



SENATE MINUTES – OPEN SESSION

Wednesday, March 5, 2025, 9:30 a.m. – 11:20 a.m.
ECU Boardroom / *Online via Zoom webinar

ATTENDANCE

Trish Kelly (Chair + Vice-Chancellor)	Haig Armen
Diyan Achjadi (Vice-Chair)	Mark Johnsen
Jacqueline Turner	Ishita Arora
Celeste Martin	Anoushka Nair
Kyla Mallett	Shawn Choi
Justin Langlois	Laszlo Hollander
Vanessa Kam	Micaela Kwiatkowski
Cameron Cartiere	Alex Philipps
Helene Day Fraser	Kathryn Verkerk

Regrets: Carleen Thomas, Adriana Jaroszewicz, Beth Howe, Mimi Gellman, Stuti Gulati, Eknor Madharoo (non-voting)

Guests/Support: Natasha Himer (University Secretary), Sonia Orlu (Senate Support), Alex Muir (Technical Support)

LAND ACKNOWLEDGEMENT

I. ADMINISTRATIVE BUSINESS

1. Call to Order – Trish Kelly, Chair, called the meeting to order at 9:35 a.m.
2. Agenda Approval

Moved / Seconded that the Agenda of the March 5, 2025, Senate meeting be approved as amended.

Carried.

3. Past Minutes

Moved / Seconded that Senate approve the Minutes of the Senate Meeting of January 29, 2025, as amended.

Carried.

II. BUSINESS

1. Chair's Remarks + Report

Vice President Academic + Provost Search:

- T. Kelly noted that the search for a new Vice President Academic + Provost is in its final stages.

Sabbatical Announcements:

- T. Kelly congratulated the faculty members awarded sabbaticals for the upcoming academic year:
 - Haig Armen, Associate Professor, Faculty of DDM, Spring, January 1, 2026
 - Eugenia Bertulis, Associate Professor, Faculty of DDM, Fall July 1, 2025
 - Peter Bussigel, Associate Professor, Faculty of ART, Spring January 1, 2026
 - Emily Hermant, Associate Professor, Faculty of ART, Spring, January 1, 2026
 - Jamie Hilder, Associate Professor, Faculty of CAC, Spring, January 1, 2026
 - Birthe Piontek, Associate Professor, Faculty of ART, Fall July 1, 2025
 - Bonne Zabolotney, Professor, Faculty of DDM, Spring, January 1, 2026

Upcoming Senate Budget Committee Meeting:

- T. Kelly provided a few remarks on the Senate Budget Committee meeting scheduled for March 12, 2025.
- The Senate Budget Committee is convened to review budget materials and advise on the academic implications of budgetary decisions. The Committee's role is advisory, the Committee does not approve the budget or approve specific budget line items.
- The Committee provides input and feedback to the President and VP Finance + Administration, and ultimate approval authority rests with the Board of Governors, which holds the financial oversight responsibilities.
- Senators shared their views that it would be beneficial to have early and ongoing financial training for all members. It was agreed that more financial training and explanation around budget development will better position members to ask informed questions during budget reviews.
- The University Secretary noted that research is being gathered on the practices of peer institutions, and initial research suggests a common thread whereby Senate budget committees generally serve in an advisory capacity. This work will be reviewed at the Senate Governance Committee in due course.

2. INFORMATION: Governance Committee Report

Celeste Martin, Chair, provided a brief update stating that the Governance Committee had not met since the last Senate meeting and would reconvene on March 24. The Committee's current focus is on reviewing draft operating principles for Senate and subcommittees.

3. INFORMATION: Academic Planning + Priorities Committee Report

Jacqueline Turner, Chair, referred to the committee report in the meeting materials.

4. APPROVAL: Program Review Policy and Procedures

Heather Fitzgerald, supported by J. Turner, presented the proposed Program Review Policy and Procedures. The policy is designed to formalize the process for academic program reviews.

H. Fitzgerald emphasized that the policy and procedures are the result of extensive consultation with faculty, administration, and others.

Key points raised during the discussion include:

- Senators agreed that by formalizing the process, the policy helps ensure that program reviews are not mere compliance exercises but a meaningful step towards enhancing academic excellence. It was emphasized that the spirit of the policy and procedures is to genuinely enhance the quality of academic programs and seeing the review process as an active inquiry into program strengths and areas for improvement.
- Several senators appreciated that the policy's development was grounded in thorough consultation. They noted that this consultation resulted in many recommendations.
- A friendly amendment was proposed to adjust the language concerning regarding engagement with the Aboriginal Advisory Committee – to ensure engagement where practicable.
- Some members noted they would like to see if it is possible to capture the “breadcrumb trail” of the consultation process. Beyond the formal policy document, some suggested there could be value in maintaining a possible archived addendum or repository that records the consultation materials. Some suggested records can also support continuity in case of potential staff turnover.
- It was noted that once the Senate has approved the policy and procedures, the policy would then be referred to the Board of Governors for final approval on the Senate's recommendation. As such, there is one more step - by approving the policy and procedures, the Senate is at the same time in effect recommending for final Board approval.

Moved / Seconded that the Senate, on the recommendation of the Academic Planning and Priorities Committee, approve the proposed Program Review Policy and its accompanying Procedures as a new academic policy.

Carried.

5. APPROVAL: Summer 2026 – Spring 2029 Academic Schedule

Registrar, Kathryn Verkerk, detailed changes to the academic schedule, particularly around the allocation and timing of makeup.

- For Fall 2026 and 2027, makeup days are scheduled at the end of the term.
- For Fall 2028, one makeup day is scheduled mid-term and one at the end.

The schedule was revised to address statutory requirements and feedback, following extensive consultation with faculties and student representatives.

A key action item from the discussion was the development of a comprehensive communications plan. This plan will ensure that students, faculty, and staff are clearly informed about the makeup day adjustments and any resulting changes in class schedules.

Moved / Seconded that the Senate, on the recommendation of the Academic Planning and Priorities Committee, approve the academic schedule for Summer 2026 to Spring 2029.

Carried.

6. INFORMATION: Curriculum Planning + Review (CPR) Committee Report

Cameron Cartiere, Chair, referred to the committee report in the meeting materials.

7. APPROVAL: Curriculum Planning + Review Committee Recommendations

Kyla Mallett presented the course change and new course proposals for the Faculty of Art and the Faculty of Design + Dynamic Media. The proposals originated from an in-depth program review process aimed at aligning courses with evolving academic and industry standards.

The changes reflect careful consideration of curricular structure and flow, ensuring that both technical skills and creative practice are adequately supported. The DDM proposals, in particular, signal a move toward practice-based learning. For instance, transforming 3DAN 200 and expanding 3DAN 300 into six-credit studio courses embeds intensive practice within the curriculum.

Further adjustments might be needed as the new courses are piloted and feedback is gathered from students and faculty.

Some senators asked whether similar adjustments should be standardized across the curriculum or tailored to the unique needs of each discipline. It was noted that while uniformity can aid in clarity, the distinct nature of each program means that flexibility is essential. This ensures that curriculum changes are responsive to the specific demands of both the art and design fields.

Moved / Seconded that Senate, on the recommendation of the Curriculum Planning and Review Committee, approve the following as presented:

Faculty of Art

- **New course proposal: CRAM 2XX – Ceramics Processes: Topic**

Faculty of Design + Dynamic Media

- **Course change proposal: 3DAN 200 – 3D Computer Animation II**
(changes to name, credits, description, learning objectives, and outcomes)
- **Course change proposal: 3DAN 300 – Preproduction for 3D Animation**
(changes to credits, description, learning objectives, and outcomes)
- **New course proposal: 3DAN 2XX (proposed 210) – Core Studio in 3D Animation**
- **3D Computer Animation Program Requirement Worksheet and Cover Sheet)**

Carried.

8. INFORMATION: Presentation on ECU Policy Framework

Natasha Himer provided a brief overview of ECU's policy framework, emphasizing a “capital P” approach to policy—that is, the high-level, institution-wide principles that set out rights, responsibilities, and guiding principles. The difference between policy and procedures was clarified, explaining that while policies express broad commitments and legal obligations, procedures provide the detailed steps for implementation.

The following discussion points were raised:

- A Senator noted that they feel many policy documents are written in technical language and questioned whether these documents are accessible to new Senate members, faculty, and staff.
 - It was suggested that the administration could consider developing more user-friendly summaries or “policy briefs” to aid understanding. This idea was tied to the broader objective of enhancing transparency and ensuring that all members can engage meaningfully with policy content.
- There was a question about how the Senate is expected to interact with and oversee the policy framework. It was clarified that there are certain policies designated for Senate approval either in the University Act or by convention and good practice. Typical policies overseen by Senate include academic policies, many student-related policies and policies governing Senate’s own processes and operations. The University Secretary noted many policies need updating and policy review/updates are ongoing with key policies being prioritized for review.

- Some Senators inquired about a formal repository and archive. It was noted that current policies are published and listed on the university's website on a dedicated webpage.
 - A suggestion was made to explore digital repository solutions that could provide an even more accessible and potential archive of current and past policy.
- Senators inquired about the interplay between the policy framework and ECU's strategic plan – that is, how upcoming strategic reviews might influence or require adjustments to the existing policy framework. It was noted that policy development priorities are informed by strategic priorities and by risk and compliance considerations.

The presentation was cut short due to time constraints, with a note to continue at the next Senate meeting.

III. OPEN FORUM

No issues were raised.

IV. NEXT MEETING – April 9, 2025

V. MOTION: ADJOURN – The meeting was adjourned at 11:20 a.m.