



Senate Operations Review Committee

Senate Meeting of November 25, 2010

Notice of Motion

Introduction

The Senate Operations Review Committee (SORC) is presenting a notice of motion to revise the Functions of Senate.

Analysis and Discussion

Upon referral of Senate, the Operations Review Committee is undertaking a review of the composition of Senate in the 2010/2011 year. Following an informal session of Senate on September 23, 2010 in which members discussed the functions of Senate and provided feedback regarding priorities of Senate; SORC reviewed Senators' input and engaged in discussion of the Functions of Senate, which were last amended in 1982.

SORC also took into consideration the recent establishment of new committees and processes (i.e. QUPC, IQAP) and the impact of these on the existing statement of Senate functions. Other university statements of Senate purposes and functions were researched and examined as background information.

With the approval of a revised set of "Functions of Senate", SORC will continue its work regarding the composition of Senate by mapping a committee structure best suited to a revised set of "Functions of Senate". SORC is aiming to bring a proposed Committee structure to the Senate in early winter, following consultation with existing committees. A revised set of "Functions of Senate" and a revised committee structure will then assist SORC in taking the next step of determining the overall number of Senators required to fulfill its operational mandate.

Conclusion/Recommendation

The Senate Operations Review Committee recommends that the revised Functions of Senate as offered in Appendix A be presented as a notice of motion at the November 25th meeting in anticipation of a discussion and vote at the January 2011 meeting of Senate.

Respectfully submitted

J. Stairs, Chair, SORC

COMMITTEE MEMBERS 2010-2011

- L. Colgan, Education
- E. Culham, Health Sciences
- S. Goodspeed, School of Business
- D. Farewell, Undergraduate Student Representative
- J. Qureshy, SGPS President

APPENDIX A: PURPOSE AND FUNCTIONS OF SENATE (PROPOSED REVISIONS)

Senate Purpose:

The Senate determines all matters of an academic character that affect the University as a whole, and is concerned with all matters that affect the general welfare of the University and its constituents.

Functions of Senate:

Legislative Functions:

1. To approve, subject to the ratification of the Board of Trustees, any faculty, school, centre or institute.
2. To approve, subject to ratification of the Board of Trustees, the establishment of named and funded chairs and professorships.
3. To approve and review cyclically all programs of study leading to a degree, diploma, or certificate, together with the conditions of admission thereto and the qualifications and standards required.
4. To approve and periodically review the terms of fellowships, scholarships, medals and prizes.
5. To grant all honorary degrees and to grant on the recommendation of faculty boards and schools all earned degrees, diplomas, and certificates awarded by the University.
6. To approve policies and procedures regarding student academic and non-academic matters and to have final responsibility for the discipline of students, including the power to require a student to withdraw. The power to discipline students may be delegated to student organizations.
7. To approve university policies governing the central academic services of the University such as the library and information technology systems.

Academic Planning and Educational Environment Functions:

8. To participate in University planning as it relates to the two primary roles of the QUPC:
 - a. To review, comment and make recommendations on new and proposed plans, including the University Academic plan;
 - b. To advise on the University's budget development process.
9. To approve the proposed annual enrolment plan developed by the University Registrar.
10. To commit, through policies and programs, to the creation of an environment at the University that recognizes equity and diversity as being vital to and in harmony with its educational purposes and standards of excellence as an institution.

Appointment/Selection Functions:

11. To share with the Board of Trustees the responsibility for selection of the Principal through a committee composed equally of members of the Senate and the Board.
12. To appoint, establish terms of reference, and have responsibility for committees to carry out the purpose and the related functions of Senate.

Collegial Functions:

13. To serve as a forum for discussion and exchange of ideas among the members of the academic community.

APPENDIX B: FUNCTIONS OF THE SENATE (as amended November 1982)

1. To determine all matters of an academic character which affect the University as a whole, and to be concerned with all matters which affect the welfare of the University.
2. To participate in planning the development of the University.
3. To establish, subject to the ratification of the Board of Trustees, any faculty, school, institute, department, or chair.
4. To approve, on the recommendation of the respective Faculty Boards and Schools and the Queen's Theological College, all programs of study leading to a degree, diploma, or certificate, together with the conditions of admission thereto and the qualifications and standards required.
5. On the recommendation of the respective Faculty Boards, Schools and the Queen's Theological College to publish the University calendars.
6. On the recommendation of the respective Faculty Boards, Schools and the Queen's Theological College to conduct examinations, and to decide finally all matters relating thereto.
7. To establish the terms of all fellowships, scholarships, medals, and prizes; and to award all fellowships, scholarships, medals and prizes which are offered in open competition throughout the University.
8. To grant all honorary degrees, and to grant on the recommendation of the respective Faculty Boards, Schools, and the Queen's Theological College, all earned degrees, diplomas, and certificates awarded by the University.
9. To review the main elements of the approved operating budget of the University so as to advise the Principal on its consistency with the general needs and interests of the University and on any considerations for future budgeting.
10. To advise the Board of Trustees through the Principal as to what buildings and other capital facilities are required to meet the needs of the University and in what order of priority.
11. To have responsibility for the well-being of students and to have final responsibility for their discipline including the power to dismiss students for cause. The Alma Mater Society of Queen's University and the Society of Graduate and Professional Students share responsibility for, and have the right to promote, the well-being of their members. In the discharge of its disciplinary power, the Senate shall have regard to the initial responsibility of the Alma Mater Society of Queen's University and the Society of Graduate and Professional Students for the discipline of students in non-academic matters; the Senate may review the decisions of the Alma Mater Society of Queen's University and the Society of Graduate and Professional Students with respect to the discipline of students, and may take such action as it deems appropriate.
12. To establish the procedures to be followed in the appointment of members of the academic staff, vice-principals, deans, and heads of departments, and to establish policies and procedures concerning the conditions under which, in the case of academic staff, promotions shall be given, tenure granted, appointments terminated and sabbatical or other leave granted.¹
13. To establish university policy governing the central academic services of the University such as the library system and the computer system.
14. To share with the Board of Trustees the responsibility for the selection of the Principal through a committee composed equally of members of the Senate and the Board and instructed to recommend to the Board a virtually unanimous choice.
15. To appoint such committees as it may deem desirable and to specify, consistently with the functions enumerated above, the terms of reference of any such committees.

¹ The Collective Agreement between Queen's University and Queen's University Faculty Association supercedes the provisions of Function 12 that apply to members of the academic staff and heads of departments covered by the Agreement. Function 12 applies to clinical faculty.