

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

**Date:** Wednesday, November 16, 2022  
**Time:** 2:03pm – 3:29pm  
**Room:** MS Teams Virtual Meeting

**PRESENT:** Laila Albalkhi, Reem Bahdi, Clinton Beckford, Mohamed Belalia, Lori Buchanan, Cheryl Collier, Mitchell Fields, Laurie Freeman, Robert Gordon (Chair), Ofelia Jianu, Hussein Samhat, Darren Stanley, Stephen Weir.

**ABSENT:** Beth Daly (regrets), Jess Dixon (regrets), Dave Johnston (regrets), Muthukeethana Kaliappan (regrets), Adam Pillon (regrets), Patti Weir (regrets).

**IN ATTENDANCE:** Fazle Baki (Equity Assessor for Item 5.6 only), Chris Houser, Edwin Tam; Danny Anger (Senate Governance Officer), Renée Wintermute (University Secretary).

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*Although items were not discussed in sequential order, the minutes do reflect the agenda order of business.*

**1 Approval of the agenda**

**MOTION: That the agenda be approved.**

O. Jianu/M. Belalia  
**CARRIED**

**2 Minutes of the Meeting of October 19, 2022.**

*(See documents SGC221019M)*

**MOTION: That the minutes of the Senate Governance Committee meeting of October 19, 2022, be approved.**

D. Stanley/L. Buchanan  
**CARRIED**

**3 Business arising from the minutes**

Nothing to report.

**4 Outstanding Business**

**4.1 Bylaw 2 – Virtual Attendance Provisions for Senate Committees**

NOTED:

- At the November 11, 2022 Senate meeting, the proposal on Bylaw 2 presented by SGC did not pass. There was discussion to allow greater flexibility for determining virtual committee meeting attendance. It was recommended that the Chair be provided with the discretion to determine whether the meeting could be held in hybrid format if they have sufficient technological recourses and staff support in place.
- As noted at Senate, without proper knowledge, equipment, and support from staff/IT, hybrid meetings can be challenging and may impact governance. However, where the Faculties have the appropriate technology in place and where there are sufficient staff resources to oversee the logistics of the meetings and trouble-shoot technical issues, hybrid committee meetings can provide a viable alternative. It was also noted that there may be requests from members, outside registered accommodations that would need to be considered by the chair, on a case-by-case basis.
- Concern was also raised at Senate regarding the issue that it may not be possible to have all committee members always keeping their camera on.

AGREED:

- SGC members agreed that committee members should be held to the same standard as students, who are required to attend classes in-person in many cases.
- In-person committee meetings should be the default, unless determined otherwise by unanimous consent of the committee to hold a meeting virtually or by the Chair to hold a hybrid meeting, technology permitting. This underscores the University's position that the University is, first and foremost, a face-to-face institution with hybrid or virtual options available in some cases.
- Other requests relating to in-person attendance, outside those permitted due to registered accommodations, will be decided by the Chair on a case by case basis.
- Based on this discussion a motion will be drafted and circulate to SGC for e-vote.

## **5 Reports/New Business**

### **5.1 Programs, Faculty Complement, Enrolments, and Recruitment Initiatives Report**

*(See documents SGC221116-5.1 for more details)*

NOTED:

- As a result of a June 2022 Senate resolution, SGC members were provided a report on five-year historical enrolments and faculty complement, as well as recruitment activities and initiatives. A list of programs by department was also provided in the report.

AGREED:

- A definition about how the faculty counts were arrived at should be included. (Does this include vacancies, faculty on reduced loads, LTAs, AAS? Are cross-appointments counted in both units or just their primary unit? etc.).
- A definition on how enrolments were counted should be included. (FT headcount or FTE? Are double-majors counted in each of the areas?, etc.).
- Tables should also be presented in graphs for those who visualize and consume information differently.
- As the official count date is November 1, with reporting to Ministry due in December, Fall 2022 enrolments and faculty counts should be included.
- Consideration should be given to adding a chart on support staff, in future reports.

### **5.2 Report to on Renewal, Tenure, and Promotion**

*(See documents SGC221116-5.2 for more details)*

NOTED:

- As a result of a June 2022 Senate resolution, SGC members were provided a report on the RTP process. As it is still early in the annual RTP cycle, not all of the data and information requested in the Senate motion is available.
- With regard to supports, the office of the AVP, Academic serves as the single point of contact for the UCAPT process. Members also noted that the purpose of UCAPT is to be an independent body to review files and issues.
- Work on EDID and the RTP process has begun with the VP, EDI and the Senior Advisory to the President on Indigenous Relations and Outreach.

AGREED:

- Members were informed that key steps/timelines in the RTP/UCAPT process have been mapped out in a draft tracking framework. The intent would be to notify candidates each time their file completed a step in the process. The draft tracking framework should be included with the report to Senate.

**\*5.3 Proposed Revisions to Bylaw 3**

*(See documents SGC221116-5.3 for more details)*

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

**CARRIED\***

**5.4 Strategic Items for Senate Discussion**

*(See documents SGC221116-5.4 for more details)*

NOTED:

- The Senate Information Session on December 2<sup>nd</sup> session will be on Institutional and Research Data and the January 6<sup>th</sup> session on Cybersecurity Framework. Tentatively, the February 3<sup>rd</sup> session will be on the new Micro-credentials framework, and the March 3<sup>rd</sup> could be on the Accessibility for Ontarians with Disabilities Act.

**5.5 Review of Research Institute: Cross-Border Institute and Diagnostic Imaging Institute**

*(See documents SGC221116-5.5 for more details)*

NOTED:

- The Senate Governance Committee is tasked with deciding whether a formal, independent Review Committee should be struck to conduct a full review of the Institutes, specifically the Cross-Border Institute, the Fluid Dynamics Research Institute, and the Diagnostic Imaging Institute.
- The Cross-Border Institute as well as the Diagnostic Imaging Institute have prepared and provided their review documents.
- Concern was raised regarding the operation of the Fluid Dynamics Research (FDR) Institute as three attempts have been made by the VPRI to receive documents, with no acknowledgement of the request for review provided by the FDR. It was noted that the listing of members of the FDR includes members who have retired or have not worked at the University for several years, and 1 who is deceased.
- In response to a question raised regarding how the review will transpire, it was noted that once approved by SGC, the VPRI will establish a Review Committee that will determine the process and establish more defined review/criteria, consistent with the Policy on the Establishment, Management and Renewal of University Research Centres and Institutes.
- In response to a question raised regarding an Institute is administratively housed, it was noted that this will form part of the review (e.g., what the research Institute represents, and what is it doing for the Faculty).

**MOTION:** That the VPRI be tasked with establishing a Review Committee, with membership consistent with section 3.2(i) of the Policy on the Establishment, Management and Renewal of University Research Centres and Institutes; that the Review Committee be tasked with developing standard review criteria and templates for the formal review of the Research Centres and Institutes, consistent with the Policy on the Establishment, Management and Renewal of University Research Centres and Institutes; and that the Review Committee apply these criteria and templates to the formal reviews of the Cross Border Institute, the Diagnostic Imaging Institute, and the Fluid Dynamics Institute.

M. Fields/C. Collier

**CARRIED**

**5.6 Honorary Degrees (*in-camera*)**  
(See documents SGC221116-5.6 for more details)

Only voting members participated in this portion of the meeting and the Equity Assessor.

**MOTION: That the meeting move *in-camera*.**

L. Albalkhi/H. Samhat  
**CARRIED**

NOTED:

- The criteria and process for selecting honorary degree candidates was reviewed.
- A synopsis of each of the proposed Honorary Degree candidates' lifetime achievements was reviewed.

**MOTION: That the proposed Honorary Degree candidates be added to the list of approved Honorary Degree candidates.**

L. Freeman/S. Weir

Voting was by secret ballot.

**CARRIED**

**MOTION: That the ballot be destroyed.**

M. Fields/C. Collier  
**CARRIED**

**MOTION: That the meeting move out of *in-camera*.**

L. Freeman/C. Collier  
**CARRIED**

**6 Question Period/Other Business**

Nothing to report.

**7 Adjournment**

**MOTION: That the meeting be adjourned.**

M. Fields/L. Buchanan  
**CARRIED**