



**SENATE ADMISSIONS COMMITTEE
MEETING MINUTES**

Wednesday, March 8, 2023 from 10:01-11:00 am via Zoom

Attendees

Senators J. Fox, C. Jaeger (Chair), S. Nicolaou, S. Pelech

Ex Officio J. Charbonneau, B. Gopaluni, S. Jarvis-Selinger, C. Krebs, B. Morey, L. Moss, R. Ng, E. Salzberg, C. Scaman

Guests L. Caragata

Regrets S. Kenston, B. Nguyen, I. Price, S. Saini, S. Shirzad, A. Zhao

Senate Staff B. Menard

Call to Order and Land Acknowledgement The meeting of the Senate Admissions Committee (the “Committee”) was called to order at 10:01 am on 8 March 2023 by C. Jaeger, Chair.

Acknowledgement

Agenda *That the Senate Admissions Committee adopts the 8 March 2023 agenda, as presented.*

Carried by general consent.

Meeting Minutes *That the Senate Admissions Committee adopts the 8 February 2023 meeting minutes, as circulated.*

Moved: E. Salzberg
Seconded: S. Pelech
Carried.

Business Arising None.

For Approval

Master of Social Work – Admission Requirements As presented by L. Caragata:

That the Committee approve and recommend to Senate for approval the revised admission requirements for the Master of Social Work, effective for the 2023 Winter Session and thereafter.

Moved: B. Morey
Seconded: S. Pelech

Carried.

The Chair invited Dr. Caragata to present the proposal for revising the admission requirements and deleting the two-year “Foundation MSW” program for the Master of Social Work. L. Caragata noted the School’s limited resources and necessity to prioritize other programs have made it impossible to offer the Foundation option for several years, which has led to the decision to permanently discontinue the program option.

Discussions

Triennial Review (Information)

As presented by C. Jaeger and B. Menard:

B. Menard provided an overview of the 2020-23 committee-level Triennial Review process. He noted the need to align the Committee’s delegated authority with the Rules and Procedures of Senate and also align the role of the Registrar, as listed in the committee membership, with the role as outlined in the Rules and Procedures of Senate or the need to update the Rules and Procedures of Senate.

L. Moss suggested that at the beginning of each yearly Senate-cycle, that part of the first committee meeting be dedicated to onboarding and training.

J. Fox agreed that training, including on appeals, should happen each year and that additional one-on-one onboarding with the Chair and Senate Office be provided whenever a new member joins. She also recommended a synthesis of the prior year be provided. She suggested that the Committee’s terms of reference be updated to include more clarity about the Committee’s context, scope, role, and purpose in approving affiliation agreements.

B. Morey agreed that greater clarity needs to be provided regarding the Committee’s role in approving affiliation agreements.

J. Charbonneau recommended that onboarding information and training be provided to all new committee members.

B. Gopaluni suggested that more admission and enrolment data be presented to the Committee throughout the year.

S. Jarvis-Selinger recommended that onboarding and training be provided to all new committee members. She recommended that a navigation document be prepared by the Senate Office whenever a proposal will need to be approved by various committees. The navigation document or lead sheet should indicate to which committees the proposal is going and why.

J. Fox and B. Morey both noted the lack of Student Senator participation during the past year. Both recommended that more information be provided to new members, to help them determine whether they will be able to participate in the Committee.

The Chair agreed that more information should be provided to new committee members so that they can better assess whether this committee is a good fit for them and their schedules. She also noted that the Committee’s meeting

schedule will be updated for 2023/24 to align with the Senate Curriculum Committee's.

S. Pelech noted that there should be greater parity between admission standards for domestic and international students. A discussion ensued among the Committee about this topic.

C. Krebs recommended that a cover sheet for proposals be created, whenever proposals will be going to multiple committees, akin to what was described by S. Jarvis-Selinger, as well as training be provided regarding the role of the Senate, the Board, and the Ministry.

The Chair noted the need to clarify whether the Registrar will continue being a voting member of the Committee. The Committee discussed the matter and agreed that the Registrar should remain as a voting member, except in the case of student appeals, therefore a recommendation should be prepared to update the Rules and Procedures of Senate.

Action Item:

B. Menard to compile the Committee's responses and recommendations, and to share them with the Nominating Committee.

Other Business

B. Menard noted that the Category 2 proposal was approved by email.

Next Meeting

Wednesday, April 12, 2023 from 10 am-12 pm

Adjournment

The meeting adjourned at 11:00 am.

Student Appeal

The Committee considered one student appeal, which was dismissed.