



## Senate Operations Review Committee Report to Senate

Senate Meeting of November 22, 2011

In September 2010, the Senate Operations Review Committee was asked to review the composition of Senate. Early in its deliberations the Committee recognized the need to first revise the [Functions of Senate](#). The new Functions of Senate were approved in April 2011. The mandate of SORC during 2011-12 is to next review the standing committees of Senate in relation to the new functions of Senate and Senate composition. SORC reviewed the standing committees during September, October 2011. The review was guided by the statement regarding the purpose of standing committees as described in section 26 of the Procedures of Senate:

Standing Committees are formed to consider continuing questions. A Standing Committee is established, and its membership and terms of reference determined, by resolution of the Senate. Once established, a Standing Committee serves continuously with progressive changes in membership. Terms of service on standing committees shall normally be 2 years unless specified otherwise in the terms of reference. Each Standing Committee shall report to the Senate at least once a year.

In addition, SORC identified the following principles which members agreed should be core to all Senate standing committees:

1. Every Senate standing committee shall be chaired by a Senator.
2. ***Every Senate committee is to have a policy mandate***; should a current committee be primarily a procedural/operational or administrative committee, then it should be a sub-committee of a committee of Senate or placed under a different portfolio (eg. Vice-Provost and Dean, Student Affairs, Provost Office, Registrar's Office).
3. Each of the terms of reference for Senate standing committees should include the statement "to provide a written report annually to Senate".

The next stage of the process is to begin the consultation with stakeholders in regard to a proposal for consolidation and rationalizing the standing committees of Senate. The SORC Chair will consult with the Chairs of Standing Committees; the University Librarian; the University Archivist; Registrar; the Vice-Provost and Dean, Student Affairs; Chief Information Officer, Provost; and the Deputy-Provost.

This proposal is at the draft stage and we acknowledge that current members of the committees are best placed to provide feedback vital to creating a model that is workable and is in keeping with the new functions of Senate.

The Senate Operations Review Committee anticipates bringing a proposal for change in standing committee structure to Senate in the winter term 2012. The plan is to ensure opportunity for discussion at the February or March meeting of Senate with an opportunity for feedback to be incorporated prior to it coming to Senate as a notice of motion. The intention is to have the matter before Senate while student senators are still on campus and able to engage in the process, however, should the matter not be resolved in keeping with this timeframe, any revisions will not be brought forward for Senate's consideration until the fall of 2012.

Respectfully submitted,

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Chair, Senate Operations Review Committee

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