

Informal Session of the Senate on January 20, 2011

At the request of the Senate Operations Review Committee (SORC), to provide the opportunity for Senators to assist in revising the Functions of Senate, the Senate Agenda Committee has scheduled an Informal Session.

The purpose of an Informal Session is to enable a free discussion on a complex issue when no specific action is required. No motions may be made or votes taken with the exception of a straw vote to gauge the preferences of the meeting.

(*Senate Rules of Procedure, IV,*

<http://www.queensu.ca/secretariat/senate/01proced.html#informal>)

Therefore, under, III, Reports of Committees, 6 (c), a motion will be proposed by the Senate Agenda Committee “that the Functions of the Senate be considered in an informal session chaired by the Principal.”

The Senate will move into Informal Session.

Format for Informal Discussion

30-45 minutes will be allotted to discuss the Functions of the Senate based on the consideration of the following questions posed by SORC:

1. Should Senate have an overall purpose?
2. SORC proposes to remove the phrase “the well-being of students” and insert it in the purpose statement. SORC thinks it is too complex to identify as a single function. What do you think?
3. Do the functions of Senate, as proposed, diminish the authority of Senate?
4. What general responses do you have to the proposed purpose and functions of Senate?

Please see the following report from SORC on the Functions of the Senate that contains a summary of the discussion thus far and a table comparing the current Functions with the Proposed Functions and the Rationale for Change.



Senate Operations Review Committee

Senate Meeting of January 20, 2011

Functions of the Senate

Introduction

In 2009, the Senate Operations Review Committee (SORC) began a review of Senate composition as per its mandate to conduct a periodic review of the composition of Senate and its committees. It concluded that the review should begin with an examination of the Functions of Senate, last amended November 1982.

At SORC's request, an informal session took place at Senate on September 23, 2010 to receive input on the 1982 Functions of Senate. In addition to this input, SORC also took into consideration the recent establishment of new committees and processes (e.g., QUPC, QUQAP) and the impact of these on the existing Senate functions. Other universities' statements of Senate purposes and functions were researched and examined as peer comparisons and background information.

At the November 25, 2010 Senate meeting, SORC presented a notice of motion to consider a revised Functions of Senate. In response to community feedback, consultation and further work by SORC in December and early January, additional revisions were incorporated and a rationale for changes was added.

SORC requests that Senate discuss its revised proposal in an informal session (see questions below). SORC will consider input from this informal session and present a final proposal for Functions of Senate, accompanied by a draft Committee Structure as a notice of motion at the February 17, 2011 meeting of Senate. In February and early March, SORC will consult with Senate Committees on a Committee structure that will align with Functions of Senate. At the March 24, 2011 Senate meeting, Senators will deliberate the motion.

Following approval of a revised set of "Functions of Senate", SORC will then consider the Senate composition required to fulfill the Functions and Committee requirements.

Attached is a table comparing the current and proposed Functions of Senate, as well as the rationale for changes.

1. Should Senate have an overall purpose?
2. SORC proposes to remove the phrase "the well-being of students" and insert it in the purpose statement. SORC thinks it is too complex to identify as a single function. What do you think?
3. Do the functions of Senate, as proposed, diminish the authority of Senate?
4. What general responses do you have to the proposed purpose and functions 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

Draft: Functions of Senate: Current and Proposed

* ~~strikeout~~ =deleted text, **bolded text**= new and see last page for definitions

CURRENT FUNCTIONS OF SENATE	PROPOSED FUNCTIONS OF SENATE	RATIONALE FOR CHANGE
Function 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.	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 .	The purpose is a statement about the broad role of Senate. The 'Functions of Senate' are processes that serve the overarching purpose.
	Legislative Functions	
Function 2 To participate in planning the development of the University.	See proposed function 7 further below in this column (function is restated and enhanced).	
Function 3 To establish, subject to the ratification of the Board of Trustees, any faculty, school, institute, department;	1. To approve the establishment of any academic unit, centre or institute, subject to ratification by the Board of Trustees.	Senate's role is the academic oversight of proposals developed by academic units.
Proposed November 2010	2. To approve the establishment of named and funded chairs and professorships, subject to ratification by the Board of Trustees.	See above and this function separates the establishment of an entity from the establishment of a position
Function 4 To approve, on the recommendation of the respective Faculty Boards and Schools, all programs of study leading to a degree, diploma, or certificate, together with the conditions of admission thereto and the qualifications and standards required	3. To approve, on the recommendation of Faculty Boards and Schools, all programs of study leading to a degree, diploma, or certificate, and to review programs cyclically.	To correspond with the QUQAP (Queen's University Quality Assurance Processes) which includes conditions of admission qualifications and standards required to create programs and cyclical program reviews.

CURRENT FUNCTIONS OF SENATE	PROPOSED FUNCTIONS OF SENATE	RATIONALE FOR CHANGE
Function 5 On the recommendation of the respective Faculty Boards and Schools, to publish the University calendars.	Removed	<p>Functions 5, 6 and 7 are generally executed as administrative functions following extensive consultation between the Office of the University Registrar and the respective Faculties.</p> <p>Only broad policy matters are approved by Senate and the proposal captures this under the new legislative function #4 “To approve university level policies relating to the academic mission.”</p>
Function 6 On the recommendation of the respective Faculty Boards and Schools, to conduct examinations, and to decide finally all matters relating thereto.	Removed	
Function 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.	Removed	
Proposed January 2011	4. To approve university-level policies relating to the academic mission.	See above.
Function 8 To grant all honorary degrees, and to grant on the recommendation of the respective Faculty Boards and Schools, all earned degrees, diplomas, and certificates awarded by the University.	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.	Edited to enhance clarity.
Function 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.	See proposed function 7 further below in this column.	

CURRENT FUNCTIONS OF SENATE	PROPOSED FUNCTIONS OF SENATE	RATIONALE FOR CHANGE
<p>Function 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.</p>	<p>See proposed function 7 further below in this column.</p>	
<p>Function 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.</p>	<p>6. To approve policies and procedures regarding student academic and non-academic matters. The authority to discipline students, including the power to require a student to withdraw from the University, resides with the Senate; responsibility for non-academic discipline of students may be delegated to student organizations.</p>	<p>Revised to improve clarity. Consultation with Legal Counsel and the Coordinator of Dispute Resolution Mechanisms (CDRM) has ensured that the authority of the Senate and its power to delegate initial responsibility to student organizations is not diluted but neither is it tied to specific student groups since the configuration of groups has changed from time to time. Senate policies on codes of conduct, appeals, rights and discipline are well established and the CDRM has ongoing responsibility to ensure that the University and the student organizations understand their respective rights and responsibilities under the policies.</p>

CURRENT FUNCTIONS OF SENATE	PROPOSED FUNCTIONS OF SENATE	RATIONALE FOR CHANGE
<p>Function 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.⁺</p>	<p>See proposed function 12 further below in this column.</p>	<p>The appointment of Academic Staff has been incorporated into the Collective Agreement between QUFA and Queen's University.</p>
<p>Function 13 To establish university policy governing the central academic services of the University such as the library system and the computer system.</p>	<p>Removed</p>	<p>See revised legislative function #4. Specific examples are removed to reflect the growth of the University and the expansion of central academic services. In addition to the library and IT services other examples now include Research Services and the Centre for Teaching and Learning. A variety of others may exist in the future.</p>

CURRENT FUNCTIONS OF SENATE	PROPOSED FUNCTIONS OF SENATE	RATIONALE FOR CHANGE
	Academic Planning and Educational Environment Functions	
<p>Function 2 To participate in planning the development of the University.</p> <p>Function 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.</p> <p>Function 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.</p>	<p>7. To participate in planning the development of the University and to approve, subject to the ratification of the Board of Trustees when required, University planning proposals.</p>	<p>Recognizes the important role of Senate in University planning processes.</p>
Proposed November 2010	8. To approve the annual enrolment plan.	Recognizes the central importance of enrolment planning to the academic mission of the University and the importance of Senate having an explicit mandate for enrolment planning.
Proposed January 2011	9. To approve the Strategic Research Plan, ensuring links between the research and educational mission.	To recognize the important role and function of research in the educational mission of Queen's.
Proposed November 2010	10. To commit, through the approval of 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.	Added to strengthen the commitment of the University to include diversity and equity explicitly as part of the academic mission.

CURRENT FUNCTIONS OF SENATE	PROPOSED FUNCTIONS OF SENATE	RATIONALE FOR CHANGE
Function 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.	11. 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.	Edited to emphasize the principle of a joint selection committee – the “virtually unanimous choice” instruction is a process question that should not be prescribed for future generations.
Former Function 12	12. To establish the procedures to be followed in the appointments of Deans and academic Vice-Principals.	The appointment of Academic Staff has been incorporated into the Collective Agreement between QUFA and Queen’s University. Policy to appoint Deans URL: http://www.queensu.ca/secretariat/senate/policies/apptdean.html
Function 15 To appoint such committees as it may deem desirable and to specify, consistent with the functions enumerated above, the terms of reference of any such committees.	13. To appoint, establish terms of reference, and have responsibility for committees that fulfill the functions of Senate.	Edited for clarity .
	Collegial Function	
Proposed November 2010	14. To serve as a forum for discussion and exchange of ideas among the members of the academic community.	

Definitions used by SORC:

Purpose: the reason for which something is done or created or for which something exists.

Establish: set up on a firm or permanent basis; initiate or bring about (contact or communication); achieve permanent acceptance or recognition for.

Approve: officially agree to or accept as satisfactory.

Function: an activity that is natural to or the purpose of a person or thing.

(Source: Oxford Online Dictionary)

PURPOSE AND FUNCTIONS OF SENATE (PROPOSED REVISIONS – January 2011)

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 the establishment of any academic unit, centre or institute, subject to ratification of the Board of Trustees.
2. To approve the establishment of named and funded chairs and professorships, subject to ratification of the Board of Trustees.
3. To approve, on the recommendation of Faculty Boards and Schools, all programs of study leading to a degree, diploma, or certificate and to review programs cyclically.
4. To approve university-level policies relating to the academic mission.
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. The authority to discipline students, including the power to require a student to withdraw from the University, resides with the Senate; responsibility for non-academic discipline of students may be delegated to student organizations.

Academic Planning and Educational Environment Functions:

7. To participate in planning the development of the University and to approve, subject to the ratification of the Board of Trustees when required, University planning proposals.
8. To approve the annual enrolment plan.
9. To approve the Strategic Research Plan, ensuring links between the research and educational mission.
10. To commit, through the approval of 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 the selection of the Principal through a committee composed equally of members of the Senate and the Board.
12. To establish the procedures to be followed in the appointment of Deans and academic Vice-Principals.
13. To appoint, establish terms of reference, and have responsibility for committees that fulfill the functions of Senate.

Collegial Function:

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