

May 25, 2007

**Senate Governance Committee 2006-07
Annual Report to Senate
Summary Comments from Chair**

The Governance Committee was comprised of:

Maureen Connolly, Chair
Rick Cheel, Vice-Chair
Stan Sadava (Chair of Senate)
Donald Brown (Vice-Chair of Senate)
Terry Boak
Irene Blayer
Dean Ian Brindle
Debbie Inglis (to Dec. 31, 2006)
Jack Lightstone
William Mathie
Dean David Siegel
Damien O'Brien
Mary Louise Vanderlee
Institutional Resource
Pat Beard
Administrative Support
Mike Farrell

Last year's report recommended a more in depth orientation for Committee Chairs and Vice-Chairs, further streamlining of Committee mandates and more liaison between Committees with related action items. We did provide more structure and guidance for Chairs and Vice-Chairs at the fall orientation session, and Committee mandates have certainly been adjusted and streamlined. Liaison on action items continues to be somewhat challenging. Our fall and winter meetings with Chairs and Vice-Chairs were helpful in terms of clarification and communication of more streamlined Committee mandates.

The Governance Committee was able to achieve all of the items on its rather lengthy responsibility list as well as those additional items that arose during the year. This is in good measure due to our vigilance in setting and keeping a critical path, our Committee members' remarkable preparation and unfailing good humour and the understated and essential support from the University Secretariat. I particularly wish to applaud Mike Farrell for his professionalism, discernment, organizational skills, preparation and collegiality. I also want to thank Rick Cheel for his wonderful support and insights as Vice-Chair.

For the next academic year, I recommend continued attention and consideration to nomenclature, terms of reference and academic review processes. The ongoing support of Chairs and Vice-Chairs should continue.

The following is a summary of actions taken over the past year by the Governance Committee. The Committee held 9 meetings during the year and reported regularly to Senate with both recommendations for consideration and information items.

Senate 541, September 27, 2006

- Recommended to Senate that the Department of Psychology Academic Program Review be accepted.
- Recommended to Senate the Terms of Reference and membership for the new Teaching and Learning Policy Committee and the Research and Scholarship Policy Committee. The draft Committee Terms of Reference were discussed during the Senate orientation and the initial planning session with Committee Chairs, Vice-Chairs and Secretaries held on September 6 and then recommended to Senate for approval.
- Recommended to Senate that the Brock University Students' Union Vice-President, University Affairs become an ex officio voting member of Senate and that Faculty Handbook Section II: 1.5 be amended accordingly. This action would facilitate more effective communication and understanding between the Brock University Students' Union, its membership and Senate.
- Constituted the Advisory Committee on the Appointment of the Chancellor, which undertook the search for a new Chancellor, as a sub-committee of the Governance Committee.

Senate 542, October 18, 2006

- Formed a sub-committee to review 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 Sub-committee included Maureen Connolly, Mary Louise Vanderlee, Sharon Abbey (representing the Undergraduate Program Committee) and Pat Beard.
- Presented for the information of Senate that the term “designate” would be removed and the term “alternate” used for ex officio members of Senate Committees.
- Recommended to Senate, in camera, the names for nomination to the Advisory Committee on the Appointment of the Vice-President, Advancement.

Senate 545, January 24, 2007

- Recommended to Senate that FHB II: 9.6.1 re Graduate Studies Committee Terms of Reference be amended. The revisions to the Terms of Reference would better reflect the current function and responsibilities of the Committee.
- Presented for the information of Senate that clarification would be provided regarding the various types of items that are brought to Senate for approval and for information by the Graduate Studies Committee.
- Recommended that Senate accept the Draft Response to the UPRAC Report dated December 12, 2006.

- Recommended to Senate that Senators Mary Louise Vanderlee and Rick Cheel be appointed as scrutineers for the Senate election held March 30, 2007.
- Recommended to Senate an Amendment to FHB II: 5 re Undergraduate Student Senator Election Timelines.
- Presented for the information of Senate, pending Faculty Handbook Amendments regarding a review FHB II: 6.2 to include a section that will clarify the roles and responsibilities of Senate Committee Chairs, Vice-Chairs and Secretaries; FHB II: 8.2 Amendments to the Faculty Handbook, to ensure that current policy and practice approved by Senate are accurately reflected.
- Advised Senate that FHB III: 5.2.4 Academic Accommodation Process for Students with Disabilities policy as approved during Senate 544 held December 6, 2006 would be reviewed by the Chair of the Governance Committee and the Accessibility Coordinator to determine which policy sections are appropriate for the FHB. Other sections may be linked to the appropriate web page from the policy or compose part of departmental procedures.
- Presented for the information of Senate an update on the discussion regarding the Presidential search process.
- Presented for the information of Senate that a definition of a “School” was not necessary at this time and that the Committee had agreed to defer the matter until such time as a formal definition is required.
- Presented for the information of Senate regarding the Budget Advisory Committee the matter of ensuring that there is financial support for proposed programs and whether a Senate Committee such as Budget Advisory should discuss logistical questions regarding the financial implications and supported Budget Advisory's continuing efforts to refine a clear approvals process.
- Recommended, in camera, Honorary Degree nominations for the consideration of Senate.

Senate 546, February 28, 2007

- Recommended to Senate that the Academic Program Review of the Centre for Adult Education and Community Outreach be accepted.
- Presented for the information of Senate the Department of Psychology Academic Program Review Action Plan.
- Recommended to Senate a proposed amendment to the Faculty Handbook regarding degree requirements and that the phrase “except where noted in the calendar entry of the academic program of study” be added to FHB III: 6.4 B. for non-honours or degree with major. The motion was tabled by Senate and the matter referred to the Undergraduate Program Committee.

- Recommended to Senate that the Undergraduate Student Affairs Committee review the current distinction between a 4-year major degree and an honours degree and to recommend to Senate any changes to FHB III: 6.4 B.
- Provided for the information of Senate clarification the various types of items that are brought to Senate for approval and for information by the Graduate Studies Committee in order to be consistent with the Undergraduate Program Committee.
- Provided notice to Senate that the Committee would be recommending revised search procedures for a Presidential search, which would be given as advice for the Board of Trustees to consider.

Senate 547, March 21, 2007

- Informed Senate that the Academic Review Self-Study documents for the following programs were approved contingent on the list of those to be interviewed to be forwarded to the Committee Chair: Department of Visual Arts; Department of Modern Languages, Literatures and Cultures; and the Department of Dramatic Arts.
- Recommended to Senate amendments to FHB I: 3.2 regarding the Appointment/Reappointment of Presidents, within the context of a closed confidential process. The recommendation would be forwarded as advice to the Board of Trustees.
- Recommended to Senate amendments to FHB II: Sections 6, 7, 8 and 9 which clarify the roles of Senate Committee Chairs, Vice-Chairs and Secretaries and update procedures related to the electronic format for Senate meetings and materials.
- Presented to Senate, in camera, the report on the Advisory Committee on the Appointment of the Chancellor.

Senate 548, April 11, 2007

- Informed Senate that the Committee had recently met with Senate Committee Chairs, Vice-Chairs and Secretaries. During the meeting, several changes were proposed to the Faculty Handbook regarding Committee responsibilities. The Governance Committee would present its recommendations at the next meeting of Senate.

Senate 549, May 16, 2007

- Recommended to Senate proposed amendments to FHB II: 8.2 Amendments to the Faculty Handbook to ensure that the appropriate Senate Committee is assigned responsibility for amendments to specific sections of the Faculty Handbook and that each section accurately reflects current policy and practice as approved by Senate.

- Recommended to Senate that the name of the Senate Committee on University Infrastructure be changed to the Information Technology and Infrastructure Committee to bring a greater focus and prominence to information technology issues from across the university and the curriculum and to improve communication regarding relevant issues.
- Recommended to Senate the creation of the Centre of Excellence for Applied Disability Studies. (pending consideration by Senate)
- Recommended to Senate that the Honorary Title of Chancellor Emeritus be offered to all former Chancellors of Brock University and bestowed upon acceptance. (pending consideration by Senate)
- Recommended to Senate amendments to FHB II: 9.5.2 regarding the composition of the Senate Governance Committee to include at least one graduate student Senator and the BUSU Vice-President, University Affairs. (pending consideration by Senate)
- Confirmed for the information of Senate that Academic Review Self-Study Documents for the following programs were approved contingent on the list of those to be interviewed to be forwarded to the Committee Chair: Department of Visual Arts; Department of Modern Languages, Literatures and Cultures; and the Department of Dramatic Arts. The lists of those to be interviewed were received by the Committee Chair.