



**Brock University Senate**

MINUTES OF MEETING #2 (2011-12)

**SENATE GOVERNANCE COMMITTEE**

WEDNESDAY, SEPTEMBER 28, 2011, 3:00 PM

SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

PRESENT: Professor Carol Merriam (Chair), Professor Don Cyr,  
Mr. Mike Farrell (Recording Secretary), Dean Douglas Kneale,  
Dr. Murray Knuttila, Dr. Jack Lightstone, Professor Dan Malleck,  
Professor Bozidar Mitrovic, Professor Hans Skott-Myhre, Professor Susan Sydor,  
Professor David Vivian

ALSO

PRESENT: Professor Cheryl Mallen, (for agenda Item #8)

REGRETS: Mr. Riaz Akseer, Dean Fiona Blaikie, Professor Ingrid Makus, Mr. Luke Speers

Professor Merriam welcomed members and called the meeting to order.

**1. Approval of Minutes**

[The minutes meeting #1 (2011-12) of the Senate Governance Committee held on September 7, 2011, had been distributed with the meeting materials.]

**MOVED** (Sydor/Kneale)

**That the minutes of meeting #1 (2011-12) of the Senate Governance Committee held on September 7, 2011 be approved.**

**CARRIED**

**2. Discussion of Senate Committee Membership**

[A summary report on the 2011-12 Senate: Elected Full-time Teaching Staff/Professional Librarian Representatives was distributed during the meeting.]

Professor Merriam and Mr. Farrell provided background regarding the issues related to Senate Committee membership. The Committee discussed ways to balance the membership on Senate Committees with respect to the requirements for the number of elected and faculty-at-large members, and the requirements for representation from all Faculties. Also discussed were issues of scheduling meetings to facilitate attendance, particularly members-at-large, and guidelines for appointing members to Committees.

Following discussion, the Committee agreed to review the policy in greater detail, discuss ways to have more involvement on Senate and Senate Committees from some Faculties, and develop guidelines for the Governance Committee of Senate-Elect when the proposed Committee membership and Senate Officers positions are determined.

### **3. Discussion of Faculty Councils**

The Committee discussed various models of Faculty Councils with respect to composition, mandate, authority and formal or informal connections to Senate. The purpose of Faculty Councils would be to help Senators and Senate as, a governance body, function more effectively and efficiently in making decisions.

Professor Sydor stated that she would share the Constitution of the Faculty Board within the Faculty of Education with the Committee. Professor Sydor would also review Faculty Council models at other Universities. Dr. Knuttila would discuss the concept of Faculty Councils with the Committee of Academic Deans.

Dr. Lightstone and Dr. Knuttila would extend an invitation for the submission of a White Paper following the Committee's further discussion of Faculty Councils.

[As Professor Cheryl Mallen was present, the Committee agreed to consider agenda Item #7 at this time.]

### **7. Faculty Handbook III: 25 - Request from Professor Dore**

[A memo sent by e-mail from Professor Dore dated September 21, 2011 had been distributed with the meeting materials.]

Professor Merriam introduced and welcomed Professor Cheryl Mallen to the meeting. Professor Mallen was present on behalf of Professor Mohammed Dore who was unable to attend the meeting due to a previous commitment.

Professor Mallen informed the Committee of the issues regarding the Faculty Handbook III: 25 - The Policy on the Establishment and Review of Research Centres and Institutes which was amended by Senate as recommended by the Research and Scholarship Policy Committee, on May 11, 2011. In his memo, Professor Dore questioned why the values of openness, accountability and inclusiveness were not more explicit in the current policy. It was noted that these values should be clearly stated in Faculty Handbook III: 25 to ensure that they are upheld.

In December 2010, Professor Dore, some of his colleagues and the Dean of the Faculty of Social Sciences met with the Governance Committee regarding the implementation of the process outlined in Faculty Handbook III: 25. The discussion was held in relation to the proposed Brock University Environmental Sustainability Institute. The Governance Committee subsequently concluded that it would be appropriate for the Research and Scholarship Policy Committee to review FHB III: 25 with respect to the development of a more thorough and clear process that takes into consideration transparency, inclusion, communication, and consultation.

On behalf of the Governance Committee, Professor Merriam would refer the matter to the Research and Scholarship Policy Committee.

Professor Merriam thanked Professor Mallen for attending the meeting and providing her report. Professor Mallen retired from the meeting.

**4. a) Review of the Faculty Handbook by Senate Committees  
b) Review of Committee Annual Reports by the Governance Committee**

The Committee agreed that when the Governance Committee holds its first meeting of the academic year with Chairs, Vice-Chairs and Secretaries, members will be reminded to review the relevant sections of the Faculty Handbook over the coming year and to review the Annual Report in order to identify items that require consideration.

**5. Consideration of the Five-Day Rule**

[An excerpt from Faculty Handbook II: 7.1.3 Five-Day Rule was distributed with the meeting materials.]

The Committee discussed the Five-Day Rule with respect to its application during Senate meetings. The current bylaw requires unanimous consent to introduce, at a Senate meeting, material not circulated to members five days in advance of the meeting. This rule allows one member to prevent an item from being discussed during a Senate meeting.

The Committee agreed that the requirements for information items could be changed to be less restrictive. The Committee considered that the consent of a two-thirds majority of those present would be appropriate to receive information items coming to the floor of Senate that had not been circulated five days in advance of the meeting. Permission to introduce items for action that had not been circulated five days in advance of the meeting could continue to require the consent of all members present.

**MOVED** (Sydor/ Vivian)

**That the Governance Committee recommend to Senate that FHB II: 7.1.3 Five-Day Rule be amended as proposed.**

**7.1.3 Five-Day Rule**

Copies of the agenda and all papers to be submitted to a meeting, or notice of cancellation of the meeting, shall be sent to all members of Senate at least five days in advance of each regularly scheduled meeting. Permission to introduce, at a Senate meeting, **material items for information** not circulated to members five days in advance of the meeting, must receive the consent of a **two-thirds majority of all members present**; **items for action must receive the unanimous** consent of all members present.

**CARRIED**

**6. Communication of Senate Activities**

Mr. Farrell will report to the Committee during its next meeting on methods to communicate Senate activities to the Brock community.

**8. Other Business**

There was no other business

**9. Adjournment**

The meeting adjourned at 5:10 p.m.