

NOTICE OF MEETING

There will be a meeting of the
Senate Governance Committee
on Wednesday, May 18, 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 April 18, 2022 SGC220418M
- 3 Business arising from the minutes
- 4 Outstanding Business
 - 4.1 Revisions to Bylaws 54 and 55 – Voluntary Withdrawal Deadline Weir-Approval
SGC220418-4.1
- 5 Reports/New Business
 - 5.1 Memberships:
 - 5.1.1 Senate Standing Committees Robert Gordon-Approval
SGC220518-5.1.1
 - 5.1.2 Discipline Appeal Committee, Procedures and Discrimination
Committee, SGC Nominating Committee, SGC Special
Appointments Committee, SGC Bylaw Review Committee Robert Gordon-Approval
SGC220518-5.1.2
 - 5.1.3 Senate Membership (2022-2023) Robert Gordon-Information
SGC220518-5.1.3
 - 5.2 Strategic Items for Senate Discussion Rob Gordon-Discussion
SGC220518-5.2
 - 5.3 Senate Meeting Scorecard – Results from Winter/Spring 2022 Meetings Rob Gordon-Discussion
To be distributed
- 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: **Revisions to Bylaws 54 and 55 – Voluntary Withdrawal Deadline**

Item for: **Approval**

Forwarded by: **Senate**

Background:

At the May 13, 2022 Senate meeting, concern was expressed with the removal of the VW from the transcript. More details (including clarity on what other Universities are doing) and a stronger rationale were sought. There was more support for extending the deadline to VW to the last day of classes.

SGC will discuss whether to present a revised proposal for revision or next steps.

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

Proposed Revisions

[revisions are in bold and strikethrough]

Bylaw 54:

2.6 For first-entry undergraduate programs, instructors must provide meaningful feedback to students on their in-course performance, constituting a minimum 20% of the final grade **within the time periods given in 2.15 below**. ~~at least two (2) days prior to the voluntary withdrawal deadline. (see 2.15 below)~~ Exemptions may be approved by the Dean of the Faculty offering the course, in which case the instructor shall provide a statement in the course syllabus explaining why the specific course is excluded.

2.15 **For first-entry undergraduate programs**, students ~~may~~ **must** withdraw from a course ~~or courses~~ **up to the last day of classes for the term**. ~~within the withdrawal periods as indicated below. The withdrawal will be entered on the student's transcript as VW (Voluntary Withdrawal), which is defined as "Withdrawal in good standing. No academic credit".~~

In the second-entry Education and Law undergraduate programs, students ~~must~~ **may** withdraw from a course ~~or courses~~ within the ~~withdrawal periods as indicated~~ **time periods given below**.

Twelve-week course - within nine weeks of the beginning of term. (Not including Reading Week)

Eighteen-week course - within three weeks of the beginning of the second term.

Twenty-four-week course - within four weeks of the beginning of the second term.

Three-week course - within two weeks of the beginning of **the** session.

Six-week course - within four weeks of the beginning of **the** session.

Eight-week course - within five weeks of the beginning of **the** session.

For all other course lengths – **within the first** two-thirds ~~into the beginning~~ of the session.

The withdrawal will be recorded as a dropped course in the student's record but will not appear on the transcript.

Students are not permitted to withdraw from a course ~~or courses~~ after the appropriate designated withdrawal period. After the voluntary withdrawal period for a course, students remain registered and will be assigned grades as appropriate.

The student who wishes to drop a course ~~or courses~~ after the relevant withdrawal period based on medical or compassionate grounds shall follow the procedure outlined below (paragraph 2.18.2). An interview may be required.

The status of a student who withdraws from full-time studies is left to the decision of the Faculty and will be reported to the student through the Office of the Registrar.

Bylaw 55:

- 1.5 Instructors must provide meaningful feedback to students on their in-course performance, constituting a minimum 20% of the final grade, **within the time periods given in 1.10 below** ~~at least two (2) days prior to the voluntary withdrawal deadline~~ ~~two-thirds into the term~~ (see 1.10 below), with the exception of thesis, major paper, dissertation, internship, and practicum courses. Further exemptions may be approved by the Dean of Graduate Studies, upon recommendation from the AAU Head, in which case the instructor shall provide a statement in the course syllabus explaining why the specific course is excluded.
- 1.10 **With the exception of graduate programs in the Faculty of Law**, students ~~may~~ ~~must~~ withdraw from a course ~~or courses~~ **up to the last day of classes for the term.** ~~within the withdrawal periods as indicated below. The withdrawal will be entered on the student's transcript as VW (Voluntary Withdrawal), which is defined as "Withdrawal in good standing. No academic credit".~~

In the Faculty of Law, students ~~must~~ ~~may~~ withdraw from a course ~~or courses~~ within the ~~withdrawal periods as indicated~~ **time periods given** below.

Twelve-week course - within nine weeks of the beginning of term. (Not including Reading Week)

Eighteen-week course - within three weeks of the beginning of the second term.

Twenty-four-week course - within four weeks of the beginning of the second term.

Three-week course - within two weeks of the beginning of **the** session.

Six-week course - within four weeks of the beginning of **the** session.

Eight-week course - within five weeks of the beginning of **the** session.

For all other course lengths – **within the first** ~~two-thirds into the beginning~~ of the session.

The withdrawal will be recorded as a dropped course in the student's record but will not appear on the transcript.

Students are not permitted to withdraw from a course ~~or courses~~ after the appropriate designated withdrawal period. After the voluntary withdrawal period for a course, students remain registered and will be assigned grades as appropriate.

A student who wishes to drop a course ~~or courses~~ after the relevant withdrawal period based on medical or compassionate grounds shall follow the procedure outlined below. (paragraph 1.11)

The status of a student who withdraws from full-time studies is left to the decision of the Dean of Graduate Studies and will be reported to the student through the Office of the Registrar.

Rationale:

- The proposal would allow students in first-entry undergraduate programs and all graduate programs except Law be permitted to voluntarily withdraw from courses up to the last day of classes for the term.
- Maintaining VW until the last day of classes alleviates stress and anxiety for students deciding whether to drop a course. This comes at no financial cost to the institution, and it does not impact the instruction of the course as has been seen over the past two years when this policy has been in place during the pandemic.
- In arriving at this proposal, the key considerations listed below were reviewed.
- The proposal has been reviewed by Deans Council, Finance, Institutional Analysis, the Registrar's Office, Student Awards and Financial Aid, the Academic Policy Committee, the SGC Bylaw Review Committee, and the Senate Governance Committee.

Key Considerations

1. Retaining VW on transcript

- The Deans Council has asked for the VW to be removed from the transcript, so the student doesn't need to explain this moving forward.
- The Registrar has explored the ability to use a "Drop/Retain" function in PeopleSoft so that while the VW will not be visible on the transcript, the retained record does show a record of enrolment which may be important for other issues such as study permit renewal. It is possible to retain a record of dropped classes while excluding the course from the transcript. Students and Staff will be able to see which courses have been dropped. The dates in which a course has been dropped is also recorded.
- Other institutions such as University of Guelph and University of Ottawa allow students to drop courses without notation on the transcript, while retaining the class drop record

2. Impact on Scholarships and Financial Aid

- A VW equates to a non-pass and would therefore impact a student's academic progress monitoring if a student doesn't have passing grades in a minimum of 60% of a full course load (40% for students with permanent disabilities)
- For OSAP purposes, 50% is a pass but for academic purposes, if a student elects to take a VW, it becomes a non-pass and could impact current and future eligibility
 - If a student takes a VW past the end of term there is no impact on weeks of eligibility, but a possible impact to academic progress monitoring (see above re: 60%)
 - If a student takes a VW prior to the financial drop date or at any point within the term prior the end of study date, both weeks of eligibility and academic progress monitoring will be impacted depending on the remaining number of passed courses (can appeal being placed on OSAP probation or restriction if reasons for VW were extenuating)
- For renewable scholarship purposes, students would need to maintain the average in 60% of enrolled courses.
- While this remains to be confirmed, retaining a dropped course while removing the VW from the transcript will likely have the same OSAP and scholarship implications as noted above.

3. Study Permit

- Potential impact to PGWP as students must register full-time every semester excluding scheduled breaks. "If your leave, even authorized, exceeds 150 days, you may no longer be eligible for a PGWP".
 - Student must resume studies within 150 days
- International students must comply with the condition of their study permit, one being that they need to show continuous progress towards their degree by registering either at a part- time or full-time course load. A gap in progress may affect their eligibility to renew their study permit.
- Students will be able to view and show course drops through Student self-service.

4. Impact on Government Reporting

- No impact to claim if the drop occurs after claim date and record retained.

5. Impact on Institutional Analysis Reporting

- Minimal impact - Initial discussions indicate that the record would need to be retained and have an effective date, which will be the case.
6. Impact on Student Finance (tuition)
- Given that the drop record will be retained, and there is a screen to be able to see dropped and registered courses, there should be no impact (subject to testing).

**University of Windsor
Senate Governance Committee**

5.1.1: **Senate Standing Committees**

Item for: **Approval**

Forwarded by: **SGC Nominating Committee**

MOTION: That the Senate Governance Committee recommend to Senate that the Senate Standing Committees membership for 2022-2022 be approved.

**See attached.*

Program Development Committee		
Member	Term	Notations
Provost and Vice President, Academic (or designate) Acting - Patti Weir	Ex-officio	
Dean of Graduate Studies (or designate) Acting – Debbie Kane	Ex-officio	
Vice-Provost, Teaching and Learning (or designate) Erika Kustra (designate)	Ex-officio	
Faculty of Business Administration		
Maureen Sterling	2021-2023	
Faculty of Education		
James Oloo*	2021-2023	
Faculty of Engineering		
Tiripati Boliseti	2021-2023	
Faculty of Human Kinetics		
TBA (HK Associate Dean)	2022-2024	
Faculty of Law		
Gemma Smyth	2022-2024	
Faculty of Nursing		
Eric Tanlaka*	2022-2024	
Faculty of Science		
Jeremy Rawson	2021-2023	
Nurlan Turdaliev	2021-2023	
Faculty of Arts Humanities & Social Sciences (at least one from Social Science & one from Arts)		
Arts/Humanities – - Jeremy Worth	2021-2023	
Arts/Humanities – Lionel Walsh (Chair) *	2022-2024	
Social Sciences – John Deukmedjian	2021-2023	
Librarian Representative		
Karen Pillon	2021-2023	Confirmed
Student Representation (1 year terms) Five students (including at least one graduate, one part-time undergraduate, two full-time undergraduates) Anumita Jain (UWSA), Lauren Pupulin, (UWSA), Manjot Singh (GSS), Diana Marion (OPUS), TBA Additional		

*At least three members must be members of Senate

Academic Policy Committee		
Member	Term	Notations
Associate Vice President Academic (Acting) (or designate) Patti Weir	Ex-officio	
Vice-Provost, Teaching and Learning (or designate) Erika Kustra (designate)	Ex-officio	
Faculty of Business Administration		
Fazle Baki	2021-2023	
Faculty of Education		
Priscilia Correa	2022-2024	
Faculty of Graduate Studies		
Rashid Rashidzadeh	2021-2023	
Faculty of Engineering		
Niel Van Engelen*	2022-2024	
Faculty of Law		
Anneke Smit	2021-2023	
Faculty of Human Kinetics		
Scott Martyn	2021-2023	
Faculty of Nursing		
Debbie Rickeard	2022-2024	
Faculty of Science		
Isabelle Barrette- NG* (Chair)*	2022-2024	
Faculty of Arts, Humanities & Social Sciences (One from Social Science & one from Arts/Humanities)		
Arts/Humanities – Nick Hector*	2021-2023	
Social Sciences – Lydia Miljan*	2022-2024	
Librarian Representative		
Adam Mulcaster*	2021-2023	
Student Representation (1 year terms) Four students (including one graduate, one part-time undergraduate, two full-time undergraduates). Michael Rossi (UWSA), Anumita Jain (UWSA), Muthukeethana Kaliappan (GSS), Janice McAdam (OPUS)		

*At least three members must be members of Senate

Senate Student Caucus		
Member	Term	Notations
Associate Vice-President, Student Experience Phebe Lam	Ex-officio	
Director, Campus Services (Acting) Dave McEwen	Ex-officio	
Faculty of Business Administration		
Ehab Elsaid*	2022-2024	
Faculty of Education		
Christine Vanderkooy	2021-2023	
Faculty of Engineering		
Jennifer Johrendt	2022-2024	
Faculty of Law		
Ruth Kuras	2021-2023	
Faculty of Human Kinetics		
Dave Andrews (Chair)*	2021-2023	
Faculty of Nursing		
Jodi Ralph	2021-2023	
Faculty of Science		
Shashi Jasra*	2022-2024	
Faculty of Arts, Humanities & Social Sciences		
Dora Cavallo- Medved	2022-2024	
Librarian Representative		
Sarah Glassford	2022-2024	
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) Muthukeethana Kaliappan (GSS), Adam Pillon (GSS), Stephen Weir (OPUS), Donna Patterson (OPUS), Mochael Rossi (UWSA), Laila Albalski (UWSA), Hussein Samhat (UWSA), Lauren Pupulin (UWSA), TBA (International), TBA (Residence), TBA (Student At-Large)		

*At least three members must be members of Senate

Senate Governance Committee		
Member	Term	Notations
President (Chair) Rob Gordon	Ex-officio	
Provost and Vice President, Academic (or designate) Dr. Patti Weir (Acting)	Ex-officio	
Vice-President, Equity, Diversity and Inclusion (or designate) Dr. Clinton Beckford (Acting)	Ex-officio	
Faculty of Business Administration		
Mitch Fields*	2021-2023	
Faculty of Education		
TBA	2022-2024	
Faculty of Engineering		
Ofelia Jianu*	2022-2024	
Faculty of Law		
TBA	2022-2024	
Faculty of Human Kinetics		
Jess Dixon	2021-2023	
Faculty of Nursing		
Laurie Freeman*	2022- 2024	
Faculty of Science		
Mohamed Belalia*	2022-2024	
Faculty of Graduate Studies		
Lori Buchanan	2022-2024	
Faculty of Arts, Humanities & Social Sciences		
Beth Daly*	2022-2024	
Cheryl Collier*	2022-2024	
Faculty member at-Large		
Roosbeh Razavi-Far	2022-2024	
Librarian Representative		
Dave Johnston	2021-2023	
Student Representation (all vacant 1year terms) Five student Senate members (including at least one graduate, one part-time undergraduate, two full-time undergraduates). Hussein Samhat (UWSA), Laila Albalkhi (UWSA), Adam Pillon (GSS), Muthukeethana Kaliappan (GSS), Stephen Weir (OPUS).		

*At least half must be members of Senate.

**University of Windsor
Senate Governance Committee**

5.1.2: **Discipline Appeal Committee, Procedures and Discrimination Committee, SGC Nominating Committee, SGC Special Appointments Committee, SGC Bylaw Review Committee)**

Item for: **Approval**

Forwarded by: **SGC Nominating Committee**

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

Discipline Appeals Committee (2022-2023)

Chair: David Tanovich (2022-2024)

Faculty Member: Patti Fritz (2022-2024)

2 Faculty Alternates

Maureen Muldoon (2022-2024)

Zhenzhong Ma (2022-2024)

3 Student Representatives

Muthukeethana Kaliappan GSS (2022-2023)

Christopher Baillargeon OPUS (2022-2023)

Mitchell Hajnal UWSA (2022-2023)

Procedures and Discrimination Committee (2022-2023)

Chair: Jasminka Kalajdzic (2022-2024)

Faculty Member: Shauna Huffaker (2022-2024)

Student Member: Mitchell Hajnal UWSA (2022-2023)

2 Faculty Alternates

Mark Letteri (2022-2024)

Fazle Baki (2022-2024)

2 Student Alternates

Stephen Weir OPUS (2022-2023)

Manjot Singh GSS (2022-2023)

SGC Special Appointments Committee (2022-2023)

Core Membership

Robert Gordon, President and Chair

Patricia Weir, Provost and Vice-President Academic

Nihar Biswas, Senior Faculty Representative (Engineering)

Charlene Senn Senior Faculty Representative (FAHSS)

Lisa Porter Senior Faculty Representative (Science)

Myra Tawfik, Senior Faculty Representative (Law)

Alanna Olteanu, 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

Teressa 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

Bernhard Schlegel (Science, Wayne State University)

Charmaine Dean (VP, Research and International, University of Waterloo)

SGC Nominating Committee (2022-2023)

Robert Gordon

Patricia Weir

Maria Cioppa

Tom Najem

Mitchell Hajnal – Student

Adam Pillon – Student Alternate

SGC Bylaw Review Committee (2022-2023)

Jess Dixon (Chair)

Lori Buchanan

Phil Dutton

Bonnie Stewart

Hussein Samhat (Student Representative)

Ms. Renée Wintermute (University Secretariat)

**University of Windsor
Senate Governance Committee**

5.1.3: **Senate Membership (2022-2023)**

Item for: **Information**

Forwarded by: **University Secretariat**

SENATE Membership 2022-2023

Updated: May 6, 2022

Ex officio members

1. R. Gordon- President (Chair)
2. P. Weir – Provost and Vice-President, Academic (Acting)
3. P. Lam – Associate Vice-Provost, Student Experience (Acting)
4. L. Chandler – Registrar (Acting)
5. K. W. M. Siu – Vice-President Research and Innovation
6. C. Beckford – Vice-President Equity, Diversity and Inclusion (Acting)
7. C. Collier – Dean, Faculty of FAHSS
8. C. Houser – Dean, Faculty of Science
9. M. Fields – Dean, Odette School of Business
10. K. Montgomery – Dean, Faculty of Education
11. B. Van Heyst – Dean, Faculty of Engineering
12. L. Rohr – Dean, Faculty of Human Kinetics
13. R. Bahdi – Dean, Faculty of Law
14. D. Sheppard – LeMoine – Dean, Faculty of Nursing
15. D. Kane – Dean, Faculty of Graduate Studies
16. S. Berg – University Librarian
17. J. Cappucci – President of Assumption University
18. G. Drake – Principal of Canterbury College
19. N. King – Principal of Iona College
20. A. Olteanu – President, University of Windsor Students Alliance (UWSA)
21. C. Baillargeon – President, Organization of PartTime University Students (OPUS)
22. A. Pillon – President, Graduate Students Society (GSS)
23. E. Tam – Associate Vice-President, Academic (Acting)
24. P. Dutton – Academic Colleague to COU

Elected representatives of Faculties

Faculty of Arts, Humanities and Social Sciences

1. A. Gayowsky [to Sept 2023]
2. N. Hector [to Sept 2023]
3. J. Kichler [to Sept 2023]
4. L. Miljan [to Sept 2023]
5. L. Walsh [to Sept 2023]
6. R. Weir [to Sept 2023]
7. J. Willet [to Sept 2023]

8. R. Sharma-Persaud [to Sept 2024]
9. V. Sevillano Canicio [to Sept 2024]
10. B. Daly [to Sept 2024]
11. TBA [to Sept 2023]
12. TBA [to Sept 2024]

Odette School of Business

1. Z. Ma [to Sept 2023]
2. D. Bussiere [to Sept 2023]
3. F. Schlosser [to Sept 2024]
4. E. Elsaid [to Sept 2024]

Faculty of Education

1. J.Oloo [to Sept 2023]
2. Z. Zhang [to Sept 2024]

Faculty of Engineering

1. M. Ahmadi [to Sept 2023]
2. N. Van Engelen [to Sept 2023]
3. E. Abdel – Raheem [to Sept 2024]
4. O. Jianu [to Sept 2024]
5. B. Minaker [to Sept 2024]

Faculty of Human Kinetics

1. D. Andrews [to Sept 2023]
2. F. Biondi [to Sept 2024]

Faculty of Law

1. TBA [to Sept 2024]
2. TBA [to Sept 2024]

Faculty of Nursing

1. Laurie Freeman [to Sept 2024]
2. Eric Tanlaka [to Sept 2024]

Faculty of Science

1. Y. Wang [to Sept 2023]
2. A. Grgicak-Mannion [to Sept 2023]
3. A. Swan [to Sept 2024]
4. D. Marquardt [to Sept 2024]
5. X. Yuan [to Sept 2024]
6. I. Barrette - Ng [to Sept 2024]
7. M. Belalia [to Sept 2024]
8. D. Xiao [to Sept 2024]

Library Representatives

1. A. Mulcaster [to Sept 2023]
2. J. Soutter [to Sept 2024]

Elected representatives-at-large (1 year terms)

1. P. Boulos [to Sept 2023]
2. S. Jasra [to Sept 2023]
3. M. Muldoon [to Sept 2023]

4. J. Raffoul [to Sept 2023]
5. C. Fredette [to Sept 2023]
6. J. Defore [to Sept 2023]

Academic Support

Academic Professional [1 year term]

1. N. Baker [to Sept 2023]

Elected representative of the Faculty Association

1. TBA [to Sept 2023]

Elected representative of the Aboriginal Education Council

1. TBA [to Sept 2023]

Board of Governors Representatives

- H. Reidel [until Nov 2023]
S. Williams [until Aug 2024]

Appointed by the Alumni Association

- J. Rondot [2020-2023]

Student Representatives (1 year term)

1. Lauren Pupulin (UWSA) [to Sept 2023]
2. Hussein Samhat (UWSA) [to Sept 2023]
3. Michael Rossi (UWSA) [to Sept 2023]
4. Anumita Jain (UWSA) [to Sept 2023]
5. Abeer Asif (UWSA) [to Sept 2023]
6. Laila Albalkhi (UWSA) [to Sept 2023]
7. Manjot Singh (GSS) [to Sept 2023]
8. Muthukeethana Kaliappan (GSS) [to Sept 2023]
9. Stephen Weir (OPUS) [to Sept 2023]
10. Diana Marion (OPUS) [to Sept 2023]
11. Donna Patterson (OPUS) [to Sept 2023]

**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:

The Senate Information Session for the June Senate meeting is: **Indigenous Engagement Framework for Curriculum Development [PDC Forms]** – scheduled for June 3, 2022.

Suggestions for order/scheduling of the following items?

- 1) Institutional and Research Data (data ethics) → planned for Fall 2022
- 2) Internationalization planning
- 3) University and College Partnerships
- 4) Work Integrated Learning
- 5) Curriculum Development
- 6) Individual Faculty plans and strategies moving forward
- 7) Entrepreneurship
- 8) Knowledge mobilization
- 9) Continuing Education

- 10) Frequent updates on student enrolment and SEM → This is covered under the Enrolment Management Update