



Date: December 12, 2019
To: Senate
From: Senate Committee on Agenda and Governance
Re: **2018/19 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 2018/19: September 21, 2018, October 19, 2018, November 23, 2018, December 21, 2018, January 18, 2019, February 15, 2019, March 22, 2019, and April 18, 2019.

The nominations sub-committee met four times in 2018/19: September 21, 2018, October 19, 2018, November 23, 2018 and April 18, 2019.

At the September meeting, the committee passed a motion that all meetings for 2018/2019, including meetings of the nominations sub-committee, be deemed closed and confidential.

During 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 several issues over the year, including:

- review of responses to the annual Senate committee evaluations
- update on the revision to the 10-year sessional calendar
- proposal of a new timeline for student elections to the Board of Governors and Senate
- addition of students to the Senate Committee on Appeals, and
- revisions to the terms of references for the Senate Committee on Curriculum and the Senate Committee on Admissions, Re-registration and Transfer.

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.

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 committees' overall effectiveness.

At the September 2018 meeting, the committee reviewed the 2017/2018 evaluation results for each Senate committee.

Request to Revise the Annual Sessional Calendar

At its September, October, December 2018 and March 2019 meeting, committee members gave feedback on the progress regarding the work of the sub-committee to revise the 10-Year Sessional Calendar.

Proposal of a new timeline for student elections to the Board of Governors and Senate

At its September 2018 meeting, committee members were provided with a proposal of a new timeline for student elections to the Board of Governors and Senate. Committee members approved the new process in order to enhance student engagement.

Revisions to the Terms of Reference for the Senate Committee on Curriculum, and the Senate Committee on Admission, Re-registration and Transfer

At the September 2018 meeting, committee members discussed and approved the revision to the terms of references for the Senate Committee on Curriculum to include the Division of Medical Sciences. In October 2018, Senate approved this recommendation.

At its December 2017 meeting, Senate approved the revisions to the Senate Committee on Admission, Re-registration and Transfer to increase faculty representation on the committee. In January 2019, Senate approved this recommendation.

2018/19 and 2019/2020 Appointments to Senate Committees

At its September, October, November 2018, and April 2019 meetings, the nominations sub-committee discussed and approved nominations for vacancies on

the Senate committees for 2018/2019 and 2019/2020. Senate approved these nominations at the October 2018, November 2018, December 2019, and May 2018 Senate meetings respectively.

At its November 2018 meeting, the nominations sub-committee discussed and approved nominations for appointments to the Joint Senate Board Retreat. Senate approved these nominations at the December 2018 meeting.

Respectfully submitted,

2019/2020 Senate Committee on Agenda and Governance

Jamie Cassels, Chair, President and Vice-Chancellor*
Saul Klein, Vice-Chair, Peter B. Gustavson School of Business*
Carrie Andersen, University Secretary
Chandra Beaveridge, Convocation Senator
Aaron Devor, Faculty of Social Sciences
Robin Hicks, Faculty of Science
Valerie Kuehne, Vice-President Academic and Provost
Helen Kurki, Faculty of Social Sciences
Annalee Lee, Faculty of Humanities*
Dean Seeman, Libraries*
(Alivia) Tianyi Wang, Student Senator*
Ada Saab, Secretary, Associate University Secretary*

*members of the Nominations Sub-committee

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
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Valerie Kuehne, Vice-President Academic and Provost
Annalee Lee, Faculty of Humanities*
Dean Seeman, Libraries*
Ada Saab, Secretary, Acting Associate University Secretary*

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