University of Regina

Council Meeting

DATE: 19 February 2014

TO: ALL MEMBERS OF COUNCIL

FROM: Annette Revet, Executive Director and University Secretary

RE: **AGENDA FOR THE WINTER MEETING OF COUNCIL**

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A meeting of Council will be held, following Executive of Council, on Wednesday, February 26, 2014 from 3:30 – 5:30 p.m. in the Education Auditorium, ED 106, as follows:

2:30 p.m. – Executive of Council Meeting (members must sign in prior to the meeting)
3:30 p.m. – Council Registration Opens (members and guests will be required to sign in)
4:00 p.m. – Call to Order

AGENDA

1.   Introduction

2.   Approval of the Agenda

3.   Approval of the Minutes of the Meeting 29 October 2013– *circulated with the Agenda*

4.   Report from the Chair of Council

5.   Report of the Council Agenda Committee, Appendix I, Pages 2-10

6.   Adjournment

Note: All members of Council can attend the Executive of Council meeting immediately prior to Council, as a guest.
The agenda is available at http://www.uregina.ca/president/governance/council/eofc-meetings.html

Note: Council members have access to all minutes and agendas of Executive of Council at
http://www.uregina.ca/president/governance/council/eofc-meetings.html

Council Agenda Committee
Report to Council

Item for Approval

Subject: **Council Agenda Committee – Terms of Reference**

The Council Agenda Committee approved and presents to Council the following for approval:

MOTION: That the Council Agenda Committee terms of reference be approved as amended below:

5.1 Council Agenda Committee

Purpose: The Council Agenda Committee shall act on all matters relating to the call of Council meetings and will meet as required in accordance with the Rules and Regulations of Council upon receiving a call for a Special Meeting of Council or for planning regular meetings of Council.

Membership: 3 members of Council
                     Ex officio: President
                                        University Secretary

Term of Office: Three (3) ~~Two (2)~~ years for members of Council on the Committee

Resources: University Secretariat

Roles and Responsibilities:

1. ~~1.~~ The Council Agenda Committee will ~~may~~ be called to meet by the University Secretary to plan the regular meetings of Council as well as in the event that a Special Meeting of Council is requested. ~~review the need for a Council meeting.~~
2. The Council Agenda Committee will notify Council of upcoming meetings, and issue a call for submissions of agenda items by Council Committees and Council members.
3. The Council Agenda Committee will review all items submitted and determine which items will appear on the agenda, as well as where they will be placed on the agenda for the next meeting of Council. As articulated in Council's Rules and Regulations, it is expected that agenda items for Council will *normally* ~~If such a meeting is required, the agenda for this meeting is expected to~~ pertain to broad policy issues and long term interest of the University.
~~1.~~4. Should ~~, and will be prepared by~~ the Council Agenda Committee determine it is appropriate, they may prepare ~~although~~ an advance draft of the agenda which may be circulated as a working paper, soliciting response from the academic community prior to the preparation and distribution of the formal agenda and notice of meeting.

Rationale: The terms of reference were revised by the Council Agenda Committee at Council's request that all Standing Committees of Council review and update their terms of reference. The Council member terms were adjusted to align with the general rule that Council members will serve three years on the Standing Committees of Council. The roles and responsibilities were also updated to better reflect the work of the Council Agenda Committee.

Submitted by: John Conway (Chair of the Council Agenda Committee)
12 February 2014

Council Committee on Academic Mission
Report to Council

Item for Approval

Subject: **CCAM Area of Focus for 2014**

Preamble: CCAM is a proactive committee that is the voice of Council on the academic mission of the University. CCAM is also respectful of its place in Council governance; therefore CCAM submits a proposed 2014 work-plan for approval by Council. The proposed work-plan is grounded in CCAM's terms of reference and an overarching theme to the work-plan is a focus towards development of the upcoming strategic plan. The proposed work-plan comes with the caveat that CCAM recognizes that additional work that falls under CCAM's terms of reference can develop throughout the year and will be addressed as required.

MOTION: That Council approves CCAM's area of focus for 2014 include the following four initiatives as listed below (the related terms of reference are listed in brackets):

1.   To develop a list of academic principles that defines the core elements necessary for the academic mission to succeed at the University. Ultimately these principles can provide guidance to the strategic plan. (TORs 1, 2, 3, 6)

2.   To identify and refine a new process for unit reviews that will reduce the burden on academic units preparing for a review while maintaining review integrity to ensure useful outcomes are obtained. Once complete CCAM will submit the proposed review process to Council for discussion, and if approved by Council CCAM will begin implementation of unit reviews. (TORs 4, 5)

3.   To engage in discussions with Council and present ideas for creating a balanced University that is respectful of all academic disciplines and can sustain a healthy, integral liberal arts and sciences program while also maintaining the rigorous professional programs already in place, and ensuring that students in accredited programs have the courses, labs, and other pedagogical elements and supports necessary to allow them to complete their programs in timely fashion. (TORs 2, 3, 4, 6)

4.   In addition to CCAM's duties on the Strategic Plan progress and development, as specified by the terms of reference, CCAM will also use the moodle site to engage Council feedback in championing the academic mission within the strategic plan. (TORs 1, 3)

Items for Information

The Council Committee on Academic Mission (CCAM) held its inaugural meeting on December 5th, 2013. The current Chair of CCAM is Chris Yost. CCAM meets monthly with extra meetings called by the Chair as needed. CCAM has held subsequent monthly meetings in January and February (minutes are available to members of Council at https://moodle.uregina.ca/login/index.php or http://www.uregina.ca/president/committees/CCAM.html#CCAM).

CCAM draws Council's attention to four particular items that are submitted for information:

1.   CCAM, together with the Council Committee on Budget (CCB), has sent a letter to all Deans, Department and Unit Heads, and Student Associations requesting information pertaining to the academic mission of each unit. The information will provide valuable contextual data for future discussions. It will

also be used as a tool to help measure the committees' success in promoting the University's academic mission and evaluating the use of university resources. The original deadline was converted to a floating deadline (January 30 – February 24, 2014), and by 10.2.2013 we had already received ten submissions which we will review and discuss during a joint CCAM-CCB meeting (TBA). The letter is available at https://moodle.uregina.ca/login/index.php

2.　　CCAM has created a moodle site (similar to URcourses) to facilitate dialogue between Council and both CCAM and CCB. All members of Council have access to this website, which hosts documents relevant to both committees. The site also hosts forums to promote communication between Council and the committees. We hope that this site will play an important role in communicating the Committee's activities with Council and receiving feedback from Council. The website can be accessed at: https://moodle.uregina.ca/login/index.php

3.　　During the February meeting of CCAM draft discussion documents were presented by the Provost and Ann Ward to begin discussions regarding faculty replacement and allocation of faculty positions. The documents were drafted in part to respond to Council Member Nicholas Ruddick's motion that was approved by Council at its October 29, 2013 meeting. CCAM has posted these documents to the moodle site with a hope that they will stimulate constructive input from Council members.

4.　　During the February meeting CCAM received a draft document from members Ian Germani and Ann Ward that is intended to encourage discussion on sustaining the Humanities as an integral component to the University. This document, titled An Integrated University, is also accessible from the moodle site and a forum has been opened to allow Council to comment upon the concept of an integrated university.

CCAM Mandate and Terms of Reference

As a voice of Council on the academic mission of the University, the Council Committee on Academic Mission shall recommend reports to Council on matters relating to the academic structure of the University (i.e. Faculties, Academic Units, affiliations or federations) and advise the President on matters that relate to academic planning, programs, academic unit reviews, and university strategic planning.

1.　　To review, assess and prepare recommendations for the President on the University progress on the strategic plan and to provide such reports regularly (no less than once per year) to Council and Executive of Council.
2.　　To review and make recommendations to the President on academic planning and programming.
3.　　To participate, on Council's behalf, actively in the creation of future University strategic planning, reporting back to Council as required.
4.　　To consult regularly with the Council Committee on Budget for continuity and effective collaboration.
5.　　To review and make recommendations on the process for Faculty and Academic Unit reviews, receiving reports, and reporting to Executive of Council and Council, as required.
6.　　To report and recommend to Council on matters relating to the academic structure of the University (i.e. Faculty, Academic Units, affiliations or federations)

Submitted by: Chris Yost (Chair of the Council Committee on Academic Mission)
12 February 2014

Council Committee on Budget

Report to Council

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Item for Approval

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Subject: Transparency as the Overarching Budget Principle

MOTION: That Council proposes that transparency should become an overarching budget principle, and that such a recommendation be made to the President.

Rationale: Last fall (2013) the Vice-Presidents (Academic and Administration), on behalf of the University Budget Committee, solicited input from the University community on the University of Regina's Budget Principles and Guidelines. It is important to note that only the Board of Governors can establish Budget Principles, however the University of Regina Council, through the Council Committee on Budget or on its own, can make recommendations to the President on budget matters for presentation to the Board of Governors.

The intention of this motion is to improve the perception of budget practices at the University of Regina. Making transparency our overarching budget principle will send a strong and positive message to students, faculty, the public, provincial government and local media, helping to restore the University of Regina's profile.

Items for Information

1. **Membership of the CCB**

Elected Members	*Elected Member Chairs*
M. Andrews (Library)	Chair: T. Dahms (Science)
D. Candow (Kinesiology and Health Studies)	Vice Chair: P. Dorrington (Arts)
L. Cavanagh (Fine Arts)	
P. Ouimet (Science)	*Ex Officio*
D. Peters (URSU)	D. Button (VP Administration)
S. Johnston (Arts)	T. Chase (Provost and VP Academic)
R. Sinclair (Social Work)	D. Malloy (VP Research)
D. Smith (GSA)	

   Resource Staff: B. Christie (AVP Resource Planning), L. Stradeski (Financial Services), L. Todd (Office of VP Administration)

2. **CCAM/CCB partnered projects**
   a) The Moodle website for CCB is shared with the Council Committee on Academic Mission (CCAM). It can be found at https://moodle.uregina.ca/login/index.php, and will host all meeting agendas, minutes, all related documents and discussion forums. We invite all council members to participate in important CCB discussions and offer feedback and advice to the committee, either through the Moodle site or by email.
   b) A joint letter (see CCAM report) from CCAM and CCB was sent to Deans, Department Heads, Deans and Student Association Representatives requesting information intended to determine the current state of the University for use as context in future discussions. The information is also intended as a tool to help measure the committees' success in promoting the University's academic mission and evaluating the use of University's resources. The original deadline was converted to a floating deadline (January 30 – February 24, 2014), and

by 12.2.2013 we had already received ten submissions. We will review and discuss all submissions during a joint meeting (TBA).

3. **Meetings of the CCB**
    Based on the late stage in the budget cycle, CCB will meet bimonthly for the foreseeable future. Minutes are available at http://www.uregina.ca/president/committees/CCB.html#ccb

January 10, 2014
Motions Carried: To elect Dahms as chair and Dorrington as vice chair, accept McMartin's resignation (newly appointed as AVPA/R), decide meeting frequency, and invite B. Christie and L. Stradeski to the committee as non-voting members.
Discussion: The need for joint meetings with CCAM and briefly the 2014-2015 budget timeline and budget-related documents (2014-2015 Budget Discussion, Operations Forecast, Budget Principles and Guidelines and Feedback from Council) that were provided for our information.

January 20, 2014
Motions Carried: To work with CCAM on an information request and to host CCB and CCAM on a Moodle-based website.
Discussion: More detail regarding the 2014-2015 Operations Forecast, Structural Deficit and Budget Challenges.
Requests: Based on the acknowledgement of our steep learning curve:
   a) All documents previously available to AGPEA (Chase/Button)
   b) Additional budget documents in which the "Other Expenditures" found in the Operations Forecast have been broken down (Button)
   c) Indirect costs of research (Malloy)

February 3, 2014
Motions Carried: To report to both Council and Executive of Council, thereby maximizing engagement with members, to recommend that transparency become the number one budget principle, and to propose that otherwise the budget principles and guidelines remain the same for the 2014-2015 budget submissions and decisions.
Discussion: In depth discussion on budget principles and guidelines, and proposed procedures, the role of the CCB in relation to the University Budget Committee (UBC), the CCB terms of reference, and the UBC's lack thereof, students concerns regarding the lack of coherent budget information, tuition increases, student debt and salary freezes in lieu of tuition hikes.
Requests:
   a) Budget processes at other universities (Johnston)
   b) Bob's Schad's report on transparency (Button)
   c) Indirect costs of research (ICR, Malloy)
   d) Other information previously shared with AGPEA (Button)
Documents circulated and posted: All of the aforementioned were circulated to CCB members and posted to the Moodle website. The CCB is now tackling the content of those documents which will take some time.

4. **Mandate and Terms of Reference**

    As a voice of Council on the academic mission of the University, the Council Comittee on Budget shall advise the President on matters relating to the University budget and its allocation with respect to practices, policies, planning and priorities.

    1. To review and assess budget principles, allocations and related financials, providing advice to the President from Council on the annual budget.

2. To consult with Faculty members, academic staff, staff, students, senior administrators and other resources, as required, on financial matters.

3. To consult regularly with the Council Committee on Academic Mission for continuity and effective collaboration.

4. To evaluate proposals (including budget) for new and substantially revised programs of study and recommend these to the Council Committee on Undergraduate Admissions and Studies or the Council Committee on the Faculty of Graduate Studies and Research for their recommendation to Executive of Council.

5. To communicate regularly with the University Budget Committee on allocations during the annual budget preparation process.

Submitted by: Tanya Dahms (Chair of the Council Committee on Budget)
12 February 2014

Motion to Council

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Item for Approval

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Subject: Council's relation to Strategic Plan Process

> MOTION: That Council will review the Strategic Plan (currently under development) in its entirety before making recommendations to the President and to the Senate on the academic portions of the Strategic Plan, and on those elements with implications for the academic mission of the University.

Rationale: Given that the Strategic Plan of 2009-14 was reviewed by Executive of Council in May 2009 and by Senate in June of 2009, the University of Regina Council seeks on the occasion of the new Strategic Plan to clarify its role in relation to the academic portion of the Strategic Plan. In this way, the University of Regina Council seeks to fulfill the mandate established for it by the University of Regina Act, which states that

"The council shall: ... consider and report to the senate upon the courses of study to be provided for the several faculties and departments and upon such matters affecting the educational interests and well-being of the university;" [*The University of Regina Act*, Sec. 78(1)(d)];

and

"The senate may: ... (c) authorize on academic grounds the establishment of any faculty, school, department, chair, institute or program of instruction or any major changes or revisions in the curricula related to them, and recommend on these matters to the board;" [*The University of Regina Act*, Sec. 33(2)(c)].

The University of Regina Act and Council Rules and Regulations indicate clearly that Council may "make recommendations to the President regarding matters considered by Council to be of interest to the University." In addition, Council, and ultimately Senate, are the only legislative bodies on academic matters in the U of R governance structure, and, as such, the academic elements of the Strategic Plan should be approved by Council and receive final approval in Senate.

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Submitted by: Susan Johnston, Council Member, Faculty of Arts
12 February 2014

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Motion to Council

Item for Approval

Subject: Strategic Planning Facilitation Team

MOTION: That a representative of Council be elected to represent Council on the Strategic Planning Facilitation Team.

Rationale: In October 2008, the University's Board of Governors approved terms of reference for the strategic planning process that a year later resulted in the 2009 strategic plan. One aspect of those terms of reference was that the facilitation team must include an elected representative of Executive of Council. I served as that representative and on the basis of my experience in 2008-09 believe that the precedent of formally electing a faculty member to serve on the facilitation team should be reproduced with respect to the current round of strategic planning. Furthermore, with the reactivation of Council as a regularly convening body, it would seem appropriate that the proposed elected faculty member represent Council rather than Executive of Council. From Council's perspective, the principal advantages of having an elected representative on a facilitation team composed primarily of appointed ones is that it would give that representative a powerful voice in all of the proceedings leading up to the production of the plan and underline her or his accountability to the perceived interests and preferences of Council.

Submitted by: Philip Charrier, Council Member, Faculty of Arts
12 February 2014

Motion to Council

Item for Approval

Subject: University Council Meeting Time

Motion: This Council advises the Agenda Committee of Council that meetings of University Council be called to order no later than 3:00pm.

Rationale: When I served on the Special Committee of Council last autumn, we often discussed how the Agenda Committee sought guidance from Council regarding how to organize council meetings. This is understandable given that the Agenda Committee had fallen into desuetude for decades. It is in this spirit that this motion is presented to Council.

A meeting that convenes later than 3:00pm, and hence most likely concludes later than 5:00pm, discriminates against council members with young children. Daycares in Regina typically close between 5:00-5:30pm, meaning that in practice council members with young children must leave campus by 5:00pm. The deliberations and voting that occur at council meetings are crucial components of the work of council members, and thus it is the responsibility of the university to convene and conclude council meetings during the normal hours of the work day.

Submitted by: Lee Ward, Council Member, Campion College
12 February 2014