Queen's

Senate Committee Agenda Topics 2009-2010

Each September committees provide a summary of their respective agenda items to indicate matters that are likely to come before Senate during the academic year.

Academic Development (Chair: P. Deane; Secretary: P. Watkin)
Proposed SCAD agenda items for 2009-2010 include the following:

- Review of new programs as developed by Faculties and Schools;
- Enrolment Planning including 2010-2011 and 2011-2012 enrolment targets;
- Review and recommend an addendum to the Senate policy on Certificate Programs at Queen's University;
- Review and revise the Program Approval Submission form for new or substantially revised programs of study;
- Report and recommendations from the SCAD Sub-Committee on the Review of the *Senate Policy on the Establishment and Designation of Endowed Chairs, Professors and Lectureships.*

Academic Procedures (Chair: C. Beach; Secretary: R. Coupland)
In addition to the approval of the:
- Spring 2010 and Fall 2010 convocation schedules;
- Faculty Board degree lists for the Fall 2009 and Spring 2010 convocations;
- University sessional dates for 2010-11.

SCAP expects to:
- Monitor and refine the implementation of the recently passed Senate approval of the change to letter grading, a GPA scale, and credit unit weighting. SCAP will continue to work with all Faculties and Schools on the implementation of these recently approved Senate motions;
- Submit a summary report to Senate on the number and type of academic integrity cases for individual cases of academic integrity it has reviewed in 2008-09 in which no appeal was brought to the University Student Appeals Board to conduct a review according to s.10 of the Senate Policy on Student Appeals, Rights and Discipline;
- Continue work on the implementation of a new Senate policy on academic integrity, which will involve supporting Faculties and Schools as they review and write new policies on academic integrity, implanting new central reporting procedures, and collecting related statistics for the 09/10 academic year;
- Submit a summary report to Senate with a recommendation to change several graduate degree program names and ensure that future graduate degree program name change requests be forwarded to Senate in all instances;
- Ensure regular monthly updates from its two subcommittees (SCAP Subcommittee on Examinations and SCAP Subcommittee on Calendars).
- Review requests from units (e.g. Faculties, Schools, Office of the University Registrar) that impact academic procedures.

Budget Review (Chair; J. Helland; Secretary: B. Cooke)
- Review new programs for budgetary implications as they are presented to Senate;
- Review the approved University Budget and participate in discussions pertaining to issues related to the proposed budget;
- Address any items that are forwarded to the committee for review and comment.

Creative Arts and Public Lectures (Chair: D. Santeramo; Secretary: TBA)
- Adjudicate proposals for the Brockington Visitorship, Chancellor Dunning Trust Lectureship and George Taylor Richardson Memorial Fund;
- Oversee the activities of the Rosen Lectures Series Subcommittee.

Educational Equity (Chair: A. Husain; Secretary: J. Christie)
- Submit final draft of the Educational Equity policy to Senate;
- Continue to liaise with M. Lewis regarding the "Best Practices" research;
- Involvement with developments on equity, diversity and racism issues on campus;
- Review of the D.A.R.E. report;
- Review of the Human Rights Office and the Equity Office annual report;
- Follow up with SORC in October 2009 regarding the Henry report recommendations;
- Work with the Principal's Office to help in the redesign and reimplementation of the QNS Program;
- Comment on the Breslauer report.

Information Technology (Chair: J. Brett; Secretary: J. Lesslie)
- Review Teaching and Learning Support Initiatives
- Develop or Revise Policy to Address Information Security Requirements
- Review existing Queen's Information Technology Policies

Internal Academic Review (Chair: P. Deane; Secretary: P. Watkin)
IARC agenda items for 2009-2010 will include the following:
- Consolidated schedule of reviews;
- Internal Academic Review Policy review and revisions in response to the introduction of a Quality Assurance Framework by the Ontario Council of Academic Vice-Presidents (OCAV);
- Reviews for the following units/programs to be reported to Senate:
    - Department of Chemistry
    - Department of Chemical Engineering
    - Department of Economics
    - Department of Mathematics and Statistics
    - Department of Mining
    - School of Nursing
    - School of Music

Library (Chair: E. Lee; Secretary: M.C. Vandenburg)
- Scholarly Communications;
- Inter-University Borrowing Policy (IUBP);
- User Surveys [LibQual & Measuring the Impact of Networked Electronic Services (MINES)];

- Budget;
- Library Change Process.

Non-Academic Discipline (Chair: L. Jackson; Secretary: TBA)
- Review of non-academic discipline reports from Residences, AMS, SGPS;
- Review of Senate policy on Non-Academic Discipline.

Operations Review (Chair: J. Stairs; Secretary: TBA)
- Length of term of Senate Committee membership;
- Review of Senate Committees - number of committees and mandates;
- Question from SGPS about Education Student representation on the Senate.

Orientation Activities Review Board (Co-Chairs: J. Mantle & L. Woodcock; Secretary J. Jones)
- addressing routine matters within our mandate: review of Orientation , recommendations for delivering the most informative, inclusive, accessible, sustainable programme of welcome for new students possible;
- developing a strategy for communicating risks associated with post-orientation parties affiliated with Orientation Week, the importance of stopping unsafe practices and possible consequences for individuals who continue to participate in these events.

Residence (Chair: B. Silverman; Secretary: C. Landon)
- On-going guidance of the residence redevelopment process;
- Discussion of the Food Services tendering process;
- Review of room assignment and the room change process;
- Review of the Residence budget from the perspective of value-added services to students;
- Sustainability;
- Update to emergency plans;
- Review of Residence Security Audit.

Scholarships and Student Aid (Chair: J.F. Archibald; Secretary: T. Alm)
- Approval of Terms of Reference for new and revised scholarships, bursaries and awards;
- Continue with last year's effort of conducting policy reviews to codify the Committee's past practices into a manual with emphasis on the following topic areas:
  - Reporting of Scholarships and Awards on transcripts
  - Address policy-related matters that may arise through design and implementation stages of PeopleSoft

The following Standing Committees expect to address routine matters within their respective mandates.

Advisory Research (Chair: K. Rowe; Secretary: B. Stewart)
Agenda (Chair: D. Woolf; Secretary: G. Moore)
Honorary Degrees (Chair: D. Woolf; Secretary: G. Moore)
Nominating (Chair: P. Oosthuizen; Secretary: TBA)