

NOTICE OF MEETING

There will be a meeting of the
Senate Governance Committee
on Monday, February 28, 2022
9:00-10:30am

LOCATION: Virtual Meeting

Link: [Join Microsoft Teams Meeting](#)

AGENDA

- 1 Approval of Agenda
- 2 Approval of the minutes of the meeting of January 24, 2022
E-Vote of January 31, 2022
E-Vote of February 2, 2022
SGC220124M
SGC220131E
SGC220202E
- 3 Business arising from the minutes
- 4 Outstanding Business
- 5 Reports/New Business
 - 5.1 Proposal for Emeritus Designation for Retiring Deans and Provosts
Rob Gordon-Discussion
SGC220228-5.1
SGC220228-5.1a
 - 5.2 Strategic Items for Senate Discussion
Rob Gordon-Discussion
SGC220228-5.2
 - 5.3 Senate Academic Professional Eligibility List – Revision
Rick Caron-Approval
SGC220228-5.3
 - 5.4 Proposed Bylaw Revisions
[Bylaws 3, 20, 22, 54, 55]
Rick Caron-Approval
SGC220228-5.4
- 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**

5.1: **Proposal for Emeritus Designation for Retiring Deans and Provosts**

Item for: **Discussion**

History:

1985 – *Merit-based* emeritus designation introduced for those at the rank of professor upon retirement. All nominations are reviewed and decided by the Special Appointments Committee.

From March 1986 to Nov 1999 – nomination for professor emeritus must come from 1) AAU or 2) Senate Executive Committee in consultation with the AAU. This award is *merit-based*. All nominations are reviewed and decided by the Special Appointments Committee.

From Nov 1999- May 2005 – anyone can nominate someone for professor emeritus designation. No requirement to consult with the AAU. This award is *merit-based*. All nominations are reviewed and decided by the Special Appointments Committee.

From May 2005 – to present – emeritus designation is awarded *automatically* upon retirement to those at the rank of professor, associate professor, librarian IV and librarian III with a minimum 10 years continuous service at the University. Those who do not meet the minimum requirement may be *nominated (merit-based)* and must demonstrate excellence in teaching, research/scholarship/creative activity or librarianship activity. All nominations are reviewed and decided by the Special Appointments Committee.

October 2017 – Board introduced a *merit-based* emeritus policy for President and Chancellor. This was done *without* the participation of the President or Chancellor to ensure no conflict of interest.

Note: individuals who served as Deans or Provost will receive the professor emeritus designation by virtue of holding a professorial appointment.

See attached for proposal.

A Proposal To Confer Emeritus Status on Retired Deans, Vice-Presidents, Academic/Provosts And Presidents

In North America (USA and Canada) there are over 5,000 colleges and universities. Each institution has its own criteria, to award emeritus status, which is not applicable to all, uniformly. In some cases, it is a formal process, walked through committees to the Senate. Many institutions have an automatic procedure, whereby the candidates, simply send a request to the vice president academic for the award of the emeritus status.

At the university of windsor, the Senate ByLaw on Special Appointments had a procedure, whereby the individual academic units, had an Appointments Committee, who reviewed the case and recommended to the Departmental/School Council for ratification. However, this procedure was unfair, subject to bias, and favouritism.

Historical Perspective:

To date the University of Windsor had six presidents and Dr. Robert Gordon who took charge on September 2019 is the seventh president in office.

The first President Rev E.C. LeBel CSB was a transition president, as former president of Assumption University, for one year 1963-64, when the University of Windsor became a Provincial University.

Dr. Francis Leddy was appointed in 1964 for life and he retired in 1978, after 14 years in office. Before his retirement, he managed to get the Board of Governors to name the University Library as Leddy Library and also the title Honorary Professor of Classics.

Dr. Mervyn Franklin, a Microbiologist succeeded him as the third president, but served only one term of six years and returned to the Department of Biology, after a year's administrative leave returned to teaching in 1985 and retired in 1997, No emeritus status given.

Dr. Ron Ianni became president in 1984, after serving two terms he got a third term and finally retired in 1997 and died that year as he was suffering from ALS for 2 years and unable to communicate. He also managed to get the Board of Governors to offer him President Emeritus and name the Law Building as Ron Ianni Building.

Dr. Ross H. Paul succeeded as the fifth president in January 1998 and served two terms and retired in 2008. On his retirement a Scholarship was established and he was not awarded President Emeritus nor any building named after him.

In July 1, Dr. Alan Wildeman became the sixth president and served two term and decided to step down in 2018, when the Provost Dr. Douglas Kneale was named Interim President, from July1 2018 to August 31, 2019.

Dr. Wilderman was instrumental in developing the Downtown Campus - one of the buildings was named as Alan Wildeman Center for Creative Arts and he presented a proposal to the Board to get the President Emeritus title.

Professor Emeritus -

The Senate at its May 2005 meeting adopted a motion to grant Professor Emeritus status for all retired professors, associate professors, and Librarians III and IV, with a minimum of 10 years of service. Under these rules any retired professor, associate professor, librarians III and IV can apply to the Vice-President, Academic and receive the title.

Recommendation:

Therefore, the three positions Deans, Vice-Presidents, Academics/Provosts and Presidents are all involved in developing and implementing academic policy for the betterment of student experience, knowledge and tor better prepare them for society. These individuals work extremely hard and when they retire, they should be automatically conferred the emeritus title, specially, when the Senate has allowed even Associate Professors to obtain emeritus status.

Motion:

The candidates who serve as Deans, Vice Presidents, Academics/Provosts and Presidents upon Retirement, the Senate should automatically confer the title Emeritus Title. Such recognition, should be granted to all retired Dean, Vice-Presidents, Academic/Provosts and Presidents, including posthumous recognition.

**Moved by Dr. Majid Ahmadi, Member of Senate, Faculty of Engineering
Seconded by Dean, Chris Houser, Dean of Science**

**University of Windsor
Senate Governance Committee**

5.2: **Strategic Items for Senate Discussion**

Item for: **Discussion**

The following is the current list of Strategic Items for Senate discussion:

- 1) Post-COVID academic programming and delivery
 - Item on March 11, 2022, Senate meeting under Report of the Provost

Suggestions for order/scheduling of the following items? What item, if any, should be scheduled for the April 8, 2022 Senate meeting? (NB: the operating budget will be on the April Senate meeting):

- 2) University and College Partnerships
- 3) Work Integrated Learning
- 4) Curriculum Development
- 5) Frequent updates on student enrollment and SEM
- 6) Individual faculties plans and strategies moving forward
- 7) Internationalization planning
- 8) Entrepreneurship
- 9) Institutional research data
- 10) Knowledge mobilization
- 11) Micro-Credential framework(s)
- 12) Continuing Education

**University of Windsor
Senate Governance Committee**

5.3: **Senate Academic Professional Eligibility List – Revision**

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 last approved by the Senate Governance Committee on May 5, 2020.
- 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. This new position was viewed as different enough from those on the current list, warranting approval from SGC. In reviewing the proposal, the Bylaw Review Committee concurred that the additional position is equivalent to those already on the list.
- A request was also made to add the Executive Assistant to the VP, Research and Innovation to the list. The Bylaw Review Committee felt that the Executive Assistant positions are more administrative than academic in nature and are viewed as representing the office/person to whom they report. (*ie.*, not an independent voice.)

The addition to the 2020 approved list is highlighted on page 3.

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

Office of the Vice President, Research and Innovation

Executive Director, Research and Innovation Services

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.*

**University of Windsor
Senate Governance Committee**

5.4: **Proposed Bylaw Revisions**
[Bylaws 3, 20, 22, 54, 55]

Item for: **Approval**

MOTION 1: That the proposed revisions to Bylaw 3 be approved.

Proposed Revisions

[revisions are in bold and strikethrough]

1.2.3 Senate Governance Committee

1.2.3.1 Membership (The total membership is ~~seventeen~~ **twenty**)

- President (Chair).
- Provost and Vice-President, Academic (or designate)
- **Vice-President, Equity, Diversity and Inclusion (or designate)**
- eleven faculty members, at least half of whom shall be members of the Senate, as follows:
 - one faculty member from each of the Faculties of Business Administration, Education, Engineering, Law, Human Kinetics, Nursing, Science, and Graduate Studies.
 - two faculty members from the Faculty of Arts, Humanities and Social Sciences, one to be selected from Social Science disciplines and one to be selected from Arts/Humanities disciplines.
 - **one faculty member at large**
 - one librarian.
- ~~four~~ **five** students (**including at least** one graduate, one part-time undergraduate, two full-time undergraduates).

Rationale:

- The proposed change will allow the Vice-President, Equity, Diversity and Inclusion to be able to fully participate and have a vote at the Senate Governance Committee as it reviews bylaw and policy revisions and considers strategic items for Senate discussion.
- Following discussion at the January 2022 Senate, a faculty member at-large position has been added to maintain approximately the current proportionality of faculty voting numbers. The addition of these two positions results in an additional student member due to the 3:1 faculty-student ratio requirement on Committees.

MOTION 2: That the proposed revisions to Bylaws 20 and 22 be approved.

Proposed Revisions

[revisions are in bold and strikethrough]

ADD to top of Bylaws 20 and 22: **“For the purposes of this bylaw, the Faculty of Human Kinetics is considered a departmentalized Faculty.”**

Bylaw 22, 8.3: Voting will be by secret ballot ~~unless the members of the Committee unanimously agree at the outset of their deliberations to vote by a show of hands.~~ A decision shall be reached by a majority vote of those present.

Rationale:

- A non-departmentalized Faculty (where there is one academic unit) has a Dean and may have Associate Deans. In non-departmentalized Faculties, the Dean also serves as AAU Head. A departmentalized Faculty (where there are multiple academic units) has a Dean who oversees the Faculty, and individual/separate AAU Heads who oversee the departments and report to the Dean. They also have Associate Deans.
- HK is unique in that it has only one academic unit and therefore has been considered a non-departmentalized Faculty, but has two units (academic department and non-academic division) which report to a Faculty. This means that the non-departmentalized Faculty has both a Head of Kinesiology and a Dean of HK. Given the unique structure of HK, past practice has been for it to operate as though it is a departmentalized Faculty for the purposes of appointments and RTP procedures, with both the Dean and Head on the committees. To do otherwise, would remove either the Head or the Dean from the committees, depending on the interpretation of the roles.
- For other purposes, the Faculty will continue to be considered a non-departmentalized Faculty (e.g., Faculty Council composition - as the structure of a Faculty Coordinating Council would not make sense given that there is only one department).
- Good governance, and ensuring a fair and just process, requires that voting relating to personnel matters always be by secret ballot. This is a housekeeping change as the clarification was made in all other bylaws at the January 2022 Senate meeting and erroneously missed in this section of bylaw 22.

MOTION 3: That the proposed revisions to Bylaws 54 and 55 be approved.

Proposed Revisions

[revisions are in bold and strikethrough]

Bylaw 54

- 2.5.3 A student who has three or more major in-term evaluations scheduled or due within a 24-hour period may apply, no later than the end of the first quarter of classes, to seek an appropriate accommodation (such as a due date modification, alternative assignment, or rescheduled test). Such a request **shall be made to the Associate Dean of the Faculty in which the student is registered and** shall not be unreasonably denied. ~~In the case where the matter cannot be resolved between the instructor and the student, the final determination will rest with the Head of the Department offering the course, in consultation with the faculty member(s).~~

Bylaw 55

- 1.4.2 A student who has three or more major in-term evaluations scheduled or due within a 24-hour period may apply, no later than end of the first quarter of classes, to seek an appropriate accommodation (such as a due date modification, alternative assignment, or rescheduled test). Such a request **shall be made to the Associate Dean for Graduate Studies in the Faculty in which the student is registered and** shall not be unreasonably denied. ~~In the case where the matter cannot be resolved between the instructor and the student, the final determination will rest with the Head of the Department offering the course, in consultation with the faculty member(s).~~

Rationale:

- Because students take courses from several disciplines, consideration of such requests often involve many departments and Faculties. Having these matters addressed by the Associate Dean of the Faculty in which the student is registered allows for more consistency in approach and resolution.