



Agenda

The 518th Meeting of the Trent University Senate
Tuesday, September 17, 2024, 2:00 p.m.
Via Zoom

1. Welcome and Adoption of the Agenda Chair

Traditional welcome--We respectfully acknowledge that we are on the treaty and traditional territory of the Miichi Saagiig Anishnaabeg. We offer our gratitude to First Nations for their care for, and teachings about, our earth and relations. May we honour those teachings.

Closed Session

2. Senate Executive Committee Report Chair Exhibit 1
(for approval) (at meeting)
3. Academic Planning and Policy Senator Brunetti Exhibit 2
Committee Report
(for approval)

Open Session

4. Chair's Remarks and Announcements Chair
5. Minutes of the May 14, 2024 meeting of Chair Exhibit 3
Senate and Business Arising
(for approval)
6. Draft Senate Work Plan Chair Exhibit 4
(for approval)
7. Cyclical Program Review Committee Senator Bailey Exhibit 5
Report
(for information)
8. Any Other Business Chair
9. Adjournment Chair

The 517th Meeting of the Trent University Senate

Tuesday, May 14, 2024 2:00 p.m.

Via Zoom

Minutes

Present were: Senators Michale Khan (Chair), Iyiola Alade, Joel Baetz, Peri Ballantyne, Stefan Bilaniuk, Craig Brunetti, Ann Celestini, Michael Chan-Reynolds, Kirk Collins, Noah Edwards, Nancie Im-Bolter, William Kim, Jean-François Koprivnjak, Lawrence Lam, Hugo Lehmann, Paul Manning, Kelly McGuire, Liam Mitchell, Suresh Narine, Heather Nicol, Kathryn Norlock, Karleen Pendleton Jiménez, Paula Sherman, Mark Skinner, Emily Tufts, Beth Wallace, Shaun Watmough and Sarah West. Official Visitors Heather Crowley, Connor Koch, Alma Barranco-Mendoza and Geoff Navara. Associate University Secretary (Senate) Tara Harrington and Coordinator, Board and Senate Support Taylor Edwards.

Regrets: Senators Jodi Ambrose, Cathy Bruce, Shutao Cao, Bruce Cater, Anthony Coulter, Finis Dunaway, Leo Groarke, Scott Henderson, Holger Hintelmann, Richard Hurley, Dennis Murray, Brandon Remmelgas, Catalina Sagarra, David Tough, Sarah Twomey, Rylin Wormington, Robert Wright, and Asaf Zohar.

Guest: Ms. Cheryl Turk, Associate Vice President Finance

Welcome and adoption of the Agenda

The meeting opened with a welcome to the traditional territory:

We respectfully acknowledge that we are on the treaty and traditional territory of the Michi Saagig Anishinabeg. We offer our gratitude to First Nations for their care for, and teachings about, our earth and relations. May we honour those teachings.

Open Session

Chair's Remarks and Announcements.

Senator Khan chaired the meeting. He noted that it had been a great year and thanked Senators for all of their hard work. He referenced the on-going conflict in Gaza expressing the hope that there would soon be a ceasefire. Senator Pendleton Jiménez's term as Academic Colleague to the Council of Ontario Universities was ending in June. Senator Khan reminded Senate that Senator Pendleton Jiménez had agreed to several extensions of her term and thanked her for her contributions in that role. He noted that incoming Senator Michele McIntosh would be the next Colleague.

Minutes and Business arising Meeting of March 12, 2024. The minutes were approved as presented.

Undergraduate Studies Committee Report. Senator Norlock presented the report which included the following recommendations:

Bachelor of Science, Honours—Two new articulation agreements with Centennial College that would allow qualified graduates of Centennial’s Biotechnology diploma program and Biotechnology Advanced Diploma programs to enter Trent’s Bachelor of Science program (any major) with advanced standing.

Business--Five new articulation agreements with Centennial College that would allow qualified graduates of Centennials Human Resources diploma, Marketing diploma, Human Resources Advanced diploma, Leadership and Management Advanced diploma and Marketing Advanced diploma programs to enter Trent’s BBA program with advanced standing.

Bachelor of Arts, Honour—A new articulation agreement that would allow qualified graduates of Georgian College’s General Arts and Science diploma/certificate program to enter Trent’s BAH program with advanced standing.

Child & Youth Studies—A new articulation agreement that would allow qualified graduates of Sault College’s Child & Youth Care advanced diploma program to enter Trent’s Child & Youth Studies Honours program with advanced standing.

Social Work-- A new articulation agreement that would allow qualified graduates of Sault College’s Social Service Worker diploma program to enter Trent’s Social Work program with advanced standing.

Communications—Three new regular courses-COMM 2005H, COMM 4800Y and COMM 4801H.

Criminology—With the department of Sociology, proposed to modify program requirements.

Education—Modify program requirements for the Teacher Education Stream.

Gender & Social Justice--New regular course GESO 2183H.

During discussion it was suggested that two of the EDUC courses (EDUC 1050H: Understanding Teaching and Learning through Social Justice Lenses and EDUC 2950h: Conceptions and Dispositions in Teaching and Learning) be revised to include “Eco”-Social Justice and a reference to Indigenous Knowledge. It was agreed that the recommendations for program modifications would be approved as presented but that the department would be consulted regarding name changes. It was anticipated that the department would approve the recommendations made by Senate.

Senate approved the proposals.

Graduate Studies Committee Report. Senator Brunetti presented the report which included the following recommendations:

Master of Arts in Interdisciplinary Aging Studies--New course AGNG 5003H.

Ph.D. in Psychology--New course- PSYC 6640H.

Graduate Special Student Policy—Update language and fees to reflect new professional programs and differential fee costs.

Graduate Transfer Credit Policy-- Revise language to clarify university regulations regarding how many non-Trent credits can be applied to degree requirements and what transfer credits may be considered.

Senate approved the recommendations as presented.

Research Policy Committee- Annual Report-- The report provided highlights of the committee's activities, Research Awards, Internal Grants and Research Activity and External Grants. It was received for information.

Research Policy Committee- -Proposal for the Trent Research Farm Centre. Senator Brunetti presented the proposal noting that, if approved by Senate, the proposal would go forward to the Board of Governors for final approval.

The proposal was approved for submission to the Board of Governors.

Academic Planning and Policy Committee Report. Senator Khan presented the report which included proposed revisions to the Posthumous Degree Policy. He noted that the policy had last been revised in 2008. The revisions were primarily housekeeping. Senate approved the revised policy.

Cyclical Program Review Committee Report. Senator West presented the report which included the Final Assessment Report (FAR) for Canadian Studies as well as the implementation reports for Computer Science, Ancient Greek and Roman Studies, Social Work and Child and Youth Studies.

Overview of the 2024-25 Budget. Associate Vice-President Finance, Ms. C. Turk, presented a brief overview of the 2024-25 budget. She reported that Trent was in a better financial position than many universities as a result of enrolment growth in recent years and the fact that we had developed other sources of revenue. Implementation of the University Pension Plan (UPP) was expected to relieve some pressure. Trent expected to recruit 16.5 new faculty in the coming year and a total of 50 new faculty over a three-year period.

Any Other Business.

Adjournment.

The meeting adjourned at 2:58.

Dr. M. Khan, Chair

T. Harrington, Secretary

SENATE MEETING DATE	FOR APPROVAL	FOR COMMENT / DISCUSSION	FOR INFORMATION
September 17*	Chancellor item(Closed)	Senate Work Plan 2024-25	2023-2024 Decanal Awards for Teaching Excellence and Outstanding Graduate Mentorship Orientation
October 15	Committee Reports		Call for Nominations – Honorary Degrees Academic Integrity annual report Special Appeals Cttee annual report (SAC)
November 26	HD Recommendations (Closed) Committee Reports		
January 14	Committee Reports		Call for Nomination—Eminent Service Awards Sabbaticals report
February 11	Eminent Service Awards recommendations (Closed) Committee Reports		
March 12	2025-26 Meeting dates Motions re Approval of Convocation Lists Committee Reports		Announcements: Ashley Fellow, Awards: Symons Teaching, Distinguished Teaching, Distinguished Research, Early Career Research
April 8	2025-26 Committee Assignments Committee Reports		
May 6	Committee Reports		RPC Annual Report Budget Report

***Senate Orientation session following regular business**

Expected:


- Animal Care Standards Policy
- Policy on Research Organizations
- Policy on Scholarly Misconduct
- Policy on Sharing and Distribution of Course Content
- Policy on Student Absenteeism, Missed Tests and Examinations

Trent University
2024-2025 Cyclical Program Review Committee
Senate Report 1 – September 17, 2024
Open Session – For Information

Submitted by Dr. Suzanne Bailey, Chair, Cyclical Program Review Committee
 Report Dated: September 9, 2024

Agenda Items for Information

**1. Final Assessment Report & Implementation Plan – Executive Summary –
 MA Sustainability Studies**

Degree Programs Being Reviewed	MA Sustainability Studies
External Reviewers	Dr. Marilynne Carrey, Brock University Dr. Rumina Dhalla, Guelph University
Internal Representative	Dr. Andrew Vreugdenhil, Chemistry, Trent University
Year of Review	2023-2024
Date of Site Visit	November 16 – 17, 2023
Due Date for Implementation Report from the Program	May 1, 2025
Date Prepared by CPRC	May 8, 2024
Date Approved by Provost & VP Academic	May 9, 2024
Signature of Provost & VP Academic	

As the first graduate program in Sustainability Studies in Canada, the Master of Arts in Sustainability Studies (MASS) program is designed to meet the growing need for academics and professionals who can successfully negotiate current complex sustainability issues and confront the challenges in addressing the sustainability of communities, organizations, and natural environments.

The Program consists of four streams: a 3.0 credit Thesis Stream; a 4.0 credit Major Research Paper Stream; a 4.0 credit Internship Stream; and a 4.0 credit Entrepreneurship and Innovation Management Stream. All streams include a core course on sustainability, and participation in a Student Faculty and Community Colloquium.

The MASS provides students with research and graduate education that will improve their understanding of environmental sustainability, economic prosperity, and social responsibility. Students have the opportunity to use interdisciplinary and transdisciplinary inquiry, research, and skills training to inform innovative approaches that address critical sustainability challenges.

Summary of Process

During the 2023-2024 academic year, the MASS program underwent a review. Two arm's-length external reviewers (Dr. Marilyn Carrey, Brock University and Dr. Rumina Dhalla, Guelph University) and one internal representative (Dr. Andrew Vreugdenhil, Trent University) were invited to review the self-study documentation. The site-visit took place on Nov 16 – 17, 2023.

This Final Assessment Report (FAR), in accordance with Trent University's Institutional Quality Assurance Policy (IQAP), provides a synthesis of the cyclical review of the graduate degree programs. The report considers four evaluation documents: the Program's Self-Study, the External Reviewers' Report, the Program Response, and the Decanal Response.

A summary of the review process is as follows: the academic unit completed a self-study that addressed all components of the evaluation criteria as outlined in Trent's IQAP. Appendices included: Curriculum Vitae, Course Syllabi, Data Tables, Student and Alumni Surveys and a Library Statement of Support. Qualified external reviewers were invited to conduct a review of the programs that involved a review of all relevant documentation (self-study, appendices, and IQAP policy) and participation in a virtual visit. During the virtual site visit, reviewers met with senior administration, faculty, students, and staff.

The External Reviewers' Report identified twelve (12) recommendations. Ideally, recommendations will focus on a culture of ongoing and continuous improvement and prioritizing student-centred learning and experiences.

Following receipt of the External Reviewers' Report, the Program and Dean provided responses to the Report. Based on the four review documents, the Cyclical Program Review Committee (CPRC) then reviewed and assessed the quality of the degree programs and reported on significant program strengths, opportunities for improvement and enhancement, and the implementation of recommendations.

The Implementation Plan identifies eight (8) recommendations for action and specifies the proposed follow-up and the person(s) responsible for leading the follow-up. The Academic Unit, in consultation with their Dean, will submit an Implementation Report in response to the recommendations identified for follow-up. The Report is due May 1, 2025.

Significant Program Strengths

- The MASS program is noted for its interdisciplinary orientation with unique opportunities for experiential education, community engagement, and partnerships. The Program has a strong relationship with the community. As well, a number of elective courses are offered, in collaboration with other graduate programs at Trent, which allow students to pursue selected issues in research methods, sustainable enterprise such as strategic management, non-profit management, ethics, sustainability marketing, social enterprise, and entrepreneurship with greater depth.
- Graduate students are generally pleased with the quality of the program, flexibility in course

offerings, and their experiences. External reviewers noted that a high percentage (i.e., 80%) of students expressed satisfaction with being a Sustainability Studies graduate student at Trent University. Close connections and regular interaction with supervisors and members of supervisory committees, along with the use of a Learning Outcomes Agreement (LOA), was noted by the reviewers' as key assets. Another important strength of the program is the students' ability to easily access graduate student services, workshops, and social events at the Traill College location.

- Graduates from the MASS program have proceeded to serve in both public and private sectors in a variety of leadership roles to further the vision and mission of the program.

Opportunities for Program Improvement and Enhancement

- The Program should continue to develop and formalize external partnerships to enhance student experiences. The Reviewers noted that the Program would benefit from establishing an alumni network, which would enhance community engagement, address networking challenges, and foster specific employment-related skills/knowledge that could lead to an increase in student placement potential. The program is encouraged to work with the Office of Advancement and Community Relations. (Recommendation 12)
- Students could benefit from increased career and job preparation assistance.
- There is opportunity for the Program to transform its recruitment and marketing efforts for this program in collaboration with the School of Graduate Studies and Marketing & Communications. (Tied closely to Recommendation 1 and 7)
- The Program would benefit from a review of Program Objectives and Program Level Learning Outcomes to help identify what the program hopes to accomplish, describe learning opportunities provided to its students, and emphasize the skills, knowledge, and abilities the student will have achieved at graduation.
- The Reviewers noted that the Program should seek to integrate diverse knowledge frameworks and Indigenous perspectives throughout the curriculum and prioritize initiatives centered on Equity, Diversity, and Inclusion (EDI); in addition, focusing on internationalizing the student body will enrich perspectives and bolster diversity within the program.

Implementation Plan

The Implementation Plan identifies those recommendations that require action by the academic unit. The Chair or Director, with members of the academic unit, will be responsible for leading the follow-up in consultation, and where appropriate, with Dean(s) and other university departments. The Academic Unit will report on actions taken and the status of each recommendation by the due date provided. The (Associate) Dean will be responsible for reviewing the Implementation Report and submitting the final report to the Office of the Provost.

Recommendation	Proposed Follow-Up	Specific Timeline	Position Responsible for Leading Follow-up
<p>Recommendation 1 That the Program be relocated/homed in the School of the Environment.</p>	<p>The Program should explore opportunities to house this program within the School of the Environment; consultation should take place with School of Business. The Implementation Report will provide an update.</p>	<p>To be determined by May 1, 2025.</p>	<p>Director, in consultation with Grad Dean and Dean of Science</p>
<p>Recommendation 2 That the Program assess, re-evaluate, and revise their Program Objectives and Program-Level Learning Outcomes to align with degree-level expectations. As part of this review, a comprehensive curriculum mapping process should take place, which encompasses course-level outcomes.</p>	<p>The Program is encouraged to work with the Centre for Teaching and Learning to develop appropriate Program Objectives and Program Level-Learning Objectives that reflect program content and curriculum. The Implementation Report will include a detailed list of Program Objectives and Program-Level Learning Outcomes.</p>	<p>Program Objectives and Program-Level Learning Outcomes should be in place for the 2025-26 academic year.</p>	<p>Director</p>
<p>Recommendation 3 That the Program revise the current GTA model to increase employment opportunities, enhance cross-disciplinarity for students, and improve overall student experiences.</p>	<p>No follow-up required. There is a process in place that assigns GTAs and allows students to request a department change.</p>		
<p>Recommendation 4 That the Program find innovative solutions to ensure students have optimum access to career opportunities and improve their employment-related skills (e.g., online self-study courses, specific training, engagement with alumni, and career development).</p>	<p>Although there are programs underway to enhance these experiences, the Program is encouraged to work with Careerspace, the Centre for Teaching and Learning and Academic Skills to provide relevant workshops to graduate students. The Implementation Report should provide an update on additional training available to students.</p>	<p>To be reported on May 1, 2025</p>	<p>Director</p>
<p>Recommendation 5 That the process for assigning student supervisors and related responsibilities be formalized to ensure equity among faculty members.</p>	<p>No follow-up required. As is the normal process at the University, admissions to the Program and faculty supervision are determined at the Program level.</p>		
<p>Recommendation 6 That the Program review the process for identifying and confirming placement opportunities.</p>	<p>The Program should explore opportunities for external collaborations, partnerships and relationships that will lead to placement opportunities for their students and consider working with Careerspace.</p>	<p>May 1, 2025</p>	<p>Director</p>

	The Implementation Report should provide an update on activities that have taken place to expand partnership, hence placement potential.		
Recommendation 7 That the Program work with the School of Graduate Studies to develop a formal recruitment strategy.	The Program is encouraged to continue to pursue recruitment and marketing activities in consultation/collaboration with the School of Graduate Studies. An update should be provided in the Implementation Report.	To be in place for next recruiting cycle.	Director
Recommendation 8 That the Program accelerate and amplify their EDI strategy and action.	The Program is encouraged to develop an EDI strategy. The Implementation Report will provide an update on developments in this area.	May 1, 2025	Director
Recommendation 9 That the Program add a stream focusing on Indigenous Knowledge and offering it to local and other communities in Northern Ontario.	The program should explore adding an IK stream in direct consultation with the Chanie Wenjack School. The Implementation Report will provide an update.	May 1, 2025	Director
Recommendation 10 That the Program continue to develop the potential graduate diploma with other graduate programs to strengthen environmental and sustainability at Trent.	No follow-up report is required. This development of a graduate diploma falls outside the scope of this review.		
Recommendation 11 That the Dean and Program review the efficacy and effectiveness of the supporting resources and services (e.g., surveys).	Graduate Studies is rolling out a Graduate Student Survey this fall. The program can also look at a program-specific survey. The Implementation Report should provide an update on any changes to resources or services within the Program.	May 1, 2025	Director/Dean of Graduate Studies
Recommendation 12 That the Dean and Program consider formalizing a strategy for Alumni and External Relations to deepen engagement.	No follow up required. Although this does not directly reflect the quality of the Program, developing external relationships can only benefit the Program; one specific benefit being the creation of potential for student placements.		