



MINUTES OF MEETING #4 (2007-08)

SENATE GOVERNANCE COMMITTEE

WEDNESDAY, NOVEMBER 7, 2007, 3:00 PM

SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

PRESENT: Professor Rick Cheel (Chair), Professor Tansu Barker, Mr. Patrick Beard, Professor Irene Blayer, Professor Maureen Connolly, Mr. Mike Farrell (Recorder), Professor William Mathie, Mr. Damien O'Brien, Mr. Tim Ribaric, Dean David Siegel,

REGRETS: Dr. Terry Boak, Mr. Justin Carre, Dean Martin Kusy, Professor Mary Louise Vanderlee

1. Approval of Minutes

The minutes of the Senate Governance Committee meeting #3 (2007-08) held October 3, 2007 were circulated prior to the meeting.

MOVED (Connolly/Blayer)

That the minutes of the Senate Governance Committee meeting #3 (2007-08) held October 3, 2007 be approved.

CARRIED

2 Early issuing of diplomas

A memo from the Registrar titled *Draft Policy re the Early Issuing of a Diploma* dated October 29, 2007 had been circulated to the Committee with the meeting materials. Professor Cheel referred to the memo and provided background regarding the request from the Registrar for the Committee to consider the proposed protocol for the Early Issuing of a Degree Diploma.

Following discussion, the Committee agreed that it would be reasonable to accommodate those students who are seeking entry into another country for employment purposes but who have not yet formally had their degrees conferred (being caught between the June and October Convocation dates). While the frequency of such requests is relatively small, probably six to twelve each year, they occur often enough and are problematic enough for the individual student involved to warrant attention.

The Committee agreed to amend the draft policy as follows: Item #6 was amended to read: "If the request is deemed warranted approved ...".

Item # 12 was amended to read: When Senate does not normally convene over the summer months, the Registrar will seek approval for requests, on behalf of Senate, from the Chair or Vice-Chair of Senate and report all such approvals to Senate at its next meeting.

The integrity of the process of conferring a degree and issuing a diploma would be upheld throughout the year through this process.

MOVED (Barker/Blayer)

That the draft Policy for the Early Issuing of a Degree Diploma, as outlined in the memo from the Registrar dated October 29, 2007 and as amended, be forwarded to Senate for consideration.

CARRIED

3. Membership of the Budget Advisory Committee

A report on the proposed membership of the Budget Advisory Committee was distributed to the Committee for consideration. The Committee is composed of the Chair or Vice-Chair of all of the Senate Committees (with the exception of the Student Appeals Board) and all faculties need to be represented. The Committee discussed the possibility of reviewing, during a future meeting, the composition of the Committee re Chair and Vice-Chair representation and whether all faculties need to be represented.

Professor Cheel agreed to follow up with identified individuals regarding their willingness to serve on the Committee in order to complete the membership so that it fulfils the requirements for the Committee composition.

MOVED (Connolly/O'Brien)

That the Chair of the Governance Committee forward the proposed membership slate for the Budget Advisory Committee, with modifications as discussed, to Senate for consideration.

CARRIED

4. Update list of University Committees

Professor Cheel confirmed that he is working with Mr. Farrell to update the report of the Senate/University Committee Relationships. He will present the updated report to Committee during its next meeting.

5. Organizational nomenclature review

Following a discussion on the merits of reconsidering organizational nomenclature for inclusion in the Faculty Handbook, a straw vote was taken and it was agreed to further discuss the item during the January 9 meeting of the Committee. The Governance Committee discussed the matter previously and had reported to Senate 545, held January 24, 2007 that it would defer the matter until such time that a formal definition is required.

Professor Connolly agreed to research how other universities define/describe schools and faculties in order to consider the appropriate language for Brock University.

6. Process regarding Advisory Committees for the appointment/reappointment of senior academic officers

During the 551st meeting of Senate held September 26, 2007, a motion was passed to temporarily revise the existing procedure for selecting members of advisory committees for the appointment or reappointment of Deans and the new position of Vice-President, Research. As reported to Senate during its 552nd meeting held on October 17, 2007, the Governance Committee would review the existing practice and rules regarding the selection of faculty members for such Advisory Committees, for which it has responsibility to recommend, in the hope that this would lead to revisions that would include a wider consultation with faculty members in future.

The Committee discussed the proposed procedure presented by Professor Cheel during the previous meeting of the Committee and the motion below was presented.

MOVED (O'Brien/Connolly)

That the following procedure, to be presented to Senate for consideration, be adopted when the Governance Committee is requested by the President and Vice-Chancellor to select members for Advisory Committees for the appointment/reappointment of senior academic officers as outlined in Faculty Handbook I.

- 1. The Chair of the Governance Committee will contact, by e-mail, all full-time tenured faculty members in order to solicit nominations for the respective faculty positions on the Advisory Committee;**
- 2. There will be a two week nomination period;**
- 3. All nominees must agree when nominated that they are willing to serve on the Advisory Committee;**
- 4. The Governance Committee will consider all nominations and recommend the members of the Advisory Committee to the President and Vice-Chancellor.**

CARRIED

The motion was approved unanimously by the Committee. The procedure provides an opportunity for all eligible full-time tenured faculty members to be nominated for consideration to serve on each respective Advisory Committee. The Governance Committee would review all nominations received and then forward its recommendations for membership on each Advisory Committee to the President for consideration.

7. Electronic Senate elections

Mr. Farrell provided the Committee with an update on moving to electronic voting for Senate elections. Due to the cost of establishing the electronic system and the overall satisfaction with the current system of holding elections, it was agreed that there would be no action taken at this time.

8. Other business

There was no other business.

The Committee agreed to review in the future how Advisory Committees are composed with respect to the number of representatives selected from each department in a faculty.

9. Adjournment

The meeting adjourned at 4:40 p.m.