

**University of Windsor**  
**Role and Responsibilities of the Senate,**  
**Senate Members, and Senate Committee Members**

**Role and Responsibilities of the Senate**

- To retain overall accountability for academic matters
- To provide oversight to ensure that academic decisions support the mission, vision, values and strategic goals of the University
- To monitor the quality and integrity of the University's academic programs and to ensure compliance with quality assurance measures
- To ensure that appropriate bylaws, policies and procedures are in place to safeguard academic quality and standards across the University
- To grant approvals on University actions that fall within the mandate of the Senate, including conferring of degrees, curriculum review and renewal, determining the standards for admission and the standing for continuation and graduation from a program, transfer credit, tenure and promotion process, and more.

**Individual Senate Members' Responsibilities**

- Be informed about the University and support its mission
- Be committed to the University and specifically to maintaining high academic quality and standards
- Understand that the Senate's role is one of policy-making and oversight and not management or executive decision making
- Recognize that individuals serving on the Senate are not there on behalf of a constituency but rather are there to act in the best interest of the whole University, bringing to Senate's deliberations a wide range of academic knowledge and expertise, trying to foresee probable consequences of each proposal and applying balanced judgement to the deliberations
- Attend and come prepared to participate in meetings of the Senate, and provide advanced notice to the Secretary if you are unable to attend a meeting
- Engage in open, objective, thoughtful, and respectful discussion on matters brought before Senate while adhering to the rules of procedures of Senate
- Abide by the decisions made by the Senate, as set out in the Senate's bylaw and policies and other regulations
- Respect the role of the Board as the governing body with oversight over fiduciary/operational matters
- Declare any and all perceived or actual conflicts of interest
- Report back to your Faculty on matters discussed and/or decided at Senate
- Maintain confidentiality of all information designated as such in all in-camera/closed sessions of Senate

**Individual Committee Members' Responsibilities**

*In addition to the responsibilities set out above for individual Senate members, Senate Committee members are to:*

- Understand that the Senate's, and consequently, the Committee's role is one of policy-making and oversight and not management or executive decision making
- Recognize that, unless it has delegated authority to act, the Committee makes recommendations to the Senate, which has the decision-making authority
- Attend and come prepared to participate in meetings of the Committee, and provide advanced notice to the Secretary if you are unable to attend a meeting
- Engage in open, objective, thoughtful, and respectful discussion on matters brought before the Committee while adhering to the rules of procedures
- Abide by the decisions made by the Senate Committee and the Senate
- Understand that Senate Committee meetings are closed and that confidentiality of information designated as such is to be maintained