

NOTICE OF MEETING

There will be a meeting of the
Senate Governance Committee
on Tuesday, May 5, 2020 at 2:30
Virtual Meeting

AGENDA

- 1 Approval of Agenda**
 - 1.1 Unstarring agenda items

- 2 Approval of the minutes of the meeting of January 22, 2020** SGC200122M

- 3 Business arising from the minutes**

- 4 Outstanding Business/Action Items**
 - 4.1 Committee Membership**
 - 4.1.1 Senate Standing Committees** **Robert Gordon-Approval**
SGC200505-4.2.1

 - 4.1.2 Discipline Appeal Committee, Procedures and Discrimination Committee, SGC Nominating Committee, SGC Special Appointments Committee, SGC Bylaw Review Committee** **Robert Gordon-Approval**
SGC200505-4.1.2

- 5 Bylaw Business**
 - 5.1 Proposed Bylaw Revisions** **Rick Caron-Approval**
SGC200505-5.1
[Bylaws 5, 8, 10, 11, 12, 13, 14, 16, 17, 20]

 - 5.2 Academic Professional Eligibility List – Senate Election** **Rick Caron-Approval**
SGC200505-5.2

- 6 Question Period/Other Business**

- 7 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**

4.1.1: **Committee Membership – Senate Standing Committees**

Item for: **Approval**

Forwarded by: **Nominating Committee**

MOTION: That the Senate Governance Committee recommend to Senate that the Senate Standing Committees membership for 2020-2021 be approved.

*see attached.

2020-2021 Senate Standing Committee Membership

Membership as of April 28, 2020

Program Development Committee		
Member	Term	Notes
Provost and Vice President, Academic (or designate) Dr. Douglas Kneale	Ex-officio	
Dean of Graduate Studies (or designate) Dr. Patricia Weir	Ex-officio	
Vice-Provost, Teaching and Learning (or designate) Dr. Erika Kustra (designate)	Ex-officio	
Faculty of Business Administration		
Dr. Maureen Sterling (S-2020)	2019-2021	
Faculty of Education		
Dr. Ken Montgomery (S- Ex- officio)	2019-2021	
Faculty of Engineering		
Dr. Randy Bowers	2019-2021	
Faculty of Human Kinetics		
Dr. Kevin Milne	2020-2022	
Faculty of Law		
Ms. Maggie Liddle	2020-2022	
Faculty of Nursing		
Dr. Jamie Crawley	2020-2022	
Faculty of Science		
Dr. Jeremy Rawson	2019-2021	
Dr. Nurlan Turdaliev (S-2020)	2019-2021	
Faculty of Arts Humanities & Social Sciences (at least one from Social Science & one from Arts)		
Arts/Humanities – Dr. Jeremy Worth	2019-2021	
Social Sciences – Dr. John Sutcliffe	2020-2022	
Social Sciences – Dr. Greg Chung-Yan* (S - 2020) Chair	2019-2021	
Librarian Representative		
Ms. Karen Pillon	2019-2021	
Student Representation (1 year terms) Five students (including at least one graduate, one part-time undergraduate, two full-time undergraduates) TBA (UWSA), TBA, (UWSA), TBA (GSS), Diana Marion (OPUS), TBA Additional		

***At least three members must be members of Senate (satisfied).**

Academic Policy Committee		
Member	Term	Notes
Associate Vice President Academic (or designate) Prof. Jeffrey Berryman	Ex-officio	
Vice-Provost, Teaching and Learning (or designate) Dr. Erika Kustra (designate)	Ex-officio	
Faculty of Business Administration		
Dr. Fazle Baki (S-2020)	2019-2021	
Faculty of Education		
Dr. Terry Sefton (S-2020)	2020-2022	
Faculty of Graduate Studies		
Dr. Rashid Rashidzadeh	2019-2021	
Faculty of Engineering		
Dr. Jill Urbanic	2020-2022	
Faculty of Law		
Dr. Anneke Smit	2019-2021	
Faculty of Human Kinetics		
Dr. Scott Martyn	2019-2021	
Faculty of Nursing		
Ms. Judy Bornais	2020-2022	
Faculty of Science		
Dr. Maria Cioppa	2020-2022	
Faculty of Arts, Humanities & Social Sciences (One from Social Sciences & one from Arts/Humanities)		
Arts/Humanities – Dr. Antonio Rossini (S-2021) Chair	2019-2021	
Social Sciences - Dr. Wansoo Park	2020-2022	
Librarian Representative		
Mr. Scott Cowan (S-2021)	2019-2021	
Student Representation (1 year terms) Four students (including one graduate, one part-time undergraduate, two full-time undergraduates). TBA (UWSA), TBA (UWSA), TBA (GSS), Janice Mcadam (OPUS)		

***At least three members must be members of Senate (satisfied).**

Senate Student Caucus		
Member	Term	Notations
Associate Vice-President, Student Experience Mr. Ryan Flannagan	Ex-officio	
Director, Campus Services Mr. Dave McEwen	Ex-officio	
Faculty of Business Administration		
Dr. Brent Furneux	2020-2022	
Faculty of Education		
Dr. Geri Salinitri	2019-2021	
Faculty of Engineering		
Dr. Ofelia Jianu (S -2020)	2020-2022	
Faculty of Law		
Prof. Ruth Kuras (S-2020)	2019-2021	
Faculty of Human Kinetics		
Dr. Sean Horton	2019-2021	
Faculty of Nursing		
Dr. Lorna de Witt	2019-2021	
Faculty of Science		
Dr. Shashi Jasra	2020-2022	
Faculty of Arts, Humanities & Social Sciences		
Dr. Phebe Lam (S-2020) – Chair	2020-2022	
Librarian Representative		
Ms. Sharon Munro	2020-2022	
Student Representation (1 Year Terms) Eleven Students (2 graduate students, 2 part-time undergraduate, 4 full-time undergraduate, 1 international, 1 residence student, 1 student at large) (1 student from this group would be elected co-chair) TBA (GSS), TBA (GSS), Bernarda Doctor (OPUS), Donna Patterson (OPUS), TBA (UWSA), TBA (UWSA), TBA (UWSA), TBA (UWSA), TBA (International), TBA (Residence), TBA (Native Students' Alliance)		

***At least three members must be members of Senate.**

Senate Governance Committee		
Member	Term	Notations
President (Chair) Dr. Rob Gordon	Ex-officio	
Provost and Vice President, Academic (or designate) Dr. Douglas Kneale	Ex-officio	
Faculty of Business Administration		
Dr. Mitch Fields (S-Ex-officio)	2019-2021	
Faculty of Education		
Dr. Bonnie Stewart	2020-2022	
Faculty of Engineering		
Dr. Jacqueline Stagner	2020-2022	
Faculty of Law		
Prof. Reem Bahdi (S-2020)	2020-2022	
Faculty of Human Kinetics		
Dr. Michael Khan (S-Ex-officio)	2019-2021	
Faculty of Nursing		
Dr. Linda Patrick (S-2020)	2020-2022	
Faculty of Science		
Dr. Rick Caron	2020-2022	
Faculty of Graduate Studies		
Dr. Jill Crossman	2020-2022	
Faculty of Arts, Humanities & Social Sciences		
Dr. Maureen Muldoon (S-2020)	2020-2022	
Dr. Michael Darroch	2020-2022	
Librarian Representative		
Mr. Pascal Calarco (S-ex-officio)	2019-2021	
Student Representation (all vacant 1year terms) Five student Senate members (including at least one graduate, one part-time undergraduate, two full-time undergraduates). TBA (UWSA), TBA (UWSA), TBA (GSS), Ed King (OPUS).		

*At least half must be members of Senate.

**University of Windsor
Senate Governance Committee**

4.1.2: **Committee Membership – Discipline Appeal Committee, Procedures and Discrimination Committee, SGC Nominating Committee, SGC Special Appointments Committee, SGC Bylaw Review Committee**

Item for: **Approval**

Forwarded by: **Nominating Committee**

MOTION: That the Discipline Appeal Committee, Procedures and Discrimination Committee, SGC Special Appointments Committee, SGC Nominating Committee, and SGC Bylaw Review Committee memberships be approved.

Proposed Membership:

Discipline Appeal Committee 2020-2021

Chair: **Prof. David Tanovich** (2020-2022)

Faculty Member: **Dr. Patti Fritz** (2020-2022)

2 Faculty Alternates

Dr. Maureen Muldoon (2020-2022)

Dr. Sarah Woodruff (2020-2022)

Student Representatives

TBA (GSS) (2020-2021)

Sharmini Rampersaud (OPUS) (2020-2021)

TBA (UWSA) (2020-2021)

Procedures and Discrimination Committee 2020-2021

Chair: **Prof. Jasminka Kalajdzic** (2020-2022)

Faculty Member: **Dr. Shauna Huffaker** (2020-2022)

Student Member: **TBA** (UWSA) (2020-2021)

2 Faculty Alternates

Dr. Mark Letteri (2020-2022)

Dr. Camisha Sibblis (2020-2022)

2 Student Alternates

TBA (GSS) (2020-2021)

Bianca Lenarduzzi (OPUS) (2020-2021)

SGC Special Appointments Committee 2020-2021

Core Membership

Dr. Robert Gordon, President and Chair

Dr. Douglas Kneale, Provost and Vice-President Academic

Dr. Nihar Biswas, Senior Faculty Representative (Engineering)

Dr. Laurie Freeman, Senior Faculty Representative (FAHSS – Social Work)

Dr. Stephen Loeb, Senior Faculty Representative (Science – Chemistry)

Dr. Martha Reavley, Senior Faculty Representative (Business)

Edy Haddad, Student Representative

TBA, Alternate Student Representatives

TBA, Alternate Student Representatives

TBA, Equity Assessor (Non-voting)

In the case of Honorary Degrees 1 Board of Governor member is included

Ms. Teresa Piruzza, Board of Governor Representative (term continues, as appointed by Board)

In the case of University Professors two senior members of the teaching staff of other universities are included

Dr. Bernhard Schlegel

Dr. David Bentley

SGC Nominating Committee

Dr. Rob Gordon

Dr. Douglas Kneale

Dr. Maria Cioppa

Dr. Tom Najem

TBA – Student

TBA – Student Alternate

SGC Bylaw Review Committee

Dr. Rick Caron (Chair)

Dr. Cheryl Collier (Faculty member)

Prof. Lionel Walsh (Faculty member)

TBA (For student related bylaws)

Ms. Renée Wintermute (University Secretariat)

**University of Windsor
Senate Governance Committee**

5.1: **Proposed Bylaw Revisions**
[Bylaws 5, 8, 10, 11, 12, 13, 14, 16, 17, 20]

Item for: **Approval**

Forwarded by: **Bylaw Review Committee**

MOTION 1: That the proposed changes to Bylaw 20 be approved.

Proposed Revisions

[revisions are in bold and strikethrough]

1.1 Regular appointments

(i) A regular appointment will be to a position within a given AAU or two AAUs and in the case of an appointment to two AAUs the appointment shall be called a joint appointment. ~~In addition, a~~ **A** regular appointment ~~may be made to a position within a given AAU and in a~~ **within another** non-AAU based program/**academic body** ~~or other non-administration unit within the University and~~ shall be called a hybrid appointment.

1.3.1 A Limited Term Appointment is a full-time appointment to a position at any academic rank in the University for a specified length of time.

A Limited Term appointment will be to a position within a given AAU or two AAUs and in the case of an appointment to two AAUs the appointment shall be called a joint appointment. ~~In addition, a~~ **A** Limited Term appointment ~~may be made to a position within a given AAU and within another~~ **non-AAU based program/academic body** within the University ~~and~~ shall be called a hybrid appointment.

1.5 Cross-appointments

A faculty member may hold or be appointed to a cross-appointment in a different AAU(s), in which case the appointment shall be called joint appointment, or in a non-AAU based program/**academic body** ~~(s) or other non-administration unit(s)~~, in which case the appointment shall be a hybrid appointment, subject to the following provisions: ...

2.1.3 For hybrid appointments the appointments committee shall be composed as follows:

- [...]
- one student representative from the AAU elected by and from the students in the AAU, **and one student, elected by and from the students of the non-AAU based program or the non-AAU based academic body, if there is no such program**
- student alternates, to a maximum of two **per AAU and non-AAU based program/academic body**, may be elected by and from the students ~~in the AAU of the appropriate body~~ to serve as representatives in cases where the elected student representative is unable to participate for an extended period of time due to program requirements (e.g., co-op or field placements, internships, etc.). In all instances, there shall be no alternating among and between student representatives during the course of a single search.

Rationale:

- Brings consistency to language around hybrid appointments. Ensures student representation from non-AAU based programs on appointments committees, consistent with other bylaw provisions.

MOTION 2: That the proposed changes to Bylaws 5, 8, 10, 11, 12, 13, 14, 16, 17, and 20 be approved.

Proposed Revisions

[revisions are in bold and strikethrough]

Bylaw 20 revision:

2.2.5 Records shall be kept of all the proceedings. All appointments committee ~~records and proceedings of the meetings related to appointments~~ shall be held *in camera* and **the proceedings, discussions, records and any materials** kept strictly confidential. The ~~AAU/Library Head~~ **Chair(s) of the appointments committee** shall prepare an annual report on each appointment to the Office of Human Rights, Equity and Accessibility, **following the format outlined in Appendix A.** The University of Windsor's five designated groups are: aboriginal persons, persons with disabilities, sexual minorities, visible minorities, and women. ~~The reporting format to be used for each appointment is in Appendix A.~~

Add to the other bylaws related to searches/appointments:

Records shall be kept of all the proceedings. All meetings of the Search Committee shall be held *in camera* and the proceedings, discussions, records and any materials kept strictly confidential. A report, following the format outlined in Appendix A, shall be submitted to the Office of Human Rights, Equity and Accessibility, following the conclusion of the Search. The University of Windsor's five designated groups are: aboriginal persons, persons with disabilities, sexual minorities, visible minorities, and women.

Rationale:

- In response to recommendation made in the RCEE report, the language in Bylaw 20 (for faculty appointments) is being introduced to the other bylaws related to searches/appointments. All Senate search committees will be required to report on the number of applicants/candidates who self-identified as members of a designated group.
- Clearer wording related to appointments committee proceedings.

Appendix A

Report to the Office of Human Rights, Equity and Accessibility

Column 1			Column 2			Column 3			Column 4			Column 5		
# of aboriginal persons			# of persons with disabilities			# of sexual minorities			# of visible minorities			# of women		
applying	short-listed	interviewed	applying	short-listed	interviewed	applying	short-listed	interviewed	applying	short-listed	interviewed	applying	short-listed	interviewed

Table continued from above:

Column 6 Total # of designated group applicants (do not double count individuals)*	Column 7 Total # of all applicants (designated and non-designated)	Column 8		Column 9	
		Offer made to (mark with an "X"):		Offer accepted by (mark with an "X"):	
		Designated group member	Non-designated group member	Designated group member	Non-designated group member

*An applicant may be a member of multiple designated groups categories. As such, the sum of the numbers from the first five columns may be greater than the total number designated group members. For the "total number of designated group members" column, each applicant is to be counted only once.

**University of Windsor
Senate Governance Committee**

5.2: **Academic Professional Eligibility List – Senate Election**

Item for: **Approval**

Forwarded by: **Bylaw Review Committee**

MOTION: That the Senate Governance Committee approve the revised eligibility list for the election of the academic professional on Senate; and that the University Secretariat continue to be tasked with revising the list of eligible Academic Professional positions annually, as appropriate, provided the positions added are equivalent to existing positions.

Rationale:

- The Academic Professional eligibility list for Senate membership was originally approved by the Senate Steering Committee (now the Senate Governance Committee) on March 25, 2014.
- In arriving at the list, the Bylaw Review Committee considered all areas under the Vice-Provost, Students and International, the Assistant Vice-President, Admissions and Records, the Centre for English Language Development, the CTL, ITS, Campus Services, Athletics and Recreational Services, and the Office of Human Rights, Equity and Accessibility. The Bylaw Review Committee focused on identifying higher-level positions in areas that contribute to the academic mission.
- In 2016, the SGC tasked the University Secretariat to revise the list of eligible Academic Professional positions annually, as appropriate, as long as the positions added were equivalent to existing positions. Any positions outside of that had to be forwarded to the Senate Governance Committee for approval. Four years since it was last reviewed and given recent restructuring changes, the current list is being forwarded to SGC for review, on the recommendation of the Bylaw Review Committee which concurred that the additional positions are equivalent to those already on the list.

Additions to the 2014 approved list are highlighted below.

Academic Professional Eligibility List

Academic Integrity and Student Conduct

Academic Integrity and Student Conduct Officer

Student Success and Leadership Centre

Director

Coordinator, Outstanding Scholars Program

Coordinator, Bounce Back Program

Student Accessibility Services and Academic Advising

Director

Academic Advisors

Academic Advising Coordinator

Accessibility Advisor/Assistive Technologists

Accessibility Advisor/Learning Strategists

Accessibility Advisor/Student Development Specialists
Accessibility Advisor/Technical Consultant
Student Development Specialist – Volunteer/Leadership Development

Office of Experiential Learning

Executive Director

Career Development and Experiential Learning

Manager, Career Development and Experiential Learning
Career Development Coordinator
Applied Learning Coordinator
Program Coordinator
Career Consultant
Career Advisor
Career Development Coordinator

Co-operative Education and Workplace Partnerships

Manager, Co-operative Education and Workplace Partnerships
Program Coordinator
Co-op Advisor
Internship Coordinator
Employer Relations Coordinator
Employer Engagement Specialist
Employment Readiness Program Coordinator
Team Lead, Operations

International Students' Centre

Director
International Student Advisor
Program Advisor, International Students
Administrator, International and Exchange Student Services
Writing Support Desk Advisors

Aboriginal Education Centre

Coordinator, Aboriginal Education Centre
Aboriginal Outreach and Retention Coordinator

Student Counselling Centre

Executive Director, Student Health, Counselling and Wellness
Psychologists/ Clinical Therapists
Registered Psychotherapists
Mental Health Nurse/Psychotherapists

Office of the Registrar

Associate Registrars
Assistant Registrars
SIS Reporting and System Administrator

Student Awards and Financial Aid

Director
Manager
Financial Aid Administrator
Awards Administrator

Office of Enrolment Management

AVP, Enrolment Management

Enrolment Management - Student Recruitment

Director, Student Recruitment

Student Recruitment Officers

International Student Recruitment Coordinator

Enrolment Management – Marketing

Student Communication and Events Coordinator

Marketing Coordinators

Continuing Education

Executive Director

Team Lead, Academic Partnerships

Marketing Coordinator

Business Development Coordinator

Centre for English Language Development

Manager, Language Programs

ESL Curriculum Coordinator

ESL Instructors

Office of Open Learning

Director, Open Learning*

Learning Specialists*

Centre for Teaching and Learning

Director, Teaching and Learning Development*

Learning Specialists*

Learning Technologies Educational Consultant

Teaching and Learning Research and Communications Coordinator

Project Coordinator, Indigenous Curriculum and Pedagogy Initiatives

UWill Discover Conference Coordinator

Office of the Provost and Vice-President, Academic

Academic Initiatives Officer

Executive Director, Institutional Analysis

Information Technology Services

Executive Director

Assistant Directors

Manager, Web Services and Systems Support

Manager, Technical Support and Infrastructure

Manager, Client Services

Manager, Technology and Innovation

Team Leaders

Campus Services

Executive Director

Athletics and Recreational Services

Director

Business Manager

Associate Director

Head Coach, Track and Field/Cross Country

Head Coach, Women's Volleyball

Head Coach, Women's Basketball

Head Coach, Men's Basketball

Head Coach, Football

Head Coach, Women's Hockey

Head Coach, Men's Hockey

Campus Recreation Coordinator

Office of Human Rights, Equity and Accessibility

Director

Employment Equity and Human Rights Manager

Human Rights Manager

Accessibility Manager

**AAS/Learning Specialists are eligible to serve as faculty representatives at-large (bylaw 1, 3.1) and academic professionals.*