

## NOTICE OF MEETING

There will be a meeting of the Senate Governance Committee  
on Tuesday, October 8, 2019 at 1:00-2:00pm  
Room 209 Assumption Hall

## A G E N D A

- 1 **Approval of Agenda**
  - 1.1 Unstarring agenda items
  
- 2 **Approval of the minutes of the meeting of April 30, 2019** SGC190430M
  
- 3 **Business arising from the minutes**
  
- 4 **Outstanding Business**
  
- 5 **Reports/New Business**
  - 5.1 **Strategic Mandate Agreement 3** **Robert Gordon-Discussion**
  
  - 5.2 **The Year Ahead** **Robert Gordon-Discussion**
  
  - 5.3 **Honorary Degree Criteria and Restrictions** **Robert Gordon-Discussion/Approval**  
SGC191008-5.3
  
- 6 **Bylaw Business**
  - 6.1 **Revisions to Bylaws 54 and 55** **Rick Caron-Approval**  
SGC191008-6.1
  
- 7 **Question Period/Other Business**
  
- 8 **Adjournment**

Please carefully review the 'starred' (\*) agenda items. As per the June 3, 2004 Senate resolution, 'starred' items will not be discussed during a scheduled meeting unless a member specifically requests that a 'starred' agenda item be 'unstarred', and therefore open for discussion/debate. This can be done any time before (by forwarding the request to the secretary) or during the meeting. By the end of the meeting, agenda items which remain 'starred' (\*) will be deemed approved or received.

**University of Windsor  
Senate Governance Committee**

5.3: **Honorary Degree Criteria and Restrictions**

Item for: **Discussion/Approval**

*Possible motion:*

**MOTION:** **That the proposed revision to the restrictions on the awarding of honorary degrees be approved.**

**Proposed Revisions**

*[section for possible revision is in bold]*

Criteria

An honorary degree is intended to recognize exemplary individuals who have achieved exceptional levels in their profession or who have made outstanding contributions to culture and society in Canada or elsewhere in the world. Candidates must demonstrate local, national or international excellence and have a proven distinction in their field. They should provide inspiration and leadership to students, the university community and or the community at large. Consideration will be given to candidates who exemplify the University's core values and mission. Successful candidates will possess qualities to which our students will aspire.

Restrictions:

The University will not normally award honorary degrees:

- posthumously
- in absentia
- **to active politicians [CHANGE?]**
- to current members of its own faculty, staff or Board of Governors

**Discussion:**

- In reviewing Senate historical documents, it is unclear whether the intent was to place the restriction on active *Canadian* politicians, or more broadly on active politicians. Discussions around this item were not recorded.
- A review of Ontario and other Canadian universities shows that there are differing restrictions relating to active political service. *(see attached)*
- Should the restriction: 1) remain broad and therefore apply to any active politician (Canadian or foreign); 2) be specific to active Canadian politicians; 3) be replaced with permissible but cautionary language like UWaterloo's?

**Awarding Honorary Degrees  
Restrictions Re: Active Politicians  
Survey of Universities**

University	Not Awarded to Active Politicians	Not Awarded to Active Canadian Politicians	No Restrictions Related to Political Service	Notes
Brock		X		
Carleton		X		sitting members of legislative bodies, such as Parliament, are not eligible for nomination
Guelph		X		
Lakehead		X		For greater certainty, "active politicians" includes but is not limited to currently elected Indigenous, municipal, provincial or federal government officials.
McMaster			X	
Ottawa			X	
Queens	X			An exception may be made in the case of a person who has been a politician for a considerable length of time and has made a particularly outstanding contribution.
Ryerson	X			
Toronto	X			the conferral of honorary degrees will not normally occur until a minimum of two years has elapsed following their retirement from active in political life, though exceptions may be considered for Governors-General and Lieutenant-Governors, as well as for judges and others whose appointments place them outside active partisan politics.
Trent	X			
Waterloo			X	Serving politicians, either Canadian or foreign, are not excluded from consideration for honorary degrees. Sensitive, however, to the perception of government influence on institutional autonomy and academic freedom, the committee will look for evidence in nominees of: exceptional service or leadership over an extended period in public life; general (as distinct from partisan) esteem; and a strong reason why the University of Waterloo in particular should confer the honour.
Western	X			
Wilfrid Laurier	X			
York		X		
Alberta		X		
McGill		X		

**University of Windsor  
Senate Governance Committee**

6.1: **Revisions to Bylaws 54 and 55**

Item for: **Approval**

Forwarded by: **SGC Bylaw Review Committee**

**MOTION: That proposed revisions to Bylaw 54 and Bylaw 55 be approved.**

Proposed Revisions to Bylaw 54:

*[changes are in bold and strikethrough]*

[...]  
2.1 By the first day of each course, the Instructor must provide students with a course outline (hard copy or electronic) which includes precise information concerning the following:

[...]  
2.1.2 the approximate dates for tests, handing in assignments, and all other activities (except unannounced quizzes), which will affect the final course grade, **as well as the dates of the final examination period and the date, given in Schedule A, that the non-optional final exam schedule will be posted.**

[...]  
**2.1.7 information regarding the University's mental health resources.**

**2.1.98** and any other matters mandated by University, Senate, or Faculty Policy.

[...]  
2.9 In exceptional circumstances, where it is necessary for an Instructor to schedule a test outside of the regularly scheduled class time, ~~s/he shall make~~ appropriate alternative arrangements **shall be made** to accommodate students who have a class schedule conflict at that time or for whom the scheduled tests cause extraordinary hardship.

[...]  
2.12.2 Students have the right to review the instructor's marking/answer guide, when available, and to examine their final examination answer papers; such papers shall be made available in the Instructor's office or, where more appropriate, in the AAU office(s) or other university office(s), for a period of not less than twelve months. (It is understood that availability implies the student's right of access to the answer paper, and may even include, in cases where it is obvious or the student confirms in writing that no appeal is contemplated and that ~~s/he the instructor~~ does not desire that the paper be retained, return of the paper to the student before the expiration of the twelve-month holding period.)

[...]  
2.18 Considerations for Health, Bereavement, or Extenuating Circumstances

2.18.1 Informal Request: A student who wishes to receive consideration on matters affecting or shown to affect ~~his/her~~ academic performance **based on medical or compassionate grounds**, such as, **bereavement, or serious mental or physical** health circumstances ~~or bereavement based on medical or compassionate~~

grounds, or unanticipated extenuating circumstances beyond the control of the student (e.g., jury duty, caring for an ill family member, labour disputes, etc.), should communicate with the Instructor as soon as possible, prior to, during, and subsequent to the examination period, or at the time when a student's performance is evaluated for the purpose of assigning a grade, taking into account the severity of the illness, bereavement, or other extenuating circumstance. The instructor may choose to handle the matter informally. Whether or not informal resolution is obtained, a formal request through the Office of the Registrar is also possible in accordance with paragraph 2.18.2.

2.18.2 **Formal Request:** A student who wishes to receive consideration on matters affecting or shown to affect ~~his/her~~ academic performance **based on medical or compassionate grounds**, such as, **bereavement, or serious mental or physical health circumstances** ~~or bereavement based on medical or compassionate grounds~~, or unanticipated extenuating circumstances beyond the control of the student (e.g., jury duty, caring for an ill family member, labour disputes, etc.), should communicate with the Office of the Registrar as soon as possible, prior to, during, and subsequent to the examination period, or at the time when a student's performance is evaluated for the purpose of assigning a grade, taking into account the severity of the illness, bereavement, or other extenuating circumstance. A letter of rationale, requesting alternate evaluation or accommodation, and supporting documents (e.g. ~~the attending physician's letter~~ **a completed medical note from a regulated health care professional (see Policy on Medical Notes from Regulated Health Care Professionals)**, the call to jury duty) must be submitted to the Office of the Registrar forthwith and will be forwarded to the Dean of the Faculty in which the course is offered. If the Dean of the Faculty offering the course finds the grounds sufficient, the student's request will be forwarded to the Instructor who shall provide an alternate evaluation or accommodation. The Dean of the Faculty offering the course shall inform the student and the Office of the Registrar of the approved alternate evaluation or accommodation.

2.18.2.1 Following receipt of the letter of rationale and supporting documents by the Office of the Registrar, and until the Dean of the Faculty offering the course has communicated ~~his/her~~ a decision to the Office of the Registrar, a stay on all decisions affecting a student's standing in a program or eligibility to proceed with a course of study, shall be in effect until a final decision has been reached. The Dean of the Faculty offering the course shall communicate ~~his/her~~ the decision in writing or electronically to the Office of the Registrar within four weeks of receipt of the letter of rationale and supporting documents by the Office of the Registrar.

Proposed Revisions to Bylaw 55:  
*[changes are in bold and strikethrough]*

[...]  
1.1 By the first day of each course, the Instructor must provide students with a course outline (hard copy or electronic) which includes precise information concerning the following:

[...]

1.1.2 the approximate dates for tests, handing in assignments, and all other activities (except unannounced quizzes), which will affect the final course grade, **as well as the dates of the final examination period and the date, given in Schedule A, that the non-optional final exam schedule will be posted.**

[...]

**1.1.8 information regarding the University's mental health resources.**

~~1.1.98~~ and any other matters mandated by University, Senate, or Faculty Policy.

[...]

1.11 Considerations for Health, Bereavement, or Extenuating Circumstances

1.11.1 Informal Request: A student who wishes to receive consideration on matters affecting or shown to affect ~~his/her~~ academic performance **based on medical or compassionate grounds**, such as, **bereavement, or serious mental or physical** health circumstances ~~or bereavement based on medical or compassionate grounds~~, or unanticipated extenuating circumstances beyond the control of the student (e.g., jury duty, caring for an ill family member, labour disputes, etc.), should communicate with the Instructor as soon as possible, prior to, during, and subsequent to the examination period, or at the time when a student's performance is evaluated for the purpose of assigning a grade, taking into account the severity of the illness, bereavement, or other extenuating circumstance. The instructor may choose to handle the matter informally. Whether or not informal resolution is obtained, a formal request is also possible in accordance with paragraph 1.11.2.

1.11.2 Formal Request: A student who wishes to receive consideration on matters affecting or shown to affect ~~his/her~~ academic performance **based on medical or compassionate grounds**, such as, **bereavement, or serious mental or physical** health circumstances ~~or bereavement based on medical or compassionate grounds~~, or unanticipated extenuating circumstances beyond the control of the student (e.g., jury duty, caring for an ill family member, labour disputes, etc.), should communicate with the Head of the AAU offering the course and the Faculty of Graduate Studies as soon as possible, prior to, during, and subsequent to the examination period, or at the time when a student's performance is evaluated for the purpose of assigning a grade, taking into account the severity of the illness, bereavement, or other extenuating circumstance. A letter of rationale, requesting alternate evaluation or accommodation, and supporting documents (e.g. ~~the attending physician's letter~~ **a completed medical note from a regulated health care professional (see Policy on Medical Notes from Regulated Health Care Professionals)**, the call to jury duty) must be submitted to the Faculty of Graduate Studies forthwith and will be forwarded to the Head of the AAU offering the course. The Head of the AAU offering the course shall consult with the instructor and make a recommendation to the Dean of Graduate Studies. If the Dean of Graduate Studies approves the recommendation, the Head of the AAU offering the course shall make appropriate arrangements for the alternate evaluation or accommodation. The Dean of Graduate Studies shall inform the student and the Office of the Registrar of the approved alternate evaluation or accommodation.

1.11.2.1 Stays: Following receipt of the letter of rationale and supporting documents, and until the Dean of Graduate Studies has communicated ~~his/her~~ a decision to the Office of the Registrar, a stay on all decisions affecting a student's standing in a program or eligibility to proceed with a course of study, shall be in effect until a final decision has been reached. The Dean of Graduate Studies shall communicate ~~his/her~~ **the** decision to the Office of the Registrar within four weeks of receipt of the letter of rationale and supporting documents.

[...]

## 1.12.2 Formal Grade Appeals

1.12.2.1 Any formal grade appeal must be accompanied by \$20.00 fee which will be refunded to the student if ~~his/her~~ **the** grade is raised.

1.12.2.2 Where the student is contemplating a formal appeal, ~~s/he~~ **the student** shall have the right to review ~~his/her~~ **the** work for which a grade has been assigned, upon reasonable notice to the instructor.

1.12.2.3 Where an individual Instructor's grade is in question, a formal letter of appeal, including reasons for the appeal and any factual information bearing on the appeal, shall be addressed to the Dean of Graduate Studies. Appeals must be received no later than three weeks after the final mark has been released by the Office of the Registrar. The Dean of Graduate Studies will then contact the AAU Head of the academic unit offering the course and request an academic investigation into the appeal. The AAU Head concerned will consult the Instructor involved and at least one other faculty member of the AAU in evaluating the appeal; if the AAU Head is the Instructor, ~~a designate of~~ the Dean of Graduate Studies will **assign a designate act** in ~~his/her~~ place. After the AAU Head submits a report to the Dean of Graduate Studies, the appeal will be submitted to the Graduate Executive Committee for a decision.

**Rationale:**

- Wording was added to ensure that students are informed of the dates of the exam period and the date of the posting of the official exam schedule, and to underscore that it is their responsibility to ensure that they are available to write the exam at the officially announced time.
- As directed by Senate at its May 10, 2019 meeting, the Bylaw Review Committee considered how best to underline the importance of mental health issues and mental health considerations in bylaws 54 and 55. The Bylaw Review Committee agreed that the bylaws should require that course syllabi include information on the University's mental health resources (which can be found at [www.uwindsor.ca/wellness](http://www.uwindsor.ca/wellness)). The Committee also made adjustments to the language to explicitly establish that mental health issues will be considered under bylaw 54, 2.18 and bylaw 55, 1.11.
- Housekeeping changes to remove gender binary language.