

NOTICE OF MEETING

There will be a meeting of the
Senate Governance Committee
on Tuesday, September 14, 2021 at 2:00

LOCATION: Virtual Meeting

Link: [Join Microsoft Teams Meeting](#)

AGENDA

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

- 2 Approval of the minutes of the meeting of May 4, 2021** SGC210504M

- 3 Business arising from the minutes**

- 4 Outstanding Business**

- 5 Reports/New Business**
 - 5.1 COVID-19: Fall Semester Update and Winter Academic Planning** **Gordon/Weir-Discussion**

 - 5.2 Update on Key Priorities** **Gordon/Beckford-Discussion**
(including, Update on Anti-Black Racism and Equity, Diversity, and
Inclusion Initiatives)

 - 5.3 Strategic Items for Senate Discussion** **Gordon-Discussion**
SGC210914-5.3

 - 5.4 Senate Feedback/Meeting Evaluation Scorecard** **Gordon-Discussion**
SGC210914-5.4

 - 5.5 Senate Agenda: Order of Business** **Gordon-Discussion**
SGC210914-5.5

 - 5.6 Bylaw Business** **Rick Caron-Information**

- 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**

5.3: **Strategic Items for Senate Discussion**

Item for: **Discussion**

Forwarded by: **Robert Gordon**

As noted in the Chair's email of August 27, 2021, this year the Senate Governance Committee (SGC) will be asked to play a more active role in helping to identify agenda items and other initiatives to support more effective and impactful discussions at Senate. The intent is to provide greater direction, focus, and engagement at Senate by identifying areas that may be of interest or concern. This also can help frame longer-term agenda items for Senate or form part of a broader orientation/education program of Senate members.

In addition to items that come to Senate through the Program Development Committee, the Academic Policy Committee, Senate Student Caucus, and the regular items forwarded by the Senate Governance Committee, examples of items for Senate discussion for 2021-2022 include:

- COVID-19: Fall and Winter Academic Planning
- Update on Anti-Black Racism and Equity, Diversity, and Inclusion Initiatives
- Strategic Planning
- Report of Board Chair (Semester report)

- Others?

Based on this role and depending on whether items are long-term discussion items, should the SGC meet after every Senate meeting or continue to meet twice per semester?

**University of Windsor
Senate Governance Committee**

5.4: **Senate Feedback/Meeting Evaluation Scorecard**

Item for: **Discussion**

Forwarded by: **Robert Gordon**

Creating a meeting evaluation scorecard would enable the Senate to evaluate its performance and make improvements as needed. See below for sample scorecard.

If SGC recommends to Senate moving forward with a meeting scorecard, should the scorecard be issued after 1) every meeting?; 2) after every other meeting; 3) once a semester?.

The SGC would review the results of the scorecard and make recommendation for changes, as needed, based on feedback received.

Board Meeting Scorecard

An evaluation for the XXXXXXX Board of Governors meeting has been set up in Qualtrics and will remain open until XXXXX [one week].

Q1: Board Meeting Attendance

- I was present in-person for the meeting
- I participated remotely for the meeting
- I was not able to participate in this meeting (Go to end of survey)

Q2: Board Meeting Evaluation

	Strongly Agree	Agree	Somewhat Agree	Disagree	Strongly Disagree
Materials: Agendas and supporting documents were made available five calendar days prior to the meeting or retreat to allow sufficient time to prepare; documents, presentations, and decisions requested were clear and easy to understand, providing enough information and context to enable the Board to discharge its responsibilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Presentations: Those presenting during the meeting or retreat were prepared and effective, and information was interesting and relevant.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Participation: All Board members were encouraged to participate (including those participating remotely).

Participation: The level of participation and contribution from members was appropriate.

Board Role: The Board performed its governance role (*i.e.*, focused on the mission of the University, strategic directions, performance, compliance with policies and regulations, and discussion and decision-making supported the best interest of the University) and did not become overly involved in operational issues.

Leadership: The structure and leadership (Chair and President) of the meeting or retreat encouraged thoughtful questions and respectful discussion; time for discussion/debate was adequate – all sides were heard and decisions reached, as appropriate.

If you answered "Somewhat Agree", "Disagree", or "Strongly Disagree", please explain. This will provide context to as results are reviewed and enable improvements to be made.

Q3: Overall Board Meeting Assessment

Rate the meeting on a scale of 1-10: Very Effective → Ineffective
10 9 8 7 6 5 4 3 2 1

If you answered "7" or lower, please explain. This will provide context as results are reviewed and enable improvements to be made.

Q4: Additional Comments:

1. What did you find to be of most value?

2. What could have been done differently to make the meeting or retreat a more effective use of time?

3. Are there any other comments or questions you would like to share?

**University of Windsor
Senate Governance Committee**

5.5: **Senate Agenda: Order of Business**

Item for: **Discussion**

Forwarded by: **Robert Gordon**

The Chair is seeking the Senate Governance Committee views on the order of business for items at Senate. Currently the agenda begins with information reports from student presidents, the President, and the COU Academic Colleague; followed by proposals and recommendations from the standing committees; and concludes with information reports from the Provost and the VP, Research and Innovation. There has been some concern that the current order of business results in less time and attention given to the last two reports. The order of business should ensure that Senate that approval items are not deferred due to time constraints or loss of quorum. Some options have been provided below.

1. Moving all information reports to the beginning of the agenda:

Reports from Student Presidents
Report of the President
Report of the Academic Colleague
Report of the Provost
Report of the VP, Equity, Diversity, and Inclusion
Report of the VP, Research and Innovation
Senate Student Caucus
Program Development Committee
Academic Policy Committee
Senate Governance Committee

2. Moving all information reports to the end of the agenda:

Program Development Committee
Academic Policy Committee
Senate Governance Committee
Senate Student Caucus
Reports from Student Presidents
Report of the President
Report of the Academic Colleague
Report of the Provost
Report of the VP, Equity, Diversity, and Inclusion
Report of the VP, Research and Innovation

3. Leaving the agenda as is, but with the inclusion of the VP, EDI report either after the President's report or after the Provost's report:

Reports from Student Presidents
Report of the President

(Report of the VP, Equity, Diversity, and Inclusion)
Report of the Academic Colleague
Senate Student Caucus
Program Development Committee
Academic Policy Committee
Senate Governance Committee
Report of the Provost
(Report of the VP, Equity, Diversity, and Inclusion)
Report of the VP, Research and Innovation

4. Other options?