reviewers' Report, page 14).

**Departmental response:** The faculty agrees with this recommendation. The Faculty Curriculum Committee will carry out this work over the next academic year.

**CAO's response:** I agree with this recommendation and would welcome seeing the outcome of the Faculty Business and Economics Curriculum Committee no later than December 2023.

8. **Review Committee:** Develop an easy-to-follow course mapping (sequencing) for each specialization so that students will be well aware of their progression through the program (BBA External Reviewers' Report, page 14).

**Departmental response:** The faculty agrees with this recommendation. There was a course map that did exist for students, but some divergence has occurred with the unexpected and rapid enrollment growth.

The faculty will work on creating concise easy-to-follow visual charts for all degree and specialization options. Certificate programs will have their own visual charts and lists of required courses. The faculty will work on having these uploaded to the website so that students as well as new faculty can understand them clearly.

**CAO's response:** Program mapping Google sheets were prepared for each program just before the pandemic and are held under the oversight of the Office of the Registrar. I encourage the faculty undertaking this exercise to work closely with the Office of the Registrar to ensure that the relevant program master copies are appropriately updated.

9. **Review Committee:** The University provides online delivery policies covering different aspects of online courses, focusing on ensuring the academic integrity of each course assessment (BBA External Reviewers' Report, page 14).

**Departmental response:** The Faculty of Business and Economics has worked diligently to ensure the academic integrity of each course. This is a problem that is present within all faculties and all PSIs. Students have become very creative in dealing with online proctoring and "locked-down browser" software. Video camera records are raising privacy concerns at many PSI's. The faculty continues to work on this.

The Faculty of Business and Economics is currently looking at other ways to test and monitor student behaviour during online testing with the goal of having the same level of testing integrity regardless of the test format and/or location (online or in-person).

The Faculty of Business and Economics will continue to discuss this and collaborate on this issue. With the return to some 'degree of normal' within education, some consideration could be given to returning to an in-person final examination that could be written at testing centres around the world.

**CAO's response:** We fully recognize the importance of academic integrity and have/are taking the following measures to better control it:

- 1) We have revised our academic integrity policy to offer better access opportunities for students
- 2) We offered the use of Examity services to faculty members who instruct asynchronous online courses and wish to use online proctoring
- 3) We are in the process of introducing a mandatory online academic integrity course to all students who study at Algoma University
- 4) All our faculty have access to academic integrity checking software
- 5) We are in the process of retaining an academic integrity officer as well as an administrative assistant, who, among other duties, are responsible for supporting the work of the Academic Standards and Appeals Committee

6) We are launching, in the second half of September 2023, our first Centre for Teaching and Learning, with a strong mandate that includes instruction, guidance and training related to academic integrity.

10. **Review Committee:** Continue building more experiential learning opportunities into the BBA program in the future (BBA External Reviewers' Report, page 14).

**Departmental response:** Experiential learning opportunities have been challenging to integrate back into the program in the post-COVID environment. That being said, the faculty agrees with the importance of this, and believes that a closer relationship with PACE, and Experiential Learning (Co-operative Education) to re-examine where such learning opportunities may be viable.

In addition, with the newly formed Department of Applied Business Studies and Executive Education, there may be opportunities to reach out to the local business communities, and foster partnerships that will result in increased experiential learning opportunities.

**CAO's response:** I agree with this recommendation as well as the response of the program. I suggest reaching out to Mr. Jonathan Coulman, Manager of Experiential Learning and Strategic Initiatives, to learn about forthcoming plans and resources in this office as well as to work collaboratively on providing solutions to our students. This [linked summary](#) provides an update on where we are in terms of plans to further develop this office.

11. **Review Committee:** Formalize the course coordinator role, and appoint a course coordinator for all core courses with multiple sections to warrant consistent course content and assessments, enhancing the program quality (BBA External Reviewers' Report, page 14).

**Departmental response:** The discussion on course coordinator assignments was already initiated at an earlier date and a preliminary division of courses has been set. This will be finalized and streamlined as we move forward with newly approved full-time hires. The faculty now needs to formalize and codify this process into the Faculty of Business and Economics operational practice.

**CAO's response:** I agree with the recommendation and I emphasize that Algoma University has had for a number of years a [multisection course policy](#) (approved by the Algoma University Senate) that clearly describes the approach, as well as stipulates that "The department/program chair is responsible for the coordination of multi-section courses and may delegate their responsibility to an appropriate faculty member or committee." I encourage the program to use this policy when making changes to appointing course coordinators.

12. **Review Committee:** The faculty reduces their reliance on part-time instructors to support the program's quality (BBA External Reviewers' Report, page 14).

**Departmental response:** The Faculty of Business and Economics recently received approval from Algoma University Senate for 11 new full-time faculty positions across different disciplines. This will help to reduce the reliance on part-time instructors.

The Faculty of Business and Economics have also approved the hire of a support position to assist with part-time onboarding and potential alignments with professional bodies.

**CAO's response:** While faculty and staff hiring processes need to be aligned with existing institutional approval and hiring processes, it is indeed the case that the University has committed a significant number of new full-time faculty positions to this program. For staff hiring needs, relevant rationale must be brought forward by the Faculty Dean to the Vice President Academic and Research to be approved by the President.

13. **Review Committee:** Have more student support around academic advising, focusing on program-specific academic advising (BBA External Reviewers' Report, page 14).

**Departmental response:** The faculty recognizes that this is a significant issue as delays can result in students not taking the correct sequence of courses. Faculty members are responsible for approximately 100 students for academic advising which exceeds the advising load of other faculties. To deal with the increased advising load, the faculty is currently exploring the hiring of additional student services to provide guidance to students in business programs that need advising.

In addition, alternative advising processes are going to be examined by the Faculty of Business and Economics – including the creation of the visual program paths. The goal is to be more effective and efficient at meeting both faculty and student needs.

**CAO's response:** Please see my answer to the related recommendation no. 1 above. The significant addition to full-time faculty resources should go a long way in terms of distributing faculty advising workload. Also, please note that there are Google Sheet advising and program mapping forms prepared before the pandemic that could play a crucial role in student advising and related information dissemination.

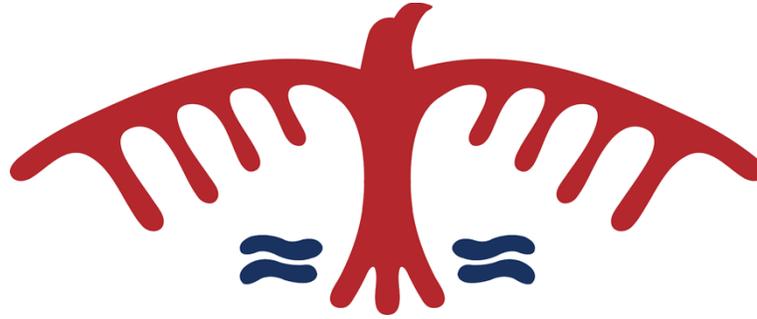
14. **Review Committee:** Offer at least one online section in a different semester to provide students flexibility (BBA External Reviewers' Report, page 14).

**Departmental response:** The faculty agrees with this recommendation and will explore the options available to offer more courses in a remote synchronous manner, to provide more student flexibility; this should be possible with the addition of the new full-time appointments within the Faculty of Business and Economics.

**CAO's response:** I believe that we already offer both face to face as well as asynchronous online sections for most, if not all, BBA courses in any given semester. I suggest that the program work closely with the Office of the Registrar for optimal roster scheduling in an ongoing manner.

## Attachments

Attachment No. 1 of 1 ☞: [Final Draft Implementation Plan](#) as prepared by the Business Administration program



**To:** Dr. Michele Piercey-Normore, Chair, Academic Planning and Priorities Committee  
**From:** Chair of the BBA Self-Study Committee, Chair of the Department of BBA, and Faculty Chair of the Faculty of Business and Economics  
**Date:** January 31, 2024  
**Re:** Completed Departmental Implementation Plan for Review and Approval  
**Due:** January 31, 2024

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Dear Dr. Piercey-Normore,

I am writing to inform you that, consistent with the request letter from the Academic Planning and Priorities Committee received on *December 19, 2023*, we have completed as many as possible, of the elements of the Implementation Plan that are within our control purview, in collaboration with our Faculty Chair.

The BBA Implementation Plan is provided below for your consideration.

Thank you for the opportunity to reflect on how we might put into place the external reviewers' recommendations. Please do not hesitate to contact me if you have any questions.

Kind regards,

Name: Pelham Matthews  
Title: Departmental Chair  
Department/Program: BBA

## The BBA Draft Implementation Plan

Nr.	Recommendations	Responsible for Leading /Follow-Up	Timeline for Addressing Recommendation	Required Resources
1.	Formalize the course coordinator role, and appoint a course coordinator for all core courses with multiple sections to warrant consistent course content and assessments, enhancing the program quality (BBA External Reviewers' Report, page 14).	<b>Both the AlgomaU Administration and faculty Union have agreed to course coordinator positions.</b>	<b>The start date will depend on the completion of the collective bargaining process currently underway. A pilot project has been approved for use in W24.</b>	<b>Each course coordinator position will require remuneration. The amounts for which are negotiated through the Collective Bargaining process.</b>
2.	The faculty reduces their reliance on part-time instructors to support the program's quality (BBA External Reviewers' Report, page 14).	<b>Currently there approximately 250 course sections being delivered each term and there are 11 FT-faculty delivering a maximum of 33 of these sections per term (13%,; this ratio is not under the control of the faculty as it is the Administration that determines how many faculty hires can be made, and how many students are allowed into the programming.</b>	<b>11 new hires have been approved, and the hiring processes have begun, But due to many factors, it may take some time to fill these 11 new, additional positions.</b>	<b>Office space to house current and new faculty.</b>
3.	Offer at least one online section in a different semester to provide students	<b>This is a codified policy of the Faculty of Business and</b>	<b>This is already being done.</b>	<b>The maintenance and updating of at least a three-year</b>

	flexibility (BBA External Reviewers' Report, page 14)	<b>Economics, supported by the use of a 3-year rolling roster of courses developed by Dept. Chairs</b>		<b>rolling roster spreadsheet by Department Chairs</b>
4.	Create different program codes and use priority registration to enrol certificate and BBA students into other sections of the same course to meet their learning styles and goals (BBA External Reviewers' Report, page 14).	<b>The separation of degree and certificate students has worked it way through University committees</b>	<b>This due to be implemented in September 2024</b>	<b>The is need to be able to work collaboratively with the AlgomaU recruiting department and the Register's office</b>
5.	Put in place a system to collect data on key performance measures (e.g., number of applicants, registrants, retention, and graduation rates) to support future decisions and continuously improve program quality (BBA External Reviewers' Report, page 14).	<b>The university current registrarial system cannot collect and aggregate this data. The BBA program has no means to collect such data.</b>	<b>A new registrarial system capable of the required data collection should come on line in Summer 2024</b>	<b>A regular schedule for the provision of the required data by the Registrar's office.</b>
6.	Develop direct measures of each Program Learning Outcome to collect data and assess whether each PLO is being met before graduation (BBA External Reviewers' Report, page 14).	<b>This remains outstanding and could not be done in fall23, as there were other more urgent academic programme issues to be dealt with and there was still not enough faculty time to dedicate to this action item</b>	<b>The goal is to have this action item completed by the Faculty of Business and Economics committee by end of July 2024.</b>	<b>Uninterrupted , dedicated time to get it done and coordinate with faculty to design an efficient and effective process to manage outcomes/objectives aligned with our overall program goals</b>
7.	Develop an easy-to-follow course mapping (sequencing) for each specialization so that students will be well aware of	<b>A form of this already exits in the form of a Student Programme</b>	<b>This should be completed as part of the # 6 above. This action item is a</b>	<b>Uninterrupted , dedicated time to get it done</b>

	their progression through the program (BBA External Reviewers' Report, page 14).	<b>Audit sheet, which does need some updating as the both options and complexity have increased from a student perspective. The lead for this action item is the programme's Curriculum committee.</b>	<b>component part of the process required to complete #6, above. Target completion date – end of July 2024.</b>	
8.	Have more student support around academic advising, focusing on program-specific academic advising (BBA External Reviewers' Report, page 14)	<b>Entry-level student advising is in the AU Staff Collective Agreement, thus the BBA programme only handles 2XXX level and higher advising. The issue with 2XXX-level and higher advising is the unmanageable and unrealistic student to staff ratio. Again, the number of FT faculty and the number of students in the programme are controlled by Administration</b>	<b>The hiring of 11 additional faculty in 2024 should reduce the advising workload for faculty, and the wait time for students by half, but the ratio will still be unrealistically high</b>	<b>A more effective and efficient system to do faculty advising, with the integration of technology. Maybe do a review of what other universities are doing and develop a BBA-AU version?</b>
9.	Faculty provide academic advisors by program and campus (BBA External Reviewers' Report, page 10)	<b>A form of this is already being done, but the again shortage of faculty on both campuses make this an unrealistic</b>	<b>The hiring of more faculty in 2024 should help with a fuller implementation of this</b>	<b>At least two faculty members (redundancy of Subject-matter-expertise)) in each specialization</b>

		<b>expectation until more faculty is hired –which is under the control of Administration.</b>	<b>recommendation.</b>	<b>on each campus (Brampton and Sault Ste Marie) is needed.</b>
10.	Give academic advising the tools needed to provide more solutions to student issues. For example, courses could be offered more often to give students options when they fail a class (BBA External Reviewers' Report, page 12)	<b>The tools exist, but require updating and broader dissemination to faculty and advising staff. The BBA Curriculum committee and Registrar's office have a joint responsibility for this task</b>	<b>The time line for the completion of this process is July 31, 2024</b>	<b>Additional, dedicated, task-related Academic Support Staff support. Faculty will collaboratively design a process to support effective advising in concert with academic support staff.</b>
11.	Revise the Competency Map to develop direct linkages between the Program Learning Outcomes and the key themes in the mission, special mission, strategic plan, SMA 2, and UUDLEs (BBA External Reviewers' Report, page 14).	<b>This is the task of the BBA Curriculum committee</b>	<b>The time line for the completion of this process is July 31, 2024</b>	<b>Additional, dedicated, task-related Academic Support Staff support and SMA input, along with faculty coordination</b>
12.	Refine the Program Learning Outcomes so that they are more concise and measurable (BBA External Reviewers' Report, page 14).	<b>This is the task of the BBA Curriculum committee</b>	<b>The time line for the completion of this process is July 31, 2024</b>	<b>Additional, dedicated, task-related Academic Support Staff support and SME input</b>
13.	The University provides online delivery policies covering different aspects of online courses, focusing on ensuring the academic integrity of each course assessment (BBA External Reviewers' Report, page 14).	<b>The BBA programme has made numerous suggestions and attempts to ensure academic integrity in its course offerings, most</b>	<b>The timeline will be determined by the Administration and its willingness to adopt more robust academic integrity measures at</b>	<b>There needs to be a collaborative approach to dealing with this issue, which university administration needs to adopt.</b>

		of which have been stalled or halted at the University Administrative level.	both the course and programme levels.	
14.	Continue building more experiential learning opportunities into the BBA program in the future (BBA External Reviewers' Report, page 14)	<b>Experiential Learning opportunities already exist in the BBA programming (as there is seamless work-terms possible, students can complete a 4-year degree and do a one-year work term and graduate in 4 calendar years) But, more can be done, the responsibility lies with BBA Curriculum, and the Student Affairs committees.</b>	<b>The timeline for this is the end of July 2024</b>	<b>More close collaboration with the similar university-level WIL committees, and dedicated faculty and staff time move forward this initiative. Develop a process for course evaluation and improvement with SME? and Exit surveys.</b>

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## Faculty of Business and Economics | September 2024

Report submitted by: Dr. William Wei - Dean, Faculty of Business and Economics

Date: 13-Sep-2024

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## Major Accomplishments of Faculty Members in Research, Teaching, and Service

### Promoting to Full Professor and Welcoming New Faculty Members

The Faculty of Business and Economics (FBE) is glad to announce that both **Dr. Nusrate Aziz** and **Dr. Jo-Anne Ryan** were promoted to Full Professors as of July 1, 2024. We also had three new faculty members onboard this summer: **Dr. Taslima Nasreen** (PhD Guelph), Assistant Professor of Accounting; **Dr. Ahmed Aiziz** (PhD Iowa State), Assistant Professor of Economics; and **Dr. Farzana Alamgir** (Ph.D. McMaster), Assistant Professor of Economics.

### University Teaching Award 2024

**Dr. Jody Rebek** was the recipient of the Algoma University Award for Excellence in Teaching this year across the university and she was recognized at the June 8 convocation in SSM. Her dedication to teaching, using research-informed innovative methods to engage students and action learning, enriches our students' experiences.

### June 2024 Convocations

In June 2024, 1,537 degree and graduate certificate students (166 students in SSM and 1371 students in Brampton) graduated from the Algoma University Faculty of Business and Economics. Please see [here](#) for details.

### Annual Retreat and the Strategic Plan 2025-30

The FBE 10 FT members, 2 staff members, and the Dean had spent a 2-day in-person strategic retreat together on May 15 and 16. This allowed us to take stock and gauge our progress in formulating our next 5-year strategic plan. 4 strategic priorities have been identified: **Quality-driven Education; Increased Indigenization and Community Engagement; Increased International and Domestic Reach; and Graduate Programming and Research**. A new FBE strategic plan 2025-30 will be available to share within the university and with the wider communities in Fall 2024.

### Community Engagement Events

#### Indigenous Webinar

To celebrate the National Indigenous Peoples Day on June 21, 2024, the Faculty of Business and Economics invited CCIB (Canadian Council for Indigenous Business) to host an Intellectual Property Rights and Indigenous Business Webinar. The learning objective included: Exploring the diverse ecosystem of Indigenous businesses; Understanding the role and impact of CCIB in supporting our members; Learning from national roundtable experiences and best practices;

Address common issues faced by Indigenous businesses. This webinar was funded by ISED (Innovation, Science and Economics Development) Canada.

## **BBC Education Series focuses on LEAP and International Students**

FBE will be working with BBC for a BBC Business Education Reimagined Series. This is a BBC program currently working as an AACSB series covering selected business schools worldwide with three themes: Innovation Education, Societal Impact, and Driving Inclusion. We will highlight LEAP and international students in FBE in the series.

## **List of Research Publications, Conference Presentations, Performances, and Events**

FBE faculty members have published more than 20 journal articles and conference papers this summer. Please refer to [here](#) for a list of research publications, conference papers, presentations, and scholarly activities.

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## Faculty of Humanities & Social Sciences | Cross-Cultural Studies | September 2024

Report submitted by: Dr. Alean Al-Krenawi - Dean, Faculty of HSS | Faculty of CCS

Date: 13-Sep-2024

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### List of Research Publications, Conference Presentations, Performances, and Events

The following are some of the activities by faculty members from HSS and CCS since April 2024.

**Dr. Tony Robinson-Smith** (Department of English & History) released his latest travel memoir, published in June and launched on July 3rd at the Sault Ste. Marie Museum. The memoir is entitled *Of Canoes & Crocodiles*. <https://ualbertapress.ca/9781772127348/of-canoes-and-crocodiles/>

*The Algomian*, issue 2 went to press on July 22nd. <https://ojs.scholarsportal.info/algoma/algomian>

**Dr. Walter Chan** (School of Social Work) is writing a book entitled *Reconsidering Consumer and Psychiatric Survivor Leadership: A Hopeful Rebellion* with a planned release for Spring 2025. The story is of a Western Canadian mad, psychiatric survivor, and consumer activists facing off against mainstream mental health and settler colonial capitalism underwriting the mental health system.

**Dr. Sheila Redmond** (Department of English & History) attended the International Meeting of the Society of Biblical Literature in Amsterdam to present her paper entitled "*Is 21st Century Feminist Biblical Scholarship an Example of Patriarchal Equilibrium? The Lack of Systemic Analyses of Biblical Sexual Violence*" on July 30, 2024.

**Dr. Monika Thakur** (Department of Law and Politics) was a visiting fellow at the Collaborative Research Centre, Dynamics of Security and Centre for Conflict Studies at Philipps University Of Marburg in Marburg, Germany from June - August 2024. While in Marburg, she delivered public lectures, engaged with faculty, staff, students, and other visiting fellows, mentored graduate students, and continued work on her research projects on forced migration and decolonial approaches to international security studies.

**Dr. Alean Al-Krenawi** (Dean of HSS-CCS) has just published a book entitled "*Syrian Refugees in Jordan and Mental Health: Challenges and Culturally Sensitive Practice*" Link: <https://brill.com/display/title/70576>

This innovative book provides a thorough and compassionate examination of the lives of Syrian refugees in Jordan, as well as their families. It will equip mental health professionals with the necessary skills to effectively intervene when working with this vulnerable population.

What distinguishes this book is its emphasis on the unique challenges that arise from the relationship between Jordanian locals and Syrian refugees, as well as how mental health practitioners can navigate these complexities. It sheds light on the obstacles that such practitioners face in their work and offers valuable insights into how to overcome them.

2024 STAR Global Conference (Dec 8 - 11, 2024)

Dr. Al-Krenawi will be a virtual keynote speaker presenting on *The Integration of Global and Local-Indigenous Mental Health Treatment: The Arab-Muslim Case in the Middle East*.

<https://stargc2024.kusoed.edu.np/speakers/>

## Teachings / Excursions

Dr. Monika Thakur (Law and Politics) taught a course, “The Global Rise of India: Democracy, Politics and Development” (POLI3906/POLI4906), which included a two-week experiential learning component in India in April 2024. Students engaged with faculty and students at Chandigarh University and Miranda House, University of Delhi, and had high-level meetings in New Delhi with officials from the government, the Canadian High Commission, international organizations, think tanks, and non-profit organizations. Students met Indian climate change and food sovereignty activist, ecofeminist, and anti-globalization scholar, Dr. Vandana Shiva. Students also enjoyed experiential learning activities, and visiting historical and cultural sites, including the Taj Mahal. This experience was supported by Algoma University’s International Affairs Office, and funded by the Government of Canada’s Global Skills Opportunity Fund as part of Canada’s Outbound Student Mobility Pilot Program.

## Grants

**Dr. Paulette Steeves’** (Geography, Geology, and Land Stewardship) Canada Research Chair, Tier II, Indigenous History Healing and Reconciliation, was renewed for five years (\$500,000). Dr. Steeves also received a three-year Ontario Agri-Food Research Initiative grant for her research project, Reviving Indigenous Agricultural Practices and Knowledge of Terra Preta: Creating High Yield Sustainable Food Crops in the North (\$125,000).

### Call for Papers - Special Issue

The Journal of International Students has invited us to lead a special issue dedicated to exploring the multifaceted experiences of Muslim students and scholars in Western academic institutions. This special issue aims to provide a comprehensive understanding of the challenges these students and scholars face and to identify potential strategies to address them.

We put out a call for papers, inviting scholars and practitioners to contribute to the special issue dedicated to exploring the multifaceted experiences of Muslim students and scholars in Western academic institutions with a submission deadline of October 1, 2024. The Special Issue launch is expected on February 1st, 2025. A link to the submission is found [here](#).

## Internationalization

**Ghana** The Dean met virtually with both faculties and identified the potential of a joint program with a student and faculty exchange - this will be explored more in-depth this year.

### Planning Retreat

The Dean discussed with both faculties to host individual retreats sometime in September to develop strategic plans for each faculty.

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## Faculty of Science | September 2024

Report submitted by: Dr. Laurie Bloomfield - Acting Dean, Faculty of Science

Date: 13-Sep-2024

### Welcome to New Faculty!

The Faculty of Science would like to introduce and welcome the newest full-time faculty members.

Dr. Nashid Anjum, Computer Science	Dr. Syed Danish, Computer Science
Dr. Arghavan Asad, Computer Science	Dr. Monica Ghabrial, Psychology
Dr. Muhammad Azam, Computer Science	Dr. Ping Luo, Computer Science
Dr. Carolyn Baer, Psychology	Dr. Yazan Otoum, Computer Science
Dr. Karolina Bearss, Psychology	Dr. Ammar Saleem, Biology

### Major Accomplishments of Faculty Members in Research, Teaching, and Service

#### Computer Science students win gold and bronze at AI Summer Games 2024 in Germany

Under the supervision of **Dr. Mahreen Nasir**, Assistant Professor in the School of Computer Science and Technology, two students excelled in the competition, securing both gold and bronze medals. **Dr. Mahreen Nasir** and the students proudly represented Algoma University as the only Canadian institution in attendance, showcasing the university's commitment to providing innovative experiences and fostering academic excellence.

Further coverage of the event is linked here:

- [Soo Today](#)
- [CBC](#)

#### Grants Awarded

**Dr. Ajmery Sultana**, Assistant Professor in the School of Computer Science and Technology has received external grant research funding for two projects. For their project, 'Design a computationally efficient consensus protocol for blockchain-based IoT' and 'Electric vehicles battery management network using blockchain Internet of Things', **Dr. Sultana** has received a Mitacs Globallink Research Internship (GRI) Grant of \$6,000. For their project, 'Quantum sensor based localization system for future urban air mobility', **Dr. Sultana** has received a Mitacs Globallink Research Award (GRA) Quantum Call Grant of \$24,000.

## List of Research Publications, Conference Presentations, Performances, and Events

Please see [Appendix A](#) for a list of research publications, conference presentations, performances, and events.

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## NORDIK Institute | September 2024

Report submitted by: Amy Boyer, Communications Manager

Date: 13-Sep-2024

## Community Engagement Events

### The Water Is Calling

Dr. Haley MacLeod supported the efforts of lead Water Walker and Elder Sharon Manitowabi from Wiikwemkoong First Nation, among other Water Walkers in organizing and fundraising efforts for their water walk around Naadowewi-Gichigami (Lake Huron). The Grandmothers walked around 1700 km over approximately a month from July 21st - August 18th, 2024 to bring awareness to the importance of Nibi (water) and the need to protect and heal our great freshwater lakes. The Water Walkers intend to complete 3 more walks in subsequent years and more information about this initiative can be found at [www.thewateriscalling.org](http://www.thewateriscalling.org).

### SSM WatR Task Team

The Sault Ste. Marie Water Rangers Task Team is a NORDIK-coordinated group of local volunteers - many of whom are Algoma U students and recent graduates - who collectively track water quality at 18 locations across the City. This team led events and experienced some key growth over the summer term, including:

- **Algoma University Campus Litter Cleanup:** A team of 8 volunteers participated in a campus cleanup initiative on July 11, 2024. The volunteers were divided into teams across campus, spanning the area from the parking lot, the front lawn of Shingwauk Hall, the surrounding areas around the main buildings, to the back of the residence.
- **Shoreline Cleanup:** We partnered with Swim Drink Fish and the Niagara Coastal Collaborative to conduct a shoreline cleanup at Bellevue Park, near Topsail Island, on July 13, 2024. Together with 13 dedicated volunteers (most AU students), we removed several garbage bags of waste from the shoreline and tested an AI tool for quantifying plastic pollution, contributing to the health and beauty of our local shoreline and nearshore waters.
- **New Social Media Page:** We launched new social media pages [Facebook](#) and [Instagram](#) to expand our outreach and engage more community members in our environmental efforts. These platforms will allow us to share updates, events, and educational content with a broader audience.
- **eDNA:** During our eDNA sampling events on June 28 and July 13, 2024, seven volunteers were trained in the traveling kick and sweep method, bucket sampling, and Nature Metric's eDNA protocol, across several locations of Sault Ste. Marie. We will be presenting the results of our water quality and eDNA sampling to the City Council this fall.
- **Government of Ontario partnership:** The SSM WatR Task Team is not only the first non-government partner of Ontario's Provincial Water Quality Monitoring Network (in 60 years of operation), but we have created a new partnership to support groundwater monitoring in our community as well, beginning in September.

## **Connecting the Watershed - youth canoe camp with Missanabie Cree First Nation**

NORDIK Institute, Missanabie Cree First Nation, and Dr. Haley MacLeod collaborated to fund and organize a land and water-based youth camp in early July. The youth participate in cultural activities for the first two days in Missanabie Cree territory, with brief introductions to some Western approaches to water quality, followed by a day in Sault Ste. Marie to immerse the youth in science activities. The SSM day was spent sampling a local stream and analyzing samples in a biology lab at Algoma University [photo below], ending with a visit to the Reclaiming Shingwauk Hall exhibit.



## **Entrepreneurship Training**

NORDIK has completed the fourth cohort of the Intro to Entrepreneurship and Intermediate Entrepreneurship training with Keepers of the Circle. Each cohort is 8 weeks long and takes place virtually. In this cohort, 12 participants completed the training, 5 from the Intro to Entrepreneurship, and 7 completed business plans in the Intermediate Entrepreneurship program. This program is designed for Indigenous Women, gender diverse, and 2-Spirit individuals.

## **Community Support Team**

### **Wawanosh Memorial Garden Party**

The Community Support Team had the honor of hosting a “Planting Party” to commemorate the official groundbreaking of the Wawanosh Memorial, which will be unveiled to the public on the National Day for Truth and Reconciliation. Attendees included the Children of Shingwauk Alumni Association, the Royal Canadian Legion Branch 25, the Minister of Indigenous Affairs Canada as well as MPP Terry Sheehan.

### **Taykwa Tagamou First Nation - Knowledge Gathering and Outreach**

We recently had a visit from Taykwa Tagamou First Nation and were able to connect with Ozawa Ginew to host a ceremony, visit Turtle Concepts, the Dan Pine Healing Lodge as well as Shingwauk Kinoomaage Gamig to share and gain insight as to ongoing initiatives that continue to have a positive impact for community members. We also received the gift of meeting one of the 13 Prophecy Grandmother's, Margaret Gettay who is an IRS

Survivor, artist, storyteller, and Arapaho language speaker from Montana who shared her story of healing through culture.

## **Every Child Matters Sacred Memorial**

We are honored to have been able to meet with IRS Leads in Canada such as Tk'emlúps te Secwépemc, Survivor Secretariat, Tanya Talaga, a renowned Indigenous author, as well as Kimberly Murray, Independent Special Interlocutor for Unmarked Burials in Canada.



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## Vice-President Academic and Research | September 2024

Senate Meeting Date: 13-Sep-2024

PURPOSE:

Expedited

Prepared By: Donna M. Rogers, PhD - VPAR (Interim)

Approval

Discussion

Information

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## Research and Graduate Studies

### Research Assistant Funding Program

The RAFP internal research support program continues into the 2024 Fall Term. All full-time faculty members have access to \$12,000 total - between May 2024 and April 2025 - to hire one or more Research Assistants (RAs). The hire request form is [here](#). Please select "Research Assistant - ORI Fund." The budget number is 51400-71. Note that faculty members are responsible for tracking their RA(s) hours and submitting timesheets. Timesheet information may be found on the [Finance and Planning dashboard](#) under "Payroll."

Faculty members may connect with Sarah Walker via email - [sarah.walker@algomau.ca](mailto:sarah.walker@algomau.ca) - to discuss the program and/or their hire request form(s).

### Safeguarding Ontario Research

Please note that the *Research Security Guidelines for Ontario* were updated this summer. Researchers are required to access and understand these PDFs when applying for a research funding program under the Ontario Ministry of Colleges and Universities.

- [Research Funding Programs](#)
- [Attestation Form for Ontario-funded Research](#)
- [Economic and Geopolitical Risk Checklist](#)

In addition to the Ontario information above, the federal government's [Sensitive Technology Research and Affiliations of Concern \(STRAC\) policy](#) applies to all active research. Information specific to researchers is [here](#). Faculty members involved with [sensitive technology](#) research (see link for list) are asked to review these documents. Note that the STRAC-based FAQs document will likely be updated during the 2024 Fall Term.

## AVP-Academic and Continuing Education

*Teaching and Learning, Quality Assurance, and PACE*

### PACE - Professional and Continuing Education

#### *Graduate Certificate in Project Management Program*

With 669 students having completed their program studies in the 2024 Spring term, they will participate in the PACE graduation ceremony on October 23.

## **LEAP - Essential Project Management Essentials - Micro-Credential**

Twenty-five students are enrolled in this micro-credential program for the 2024 Fall term. The class will commence on September 30 and conclude on December 20. As we enter the third cohort of this micro-credential, we are exploring ways to enhance the student learning experience by incorporating additional discussions and practical examples to better prepare them for the job market.

## **Centre for Teaching and Learning (CTL)**

### **Faculty Training Program - Fall 2024**

The Centre for Teaching and Learning has organized a comprehensive training program for the upcoming Fall 2024 term, comprising 14 online sessions, for faculty working across all campuses. The workshops aim at assisting faculty with a range of skills needed to deliver their courses effectively in all formats i.e. physical, synchronous, and asynchronous using both LMSs (Moodle and Brightspace). The following training sessions will be delivered in September 2024:

<b>Training</b>	<b>Description</b>	<b>Date &amp; Time</b>
<b><i>Getting Your LMS Ready - Moodle</i></b>	This session will guide you through all the tasks that you must do to get your <b>Moodle</b> courses ready for the term. You will leave this session knowing exactly what you need to do to get your course set up <i>and</i> how to do it!	<b>Tuesday, September 3</b> <b>10:00 - 11:30</b>
<b><i>Getting Your LMS Ready - Brightspace</i></b>	This session will guide you through all the tasks that you must do to get your <b>Brightspace</b> courses ready for the term. You will leave this session knowing exactly what you need to do to get your course set up <i>and</i> how to do it!	<b>Wednesday, September 4</b> <b>1:30 - 3:00</b>
<b><i>Remote Synchronous Facilitation: Tips and Tricks for Google Meet</i></b>	During this session, you will learn some practical strategies to increase learner engagement and interaction during remote synchronous classes using <b>Google Meet</b> . The focus will be on creating authentic opportunities for active learning at a distance.	<b>Wednesday, September 11</b> <b>10:00 - 11:30</b>
<b><i>Remote Synchronous Facilitation: Tips and Tricks for Zoom</i></b>	During this session, you will learn some practical strategies to increase learner engagement and interaction during remote synchronous classes using <b>Zoom</b> . The focus will be on creating authentic opportunities for active learning at a distance.	<b>Wednesday, September 18</b> <b>10:00 - 11:30</b>
<b><i>Making the Most of Moodle</i></b>	This session will provide you with practical advice about how to use Moodle to enhance your students' learning experience. This session will be relevant for all faculty who use Moodle regardless of the mode of delivery: in-person, hybrid, or remote. Topics will include, effective discussion forums, formative assessment strategies, facilitating group work, and exit tickets.	<b>Wednesday, September 25</b> <b>10:00 - 11:30</b>

## ***Academic Integrity Strategy Updates***

Considering the crucial importance of academic integrity of our academic programs, Algoma University has been working collaboratively to institute a comprehensive Academic Integrity Strategy, including (but limited to) the following elements:

### ***Office of Academic Integrity***

A Manager, Academic Integrity and two Academic Integrity Officers have been hired and will be assuming their responsibilities on September 3, 2024. Once in office, our new colleagues will be working with all relevant stakeholders, including the Academic Standards and Appeals Committee, to undertake a comprehensive review of our existing academic integrity policies and practices and work collaboratively to make them more productive and efficient. More details about the Office of Academic Integrity to follow in the Fall 2024 semester.

### ***Copyleaks – AI Detection Tool***

The Teaching & Learning and Technical Support Committee, in close collaboration with the Department of Information Technology, has determined, after comprehensive review and testing, that Algoma University should adopt the Generative AI use detection software called 'Copyleaks'. The Department of Information Technology is in the process of securing the purchase of the software. Copyleaks will provide training to interested faculty and we will share more information in due course.

### ***Academic Integrity Mini Training Course***

We are pleased to announce the roll-out of the 'Academic Integrity Course', which is [Now Live!](#)

The primary objective of this course is to provide a basic understanding of the values of integrity and how students can apply these values in their actions as members of the Algoma University community and in their everyday lives. This course has six modules: Honesty, Trust, Fairness, Respect, Responsibility, and Courage. To complete this course, students would need to view different scenarios in each of the modules and pass the quiz in order to proceed to the next module. Students would need to attain the minimum passing score of 80% and upon successful completion, they will be issued with a system-generated certificate containing a unique code for verification purposes. The course normally takes 60-90 mins to complete. All faculty and students will have access to the course.

## **University Librarian and Wishart Library**

### **The AU Repository is live!**

#### ***What is the AU Institutional Repository (AUIR)?***

The AUIR is a free and secure research repository established by the Wishart Library to disseminate and preserve the scholarly record of the Algoma U community, including faculty and student research. All items in AUIR are openly accessible, either immediately or after the publisher's embargo period.

Please click the link to visit the new AUIR: [Algoma University Institutional Repository](#)

Questions may be directed to: [robin.isard@algomau.ca](mailto:robin.isard@algomau.ca).

## Information Literacy Sessions Available

The Library team is here to support faculty members and their students.

To schedule an information literacy session, please contact [reference@algomau.ca](mailto:reference@algomau.ca) with the following information:

- Course
- Number of students
- Preferred date (helpful to provide an alternative in case of conflicts)
- Assignment requirements or course requirements

**In-person sessions are available on the Brampton campus from October 7th through 11th, 2024.** Please connect with Nicole Gajda via email - [nicole.gajda@algomau.ca](mailto:nicole.gajda@algomau.ca) - to arrange.

## University Registrar

### Fall 2024 Enrollment Update

At the time of writing this update (Aug. 23rd), we are running:

- 918 Fall term courses
- 27 Fall/Winter term courses
  - 459 of those courses/classes are being offered on our Brampton campus
  - 316 courses/classes are running on our SSM campus

The balance is split between our Timmins campus and two other satellite sites.

Reflecting on our increased emphasis on in-person learning:

- Some 739 classes are classed as in-person
- 102 are Asynchronous on-line
- 35 are Remote Synchronous/Asynchronous
- 30 are Hybrid

There were well in excess of 25,000 enrollments in those courses/classes.

### 2024-25 Academic Calendar

An updated Academic Calendar should be available soon, if not already. A limited number of hard copies of the calendar will be made available. A PDF version of the calendar will also be made available on the University's website. A very big thank you to the Chairs for working to update their program information and to Marketing and Communications for their support in publishing the calendar.

# Career and Experiential Education

## The hiring of the Director, Career and Experiential Education

I am pleased to announce the hiring of a Director of Career and Experiential Education, a pivotal role that underscores Algoma University's commitment to enhancing student success and forging robust employer partnerships. This strategic position is vital to our mission as a modern university, where the alignment of academic offerings with career and experiential learning outcomes is increasingly essential.

The Director will lead our efforts in ensuring that students are not only well-prepared academically but are also equipped with the practical skills and experiences necessary to thrive in today's competitive job market. The Director's role will also focus on strengthening our relationships with industry partners, providing our students with valuable opportunities for co-op placements, internships, and other forms of experiential learning. This initiative aligns with our strategic goals of fostering employability, enhancing the student experience, and contributing to regional economic development.

### ***Team Structure and Roles***

The Director will oversee two key managerial positions that will drive the operationalization of our career and experiential education strategy:

#### ***1. Manager, Career Education and Employability***

Jonathan Coulman has been appointed to this role permanently. Jonathan will lead initiatives focused on enhancing career education and employability outcomes for our students. His responsibilities include organizing career fairs and events that connect students with potential employers, embedding essential competencies—such as the Seven Grandfather Teachings—into career conversations, and developing programs that ensure our graduates are well-prepared for the workforce. Jonathan's work will be instrumental in helping students navigate the transition from education to employment, ensuring they leave Algoma with not only a degree but also a clear pathway to a successful career.

#### ***2. Manager, Experiential Education, and Industry Partnerships***

This role will be recruited shortly and will focus on expanding and improving the quality of our co-op programs and other experiential learning (EL) opportunities. The Manager will work closely with industry partners to create and sustain meaningful, hands-on learning experiences that align with academic goals and meet the needs of the labor market. This position is crucial as we seek to provide every student with access to experiential learning opportunities that enhance their education and improve their employment prospects.

## Launch of CareerNavigator

This year, we are also excited to launch **CareerNavigator**, powered by the Orbis platform. CareerNavigator will serve as a comprehensive system for career exploration, providing students with access to valuable resources, job postings, and tools to support their career development journey. The system is designed to be intuitive and

user-friendly, ensuring that students can easily navigate the platform to find the information and opportunities they need to succeed.

## **Integration of AI into Career Services**

In line with our commitment to innovation and accessibility, we are embracing AI technology to scale our career services. Through a partnership with **Instage**, we will offer students on-demand access available 24/7 to career search strategies, including mock interviews and resume writing support. This AI-driven approach will allow us to provide personalized, scalable career support, ensuring that every student has the tools they need to confidently pursue their career goals.

These initiatives collectively represent a significant advancement in our support for student success at Algoma University. By strengthening our Career and Experiential Education offerings, we are not only preparing our students for the workforce but also contributing to their long-term success and the prosperity of the communities we serve.

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Respectfully submitted,  
Donna M. Rogers, PhD