

**Senators Present:**

Dr. Nicolette Bethel, Faculty Representative, Social Sciences, Professor, Chair  
Dr. Dion Hepburn, Faculty-At-Large, Associate Professor, Vice Chair (Acting Parliamentarian)  
Mr. William Fielding, Staff Representative, Data Analyst, Institutional Strengthening, Secretary  
Dr. A. Marie Sairsingh, Faculty Representative, Professor, English Studies, Assistant Secretary  
Ms. Janyne Hodder, Administration, Acting President & CEO  
Dr. Marlo Murphy-Braynen, Administration, Dean, Business  
Dr. Thalia Micklewhite, Administration, Dean, Social and Educational Studies  
Dr. Veronica Toppin, Administration, Interim Dean, Pure & Applied Sciences  
Dr. Veronica Ferguson, Administration, Dean of Faculty, UB North  
Dr. Walteria Rucker-Rolle, Administration, Assistant VP., Institutional Strengthening and Accreditation  
Mr. Shelby McPhee, Adjunct Faculty Representative  
Dr. Sophia Rolle, Adjunct Faculty Representative  
Dr. Neresa Wallace-Bandelier, Faculty Representative, Associate, Education  
Mr. Paul McCann, Faculty Representative, Assistant Professor, Education  
Dr. Larry Russell Jr. Faculty Representative, Assistant Professor, Chemistry, Environmental & Life Sciences  
Dr. Kayla Stubbs, Faculty Representative, Associate Professor, Chemistry, Environmental & Life Sciences  
Mrs. Justina Toote-Knowles, Faculty Representative, Nursing and Allied Health Professions  
Dr. Paul Jones, Faculty Representative, Professor, Communication and Creative Arts  
Dr. Amin Kabir, Faculty Representative, Associate Professor, Mathematics, Physics & Technology  
Mrs. Karol Mackey-Missick, Faculty Representative, Assistant Professor, Nursing & Allied Health Professions  
Mr. Mario Adderley, Faculty Representative, Assistant Professor, Dean, THECALM  
Ms. Vivian McIntosh, Staff Representative, UB-North, Assistant Director, Enrolment and Retention  
Ms. Lennise Lopez, Staff Representative, UB North, Assistant Registrar  
Mrs. Keturah Babb-Higgs, Staff Representative, Director of Government Relations & Civic Engagement  
Mrs. Michelle Cunningham, Assistant Professor, Business  
Dr. Camille Smith, Assistant Director, Counsellor II, Libraries/Counselling  
Ms. Decoda Darville, Staff Representative, Assistant Director, Campus Life  
Ms. Natasha Taylor, Staff Representative, Administrative Assistant II, CeLearn

**Late Senators**

Dr. Marky Jean-Pierre, Faculty Representative, Assistant Professor, Communication and Creative Arts  
Dr. Christine Kozikowski, Faculty Representative, Associate Professor, English Studies, Parliamentarian  
Ms. Jessica Minnis, Faculty Representative, Professor, Social Sciences  
Dr. Ruth Gardiner, Faculty Representative, Associate Professor, THECALM

**Absent with Apologies**

Ms. Alexandria Neely, Student Representative  
Ms. Claire Charlow-Patton, Staff Representative, Registrar  
Ms. Renate Roberts-McWilliam, Faculty Representative, Assistant Professor, Mathematics, Physics & Technology

**Absent Senators**

Dr. Maria Woodside-Oriakhi, Provost & Vice-President Academic Affairs  
Mrs. Dale McHardy, Faculty Representative, Assistant Professor, Business  
Ms. Catharine Archer, Faculty-At-Large Representative, Librarian II  
Mrs. Leslie Dorsett-Lewis, Director, CeLearn, UB North  
Mrs. Lesvie Archer, Staff Representative, Policy Fellow, Public Policy Institute  
Mr. Anthony Ferguson, Jr. Student Representative – UB North  
Ms. Shannon Louissaint, Student Representative

**Absent Senators (cont.)**

Mr. Kamrenn King, Student Representative

**MINUTES**

1. **Call to Order** - The meeting was called to order at 2:21 p.m. by N. Bethel. D. Hepburn agreed to act as Parliamentarian.
2. **Roll Call** - This was taken by W. Fielding.
3. **Prayer** - The prayer was offered by N. Wallace-Bandelier.
4. **Approval of Agenda** – On a motion by W. Tucker-Rolle and seconded by C. Smith the agenda for the meeting was accepted as presented.
5. **Remarks** – Chair, Academic Senate  
The Chair said that it has been a good year so far. She reiterated that the Academic Senate had been included in the Presidential Search Committee and she is grateful that the Chair of the Board of Trustees is still deeply invested in shared governance.

With only two more ordinary meetings left before the close of this Academic year, the Chair encouraged the Academic Senate committee chairs to reach out to her if they needed assistance in moving their work forward noting that the important work of the Academic Senate gets done through the work of the committees.

The Chair and the Secretary had met with the President to discuss getting a budget and noted that the President is in full support of an Academic Senate budget to be included in the new budget year which will start in July 2025. The Chair also expressed her desire to have an Academic Senate retreat at the beginning of the next academic year.

The Chair informed the Academic Senate that she has been invited to visit Bishop's University in Canada to attend a meeting of its Senate and to observe how their senate works and is constituted. She concluded her remarks by encouraging senators to make the work of the University an urgent matter.

**6. Approval of Minutes**

**6.1 Approval of the Minutes of 12 November 2024**

On a motion by M. Sairsingh and seconded by J. Minnis the minutes of 11<sup>th</sup> November 2024 were approved as circulated.

**6.2 Matters Arising**

Attendees List – Correction - Mr. S. McPhee

**6.3 Approval of Minutes 11 February 2025**

On a motion by V. Toppin and seconded by K. Stubbs the minutes of 11 February 2025 were approved as circulated.

#### 6.4 Matters Arising

Attendees List – Correction – Mr. S. McPhee

8.2 – Curriculum Paper

AS Paper No. 25-1 – EDUC 460 – the code needs to be corrected and will be re-submitted.

### 7. New Business

#### 7.1 Update: SACSCOC Application and “Mock Evaluators Team Visit” of 16-23 March 2025: W. Tucker-Rolle

W. Tucker-Rolle reminded the Academic Senate that the University submitted its application of 14 Standards for SACSCOC Accreditation on the 13<sup>th</sup> November 2024. An initial analysis was returned on the 10<sup>th</sup> February 2025 and the feedback was specific and helpful.

A mock SACSCOC evaluators team is expected to arrive on March 16<sup>th</sup> – 23<sup>rd</sup> 2025. The planned schedule was as follows:

- March 16<sup>th</sup> 2025 – Arrival of Mock SCASCOC Evaluators
- March 17<sup>th</sup> 2025 – Visit to UB North
- March 18<sup>th</sup> 2025 – Off-site Campus Visit (Grosvenor Close, Student Housing)
- March 19<sup>th</sup> 2025 – On-site UB Oakes Field Campus and first session of Interviews
- March 20<sup>th</sup> 2025 – Interview sessions. Faculty, student, Staff, and members of BOT to have lunch with Mock Team members
- March 21<sup>st</sup> 2025 – Interviews

W. Tucker-Rolle indicated that while the interview sessions were scheduled for a particular time, senators should be encouraged to be flexible if they are called to give details about their work and their Schools. At the end of the week, the Mock Team will give their feedback to the Acting President. The University was planning to re-submit its application on 1<sup>st</sup> April 2025

#### 7.2 Curriculum Papers

AS Paper No. 25-40      Programme Requirements Associate Degree: Public Administration (Major)  
(Revised)

**Decision:** *Following a motion moved by P. Jones and seconded by T. Micklewhite Curriculum AS Paper No. 25-40 was approved as presented.*

AS Paper No. 25-41      Programme Requirements Bachelor of Arts: Public Administration (Revised)

**Decision:** *Following a motion moved by P. Jones and seconded by S. Rolle Curriculum AS Paper No. 25-41 was approved as presented.*

AS Paper No. 25-42      Programme Requirements (Minor): Public Administration, Management (New)

**Decision:** *Following a motion moved by P. Jones and seconded by M. Adderley Curriculum AS Paper No. 25-42 was approved as presented.*

### 7.3 Report from Academic Senate Committees

#### 7.3.1 Statutes, Bye-Laws and Rules – T. Micklewhite - Chair

No update at this time.

#### 7.3.2 Committee on Committees – D. Hepburn – Chair

No update at this time.

#### 7.3.3 Faculty Development – R. Gardiner – Chair

R. Gardiner reported that the Committee met on 4<sup>th</sup> March 2025. However, some of its work is affected because the Committee is still not in possession of the UTEB IA.

She reported that some senators had indicated that there were various challenges regarding the faculty development leave and funding and there appeared to be an absence of a structured approval process. She noted that while the Committee did not receive hand-off notes, they were given advice by the Chair of the Academic Senate to look at staggering the committees to ensure continuity. However, the Committee had found some information that should be useful to it.

In her response to a question about meeting with Provost to get further information, she said that it will be a consideration moving forward but the Committee would like to collaborate with other committees first, especially Promotion, Tenure and Post-tenure Committee.

#### 7.3.4 Curriculum/Academic Programmes – P. Jones – Chair

No updates at this time.

#### 7.3.5 Academic Policies Committee – C. Archer

No updates at this time.

#### 7.3.6 Student Affairs Committee – D. Darville - Chair

The report is appended to these Minutes.

#### 7.3.7 Research & Creative Works Committee – A. Kabir – Chair

The Committee had a meeting on 4<sup>th</sup> March 2025. It was recommended by the Research and Graduate Programmes Office that they invite faculty members to present jointly with students at Research Edge. It was proposed that each semester Research Edge would present the best paper written by a student.

In addition, committee members were informed about the review process of the Internal Review Board which was presented by R. Moxey who sits on that Board. The Committee is also planning to invite the Chair of IRB, W. Fielding, to provide additional information regarding the research permit process.

Lastly, the committee is proposing to invite the Executive Director of SIS, K. Welsh-Unwala to get an overview of their issues concerning their permit applications for UB Researchers.

**7.3.8 University Libraries**

No updates at this time.

**7.3.9 Promotion, Tenure and Post-tenure Committee – M. Jean-Pierre - Chair**

A plan was put in place to re-organise the work of the committee into three sections. For this Academic year, the Committee is currently focusing on the criteria for and definition of Tenure.

The Committee had a meeting on 4<sup>th</sup> March 2025. However, it was essentially an informational session due to lack of quorum. M. Jean-Pierre thanked the Chair, Academic Senate for the help she had given this Committee.

**7.3.10 Faculty Handbook – N. Bandelier - Chair**

The Committee met on 4<sup>th</sup> March 2025 and noted that it is still awaiting a nominee from the Provost to populate their committee. N. Bandelier stated that she will remain the Chair and the Secretary until they are fully populated.

At the meeting the Committee reviewed and discussed the fact that the IA has not yet been stamped. The next meeting is scheduled for 4<sup>th</sup> April 2025.

**Adjournment**

Following a motion by V. Toppin and seconded by S. Rolle the meeting was adjourned at 3:52 p.m.

Appendix:

Report from the Student Affairs Committee

**AS Student Affairs Committee  
University of The Bahamas  
March 2025  
Report**

**Meetings:**

- The committee meets the first Tuesday of every month for approximately one hour.
- Thus far we have met for the following months: September, October, November and March.
- Our last and final meeting for this academic year will be held in April.

**Projects:**

- Fall Semester
  - We identified three areas of focus to research, which include; A Blended Model of Academic Advising; Student Dress Code; and Paid Internship Programs.
    - In October of Fall 2024, members began the process of looking at the Blended Model of Academic Advising, particularly what other institutions were doing in comparison to us;
    - A list of research questions was drafted and shared with members to assist with their benchmarking data collection for the Blended Model of Academic Advising.
    - At the November meeting each member briefly shared their findings with the committee.
    - The data collected was uploaded on a shared excel document to compile the information at a later date.
  - We were unsuccessful in our attempts to meet with the VP of Student Affairs this semester. Timeframes clashed. We agreed we will try again in Spring 2025.
- Spring Semester
  - SA Committee was selected to serve on UB's Student Elections Committee hosted by the Office of Student Engagement on behalf of the Academic Senate.
    - Chairperson Darville, was identified as the person to represent us.
    - Thus far, 2 informational interviews were held. Chair Darville spoke at one of informationals to inform students about the academic senate, sharing on how being a member can benefit them as student senators. Several dates were postponed by the Student Elections Committee Chair;
    - "Meet the Candidates/The Great Debate" is schedule for March 13<sup>th</sup>; and Student Elections were moved from March 10<sup>th</sup> to 12<sup>th</sup> to March 19<sup>th</sup> to 21<sup>st</sup>.
  - Based on the three areas of focus that we identified last semester, this semester we intend to:
    - Design and explanation sheet for each of the areas that would describe the problem/issue, states the committee's rationale on the matter and clarifies its importance and benefits for university stakeholders.
    - Compile each areas benchmarking findings with support of literature to back it.
    - Lastly, design questionnaires for each area of focus to launch in the next academic year.

**Next Month:**

- At our next and final meeting in April, we anticipate a visit from the Vice President of Student Affairs, Mr. Joe Stubbs who will come to share his insights on any initiatives, challenges or concerns as it relates to the student populace.
- SA Committee will also share with the VP what we are doing to gauge his feedback.