

University of Windsor Senate Orientation

September 8, 2023



University of Windsor

BICAMERAL GOVERNANCE

The University of Windsor Act (1962-63; amended 1968-69) sets the powers and jurisdictions of the Board and Senate

Board of Governors
(Oversight of fiduciary/
operational aspects)

Senate
(Oversight of
academic matters)



The Senate

- As a governing body, Senate's role is one of academic policy-making and oversight and not management or executive decision-making.
- Academic decisions - governed by Senate regulations, policies and bylaws:
 - They set the principles and parameters for all, ensuring decision-making is fair and consistent across all committees and departments



Roles and Responsibilities of Senate

- To retain overall accountability for **academic matters**.
- To provide oversight to ensure that academic decisions support the mission, vision, values and strategic goals of the University.
- To monitor the **quality and integrity of academic programs** and to ensure compliance with quality assurance measures.



Roles and Responsibilities of Senate

- To ensure that **appropriate bylaws, policies and procedures are in place** to safeguard academic quality and standards.
- To grant approvals and actions that fall within the mandate of Senate.



Bicameral Governance

Jurisdiction: Senate and Board

Area of Oversight	Senate	Board of Governors
Teaching	<ul style="list-style-type: none"> • Approve policies and framework 	
Degrees, Certificates, Diplomas, Courses (includes articulation agreements and other academic/program agreements with other institutions)	<ul style="list-style-type: none"> • Approve creation, modification or discontinuation 	
Honorary Degrees	<ul style="list-style-type: none"> • Delegated to the Senate Governance Committee 	



Bicameral Governance

Jurisdiction: Senate and Board

Area of Oversight	Senate	Board of Governors
Admissions	<ul style="list-style-type: none"> • Approve admission requirements, standing required for continuation, and standing required for graduation 	
Examinations	<ul style="list-style-type: none"> • Approve conditions on which candidates shall be received for examinations • Approve the conduct of examinations 	
Academic Awards	<ul style="list-style-type: none"> • Establish, modify or discontinue • Set rules and regulations for some academic awards • Delegated to appropriate academic area 	



Bicameral Governance

Jurisdiction: Senate and Board

Area of Oversight	Senate	Board of Governors
Faculties, schools, institutes, departments	<ul style="list-style-type: none"> Approve academic consideration for the creation, modification or discontinuation 	Approve operational aspects and budget for creation, modification or discontinuation
Faculty Coordinating Councils/Faculty Councils/Department Councils (and other bodies)	<ul style="list-style-type: none"> Establish and delegate powers 	
Academic Integrity	<ul style="list-style-type: none"> Establish/approve policies and framework 	



Bicameral Governance

Jurisdiction: Senate and Board

Area of Oversight	Senate	Board of Governors
Grade Appeals	<ul style="list-style-type: none"> Establish/approve policies and framework 	
Operating Budget (revenue (incl. tuition fees) and expenditures)	<ul style="list-style-type: none"> Provide feedback to Board 	<ul style="list-style-type: none"> Establish budget policies Approve annual University budget
Capital Projects		<ul style="list-style-type: none"> Approve building construction
Faculty and Staff	<ul style="list-style-type: none"> Establish promotion, tenure and renewal criteria 	<ul style="list-style-type: none"> Ratify collective agreements



Bicameral Governance

Jurisdiction: Senate and Board

Area of Oversight	Senate	Board of Governors
President		<ul style="list-style-type: none"> Appoint and review performance
Investments		<ul style="list-style-type: none"> Oversee investment of institutional funds
Property		<ul style="list-style-type: none"> Oversee acquisition and disposition of properties
Strategic directions and overall accountability for performance of University	<ul style="list-style-type: none"> Support Strategic Plan(s) and SMA 	<ul style="list-style-type: none"> Approve Strategic Plan(s) and SMA, etc Ensure that appropriate financial and administrative controls, policies and agreements are in place for the University's financial, human and physical resources



Responsibilities of Individual Senators

- Be informed about the University and its mission.
- Be committed to the University and specifically to maintaining high academic quality and standards.
- Understand that the Senate's role is one of academic policy-making and oversight and not management or executive decision making.
- Attend and come prepared to participate in meetings and provide advanced notice to the Secretary if you are unable to attend a meeting.



Responsibilities of Individual Senators

- Recognize that individuals serving on Senate are not there on behalf of a **constituency** but rather are to **act in the best interest of the University as a whole.**
- Engage in open, objective, thoughtful and respectful discussion on matters brought before Senate while adhering to the rules of procedures of Senate.
- Abide by the decisions of Senate, as set out in the Senate's bylaw and policies and other regulations.



Responsibilities of Individual Senators

- Respect the role of the Board as the governing body with oversight over fiduciary/operational matters.
- Declare any and all perceived or actual conflicts of interest.
- Report back to your Faculty or Community on matters discussed and/or decided at Senate.
- Maintain confidentiality of all information from all in-camera/closed sessions of Senate.



Senate Composition

University of Windsor Act (min. requirements) (52)	Current per Senate Bylaw 1 (86)
<p>Ex-Officio President (Chair) Vice-President Academic (Provost) Registrar Dean of Student Affairs Deans of the Faculties University Librarian Alumni Association Rep Principals of the Affiliated Colleges</p> <p>Students 4 student members</p> <p>Faculty/Librarians 30 Faculty members</p>	<p>Ex-Officio (24) President (Chair) Provost and Vice-President, Academic Associate Vice-President, Student Experience Registrar Vice-President, Equity, Diversity, and Inclusion Vice-President, Research & Innovation Associate Vice-President, Academic Deans of the Faculties University Librarian Principals/Presidents of the Affiliated Colleges (Assumption, Canterbury, Iona) COU Academic Colleague Presidents of UWSA, GSS, and OPUS</p> <p>Others (6) 1 Alumni Association Rep 2 Board of Governors Reps 1 Faculty Association Rep 1 Academic Professional Rep 1 Aboriginal Education Council Rep</p> <p>Students (11) Elected student reps to equal 1/4 of faculty rep</p> <p>Faculty (45) Faculty/Librarian representation apportioned according to Faculty size +1 for the Faculty of Arts, Humanities & Social Sciences + at-large faculty reps.</p>



Senate Standing Committees

- Work of the Senate is, for the most part, through its various Committees:
 - Roles and responsibilities of Committees (and sub-Committees) is to do “heavy lifting”
 - Review materials in greater depth;
 - Ensure all issues are addressed; and
 - Submit recommendations with rationales to Senate, as appropriate



Senate Standing Committees

Senate Governance Committee (Rob Gordon)

- Advises Senate on academic governance matters (bylaws, policies and Senate committee membership);
- Establishes a Special Appointments Subcommittee; and
- Considers academic issues not within the jurisdiction of a Senate standing committee.

Senate Program Development Committee (Lionel Walsh)

- Makes recommendations to Senate with respect to program and curriculum development. This includes:
 - New programs, program changes, new course proposals;
 - Learning outcomes; and
 - Cyclical university program reviews. (per Quality Council under COU – University process audited every 7 years)



Senate Standing Committees

Senate Academic Policy Committee (Isabelle Barrette-Ng)

- Recommends policies dealing with students, admissions and enrolment management, student awards, teaching, learning and evaluation, instructional development and promotion, tenure and renewal standards development.
- Presents to Senate its review of tuition fee proposal and operating budget in the context of ensuring that Senate decisions have been given appropriate consideration.
- Presents annual reports from areas that fall within its jurisdiction (*e.g.*, experiential learning, CTL, student affairs, enrolment management, *etc.*).



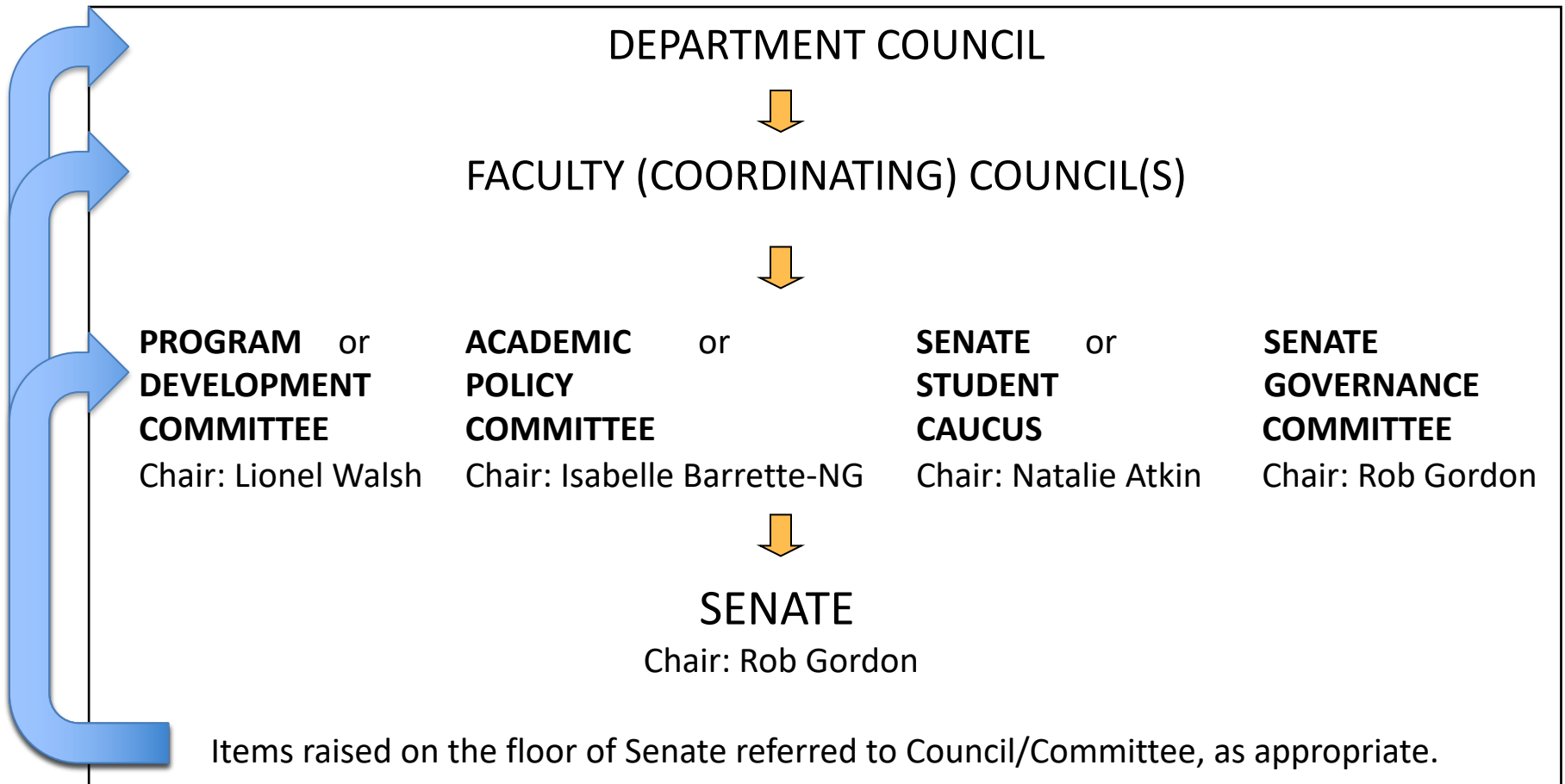
Senate Standing Committees

Senate Student Caucus (Natalie Atkin)

- Unlike the other Standing Committees, the Caucus is **not constrained to address only those matters that fall within the direct mandate of Senate.**
- Brings issues of concern to students directly to Senate *when items are within the purview of Senate.*
- Senate may then refer the issue to another committee for further consideration or policy development.
- Items not within the purview of Senate are not discussed at Senate but referred to the appropriate University bodies (*e.g.* Board, Executive Leadership, *etc*).



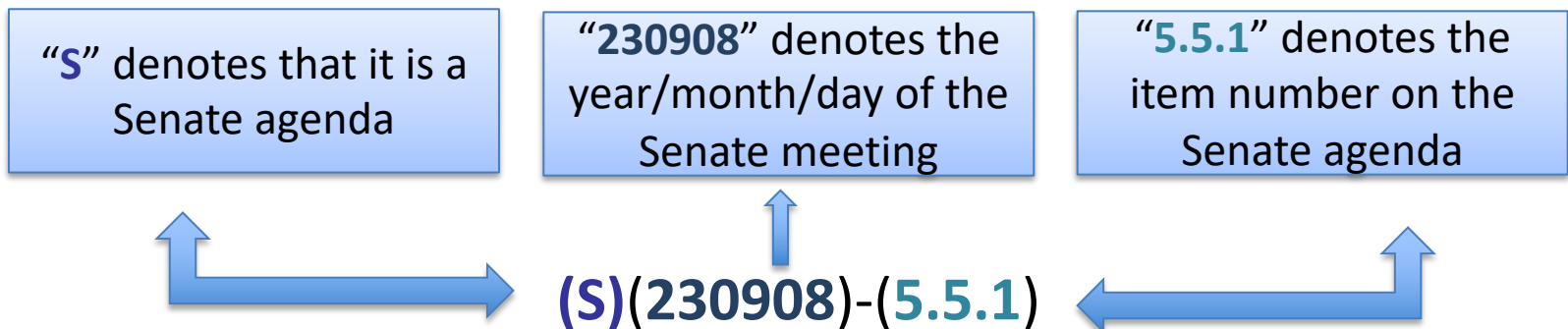
The Process for Bringing Items for Consideration to Senate



Reading the Senate Agenda

- **The Senate agenda includes:**

- The title of the item(s)
- The individual responsible for introducing or speaking to the item
- Whether the item is for information or for approval
- Includes a document number *if* there is a corresponding attachment (Breakdown of a document number)



- Starred (*) agenda items (deemed approved or received)

Senate Orientation

Senate Meetings

- Meetings scheduled per bylaw 2. They begin at 2:30pm and a motion is required to go beyond 5pm.
- Annual meeting schedule is posted on the web in July for the upcoming year.
- Rules of order and procedure relating to the conduct of meetings, process for establishing committees, committee composition, committee mandates, approval process, voting, *etc*, are set out in bylaws.
- Senate and Standing Committees follow **Robert's Rules of Order**, where procedures not listed in bylaws (includes: Faculty Coordinating Councils, Faculty Councils, Departmental Councils, Search Committees, Appointments Committees, and RTP Committees)



Senate Orientation

Per Bylaw 2:

- **Senate meetings are in person.**
 - **Until December 31, 2023: Senate Committee meetings** are in person, **unless** there is a majority vote of the Committee to hold a meeting or meetings 100% virtually or in hybrid format, **subject to the** Chair determining that there are **the required technology and physical and human resources needed** to run virtual or hybrid meetings.
 - Those with an approved registered accommodation through Human Resources or Student Accessibility Services may attend any meeting virtually, subject to available resources.
- Pilot provision for hybrid/virtual committee meetings under review by Senate this Fall.



Senate Orientation

Attendance

- An elected Senator “**absent without regrets**” from three consecutive regular meetings of Senate shall be deemed to have resigned.

Quorum

- Quorum = **50% of the total membership.**
- Without quorum, Senate cannot conduct business.



Senate Information Sessions

- Established in 2021/22
- Allow for a deeper understanding of strategic items placed on Senate agendas
- Are held prior to the Senate meeting at which the strategic item will be discussed to generate a better understanding of the issue
- Participation is voluntary and extended to anyone who would like to attend, not just Senators.
- Dates for the 2023/24 academic year:
 - Fall: Nov 3 and Dec 1
 - Winter: Feb 2; Mar 1; Apr 5; May 3 and May 24



Senate Orientation

Senate Meetings Scorecard

- Established in 2021/22
- Senators are asked to assess the work of Senate for the Fall and Winter semesters through an anonymous meeting scorecard
- Feedback is assessed by the Senate Governance Committee and a report is provided back to Senate, with proposals for changes where appropriate.
- This will continue in 2023/24



Provost & Vice-President, Academic Key Priorities for 2023-2024



Return to campus life and community

1. Complete joint research/academic strategic plan (with Shanthi Johnson)
2. Hire new Dean of Science
3. Undertake analysis of ECV system and explore alternatives (with Erika Kustra)
4. Review faculty hiring processes in light of UW EDI and Indigenous commitments (with Clinton Beckford)
5. Bolster leadership training opportunities for faculty members
6. Shepherd completion of Enrolment Management Strategic Plan (with Chris Busch)

Vice-President, People, Equity, and Inclusion

Key Priorities for 2023-2024



Return to campus life and community

1. Execute on the Aspire strategic plan through the development of:
 - (i) **UWindsor EDI Strategic Plan and implementation of EDI review recommendations**
 - (ii) **UWindsor People Strategy** comprising several integrated plans, including: Mental Health and Wellness Plan; Leadership Development Plan; Employee Engagement Plan; Anti-racism Plan;
2. Initiate and lead an **EDI community of practice and network** in Windsor and Essex County. (Working with, and learning with and from, municipal and community organizations and public institutions to advance EDI in the region).

Vice-President, Research and Innovation

Key Priorities for 2023-2024



Return to campus life and community

1. Establish and mobilize internal research advisory and engagement mechanisms including clear Terms of References and approvals processes via:
 - a) an Associate Dean Research or equivalent (ADR) committee to foster horizontal integration across Faculties through Faculty-level research committees and
 - b) a Senate Research and Innovation Advisory Committee to ensure vertical integration with institutional governance and goals.
2. Collaborate with the Deans and Associate Deans Research or equivalent to define and implement benchmark research indicators that measure success and excellence in research and innovation and prepare annual research impact report to showcase UWIN's research achievements

Vice-President, Research and Innovation

Key Priorities for 2023-2024



**UWINDSOR
TOGETHER**

Return to campus life and community

3. Review and strengthen internal research support to enhance culture and facilitate research development working with the faculties.
4. Work together with internal and external partners to advance institutional and strategic partnerships and priorities (e.g., WECHU partnership, CRC recruitment and renewal processes, and other institutional investments).