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QUEEN'S UNIVERSITY



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June 29, 2009

Ms. Georgina Moore
Secretary of the Senate
University Secretariat
153 Richardson Hall
Queen's University
Kingston, ON K7L 3N6

Dear Ms. Moore: *Georgina*

Re: Outcomes of the June 17, 2009 Senate Advisory Research Committee Meeting – Review of the Proposed Amendments to the Centre for Neuroscience Studies Constitution

Further to your memo of April 27, 2009, please be advised that the Senate Advisory Research Committee reviewed the proposed amendments to the Centre for Neuroscience Studies Constitution. It is the wish of the Committee that the proposed amendments be recommended to Senate for approval.

If you require further information, please do not hesitate contact me.

Yours sincerely,

Kerry
R. Kerry Rowe
Vice-Principal (Research)

- c. Dr. Douglas Munoz, Director, Centre for Neuroscience Studies
Ms. Sonja Verbeek, Director, Office of the Vice-Principal (Research)

think Research
think Queen's



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NEUROSCIENCE STUDIES

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April 23rd, 2009

University Secretariat
153 Richardson Hall
Queen's University
Kingston, ON
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To whom it may concern;

Please find enclosed proposed changes to the Centre for Neuroscience Studies Constitution. With unanimous approval of our governing body, Executive Council, we are requesting revisions pertaining to membership categories and subsequent voting rights.

I will be happy to address any concerns or questions pertaining to this submission.

Sincerely,

Douglas P. Munoz, PhD
Director, Centre for Neuroscience Studies
Professor, Physiology, Psychology & Medicine

Encl: Constitution Revisions

Centre for Neuroscience Studies 2009	
<i>Constitution approved by Senate – 2004</i>	<i>Proposed Changes to the Constitution as approved by the Executive Council of the Centre for Neuroscience Studies</i>
Current	Proposed
Title Centre for Neuroscience Studies Queen’s University at Kingston	
<p>1. Preamble</p> <p>The Centre for Neuroscience Studies (CNS) is the focal point of a centre for research and scholarship in neuroscience, whose scope will encompass elements of all aspects of neuroscience across campus.</p> <p>The Centre and the program are unique. The research component is built on diverse technology and multidisciplinary approaches to neuroscience. Interdisciplinary training and education integrate research excellence with a strong career orientation.</p>	
<p>2. Mission and Objectives</p> <p>The mission of the CNS is:</p> <ul style="list-style-type: none"> 2.1 To further understand brain organization and function. 2.2 To enhance societal neurological and mental health, with emphasis upon improving the quality of life for those affected by neurological and psychiatric diseases and for their families. 2.3 To reduce the economic burden to society of 	

<p>neurological and psychiatric diseases by discovering new therapies and means of prevention.</p>	
<p>The objectives of the CNS shall include:</p> <p>2.4 To participate in the training of the next generation of neuroscientists for academia, health care and industry by providing complementary and enhanced undergraduate and post-graduate educational programs in the neurosciences</p> <p>2.5 To integrate all aspects of neuroscience, including molecular, cellular, systems, computational, behavioural, cognitive, population health and clinical neuroscience, into vibrant research and education programs</p> <p>2.6 To complement and enhance existing interfaculty linkages</p> <p>2.7 To complement and extend existing educational and research strengths in the neurosciences by creating new research programs, academic programs, and opportunities for commercial applications</p> <p>2.8 To strengthen linkages with the private sector, and develop knowledge-based industries in the neurosciences</p>	
<p>3. Membership</p>	
<p>3.1 Categories of Membership</p>	
<p>Members</p> <p>Individual faculty members involved in</p>	<p>Regular Members</p> <p>Individual Faculty who hold an appointment</p>

<p>neuroscience research and educational activities related directly to the program of the CNS.</p>	<p>of Assistant, Associate or Professor at Queen’s University involved in neuroscience research and/or educational activities related directly to the program of the CNS.</p>
	<p>Adjunct Members</p> <p>Faculty who hold an appointment of Adjunct Professor at Queen’s University involved in neuroscience research and/or educational activities related directly to the program of the CNS.</p>
	<p>Emeritus Members</p> <p>Faculty who hold an appointment of Emeritus Professor at Queen’s University involved in neuroscience research and/or educational activities related directly to the program of the CNS.</p>
	<p>Postdoctoral Fellow Members</p> <p>Individuals who hold a position at Queen’s University as a postdoctoral fellow involved in neuroscience research and/or educational activities related directly to the program of the CNS.</p>
<p>3.2 Eligibility for Membership</p> <p>The CNS will welcome those who seek membership:</p> <p>a) by virtue of application to the Executive Council by individuals who meet the definition of "member" (above), and who also agree to participate in the program by virtue of research and/or educational activities.</p>	<p>3.3 Eligibility for Membership</p> <p>The CNS will welcome those who seek membership:</p> <p>b) by virtue of application to the Executive Council by individuals who meet one of the definitions of "member" (above), and who also agree to participate in the program by virtue of research and/or educational activities.</p>
<p>3.4 Voting Rights</p> <p>All members are entitled to vote.</p>	<p>3.5 Voting Rights</p> <p>All members are entitled to vote.</p> <p>Only Regular Members are entitled to</p>

	vote.
<p>3.6 Founding Members</p> <p>Founding members of the CNS were members of the Interfaculty Steering Committee.</p>	
<p>4. Administrative Structure</p> <p>4.1 Administration</p> <p>A Director and an Executive Council administer the CNS.</p>	
<p>4.2 Appointment of the Director</p> <p>The Director is appointed by the Principal of Queen’s University on the recommendation of Vice-Principal (Research) Queen’s University.</p> <p>The Director serves for a term of five years, which is renewable.</p>	
<p>4.3 Election of Executive Council</p> <p>The Members of the CNS nominate and elect representatives from among the Membership to serve in the faculty positions on the Executive Council.</p> <p>Eligibility to sit on the Executive Council will be restricted to Members in good standing. The Council is comprised of the Director, a graduate student and a minimum of five elected members, with a balanced representation from the Faculty of Arts and Science and Faculty of Health Sciences.</p>	
<p>4.4 The Role of Director</p> <p>The Director:</p>	

<ul style="list-style-type: none"> • Serves as Chair of the Executive Council • Acts as the liaison between Council and the University • Reports directly to the Vice Principal (Research) • Submits reports on the work of the CNS to the University at prescribed intervals • Implements pertinent governance regulations of the Senate <p>Responsibilities Include:</p> <ul style="list-style-type: none"> • Advancing the objectives of a research program identified by a critical mass of investigators, coherence and research excellence. • Identifying general and specific research goals and developing a strategic plan for the Centre. • Developing budget and staffing proposals for the Centre. • Inform Heads of Departments of contributions of faculty members who are involved with the Centre. 	
<p>4.5 Powers and Functions of the Executive Council</p> <p>The Executive Council functions as the planning and priorities authority for the CNS and will be advisory to the Director. It also has a sub-committee structure in the following areas: research, education and training, relations with the private sector (industry and institutional investors), and fund-raising Executive Council Members serve on sub-committees, and sub-committee membership is</p>	

<p>drawn from among all Members of the CNS.</p>	
<p>4.6 Advisory Board</p> <p>In order to remain responsive to the needs of, and new developments within, the research communities in academia and in the private sector, the CNS will establish an Advisory Board whose membership will be drawn from the sponsoring Faculties, from the broader university community, and from the private sector. Advisory Board members will possess expertise in areas relevant to the scientific training and commercialization thrusts of the CNS.</p>	
<p>4.7 Amendments to the Constitution</p> <p>All proposed amendments are submitted to the Director, followed by a consultative process prior to being brought to a vote by Members. A two-thirds majority vote is required to amend the Constitution. All amendments and amending procedures will be in accordance with relevant University policies, procedures and guidelines.</p>	
<p>5. Relationship to the University</p> <p>The CNS will be governed by the Senate of Queen's University, and following specified constitutional procedures outlined in Section 4 above, will submit reports at prescribed intervals to maintain liaison with the University.</p> <p>The CNS is reviewed, at least once every five (5) years, by a committee appointed by the Vice-Principal</p>	

<p>(Research), Queen’s University, in accordance with the regulations of the Senate of Queen’s University.</p>	
<p>6. Indemnification of Director and Executive Council</p> <p>The Director and Members of the Executive Council are indemnified by their employing institution/organization for Queen’s University.</p>	
<p>7. Closure</p> <p>If circumstances are such that the CNS cannot continue to fulfill its mandate, Queen’s University is not under any obligation to continue to operate the CNS.</p> <p>In the event that the decision is taken to close down the operation of the CNS, any costs associated with dissolving the CNS shall be included in the Facility Plan for the final year of operation. The proceeds of the sale of assets will be used to defray the costs of dissolving the CNS. In the event that the costs of closure are greater than the funds available, including proceeds of any sales or sales of assets, such costs shall be paid by Queen’s University.</p>	