Minutes of the Third Meeting of Senate
Held Friday, December 5, 2008
ITEC Lecture Theatre, Robertson Library, 3:00 p.m.


Regrets: G. Bradshaw, B. Campbell, M. Doyle, L. Edwards, G. MacDonald, D. Seeler


Guests: Y. Gong, L. Allgaier

1. Approval of Agenda

The Chair asked if there was any other items to add to the agenda. 6 (ii) Annual Report of Senate Research Advisory Committee. Moved (R. Kurial/M. Murray): to approve the agenda with the minor change. Carried.

2. Approval of Minutes, October 3, 2008

Moved (R. Kurial/M. Shaver): to approve the minutes of the previous meeting. Carried.


The Chair brought forward comments on the Mandate and Search for the VP Academic Development. There will be a great deal of discussion on the role and responsibilities of the position. A working group of Senate will be struck consisting of 7 people. Two faculty/senators; two admin/staff; a Dean; a Student; a lay member of the Board of Governors. The Board has approved a one year extension for Dr. Rosemary Herbert, Acting Vice President, Academic Development.

4. President’s Report

- The University Update was held on November 27. It was well attended. It will be aired on the internet and Eastlink. The message was of progress relative to strategic objectives, and positive comparative measures with other universities. We face a very challenging economic environment, notably as it concerns government funding. We are predicting the most challenging budget we have had to deal with in many years.
- UPEI held its 21st Research Breakfast on November 26th with a presentation from Dr. Jane McGrath and Dr. Lisa Miller entitled “The Chinook Project: Embracing a Culture—Lending a Hand”. The presentation provided an overview of this innovative, interdisciplinary project that brings essential veterinary care to remote Arctic communities.
- In Maclean’s Annual Universities Report, UPEI ranked 7th among 21 universities (primarily undergraduate). We have an analysis of where we have made progress, and where there is room to do better.
- ReSearch Infosource reported that UPEI ranked #1 undergraduate for research income growth over 5 years (154% since 2002)
- Baker Plaza has a new Clock.
- Chancellor Search is outlined in the University Act and it includes 12 members appointed by Senate and 12 from the Board. Chancellor Andrew was installed in March 2005, for a 4-year term.
- The Board of Governors has named 3 representatives for the Board Senate Liaison Committee - Justin
Douglas, Fred Hyndman and Lynn Murray

- UPEI's Annual Christmas Social will be held on Tuesday, December 16th from 3-5 in McMillan Hall in the W. A. Murphy Student Centre. Donations for the UPEI Food Bank will be accepted at the door.
- Sugar Plum Luncheon will be held on Thursday, December 18th at the Wanda Wyatt Dining Hall from 11:30 - 1:30
- Master of Education celebrated their 10 year anniversary. There have been more than 200 people complete the MEd program since it was introduced in 1998.
- Wireless internet is now in place across the whole campus.

5. REPORTS OF SENATE COMMITTEES

(i) Nominating Report

Senate Research Advisory Committee

Senate Research Advisory Committee
Raphael Vanderstichel (Graduate Student)
Ali Fatehi (Undergraduate Student)
Melanie MacDonald (Nursing) replacing JoAnne MacDonald (sabbatical)
Rabin Bissessur (Science)

Research Grants Committee: Sub-Committee of the Research Advisory
Jessica Livingston-Thomas (Graduate Student)
Mitchell Gallant (Undergraduate Student)

Student Discipline Appeals
Sarah MacDonald

Scholarships & Awards Committee
Mitchell Gallant

Senate Committee on Enhancement of Teaching
Patrick Callbeck (Business)
Robbie Saada (Science)
Harris Ford (Arts)
Chelsey MacLellan (Education)

University Writing Council Committee
Melanie MacDonald (Nursing)

Honorary Degree Committee
Nola Etkin (Science)

Senate Committee on Enhancement of Teaching
Tess Miller (Education)
Jane Magrath (Arts)
Gerry Mahar (Business)

Senate Academic Appeals Committee
Colleen MacQuarrie
Carried.
Moved (S. Thomas/M. Morrison): that Senate approve the Second Report of the Nominating Committee to Senate. Carried

(ii) Third Academic Review and Planning Committee Report

Moved (R. Herbert/C. Lacroix): that Senate approve the Articulated Bachelor of Wildlife Management Degree. Carried.

The implementation of discontinuation of the practice of using an F on student transcripts. The Registrar brought back to Senate details for the implementation of the F to be reported as percentages commencing with the December 2009 exam block. Within the Science faculty, there was concern regarding courses that had a lab component. If a passing grade is required in a specific component of a course and the student fails that part of a course, a maximum grade of 45% will be submitted. The changes were also amended to academic regulations 10 (e), 20.(c)(i)(b) and 20.(c)(I)(c).

(iii) Third Curriculum Report

School of Business

Moved (R. MacDonald/G. Evans): that the following changes be made to Academic Calendar entry related to the admission requirements for the Master of Business Administration program:

E) Master of Business Administration (MBA)

Applicants for admission to the MBA program must have demonstrated the potential to learn within a demanding integrated program, typically through high academic standing and potential for integrated learning in previous university studies. The basic requirements and qualifications are:

i. for the Innovative Management Stream, an undergraduate degree in any discipline is required. For the Biotechnology Management and Entrepreneurship Stream, an undergraduate degree in the sciences or a degree in any discipline plus considerable work experience in a science field is required.

For both streams, the required degree must be from a recognized university and the applicant should have achieved a minimum average of B (70% or higher) in the last four semesters or last two years of undergraduate study.

ii. acceptable professional designations such as CFA, CA, CGA, CMA, or PEng plus work experience will also be considered. Under exceptional circumstances, a person who lacks a formal degree or professional designation but who has other outstanding management qualifications, such as a well-established and documented business career, may be admitted to the MBA program. In these circumstances, applicants will normally be expected to have a minimum of ten years full-time work experience, including significant experience in upper management or entrepreneurial positions. The Graduate Business Studies Committee must be satisfied that the applicant has demonstrated a level of academic competence at least equivalent to an undergraduate degree.

iii. a minimum of three years of full-time work experience is preferred, with a required minimum of one year full-time, relevant work experience. The relevant work experience may include managerial and supervisory responsibilities, new venture ownership, and professional or project development experiences. A variety of work experiences and backgrounds enhance the caliber of class interaction so students learn from both the professor and each other.

APPLICATION FOR ADMISSION

All documents pertaining to application for admission must be submitted to the Office of the Registrar with the appropriate fee. Applications are received on a rolling basis with one program start date each year in September. Applications and all documentation must be received by June 16 for a September start date. Applications received after June 16 will be reviewed only if seats are available.
**Application Checklist**

- Graduate Studies Application Form ([forms available at www.upei.ca/registrar/gradapp.pdf](http://www.upei.ca/registrar/gradapp.pdf))
- All Official Transcripts
- Current, detailed resume
- Two Reference Letters (form downloadable; references must be dated within 6 months of program application)
- GMAT Score (not required in 2008)
- Personal Statement
- TOEFL Scores (for applicants whose first language is not English)
- $75 CAD Application Fee

Applications and all documentation must be received by April 15 for a September start date. Applicants from the People’s Republic of China must submit their application by January 31 for a September start. All other international applicants must meet a submission deadline of March 1 for a September start in the same year.

Applications received after the specified deadlines will be reviewed only if seats are available.

Early applications are highly recommended as there are a limited number of seats in the program and these fill up as completed applications are adjudicated throughout the year. Completed applications will be reviewed for admission as received and acceptance decisions will be made within four to six weeks. All applications are assessed on a case-by-case basis and adjudicated only once.

**TRANSCRIPTS**

Official transcripts or certified copies of the applicant’s complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included. If original documentation is not in English, you must also provide a notarized English translation. This does not apply to French language universities in Canada.

**RESUME, REFERENCE LETTERS, AND PERSONAL STATEMENT**

A current resume must be submitted to explain how the MBA program will meet your needs and assist you in reaching your educational and career goals. A current resume must be submitted to the Office of the Registrar along with two reference letters, and a personal statement. The resume must detail work experiences, responsibilities and contributions. Two reference letters are to be submitted on the appropriate referee form. They must be placed in an envelope, sealed and signed by the referee. A personal statement, of no more than 400 words, must explain the reasons why you wish to enroll in UPEI’s MBA program. It should include details of your relevant past experience, your long- and short-term goals, and explain how the MBA program will assist you in reaching your educational and career goals.

Download the forms at [www.upei.ca/registrar/gradapp.pdf](http://www.upei.ca/registrar/gradapp.pdf) and visit the School of Business website for more details at [www.upei.ca/business](http://www.upei.ca/business).

Note: Applicants without a formal degree or professional designation will be expected to provide convincing evidence of their capabilities in communications, analysis, and knowledge transfer, as well as their professional contributions and accomplishments within their personal statement. For these applicants only, the personal statement must be no more than 800 words.

**GRADUATE MANAGEMENT ADMISSION TEST (GMAT)**

A Graduate Management Admission Test (GMAT) score is to be submitted. Please note this is not required for September 2008 applications. Applicants must achieve a minimum score of 550, with preference given to scores of 600 and over. This will be considered as an indicator and a tool for evaluating applicants for quantitative and verbal skills. These scores should be less than five years old. If there are exceptional circumstances, a waiver of this indicator tool may be considered. Applicants with a Masters and/or a PhD degree from other recognized Schools universities may be allowed to waive the GMAT.
INTERVIEW
Once all application materials are received, the Graduate Business Studies Committee may conduct an interview for admission. The committee will be seeking well-rounded and knowledgeable people with managerial and leadership potential. Innovative management and entrepreneurial thinking requires teamwork and relationship building so applicants will be chosen based on their ability to enhance this type of diverse and dynamic learning environment.

ENGLISH PROFICIENCY
The MBA program is taught in English and it moves quickly, requiring significant reading, writing, presentations, and group effort. Students are expected to be proficient in English when they begin their studies at the University of Prince Edward Island. The University requires that certification of proficiency be presented by international applicants whose mother tongue is not English or whose normal language of instruction throughout their education was other than English.

Prospective students whose first language is not English must submit a TOEFL with a minimum score of 580 on the paper exam or 237 on the computer based exam. The exam should have been written within the last two years. Students should make arrangements to take the test at least three months before the semester opening date.

REFUSAL OF ADMISSION
Admission to the MBA Program is a competitive process. Limitations of funds, space, facilities, or personnel may make it necessary for the University, at its discretion, to refuse admission to an otherwise acceptable applicant. Meeting minimum requirements does not guarantee admission to the program. To avoid disappointment, applicants are encouraged to submit their documents well before the deadline of April 15.

School of Nursing

Moved (K. Critchley/R. Herbert): to approve the following new course - Nursing 324 - Mental Health Nursing of Older Persons
Carried

Moved (K. Critchley/R. Herbert): to approve the following new course - Nursing 245W - Health Assessment
Carried

Moved (K. Critchley/J. MacAulay): to approve the addition of admission statement for Accelerated Nursing program “Students who have completed courses after being granted a degree must have a minimum 75% average based on the best 20 courses of the last 22 courses taken”
Carried

Faculty of Science

Moved (C. Lacroix/K. Teather): to approve the change in the course description for Biology 890 - Seminar in Biology
In this course students attend seminars on current topics in Biology and deliver seminars in their thesis areas. Techniques in preparing scientific communications (oral presentations and poster displays) are also covered.
Carried

Moved (C. Lacroix/K. Teather): to approve the following new course - Biology 435 - The Biology of Sex
Carried

Moved (C. Lacroix/K. Teather): to approve the following new course - Biology 472 - Pathobiology
Carried
Moved (C. Lacroix/K. Teather): to approve the following new course - Biology 862 - Advanced Freshwater Ecology  
Carried

Moved (C. Lacroix/K. Teather): to approve the following new course - Biology 865 - Advances in Marine Ecology  
Carried

Moved (C. Lacroix/M. Shaver): to approve changes to Honours Chemistry program:

Fourth Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry 432</td>
<td>Quantum Chemistry &amp; Statistical Thermodynamics</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry 441</td>
<td>Physical Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry 467</td>
<td>Inorganic Reaction Mechanisms and Catalysis OR</td>
<td></td>
</tr>
<tr>
<td>Chemistry 468</td>
<td>Advanced Inorganic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry 490</td>
<td>Honours Thesis</td>
<td>12</td>
</tr>
<tr>
<td>Electives (9 semester hours)</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>36</td>
</tr>
</tbody>
</table>

Carried

Moved (C. Lacroix/M. Shaver): to approve the prerequisite of “Chemistry 361 must be taken concurrently” for  
Chemistry 374 - Inorganic Chemistry II  
Carried

Moved (C. Lacroix/M. Shaver): to approve the course number change from Chemistry 282 - Introduction to Scientific Research to Chemistry 382.  
Carried

Moved (C. Lacroix/A. Trivett): to approve changes to the Physics Co-operative Education Program

**PHYSICS CO-OPERATIVE EDUCATION PROGRAM (PHYSICS CO-OP)**

The Physics Co-op program is an integrated approach to university education, which enables students to alternate academic terms on campus with work terms in suitable employment. The success of such programs is founded on the principle that students are able to apply theoretical knowledge from course studies in the workplace and return to the classroom with practical workplace experience. The Physics Co-op program is a five-year program consisting of consists of eight academic terms and a minimum of four work terms. It is available as an option for students in both the Major and Honours Physics programs. Students who successfully complete all the requirements of the program will have the notation entered on their transcripts and on the graduation parchment their degree parchments.

**Academic Course Requirements**

Academic course requirements for the Physics Co-op Major and Physics Co-op Honours are identical to those for the conventional degrees. The first two years (academic terms 1 to 4) are the same as the conventional degree. In the final four academic terms (spread over three years), students must complete the 300 and 400-level courses required for their degrees. Some of these courses are offered in alternate years; however, over the three years all these alternating courses will be available for students to choose from. except for the inclusion of the work-term courses as follows: Physics 280, Physics 380, and Physics 480 are required three-semester-hour physics courses (these replace three general electives); Physics 580 is a required physics course with no semester-hours of credit awarded; and Physics 680 is an optional physics course with no semester-hours of credit awarded.

Students admitted to the co-op program should consult with the department concerning their course selection.

**Admission Requirements**

Students interested in entering the Physics Co-op program must should submit an official transcript and a curriculum vitae a completed application to the Physics Co-op Program Director no later than the fall semester of their Applications are made during the second year of study but special application cases will be considered. Early
applications are encouraged. Applicants must be full-time students in either a major or the honours physics program at the time of application, and must normally have a cumulative average of at least 70% in the required physics courses taken to date. Students will be admitted to the program based on their interest, aptitude, and assessed ability to combine successfully the academic requirements with the special work-term requirements of the Physics Co-op program. Students not admitted may reapply at the next opportunity.

Continuance Requirements

Once Students admitted to the program students must continue in full-time enrollment between work terms be enrolled full-time (except while on work terms). An academic review of student's performance will take place at the end of each semester. Students in the Honours program are required to maintain an average grade of 75% in all Physics courses combined and must also maintain a minimum overall average of 70% in each of the four years of study. Students in the Physics Co-op Major program are normally required to maintain an average grade of 70% in all Physics courses combined. It is also required that students achieve satisfactory performance on previous work terms, as outlined below in Program Requirements. Students are expected to maintain the minimum academic performance as may be specified for the applicable Physics Major or Honours program. Students who fail to meet these standards or who fail a required course will be placed “on notice” for the next academic semester. Students who do not meet these standards for two consecutive academic semesters may be dismissed from the program. Dismissal from, discontinuance of, or failure of a work-term course may result in immediate withdrawal from the Physics Co-op program.

Work-Term Requirements

The University will make every effort to locate work term positions for Physics Co-op students in suitable areas of employment, but cannot guarantee work terms. In the event that a placement outside the university is unsuccessful, the option to complete the work term within the Physics Department will be considered.

Satisfactory fulfilment of the work-term component of the Physics Co-op work terms program requires:

1. The successful completion of a minimum of four work terms (one must be in a fall semester, and one must be in a winter semester) in approved, academically related, paid employment situations of 12 to 16 weeks’ duration;
2. Completion of one spring work term in year three and one fall work term in year five, and two out of three possible summer work terms;
3. A satisfactory employer evaluation for each co-op work term;
4. The satisfactory completion of a written report at the end of the work term;
5-2. Fulfilment of any other requirements specified by the Department of Physics, such as participation in seminars and workshops.

Students are required to apply by early December for a first work term starting in May of the following year, or in early April for a first work term starting the following January. A notation will be placed on students’ academic transcripts following completion of each work term.

Although successful work-term placement is not guaranteed by the University, every reasonable effort is made to assist Physics Co-op students. In the event that a placement outside the University is unsuccessful, the option to complete the work term within the Physics Department will be considered.

Withdrawal Conditions

Students may be required to withdraw from the Physics Co-op Program if:

1. They are dismissed from, discontinue, or fail an approved co-op work term position due to a fault on their part;
2. They fail to submit or successfully complete a work term report;
3. They do not satisfy the continuance requirements including the required course grade average necessary for continuance in the Physics Co-op Program.
Registration and Grading

Students are required to register for all work terms at the Registrar’s Office. It is the responsibility of the students to register for the work-term courses. Work term courses will officially be designated on students’ transcripts as pass or fail. are graded on a pass/fail basis.

Carried

Moved (C. Lacroix/A. Trivett): to approve the following new courses - PCOP 280 - Physics Coop Term I; PCOP 380 - Physics Coop Term II; PCOP 480 - Physics Coop Term III; PCOP 580 - Physics Coop Term IV; PCOP 680 - Physics Coop Term V

Carried

Moved (C. Lacroix/K. Critchley): to approve changes to the sequence of Radiography courses

First Year (required courses for admission to the program)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology 131/132</td>
<td>Introduction to Cell &amp; Molecular</td>
<td>6</td>
</tr>
<tr>
<td>Physics 111/112</td>
<td>General Physics</td>
<td>6</td>
</tr>
<tr>
<td>or Physics 111/122</td>
<td>Physics for Life Sciences</td>
<td></td>
</tr>
<tr>
<td>Chemistry 111/112</td>
<td>General Chemistry</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics 112</td>
<td>Calculus for Life Sciences</td>
<td>3</td>
</tr>
<tr>
<td>(Alternatively, Math 151/152)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IT III</td>
<td>Introduction to Microcomputers</td>
<td>3</td>
</tr>
</tbody>
</table>

Second Year (after admission to the program)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>QEH Orientation</td>
<td>Compulsory</td>
<td>0</td>
</tr>
<tr>
<td>QEH 201/202</td>
<td>Anatomy &amp; Physiology I &amp; II</td>
<td>6</td>
</tr>
<tr>
<td>QEH 211/212</td>
<td>Radiographic Technique I &amp; II</td>
<td>6</td>
</tr>
<tr>
<td>QEH 221</td>
<td>Patient Care I</td>
<td>2</td>
</tr>
<tr>
<td>QEH 231</td>
<td>Radiography Physics</td>
<td>3</td>
</tr>
<tr>
<td>QEH 241</td>
<td>Radiographic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>QEH 242</td>
<td>Digital Imaging</td>
<td>2</td>
</tr>
<tr>
<td>QEH 272</td>
<td>Image Quality</td>
<td>3</td>
</tr>
<tr>
<td>QEH 282</td>
<td>Apparatus</td>
<td>3</td>
</tr>
<tr>
<td>IT 111</td>
<td>Introduction to Microcomputers</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics 221</td>
<td>Introductory Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>1 Free Elective</td>
<td></td>
<td></td>
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<tr>
<td>Total</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

Third Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>QEH 321</td>
<td>Radiographic Technique III</td>
<td>3</td>
</tr>
<tr>
<td>QEH 331</td>
<td>Pathology I</td>
<td>3</td>
</tr>
<tr>
<td>QEH 353</td>
<td>Specialized Imaging</td>
<td>2</td>
</tr>
<tr>
<td>QEH 364</td>
<td>Quality management</td>
<td>3</td>
</tr>
<tr>
<td>QEH 391</td>
<td>Clinical Radiography I</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 101/102</td>
<td>Introduction to Psychology</td>
<td></td>
</tr>
</tbody>
</table>
Group II Elective  Philosophy 101, or 102 or any course above the first year level in the Faculty of Arts  3

4 Free Electives  12
2 Free Electives  6
Total  29

Carried

Faculty of Veterinary Medicine

Moved (A. López/D. Sims): to approve the following new course - VCA 816 - Advanced Surgery of the Musculoskeletal System  
Carried

Moved (A. López/D. Sims): to approve the following new course - VCA 817 - Advanced Surgery of the Nervous system and Rehabilitation  
Carried

Moved (A. López/D. Sims): to approve the following new course - VCA 818 - Advanced Surgery of the Cardiothoracic System  
Carried

Moved (A. López/D. Sims): to approve the following new course - VCA 819 - Advanced Surgery of the Urogenital System  
Carried

Moved (A. López/D. Sims): to approve the following new course - VCA 822 - Advanced Surgery of the Gastrointestinal and Endocrine Systems  
Carried

Moved (A. López/D. Sims): to approve the following new course - VCA 823 - Advanced Surgical Biology, Wound Management and Ear Disease  
Carried

Motion (A. López/D. Sims): to approve the following new course - VHM 468 - International Small Holder Diary Health Management  
Carried

Moved (A. López/D. Sims): to approve the following new course - VHM 484 - Veterinary Chiropractic Techniques  
Carried

Moved (A. López/D. Sims): to approve the deletion of the following course - VHM 495 - Special Topics in Health Management  
Carried

Moved (A. López/D. Sims): to approve the change in semester hours for VHM 482 - Veterinary Acupuncture from 3 credits to 2  
Carried
**Miscellaneous**

Moved (K. Kielly/R. Herbert): to approve the Calendar Dates for 2009-2010

UPEI Calendar Dates (First Semester)

1st Academic Semester - September - December 2009
All programs except Veterinary Medicine

<table>
<thead>
<tr>
<th>July</th>
<th>Registration</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 Tuesday</td>
<td>Registration begins - Students with 4th year standing on July 7, 3rd year on July 8, 2nd year on July 9, all others on July 10</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>September</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>14 Monday</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>25 Friday</td>
<td><strong>FINAL DAY FOR LATE REGISTRATION, FOR CHANGING COURSES OR SECTIONS, FOR CANCELLATION OF COURSES OR SECTION, FOR CANCELLATION OF COURSES WITH FULL REFUND; FINAL DAY FOR PAYMENT OF FEES OR FORMAL ARRANGEMENT WITH THE ACCOUNTING OFFICE TO PAY LATE.</strong></td>
</tr>
</tbody>
</table>

Last full week of September
Founder’s Day and Homecoming

<table>
<thead>
<tr>
<th>October</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>5 and 6 Monday and Tuesday</td>
<td>Dean’s Honours &amp; Awards Night. <strong>REMININDER</strong> - no tests or exams are to be held on the Monday evening to Wednesday portion of the first week in October, when the Dean’s Annual Honours and Awards ceremonies are held.</td>
</tr>
<tr>
<td>9 Friday</td>
<td>Last day for discontinuing courses - 60% refund</td>
</tr>
<tr>
<td>12 Monday</td>
<td>Thanksgiving Day. No classes</td>
</tr>
<tr>
<td>30 Friday</td>
<td><strong>Final Date</strong> to apply to graduate. Option is available under campus login</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>November</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Friday</td>
<td>Last day for discontinuing courses (40% Refund) <strong>No discontinuations after this date</strong></td>
</tr>
<tr>
<td>11 Wednesday</td>
<td>Remembrance Day. No classes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>December</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Thursday</td>
<td>Final Day of First Semester classes. <strong>Deadline</strong> for application for second semester</td>
</tr>
<tr>
<td>7-16 Monday-Wednesday</td>
<td><strong>Examinations. Note:</strong> No examinations will be held during the period 19 November to 3 December inclusive without the permission of the chair and appropriate Dean.</td>
</tr>
</tbody>
</table>
18 Friday End of first semester. Course grades to be submitted to Registrar’s Office by noon on this date.

57 teaching days

2nd Academic Semester January - July 2010
All programs except Veterinary Medicine

January

5 Tuesday Classes begin

15 Friday FINAL DAY FOR LATE REGISTRATION, FOR CHANGING COURSES OR SECTIONS, FOR CANCELLATION OF COURSES OR SECTION, FOR CANCELLATION OF COURSES WITH FULL REFUND; FINAL DAY FOR PAYMENT OF FEES OR FORMAL ARRANGEMENT WITH THE ACCOUNTING OFFICE TO PAY LATE.

29 Friday Last day for discontinuing courses - 60% refund

February

8 Monday Family Day. No Classes

22 Monday - 26 Friday Mid-semester break. No classes

March

1 Monday Classes resume. Last for discontinuing courses - 40% refund

No discontinuations after this date

29 Monday Registration begins for summer sessions. Students with 4th year standing on March 29, 3rd year March 30, 2nd year March 31, all others on April 1

April

1 Thursday Final day of classes

2 Friday Good Friday. No classes/exams

5 Monday Easter Monday. No classes/exams

7 Wednesday - 17 Saturday Examinations. Note: No examinations will be held during the period 25 March - 1 April inclusive without the permission of the chair and the appropriate Dean.

21 Wednesday End of second semester. Course grades for fourth year students to be submitted to the Registrar’s Office by noon on this date.

28 Thursday Course grades for third year, second year, first year and part-time students to be submitted to Registrar’s Office by noon on this date.
### May

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Saturday</td>
<td>Convocation</td>
</tr>
<tr>
<td>10 Monday</td>
<td>Beginning of first summer session</td>
</tr>
</tbody>
</table>

#### Summer Session Dates 2010

**First Summer Session**

**March**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>29 March</td>
<td>Registration begins for both 2010 Summer Sessions</td>
</tr>
</tbody>
</table>

**May**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 Monday</td>
<td>First Summer Session classes begin</td>
</tr>
<tr>
<td>14 Friday</td>
<td>Last day to register late for First Summer Session courses. Last day to cancel registration for full refund. Last day for changing credit-audit designation. Last day for changing courses. Late fee is in effect for First Summer Session courses. Courses cancelled for First Summer Session will be posted on the website.</td>
</tr>
<tr>
<td>24 Monday</td>
<td>Victoria Day - No classes</td>
</tr>
<tr>
<td>31 Monday</td>
<td>Last day to withdraw from First Summer Session courses</td>
</tr>
</tbody>
</table>

**June**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 Thursday</td>
<td>Last day of First Summer Session classes</td>
</tr>
<tr>
<td>21 &amp; 22 (Mon-Tues)</td>
<td>Exams for First Summer Session</td>
</tr>
<tr>
<td>28 Monday</td>
<td>First Summer Session grades must be submitted to Registrar’s Office by noon</td>
</tr>
</tbody>
</table>

#### Second Summer Session

**July**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>5 Monday</td>
<td>Second Summer Session classes begin.</td>
</tr>
<tr>
<td>9 Friday</td>
<td>Last day to register late for First Summer Session courses. Last day to cancel registration for full refund. Last day for changing credit-audit designation. Last day for changing courses. Late fee is in effect for First Summer Session courses. Courses cancelled for First Summer Session will be posted on the website.</td>
</tr>
<tr>
<td>23 Friday</td>
<td>Last day to withdraw from Second Summer Session</td>
</tr>
</tbody>
</table>
August

12 Thursday Last day of Second Summer Session
16-17 (Mon-Tues) Exams for Second Summer Session
23 Monday Second Summer Session grades must be submitted to the Registrar’s Office by noon.

Senate Dates for 2009 - 2010

ITEC Lecture Theatre - Fridays at 3 pm

- September 18
- October 16
- November 13
- December 4
- January 8
- February 5
- March 5
- March 26
- Wednesday, April 28

Veterinary Medicine

1st Academic Semester

September - December 2009
(67 Teaching Days)

May

4 Monday First day of Fourth Year Rotations - Summer Semester

August

17 Monday First day of Fourth Year Rotations - Fall
19 Wednesday Clinical Conference begins
28 Friday First Year Orientation
31 Monday Classes begin

September

7 Monday Labour Day - no classes

October

12 Monday Thanksgiving Day - no classes
30 Friday Final date for submission of applications for degrees, diplomas and certificates. Forms available online.

November

11 Wednesday Remembrance Day - no classes
December
4 Friday       Final Day of First Semester Classes
5 - 19       Final Exams
23 Wednesday       End of First Semester. Course grades to be submitted to Registrar’s Office by noon on this date.


2nd Academic Semester
January - June 2010
Veterinary Medicine
(70 Teaching Days)

January
4 Monday       Pre-Clinical Classes begin; First day of Fourth Year Rotations - Winter Semester

February
8 Monday ______ Holiday. No classes.
25 Thursday-
26 Friday       Mid-semester break (except 4th year rotations)

April
2 Friday       Good Friday. No classes.
5 Monday       Easter Monday. No classes.
16 Friday       Final day of second semester classes
18 Sunday       Final day of Fourth Year Rotations. Course grades for 4th year students to be submitted to Registrar’s Office by noon on 23 April.
17 Saturday -
1 May Saturday       Final Exams

May
1 Saturday       End of second semester
3 Monday       First day of Fourth Year Rotation-Summer
5 Wednesday       Course grades for 3rd year, 2nd year, and 1st year students to be submitted to Registrar’s Office by noon on this date.
8 Saturday       Convocation
NOTE: Please refer to www.nbce.org for available dates for the North American Veterinary Licensing Examination (NAVLE).

Carried

6. ANNUAL REPORTS

(i) Academic Review and Planning Committee

Received.

(ii) Annual Report Research Advisory Committee

Received

7. ENROLLMENT STATS REPORT FOR DECEMBER 1

R. Herbert gave a snapshot of our December 1 enrollment numbers.

8. NSSE REPORT

Yuqin Gong, Institutional Research Officer, gave a presentation on the National Survey of Student Engagement (NSSE) 2008 Results for UPEI. There were 78,288 students from 47 Canadian institutions that responded to the survey. UPEI had a very strong participation rate of 53% of first and fourth year students. UPEI did well in many areas by comparison with other universities and by comparison with UPEI results in 2006. Two areas where we were below the average were in students' assessment of “enriching educational experiences”, especially those related to diversity; and, the need for a higher level of engagement by first year students. This document provides benchmarks for us to work towards. Extensive discussion followed.

9. OTHER BUSINESS

No other business

10. HONORARY DEGREE REPORT

Senate moved into an in camera session for this report.

11. ADJOURNMENT

The meeting was adjourned at 5:15 pm.

Respectfully Submitted,

Kathleen Kielly
Registrar and Secretary to Senate