

The Senate Steering Committee met on May 5, 2020, in preparation for the Senate meeting of May 13, 2020. This report contains items that are presented to Senate for its consideration and information.

## **1. APPROVAL OF MINUTES OF SENATE**

The minutes of the April 15, 2020 Senate electronic vote and April 21, 2020 virtual meeting were circulated to the Steering Committee, and the Steering Committee provided feedback. It is recommended that they now be considered by Senate for approval.

## **2. SPEAKING RIGHTS**

The Steering Committee requests speaking rights for Professor Christopher Buddle, Associate Provost (Teaching & Academic Programs), for the Open Discussion on COVID-19 Academic Planning, and Dr. Leigh Yetter, Interim Executive Director, Analysis, Planning & Budget, for the Presentation on the Provisional Budget 2020-21.

## **3. OPEN DISCUSSION**

The Steering Committee recommends holding an open discussion on COVID-19 academic planning for Fall 2020 at the May 13, 2020 virtual Senate meeting.

## **4. APPROVAL OF AGENDA**

The Steering Committee has reviewed the Agenda for the present meeting and recommends it for approval.

## **5. REVIEW OF QUESTIONS AND MOTIONS**

The Steering Committee received two questions and a motion for review. The questions were accepted for submission to Senate and included on the agenda for the May 13, 2020 virtual Senate meeting.

The motion (submitted by Senator Nystrom) concerned organizing a special Senate meeting to consider the recommendations of the Academic Planning Group for Fall 2020 term. After careful consideration and a thorough discussion, the Committee decided not to submit the motion to Senate. In coming to this decision, the Committee noted that:

- Regular governance processes will be respected regarding items requiring consideration by Senate. Items of a governance nature, related to, for example, academic policy, will be submitted to the appropriate Senate Committee (i.e. APC) and to Senate for approval. It is understood that if urgent governance items arise over the summer months, a special meeting of Senate will be scheduled. Conversely, it was noted that the Academic Planning Group's work focuses on operational, not governance matters. The Group reports to the Provost and does not have a mandate to formulate recommendations to Senate.

- The University is committed to informing and engaging the McGill community on the work being done with respect to COVID-19 planning. In this respect, it was mentioned that a town hall on Fall 2020 academic planning was organized by the Office of the Provost and Vice-Principal (Academic).
- An Open Discussion on COVID-19 academic planning has been added to the Senate agenda for the May 13 virtual Senate meeting. The Open Discussion will provide an opportunity to engage Senate in discussion on how to, from a governance perspective, best prepare for the next year.

A table indicating the status of questions and motions submitted by Senators to the Senate Steering Committee is attached as Appendix A for information.

## **6. MOTIONS AND REPORTS FROM ORGANS OF UNIVERSITY GOVERNMENT RECEIVED/APPROVED BY THE STEERING COMMITTEE ON BEHALF OF SENATE**

In accordance with the plan on the conduct of Senate meetings approved by Senate on April 2, 2020, the Steering Committee received / approved the reports noted below on behalf of Senate. The reports are attached as Appendix B. Senators may submit questions and comments on these reports to the Secretariat for consideration at a future Senate meeting

### **6.1 Report of the Senate Nominating Committee Part I** (D19-50)

On the recommendation of the Senate Nominating Committee, the Steering Committee approved in the name of Senate, appointments of Senate representatives to Senate standing committees and committees arising from University regulations.

### **6.2 Annual Report of the Committee on Staff Grievances and Disciplinary Procedures** (D19-54)

The Steering Committee received this report on behalf of Senate for information. The report is presented annually in accordance with the *Regulations Relating to the Employment of Academic Staff* and includes an overview of the administration of procedures with respect to staff grievances and disciplinary procedures described in the Regulations.

### **6.3 Annual Report on the Policy on Safe Disclosure (“Whistle Blowing”)** (D19-55)

The Steering Committee received this report on behalf of Senate for information. This report is presented annually in accordance with the *Policy on Safe Disclosure (“Whistle Blowing”)* and includes information on the number of reports filed by Disclosers; the number of reports investigated; the number of findings of Improper Activity; and the types of action taken pursuant to an investigation.

## **7. MOTIONS AND REPORTS FROM ORGANS OF UNIVERSITY GOVERNMENT REFERRED TO SENATE**

In accordance with the plan on the conduct of Senate meetings approved by Senate on April 2, 2020, the Steering Committee agreed that:

- The following items be referred to Senate for consideration / presented for information at the May 13, 2020 virtual Senate meeting:
  - o 498<sup>th</sup> Report of the Academic Policy Committee (D19-49)
  - o Proposed Revisions to the Guidelines Regarding the Setting of the University Calendar of Academic Dates (D19-51)
  - o Presentation on Provisional Budget 2020-2021 (D19-52)
  - o Annual Report on the Policy against Sexual Violence (D19-53)
  - o Report from the Board of Governors to Senate (D19-56)
  
- The following item be referred to Senate for consideration by means of a confidential electronic vote to be held in May 2020:
  - o Confidential Report of the Honorary Degrees and Convocations Committee (McGill Medal Recommendations) (D19-57)
  
- The following item be referred to Senate for consideration at a later date when in-person meetings of Senate resume:
  - o Report of the Senate Nominating Committee Part II: Proposed Revisions to the Honorary Degrees and Convocations Committee Terms of Reference (D19-50)

**Present:** Suzanne Fortier (*Chair*); Angela Campbell, Jim Engle-Warnick, Kenneth Hastings, Christopher Manfredi, Jim Nicell, Marc Richard, Edyta Rogowska (*Secretary*), Rob Sladek, Madeline Wilson.

**Regrets:** Erik Larson.



**Status of Questions and Motions Received by the Senate Steering Committee**

**(at May 13, 2020)**

	<b>Question/Motion:</b>	<b>Submitted by:</b>	<b>Received by the Steering Committee on:</b>	<b>Status:</b>
<b>Accepted for submission to Senate</b>	Question Regarding Athletics Facility Improvement	Madeline Wilson Bryan Buraga	April 7, 2020	Will be added to the Senate Calendar of Business (CoB) for 2020-2021
	Question Regarding Harm Reduction and Substance Use	Madeline Wilson	April 7, 2020	Will be added to the Senate CoB for 2020-2021
<b>Not accepted as drafted</b>	Question Regarding Procedures for Removing Administrator, Governor or Senator	Nikulas Dworek	April 7, 2020	No revised submission received
	Motion Regarding Education Campaign on Bill 21	Madeline Wilson	April 7, 2020	No revised submission received
<b>Deferred for consideration by the Steering Committee when in-person meetings resume</b>	Motion Regarding the Creation of a Senate-Board Conference Committee on Fossil-Fuel Divestment	Vanessa Bonneau Bryan Buraga Nikulas Dworek, Alison Laywine Derek Nystrom Eran Shor, Madeline Wilson	April 7, 2020	Will be added to the Senate Steering Committee CoB for 2020-2021



## **Report of the Senate Steering Committee (19-20:09)**

### **Appendix B – Reports**

1. [Report of the Senate Nominating Committee \(D19-50\)](#)
2. [Annual Report of the Committee on Staff Grievances and Disciplinary Procedures \(D19-54\)](#)
3. [Annual Report on the Policy on Safe Disclosure \(“Whistle Blowing”\) \(D19-55\)](#)







Meeting of April 28, 2020 at 9:00 a.m.

Webex Conferencing Application

**Present:** Bruno Belzile, Angela Campbell, David Eidelman, Anja Geitmann, Kenneth Hastings, Terry Hébert, Bruce Lennox, Antonia Maioni, Christopher Manfredi (Chair), Momar Ndao, Dilson Rassier, Brenda Ravenscroft, Nellie Voudouris, Madeline Wilson.

**Regrets:** Eleanor Elstein, Joseph Hakim, Josephine Nalbantoglu, Bernard Robaire, Eran Shor.

## **PART I. FOR THE APPROVAL OF THE SENATE STEERING COMMITTEE**

### **1. APPOINTMENTS TO SENATE STANDING COMMITTEES**

#### **1.1 Academic Policy Committee**

##### RECOMMENDATIONS

*Approve the appointments of Professors **Monzur Murshed** and **Christopher Moraes** to the **Academic Policy Committee**, for terms beginning September 1, 2020 and ending August 31, 2023.*

*Approve the appointment of Ms. **Leela Riddle-Merritte** to the **Academic Policy Committee** for a term beginning September 1, 2020 and ending August 31, 2021.*

##### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Provost and Vice-Principal (Academic), Chair: Professor Christopher Manfredi  
Associate Provost (Teaching & Academic Programs), Vice-Chair: Professor Christopher Buddle  
The Deputy Provost (Student Life and Learning): Professor Fabrice Labeau  
The Vice-Principal (Research and Innovation) or delegate: Professor Nancy Ross  
Director of Libraries or Trenholme Dean of Libraries or delegate: Ms. Carole Urbain  
Dean of Graduate and Postdoctoral Studies or delegate: Professor Josephine Nalbantoglu  
Dean of Continuing Studies or delegate: Professor Carola Weil  
Board of Governors Representative: Mrs. Manon Vennat - 2022  
Chairs of APC Sub Committees  
The Director, Teaching and Learning Services or delegate: Professor Laura Winer

One member from each of the faculties (named by Senate Nominating Committee):

Professor Isabelle Cossette (Music Research, MUSIC) – 2021  
Professor Michael Smith (Sociology, ARTS) – 2021  
Dr. Axel Hundemer (Mathematics and Statistics, SCIENCE) – 2021  
Professor Emine Sarigöllü (MANAGEMENT) – 2022  
Professor Limin Jao (Department of Integrated Studies in Education, EDUCATION) – 2022  
Professor Tina Piper (LAW) – 2022  
Professor Monzur Murshed (DENTISTRY) – 2023  
Professor Christopher Moraes (Chemical Engineering, ENGINEERING) – 2023  
TBD (MEDICINE) – 2023  
TBD (AES) – 2023

Three Undergraduate Student Members:

TBD  
TBD  
TBD

One Graduate Student: TBD

One Alternate Graduate Student: TBD

One Macdonald Campus Student: Ms. Leela Riddle-Merritte (Global Food Security, AES) – 2021

One Continuing Studies Student: TBD

Member with voice but no vote: University Registrar and Director of Enrolment Services

Secretary: Ms. Julie Degans

## 1.2 Committee on Enrolment and Student Affairs

### RECOMMENDATIONS

*Approve the appointment of Professor **Meredith Young** to the **Committee on Enrolment and Student Affairs** for a term beginning September 1, 2020 and ending August 31, 2023.*

*Approve the appointment of Mr. **Nikulas Dworek** to the **Committee on Enrolment and Student Affairs** for a term beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Deputy Provost (Student Life and Learning), Professor Fabrice Labeau [Chair]

Associate Provost (Graduate Studies) or delegate: Professor Laura Nilson

The Dean of Students or delegate: Mr. Glenn Zabowski (Interim)

Three delegates of Deans from among the large faculties:

Dr. Aimee Ryan (Associate Dean, Biomedical BSc, Graduate and Postdoctoral Affairs, MEDICINE) – 2022

Professor Michael Fronda (History, ARTS) – 2022

Professor Valérie Orsat (Bioresource Engineering, AES) – 2022

One delegate of a Dean from among the small faculties:

Professor Rosalie Jukier (LAW) – 2021

One representative of Senate from the administrative and support staff, on the recommendation of Senate Nominating Committee:

Ms. Nellie Voudouris (Faculty Adviser, ARTS) – 2022

Three representatives of Senate from the academic staff on the recommendation of Senate Nominating Committee:

Professor Caroline Riches (Integrated Studies in Education, EDUCATION) – 2021

Dr. Axel Hundemer (Mathematics and Statistics, SCIENCE) – 2022

Professor Meredith Young (MEDICINE; Institute of Health Sciences Education) – 2023

One representative named by the Alumni Association: Ms. Susan Czarnocki – 2022

Student members:

Undergraduate: TBD

Undergraduate: TBD

Graduate: TBD

Macdonald Campus: Mr. Nikulas Dworek (Environment, AES) – 2021

Secretary: Mr. Jonathan Nordland

### 1.3 Honorary Degrees and Convocations Committee

#### RECOMMENDATIONS

*Approve the appointments of Professors **Nigel Roulet** and **Petra Rohrbach** and Ms. **Genevieve Gore** to the **Honorary Degrees and Convocations Committee** for terms beginning September 1, 2020 and ending August 31, 2023.*

#### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

The Chancellor, Chair [The Honourable Michael A. Meighen]  
The Principal [Professor Suzanne Fortier]  
The Provost and Vice-Principal (Academic) [Professor Christopher Manfredi]  
The Chair of the Board or delegate [Mr. Ram Panda]  
The University Co-Marshal [Professor Edith Zorychta]  
The President of the Alumni Association or delegate [Ms. Inez Jabalpurwala]

Six representatives of Senate:

Professor Barbara Hales (Pharmacology and Therapeutics, MEDICINE) – 2021  
Professor David Lowther (Electrical and Computer Engineering, ENGINEERING) – 2022  
Professor Catherine Desbarats (History and Classical Studies, ARTS) – 2022  
Professor Nigel Roulet (Geography, SCIENCE) – 2023  
Professor Petra Rohrbach (Parasitology, AES) – 2023  
Ms. Genevieve Gore (LIBRARIES) – 2023

Student members:

Graduate: TBD

Undergraduate: TBD

Secretary: Ms. Edyta Rogowska (Secretary-General)

## 1.4 Committee on Libraries

### RECOMMENDATIONS

*Approve the appointment of Professor **Elizabeth Elbourne** and Mr. **Carlo Della Motta** to the **Committee on Libraries** for a term beginning September 1, 2020 and ending August 31, 2023.*

*Approve the appointment of Mr. **Joseph Hafner** to the **Committee on Libraries** for a term beginning September 1, 2020 and ending August 31, 2022.*

*Approve the appointment of Ms. **Véronique Dion-Larivière** to the **Committee on Libraries** for a term beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

The Provost (or delegate) – Chair: Professor Christopher Buddle, Associate Provost (Teaching & Academic Programs)

The Trenholme Dean of Libraries [Professor C. Colleen Cook]

Chairs of the Library Advisory Committees (including Macdonald Campus):

Professor Andrea Bernasconi (Life Sciences)

Professor Valérie Gravel (Macdonald Campus)

Professor Michael Fronda (Humanities and Social Sciences)

Professor Lara Khoury (Law)

Professor Robert Funnell (Schulich)

Three faculty members appointed by Senate:

Professor Rachel Langevin (Educational and Counselling Psychology, EDUCATION) – 2022

Professor Brendan Gillon (Linguistics, ARTS) – 2022

Professor Elizabeth Elbourne (History and Classical Studies, ARTS) – 2023

Two librarians appointed by Senate:

Ms. Robin Elizabeth Desmeules (Cataloguing Librarian, Collection Services, LIBRARIES) – 2021

Mr. Joseph Hafner (Associate Dean, Collection Services, LIBRARIES) – 2022

One administrative and support staff member from the University Libraries appointed by Senate:

Mr. Carlo Della Motta (Library Supervisor, Humanities and Social Sciences Library) – 2023

Student Members:

Undergraduate: TBD

Undergraduate: TBD

Graduate: TBD

Continuing Studies: TBD

Macdonald Campus: Ms. Véronique Dion-Larivière (Environment, AES) – 2021

Secretary: Jonathan Nordland

## 1.5 Senate Committee on Physical Development

### RECOMMENDATIONS

*Approve the appointment of Professor **Eric Galbraith** to the Senate Committee on Physical Development for a term beginning September 1, 2020 and ending August 31, 2023.*

*Approve the appointment of Mr. **Karl-Antoine Hogue** to the Senate Committee on Physical Development for a term beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Chair, Executive Director (Campus Planning and Development): Dr. Cameron Charlebois  
Associate Vice-Principal (Facilities Management and Ancillary Services) or delegate: Mr. Robert Couvrette  
The Provost or Delegate: Dr. Leigh Yetter (Interim Executive Director, Analysis, Planning & Budget)  
The Associate Vice-Principal (Macdonald Campus): Professor Anja Geitmann  
Gault Nature Reserve: Ms. Maria Babiak (Gault Executive Committee Member)  
The Trenholme Dean of Libraries or delegate: Ms. Diane Koen (Senior Director, Planning and Resources)  
The Director of the Office of Sustainability: Mr. Francois Miller

#### Eight Representatives of Senate:

Professor Craig Mandato (Anatomy and Cell Biology, MEDICINE) – 2021  
Professor Benoît Côté (Natural Resource Sciences, AES) – 2021  
Professor Nate Quitarano (Mining and Materials Engineering, ENGINEERING) – 2021  
Professor Laurie Snider (Physical and Occupational Therapy, MEDICINE) – 2021  
Professor Angela Campbell (LAW / Associate Provost (Equity and Academic Policies) – 2022  
Mr. Mark Michaud (Director of Administration, MANAGEMENT) – 2022  
Professor Christopher Ragan (Economics, ARTS) – 2022  
Professor Eric Galbraith (Earth & Planetary Sciences, SCIENCE) – 2023

#### Four student members:

Undergraduate: TBD  
Undergraduate: TBD  
Graduate: TBD  
Macdonald Campus: Mr. Karl-Antoine Hogue (Environmental Biology, AES) – 2021

Secretary: Ms. Beste Karli, Lease Administrator, Campus Planning and Development Office

## 1.6 Committee on Student Services

### RECOMMENDATION

*Approve the appointment of Ms. **Marie Prémont-St-Jean** to the **Committee on Student Services** for a term beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Deputy Provost (Student Life and Learning): Professor Fabrice Labeau  
Executive Director of Services for Students: Ms. Martine Gauthier  
Associate Dean (Student Affairs), Macdonald Campus: Professor Valerie Orsat  
Two Directors of Student Services:  
    Dr. Vera Romano  
    Mr. Ian Simmie

Two Associate Deans (Student Affairs and/or Graduate and Postdoctoral Studies) or equivalent:  
    Dr. Aimee Ryan (Associate Dean, Biomedical BSc, Graduate and Postdoctoral Affairs, Faculty of Medicine) – 2021  
    Professor Lucyna Lach (Associate Dean, Faculty of Arts; Associate Professor, School of Social Work) – 2022 - (*Co-Chair*)

Three Representatives appointed by Senate:  
    Professor Jonathan Britt (Psychology, SCIENCE) – 2021  
    Professor Bassam Khoury (Educational and Counselling Psychology, EDUCATION) – 2022  
    Ms. Nancy Czemmel (Director of Student Life and Learning, Student Affairs Office, LAW) – 2022

Three Graduate Students: TBD

Macdonald Campus Student: Ms. Marie Prémont-St-Jean (Agro Environment, AES) – 2021

Six representatives of undergraduate Student Societies (three of whom shall be from Arts, Science, Engineering, Management, or Education): TBD

Resource persons with voice, but no vote:  
    Manager, Finance and Systems, Office of the Executive Director, Services for Students: Rosella De Stefano  
    Manager - Student Assessment, Student Services: Lina Di Genova

Secretary: Ms. Tatyana Roméus-Kébé

## 1.7 **Joint Board-Senate Committee on Equity**

### RECOMMENDATION

*Approve the appointment of Ms. **Patricia Sung** to the **Joint Board-Senate Committee on Equity** for a term beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Provost or delegate, Chair – Prof. Angela Campbell, Associate Provost (Equity & Academic Policies)  
Director of the Office for Students with Disabilities - Ms. Teri Philips  
Associate Vice-Principal (Human Resources), or a delegate - Ms. Anne-Marie Bruneau  
Coordinator of the First People's House - Mr. Allan Vicaire  
Associate Director of the Social Equity and Diversity Education Office: Ms. Veronica Amberg

#### Chairs of Subcommittees:

Subcommittee on Women - Prof. Allison Golsalves  
Subcommittee on Persons with Disabilities - Ms. Rachel Desjourdy  
Subcommittee on Family Care - Ms. Joan Butterworth  
Subcommittee on First Peoples - Mr. Kakwiranóron Cook and Ms. Charlotte Burns  
Subcommittee on Racialized and Ethnic Persons - Ms. Adrienne Piggott  
Subcommittee on Queer People - Mr. Michael David Miller and Ms. Meryem Benslimane

One representative of the academic community appointed by Senate

Prof. Jessica Ruglis (Educational and Counselling Psychology, EDUCATION) - 2021

One representative of the administrative and support staff appointed by Senate

Me Myriam Larose (Immigration Advisor, SCIENCE) – 2022

One representative of the Board of Governors - Ms. Cynthia Price Verreault - 2021

#### Four students:

SSMU Equity Commissioner: TBD  
PGSS Equity Commissioner: TBD  
Macdonald Campus: Ms. Patricia Sung (Environment, AES) – 2021  
Continuing Studies: TBD

Secretary: Ms. Julie Degans



## 2. APPOINTMENTS TO COMMITTEES ARISING FROM UNIVERSITY REGULATIONS

### 2.1 Advisory Council on the Charter of Students' Rights

#### RECOMMENDATIONS

*Approve the designation of Professor **Ashraf Ismail** as **Chair** of the **Advisory Council on the Charter of Students' Rights** for a term beginning September 1, 2020 and ending August 31, 2021.*

*Approve the appointment of Professor **Jacob Levy** to the **Advisory Council on the Charter of Students' Rights** for a term beginning September 1, 2020 and ending August 31, 2022.*

#### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Professor James Engert (Medicine & Human Genetics, MEDICINE) – 2021

Professor Ashraf Ismail (Food Science and Agricultural Chemistry, AES) – 2021 – Chair

Professor Jacob Levy (Political Science, ARTS) – 2022

Undergraduate Student: TBD

Graduate Student: TBD

## 2.2 Committee on Student Discipline

### RECOMMENDATIONS

*Approve the appointments of Professor **Lisa Starr** to the **Committee on Student Discipline** for a term beginning September 1, 2020 and ending August 31, 2023.*

*Approve the designation of Professor **Antonia Arnaert** as **Vice-Chair** of the **Committee on Student Discipline** for a term beginning September 1, 2020 and ending August 31, 2021.*

*Approve the appointments of Mr. **Anirudh Bakshi**, Ms. **Patricia Sung** and Ms. **Marie Prémont-St-Jean** to the **Committee on Student Discipline** for terms beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

The Dean of Students – Mr. Glenn Zabowski (Interim)

Members of the Academic Staff:

Professor Richard Leask (Chemical Engineering, ENGINEERING) – 2021- *Chair*

Professor Antonia Arnaert (Nursing, MEDICINE) – 2021- *Vice-Chair*

Ms. Kathy Roulet (School of Environment, AES) – 2021

Professor Jason Carmichael (Sociology, ARTS) – 2021

Professor Elsbeth Heaman (History and Classical Studies, ARTS) – 2022

Professor Michael Hoover (Educational and Counselling Psychology, EDUCATION) – 2022

Professor James Martin (Medicine, MEDICINE) – 2022

Professor Tamara Western (Biology, SCIENCE) – 2022

Professor Lisa Starr (Integrated Studies in Education, EDUCATION) – 2023

TBD – 2023

Three or more legal assessors:

Professor Richard Janda - 2021

Professor Ram Jakhu – 2022

TBD

Five SSMU representatives: TBD

Three PGSS representatives:

Mr. Anirudh Bakshi (Epidemiology, Biostatistics and Occupational Health, MEDICINE) – 2021

TBD

TBD

Two MCSS representatives:

Ms. Patricia Sung (Environment) – 2021

Ms. Marie Prémont-St-Jean (Agro-Environmental Sciences, AES) – 2021

Two MACES representatives:

TBD

TBD

Secretary: Mr. Glenn Zabowski

## 2.3 Committee on Student Grievances

### RECOMMENDATIONS

*Approve the appointment of Professor **Reza Sharif Naeini** to the **Committee on Student Grievances** for a term beginning September 1, 2020 and ending August 31, 2023.*

*Approve the appointment of Mr. **Eric Wilkinson** and Ms. **Leela Riddle-Merritte** to the **Committee on Student Grievances** for a term beginning September 1, 2020 and ending August 31, 2021.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Chair: Ms. Anna Dysert (Cataloguing Librarian, Collection Services, LIBRARIES) – 2021

Four other academic staff:

Professor Corinne Hoesli (Chemical Engineering, ENGINEERING) – 2022

Professor Ashraf Ismail (Food Science, AES) – 2022

Professor Reza Sharif Naeini (Physiology, MEDICINE) – 2023

TBD

Two Legal Assessors:

Professor Helge Dedek (Law) - 2021

Mr. Brian Peebles (Assistant Dean, Strategic Planning, Faculty of Law) - 2022

Two graduate student members:

Mr. Eric Wilkinson (Philosophy, ARTS) – 2021

TBD

Two undergraduate student members:

Ms. Leela Riddle-Merritte (Global Food Security, AES) – 2021

TBD

Secretary: Ms. Bonnie Borenstein

## 2.4 Appeal Committee for Student Discipline and Grievances

### RECOMMENDATIONS

*Approve the appointment of Mr. Seyed Zavarei to the Appeal Committee for Student Discipline and Grievances for a term beginning September 1, 2020 and ending August 31, 2023.*

*Approve the designation of Professor Miranda Hickman as Chair of the Appeal Committee for Student Discipline and Grievances for a term beginning September 1, 2020 and ending August 31, 2022.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

#### Academic staff:

Professor Jaswinder Singh (Plant Science, AES) – 2021  
Professor Karine Auclair (Chemistry, SCIENCE) – 2021  
Professor Ada Sinacore (Educational and Counselling Psychology, EDUCATION) – 2021  
Professor Stefano Algieri (Music Performance, MUSIC) – 2021  
Professor Geoffroy Noel (Anatomy and Cell Biology, MEDICINE) – 2021  
Professor Miranda Hickman (English, ARTS) – 2022 - Chair  
Professor Lisa-Marie Münter (Pharmacology & Therapeutics, MEDICINE) – 2022  
TBD  
TBD

#### Legal Assessors:

Ms. Katarina Daniels (Liaison Librarian, Nahum Gelber Law Library) – 2022  
Mr. Seyed Zavarei (McGill Institute of Comparative Law) – 2023

#### Three undergraduate student members:

TBD  
TBD  
TBD

#### Three graduate student members:

TBD  
TBD  
TBD

Secretary: Ms Bonnie Borenstein

## 2.5 **Panel for the Investigation of Research Misconduct**

### RECOMMENDATIONS

*Approve the appointments of Professors **Jacqueline Bede, Debra Titone, Nathan Hall and Terry Hébert** to the **Panel for the Investigation of Research Misconduct** for terms beginning September 1, 2020 and ending August 31, 2023.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Professor John Hanrahan (Physiology, MEDICINE) – 2021

Professor Claudia Mitchell (DISE, EDUCATION) – 2021

Professor Paul Clarke (Pharmacology and Therapeutics, MEDICINE) – 2022

Professor David Lowther (Electrical and Computer Engineering, ENGINEERING) – 2022

Professor Catherine Potvin (Biology, SCIENCE) – 2022

Professor Jonathan Kimmelman (Biomedical Ethics Unit; Social Studies of Medicine; cross appointments in Experimental Medicine, Epidemiology, Biostatistics and Occupational Health and Human Genetics, MEDICINE) – 2022

Professor Jacqueline Bede (Plant Science, AES) – 2023

Professor Debra Titone (Psychology, SCIENCE) – 2023

Professor Nathan Hall (Educational and Counselling Psychology, EDUCATION) – 2023

Professor Terry Hébert (Pharmacology and Therapeutics, MEDICINE) – 2023

Secretary: Ms. Bonnie Borenstein

## 2.6 University Appeals Committee

### RECOMMENDATIONS

*Approve and recommend to the Board of Governors for approval the appointments of Professors **Jacques Hurtubise, Peter Grütter, Isabelle Daunais and Timothy Kennedy** to the **University Appeals Committee** for terms beginning September 1, 2020 and ending August 31, 2023.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Professor Gillian Bartlett-Esquillant (Family Medicine, MEDICINE) – 2021

Professor Marilyn Scott (Parasitology, AES) – 2021

Professor Emine Sarigöllü (MANAGEMENT) - 2021

Professor Catherine Lu (Political Science, ARTS) - 2022

Professor Jacques Hurtubise (Mathematics and Statistics, SCIENCE) – 2023

Professor Peter Grütter (Physics, SCIENCE) – 2023

Professor Isabelle Daunais (Département des littératures de langue française, de traduction et de creation, ARTS) – 2023

Professor Timothy Kennedy (Anatomy and Cell Biology; Neurology and Neurosurgery, MEDICINE) – 2023

TBD

TBD

## 2.7 Committee on Staff Grievances and Disciplinary Procedures

### RECOMMENDATIONS

*Approve and recommend to the Board of Governors for approval the appointments of Professors **Rob Wisnovsky** and **Heidi McBride** to the **Committee on Staff Grievances and Disciplinary Procedures** for terms beginning September 1, 2020 and ending August 31, 2023.*

### MEMBERSHIP (AS OF SEPTEMBER 1, 2020)

Mr. Daniel Boyer (Head Librarian of the Nahum Gelber Law Library, LIBRARIES) – 2021

Professor Roe-Min Kok (Music Research, MUSIC) – 2021 – *Vice-Chair*

Professor John White (Physiology, MEDICINE) – 2021

Professor Inna Sharf (Mechanical Engineering, ENGINEERING) – 2021

Professor Daniel Bernard (Pharmacology and Therapeutics, MEDICINE) – 2022 - *Chair*

Professor Caroline Riches (Integrated Studies in Education, EDUCATION) – 2022

Professor Rob Wisnovsky (Institute of Islamic Studies, ARTS) – 2023

Professor Heidi McBride (Neurology and Neurosurgery, MEDICINE) – 2023

Secretary: Ms. Bonnie Borenstein

## **PART II. FOR THE APPROVAL OF SENATE**

### **1. PROPOSED REVISIONS TO SENATE STANDING COMMITTEE TERMS OF REFERENCE**

#### **1.1 Honorary Degrees and Convocations Committee**

##### RECOMMENDATION

*Approve the proposed revisions to the Honorary Degrees and Convocations Committee Terms of Reference, as presented in Appendix A.*

##### BACKGROUND & RATIONALE

The Honorary Degrees and Convocations Committee (HDCC)'s Terms of Reference were last reviewed in 2009.

As a good governance practice, terms of reference of committees should be reviewed periodically. The current review focused on ensuring current practices were reflected in the Terms of Reference and clarifying some of the provisions in the document.

Key modifications recommended by the HDCC include the following:

- Adding language to highlight the confidential nature of the Committee's work;
- Updating the Committee's terms of reference to include a more complete listing of the Committee's responsibilities;
- Adding the revocation of honorary degrees to the Committee's area of responsibility and providing details concerning the implementation of this responsibility in the Committee's Guidelines. (Based on the Guidelines, in such situations, the Committee Chair would form and convene an ad hoc sub-committee composed of the Principal and three to five members of the Committee, to consider the matter and to advise the Committee accordingly.)
- Expressly mentioning that the University Registrar and Executive Director, Enrolment Services, or delegate will serve as a resource person to the Committee.

##### PRIOR CONSULTATION

Enrolment Services; Legal Services, HDCC, Senate Nominating Committee





McGill

**Honorary Degrees and  
Convocations Committee  
Terms of Reference**

**I. MANDATE**

The Honorary Degrees and Convocations Committee ("Committee") is a Standing Committee of Senate. Its mandate is to recommend to Senate outstanding individuals for the conferral of McGill honorary degrees, the highest honour that the University can bestow. It shall also advise on convocations matters as required.

Individuals nominated for honorary degrees have lifetime records of outstanding scholarly, scientific or artistic achievement, or of exceptional contributions to the public good through professional or philanthropic activity, that make them worthy candidates and position them to contribute to McGill's reputation and distinction both at home and internationally.

The Committee shall meet in closed session and all matters related to individuals nominated for honorary degrees shall be treated in strict confidence by the Committee.

**II. SPECIFIC AREAS OF RESPONSIBILITY**

The Committee shall:

1. Solicit, receive and review nominations for the conferral of honorary degrees from the Faculties, from individual members of the McGill community, from members of Senate, from the McGill Alumni Association and from members of the broader community;
2. Select candidates for the conferral of honorary degrees and submit them to Senate for approval;
3. Recommend the particular honorary degree that should be awarded to each candidate submitted to Senate for approval;
- ~~4. Develop guidelines for the selection of candidates for McGill honorary degrees and submit them to Senate for approval;~~
4. Recommend to Senate the revocation of an honorary degree in situations where maintaining the honorary degree would be prejudicial to the University's reputation and/or found to be in contradiction to the University's mission or values.
5. Receive ~~and~~ review and recommend to Senate for approval nominations from the Principal's Advisory Committee for the conferral of the McGill University Medal for Exceptional Academic Achievement (The McGill Medal);

6. Receive, review and recommend to Senate for approval nominations from the Adjudication Committee for the Lifetime Achievement Award for Leadership in Learning for the conferral of the Lifetime Achievement Award for Leadership in Learning;
7. Approve, on behalf of Senate, dates for convocation ceremonies;
- 6-8. Advise Senate and the appropriate administrative unit of the University as required, appropriate on convocation matters;
9. Develop guidelines, as necessary, for the purpose of operationalizing its mandate;
- 7-10. Meet at least twice a year (in closed session).

### III. COMPOSITION

#### *Composition:*

The Committee shall be composed of 14 members, as follows:

- ~~The~~ Chancellor (Chair of the Committee), *ex officio*
- ~~The~~ Principal and Vice-Chancellor, *ex officio*
- ~~The~~ Provost and Vice-Principal (Academic), *ex officio*
- ~~The~~ Chair of the Board or delegate, *ex officio*
- ~~The~~ A University Co-Marshal, *ex officio*
- ~~The~~ President of the McGill Alumni Association ~~or delegate~~, *ex officio*
- Six representatives of Senate, to be nominated by the Senate Nominating Committee and appointed by Senate to reflect the breadth of the University
- One graduate student
- One undergraduate student

The Secretary-General ~~(Committee Secretary)~~ shall serve as Secretary and governance advisor to the Committee.

The University Registrar and Executive Director, Enrolment Services, or delegate, shall serve as a resource person.

Source: Senate Minute 102, January 27, 1960  
Senate Minute 11, September 30, 1987  
Amendment: Senate Minute 118, May 3, 1995  
Senate Minute 8, May 24, 2000  
Senate Minute IIB4.2, May 20, 2009



**McGill**

<p><b>Honorary Degrees and Convocations Committee Terms of Reference</b></p>
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# Memorandum

**Secretariat**

James Administration Building, Room 313  
845 Sherbrooke Street West  
Tel: 514-398-3948 | Fax: 514-398-4758

**TO:** Senate

**FROM:** Professor Daniel Bernard, Chair of the Committee on Staff Grievances and Disciplinary Procedures

**SUBJECT:** Annual Report of the Committee on Staff Grievances and Disciplinary Procedures (2018-19)

**DATE:** May 13, 2020

**DOCUMENT #:** D19-54

**ACTION REQUIRED:** ☒ INFORMATION ☐ APPROVAL/DECISION

<b>ISSUE</b>	The annual report of the Committee on Staff Grievances and Disciplinary Procedures is presented for information.
<b>BACKGROUND &amp; RATIONALE</b>	<p>The Committee on Staff Grievances and Disciplinary Procedures is established by the <i>Regulations Relating to the Employment of Academic Staff</i> to hear grievances and hold hearings on disciplinary measures at the request of staff members.</p> <p>This report is presented in accordance with section 10.9 of the Regulations, which provides that the Committee shall report annually to Senate and the Board on the administration of procedures with respect to staff grievances and disciplinary procedures described in the Regulations.</p>
<b>PRIOR CONSULTATION</b>	N/A
<b>SUSTAINABILITY CONSIDERATIONS</b>	The Committee has a sustainable framework in place to fulfill its mandate.
<b>IMPACT OF DECISION AND NEXT STEPS</b>	Presentation to the Board of Governors.
<b>MOTION OR RESOLUTION FOR APPROVAL</b>	This item is presented for information.
<b>APPENDICES</b>	Appendix A: Annual Report of the Committee on Staff Grievances and Disciplinary Procedures (2018-19)



**D19-54 Appendix A**

Annual Report of the Committee on Staff Grievances and Disciplinary Procedures (2018-19)

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In accordance with article 10.9 of the *Regulations Relating to the Employment of Academic Staff* (Regulations), “the Committee on Staff Grievances and Disciplinary Procedures shall report annually to Senate and to the Board on the administration of the procedures described here.”

A staff member may file a grievance if he or she believes that he or she:

- (i) has been unfairly treated by the University in regard to the interpretation or application of University policy insofar as it relates to his or her academic career and working conditions; or
- (ii) has been subjected to arbitrary, discriminatory, or unreasonable actions taken against him or her by the University, either by act or omission

Attempts are to be made to resolve the grievance before it reaches the Committee on Staff Grievances and Disciplinary Procedures, pursuant to the defined Stages 1 and 2 of the Regulations. Following due process, the Committee determines whether the matter is to be considered an academic evaluation grievance or an administrative grievance.

Based on a review of cases in the last 5 years, there were 12 cases filed, 9 of which were heard by the Committee.

**Academic Year of 2018-2019**

The following summarizes the Committee’s membership and activities between September 1, 2018 and August 31, 2019.

The committee was comprised of the following members:

<b>Member</b>	<b>Department and Faculty</b>
Professor Daniel Bernard, Chair	Pharmacology and Therapeutics, Faculty of Medicine
Professor Frank Ferrie, Vice-Chair	Electrical and Computer Engineering/Centre for Intelligent Machines, Faculty of Engineering
Mr. Daniel Boyer	Head Librarian of the Nahum Gelber Law Library, Libraries
Professor Roe-Min Kok	Music Research, Schulich School of Music
Professor John White	Physiology, Faculty of Medicine
Professor Sonia Laszlo	Economics, Faculty of Arts
Professor Gloria Tannenbaum	Pediatrics, Faculty of Medicine
Professor Inna Sharf	Mechanical Engineering, Faculty of Engineering

There were 6 grievances filed during this academic year, 2 of which were later withdrawn by the griever, as resolutions were reached outside of the grievance process.

At their preliminary determination stage, 2 other grievances did not progress to hearings as they did not comply with the process set out in the Regulations.

Two grievances complied with the process set out in the Regulations and were determined by the Committee to be administrative in nature, pursuant to the Regulations. One grievance was heard by the Committee, which submitted a report to the Principal for her consideration. The Principal's determination on the matter was communicated to the parties, in accordance with the Regulations. For the second grievance, the parties both desired a postponement to the hearing, in accordance with the Regulations, and the grievance is expected to be heard within the coming months.



# Memorandum

**Secretariat**

James Administration Building, Room 313  
845 Sherbrooke Street West  
Tel: 514-398-3948 | Fax: 514-398-4758

**TO:** Senate

**FROM:** Ms. Edyta Rogowska, Secretary General

**SUBJECT:** Annual Report on the *Policy on Safe Disclosure* (“Whistle Blowing”)

**DATE:** May 13, 2020

**DOCUMENT #:** D19-55

**ACTION REQUIRED:** ☒ INFORMATION ☐ APPROVAL/DECISION

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**ISSUE** The annual report on the *Policy on Safe Disclosure* (“Whistle Blowing”) is presented for Senate’s information.

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**BACKGROUND & RATIONALE** This report is presented in accordance with section 8 of the *Policy on Safe Disclosure* (“Whistle Blowing”), which states:

8.1 Once per academic year, the Secretary-General shall make a report to Senate and the Board of Governors, which report shall include:

- (i) the number of reports filed by Disclosers;
- (ii) the number of reports investigated;
- (iii) the number of findings of Improper Activity;
- (iv) the types of action taken pursuant to an investigation.

8.2 The annual report of Improper Activities shall respect the privacy of Disclosers and Respondents.

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**PRIOR CONSULTATION** The Report will be presented to the Board of Governors.

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**SUSTAINABILITY CONSIDERATIONS** The Policy provides for a sustainable framework for purposes of addressing safe disclosures made by members of the McGill community.

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**IMPACT OF DECISION AND NEXT STEPS** The next annual report will be presented to Senate and the Board of Governors for information in Spring 2021.

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**MOTION OR RESOLUTION FOR APPROVAL** The Report is presented for information.

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**APPENDICES** Appendix A: Annual Report on the *Policy on Safe Disclosure* (“Whistle Blowing”)

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## **Annual Report on the Policy on Safe Disclosure (“Whistle Blowing”)**

### **Introduction**

The *Policy on Safe Disclosure* (“*Whistle Blowing*”) was approved by Senate in May 2007 and by the Board of Governors in October 2007, and came into force on October 30, 2007. Following a review of the Policy, Senate approved revisions to the Policy on November 18, 2015. The revisions were then approved by the Board of Governors on November 26, 2015.

As stated in the Policy, those responsible for the administration and management of academic, administrative or service units are responsible for addressing situations of Improper Activity in accordance with good management practices and existing policies, guidelines and procedures. It is the expectation that members of the University community will continue to use existing channels to report Improper Activity and only resort to this Policy if such channels prove ineffective or are inappropriate in the circumstances. For more information about the Policy, please see: <https://www.mcgill.ca/secretariat/policies-and-regulations/safe-disclosure-whistle-blowing-reporting>

Section 8.1 of the Policy provides that the Secretary-General report annually to Senate and the Board of Governors on the application of the Policy. This report is presented to Senate and the Board of Governors in discharge of this obligation for the period January 1, 2018 through December 31, 2018.

The annual report shall respect the privacy of Disclosers and Respondents, as stipulated at various points in the Policy.

### **Report**

During the reporting period from January 1, 2019 through December 31, 2019, one confidential disclosure was filed with the Secretary-General in accordance with the Policy. The report was reviewed by the relevant Responsible Officer, who determined that further action was warranted.

The table below provides a summary of disclosures since November 2007 based on the requirements of the Policy.

<b>Reporting Period</b>	<b>Number of reports filed by Disclosers</b>	<b>Number of reports investigated</b>	<b>Number of findings of Improper Activity</b>	<b>Types of action taken pursuant to an investigation</b>
Jan.1, 2019 – Dec. 31, 2019	1	1	1	Disciplinary action
Jan.1, 2018 – Dec. 31, 2018	5	0	N/A	N/A
Jan. 1, 2017 – Dec. 31, 2017	2	2	1	Disciplinary action and other administrative actions
Jan. 1, 2016 – Dec. 31, 2016	1	1	0	N/A
Nov. 1, 2014 – Dec. 31, 2015	4 (3 of which were later withdrawn)	1	0	N/A
Nov. 1, 2013 – Oct. 31, 2014	0	N/A	N/A	N/A
Nov. 1, 2012 – Oct. 31, 2013	1	0	0	N/A
Nov. 1, 2007 – Oct. 31, 2012	0	0	N/A	N/A