



Date: December 21, 2018
To: Senate
From: Senate Committee on Agenda and Governance
Re: **2017/18 Annual Report**

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 2017/18: September 22, 2017, October 20, 2017, November 17, 2017, December 15, 2017, January 19, 2018, February 16, 2018, March 23, 2018, and April 20, 2018.

The nominations sub-committee met five times in 2017/18: September 23, 2017, October 20, 2017, December 15, 2017, January 19, 2018, and April 20, 2018.

At the September meeting, the committee passed a motion that all meetings for 2017/2018, including meetings of the nominations sub-committee, be deemed closed and confidential.

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:

- review of the Procedures for the Search, Appointment, or Reappointment of the President and Vice-Chancellor
- review of a draft Policy on the Cancellation of Exams;
- review of responses to the annual Senate committee evaluations;
- editorial changes to the University Policy and Procedures on Academic Accommodation and Access for Students with Disabilities;
- request to revise the annual sessional calendar;
- student elections to Senate;
- revisions to the Student Election Poster and Banner Procedures; and
- revisions to the terms of references for the Senate Committee on Planning, and the Senate Committee on Appeals (including the Procedural Guidelines).

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.

Procedures for the Search, Appointment, or Reappointment of the President and Vice-Chancellor

At its September 2018 meeting, committee members reviewed a report on the Procedures for the Search, Appointment, or Reappointment of the President and Vice-Chancellor. Committee members were in support of the creation of an *ad hoc* committee for recommendation to Senate. At its November meeting, Senate approved the creation of the *ad hoc* committee.

At its February 2018 meeting, committee members reviewed and provided feedback on an interim report from the *ad hoc* Joint Board/Senate Committee on the Procedures for the Search, Appointment, or Reappointment of the President and Vice-Chancellor.

After an update from the *ad hoc* committee provided to the March 2018 meeting, Senate recommended to the Board of Governors the revisions to the procedures at the May 2018 Senate meeting.

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 2017 meeting, the committee reviewed the 2016/2017 evaluation results for each Senate committee.

Policy on the Cancellation of Exams

At its September 2017 and March 2018 meetings, committee members provided feedback and support for the work done by the Senate Committee on Academic Standards on the draft Policy on the Cancellation of Exams.

Policy and Procedures on Academic Accommodation and Access for Students with Disabilities

At its December 2017 meeting, on behalf of Senate, the committee approved editorial changes to the Policy and Procedures on Academic Accommodation and Access for Students with Disabilities.

Request to Revise the Annual Sessional Calendar

At its January 2018 meeting, committee members engaged in a preliminary discussion regarding a request from the Chairs and Directors of the Faculties of Humanities and Social Sciences to revise the 10-Year Sessional Calendar. Further discussions were had at its March and April 2018 meetings where it was agreed that a subcommittee be formed to review the request in a more fulsome way in order to provide Senate with a formal report.

Student Elections to Senate

At its February 2018 meeting, committee members were provided with an update on the process of student elections to Senate. Given the lack of nominations received in the current process, committee members approved the issue of a further call for nominations to be issued in March.

Revisions to the Student Election Poster and Banner Procedures

At its April 2018 meeting, committee members reviewed revisions to the poster and banner regulations regarding student elections. At its May 2018, Senate approved revisions to the regulations.

Revisions to the Terms of Reference for the Senate Committee on Planning, and the Senate Committee on Appeals

At the October 2017 and November 2017 meetings, committee members discussed and approved the revisions to the terms of references for the Senate Committee on Planning. At its December 2017 meeting, Senate approved the revisions.

At the November 2017 and December 2017 meeting, committee members discussed and approved revisions to the terms of references and procedural guidelines for the Senate Committee on Appeals. At its January 2018 meeting, Senate approved the revisions.

2017/18 and 2018/2019 Appointments to Senate Committees

At its September 2017, October 2017, December 2017, January 2018, and April 2018 meetings, the nominations sub-committee discussed and approved nominations for vacancies on the Senate committees for 2017/2018 and 2018/2019. Senate approved these nominations at the October 2017, November 2017, and May 2018 Senate meetings respectively.

At its October 2017 meeting, the nominations sub-committee discussed and approved nominations for appointments to the Joint Senate Board Retreat and appointments to the *ad hoc* Committee to Review the Procedures for the Appointment of the President and Vice-Chancellor. Senate approved these nominations at the November 2017 meeting.

Respectfully submitted,

2018/2019 Senate Committee on Agenda and Governance

Jamie Cassels, Chair, President and Vice-Chancellor*
Susan Lewis, Vice-Chair, Faculty of Fine Arts*
Carrie Andersen, University Secretary
Doug Baer, Faculty of Social Sciences
Chandra Beaveridge, Convocation Senator
Aaron Devor, Faculty of Social Sciences
David Eso, Student Senator*
Robin Hicks, Faculty of Science
Valerie Kuehne, Vice-President Academic and Provost
Annalee Lee, Faculty of Humanities*
Dean Seeman, Libraries*
Ada Saab, Secretary, Acting Associate University Secretary*

*members of the Nominations Sub-committee

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*

*members of the Nominations Sub-committee