

**SENATE GOVERNANCE COMMITTEE (SGC)
Minutes of Meeting**

Date: Wednesday, October 19, 2022

Time: 2:03pm – 3:29pm

Room: MS Teams Virtual Meeting

PRESENT: Laila Albalkhi, Clinton Beckford, Mohamed Belalia, Lori Buchanan, Cheryl Collier, Jess Dixon, Mitchell Fields, Laurie Freeman, Robert Gordon (Chair), Ofelia Jianu, Dave Johnston, Hussein Samhat, Darren Stanley, Patti Weir, Stephen Weir.

ABSENT: Reem Bahdi (regrets), Beth Daly (regrets), Muthukeethana Kaliappan (regrets), Adam Pillon (regrets),

IN ATTENDANCE: Danny Anger (Senate Governance Officer), Renée Wintermute (University Secretary).

1 Approval of the agenda

MOTION: That the agenda be approved.

L. Buchanan/P. Weir
CARRIED

2 Minutes of the Meeting of September 26, 2022

(See documents SGC220926M)

MOTION: That the minutes of the Senate Governance Committee meeting of September 26, 2022 be approved.

J. Dixon/S. Weir
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding Business

Nothing to report.

5 Reports/New Business

***5.1 Senate Standing Committee – Membership**

(See document SGC221019-5.1 for more details)

MOTION: That the Senate Governance Committee recommend to Senate the approval of the following Senate Standing Committees membership:

**Dr. Mitra Mirhassani, Faculty of Engineering, Representative-at-Large – Senate
Governance Committee**

CARRIED*

***5.2 Proposed Revisions to Bylaw 18 – Schedule A**
(See documents SGC221019-5.2 for more details)

MOTION: That the proposed revisions to Bylaw 18 be approved.

CARRIED*

5.3 Proposed Revisions to Bylaw 31 and Student Code of Conduct
(See documents SGC 221019- 5.3 for more details)

MOTION 1: That the proposed revisions to the Student Code of Conduct be approved.

J. Dixon/M. Fields

NOTED:

- In response to a question raised regarding the application and scope, it was noted that this statement covers students that are registered in courses as well as those who are in a summer period, between semesters, or waiting to graduate.

FRIENDLY AMENDMENTS: The wording under Application and Scope was revised as follows: “...pursuing credit or non-credit studies. This code applies regardless of whether...”.

CARRIED, as amended

MOTION 2: That the proposed revisions to Bylaw 31 be approved.

J. Dixon/P. Weir
CARRIED

5.4 Discussion on Bylaw 2 – Virtual Attendance Provisions for Senate Committees
(See documents SGC221019-5.4 and SGC221019-5.4a for more details)

NOTED:

- In response to Senate’s request, at the October 2022 meeting, for greater flexibility for virtual Senate committee meeting attendance, members discussed a proposal for a default of 100% virtual attendance for some Senate Committees and 100% in-person for others, to August 31, 2023. (see SGC221019-5.4a.)
- A survey of Ontario universities revealed that there is no consistent approach to this and no perfect solution, and that running effective hybrid meetings is complex and requires additional staff resources. However, from an operational and technical standpoint, 100% in-person and 100% virtual committee meetings are easier to manage.
- While it was noted that committee members should be held to the same standard as students, who are required to attend classes in-person in many cases, this proposal is being brought forward as a pilot as suggested by Senate, to be reassessed at the end of the academic year.

AGREED:

- The complexities and logistics involved in hybrid meetings make them less of a solution, not to mention the fact that there are limited facilities on campus with the required hybrid/hyflex technology to run hybrid meetings.
- There is significant value in committee meetings being in held in-person to foster better engagement, discussions, and a more open dialogue between members.
- Members agreed that committees associated with personnel matters should have a default 100% in-person attendance due to their conducting confidential matters and the importance of face-to-face interactions when interviewing (at least by the 2nd interview stage).

- This proposal relates to Committees of Senate only. Under Bylaw 2, Senate meets in-person in room 203 Toldo.
- Members agreed that keeping one's camera on does not equal 'participation', but it is necessary to confirm presence. It was noted that there have been situations where members were not present in the meeting when their camera was turned off. Good governance would have committee members participating virtually always keep their cameras on to confirm member presence.
- In response to a question raised regarding the enforcement mechanism to keep a camera on during a meeting, it was agreed that members should be strongly encouraged to do so, but there may be situations (eg, bandwidth issues) which make this difficult.

MOTION: That the paragraphs relating to attendance for meetings of Committees of Senate, in Section I of Bylaw 2, be suspended and replaced with the following through to August 31, 2023:

- **Meetings of the following Committees of Senate shall be held 100% virtually, unless there is unanimous agreement to hold a meeting or meetings 100% in-person: Academic Policy Committee; Program Development Committee; Senate Governance Committee; Senate Student Caucus; AAU/Faculty Councils; Faculty Coordinating Councils; and Faculty Assemblies.**
- **Meetings of the following Committees of Senate shall be held 100% in-person, unless there is unanimous agreement to hold a meeting or meetings 100% virtually: Search Committees; UCAPT; Appointments Committees; and RTP Committees.**
- **Members are exempted from required in-person meeting attendance where they have an approved registered accommodation through Human Resources or Student Accessibility Services to attend meetings virtually.**
- **Members participating virtually should, as possible, keep their video camera on for the entirety of the meeting to confirm presence.**

L. Buchanan/H. Samhat

CARRIED

5.5 Discussion on Review of Registrar Portfolio

(See document SGC221019 -5.5 for more details)

NOTED:

- A comprehensive report and a background executive summary were provided to members to outline the external review of the Registrar's Office.
- In Winter 2022, three external reviewers were engaged to conduct an operational review of the Office of the Registrar, with the goal of providing perspective on operational practices and identifying opportunities to improve business processes, leverage technology, reimagine service delivery, and better understand the resources required to achieve goals and support the team in the Registrar's Office
- Following significant campus consultation, 21 recommendations were made by the reviewers. The SGC ad hoc advisory subcommittee provided feedback to the reviewers and as well as oversight in terms of due diligence of process.
- Concern was raised at the October 2022 Senate meeting that this report should be openly discussed at Senate. While this may be appropriate, it was noted that Senate is not an operational body, and the Report on the Office of the Registrar is an operational report. Also, there was a notion that the Registrar's Office should be included in a Senate Bylaw; from 1998-2009, the Dean of Students and Registrar was covered by Bylaw 12. Positions that are covered by Senate Bylaws are all on 5-year renewal terms (AVPEM, AVPA, VPEDI, VPRI, Provost) and this would make it very difficult to attract and retain a highly qualified administrator as Registrar.

AGREED:

- Although the review does not fall under Senate's academic oversight role, discussion at Senate is appropriate, in light of the role of the Office of the Registrar in the operations of the University. As

with all service units (ITS, Finance, Academic Advising, etc.), concerns and issues relating to the operations of the unit impacts the University's ability to deliver on its mission.

5.6 Strategic Items for Senate Discussion

(See document SGC221019-5.8 for more details)

NOTED:

- The Senate Information Session on November 4th will cover Strategic Planning and the December 2nd session will be on Institutional and Research Data.

AGREED:

- The January 6, 2023 Senate Information Session should be on cybersecurity.
- An update on Micro-credentials (to share a new framework that has been established) could be scheduled as the February 2023 Senate Information Session.
- Full compliance on accessibility standards by 2025 should be added to the list of strategic items for Senate discussion.

6 Question Period/Other Business

Nothing to report.

7 Adjournment

MOTION: That the meeting be adjourned.

M. Fields/L. Freeman
CARRIED