



Meeting of February 25, 2015 at 9:00 a.m.
James Administration Building, Room 302

Present: Anthony C. Masi (Chair), Rosemary Cooke, Masad J. Damha, Antonia Di Paola, John Galaty, Martin Grant, Martin Kreiswirth, Maya Kucij, Ruth Kuzaitis, Christopher Manfredi, Gillian Lane-Mercier, Jennifer Murray, Jim Nicell, Alenoush Saroyan and Claire Stewart-Kanigan, Morty Yalovsky.

Regrets: David Eidelman, Sean Ferguson, Jacques Hurtubise, Chandra Madramootoo.

Note to Senators:

- *Section 1 presents recommendations for appointments to Committees Arising out of the University Regulations by the Nominating Committee for Senate's approval. The names shown indicate the membership of the Pool or Committee membership that would result from Senate's approval, with new members underlined.*
- *Section 2 contains recommendations regarding proposed revisions to the terms of reference of the Senate Steering Committee for Senate's approval. It also contains proposed procedural changes concerning the Academic Policy Committee for Senate's information.*

1. FOR THE APPROVAL OF SENATE

1.1 APPOINTMENTS TO COMMITTEES ARISING OUT OF UNIVERSITY REGULATIONS

1.1.1 University Tenure Committees (Senate Pool)

RECOMMENDATION

Approve the appointment of Professors Michael Ngadi (Bioresource Engineering, AES), Peter Chauvin (DENTISTRY), Petra Schweinhardt (DENTISTRY), Laura Stone (DENTISTRY), Simon Tran (DENTISTRY), Teresa Strong-Wilson (Integrated Studies in Education, EDUCATION), Shaheen Shariff (Integrated Studies in Education, EDUCATION), Krista Muis (Educational and Counselling Psychology, EDUCATION), Aziz Choudry (Integrated Studies in Education, EDUCATION), Bronwen Low (Integrated Studies in Education, EDUCATION), Dennis Giannacopoulos (Electrical and Computer Engineering, ENGINEERING), Yaëll Emerich (LAW), Frédéric Mégret (LAW), Lisa Barg (Music Research, MUSIC), Martha De Francisco (Music Research, MUSIC), Michael McMahon (Music Performance, MUSIC), Philippe Depalle (Music Research, MUSIC), Kevin Dean (Music Performance, MUSIC), Peter Schubert (Music Research, MUSIC), Joelle Pineau (Computer Science, SCIENCE), Gregor Fussman (Biology, SCIENCE) to the University Tenure Committee Senate pool for a term beginning May 1, 2015 and ending April 30, 2018.

UTC Senate Pool Membership:

The names shown below indicate the membership of the Pool that would result from Senate's approval, with new members underlined.

AES

Terry Wheeler	2016
Benoit Côté	2016
Armando Jardim	2016
Benjamin Simpson	2016
Chris Buddle	2016
Marcia Waterway	2016
Grace Marquis	2016
Tim Johns	2016
<u>Michael Ngadi</u>	2018

ARTS

Jamshid Beheshti	2016
Lisa Travis	2016
Stefan Sinclair	2016
Myriam Denov	2016
Jacob Levy	2016
Elaine Weiner	2016
Ronald Niezen	2016
Fernanda Macchi	2017
Erik Kuhonta	2017

DENTISTRY (6 representatives required)

Hervé Le Moual	2016
Jocelyn Feine	2016
<u>Peter Chauvin</u>	2018
<u>Petra Schweinhardt</u>	2018
<u>Laura Stone</u>	2018
<u>Simon Tran</u>	2018

EDUCATION (9 representatives required)

Nancy Heath	2016
<u>Teresa Strong-Wilson</u>	2018
<u>Shaheen Shariff</u>	2018
<u>Krista Muis</u>	2018
<u>Aziz Choudry</u>	2018
<u>Bronwen Low</u>	2018
TBD	2018
TBD	2018
TBD	2018

ENGINEERING

Evgeny Tomofeev	2016
Frank Mucciardi	2016
Yixin Shao	2016
Zeljko Zilic	2016
Milan Maric	2016
David Frost	2016
Avi Friedman	2016
Milica Popovich	2017
<u>Dennis Giannacopoulos</u>	<u>2018</u>

MUSIC (*9 representatives required*)

Douglas McNabney	2016
Tom Beghin	2016
Roe-MinKok	2017
<u>Lisa Barg</u>	<u>2018</u>
<u>Martha De Francisco</u>	<u>2018</u>
<u>Michael McMahon</u>	<u>2018</u>
<u>Philippe Depalle</u>	<u>2018</u>
<u>Peter Schubert</u>	<u>2018</u>
<u>Kevin Dean</u>	<u>2018</u>

LAW

René Provost	2016
Richard Janda	2016
Margaret Sommerville	2016
Payam Akhavan	2017
<u>Yaëll Emerich</u>	<u>2018</u>
<u>Frédéric Mégret</u>	<u>2018</u>

SCIENCE

Theo van de Ven	2016
Gonzalo Cosa	2016
Wayne Pollard	2016
Laura Nilson	2016
Prakash Panagaden	2017
David Stephens	2017
Gregory Brown	2017
<u>Joelle Pineau</u>	<u>2018</u>
<u>Gregor Fussman</u>	<u>2018</u>

MANAGEMENT

Alfred Jaeger	2016
<u>Francesca Carrieri</u>	<u>2018</u>
<u>Ruslan Goyenko</u>	<u>2018</u>
<u>Kunsoo Han</u>	<u>2018</u>
<u>Liette Lapointe</u>	<u>2018</u>
<u>Saurabh Mishra</u>	<u>2018</u>
<u>Ashesh Mukerjee</u>	<u>2018</u>
<u>Corey Phelps</u>	<u>2018</u>
<u>Omar Toulan</u>	<u>2018</u>

MEDICINE

Deborah Da Costa	2016
Louis Collins	2016
Carmen Loiselle	2016
Marina Klein	2016
Anne-Marie Lauzon	2016
Jan Seuntjens	2016
Jay Nadeau	2016
Mark Goldberg	2016
Elizabeth Fixman	2016

1.1.2 University Appeals Committee

RECOMMENDATION

Approve the reappointment of Professor Professor John Silvius (Biochemistry, Medicine) to the University Tenure Committee for a term beginning May 1, 2015 and ending April 30, 2018.

Membership

Professor Kathleen Cullen (Physiology, MEDICINE) – 2016
Professor Robert Leckey (LAW) – 2016 (*Chair*)
Professor Emine Sarigöllü (MANAGEMENT) – 2016
Professor Peter Grütter (Physics, SCIENCE) – 2017
Professor Frank Ferrie (Electrical and Computer Engineering, ENGINEERING) – 2017
Professor John Silvius (Biochemistry, MEDICINE) – 2018 (*Vice-Chair*)

1.1.3 Senate Representatives to an Advisory Committee for the Selection of the Dean of Arts

RECOMMENDATION

Approve the appointment of Professors Rebecca Fuhrer (Epidemiology, Biostatistics & Occupational Health, MEDICINE), David Covo (Architecture, ENGINEERING), Eyal Goren (Mathematics and Statistics, SCIENCE) and Saku Mantere (MANAGEMENT) to the Advisory Committee for the Selection of the Dean of Arts, and Ms. Maya Kucij (LIBRARIES) and Professor Alenoush Saroyan (Educational and Counselling Psychology, EDUCATION) as alternate representatives of Senate, to the Advisory Committee for the Selection of the Dean of Arts.

Membership:

Provost, Chair
Four members from the Faculty of Arts
Four representatives of Senate (and two alternate representatives)
Professor Rebecca Fuhrer (Epidemiology, Biostatistics & Occupational Health, MEDICINE)
Professor David Covo (Architecture, ENGINEERING)
Professor Eyal Goren (Mathematics and Statistics, SCIENCE)
Professor Saku Mantere (MANAGEMENT)
Ms. Maya Kucij (LIBRARIES) (alternate member)
Professor Alenoush Saroyan (Educational and Counselling Psychology, EDUCATION)
(alternate member)
Two representatives of the Board of Governors (and one alternate representative)
Three students (and two alternate representatives)

2. FOR THE APPROVAL OF SENATE

On April 23, 2014, Senate approved the recommendations contained in the final report of the Ad Hoc Committee on the Enhancement of Senate Meetings (the report available online: <http://www.mcgill.ca/senate/archives/senate-meeting-documents-2013-2014/april-23-2014>). Further to the recommendations contained in the report, the Senate Nominating Committee was tasked with reviewing, and recommending to Senate, possible revisions to the terms of reference of the Academic Policy Committee (APC) and the Senate Steering Committee. To initiate this process, the Academic Policy and the Senate Steering Committees conducted a review of their own terms of reference; the results of these reviews were submitted to the Senate Nominating Committee for consideration.

Regarding revisions to the Senate Steering Committee's terms of reference, the Senate Nominating Committee agreed with the revisions proposed by that Committee, as outlined in Appendix A. The revisions to the terms of reference aim to clarify the Senate Steering Committee's role in situations where the Senate Steering Committee currently plays a role, but which are not addressed in its terms of reference. Senate approval is required for these revisions.

The Senate Nominating and Steering Committees agree that to increase Senators' engagement and to ensure that Senators have a better understanding of the work undertaken by Committees, Senators should serve on at least one Senate Standing Committee or Committee Arising from the University Regulations. Senators will be asked by the Secretariat to indicate which Committee(s) they would prefer.

The Committees also agree that the Secretariat should post all Senate questions and responses from at least the last 5 years to the Senate website. This would allow Senators to consult the Questions webpage to determine whether a given question has recently been submitted to Senate.

Be it resolved that Senate, on the recommendation of the Senate Nominating Committee, approve the revised terms of reference of the Senate Steering Committee, as presented in Appendix A.

2.1 FOR SENATE'S INFORMATION

In its review of the APC's terms of reference, the Senate Nominating Committee agreed that altering the APC's mandate would not result in greater engagement of Senators. Nevertheless, recommendations relating to APC procedures were considered, and are presented to Senate for information.

Altering the APC's mandate would not result in greater engagement of Senators for the following reasons:

- Reassuming activities delegated to the APC would impede Senate's efficiency.
- The activities undertaken by Senate and its Committees is consistent with other institutions in that detailed work is completed by Committees, which subsequently report to Senate.
- The work completed by the APC is done very well.

Although reassuming the activities delegated to the APC would not be feasible, the Senate Nominating Committee suggests the following procedural changes:

- Important approval items, such as those which the APC has the authority to approve in the name of Senate, or those for which it must provide a recommendation to Senate, should be referred to Senate twice: before the APC fully considers the item, and when it is prepared to present a recommendation to Senate. Such items include broad academic policy changes or student exchange agreements. This would allow Senate to have greater input in guiding major academic policy deliberations.
 - To help guide the discussion at Senate, the APC should include questions for Senate's consideration when an item is referred to Senate for preliminary review.
- APC reports usually should be placed towards the top of part IIB of the Senate meeting agenda.
- The format of APC reports should be revised to better reflect the discussion which occurs at APC meetings, and should better highlight items meriting Senate's attention.



**Senate Steering Committee
Terms of Reference**

STEERING COMMITTEE

The Senate Steering Committee is a Standing Committee of Senate charged with proposing Senate agenda and routine business matters.

SPECIFIC AREAS OF RESPONSIBILITY

The Committee shall:

1. Meet approximately one week prior to every Senate meeting.
2. Review the Senate calendar of business including any follow up on matters arising from decisions and discussion at Senate. The Secretary-General shall provide a verbal report to the Steering Committee on follow-up from Senate decisions/discussion at each meeting.
3. Consider and report, in writing, to Senate recommendations related to the development of the agenda and the Senate meeting, including recommendations for approval of the minutes of the last meeting, assignment of speaking rights, assigned items for confidential session and committee of the whole, time allotted for discussion per item as required, open discussion topics, questions submitted by Senators, appointments of acting Chairs and other items of relevance to the conduct of Senate meetings. The written report of actions taken by the Steering Committee shall be submitted to Senate at each meeting.
- ~~4. Propose Senate representatives to Statutory Selection Committees should the scheduling of regular meetings of Senate Nominating Committee not permit timely nominations to such Committees.~~
4. Recommend to Senate, the approval of the Senate agenda following review of the draft developed by the Secretary-General;
5. Solicit open discussion topics from Senators through the Secretariat at the beginning of the governance year. The Committee may select the open discussion topic(s) for the governance year and may task a Steering Subcommittee with the preparation of appropriate background materials for the open discussion.
6. Review written questions submitted for the Senate Question Period and determine their suitability bearing in mind the following guidelines set out in Section VIII of the Senate Standing Rules of Procedure addressing Question Period:
“Question Period...should not be generally used as an opportunity to solicit opinions of individuals, to pose highly speculative questions, or to request information which is readily available through other sources.”

6.1 In reviewing written questions, the Steering Committee may:

- a) Decide to include the question on the agenda of the next-scheduled Senate meeting, or to defer the question to the agenda for the next Senate meeting, and advise the Principal on the appropriate officer to answer the question;
- b) Refer the question back to the questioner(s) for revision and resubmission with such suggested changes as the Steering Committee may advise;
- c) Determine that the question addresses a largely non-academic issue and direct the questioner(s) to refer the question in the first instance to the responsible University officer.

7. Have the delegated authority of Senate to grant degrees and diplomas, provided that the same degree of formality obtained in Senate presentation of degrees is assured. The Steering Committee will report such degree-granting activities to Senate at the earliest possible opportunity.

Composition:

The Principal, Chair (ex officio)

The Provost or delegate (ex officio)

One Dean selected on the recommendation of the Provost (ex officio)

Five members from among the elected academic or administrative and support staff members of Senate, nominated and elected by all members of Senate, other than student members

Two student members of Senate (one undergraduate and one graduate), nominated and elected by student members of Senate

Secretary-General (Committee Secretary)

Source: Senate Minute 11, September 30, 1987
Amendments: Senate Minute 5, September 16, 1993
Senate Minute 120, May 15, 1996
Senate Minute 6, May 21, 1997

Senate Minute 6, November 10, 1999
Senate Minute IIB4.2, May 20, 2009
Senate Minute IIB 6.1.2, May 15, 2013
Senate Minute IIB5, November 20, 2013