UNIVERSITY COUNCIL
GOVERNANCE COMMITTEE
REPORT FOR INFORMATION

PRESENTED BY: Stephen Urquhart, chair
Governance committee

DATE OF MEETING: June 18, 2020

SUBJECT: Governance Committee Annual Report to Council

COUNCIL ACTION: For information only

GOVERNANCE COMMITTEE TERMS OF REFERENCE

1. Reviewing the Bylaws of Council and recommending to Council revisions to the Bylaws.

2. Reviewing the Bylaws of Faculty Councils and recommending to Colleges and Schools changes to the Bylaws.

3. Reviewing the membership, powers, and duties of committees of Council and recommending to Council revisions to the membership, powers and duties of committees.

4. Recommending to Council regulations and procedures for Council and Council committees.

5. Advising Council with respect to its responsibilities and powers under The University of Saskatchewan Act, 1995 and recommending to Council on proposed changes to the Act.

6. Nominating members and Chair of the Nominations Committee of Council.

7. Providing advice to the Chair of Council on the role of the Chair.

8. Recommending to Council rules and procedures, including the penalties as prescribed by section 61(1)(h) of The University of Saskatchewan Act, 1995, to deal with allegations of academic misconduct on the part of students.
9. Recommending to Council rules and procedures to deal with appeals by students and former students concerning academic decisions affecting them as provided in section 61 (1) (j) of The University of Saskatchewan Act, 1995.

10. Designating individuals to act as representatives of the committee on any other bodies, when requested, where such representation is deemed by the committee to

GOVERNANCE COMMITTEE MEMBERSHIP 2018/19

**Council Members**
- Stephen Urquhart (chair) Chemistry 2020
- Mark Boland Physics & Engineering Physics 2022
- Terry Wotherspoon Sociology 2022
- Darrell Mousseau Chair, planning and priorities committee 2020
- Susan Detmer Chair, academic programs committee 2020
- Jay Wilson Chair, Council 2020

**Ex officio Members**
- Chelsea Willness University Secretary

**Other Members**
- Tamara Larre (vice-chair) President’s designate 2022

**Student Members**
- Regan Ratt-Misponas USSU representative 2020
- Naheda Sahtout GSA representatives 2020

**Resource Members**
- Jacquie Thomarat Associate Secretary, Academic Governance
GOVERNANCE COMMITTEE
ANNUAL REPORT FOR 2019/20

Introduction

The governance committee reports regularly to Council on changes to the Council Bylaws, changes to the membership of faculty councils, and the number of student appeals under Council’s regulations governing academic misconduct and academic appeals. Each September the committee reviews and approves a yearly work plan which may include new initiatives or work on projects begun previously. A summary of the committee’s work in 2019/20 follows.

The governance committee generally meets once per month for two hours, with the exception of December and March.

Principles for federation and affiliation with USask

The committee worked to clarifying the principles for the university’s affiliation and federation with other institutions. Currently, St. Thomas More College is the university’s federated college, and the university’s affiliated institutions are the College of Emmanuel and St. Chad, St. Andrew's College, Lutheran Theological Seminary, St. Peter’s College, Horizon College and Seminary, Briercrest College and Seminary, and the Gabriel Dumont Institute. Following Dan Perrins’ report on the matter which was completed in 2018, the committee undertook to develop draft principles for federation and affiliation with USask.

The committee requested input from Council in December 2020, and from the university's affiliated and federated colleges in January 2020. The inclusion of these principles in Council bylaws is presented as a notice of motion in May 2020, with the intention of a motion for decision in June 2020 council meeting.

International Activities Committee (IAC)

Following a report from a working group of the IAC, in 2018 the IAC recommended that the committee be disbanded. In the 2018-19 year, the governance committee sought the feedback of the other committees of Council regarding the place of internationalization in their terms of reference.

A motion to approve the dissolution of the IAC was approved by Council in November 2019, along with a separate set of revisions to the terms of reference of PPC, RSAW, TLARC and APC.

Standing Committees’ Terms of Reference and Council Bylaws

The governance committee is responsible for periodically “reviewing the membership, powers and duties of committees of Council and recommending to Council revisions to the membership, powers and duties of committees.”
In November 2019, Council committees were asked to contemplate and propose revisions to their terms of reference with a view to the principles of shared academic governance, and their action-oriented governance roles. Draft revisions were presented to Council as a notice of motion in May 2020, and as a request for decision in June 2020. The governance committee’s terms of reference were presented separately to allow for the consideration of student non-voting membership on the committee.

**Strategic coordination subcommittee**

The governance committee considered a change to the terms of reference of what had been known as the standing sub-committee of the Coordinating Committee. This committee used to meet with the Provost’s Committee on Integrated Planning (PCIP) to discuss planning and coordination around emerging management issues.

After discussion with the Coordinating Committee, the Provost, and the Institutional Planning and Assessment office, the terms of reference and title of this committee were altered. This was approved by Council in December 2019.

**Student Appeals in Academic Matters**

The Governance Committee of Council is responsible for periodically “Recommending to Council rules and procedures, including the penalties as prescribed by section 61(1)(h) of *The University of Saskatchewan Act, 1995*, to deal with allegations of academic misconduct on the part of students.”

In January 2020, the governance committee requested feedback from the colleges' associate deans academic on the Student Academic Misconduct Regulations. Limited feedback was received. Further feedback will be solicited and revisions considered in the 2020/21 academic year.

In addition, as it does annually, in June the University Secretary reported to the governance committee and University Council on the number and nature of student appeals in academic matters and appeals of decisions related to academic misconduct.

**Faculty Council Bylaws**

The governance committee offers assistance to college and schools in the development and review of their bylaws. As Council has delegated to colleges and schools the authority to approve their own bylaws, the committee’s role is advisory. However, Council retains the authority to approve any membership changes, and these are first submitted for review to the governance committee.

This year the committee reviewed and made suggested revisions to the bylaws of the colleges of Dentistry and Nursing, whose membership revisions were approved by Council in May 2020.
Emergency Powers

Council Bylaws allow, in the event of an emergency situation, for decisions in urgent matters to be made by alternative means and that procedures governing such decisions be the responsibility of the governance committee (III.5.i).

Given the COVID-19 pandemic and the urgent need to move to remote course delivery, the governance committee determined by way of an electronic vote on March 13, 2020 to empower the coordinating committee to make emergency decisions, e.g. allowing instructors to make alternations to course syllabi.

Acknowledgements

I wish to thank the former university secretary, Beth Bilson for her wisdom, humour and patience, and Katelyn Wells for her expert support for university governance. I wish them both well in their new positions.

I wish to acknowledge and thank Michelle Kjargaard’s support for the committee, the leadership of Chelsea Willness, university secretary and chief governance officer, and support of Jacquie Thomarat, associate secretary, academic governance.

Respectfully submitted,

Stephen Urquhart, chair