

Senate Orientation

Friday, September 9, 2022, 2:30pm.

in Room 203 in the Anthony P. Toldo Health Education Centre

The purpose of the Senate Orientation is to acquaint all Senate members with Senate and its Standing Committees.

All Members of Senate are encouraged to attend!

SENATE & SENATE STANDING COMMITTEE
CONTACT INFORMATION & MEMBERSHIPS 2022-2023

Senate

Senate Contacts:

Robert Gordon, President and Vice-Chancellor and Chair of Senate

e-mail Robert.Gordon@uwindsor.ca

Renée Wintermute, University Secretary

e-mail renew@uwindsor.ca

Alison Zilli, Senate Governance Officer/Assistant Clerk of the Senate

e-mail alisonz@uwindsor.ca

Danny Anger, Senate Governance Officer/Elections and Administrative Officer

e-mail angerd1@uwindsor.ca

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. C. Houser – Vice-President Research and Innovation
6. C. Beckford – Vice-President Equity, Diversity and Inclusion (Acting)
7. C. Collier – Dean, Faculty of FAHSS
8. D. Cavallo-Medved – Dean, Faculty of Science (Acting)
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. N. Hector [to Sept 2023]
2. J. Kichler [to Sept 2023]
3. L. Miljan [to Sept 2023]
4. L. Walsh [to Sept 2023]

5. R. Weir [to Sept 2023]
6. J. Willet [to Sept 2023]
7. R. Sharma-Persaud [to Sept 2024]
8. V. Sevillano Canicio [to Sept 2024]
9. B. Daly [to Sept 2024]
10. TBA [to Sept 2023]
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. W. Aoun [to Sept 2024]
2. R. Kuras [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. A. Skene [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. Defoe [to Sept 2023]

Academic Support

Academic Professional [1 year term]

1. N. Baker [to Sept 2023]

Elected representative of the Faculty Association

1. M. Bray [to Sept 2023]

Elected representative of the Aboriginal Education Council

1. K. Pasquach [to Sept 2023]

Board of Governors Representatives

- C. Brown [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. Mitchell Hajnal (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]

Senate Governance Committee

Contacts:

Robert Gordon, President and Vice-Chancellor and Chair of the Senate Governance Committee
e-mail Robert.Gordon@uwindsor.ca

Renée Wintermute, University Secretary
e-mail renew@uwindsor.ca

Danny Anger, Senate Governance Officer/Elections and Administrative Officer
e-mail angerd1@uwindsor.ca

Membership

President – **Robert Gordon (Chair)**

Provost and Vice President, Academic – **Patti Weir**

Vice President Equity, Diversity and Inclusion- **Clinton Beckford**

Odette School of Business – **Mitch Fields**

Faculty of Education – **TBA**

Faculty of Engineering – **Ofelia Jianu**

Faculty of Law – **Reem Bahdi**

Faculty of Human Kinetics – **Jess Dixon**

Faculty of Nursing – **Laurie Freeman**

Faculty of Science – **Mohamed Belalia**

Faculty of Graduate Studies – **Lori Buchanan**

Faculty of Arts, Humanities & Social Sciences – Arts/Humanities – **Beth Daly**

Social Sciences – **Cheryl Collier**

Representative – at – Large – **Roozbeh Razavi- Far**

Librarian Representative – **Dave Johnston**

Student Representation – **Hussien Samhat** -UWSA, **Laila Albalkhi** -UWSA, **Adam Pillon**-GSS, **Stephan Weir**-OPUS

Academic Policy Committee

Contacts:

Isabelle Barrette-Ng, Faculty of Science, Chair of the Academic Policy Committee
e-mail Isabelle.Barrette-Ng@uwindsor.ca

Renée Wintermute, University Secretary
e-mail renew@uwindsor.ca

Alison Zilli, Senate Governance Officer/Assistant Clerk of the Senate,
e-mail alisonz@uwindsor.ca

Membership

Associate Vice-President, Academic – **Edwin Tam**

Vice-Provost, Teaching and Learning (or designate) – **Erika Kustra**

Odette School of Business – **Fazle Baki**

Faculty of Education – **Priscila Correa**

Faculty of Graduate Studies – **Rashid Rashidzadeh**

Faculty of Engineering – **Niel Van Engelen**

Faculty of Law – **Anneke Smit**

Faculty of Human Kinetics – **Scott Martyn**

Faculty of Nursing – **Debbie Rickeard**

Faculty of Science – **Isabelle Barrette-Ng (chair)**

Faculty of Arts, Humanities & Social Sciences - Arts – **Nick Hector**

Social Sciences – **Lydia Miljan**

Librarian Representative – **Adam Mulcaster**

Student Representation – **Anumita Jain-UWSA, Michael Rossi-UWSA, Muthukeethana Kaliappan-GSS, Janice McAdam-OPUS**

Program Development Committee

Contacts:

Lionel Walsh, Chair of Program Development Committee
email walsha@uwindsor.ca

Renée Wintermute, University Secretary
Ext. 3347, e-mail renew@uwindsor.ca

Alison Zilli, Senate Governance Officer/Assistant Clerk of the Senate
e-mail alisonz@uwindsor.ca

Membership

Provost and Vice-President, Academic – **Patti Weir**

Dean of Graduate Studies – **Debbie Kane**

Vice-Provost, Teaching and Learning (or designate) – **Erika Kustra**

Odette School of Business – **Maureen Sterling**

Faculty of Education – **James Oloo**

Faculty of Engineering – **Tiripati Bolisetti**

Faculty of Human Kinetics – **Patti Millar**

Faculty of Law – **Gemma Smyth**

Faculty of Nursing – **Eric Tanlaka**

Faculty of Science – **Jeremy Rawson, Nurlan Turdaliev**

Faculty of Arts, Humanities & Social Sciences – **Jeremy Worth, John Deukmedjian, Lionel Walsh (Chair)**

Librarian Representative – **Karen Pillon**

Student Representation – **Anumita Jain-UWSA, Lauren Pupulin-UWSA, Majot Singh-GSS, Diana Marion-OPUS, TBA - Additional Student**

Senate Student Caucus

Contacts:

Dave Andrews, Faculty of Human Kinetics (Chair)
email dandrews@uwindsor.ca

Renée Wintermute, University Secretary
e-mail renew@uwindsor.ca

Danny Anger, Senate Governance Officer/Elections and Administrative Officer
e-mail angerd1@uwindsor.ca

Membership

Associate Vice-President, Student Experience – **Phebe Lam**

Director, Campus Services – **Dave McEwen**

Odette School of Business – **Ehab Elsaid**

Faculty of Education – **Christine Vanderkooy**

Faculty of Engineering – **Jennifer Johrendt**

Faculty of Law – **Ruth Kuras**

Faculty of Human Kinetics – **Dave Andrews**

Faculty of Nursing – **Jodi Ralph**

Faculty of Science – **Shashi Jasra**

Faculty of Arts, Humanities & Social Sciences – **Alice Nelson**

Librarian Representative – **Sarah Glassford**

Student Representation – **Laila Albalkahi-UWSA, Lauren Pupulin-UWSA, Michael Rossi-UWSA, Hussein Samhat-UWSA, Muthukeerhana Kaliappan-GSS, Adam Pillon-GSS, Donna Patterson-OPUS, TBA-OPUS, TBA-International, TBA-Residence, TBA-Native Students' Alliance**

University of Windsor
Role and Responsibilities of the Senate,
Senate Members, and Senate Committee Members

Role and Responsibilities of the 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 the University's academic programs and to ensure compliance with quality assurance measures
- To ensure that appropriate bylaws, policies and procedures are in place to safeguard academic quality and standards across the University
- To grant approvals on University actions that fall within the mandate of the Senate, including conferring of degrees, curriculum review and renewal, determining the standards for admission and the standing for continuation and graduation from a program, transfer credit, tenure and promotion process, and more.

Individual Senate Members' Responsibilities

- Be informed about the University and support 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 policy-making and oversight and not management or executive decision making
- Recognize that individuals serving on the Senate are not there on behalf of a constituency but rather are there to act in the best interest of the whole University, bringing to Senate's deliberations a wide range of academic knowledge and expertise, trying to foresee probable consequences of each proposal and applying balanced judgement to the deliberations
- Attend and come prepared to participate in meetings of the Senate, and provide advanced notice to the Secretary if you are unable to attend a meeting
- 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 made by the Senate, as set out in the Senate's bylaw and policies and other regulations
- 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 on matters discussed and/or decided at Senate
- Maintain confidentiality of all information designated as such in all in-camera/closed sessions of Senate

Individual Committee Members' Responsibilities

In addition to the responsibilities set out above for individual Senate members, Senate Committee members are to:

- Understand that the Senate's, and consequently, the Committee's role is one of policy-making and oversight and not management or executive decision making
- Recognize that, unless it has delegated authority to act, the Committee makes recommendations to the Senate, which has the decision-making authority
- Attend and come prepared to participate in meetings of the Committee, and provide advanced notice to the Secretary if you are unable to attend a meeting
- Engage in open, objective, thoughtful, and respectful discussion on matters brought before the Committee while adhering to the rules of procedures
- Abide by the decisions made by the Senate Committee and the Senate
- Understand that Senate Committee meetings are closed and that confidentiality of information designated as such is to be maintained

**Robert's Rules of Order (RRO) – Top 10
Cheat Sheet**

| Action/Motion | Purpose | Can member interrupt speaker? | Does it require a seconder? | Can it be debated? | Can it be amended? | Votes required? |
|--|--|--------------------------------------|--|---|---|---|
| Move a motion | To introduce an item requiring approval. | No | Yes | Yes | Yes | Majority (50%+1) (unless bylaw change = 2/3 majority of members present) |
| Amend a motion | When a member wants to propose an amendment to an item before it goes to a vote. NB: the amendment cannot be such that its intent or approval would be to reject or nullify the main motion. | No | Yes | Yes | Yes | Majority (50%+1) (unless it is a “friendly” amendment = general consent, where Chair declares amendment if there is no objection) |
| Postpone ¹ consideration of a matter to a set time [commonly referred to as “deferred”] [often erroneously referred to as a “motion to table” ²] | Delays a vote, normally based on a request for additional information, or while awaiting conclusion of another matter, or until after a certain event. | No | Yes | Yes, but limited to the question to postpone; should not include debate on the main question. | Yes, but only as relates to the time for when the main motion will come back. | Majority (50%+1) |
| Request to withdraw a motion | When the mover wants to withdraw consideration of a motion. | Yes | No (unless it must be voted on - see last column) | No | No | No vote – treated as general consent, where, if no one objects, the Chair declares the motion withdrawn Majority (50%+1) - If there is an objection, the Chair can put the request to withdraw the motion to a vote. |
| End debate on the motion [formally known as “to move the previous question”; commonly referred to as “calling the question”] | When it is felt that further debate will not be fruitful and that the main motion should be voted on. | No | Yes | No | No | 2/3 |

| Action/Motion | Purpose | Can member interrupt speaker? | Does it require a seconder? | Can it be debated? | Can it be amended? | Votes required? |
|-------------------------|---|--|-----------------------------|---|--------------------|---|
| Point of order | To enforce the rules or question the correct procedure | Yes – must be made <i>immediately</i> at the time the rules violation occurs | No | No | No | Chair decision |
| Appeal | | Yes – move to appeal is not in order unless made <i>immediately</i> following the decision of the chair. | Yes | Yes, unless it relates to indecorum or rules of speaking; priority of business; or if made while the immediately pending question is non-debatable. | No | Majority (50%+1) |
| Point of Information | When a member is seeking clarification on the facts of the matter at hand | Yes | No | No | No | No vote |
| Reconsider ³ | To reconsider the vote on a previously approved or defeated motion | No | Yes | Yes, provided the motion to be reconsidered is debatable | No | Majority (50%+1) |
| Rescind | To rescind a motion previously adopted | No | Yes | Yes | Yes | Majority (50%+1), if notice given 2/3 or majority vote of entire membership, if no notice 2/3 and notice for bylaws |

¹A motion to postpone indefinitely avoids a direct vote on an item and ends consideration of the item for the full session (academic year). It is an indirect rejection of the main motion and should be use rarely as members should vote on the main motion to express their support or rejection. However, it “is useful in disposing of a badly chosen main motion that cannot be either adopted or expressly rejected without possibly undesirable consequences.” (RRO, p. 126). It is not amendable, but it is debatable and requires a simple majority vote.

²A motion to table is only to be used “to lay the pending question aside temporarily when something else of immediate urgency has arisen or when something else needs to be addressed before consideration of the pending questions is resumed” (p.209). It requires a majority vote without debate. It is “out of order if the evident intent is to kill or avoid dealing with a measure.” (RRO, p.210)

³A motion to reconsider must be made by a member who voted on the *prevailing* side of the motion to be reconsidered; must be made during the same meeting in which the motion to be reconsidered was decided; and cannot be subsequently reconsidered. Their motion to reconsider “[c]an be applied to the vote on any motion except:

- a) a motion which can be renewed;
- b) a negative vote on a motion which, at the time the motion to Reconsider is made, would be out of order because:
 - i) it conflicts with a motion previously adopted and still in force,
 - ii) it conflicts with a motion which has been temporarily but not finally disposed of and which remains within the control of the assembly, or
 - iii) it would conflict with a pending motion if that motion were adopted;
- c) an affirmative vote whose provisions have been partly carried out;
- d) an affirmative vote on a contract when the party to the contract has been notified of the outcome;
- e) any vote which has caused something to be done that is impossible to undo;
- f) a vote on a motion to Reconsider; or
- g) when practically the same result as desired can be obtained by some other parliamentary motion.” (RRO, pp. 318-319)

Motions and Speaking Rights (RRO, sections 42 and 43)

1. Members may not speak without first being recognized by the chair.
2. Once a motion is moved and seconded, the item is open for debate.
3. The mover is entitled to speak first and close debate (RRO and Senate bylaw 2). The “maker of a motion, while [they] can vote against it, is not allowed to speak against [their] own motion. [They] need not speak at all, but if [they do they are] obliged to take a favorable position. If [they change their] mind while the motion [they] made is pending, [they] can, in effect, advise the assembly of this by asking permission to withdraw the motion.” (p. 393)
4. Where there is an item which generates or may generate greater debate (whether on a motion or on an item for information), the Chair may impose the speaking limits set out in Robert’s Rules of Order. In accordance with Robert’s Rules of Order, each member may speak twice, for ten minutes each time, on an item. A member may not speak a second time, until all members who wish to speak to the item have had the opportunity to do so once (pp. 43, 379, 387-389)
NB: “A member who has spoken twice on a particular question on the same day has *exhausted [their] right to debate* that question for that day.” (p. 43)
“Rights in regards to debate are not transferable... a member cannot yield any unexpired portion of his time to another member, or reserve any portion of this time for a later time – that is, if a member yields the floor before speaking [their] full ten minutes, [they are] presumed to have waived [their] right to the remaining time. If a speaker yields to another member for a question, the time consumed by the question is charged to the speaker.” (p. 388)
Decorum in debate: “Debate must be confined to the merits of the pending question [or item for information]. Speakers must address their remarks to the chair, maintain a courteous tone, and – especially in reference to any divergence of opinion – should avoid injecting a personal note into the debate. To this end, they must never attack or make any allusion to the motives of members.” (pp. 43, 391-394)
5. The Chair announces the results of the vote.

Guests do not have a right to address the assembly and may only do so with the approval of the chair.

Sources:

Robert’s Rules of Order, Newly Revised, 11th Edition, 2011.

Senate Bylaw 2

Adapted in part from: <https://www.boardeffect.com/blog/roberts-rules-of-order-cheat-sheet/>



NOTICE OF MEETING

There will be a meeting of the Senate
on Friday, September 9, 2022, at 2:30pm
LOCATION: Virtual Meeting
Link: [Join Microsoft Teams Meeting](#)

SAMPLE AGENDA

Land Acknowledgement

- 1 **Approval of Agenda** (Unstarring agenda items)
- 2 **Minutes of the meeting of May 13, 2022** Approval
S220513M
- 3 **Business arising from the minutes**
- 4 **Outstanding Business/Action Items**
 - 4.1 **Candidates for Degrees, Diplomas and Certificates** Robert Gordon-Approval
S220610-4.1
- 5 **Reports/New Business**
 - 5.1 **Program Development Committee**
 - *5.1.1 **PDC Reports on University Program Reviews (Bachelor of Engineering Technology and Education)** Lionel Walsh-Information
S220909-5.1.1
 - *5.1.2 **Program/Course Changes** Lionel Walsh-Approval
S220909-5.1.2a
 - (a) **School of the Environment – Minor Program Changes (Form C)**
 - *5.1.3 **Social Work (Graduate) – Learning Outcomes** Lionel Walsh-Information
S220909-5.1.3
 - 5.2 **Academic Policy Committee**
 - *5.2.1 **Office of Student Experience Annual Report (2020-2021)** Isabelle Barrette-Ng-Information
S220909-5.2.1
 - 5.3 **Senate Governance Committee**
 - 5.3.1 **Revisions to Bylaws** Jess Dixon-Approval
S220909-5.3.1
 - *5.3.2 **Senate Membership (2022-2023)** Rob Gordon-Information
S220909-5.3.2

SENATE ORIENTATION – SAMPLE AGENDA

- | | | |
|-------|--|---|
| 5.4 | Senate Student Caucus | Dave Andrews-Information |
| 5.5 | Report from the Student Presidents | UWSA/GSS/OPUS-Information |
| 5.6 | Report of the Academic Colleague | Philip Dutton-Information |
| 5.7 | Report of the President | Robert Gordon-Information |
| 5.8 | Report of the Provost | Patti Weir-Information S220909-5.8 |
| 5.8.1 | Indigenous Engagement Framework for Curriculum Development (PDC Forms) | Patti Weir/Rebecca Major-Information |
| 5.9 | Report of Vice-President, Equity, Diversity, and Inclusion | Clinton Beckford-Information S220909-5.9 |
| 5.10 | Report of Vice-President, Research and Innovation | Chris Houser-Information S220909-5.10 |
| 6 | Question Period/Other Business | |
| 7 | Adjournment | |

Please carefully review the 'starred' (*) agenda items. As per the June 3, 2004 Senate meeting, '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.

Senate & Senate Standing Committee Tips



Senate Meetings

“Regular meetings of the Senate shall be held on the second Friday of each month at 2:30pm from October to June, both inclusive, except in the months when Convocations are held when meetings shall be held on the Friday in the week preceding Convocation; provided that when the day set for a regular meeting of the Senate is a statutory or other public holiday, the meeting shall be held on the preceding Friday. A Senate Orientation session shall be held in September.”

“The Senate shall not remain in session later than five o'clock p.m., except by unanimous consent or, failing that, by a two-thirds vote of the members present.” (Bylaw 2)



Communication

- Email is used exclusively for Senate and its committees. It is imperative that members check their email regularly and inform the appropriate contact person of any changes to their email address.
- Students must use their University of Windsor email address.
- Please ensure you have the latest version of Adobe on your machine.
- Senate and Senate Standing Committee agendas and supporting documentation will be sent to you by email a minimum of 5 calendar days prior to the meeting, in accordance with Bylaw 2.

*Starred Items Appearing on the Agenda

As per the June 3, 2004 Senate meeting, ‘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.



Your Senate or Standing Committee Package

A package containing the agenda/supporting documentation will be emailed to you in one combined PDF file for easy printing. Included in this email will be the minutes from the previous meeting. Please review this information prior to the meeting.

ACCESSING & NAVIGATING YOUR DOCUMENTS WITH EASE

To accommodate the different types of technologies to view the materials prior to and during the Senate and Standing Committee meetings, we offer the following options.

Use the Direct Web Link: The direct web link to the Senate meetings, contain links to the agenda/supporting documentation for the current meeting and past meetings.

<http://www.uwindsor.ca/secretariat/7/senate>

or

Use the Combined PDF's Emailed to You. A minimum of five calendar days prior to each meeting you will receive an email containing two PDFs, one containing the agenda/supporting documentation and one containing the minutes.

- Once you click on either the meeting date on our website or the combined PDF emailed to you, the documentation will open in a PDF file.
- The combined PDF file will contain overall page numbering that will be in the lower left-hand side of each page and may be used to refer you to an item.
- There is also an item number on each document (Example 5.5.1)
- We have added a Bookmark feature (This can be accessed by opening this file in Adobe). If the bookmarks do not appear when the document opens, just click on the icon that looks like a cut ribbon on the left-hand side of the page. Separate bookmarks have been created for each agenda item. Just click on the bookmark created for the item number and it will take you directly to that item. This will help you to navigate through the document with increased efficiency and ease.
- Links to other documents not included in the combined pdf such as PDC supporting documentation are contained under the Rationale/Approvals section.
- You can also navigate through the document by using the “find” feature. Press Ctrl and F simultaneously and a text box will pop up. Type in the word that you are searching for, press enter, and it will take you there. Press the down arrow to take you to the next instance.

For iPad users

- The ibooks app can be downloaded from the Apple website.
- You may find this useful to navigate through the Senate document as you would a book.



I can't make a meeting...

Regrets

- Please submit all regrets for Senate, Senate Governance Committee and Senate Student Caucus to danny.anger@uwindsor.ca
- Please submit all regrets for the Program Development Committee and Academic Policy Committee to Alison Zilli at alisonz@uwindsor.ca

If you miss 3 Senate meetings in a row without sending regrets...

*****It is important to note that according to Bylaw 1, 10.2, an elected Senator shall be deemed to have resigned if they are “absent without regrets” from three consecutive regular meetings of the Senate.**

Elections-Voting

Elections will be conducted by the University Secretariat and voting will normally occur electronically. The process will require participants to know their UWin ID and their password. Once the voter logs on it will be a matter of clicking to cast their vote. Always follow the instructions outlined. The voter's anonymity is ensured.

Reporting Senate Information to your Area

Senators should relay information from each Senate meeting to their home area. It may be helpful to have a standing item titled ‘Senate Report’ on your council or student group agenda, as a reminder to report any relevant information.

Glossary of Terms

A

| | |
|---------------|---|
| AAS/LS | Ancillary Academic Staff as Learning Specialist |
| AAU | Academic Administrative Unit |
| AAC | Academic Advisory Committee |
| ACC | Animal Care Committee |
| ACT | Assessment and Care Team |
| APC | Academic Policy Committee |
| ARDC | Automotive Research & Development Centre |
| AODA | Accessibility for Ontarians with Disabilities Act |
| ASC | Academic Standing Committee |

B

| | |
|------------|----------------------------|
| BIP | Behavior Intervention Plan |
| BOG | Board of Governors |

C

| | |
|----------------|---|
| CAAT | College of Applied Arts & Technology |
| CACC | Campus Accessibility Coordinating Committee |
| CARE | Centre for Automotive Research |
| CCDAHSS | Canadian Council of Deans of Arts, Humanities & Social Sciences |
| CCES | Co-op Career and Employment Services |
| CCOU | Council of Chairs of Ontario Universities |
| CDAS | Canadian Deans of Arts & Science |
| CEI | Ed Lumley Centre for Engineering Innovation |
| CEPE | Centre for Executive & Professional Education |
| CESPA | Committee on Enrolment Statistics, Projections and Analysis |
| CFHSS | Canadian Federation for the Humanities & Social Sciences |
| CFI | Canadian Foundation for Innovation |
| CFS | Canadian Federation of Students |
| CGPSS | Canadian Graduate & Professional Student Survey |
| CIDA | Canadian International Development Agency |
| CIHR | Canadian Institute for Health Research |
| CLC | Canadian Language Council |
| CMEC | Council of Ministers of Education – Canada |
| CMP | Campus Master Plan (50 Year Vision Guiding Campus Development) |
| CODAS | Council of Ontario Deans of Arts & Science |
| COG | Core Operating Grant |

| | |
|-------------|--|
| CORe | Essex Centre of Research |
| COU | Council of Ontario Universities |
| COUS | Council of Ontario University Secretaries |
| CTL | Centre for Teaching & Learning |
| CTP | Campus Transformation Plan (Also Known as Capital Transformation Plan) |
| CUBA | Canadian University Board's Association |
| CUCC | Colleges and Universities Coordinating Council |
| CUDO | Common University Data Ontario |
| CUPA | Council on University Planning & Analysis |

D

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| DARS | Degree Audit Record System |
| DC | Deans' Council |
| DEAP | Diversity and Equity Assessment and Planning (tool) |

E

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| ECC | Energy Conversion Centre |
| EDU | Ministry of Education |
| ELIP | English Language Improvement Program |
| ERP | Enterprise Resource Planning |
| ETS | Education Testing Service |
| FAC | Faculty Advisory Committee |
| FAHSS | Faculty of Arts, Humanities and Social Sciences |
| FCC | Faculty Coordinating Council |
| FIPPA | Freedom of Information and Protection of Privacy Legislation Act |
| FTE | Full-Time Equivalent Student |

G

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| GLIER | Great Lakes Institute for Environmental Research |
| GPA | Grade Point Average |
| GSS | Graduate Students Society |

H

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| HEQCO | Higher Education Quality Council of Ontario |
| HRIS | Human Resources Information Systems |

I

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| INC or IN | Incomplete Grade |
| IQAP | Institutional Quality Assurance Process |
| IRTC | Industrial Research and Technology |
| ISC | International Students' Centre |
| ISS | International Student Society |
| ITS | Information Technology Services |

Glossary of Terms

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|-----------------|---|-----------------|---|
| <u>J</u> | | <u>P</u> | |
| JCC | Joint Consultative Committee | PAC | Public Affairs & Communication |
| <u>K</u> | | PCEE | President's Commission on Employment Equity |
| KPI | Key Performance Indicators | PDC | Program Development Committee |
| <u>L</u> | | PEQAB | Post-Secondary Education Quality Assessment Board |
| LAPS | Liberal Arts & Professional Studies Program | PLAR | Prior Learning Assessment and Recognition |
| LLGLERC | London Life Great Lakes for Environmental Research Centre | PMO | Prime Minister's Office |
| LO | Learning Outcome | PSE | Post Secondary Education |
| LSRC | Lancer Sports and Recreation Centre | RTP | Renewal, Tenure & Promotion |
| LSSSE | Law School Survey of Student Engagement | <u>Q</u> | |
| LTA | Limited Term Appointment | QAF | Quality Assurance Framework |
| <u>M</u> | | QC | Quality Council |
| MGS | Ministry of Government Services | <u>R</u> | |
| MOF | Ministry of Finance | RAC | Resource Allocation Committee |
| MOH | Ministry of Health | RCEE | Review Committee on Employee Equity |
| MOLTC | Ministry of Long-term Care | RCIM | Research Centre for Integrated Microsystems |
| MRI | Ministry of Research & Innovation | REB | Research Ethics Board |
| MCU | Ministry of Colleges and Universities | RTW | Required to Withdraw |
| <u>N</u> | | <u>S</u> | |
| NR | No Report | SAG | Student Access Guarantee |
| NSERC | Natural Sciences and Engineering Research Council | SSC | Senate Student Caucus (Formerly Student Committee) |
| NSSE | National Survey of Student Engagement | SEM | Strategic Enrolment Management |
| <u>O</u> | | SET | Student Evaluations of Teaching |
| OCAV | Ontario Council of Academic Vice Presidents | SEU | Semester Enrolment Unit |
| OCGS | Ontario Council of Graduate Studies | SIRC | Student Information Research Centre |
| OCUFA | Ontario Confederation of University Faculty Associations | SGC | Senate Governance Committee |
| OCUA | Ontario Council of University Affairs | SIS | Student Information System |
| OCUR | Ontario Council on University Research | SMA | Strategic Mandate Agreement |
| OEN | Ontario Education Number | SMFA | Strategic Mandate Agreement Fund |
| OIT | Ontario Innovation Trust | SPF | Strategic Priority Fund |
| ONCAT | Ontario Council on Articulation & Transfer | SRP | Student Recruitment Plan |
| OPUS | Organization of Part-Time University Students | SSHRC | Social Sciences and Humanities Research Council of Canada |
| ORCF | Ontario Research Challenge Fund | SWOMEN | South-Western Ontario Medical Education Network |
| OSAP | Ontario Student Assistance Program | <u>T</u> | |
| OUAC | Ontario Universities Application Centre | TT | Tenure Track |
| OUSA | Ontario Undergraduate Students Alliance | <u>U</u> | |
| | | UC | Universities Canada (Formerly Association of Universities and Colleges of Canada) |
| | | UCAPT | University Committee on Academic Promotion and Tenure |

Glossary of Terms

| | |
|----------------|---|
| UCRPPLM | University Committee on Renewal, Promotion and Permanence for Librarian Members |
| UPR | University Program Review |
| UPRAC | Undergraduate Program Review Advisory Committee (under auspices of OCAV) |
| URCFW | University Review Committee on Faculty Workloads |
| URCLW | University Review Committee on Librarian Workloads |
| UWSMRS | University of Windsor Student Medical Response Service |
| UWSA | University of Windsor Students' Alliance |

V

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| VW | Voluntary Withdrawal |
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W

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| WEDNET | Windsor-Essex Development Network |
| WIB | Windsor Institute of Biotechnology |
| WISE | Windsor International Student Employment Program |
| WGU | Weighted Grant Unit |
| WIU | Weighted Income Unit |
| WUFA | Windsor University Faculty Association |
| WURA | Windsor University Retirees' Association |
| WUSC | World University Service of Canada |

**Senate Meeting Schedule
2022-2023**

Bylaw 2: Senate Rules of Procedure

A. Senate Meetings

Regular meetings of the Senate shall be held on the second Friday of each month at **2:30pm** from October to June, both inclusive, except in the months when Convocations are held when meetings shall be held on the Friday in the week preceding Convocation; provided that when the day set for a regular meeting of the Senate is a statutory or other public holiday, the meeting shall be held on the preceding Friday. A Senate Orientation session shall be held in September.

| Senate Meetings Friday 2:30-4:30 PM | Additional Senate Meetings Monday 2:30-4:30 PM | Senate Information Sessions 2:00-3:00 PM |
|---|--|--|
| <ol style="list-style-type: none"> 1. September 9, 2022 (Orientation) 2. Joint Board/Senate Retreat 3. October 7, 2022 4. November 11, 2022 5. December 9, 2022 6. January 13, 2023 7. February 10, 2023 8. March 10, 2023 9. April 14, 2023 10. May 12, 2023 11. May 26, 2023 | <ol style="list-style-type: none"> 3. October 11, 2022 4. November 14, 2022 5. December 12, 2022 6. January 16, 2023 7. February 13, 2023 8. March 13, 2023 9. April 17, 2023 10. May 15, 2023 11. May 29, 2023 | <ol style="list-style-type: none"> 4. November 4, 2022 5. December 2, 2022 6. January 6, 2023 7. February 3, 2023 8. March 3, 2023 9. April 6, 2023 10. May 5, 2023 11. May 19, 2023 |

All Senate meetings will be held in Toldo Room 203 (2nd Floor).

For information

**Board Meeting Schedule
2022-2023**

[Board meetings are normally held on the 4th Tuesday of the month in which a meeting is held, with some exceptions as necessary.]

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| Thurs. Sept 29, 2022 | Joint Board/Senate Retreat, 4:30pm |
| Tues. Oct. 18, 2022 | Board Mtg, 4:00pm |
| Tues. Nov. 22, 2022 | Board Mtg, 4:00pm |
| Tues. Jan. 31, 2023 | Board Retreat, 4:00pm |
| Tues. Feb. 28, 2023 | Board Mtg, 4:00pm |
| Tues. Mar. 28, 2023 | Board Retreat, 4:00pm |
| Tues. Apr. 18, 2023 | Board Mtg, 4:00pm |
| Tues. May 23, 2023 | Board Mtg, 4:00pm |
| Tues. June 27, 2023 | Board Mtg, 4:00pm (Tentative) |

All meetings are held in the Freed-Orman Centre.