



**Date:** December 11, 2024

**To:** Senate

**From:** Senate Committee on Agenda and Governance

**Re:** **2023/2024 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 12 times in 2023/24:

August 16, 2023	December 15, 2023	February 16, 2024
September 22, 2023	January 4, 2024	March 22, 2024
October 20, 2023	January 19, 2024	April 19, 2024
November 17, 2023	February 5, 2024	May 24, 2024

The nominations sub-committee met five times in 2023/24:

September 22, 2023	December 15, 2023	May 24, 2024
October 20, 2023	April 19, 2024	

At the August 16, 2023 meeting, the committee passed a motion that all meetings for 2023/2024, 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. A summary of each of these items is included in the report.

#### Review of Draft Senate Agendas

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 surveys were used to identify opportunities to improve members' experience and the committees' overall effectiveness.

At the September 2023 meeting, the committee reviewed the 2022/2023 evaluation results for each Senate committee.

### Hybrid Senate Survey Results and Proposed Revisions to the Senate Rules and Procedures

Based on the feedback received on the Senate survey on hybrid meetings, committee members reviewed, provided input, and approved a recommendation to Senate for revisions to the Senate Rules and Procedures at its September and October meetings. Senate approved the revisions at its November 2023 meeting.

### Review of the Evaluation of Student Achievement in the Undergraduate Academic Calendar

At its September meeting, the committee reviewed a proposal from a member of Senate on the review of the regulation "Evaluation of Student Achievement" in the Undergraduate Academic Calendar. Committee members agreed to refer the issue to the Senate Committee on Learning and Teaching with additional consultation with the Senate Committee on Academic Standards.

### Candidate Eligibility for Convocation Senator Election

At a February 5, 2024, special meeting, committee members discussed a question of eligibility during the election for Convocation Senators. The discussion focused on an individual request to consider the definition of a UVic employee as defined by the Rules to Govern Elections to the Board of Governors and Senate. After reflecting on the definition, committee members agreed the individual was not considered an employee as defined in the rules. Members also requested that a review of these rules be conducted to ensure greater clarity in the definition of an employee.

### June Senate meeting

At its March meeting, committee members discussed the need to have an additional meeting of Senate given the number of items being brought forward to the May meeting, thus allowing appropriate time for Senate engagement on several initiatives coming forward. Committee members agreed with the scheduling of the additional meeting for June.

### Revisions to the Terms of Reference for the Senate Committee on Honorary Degrees and Other Forms of Recognition

At the April meeting, committee members reviewed revisions to the terms of reference for the Senate Committee on Honorary Degrees and Other Forms of Recognition. Committee members provided feedback to the Senate Committee on Honorary Degrees and Other Forms of Recognition for further consideration.

### 2024/2025 Senate Meetings

At its May meeting, committee members discussed a request from an incoming member of Senate on rescheduling the first meeting of the new academic year due to religious observance. After discussion, the committee determined that the Senate was a regularly scheduled business meeting and not a significant event that would warrant a change in the schedule as stated in the Senate Rules and Procedures. Members also decided to consider options of accommodation or inclusion in the future.

### 2023/2024 and 2024/2025 Appointments to Senate Committees

The nominations sub-committee discussed and approved nominations for vacancies on the Senate committees for 2023/2024 and 2024/2025. Senate approved these nominations at the October 2023, November 2023, January 2024, May 2024, and June 2024 Senate meetings.

Respectfully submitted,

**2024/2025 Senate Committee on Agenda and Governance**

Kevin Hall (Chair), President and Vice-Chancellor\*

Annalee Lepp (Vice-Chair), Faculty of Humanities\*

Carrie Andersen, University Secretary

Jason Colby, Faculty of Humanities

Elizabeth Croft, Vice-President Academic and Provost

Moronke Harris, Student Senator\*

Inba Kehoe, Libraries\*

Mark Laidlaw, Faculty of Science

Martha McGinnis, Faculty of Graduate Studies

Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science\*

Alivia Wang, Convocation Senator

Ada Saab (Secretary), Associate University Secretary\*

Kathy MacDonald (Recording Secretary), Senator Coordinator\*

\*members of the Nominations Sub-committee

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Kevin Hall (Chair), President and Vice-Chancellor \*

Robin Hicks (Vice-Chair), Faculty of Graduate Studies \*

Carrie Andersen, University Secretary

Elizabeth Croft, Vice-President Academic and Provost

Benjamin Fyfe, Student Senator \*

Mark Laidlaw, Faculty of Science

Martha McGinnis, Faculty of Graduate Studies

Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science \*

Joseph Salem, Faculty of Fine Arts

Alivia Wang, Convocation Senator

Lara Wilson, Library, Special Collections, University Archives \*

Ada Saab (Secretary), Associate University Secretary

Kathy MacDonald, (Recording Secretary), Senator Coordinator

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