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MINUTES OF MEETING #2 (2006-07)

SENATE GOVERNANCE COMMITTEE

WEDNESDAY, OCTOBER 11, 2006, 3:00 PM

SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

PRESENT: Professor Maureen Connolly (Chair), Professor Rick Cheel (Vice-Chair), Mr. Patrick Beard, Dr. Terry Boak, Mr. Mike Farrell (Recorder), Professor Debra Inglis, Professor William Mathie, Damien O'Brien, Professor Stan Sadava, Professor Mary Louise Vanderlee

REGRETS: Professor Irene Blayer, Dean Ian Brindle, Professor Donald Brown, Dean David Siegel

1. Approval of Minutes

The minutes of the Senate Governance Committee meeting #1 (2006-07) held September 13, 2006 were circulated prior to the meeting.

MOVED (Cheel/O'Brien)

That the minutes of the Senate Governance Committee meeting #1 (2006-07) held September 13, 2006 be approved.

CARRIED

2. Appointments to the Advisory Committee on the Reappointment of the Dean of Mathematics and Science

3. Vice-President, Advancement - Search Committee Nominations

The Chair noted that a motion was required to move ***in camera*** to discuss agenda items 2 and 3.

MOVED (O'Brien/Inglis)

That the Governance Committee move *in camera*.

CARRIED

The Committee moved ***in camera*** at 3:14 p.m.

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The Committee resumed **open session** at 3:46 p.m.

[During the ***in camera*** session, the Committee discussed nominations to the Advisory Committee on the Reappointment of the Dean of Mathematics and Science for the consideration of the Vice-President, Academic and Provost and nominations of two full-time faculty members to the Advisory Committee on the Appointment of the Vice-President, Advancement, for the consideration of Senate in camera.]

4. Definition of the Term "Designate" re Senate Committees

Chair Connolly explained that the composition of Senate Committees as outlined in the Faculty Handbook includes the term "designate" for the positions of Faculty Deans and for the President and Vice-Chancellor and Vice-President, Academic and Provost.

The Committee agreed that when a Faculty Dean cannot attend a meeting, it is understood that an alternate person would be another Dean. The alternate assignments for Faculty Deans will be confirmed by the Vice-President, Academic and Provost for this year and in the future. There will be no designate for the President and Vice-Chancellor and Vice-President, Academic and Provost as they are each others alternate. As well, for the position of University Librarian on Senate Committees, the alternate will be an Associate University Librarian.

Following discussion, the Committee agreed that the term "designate" would be removed as an editorial amendment to the Faculty Handbook regarding the composition of the Committees. Senate would be notified at its next meeting before the changes are made to the Faculty Handbook.

5. UPRAC Report Discussion and Selection of Sub-committee Members to Review the Recommendations

Dr. Boak and Mr. Beard provided background on the audit process and referred to the draft *Report of the UPRAC Auditors on Undergraduate Program Reviews at Brock University, November 2003*, received by the Vice-President, Academic and Provost on September 14, 2006. The report was prepared under the authority of the Undergraduate Program Review Audit Committee (UPRAC). The draft report and the University's Draft Response and were circulated to the Committee prior to the meeting.

Following discussion, the Governance Committee formed a sub-committee to review the Draft UPRAC Report and the University's Draft Response. The Sub-committee includes Maureen Connolly, Mary Louise Vanderlee, and Pat Beard. Chair Connolly would invite a member of the Undergraduate Program Committee to sit on the Sub-committee. The Sub-committee will report back to the Governance Committee at a later date. The Governance Committee would then report to Senate.

6. Definition of a School for the FHB

Chair Connolly explained that the University has a School of Fine and Performing Arts but no definition of a School has been approved by Senate and included in the Faculty Handbook. Following discussion, it was agreed there is a need to clarify how the definition of a School differs from the current definition of an Institute. Chair Connolly will consult with the Dean of Humanities and the Director of the School of Fine and Performing Arts and report back to the Committee at its next meeting. Chair Connolly agreed to investigate how other institutions define a school.

7. Review List of University Committees and Senate Liaison

The draft list of University-wide committees was reviewed by Professor Cheel and Chair Connolly and circulated to the Committee prior to the meeting. Mr. Farrell would add a contact person for each Committee and organize the list by Senate Committee. The Long Range Planning Committee would be deleted from the list. It was agreed that the list would be discussed with Committee Chairs, Vice-Chairs and Secretaries during the next meeting in November.

8. Other Business

The Terms of Reference for the Graduate Studies Committee as outlined in the Faculty Handbook would be discussed at the next meeting.

Chair Connolly informed the members that work continues on the Senate Committee membership slate. It was agreed that she would contact the Deans to request names for Faculty at Large members where their respective Faculty is underrepresented on a Senate Committee.

9. Next Meeting

November 8, 2006

10. Adjournment

The meeting adjourned at 4:35 p.m.