



Senate Committee Agenda Topics 2011- 2012

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: S. Cole; Secretary: P. Watkin)

Agenda items for 2011-2012 will include the following:

- Review of new/modified programs as developed by Faculties and Schools within the guidelines of the new Queen's University Quality Assurance Processes (QUQAPs);
- Review of Terms of Reference
- Enrolment Planning

Academic Procedures (Chair: H.Everson; Secretary: R. Coupland)

In addition to the approval of the:

- Spring 2012 and Fall 2012 convocation schedules;
- Faculty Board degree lists for the Fall 2011 and Spring 2012 convocations; and
- University sessional dates for 2012 – 13,

SCAP expects to:

- Review the current policies and procedures related to academic drop deadlines and determine whether changes should be made in the interest of student well-being and administrative efficiencies;
- Review the issue of performance indicators (i.e., “with distinction”) on the diploma;
- Determine and implement an efficient process for the conferral of degrees outside of the standard degree list dates;
- Develop a process for the newly-approved Winter Term degree list;
- 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 2010 - 2011 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;
- Ensure regular monthly updates from the 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.

Creative Arts and Public Lectures (Chair: I. Zuk; Secretary: G. MacAllister)

- Adjudicate proposals for the Brockington Visitorship, Chancellor Dunning Trust Lectureship and George Taylor Richardson Memorial Fund

Educational Equity (Chair: L. Notash; Secretary: J. Christie)

- USAB referral, Faculty of Arts and Science
- Reviewing the “Best Practices” research by M. Lewis.
- Commenting on the Aboriginal Council report.
- Commenting on the Equity and Human Right's Offices annual reports

- Ensuring equity is included in the QUQAP template.
- Providing feedback to the Equity Office on the Student Applicant Equity Census results.
- Working with the Principal's Office to help in the redesign and reimplementation of the QNS Program.
- Collaborating with the SGPS on the Graduate Student Climate Survey.
- Working with the Council on Employment Equity
- Providing feedback on the internationalization plan of the University as it is developed.

Information Technology (Chair: K. Norman; Secretary: J. Lesslie)

- The new Information Security Policy Framework (for approval)
- The Senate IT Committee's terms of reference (review/revise)
- Improvements to the University's e-mail and calendaring services.

Internal Academic Review (Chair: S. Cole; Secretary: P. Watkin)

Agenda items for 2011-2012 will include the following:

- Review of the internal academic review of the Theological College for report to Senate.

Library (Chair: W. Egnatoff; Secretary: G. Griffith)

- University Academic Plan and the Library
- Library support for teaching and learning
- Library support for research and scholarship
- Copyright Advisory Office
- Library Restructuring Action Plan
- Library budget.

Nominating (Chair: P. Oosthuizen; Secretary: G. MacAllister)

- Generate a slate of nominees to fill vacancies on senate committees arising as a result of committee members reaching the end of their term of appointment.
- Generate nominees to fill vacancies on senate committees arising as a result of resignations and other unplanned for circumstances.
- Review its policies for choosing nominees for positions on Senate committees.

Non-Academic Discipline (Chair: H. Smith; Secretary: G. MacAllister)

- Review of the Athletics and Recreation Non-Academic Discipline report;
- Review of non-academic discipline reports from Residences, AMS, SGPS.

Operations Review (Chair: E. Culham; Secretary: G. MacAllister)

- Composition of Senate;
- Review of Senate Committees - number of committees and mandates;
- Length of terms of Senate committee membership;
- Any other items as referred by the Senate.

Orientation Activities Review Board (Co-Chairs: C. Coupland, L. Therrien Boulos;
Secretary J. Jones)

- Addressing routine matters within its mandate: review of Orientation , recommendations for delivering the most informative, inclusive, accessible, sustainable program of welcome for new students possible.

Residence (Chair: R. Crawford; Secretary: C. Landon)

- Review admissions practices and policies
- Re-align budget practices in accordance with the ancillaries report
- Discuss the impact of the growth of the campus (students, etc.) / Residence expansion/ planning
- Continue to review safety and security related issues
- Review and discuss Residence Emergency Management Protocol
- Monitor/Evaluate impact of alcohol-related programmatic changes in Residence, such as alcohol-free residence during Orientation Week pilot project (part of Managing Alcohol in Residence recommendation from Coroner)
- Develop a sustainability master plan over the next year to guide the use of resources (Housing & Hospitality Services).

Scholarships and Student Aid (Chair: J. Cordy; Secretary: T. Alm)

2011-12 Objectives

- Approval of new, revised and discontinued awards
 - Revisions required to many awards to ensure consistency with new grading and credit unit system
- Guide for Selection of Award Recipients Under New Grading System
 - Current draft reviewed and updated based on comments by Arts and Science and Engineering and Applied Science
 - Draft approved in principle by 2010-11 committee
 - Draft requires final reading/approval by committee
- Policy for determining Award Allocation Values
 - Current practise is completely manual
 - Simplify/standardize award values in relation to available fund income
 - Focus on merit based awards only
 - Benefits: transparency, efficiency, clarity
- Priority Setting for the Pooled Student Assistance Fund
 - This will require consultation with the Provost and Deans.

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

Advisory Research (Chair: S. Liss; Interim Secretary: L. Roberts)

Agenda (Chair: D. Woolf; Secretary: G. Moore)

Honorary Degrees (Chair: D. Woolf; Secretary: G. Moore)