



Senator Orientation

Lon Knox, University Secretary and Corporate Counsel

Rebecca Coupland, Director and Associate Secretary of Senate

Karen Logan, Governance Officer (Senate)

Agenda

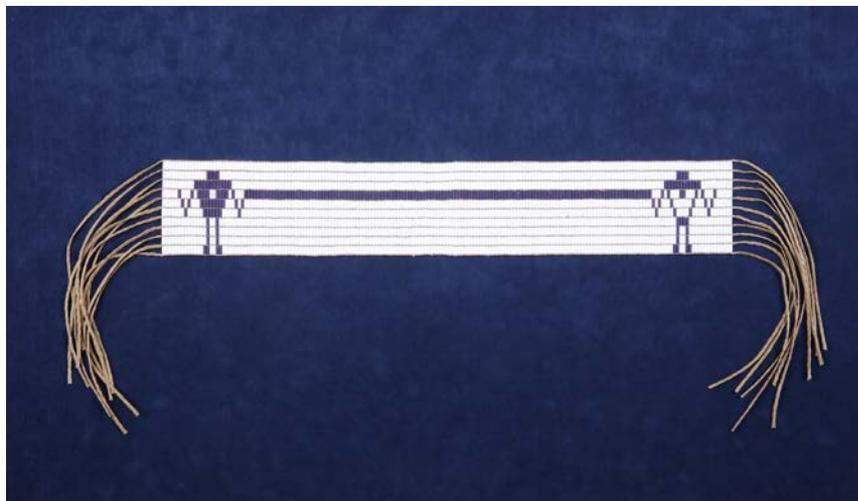


- Welcome and Introductions
- Queen's Governing Bodies
- Senate
 - What does Senate do?
 - Who is Senate?
 - Senate Standing Committees
 - Motions and Questions
 - Your Role as a Senator
- The Governance Portal
- Meeting Dates
- Questions

Indigenous Relationship



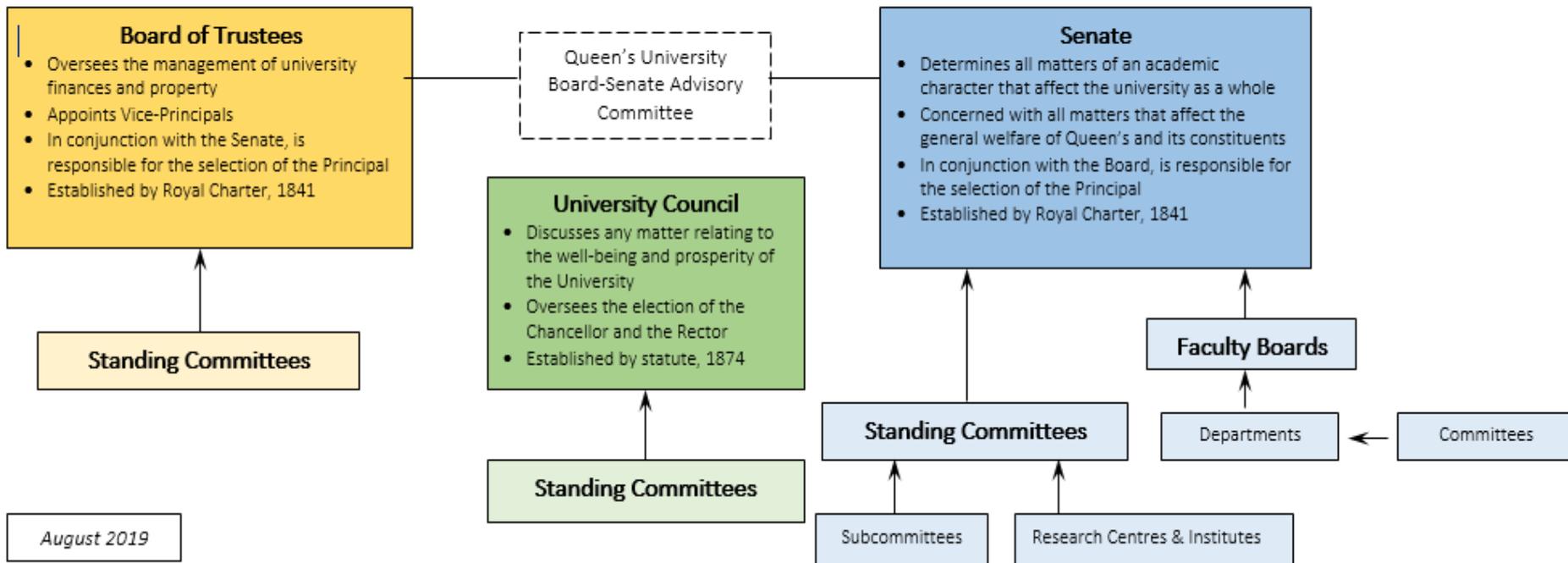
- Queen's University is situated on traditional Anishinaabe and Haudenosaunee Territory
- In March 2017, Queen's Senate was presented with a friendship wampum by the Clan Mothers at Tyendinaga and the Grandmothers' Council in Kingston
- The wampum continues to be displayed at each meeting to remind us of the relationship we share, and "polishing the chain" ceremonies are held each year to renew the friendship and the pledge



Governance Chart



THE GOVERNANCE OF QUEEN'S UNIVERSITY



Governing Bodies: Board and Senate Jurisdiction



Board	Senate
<ul style="list-style-type: none">❖ Oversees financial matters (pensions and investments)❖ Makes decisions related to property (capital projects, etc.)❖ Oversees the university's audit and risk management activities❖ Appoints Vice-Principals❖ Responsible for non-academic misconduct	<ul style="list-style-type: none">❖ Oversees academic planning and educational environment❖ Oversees and approves program development, suspension and closure; honorary and regular degrees; superintendence of academic issues❖ Responsible for academic misconduct
<p style="text-align: center;">Shared Jurisdiction</p> <p style="text-align: center;">Establish and maintain Faculties, Schools, institutes, departments, and chairs. Appoint members to the Selection Committee for the Principal</p>	

What does Senate do?



Key Responsibilities:

- approve the establishment or closure of any academic unit, centre, or institute, or any named/funded chairs or professorships, subject to ratification by the Board of Trustees
- approve the establishment, modification or closure, on the recommendation of Faculty Boards and Schools, of all programs of study leading to a degree, diploma, or certificate, and review all such programs cyclically
- approve university-level policies relating to the academic mission and academic services
- grant all honorary degrees
- approve the Academic Plan and the Strategic Research Plan

Student Appeals Responsibility



Senators have a role to play in the student appeals process and the tribunals that manage this process:

- The University Student Appeals Board (USAB) hears appeals from students regarding academic and non-academic misconduct decisions as per the Student Appeals, Rights, and Discipline Policy
- Senators are members of this tribunal

Who is Senate?



ELECTED MEMBERS (56)				EX OFFICIO MEMBERS (12)
SOURCE	FACULTY	STUDENTS	STAFF	
Arts and Science	13	5	0	<ul style="list-style-type: none"> ▪ Principal and Vice-Chancellor ▪ Provost and Vice-Principal (Academic) ▪ Vice-Principal (Research) ▪ Vice-Provost and Dean of Graduate Studies ▪ Dean of Arts and Science ▪ Dean of Business ▪ Dean of Education ▪ Dean of Engineering and Applied Science ▪ Dean of Health Sciences ▪ Dean of Law ▪ Vice-Provost and Dean of Student Affairs ▪ University Librarian
Business	3	2	0	
Education	3	1	0	
Engineering and Applied Science	6	2	0	
Health Sciences	5	3	0	
Graduate Studies	0	1	0	
Law	2	1	0	
At Large	3	0	3	
Presidents	1	2	0	
TOTAL	36	17	3	

Senate's Standing Committees



SENATE

Academic
Development

Academic
Procedures

Agenda &
Summer
Action

Advisory
Research

Board-
Senate
Advisory

Cyclical
Program
Review

Educational
Equity

Governance
& Nominating

Honorary
Degrees

Library

Orientation
Activities
Review

Residence

Scholarships
& Student
Aid



Meeting Protocols



- Meetings will take place via Zoom for Fall 2020
- All meetings follow an agenda which consists of:
 - Items or reports for information
 - Items for approval (motions)
 - Questions (must be submitted ahead of time)
 - Presentations on specific topics or Committee of the Whole sessions



Motions



That Senate approve the establishment of a BAH in Environmental Studies, School of Environmental Studies, Faculty of Arts and Science, effective September 2019.

In the meeting:

- The Chair will draw Senators attention to the attached proposal.
- They will then recognize a Senator who will move the motion as it is written in the agenda.
- They will then ask for a seconder.
- They will note any guests in the room able to speak to the motion.
- They will invite discussion.
- They will ask for a vote on the motion.
- They will ask for abstentions.

Voting in Zoom



- When it is time to vote, the poll will appear on the Zoom screen
- Select from either For, Against, or Abstain to record your vote
- The Secretariat staff will announce the results of the vote

A screenshot of a Zoom poll interface. The window title is "Polls". The poll title is "Polling 1: Sample Poll" with an "Edit" link. The poll question is "1. That the Senate adopt the agenda as circulated, with the provision that items 2 to 4 in the Consent portion of the agenda be approved or received for information by consent." Below the question is a "Rectangular Snip" button. There are three radio button options: "For", "Against", and "Abstain". At the bottom is a "Launch Polling" button.

Polls

Polling 1: Sample Poll Edit

1. That the Senate adopt the agenda as circulated, with the provision that items 2 to 4 in the Consent portion of the agenda be approved or received for information by consent.

Rectangular Snip

For

Against

Abstain

Launch Polling

Zoom Protocols



- All participants should remain on **mute** and video **off** unless you are asked to speak
- If you wish to speak to an item, you may indicate this by either using the 'raise your hand' feature or by typing a question in the chat feature





Role of a Senator



- Although some Senators may be elected by an academic unit, the first principle of Senate membership is:
Participation, not representation
- As a senator, you are responsible for:
 - Making academic decisions affecting the University as a whole, based on the best interests of the University
 - Communicating Senate's decisions back to the broader Queen's community and your electing group (as appropriate and as opportunity allows)

- Each month you will be notified via email when the Senate agenda materials are available
- Meeting materials are distributed electronically via a meeting management software called the Queen's Governance Portal
- Remember to change your password the first time you log in!

Meeting Dates 2020/2021



- September 29
- November 3
- December 1
- January 26
- February 23
- March 23
- April 13

All meetings begin at 3:30 pm. Fall meetings will take place on Zoom.

Contact Information and Questions



Please use senate@queensu.ca for contact regarding all things Senate. We monitor it every day.

Questions?