



**Brock University Senate**

MINUTES OF MEETING #9 (2010-11)

**SENATE GOVERNANCE COMMITTEE**

WEDNESDAY, APRIL 27, 2011, 3:45 PM

SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

**PRESENT:** Professor Stan Sadava (Chair), Dean Fiona Blaikie, Interim Dean Rick Cheel, Professor Sandra Felton, Mr. Mike Farrell (Recording Secretary), Dr. Greg Finn, Dr. Murray Knuttila, Dr. Jack Lightstone, Professor Carol Merriam, Professor Bozidar Mitrovic, Professor Michael Plyley, Professor Matthew Royal, Professor Susan Sydor

**REGRETS:** Mr. Daud Grewal, Mr. Edward Nkyi

The meeting was preceded by a meeting of the Joint Senate-Board Integrated Planning Oversight Committee and a meeting with Senate Committee Chairs, Vice-Chairs and Secretaries.

**1. Approval of Minutes**

[The minutes of the Senate Governance Committee (2010-11) meeting #8 held on April 6, 2011 had been distributed with the meeting materials.]

**MOVED** (Blaikie/Mitrovic)

**That the minutes of the Senate Governance Committee (2010-11) meeting #8 held on April 6, 2011 be approved.**

**CARRIED**

**2. Update on the process for a change in the name of a Department**

The Committee discussed the current process and alternative options for handling requests for changes in the name of academic units. Under the current practice, requests are considered by the Undergraduate Program Committee and then recommended to Senate. The Committee considered whether this responsibility could rest with the Academic Review Committee. Following discussion, it was agreed that this responsibility did not fall within the mandate of the Committee.

The Governance Committee then discussed its role and agreed that requests for name changes could be part of its terms of reference. The Committee would consult with other Senate Committees as required when considering a request for a change in name of an academic unit. This would include consideration of the implications at both the graduate and undergraduate levels.

**MOVED** (Blaikie/Plyley)

**That the Governance Committee recommend to Senate that the Terms of Reference for the Committee be amended to include responsibility for requests to change the name of academic units and that FHB II: 9.5.1 be amended, as proposed.**

**FHB II: 9.5.1**

l) recommends regarding proposals for a change in the name of academic units.

**CARRIED**

**3. Communication to Chair of Senate re proposed Department name change**

[A memo to the Chair of Senate from several members of the Faculty of Applied Health Sciences was distributed to the Committee with the meeting materials.]

Professor Sydor informed the Committee that she had received and distributed to the Committee for information a revised memo regarding the proposed name change for the Department of Physical Education and Kinesiology signed by several members of the Faculty of Applied Health Sciences. The memo would be shared with Senate as part of the report of the Governance Committee. No action was required to be taken by the Committee regarding the memo.

**4. Request for the posthumous awarding of the title Professor Emeritus**

[An excerpt from FHB II: 11 Professor Emeritus/a was distributed to the Committee with the meeting materials.]

The Committee had received a request for the posthumous awarding of the title Professor Emeritus. In reviewing the current policy in the Faculty Handbook II: 11 Professor Emeritus/a, the Committee felt that it was not consistent with how the honorific designation is defined and that it would be more appropriate to establish alternate guidelines to provide recognition of this nature and that more information was required. The Governance Committee will review alternative guidelines during a future meeting.

**5. Process for delegations to speak during a Senate meeting**

Professor Sydor provided background with respect to consideration of developing a process for delegations to speak during a Senate meeting, as discussed during the previous meeting. The Committee had agreed that it would be helpful if guidelines for delegations were drafted. Professor Sydor noted that she would give this further consideration and report back to the Committee.

**6. Clarity regarding the Faculty Handbook and the role and authority of the Dean in making decisions about academic matters**

[A report with excerpts of the relevant sections from Faculty Handbook III regarding the role and authority of the Dean in making decisions about academic matters was distributed to the Committee with the meeting materials.]

The Committee reviewed the relevant sections from Faculty Handbook III regarding the role and authority of the Dean in making decisions about academic matters.

Following discussion, the Committee agreed that the Faculty Handbook provides sufficient clarity regarding the authority of the Dean in making decisions on academic matters and the appeals process that would follow if a decision is challenged.

**7. Clarification of FHB 1: 3.2 Appointment/Reappointment of Presidents**

[The procedures for the Appointment/Reappointment of Presidents, FHB I: 3.2, were circulated with the meeting materials.]

During Senate 581, held September 22, 2010, the Governance Committee reported that the Chair of Senate had received a communication from a Senator 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 Chair of Senate brought the matter to the Governance Committee for consideration. The Committee reviewed 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.

During the Senate meeting, a discussion ensued regarding potential ambiguity of the wording within this section of the Faculty Handbook regarding a consultation with Senate. It was suggested that the Chair of the Governance Committee take the matter back to the Committee for further consideration.

The Committee further discussed the matter and decided that, to be consistent with the appointment procedures, the reappointment procedures be amended to include a statement that consultation with Senate occur prior to a recommendation to the Board of Trustees.

This section of the Faculty Handbook is under the responsibility of the Board of Trustees. Any proposed amendments would require the approval of the Board.

**MOVED** (Sydor/Finn)

**That the Governance Committee recommend to Senate that FHB I: 3.2.2 C be amended, as proposed.**

**FHB 1: 3.2.2** (amendments indicated by shading)

**C. Procedures for Review of Incumbent**

1. At the outset of its work, the Committee will meet with the President to discuss the review process.
2. The Committee shall proceed to evaluate the performance of the incumbent, using the criteria employed by the Committee on the Presidency in its search for that individual, the outcome of the annual performance reviews conducted by the Senior Administrators Compensation Committee of the Board, and gathering further information for this purpose, in confidence, from the University community. The Committee shall specifically invite all members of the University community, including but not limited to Trustees, alumni, students, faculty and staff, to make individual or collective confidential submissions, in writing, to the Committee and/or to meet with the Committee if they so wish.

3. The Committee on the Presidency shall evaluate the information received, invite the President to submit a self-evaluation based on the criteria described in 2. above, and shall meet with the President. Without identifying sources, the Committee shall inform the President of and shall invite the President to respond to any submissions that have been received.

4. The Committee shall consult with Senate in camera before making a formal recommendation to the Board for his/her reappointment.

5 4. When the Committee has formulated its recommendation to the Board, the Chair shall meet in confidence with the President to review the general findings of the Committee and the nature of the recommendation to the Board.

6 5. No later than nine months before the expiration of the President's term of office, the Committee shall recommend to the Board of Trustees either that the incumbent be reappointed or that a search be conducted.

7 6. If the decision of the Board is to conduct a search, the procedures outlined under Section D below shall commence at once.

**CARRIED**

## **8. Discussion on the development of Faculty Councils**

Dr. Lightstone provided background on the possible formation and role of Faculty Councils. Following discussion, it was suggested that understanding Faculty Council models at other universities may be helpful. This item will be included on a future meeting agenda of the Committee.

## **9. Review of the 2010-11 Governance Committee Annual Report**

[The 2010-11 Governance Committee Annual Report, were circulated with the meeting materials.]

The Committee reviewed the 2010-11 Governance Committee Annual Report and no changes were noted. The report would be forwarded to Senate for information.

## **10. Other business**

On behalf of the Committee, Professor Sydor thanked Professor Sadava and Professor Felton for their leadership, commitment and collegiality over the past year as Chair and Vice-Chair of the Committee. She noted that Professor Sadava would be retiring from Senate this year and from the University at the end of the year and expressed appreciation for his outstanding dedicated service to Senate and particularly for his time as Chair of Senate.

Professor Sadava thanked the Committee members for their service to the University and Mr. Farrell for his support of the Committee and of Senate.

## **11. Adjournment**

The meeting adjourned at 4:45 p.m.