



**Date:** December 13, 2017  
**To:** Senate  
**From:** Senate Committee on Agenda and Governance  
**Re:** **2016/2017 Annual Report**

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The Terms of Reference for the Senate Committee on Agenda and Governance define its scope and relationship with Senate and other Senate committees. Each winter term the committee presents an annual report on its business and proceedings over the previous academic year.

The Senate Committee on Agenda and Governance met eight times in 2016/17: September 23, 2016, October 21, 2016, November 21, 2016, December 19, 2016, January 23, 2017, February 20, 2017, March 24, 2017, and April 21, 2017.

The nominations sub-committee met six times in 2016/17: September 23, 2016, October 21, 2016, December 19, 2016, March 24, 2017, April 21, 2017 and June 29, 2017.

During the course of the year, the committee reviewed the draft Senate agenda and materials, made recommendations to Senate, initiated projects in areas of the committee's concern, and received proposals for input from other Senate committees and campus constituencies. Within these areas, the committee considered a number of issues over the course of the year, including:

- continued review of a proposal from the University of Victoria Students' Society and the Graduate Students' Society regarding extension of Fall Reading Break;
- review of responses to the annual Senate committee evaluations;
- consideration of a request to add a question period to the open Senate agenda;
- review of eligibility of students to vote in the Board of Governors student elections; and
- revisions to the terms of references for the Senate Committee on Admission, Re-registration and Transfer, Senate Committee on Learning and Teaching, and the Senate Committee on University Budget.

### Review of Draft Senate Agenda

At each of its meetings, the Senate Committee on Agenda and Governance assisted the Chair in preparing the Senate agenda and reviewed each of the items proposed for submission to Senate.

### Extension of Fall Reading Break

At the September 2016 meeting, the committee was provided an update on the work done throughout the summer by the sub-committee established to consider this proposal. The sub-committee continued to meet throughout the year.

At the February 2017 meeting, committee members reviewed the final report from the sub-committee. At the March 2017, Senate received the committee's report, which stated that it was not possible to make a recommendation to extend Fall Reading Break.

### Senate Committee Evaluations

Every year, members of Senate committees are asked to evaluate their experience serving on their respective Senate committees. Results from the evaluation survey are used to identify opportunities to improve members' experience and the committee's overall effectiveness.

At the September 2016 meeting, the committee reviewed the 2015/2016 evaluation results for each Senate committee.

### Request to Add a Question Period to the Senate Agenda

At the November 2016, December 2016, and January 2017 meetings, committee members reviewed and discussed a request from some members of Senate to add a question period to the open Senate agenda. Committee members expressed unanimous support for a report to Senate outlining the committee's recommendation to not add a question period to the regular Senate agenda. This report was presented to Senate at the February 2017 meeting.

### Eligibility of Students to Vote in the Board of Governors Student Elections

At its February and March 2017 meetings, the committee reviewed an inquiry regarding the eligibility of students concurrently registered as graduate and undergraduate students to vote in the Board of Governors student elections. The committee investigated the matter and determined that, while in principle these students may be eligible to vote in both elections (graduate student and undergraduate students), it was not possible to identify an accurate voters list in time for the 2017 elections. It was agreed that further investigation would be undertaken for future elections.

Revisions to the Terms of Reference for the Senate Committee on Admission, Re-registration and Transfer, Senate Committee on Learning and Teaching, and the Senate Committee on University Budget

At the January 2017 and March 2017 meetings, committee members reviewed the compositions of the Senate Committee on Learning and Teaching and the Senate Committee on University Budget.

At the April 2017 meeting, committee members approved revisions to the terms of references for the Senate Committee on Learning and Teaching and the Senate Committee on Admission, Re-registration and Transfer. At its May 2017 meeting, Senate approved the revisions for both committees.

2016/17 Appointments to Senate Committees

At its September 2016, October 2016, December 2016, April 2017 meetings, the nominations sub-committee discussed and approved nominations for vacancies on the Senate committees for 2016/2017. Senate approved these nominations at the October 2016, November 2016, January 2017 and May 2017 Senate meetings respectively.

At its March 2017 meeting, the nominations sub-committee discussed and approved nominations for appointments to the Joint Senate Board Retreat and re-appointments to the Campus Planning Committee. Senate approved these nominations at the April 2017 meeting.

At its June 2017 meeting, the nominations sub-committee discussed and endorsed recommendations from the President for membership of the Strategic Plan Advisory Group.

Respectfully submitted,

**2017/2018 Senate Committee on Agenda and Governance**

Jamie Cassels, Chair, President and Vice-Chancellor\*  
Catherine Krull, Vice-Chair, Faculty of Social Sciences\*  
Lauren Charlton, Convocation Senator\*  
Mackenzie Cumberland, Student Senator\*  
Aaron Devor, Social Sciences  
John Durno, Library  
Julia Eastman, University Secretary  
Mark Gillen, Law  
Robin Hicks, Science  
Valerie Kuehne, Vice-President Academic and Provost  
Annalee Lepp, Humanities\*  
Carrie Andersen (Secretary), Associate University Secretary\*

**2016/2017 Senate Committee on Agenda and Governance**

Jamie Cassels, Chair, President and Vice-Chancellor \*

David Capson, Vice-Chair, Faculty of Graduate Studies\*

Lauren Charlton, Convocation Senator\*

John Durno, Library

Julia Eastman, University Secretary

Mark Gillen, Faculty of Law

Robin Hicks, Faculty of Science

LillAnne Jackson, Faculty of Engineering

Valerie Kuehne, Vice-President Academic and Provost

Andrew Lemieux, Student Senator\*

Annalee Lepp, Faculty of Humanities\*

Carrie Andersen, Secretary, Associate University Secretary\*

\*Members of the nominations sub-committee