



**Brock University Senate**

MINUTES OF MEETING #2 (2010-11)

**SENATE GOVERNANCE COMMITTEE**

WEDNESDAY, SEPTEMBER 8, 2010, 3:00 PM

SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

PRESENT: Professor Stan Sadava (Chair), Interim Dean Rick Cheel, Mr. Mike Farrell (Recording Secretary), Professor Sandra Felton, Dr. Murray Knuttila, Professor Carol Merriam, Professor Bozidar Mitrovic, Professor Michael Plyley, Professor Cristina Santos, Professor Susan Sydor

REGRETS: Mr. Daud Grewal, Mr. Edward Nkyi

**1. Approval of Minutes**

[The minutes of the Senate Governance Committee (2010-11) meeting #1 held on June 30, 2010 had been distributed with the meeting materials.]

**MOVED** (Mitrovic/Cheel)

**That the minutes of the Senate Governance Committee (2010-11) meeting #1 held on June 30, 2010 be approved.**

**CARRIED**

**2. Review of the Governance Committee 2009-10 Annual Report**

The 2009-10 Governance Committee Annual Report was circulated with the agenda material. Professor Sadava noted that the items to be brought forward outlined in the Annual Report are included in the Committee's Critical Path for the coming year. With the establishment of the Academic Review Committee, the Governance Committee no longer has responsibility for academic reviews.

**3. Review of the Governance Committee 2010-11 Critical Path**

Professor Sadava stated that the Critical Path outlines agenda items for the coming year and that it is a work in progress as new priorities will arise.

**4. Review of the Governance Committee Terms of Reference**

The Committee reviewed its Terms of Reference and agreed to make an editorial change to better reflect the process for decisions to be made over the summer months. The amendment includes a reference to FHB II: 7.1.1 E and F which state that "any action would be presented to Senate at

its next meeting and could be rescinded by Senate.” Senate would be informed of this editorial change. The shading indicates the addition and the strikeout indicates the deletion.

#### 9.5.1 Terms of Reference

The Senate Governance Committee attends to all matters related directly to the welfare, constitution and conduct of Senate.

The Senate Governance Committee:

a) acts, in consultation if possible, on time-sensitive items which may arise between Convocation and the beginning of the Fall Term, subject to ~~Senate ratification~~ **FHB II: 7.1.1 E and F.**

The change would be reported to Senate at its next meeting.

Committee members were also asked to provide Mr. Farrell with any updates to the 2009-10 Senate/University Committee Relationships report.

### **5. Senate Committee membership update**

Professor Sadava provided an overview of the adjustments made to the Senate Committee slate over the summer months. It was noted that the Academic Review Committee requires one more elected Senator member.

### **6. Senate Committee membership structure**

The Committee discussed options to adjust the Senate Committee structure in order to be more flexible in filling positions while ensuring that each elected Senator has a Committee assignment and that all Faculties are represented. Following discussion, the Committee struck a sub-committee to review the options related to the Senate Committee membership structure.

Consideration will be given to the requirement regarding the number of elected Senators and members-at-large on Senate Committees, the need for additional elected Senators and a review of the minimum requirement of representation of elected Senators from each Faculty. The sub-committee would draft a report for the Governance Committee to consider during its next meeting.

### **7. Procedures for the appointment/reappointment of Presidents**

Professor Sydor explained that, as Chair of Senate, she had received a communication from a Senator suggesting that the Committee on the Presidency did not follow the procedures as outlined in FHB I: 3.2 with respect to consulting with Senate regarding the reappointment of the President.

The Committee reviewed and discussed the procedures as outlined in FHB I: 3.2 and determined that the procedures for review of the incumbent had been followed and that there is no requirement for a consultation with Senate for the reappointment of a President. There are separate procedures for the appointment and for the review of an incumbent.

**8. Advisory Committee nomination – *in camera***

The Governance Committee is responsible for recommending members of Advisory Committees, as outlined for the various senior positions in Section I of the Faculty Handbook. The Committee forwards its recommendations to the President in keeping with the procedures outlined in the Committee's Terms of Reference (FHB II: 9.5.1).

Professor Sadava noted that a motion was required to move *in camera*.

**MOVED** (Mitrovic/Plyley)

**That the Governance Committee move *in camera*.**

**CARRIED**

The Committee moved *in camera* at 4:05 p.m.

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The Committee resumed **open session** at 4:16 p.m.

[During the *in camera* session, the Committee discussed a vacancy to be filled on the Advisory Committee for the Dean of the Faculty of Applied Health Sciences and would forward its recommendation to the President.]

**9. Other business****1. FHB III: 1.1 B**

The Governance Committee agreed that information regarding minimum contact hours should be included in FHB III: 1.1. B as an editorial change. On November 16, 2005, Senate approved a motion regarding the Fall and Winter Term classes being a full 12 weeks in length which included the minimum contact hours. The inclusion of the statement would provide clarity to the current practice when referencing this section of the FHB. The shading indicates the addition.

**FHB III:****1. The Calendar Year****1.1 Calendar Dates**

A. Registration times and the first day of classes for each session shall be published annually by the Office of the Registrar.

B. The periods for Fall and Winter Term classes will be a full 12 weeks in length (structured so as to include 36 minimum contact hours per half credit and 72 minimum contact hours per full credit), with make-up days for class days lost to statutory holidays. The Winter Term will also include one day (a "snow day") at the end of the term which can be used to make up class time which has been lost because of inclement weather. Classes in the Fall Term will normally begin on the first Thursday following Labour Day. Classes in the Winter Term will normally begin on the Monday after New Year's Day. Classes in the Spring Session will normally begin on the second Monday of May.

The change would be reported to Senate at its next meeting.

**2. Senate Orientation**

The Chair of Senate discussed the Senate Orientation meeting to be held on September 15 and ways to invite an exchange of ideas in the context of the roles and responsibilities of Senate without the burden of motions and decisions to be made.

**10. Adjournment**

The meeting adjourned at 4:35 p.m.