



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

Date: Monday, January 21, 2019

Time: 2:30pm – 3:45pm

Room: 209 Assumption Hall

PRESENT: Mr. Abraham Abduelmula, Dr. Majid Ahmadi, Prof. Jeffrey Berryman, Dr. Rick Caron, Dr. Pascale Chapdelaine, Dr. Jill Crossman Dr. Mitch Fields, Mr. Serdar Ismail, Dr. Douglas Kneale (Chair), Dr. Linda Patrick, Mr. Sathish Pichika.

ABSENT: Mr. Pascal Calarco (regrets), Dr. Michael Khan (regrets), Dr. Ed King (regrets), Dr. Danielle Soulliere (regrets), Dr. Darren Stanley (regrets), Dr. Miriam Wright (regrets).

IN ATTENDANCE: Ms. Maria Giampuzzi, Ms. Renée Wintermute (University Secretary).

1 Approval of the agenda

MOTION: That the agenda be approved.

Ahmadi/Pichika
CARRIED

2 Minutes of the Meeting of November 20, 2018

(see document SGCM180911120 for more details.)

MOTION: That the minutes of the Senate Governance Committee meeting of Tuesday, November 20, 2018 be approved.

Caron/Ahmadi
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding Business/Action Items

4.1 Report of the Review Committee on Employment Equity (RCEE)

(See document SGCa190121-4.1 for more details)

NOTED:

- Progression data in the four designated groups show the impact of SPF50 hires and the President's Indigenous Peoples Scholars Program (PIPs).
- The extent of the use of the DEAP tool depends on the area. The tool helps identify where areas are at in terms of equity, diversity and inclusion.
- In response to a question raised, it was noted that reports regarding information on women in administrative positions can be obtained through the Employment Equity and Human Rights Officer.
- The question of intersectionality was raised. In response, if someone self-identifies in multiple categories it is reported separately but not in combinations. Reporting all combinations impacts the usefulness of the data.

- It was agreed that as part of recognition of service, consideration should be given to establishing a service excellence awards event for faculty with one award designated for equity assessors.

4.2 Research Ethics Board - Report 2017-2018

(See document SGCa190121-4.1 for more details)

NOTED:

- Three major accomplishments were outlined for the 2017-2018 academic year.
 - Updating Guidelines to bring the REB guidelines in line with the TCPS2. Unique to the University is the recognition of students as Principal Investigators (with a faculty supervisor), and the REB's Specialized Delegated Committees.
 - Establishing operating procedures and standards across the Research Ethics Committees (January 2019) and file management enhancement.
 - Developing Standard Operating Procedures for the Office and the REB.
- The REB is seeking certification as a clinical trials board. The REB continues to expand collaboration with other REBs such as Windsor Regional, Western University and is working at securing the Schulich School of Medicine Windsor Program.
- A question was raised regarding the issue of research imbedded in classes, the timeline for approval, and the definition of minimal risk. In response, it was noted that a committee was created to expedite such cases but it did not improve the speed of approval. TCPS2 defines minimal risk as "not more than what the participant would experience in everyday life". It is a judgment call. There have only been three cases that have gone to the full Board in the past year.

MOTION: That the proposed revisions to the Guidelines for Research Involving Humans (Appendix B) be approved.

Abduelmula/Pichika

AGREED:

- The TCPS2 outlines specific instances where REB review and approval is not required. In light of this, members agreed that seeking exemption from REB review was not required, though researchers could consult with the REB if they required clarification.

FRIENDLY AMENDMENT:

ACTIVITIES NOT REQUIRING REB REVIEW

~~Researchers engaging in activities falling under the description must consult with the REB to determine if they are exempt from review. If the criteria are met, the REB will issue an exemption letter under the relevant category.~~

[...]

~~If in doubt,~~ Rresearchers engaging in activities falling under the above description ~~must~~ **shall** consult with the REB to determine if they are exempt from review. If the criteria are met, the REB will issue an exemption letter under the relevant category.

CARRIED, as amended

*4.3 Senate Standing Committee Membership

(See document SGCa190121-4.3 for more details)

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

Dr. Kevin Milne - Faculty of Human Kinetics - Program Development Committee.

***CARRIED**

5 Bylaw Business

5.1 Bylaw 40, 44, 51 – Revisions

(See document SGCa190121)

Bylaw 40 and 44

MOTION 1: That the proposed revisions to Bylaw 40 and 44 be approved.

Caron/Ahmadi

CARRIED

Bylaw 51

MOTION 2: That the proposed revisions to Bylaw 51 be approved.

Caron/Ahmadi

NOTED:

- Appendix A has been vetted by the Registrar.

CARRIED

6 Question Period/Other Business

In response to a question raised about extending the provision for meaningful feedback to graduate students (see 1.6 in Bylaw 51 for undergraduate students), it was agreed that that the matter be raised during the question period at Senate for feedback.

7 Adjournment

MOTION: That the meeting be adjourned.

Ahmadi/Patrick

CARRIED