

Senate Committee on Academic Health Programming

Terms of Reference | April 2023

Roles and responsibilities

The role of the ad-hoc Senate Committee on Academic Health Programming is to explore and determine the structure of a health-related Faculty at the University of Victoria, dedicated to health programming and building on existing structures (e.g., the Faculty of Human and Social Development or the Division of Medical Sciences) and consistent with UVic's vision for health programming, as articulated by the [UVic Health Initiative concept paper](#), [Aspiration 2030](#), and the [draft Strategic Plan](#). This may also include proposing new academic units to enhance the reputation and profile of academic health programming and research at UVic.

Responsibilities include:

1. Develop a project plan and consultation plan that includes internal and external stakeholders, and consulting with UVic students, staff, faculty, librarians, leaders and the Faculty Association (e.g., through surveys, townhalls, Faculty Council meetings, etc.).
2. Review existing structures at UVic and researching structures at comparator and aspirational post-secondary institutions.
3. Consider and make recommendations to the Vice-President Academic and Provost and Senate as follows:
 - a. The formation or reformation of a Faculty/Division organized around health programming;
 - b. The name of the Faculty/Division;
 - c. Academic Departments or Schools to be included in the Faculty;
 - d. Undergraduate and/or graduate programming to be offered through such a Faculty/Division;
 - e. Pathways and mechanisms for individual faculty members to affiliate with any new proposed academic structure, separate from the transfer of an entire academic unit to a new Faculty and aligned with the Collective Agreement;
 - f. Other considerations as directed by Senate.
4. Develop a communications plan and report to Deans' Council, Senate and members of the university community as appropriate and as necessary.
5. Attend to engagement with Indigenous programming and partners.
6. Attend to engagement with community partners and appropriate government partners including Ministries responsible for post-secondary education, health and provincial health authorities.
7. Consider alignment with, and implications to, UVic Libraries, Continuing Studies and non-academic units on campus while centering student recruitment, retention and success in decision making.

Approval process

The committee will take recommendations to Senate for approval, with the support of the Deans' Council and the Vice-President Academic and Provost, as implications may require Executive-level approval. As per the British Columbia University Act, the Faculties of each university may be constituted by the Board of Governors, on the recommendation of Senate. Following final approvals by Senate and Board the committee will conclude its work and dissolve.

Composition

The committee is comprised of 13 faculty/librarians, with two student representatives and one external community representative. Four ex-officio non-voting members are included for their operational expertise, advice and to support the work of the committee.

Voting

- Deputy Provost (Chair, *ex-officio*)
- Deans or faculty member designate* of the following Faculties/Division: Science, Social Sciences, Human and Social Development, Graduate Studies, Education, and Medical Sciences (*ex-officio*)
- 3 faculty members/librarians from Senate, nominated by the Senate Committee on Agenda and Governance
- 1 faculty member/librarian, nominated by the Vice-President Indigenous
- Associate Vice-President Academic Programs (*ex-officio*)
- Associate Vice-President Research (*ex-officio*)
- 2 students, including 1 undergraduate student and 1 graduate student, at least one of whom must be a student member of Senate
- 1 member from outside of the University of Victoria, nominated by the President

Non-Voting Resources

- Associate Vice-President Academic Resource Planning (*ex-officio*)
- Director, Academic Communications and Projects (*ex-officio*)
- Registrar or designate* (*ex-officio*)
- University Secretary or designate* (*ex-officio*)
- Administrative staff member, selected by the Chair (support)

**Designates do not need to be members of Senate*

The Chair, with the Support person, is responsible for setting and distributing agendas and confidential minutes.

Committee members may be required to lead or participate in working groups to advance this work in an inclusive and timely way. Working groups need not be exclusively comprised of committee members. The chair may add additional committee members at the recommendation of the committee, following the initial meeting.

Senate standing and ad-hoc committee meetings are normally closed. A committee may determine that the whole or part of any committee discussion or document presented to the committee shall be held in confidence.