EXECUTIVE OF COUNCIL

Date:	18 September 2019
To:	Executive of Council
From:	Glenys Sylvestre, Executive Director (University Governance) and University Secretary
Re:	Meeting of 25 September 2019

A meeting of Executive of Council is scheduled for 25 September 2019, 2:30-4:30 p.m. in AH 527. As per Section 4.6.2 of the Council Rules and Regulations, meetings shall be closed except to persons invited to attend and members of Council who choose to attend as guests.

AGENDA

1. **Approval of the Agenda**

2. **Approval of the Minutes of Meeting 19 June 2019** - *circulated with the Agenda*

3. **Business Arising from the Minutes**
    3.1   Report from the Council Committee on Research, Appendix I, pp. 3-29

4. **Remarks from the Chair**

5. **Report from the University Secretary**
    5.1   Revisions to the Council Rules and Regulations, Appendix II, pp. 30-69

6. **Reports from Committees of Council**
    6.1   Council Committee on the Faculty of Graduate Studies and Research, Appendix III, pp. 70-72
    6.2   Faculty of Graduate Studies and Research Scholarship and Awards Committee, *circulated at the meeting*
    6.3   Council Committee on Undergraduate Awards, *circulated at the meeting*
    6.4   Council Committee on Undergraduate Admissions and Studies, Appendix IV, pp. 73-81

7. **Graduand Lists**
    7.1   Graduand Lists for Approval – Omnibus Motion – *circulated at the meeting*
        7.1.1   Faculty of Arts
        7.1.2   Faculty of Business Administration
        7.1.3   Faculty of Engineering and Applied Science
        7.1.4   Faculty of Education
        7.1.5   Faculty of Graduate Studies and Research

REPORT TO EXECUTIVE OF COUNCIL
FROM THE COUNCIL COMMITTEE ON RESEARCH

27 May 2019

Purpose and Mission:

The Council Committee on Research (CCR) is responsible for providing strategic advice and recommendations on research initiatives, policy and matters at the University of Regina to Council and its representatives and the Vice-President (Research). CCR currently has a membership of twenty-three (23), including twelve (12) who are Ex Officio, six who are appointed by the Vice-President Research, three who are elected from Council, and one member appointed by the Graduate Students Association. Sally Gray, Director of Research Office, is also a member, and the Administrative Coordinator for CCR is Pam Splett from the Research Office. At the outset, I must acknowledge the contribution of Sally Gray and Pam Splett for their generous and enthusiastic support to the Council Committee on Research.

Objectives for 2018-19 Academic Year:

When CCR met in September 2019, it largely dispensed with its regular agenda and engaged in a wide-ranging discussion of its role and purpose. In essence, the discussion focussed on the question: Would anyone notice – or care – if CCR disappeared? Over its recent history, CCR has been primarily a place to receive updates and reports on research and research-related matters. The agenda rarely dealt with actionable items and it did not serve as a sound-board on research matters nor has it functioned effectively has an advisory body to Council or to the Vice-President Research. Given how it was then constituted and operated, there was general consensus that it would be of little consequence if CCR did not exist. Moreover, the feeling among many researchers was that it was not a particularly useful body and it would not be missed if is ceased to exist.

The Chair of CCR met with several Council Members and then VP (Research), David Malloy, and discussed the situation around CCR, and it was agreed that CCR's role and effectiveness should be the focus of our first meeting in September. At that meeting, several issues were raised and it was agreed that one of our goals for the year should be a course of action that would allow CCR to fulfill its mandate more effectively and advise Council on matters that would improve research and research culture at the University of Regina.

A. It was agreed that the composition of CCR should be reviewed and that researchers in Council should have a greater presence in CCR. Currently, each of the associate dean (research and graduate students) is an Ex Officio member of CCR. A number of members of CCR are appointed by Council through the Vice-President (Research) or by others such as the representatives from the Federated Colleges. Of the 23 members of CCR, only 3 are elected. The role of the elected members of Council is minimal in CCR and does not compare equally with the Council Committee on Academic Mission which has 8 members of Council, 2 students, appointed by URSU and GSA, respectively, and 2 Ex Officio members (Provost and Vice-President (Academic) & Vice-President (Research)). It is recommended that Council and CCR make changes to the composition of the membership of CCR in the coming year to allow for the election of a greater number of members to CCR. CCR passed a motion at the 6 September meeting to add to the CCR Terms of Reference that "Each Faculty's Associate Dean Research or Designate" would attend CCR Meetings which allowed each of the Associate Deans to designate a representative to CCR if s/he could not attend.

B. It was agreed that the agenda for CCR meeting be established by the three elected members of Council, with Sally Gray as resource person. This was done for all CCR Meetings in 2018-2019 with the exception of the September 2018 meeting.

C. CCR wishes to work with Council to evaluate the terms of reference of CCR.

D. It was communicated to the Vice-President (Research) throughout the year that CCR meetings should be regarded as an opportunity to talk openly about research at the University, including hopes and aspirations for research as well as challenges and problems that might be on the horizon. Above all, CCR should not be used simply as a place to relay information; it must be a venue through which to engage researchers and work collaboratively to improve all aspects of research at the University of Regina.

E. It was also agreed that CCR would include in its annual report to Executive of Council a list of priorities needed to facilitate research that it discussed throughout the year as well as what concerns that researchers have expressed to CCR that need to be addressed.

Research Concerns and Issues

What follows, then, is a list of concerns and issues that have been identified by CCR throughout the year. It is CCR's hope that it can work with Council and the various units at the University of Regina to eliminate all obstacles and barriers to research to enhance the productivity of all researches and strengthen the research culture at the University of Regina.

1. Visibility of Research at the University of Regina.

   CCR believes that CCR and research-related activities should have a higher profile throughout the University of Regina. To accomplish this objective, CCR recommends the following actions:

   A. CCR Agenda and Minutes be included with other Council meetings materials under the Governance tab in the Office of the President (https://www.uregina.ca/president/governance/council/committees.html). The materials for CCR is stored on the Research Office webpage while Committee of Academic Mission, for instance, is available under the Governance Table.

   B. The Office of the Vice-President (Research) is the only office of any of the vice-presidents not included in the Presidential suite of offices. One might consider the relocation of the Office of Vice-President (Research) out of the Presidential suite of offices to be poor optics as it relates to the importance of and commitment of the University of Regina to research.

   C. More importantly, CCR is concerned about the presence and coverage of research and research stories in the University of Regina's Communication Strategy, particularly the visibility of reporting on research and researchers on the University Webpage. In CCR's discussions with members of External Relations, we were informed that the University had opted to provide fewer stories on the U of R homepage as External Relations believes it allows more time to be

spent on content. External Relations is also using new communication tools, particularly social media and Conversation Canada, that bills itself as an independent news and views site from the academic and research community at Canada's universities. It is funded by universities throughout Canada, including the University of Regina, and those Conversation Canada pieces are often picked by up news organizations across Canada. While Conversation Canada is a venue for disseminating research it also includes an op-ed dimension. CCR is concerned that research stories that, for a time appeared regularly on the University Homepage, have lost some of their immediacy in University's overall communication strategy. CCR believes it is important to disseminate research stories from both students and faculty to the wider communities as was the case for the past several years. The University's communications strategy is about creating a particular narrative of the university that emphasizes varies items and values, but CCR believes there should also be a clear communications strategy for research. The period of presenting as many stories of the output of researchers as possible has been replaced with a more targeted communications strategy, and we fear that research will not be well served by such a strategy. Moreover, it was reported to CCR throughout the year that a number of research "stories" submitted to Communications and Marketing (External Relations) were ignored and not responded to.

2. Report of Subcommittee on Open-Access Publication (Attachment A)

CCR members, Cara Bradley and Christopher Yost, prepared a Report on Open-Access Publications that was adopted by CCR earlier this year. A full copy of the report is attached but the major thrust of the report can be summarized briefly. The immediacy of open-access publishing is now apparent but few, if any, Canadian universities are prepared to deal with the wide implications of it. The Report notes that open access is not intended to replace scholarly journals, nor does it aim to tamper with the peer review process, which is vital to scholarly communication. Instead, it aims to ensure reasonable publication costs are covered while also providing free access to research results. After a lengthy consultation phase, NSERC, SSHRC, and CIHR introduced in 2015 a harmonized policy (largely based on CIHR's pre-existing policy) requiring that peer-reviewed journal articles produced from funded research be made openly available within 12 months of publication. The full impact of this policy is just beginning to be felt as it applied only to grants received after May 2015, and it is only recently that articles from this funding period are being published, with few having yet reached the 12 month open access deadline specified in the policy. The University of Regina Library, recognizing the unsustainability of rising journal prices in recent years, has been engaged in open access advocacy and development of infrastructure to support open access since approximately 2007. The CCR Report recommends that the University of Regina needs to proactively engage with open access and changes to the scholarly publishing and funding landscapes. The Report acknowledges that there are many options, some conservative and some transformational, for moving ahead with open access, including:

- Leading discussions on transitions to open access, particularly in the unique context of Canadian small and medium comprehensive universities, at the Alliance of Canadian Comprehensive Research Universities (ACCRU).
- Raising open access publishing and APC challenges when meeting with representatives from CIHR, NSERC, SSHRC, and other funders.

- Communicating open access publishing and Article Processing Charge (APC) challenges to the Provincial Government, and seek financial assistance in covering APCs in order to bring University of Regina research to all Saskatchewan residents and the rest of the world.
- Drafting and seeking endorsement for an open access publishing statement from relevant University of Regina bodies (faculties, Executive of Council, Senate).
- Developing a new service to assist University of Regina researchers in understanding copyright agreements, negotiating with publishers, and depositing appropriate versions of articles in oURspace.
- Allocating a percentage of the Indirect Costs of Research funding received from the Tri-Agencies to off-set APCs.
- Redirecting some of the library's journal subscription budget to off-set open access publishing costs (APCs, etc.).
- Encouraging researchers to include publication costs (for APCs) in research funding applications as a matter of course.
- Encouraging (or requiring) that researchers make research publications openly available whenever possible.

The Report concludes that open access publication has begun to have a significant impact on the scholarly publishing landscape, and is gaining momentum, both worldwide and in Canada. Now is the time for the University of Regina to act, in order to guarantee that our researchers remain compliant and competitive in pursuit of funding, and to ensure that our research continues to have high impact and reach the widest possible audience.

3. Report of Subcommittee on Research Impact (Attachment B)

CCR also appointed a committee comprised of Irfan Al-Anbagi, Nick Jones, and Kathleen Irwin to consider Research Impact. More specifically, the sub-committee of the Council Committee on Research (CCR) was asked to look at ways in which research undertaken at the University of Regina, as well as its impact, is reported to the University's Board of Governors (BOG) in accordance with one of the strategic priorities (research impact) identified in the University of Regina's 2015 – 2020 Strategic Plan: *"Peyak Aski Kikawina – Together We Are Stronger"*. The sub-committee's goal was to develop a report that will: 1) Review the 2016 CCR subcommittee report, identifying the issues raised and provide possible means to address those issues. 2) Enable the Office of the VP Research to fully and accurately report successes representative of the entire scope of research across the university as well as aligned with the University of Regina's Strategic Research Plan. The sub-committee analyzed the 2016 report of the CCR Subcommittee on Research Impact and the current reports to the BOG. The sub-committee considered different methods to capture and report on Indigenous research, artistic research, and community engaged research. The sub-committee then discussed how the Annual information Form (AIF) might be used to capture research in a meaningful way. Finally, the report was concluded by providing a number of recommendations on the way forward in regards to improving the University of Regina's research impact.

4. Research Challenges

CCR agreed in its first meeting to identify in consultation with Council members obstacles that they considered to impede their research productivity at the University of Regina. This was an item for discussion at each of our bi-monthly meetings and members of CCR were encouraged to reach out to their colleagues and bring their concerns to CCR. As well, through the CCAM moodle site, CCR

encouraged Council Members them to identify challenges that they felt were impacting their pursuit of scholarly work. We were particularly interested in identifying challenges that were common among faculties and departments, and we reminded faculty that it was our hope to begin the process of formulating recommendations that address these challenges in our capacity as advisory to Council and particularly to the Vice-President Research. It is CCR's hope that they can work with Council and the VPR to mitigate the challenges but also continue to monitor them so that the challenges and obstacles that have been identified can be addressed. It is the expectation of CCR that each year, it will report on the progress that have been made to address those challenges and continue to identity new challenges that might arise. CCR realizes that its role is advisory but it believes that by raising those issues we are meeting our objective of making CCR more meaningful and useful for researchers.

It will come as no surprise when the list below is considered, a number of faculty members expressed concern about what might be considered the lack of a "research culture" at the University of Regina.

The challenges identified include:

A.   **Graduate Student and Post-Doctoral Fellow Support:**

CCR believes that the University of Regina is not competitive in our support for graduate students relative to comparable comprehensive universities across Canada. This was a consistent issue that was raised by several Council colleagues across multiple faculties. This challenge was emphasized by some faculty members as the most critical challenge impeding their research activities. One faculty member wrote, "The single greatest challenge to my research is recruiting and retaining excellent graduate students to my program. We are not only challenged by our geography, but also our lack of entrance scholarships, provincial graduate student funding, tuition waivers, and high tuition fees for international students." Another added with respect of post-doctoral fellows, "We have no (or insufficient) policies, procedures, and standards for post docs and graduate students with respect to funding, space, and resources - we should have minimums and some mechanisms for ensuring equity, even if that means we are going to limit what we can do or who we can accept; could we please create some policies and plans that focus on quality, sustainability, and equity?" The matter of graduate student and post-doctoral fellows was considered an issue across several faculties.

B.   **Improvements Are Required To Simplify the Research Policy Processes:**

Many faculty members felt that the amount of paper-work and reporting was an obstacle to sustaining research activities. While researchers generally understood the rationale behind the necessity of certain bureaucratic procedures, they felt the processes already in place were taxing and burdensome. The comments of one faculty member perhaps reflects the frustration with the paper-work associated with submitting a grant application: "The Research Office's (RO) Funded Research Approval Form (FRAF) is a major bureaucratic barrier to research grant applications. Often through no fault of our own, researchers will be applying for grants on a very tight timeline (e.g., government contracts that are only open for a month or two; opportunities we've just learned about recently but which are closing soon). The FRAF requires multiple levels of approvals: Department Head, Dean, RO. Hypothetically, if the Department Head needs 2 weeks to review and approve, and the Associate Dean needs 2 weeks to review and approve, and then the RO needs a few days to

approve, I am already looking at having a well-developed proposal and final budget prepared more than 1 month before the deadline. This is often not possible and actually serves to discourage applications. Plus, the archaic PDF form only allows hard-copy signatures, which means I'm spending valuable grant-writing hours physically running around for signatures or scanning things, which seems ridiculous. I do understand that these approvals are needed, especially when we are asking for contributions from our departments/faculties. My suggestion is to simplify the process: have researchers fill out a simple form, which provides a basic summary of the project and funds/contributions requested from department and/or faculty. Simple and straightforward, this can be done while researchers are still fine-tuning their applications and developing the rest of their budgets. And it should allow electronic signatures".

C. The Communicating of Research Activities:

The challenges that CCR and faculty members across the University recognized here related to both communication strategies by External Relations but also how communication about research occurs from the Office of the Vice-President Research. It was noted that there appears – as one faculty member put it – "to be confusion among professors regarding the broad research strategy of the University." It was pointed out that there needs to be better strategic direction on research coming from the University. What precisely is the University's strategy in the reporting of research activities to its various communities? CCR seeks greater clarification regarding the planned short and long-term commitments of the University to the reporting of research as well as its plan of action to more effectively disseminate information about research occurring at the University.

D. The University of Regina's Rankings in the Research Category of Maclean's Ranking of Canadian Universities.

It was noted in CCR throughout its deliberations that the University of Regina ranks poorly in the research category in the *Maclean's* annual survey of universities. This is especially the case with regards to the University of Regina's ranking in the area of Social Science and Humanities Research Council funding where it has for the past few years ranked at or near the bottom of comparable comprehensive universities. The University no longer formally responds to the annual ranking. CCR has undertaken as part of its objective the tracking of Tri-Council results for the University. To this end, Sally Gray, Director, Research Office, presented to CCR comprehensive report on recent results in NSERC and SSHRC competitions. Other Tri-Council and SHRF result will be reviewed and discussed in the 2019-20 academic year.

E. Measuring Research Outcomes:

In both CCR's engagement with faculty and in our regular meetings, there was a general feeling that the reporting structures from the Office of Vice President Research are currently not designed to identify challenging areas in research and that we are lacking an honest and fulsome assessment of research challenges. While there is much research activity at the University of Regina, some of the most common measures, such as success at Tri-Council funding, however suggests that the University is a laggard among comparable universities across Canada. We need an effective system to gauge research, scholarly and creative activity on our campus and identify the challenges that might exist. As one faculty member noted in our discussion over the CCAM moodle site,

"The VPR must commit to providing an accurate assessment of the health of the research enterprise, even when that assessment is not wholly positive. Data must be reported completely and non-selectively, such that they provide an accurate picture of the current state of research at our institution."

F.   The Issue of Equity, Diversity and Inclusion:

Some faculty members identified issues of equity, diversity, and inclusion as an obstacle to research productivity. A faculty member stated that the greatest barrier to research is gender discrimination. Not only is research success not being acknowledged but it was being diminished relative to other colleagues. It was also suggested that many women faculty particularly feel the impact of gender discrimination. Another faculty member added that she was not receiving acknowledgement for the accomplished successful research activities, "I never had the impression that our Dean acknowledged my research work as relevant, let alone meritorious." CCR believes that if any researcher experiences discrimination of any kind, it must be addressed.

G.   Research Resources:

CCR identified common concerns across the faculties regarding the challenge of space requirements for conducting research and the challenges of balancing other duties, such as teaching and service, with research. It was noted several times in discussions in CCR that the lack of time is a critical challenge to research output. In a separate survey done in the Faculty of Arts by its Committee on Research and Graduate Studies in 2018, it was noted that time devoted to service and teaching were identified as major impediments to research.

The issue of space as an obstacle to research is serious. Faculty members noted "We have no (or insufficient) policies, procedures, and standards for research space and resource access from the "central" university capacities; as it currently stands there appears to be a great deal of inequity or, at least, inconsistency with respect to how space and resources are allocated." It was recommended that policies and plans be implemented that "focuses on quality, sustainability, and equity?" It was also noted that there is no consistent policy or approach to providing space for post-docs on our campus.

The changing demands of teaching was also identified as issue in research. It was noted that as the faculty complement shrinks, faculty members are having to teach outside their field to support and maintain the majors and honours program within their small, struggling program, and this can diminish time for research activity." It was also noted that "increased time on teaching, especially with the increase in international students who need a lot more support" has also impacted research time.

Conclusion:

The goal of CCR in the 2018-19 academic year was to change the orientation of this important Council Committee from being a body that largely received updates and reports to one that would better meet its mission of providing strategic advice and recommendations on research initiatives, policy and matters at the University of Regina to Council and its representatives and the Vice-President (Research). I feel that CCR has

taken significant steps in this direction and I wish to acknowledge the support of Dr. David Malloy, former Vice-President (Research) and Dr. Kathy McNutt, Interim Vice-President (Research), for encouraging CCR to adopt a more proactive role. I wish as well to acknowledge the contributions of all members of CCR for their participation, wisdom, and support, but I wish to acknowledge particularly those who prepared reports for CCR, notably Nick Jones, Kathleen Irwin, Cara Bradley, Irfan Al-Anbagi, and Christopher Yost. CCR does not yet have the answers to the issues that it has identified as obstacles and challenges to research at our university, but we have made an excellent start by identifying a series issues. I am confident with Irfan Al-Anbagi and Christopher Yost, returning as elected members of Council to CCR (and Christopher as the incoming Chair), CCR will become the effective Council Committee that it must be to help create a greater research culture at the University of Regina and make our university a research leader among comprehensive universities in Canada.

This report was discussed at the 27 May 2019 meeting of Council Committee on Research and approved. I respectfully submit the 2019 Report from Council Committee on Research to Executive of Council.

Raymond B. Blake
Chair, Council Committee on Research, and
Professor, Department of History

Attached:

      Report of Subcommittee on Open-Access Publication
      Report of Subcommittee on Research Impact

Members of Council Committee on Research, 2018-2019:

David Malloy	Vice-President (Research)
Kathy McNutt	Associate Vice President Research and the Dean Faculty of Graduate Studies
Sally Gray	Director, Research Office
Nicholas Jones	Arts, Associate Dean (Research & Graduate)
Adrian Pitariu	Business Administration, Associate Dean (Research & Academic)
Twyla Salm	Education, Associate Dean (Research & Graduate)
Amr Henni	Engineering & Applied Science, Associate Dean (Research & Graduate)
Kathleen Irwin	Media, Art, and Performance, Associate Dean (Graduate & Research)
Darren Candow	Kinesiology & Health Studies, Associate Dean (Graduate & Research)
Glenn Donnelly/Karen Eisler	Nursing, Associate Dean (Graduate Programs & Research)
Cory Butz	Science, Associate Dean (Research)
Miguel Sanchez	Social Work, Associate Dean
Doug Moen	Johnson Shoyama Graduate School

Cara Bradley	University Library
David Meban	Campion College
Yvonne Harrison	Luther College
Andrew Miller	First Nations University of Canada
Ian Germani	Centres & Institute (HRI)
Sandra Zilles	University of Regina Canada Research Chair
Raymond Blake	CHAIR, Council Member, Engineering
Chris Yost	Council Member, Science
Irfan Al-Anbagi	Council Member, Arts - History
Raghavi Kemala Rajakumar	GSA Representative

FEBRUARY 19, 2019

OPEN ACCESS PUBLISHING AT THE UNVERSITY OF REGINA

A DISCUSSION PAPER FOR THE COUNCIL COMMITTEE ON RESEARCH

Open Access improves the pace, efficiency and efficacy of research, and heightens the authors' visibility, and thus the potential impact of their work. It removes structural and geographical barriers that hinder the free circulation of knowledge and therefore contributes to increased collaboration, ultimately strengthening scientific [which includes humanities] excellence and capacity.

By enabling re-use and computational analysis of published material, Open Access sparks innovation and facilitates interdisciplinary research, as well as scholarly exchange on a global scale, not only for the benefit of the research community but also for the economy and society as a whole (2015)

Science Europe Working Group on Open Access

Universality is a fundamental principle of science (the term "science" as used here includes the humanities): only results that can be discussed, challenged, and, where appropriate, tested and reproduced by others qualify as scientific. Science, as an institution of organised criticism, can therefore only function properly if research results are made openly available to the community so that they can be submitted to the test and scrutiny of other researchers. Furthermore, new research builds on established results from previous research. The chain, whereby new scientific discoveries are built on previously established results, can only work optimally if all research results are made openly available to the scientific community.

Publication paywalls are withholding a substantial amount of research results from a large fraction of the scientific community and from society as a whole. This constitutes an absolute anomaly, which hinders the scientific enterprise in its very foundations and hampers its uptake by society. Monetising the access to new and existing research results is profoundly at odds with the ethos of science (Merton, 1973). There is no longer any justification for this state of affairs to prevail and the subscription-based model of scientific publishing, including its so-called 'hybrid' variants, should therefore be terminated. In the 21st century, science publishers should provide a service to help researchers disseminate their results. They may be paid fair value for the services they are providing, but **no science should be locked behind paywalls!**

Marc Schiltz, President of Science Europe

Introduction

The goal of this paper is to give University of Regina faculty, students, and staff an overview of the broader open access publishing landscape, as well as insight into the Canadian and University of Regina contexts, in order to generate discussion and debate about how we will respond, and ideally lead, in a rapidly changing scholarly publication ecosystem.

"Open access" was most famously defined by the 2002 Budapest Open Access Initiative and this definition, which is still the most widely cited, describes open access as used in this paper:

By "open access" to this literature, we mean its free availability on the public internet, permitting any users to read, download, copy, distribute, print, search, or link to the full texts of

these articles, crawl them for indexing, pass them as data to software, or use them for any other lawful purpose, without financial, legal, or technical barriers other than those inseparable from gaining access to the internet itself. The only constraint on reproduction and distribution, and the only role for copyright in this domain, should be to give authors control over the integrity of their work and the right to be properly acknowledged and cited.[1]

Open access may have arisen from the simple convergence of the technological innovation of the Web and the willingness of researchers to share their work, but it has increasingly become a complex and contested movement with cultural, political, social, and economic elements. Researchers, academic institutions, funders, librarians, publishers, and the public all have (at times conflicting) stakes in access to academic research. Several recent developments, including the stand against journal price increases in Germany, Sweden, and California, as well as the publication of "Plan S" in Europe, have raised the debate to a fevered pitch, and led to some to describe 2018 as the tipping point in the balance of power in scholarly communications.[2] It is time for the University of Regina to engage with and respond to open access in a thoughtful and planned manner to maximize the impact of our research.

Part I of this paper provides an overview of the open access landscape, especially major open access developments that give some indication of worldwide trends that have, or will, impact University of Regina researchers. It then describes significant open access initiatives in Canada, including Tri-Agency funding stipulations and noteworthy responses to open access by Canadian universities. Part II describes activities and resources that the University of Regina has directed towards supporting open access publishing thus far. Part III proposes a range of strategies to ensure the success of University of Regina researchers in an open access publishing environment.

Part I: Open Access Landscape

Open Access: Background Information

Open access is not intended to replace scholarly journals, nor does it aim to tamper with the peer review process, which is vital to scholarly communication. Instead, it aims to ensure reasonable publication costs are covered while also providing free access to research results. There are many open access models, but the two dominant approaches have been described as "gold" and "green" open access:

Gold open access refers to work that is immediately available free of charge at the site of publication, to any member of the public. This immediate access is typically achieved in one of two ways: 1) the journal's operations are subsidized by an academic institution or non-profit organization so that authors can publish at no cost; or 2) the journal collects an Article Processing Charge (APC) from the article authors to off-set the cost of publication (and in some cases recoup subscription revenue lost when the article is made openly available). The APC is only collected once the article is accepted for publication and does not compromise the peer review process. APCs range widely by journal and discipline, most commonly falling between $1000 - $4000 USD, and are considered grant-eligible expenses by Canada's Tri-Agency funders. "Hybrid" journals have also emerged, which are subscription-based, but allow authors to pay an APC to make their article openly available immediately upon publication.

Green open access describes work made publicly available in an online repository after an embargo period. The repository can be institution-based (oURSpace is the University of Regina's repository) or discipline-based (examples include PubMed Central, arXiv, and SSRN). Many publishers will permit deposit of an article (though they vary on which version—pre-print, post-print, etc.) after the embargo period has elapsed. Canada's Tri-Agency funders currently require that this embargo period not exceed 12 months, requiring authors to negotiate with publishers in instances where their standard embargo exceeds one year.

Open Access: Worldwide Trends

The concept of open access has been around in various forms since the late 1990s, with the term open access coined in the early 2000s. The movement slowly gained momentum throughout the 2000s, but has grown exponentially in the 2010s. Key trends in recent years include:

- Increasing funder requirements to make funded research openly available. These requirements have in some instances allowed for an embargo period (for example, the U.S. Federal Agencies' 2015 announcement and Canada's 2015 *Tri-Agency Open Access Policy on Publications* both allow for a one year embargo).
- Increasing funder requirements to make funded research openly available *without an embargo period*. Europe has emerged as a leader in the push for open access, as is evident in decisions such as the UK Higher Education Funding Council for England's 2013 requirement that all UK Research Excellence Framework (REF) journal articles be published in an institutional repository immediately upon publication and the European Union's 2016 announcement that "all scientific articles in Europe must be freely accessible as of 2020."[3]
- Funders disallowing publication in hybrid journals. One of the recent developments to garner the most attention has been the launch of "Plan S" in Europe. The plan is an initiative of "cOAlition S," a consortium launched by the European Research Council and major national funders from twelve European countries. The plan consists of ten principles, but those gaining the most attention are that, "Open Access publication fees are covered by the Funders or universities, not by individual researchers" and that "the 'hybrid' model of publishing is not compliant with the above principles"[4] (Appendix A).This last statement has generated considerable discussion among researchers and publishers, as it will bar funded researchers from publishing in certain journals which, in some cases, are the major journals in their fields.
- Taking a stand against high journal prices and APCs, and redirecting library journal subscription budgets to fund open access initiatives. Several large university consortia (including Germany's Project DEAL, representing approximately 200 universities and research centres, and Sweden's Bibsam Consortium with 85 member institutions) have attempted to negotiate new deals with Elsevier that are both more financially viable and combine publishing articles open access and reading paywall articles into one fee. Negotiations have broken off between Elsevier and both countries, Elsevier access suspended, and funds re-directed to other means of access and open publishing initiatives. The University of California (which publishes nearly 10% of research in the United States) is in the midst of negotiations with Elsevier, "seeking not only to constrain the runaway costs of journal subscriptions, but to make it easier and more affordable for UC authors to publish their research open access."[5]

Open Access in Canada

Open access has been slower to take hold in Canada than in other (particularly European) countries. The most significant Canadian development to-date has been the development and implementation of the *Tri-Agency Open Access Policy on Publications* in 2015.[6] After a lengthy consultation phase, NSERC, SSHRC, and CIHR introduced a harmonized policy (largely based on CIHR's pre-existing policy) requiring that peer-reviewed journal articles produced from funded research be made openly available within 12 months of publication. The full impact of this policy is just beginning to be felt as it applied only to grants received after May 2015, and it is only recently that articles from this funding period are being published, with few having yet reached the 12 month open access deadline specified in the policy. Although it is still too early to see the full impact of the policy, it has caught the attention of researchers and raised the profile of open access in Canada. It has also influenced the open access policies of numerous other funders.[7]

In addition to requiring open access to journal articles arising from funded researchers, the Tri-Agency has also signaled an interest in encouraging open access to research data. The *Tri-Agency Open Access Policy on Publications* is explicit in requiring that CIHR-funded researchers "deposit bioinformatics, atomic, and molecular coordinate data into the appropriate public database . . . immediately upon publication of research results." The draft *Tri-Agency Research Data Management Policy* stops short of requiring that researchers share their data but states that "research data collected with the use of public funds should be responsibly and effectively managed and belong, to the fullest extent possible, in the public domain and available for reuse by others."[8]

Several Canadian institutions have issued formal statements or developed policies in support of open access. These policies encourage researchers to make their research outputs openly available, though at this point they stop short of requiring it. Several of the policies (including Concordia University, Simon Fraser, Acadia University, UBC, and University of Windsor) have been endorsed by institutional senates.[9]

 Part II: Open Access at the University of Regina

The University of Regina Library, recognizing the unsustainability of rising journal prices in recent years, has been engaged in open access advocacy and development of infrastructure to support open access since approximately 2007. Activities have included:

- Organizing advocacy and education events during Open Access Week.
- Speaking to interested campus groups (including Faculty Councils, professional development days) about open access.
- Paying Article Processing Charges through a dedicated fund (2013-2015, suspended as part of University of Regina's 2015 Expenditure Constraint Program initiative). There is a currently a small fund managed by the AVP Academic that covers a very limited number of APCs per year.
- Paying membership fees for certain publishers/organizations (for example, BioMed) to reduce APCs paid by U of R researchers (2013-2015, suspended as part of University of Regina's 2015 Expenditure Constraint Program initiative)

- Establishing and maintaining oURspace, an institutional repository for the University of Regina. Researchers can deposit journal articles in oURspace to make them openly available and meet the requirements of the *Tri-Agency Open Access Policy on Publications*.
- Establishing and maintaining the University of Regina Dataverse, a data repository where researchers can store and share (when appropriate) research data.

Several University of Regina faculty members have decided either privately or through a public pledge, not to publish in closed journals or review papers for these journals. It is difficult to get a sense of the extent of these activities.

Part III: Strategies for Moving Forward

The University of Regina needs to proactively engage with open access and changes to the scholarly publishing and funding landscapes. There are many options, some conservative and some transformational, for moving ahead with open access. The following are proposed for discussion at the University of Regina:

- Leading discussions on transitions to open access, particularly in the unique context of Canadian small and medium comprehensive universities, at the Alliance of Canadian Comprehensive Research Universities (ACCRU).
- Raising open access publishing and APC challenges when meeting with representatives from CIHR, NSERC, SSHRC, and other funders.
- Communicating open access publishing and APC challenges to the Provincial Government, and seek financial assistance in covering APCs in order to bring University of Regina research to all Saskatchewan residents and the rest of the world.
- Drafting and seeking endorsement for an open access publishing statement from relevant University of Regina bodies (faculties, Executive of Council, Senate).
- Developing a new service to assist University of Regina researchers in understanding copyright agreements, negotiating with publishers, and depositing appropriate versions of articles in oURspace.
- Allocating a percentage of the Indirect Costs of Research funding received from the Tri-Agencies to off-set Article Processing Charges.
- Redirecting some of the library's journal subscription budget to off-set open access publishing costs (APCs, etc).
- Encouraging researchers to include publication costs (for APCs) in research funding applications as a matter of course.
- Encouraging (or requiring) that researchers make research publications openly available whenever possible.

Conclusion

Open access publication has begun to have a significant impact on the scholarly publishing landscape, and is gaining momentum, both worldwide and in Canada. Now is the time for the University of Regina

to act, in order to guarantee that our researchers remain compliant and competitive in pursuit of funding, and to ensure that our research continues to have high impact and reach the widest possible audience.

Key Questions for Discussion

What is our approach to open access and how can we support our researchers' success?

What will be the impact on our researchers if we are not aligned with the Europeans?

How much of an investment would be required to ensure we remain competitive?

How will we get buy in and commitment from senior administration?

What (if any) is the role of various levels of Government in funding the shift to open access?

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[1] Chan, L., Cuplinskas, D., Eisen, M., Friend, F., Genova, Y., Guédon, J. C., ... & La Manna, M. (2002). *Budapest open access initiative*. Retrieved from: https://www.budapestopenaccessinitiative.org/read

[2] Stuart, D. (2018). *The scholarly publishing research cycle 2018: Perspectives and recommendations from the publishing, library and research sectors*. Retrieved from: https://www.researchinformation.info/news/2018-saw-rebalancing-power-scholarly-comms-%E2%80%93%C2%A0report

[3] Hendrikx, M. (2016, 27 May). "All European scientific articles to be freely accessible by 2020." The Netherlands: Ministry of Education, Culture and Science. Retrieved from: https://www.government.nl/topics/european-union/the-netherlands-eu-presidency

[4] Science Europe. (2018). "10 principles." Retrieved from : https://www.coalition-s.org/10-principles/

[5] Smith, M. (2018, 28 Nov). "Potential changes to UC's relationship with Elsevier in January 2019." Retrieved from: https://www.library.ucdavis.edu/news/potential-changes-to-ucs-relationship-with-elsevier-in-january-2019/

[6] *Tri-Agency open access policy on publications*. (2015). Retrieved from: http://www.science.gc.ca/eic/site/063.nsf/eng/h_F6765465.html?OpenDocument

[7] Information about funder open access policies is available in the Sherpa Juliet database at http://v2.sherpa.ac.uk/juliet/

[8] Draft Tri-Agency research data management policy for consultation. (2018). Retrieved from: http://www.science.gc.ca/eic/site/063.nsf/eng/h_97610.html

[9] Information about Canadian universities' open access policies is available at https://ospolicyobservatory.uvic.ca/canadian-university-open-access-statements/. ROARMAP (http://roarmap.eprints.org/) provides information on open access policies at universities worldwide.

Appendix A

Plan S--Key Principles

The key principle is as follows:

"After 1 January 2020 scientific publications on the results from research funded by public grants provided by national and European research councils and funding bodies, must be published in compliant Open Access Journals or on compliant Open Access Platforms."

IN ADDITION:

- Authors retain copyright of their publication with no restrictions. All publications must be published under an open license, preferably the Creative Commons Attribution Licence CC BY. In all cases, the license applied should fulfil the requirements defined by the Berlin Declaration;
- The Funders will ensure jointly the establishment of robust criteria and requirements for the services that compliant high quality Open Access journals and Open Access platforms must provide;
- In case such high quality Open Access journals or platforms do not yet exist, the Funders will, in a coordinated way, provide incentives to establish and support them when appropriate; support will also be provided for Open Access infrastructures where necessary;
- Where applicable, Open Access publication fees are covered by the Funders or universities, not by individual researchers; it is acknowledged that all scientists should be able to publish their work Open Access even if their institutions have limited means;
- When Open Access publication fees are applied, their funding is standardised and capped (across Europe);
- The Funders will ask universities, research organisations, and libraries to align their policies and strategies, notably to ensure transparency;
- The above principles shall apply to all types of scholarly publications, but it is understood that the timeline to achieve Open Access for monographs and books may be longer than 1 January 2020;
- The importance of open archives and repositories for hosting research outputs is acknowledged because of their long-term archiving function and their potential for editorial innovation;
- The 'hybrid' model of publishing is not compliant with the above principles;
- The Funders will monitor compliance and sanction non-compliance.

> - reproduced from Science Europe. (2018). "10 principles."
> https://www.coalition-s.org/10-principles/

REPORT OF THE COUNCIL COMMITTEE ON RESEARCH (CCR) SUBCOMMITTEE ON RESEARCH IMPACT
May 22, 2019 (Draft)

Implementation of Recommendations in
The Report of the Subcommittee on Research Impact (2016)

Prepared for the CCR by:
Dr. Irfan Al-Anbagi
Dr. Kathleen Irwin
Dr. Nick Jones

INTRODUCTION:

The sub-committee of the Council Committee on Research (CCR) was asked to look at ways in which research undertaken at the University of Regina, as well as its impact, is reported to the University's Board of Governors (BOG) in accordance with one of the strategic priorities (research impact) identified in the University of Regina's 2015 – 2020 Strategic Plan: *"Peyak Aski Kikawina – Together We Are Stronger"*. Research impact is defined in the strategic plan as, "An intellectually active and innovative research community with the supports and infrastructure to expand the boundaries of knowledge and to have meaningful impact at home and beyond."[1] Ensuring the Board of Governors receives a complete, clear, and substantive account of research – and its impact - was of noted concern by CCR as the Board of Governors, in no small measure, determines the strategic direction and allocation of resources that the University takes based on information provided to them.

Two concerns noted in CCR discussions triggered the creation of the second subcommittee on research impact. The first was the recognition by the Council Committee on Research (CCR) that, while the VP Research reports quarterly to the Board of Governors, it uses a limited range of categories that fail to capture the scope of research undertaken by all researchers on campus. The second trigger was a lack of clarity regarding the methods currently used to gather information related to various forms of research output – leading to impact – at the university. The office of the VP Research appears to gather information – other than that easily provided by the Research Office (number of grant/contracts and dollar values of them) as well as requests to faculty (identifying research collaborations with international scholars) - in a manner that appears ad hoc at best, and the sub-committee is considering ways to improve the process.

The goal of this report for the CCR are twofold:
1. To review the 2016 CCR subcommittee report, identifying the issues raised and provide possible means to address those issues.
2. To enable the Office of the VP Research to fully and accurately report successes representative of the entire scope of research across the university as well as aligned with the University of Regina's Strategic Research Plan: *Peyak Aski Kikawina – Together We Are Stronger Serving Through Research"* that acknowledges that "research encompasses creative endeavours and other scholarly activities that foster new knowledge", and has "meaningful impact at home and beyond"[2] to the Board of Governors, to government, and to the public.

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[1] University of Regina's Strategic Plan "peyak aski kikawina - Together we are Stronger" (URSP 2015-2020).
[2] University of Regina's Strategic Plan "peyak aski kikawina - Together we are Stronger" (URSP 2015-2020).

Process:

The subcommittee undertook a review of the 2016 report of the CCR Subcommittee on Research Impact[3] as a starting point to guide this current investigation as it provided previous context as well as the opportunity to examine if any of the previous subcommittee's recommendations had been implemented. The 2016 Report flagged two main areas of concern with regard to the adequate recording of research Impact: 1) Indigenous Research[4], and 2) community-engaged research. To these, the subcommittee would like to suggest a third under recorded area: artistic/creative research.

Looking for ways to implement components of the 2016 report, we have consulted with: 1) the Community Research Unit (CRU); 2) the Faculty of Media, Art, and Performance (MAP); and 3) the Office of Indigenization. This represents a cursory first step in developing consensus around how to efficiently and reliably report on that which is, at times, process rather than result oriented, pertains to relationships rather than concrete outcomes and has long term social impact that resists short term quantification.

In order to address the seemingly "ad hoc" nature by which research-related materials are provided to the VPR's office, we engaged with individuals associated with these processes to determine if there were missed opportunities in terms of making the collection of information more systematic. We also reviewed numerous quarterly reports provided to the BOG – specifically the "research highlights" to identify the additional materials reported outside of the standard four measures reported on regularly.

What is currently being captured in the reports to the BOG?

The research reports – presented quarterly to the Board of Governors – is broken into a number of standing sections including: 1) Status report on the response to the Provincial Auditor's Report on Research, 2) Report on the status of action plans to actualize the Strategic Research Plan, 3) Performance Measures, and 4) Highlights. Of interest to this subcommittee were the performance measures and highlights components. The "Performance Measures" include: 1) Research Impact/Sustainability (measure: research grants = total number of active, externally-funded research projects administered by the University), 2) Research Impact/Sustainability measure: research revenue = total research funding received from all active externally-funded research projects administered by the University), 3) Research Impact (measure: Average of Relative Citations (ARC) = The number of citations received by papers authored by University of Regina faculty during a 5-year period following the year of publication. Citation counts are normalized by the average number of citations received by all papers in the world in the same subfield. ARC values are 5-year averages with a 2-year lag), and 4) Research Impact (measure: International Research Collaborations = the percentage of total publications co-authored with researchers outside of Canada. Five-year average with a two-year lag). As noted above, the subcommittee is concerned the limited categories of reporting – not discounting the challenges that may be present in systematically collecting additional information – does not provide the Board of Governors with a sufficient overview of the research conducted at the UofR and its impact.

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[3] Report of The CCR Subcommittee on Research Impact:
https://www.uregina.ca/research/assets/docs/pdf/Report%20on%20Research%20Impact%20June%202016_3.pdf

[4] Indigenization is "the transformation of the existing academy by including Indigenous knowledges, voices, critiques, scholars, students and materials as well as the establishment of physical and epistemic spaces that facilitate the ethical stewardship of a plurality of Indigenous knowledges and practices so thoroughly as to constitute an essential element of the university. It is not limited to Indigenous people, but encompasses all students and faculty, for the benefit of our academic integrity and our social viability" (URSP 2015-2020, ft 3, p. 9).

We undertook a review of numerous (2016 – 2018) posted reports to the BOG available on the UofR website focusing on the "highlights" section of the reports. We examined the reports using the categories (and suggested metrics/indicators) based on the CCR Subcommittee's (2016) report that drew from performance review criteria documents across the university: 1) Research Impact on Disciplinary Knowledge and Academia, 2) Research Impact in a Professional Area of Expertise, 3) Research Impact on the Broader Community and Society, 4) Research Impact in the area of Public Policy, 5) Indigenous Research, and 6) Community-Based Research. The information in the "Highlights" section of the reports was organized under the categories and indicators as well as secondarily coded as individual, faculty, or university depending on the specifics of the entry.

With respect to the first category, Research Impact on Disciplinary Knowledge and Academia, the "highlights" primarily focused on reporting individual successes in receiving grants. While this information would be generally captured in the standing categories of research grants and research revenues, we do consider it worthwhile to celebrate these successes with the Board of Governors. Other indicators for the category (bibliometric indices, peer reviews of publications) may be captured to some degree in the average relative citation standing category, but this remains somewhat unclear. The vast majority of other indicators suggested by the previous subcommittee report are absent in the reporting (for example, editorship of a journal, supervising graduate students/training HQPs, and induction into academic societies).

With respect to the second category, research Impact in a professional area of expertise, the indicators contributions to invention and innovation in professional practice, professional prizes and awards, and membership on a professional association's board, were featured on across numerous reports. What remained absent was the providing consultation, guidance, or knowledge to a professional association and technical reports.

With respect to the third category, research impact on the broader community and society, evidence of every suggested indicator was present in the highlights section across numerous reports. These all focused on individual contributions; celebrating the work of faculty at the UofR.

With respect to the fourth category, research impact in the area of public policy, two of the three indicators were each represented by a single example over the numerous reports. In one instance, an institute was recognized, in the other, a faculty was recognized.

Contributions reflecting fine arts activity, while mentioned with a degree of regularity, were not formalized as a discrete category of endeavor.

Recognizing the sections that follow provide information with regard to what the 2016 Report referred to as "emerging areas" (with the exception of creative/artistic work), the fifth and sixth categories (Indigenous and community-based research respectively) were featured across the reviewed reports, albeit fairly limited in number and scope.

While the "highlights" section of the reports on research to the Board of Governors clearly do capture many of the indicators across many of the categories suggested in the 2016 report, what remains unclear is the process by which this information is/is not collected and provided to the VPR's office for inclusion in the reports. As the categories and indicators emerged from performance review documents, it suggests the potential to use faculty annual information forms – once they become electronic – as a means for gathering this data systematically.

How to capture (and report on) Indigenous research?

In the Report of the CCR Subcommittee on Research Impact (June 2016), the following Indicators of research impact from Indigenous perspectives were suggested as ways to track, gather and report on Indigenous research:

1. Number of funded Indigenous graduate students; number of community projects with First Nations, Inuit, Metis organizations or communities;
2. Evidence of Indigenous project leadership (e.g., co-principal investigators from Aboriginal organizations, council members from First Nations);
3. The amount of the budget for supporting research in general that directly supports Indigenous organizations, researchers, communities and participants
4. Appropriate acknowledgement of Indigenous contributions to research publications through co-authorship with Indigenous research collaborators (community knowledge holders, researchers and community leaders); and
5. Publications for community use that include descriptions of research purpose, processes, results, and implications using an accessible language. Community resources can include newsletters, short videos and other recordings. It may be appropriate to support Indigenous language revitalization by making recordings and text of research findings available in Indigenous languages.

While this is a start towards recognizing the impact of Indigenous research, upon closer scrutiny, one may detect an unconscious bias towards European ways of knowing that does not necessarily value Indigenous methods. Included within the notion of Indigenous methodologies, embodied, grounded and lived approaches are deployed against colonizing epistemologies and methodologies as a means of addressing the goals of enhanced human rights, equity and social justice in a variety of minority circumstances. Such research values the relationships formed (with people, environments and the more-than-human), understands knowledge mobilization as possible through means such as storytelling / counter storytelling and "naming one's own reality"—using narrative to illuminate and explore experiences of racial oppression (Delgado & Stefancic 1993). Valuing Indigenous research also exposes the overall acceptance of current, dominant academic research traditions that exclude "from knowledge production, the knowledge systems of the researched, colonized Other" (B. Chilisa, *Indigenous Research Methodologies*. 2012. Xvi). How do we, then, report inclusively on research not here-to-fore understood as meritorious?

In partial answer to this question, the following few suggestions were proposed in consultation with Emily Grafton in the Office of Indigenization (Feb.6, 2019)

Much has been written on how might Indigenous centered research practices differ from and produce knowledge not readily captured by means of the currently used research categories. Relationship building, storytelling techniques, and OCAP methodologies (Ownership, Control, Access, Possession) are examples of differences in approach. In order to shift the discourse in reporting Indigenous research, possible ways to capture this might include reporting activity using the following designations:

1. Research that addresses Reconciliation through the Truth and Reconciliation 94 Calls to Action; and
2. Research that is OCAP certified (https://fnigc.ca/ocapr.html)[5]

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[5] The First Nations principles of OCAP® are a set of standards that establish how First Nations data should be collected, protected, used, or shared. They are the *de facto* standard for how to conduct research with First Nations.

How to capture (and report on) Artistic research?[6]

The basic premise underlying the research done in MAP is that art has a positive influence on the individual and on society in terms of quality of living (economic), mental health (well-being, stress reduction) and increased social interaction. While, the transformative powers of the arts lie in the aesthetic experience, attitudes and motivations are enormously influenced in the encounter between the participant and the cultural event. The transformative effects of the arts do not dwell solely in the artifacts or performances themselves, the value of which is largely subjective, but in the bonds created between human beings in a local or global context, overtime (Nanna Kann-Rasmussen, 34).

How to measure and report such impact includes the question of how to paint a broader picture of how people's lives are connected to the arts, how communities are formed, and how they interact through participation with the arts. For the sake of this report, practically-speaking, it is, also - how do we measure the value of art and report it effectively within the academic institution using clear and accessible language.

Given the scope of disciplines within arts practice - i.e. traditional forms as well as rapidly evolving art practices; emergent technology and new media platforms; and a shift among many artists to community-based interactions that blur the line between art, social justice and social work (CRB) – there is no simple answer.

Some measurements may be effective in regard to qualitative date:
1. What forms of funding supported the work –beyond the Tri-council.
2. Where / how the work was disseminated – local, national, international?
3. How many people saw/ heard it?
4. With whom did the artist researcher partner – locally, nationally, and globally?
5. How did the work express innovation?
6. How was the work impactful in the short term and how may it effect change in the future?
7. Has the work been acquired with a recognized art institution or art gallery?
8. Did it align with the University Strategic Plan, the University research objectives and clusters and, for example, the Truth and Reconciliation Calls to Action?

Cutting to the chase, how might using these indicators work as a means for developing a matrix for reporting up and out. The challenge is how to collect this information from Faculty members engaging in art-making. Adding a section in the Annual Information Form (AIF) wherein it is definitively identified and briefly annotated so that it is readily understood by others outside arts disciplines would be useful. Systematically and regularly reporting on art research (as well as Indigenous and community-based research) at the level of the Board of Governors would underscore the relevance alongside STEM research. By improving and supporting the platforms by which graduating art projects are archived by the Archer Library's oURspace platform, anyone would be able to investigate current art practice easily online. With the understanding that practice-based art research is the equivalent to all other forms of knowledge may come enhanced funding opportunities and an expectation to see the work regularly reported and celebrated at all levels.

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[6] *Measuring Cultural Engagement: A Quest for New Terms, Tools and Techniques. National Endowment for the Arts and the Arts and Humanities Research Council.* https://www.arts.gov/sites/default/files/measuring-cultural-engagement.pdf

How to capture (and report on) community engaged research[7]

An "emerging form of research and research impact that needs closer attention is community-engaged research. As noted earlier, "commitment to our communities" is one of the three strategic priorities in the U of R Strategic Plan 2015-2020. The URSP also refers to "professional recognition of community engaged research" as one of the success indicators in delivering its research impact objective" (CCR Subcommittee on Research Impact, 2016, p. 13).

Before one can begin to measure the impact of Community-based research (hereafter CBR), one must try and posit a definition – recognizing that many exist and it might not be fully agreed upon. CBR is "A research approach that involves active participation of stakeholders, those whose lives are affected by the issue being studied, in all phases of research for the purpose of producing useful results to make positive changes" (Nelson, Ochocka, Griffin & Lord, 1998, p.12)[8]. A community-based research approach recognizes the community as knowledge-rich partners, able to deliver insider knowledge to the shaping of the research purpose and questions, and by collaboratively refining theory (Ochocka & Janzen, 2014)[9]. Jointly, community and academic partners determine what they wish to learn and achieve through their research and together they develop a research framework and process that helps them reach their research goals. Some are looking for evidence that they can use to advocate for policy change. Others seek to document work and share with others what they believe works and does not work, with the objective of improving services (MacKinnon, 2018)[10].

According to the literature (see for example Janzen, Ochocka & Stobbe, 2016[11]; Ochocka & Janzen, 2014) there are three "hallmarks" of what CBR is.

- **Community-driven** – begin with a research topic of practical relevance to the community and promotes community self-determination.
- **Participatory** – community members and researchers equitably share control of the research agenda through active and reciprocal involvement in the research design, implementation, and dissemination.
- **Action-oriented** – the process and results are useful to community members in making positive social change and to promote social equity.

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[7] Dr. Lynn Gidluck - the Acting Coordinator of the Community Research Unit in the Faculty of Arts – is primarily responsible for the development of this section. Dr. Michelle Stewart – Director, Community Research Unit – also provided input into this section.

[8] Nelson, G., Ochocka, J., Griffin, K., & Lord, J. (1998). "Nothing about me, without me": Participatory action research with self-help/mutual aid organizations for psychiatric consumer/survivors. American journal of community psychology, 26(6), 881-912.

[9] Ochocka, J. & Janzen, R. (2014). Breathing life into theory: Illustrations of community-based research hallmarks, functions, and phases. Gateways: International Journal of Community Research and Engagement, 7, 18-33.

[10] MacKinnon, S. (Ed). (2018). Practicing Community-Based Participatory Research: Stories of Engagement, Empowerment, and Mobilization. Vancouver: Purich Books.

[11] Janzen, R., Ochocka, J., & Stobbe, A. (2016). Towards a theory of change for community-based research projects. The Engaged Scholar Journal: Community-engaged Research, Teaching, and Learning 2(2), 44-64.

According to Beckman, Penney, and Cockburn (2011)[12], define the output in a typical CBR project as the report or findings from the research in whatever form given. Outcomes are considered as the effects of that research in the medium term. An example of an outcome is if the research is used to create or improve a program. Impact is defined as an accumulation of outcomes, and ultimately improved community well-being. Created as a collaborate effort of participants at a Canadian Summit - "Pursuing Excellence in Collaborative Community-Campus Research", Janzen, Ochocka & Stobbe (2016) provide a framework of impact indicators for CBR. The following table represents an adapted version of their work with consideration given to the Federation for the Humanities and Social Sciences (FHSS) (2017)[13] report - Approaches to Assessing Impacts in the Humanities and Social Sciences.

Indicators of Research Outcomes in Community-Based Research Projects	
Outcome	Indicators
Greater mobilization of knowledge	Number and reported quality of knowledge mobilization products disseminated
	Number and reported quality of community members contributing to the development and dissemination of knowledge mobilization products to various audiences
	Media coverage of research (newspapers, TV, online)
	Requests for media appearances
	Research-related social media
	Public use of research-based web resources on social and cultural issues.
	Number and reported quality of visual and oral dissemination strategies
	Number and reported quality of community information sessions held
	Number of requests for knowledge mobilization products
	Number and reported quality of new connections brokered
	Reports of research being useful for multiple stakeholder groups
	Number of new stakeholders showing interest in the research results
	Number and reported quality of community forums or other knowledge exchange events held
	Reports of research products informing policy development (citations in government documents; Invitations to participate as an expert witness, and advisor, on an expert panel or committee; requests to consult for governments or think tanks; requests for commissioned reports).
	Reports of research products supporting new funding applications.
Greater mobilization of people	**Evidence of Short-term mobilization**
	Faculty serving advisory roles and/or holding board memberships in community-based organizations
	Reports of stakeholders implementing recommended action
	Reports of stakeholders having built CBR capacity and wanting to learn more about CBR

[12] Beckman, M., Penney, N., & Cockburn, B. (2011). Maximizing the impact of community-based research. Journal of Higher Education Outreach and Engagement, 15(2), 83-104.

[13] Federation for the Humanities and Social Sciences. (May 2017). Approaches to Assessing Impacts in the Humanities and Social Sciences. Retrieved February 11, 2019, from http://www.ideas-idees.ca/sites/default/files/impact_report_en_final.pdf

	Reports of stakeholders reconciling value dilemmas and agreeing to common goals despite different perspectives and interests
	Reports of stakeholders valuing and owning the knowledge coming out of the project
	Reports of research products informing policy development (citations in government documents; Invitations to participate as an expert witness, and advisor, on an expert panel or committee; requests to consult for governments or think tanks; requests for commissioned reports).
	Evidence of Long-term Mobilization
	Number of community members acknowledging CBR as an important tool for change
	Reports of increased community capacity to enact change(s)
	Reports of decreased time-lag between research dissemination and policy changes
	Reports of CBR influencing local activities and policy
	Reports of revenue opportunities and cost savings in the public, private and not-for-profit sectors resulting from research applied in practice
	Reports of CBR influencing policy at the regional, national, or international level.

We might use these indicators as a means for developing a matrix or practice for moving forward. The issue remains with how to collect this information from Faculty member engaging in CBR. Adding a section in the AIF wherein CBR is definitely identified by Faculty members may provide a useful start. A forum that highlights and brings recognition CBR at the UofR could also be a catalyst for engaging faculty in a discussion regarding how to recognize and report CBR. External Relations could "cover" the forum and disseminate on/highlight the forum and/or some of the projects presented at the forum.

How the AIF might be used to capture research in a meaningful way.

The University is in the process of automating the performance review process. To accomplish this Human Resources and the Research Office have jointly purchased a database product called Converis from a company called Clarivate.

The plan is to have a fully functioning system that ties in Research Ethics Board/Animal Ethics approval; tracks the grants and contracts that are managed through the Research Office; and feeds the grants and contracts that a faculty member recorded in the Research Office directly into their AIF.

Converis is used at more than 100 organizations world-wide, including a number of universities in Canada (University of Calgary, University of Toronto, University of Saskatchewan, Wilfred Laurier, and University of Montreal).

At this point in time, HR is looking at taking a revised AIF and using that for the system. The revised AIF must be clear in what information is being requested in order to encourage academic staff members to enter more detailed information.

One area for further discussion is the AIF information and potential privacy concerns. Right now, the AIF is restricted to the Performance Review Process and individuals named in Article 17 of the collective agreement. The key consideration is to be thoughtful in how we expand the use of this form.
The reporting tool seems to have the potential to improve the data collection and dissemination process. The tool has the ability to facilitate research analysis, graduate student management, publication management, etc. We see an opportunity to improve the research impact by allowing faculty members to provide inputs on metrics that can be used to measure the research output in addition to the AIF data. We recommend that

faculty members become aware of this tool and its potentials through proper training. A key component to successful data collection and management is to have a specialized central entity on campus to manage the tool and preserve users' privacy.

Summary/Conclusions/Recommendations

- Pending further investigation and in consultation with Human Resources around issues of privacy, this may include some kind of digital (and minable) universal AIF form (see below). This appears to be a moment of truth in regards to the development of the new AIF. If we are able to move nimbly in consultation with HR, we will be able to address a critical problem in achieving equitably represented research across all disciplines.

- The public talk by Kathryn Graham - facilitated by the office of the Vice-President Research - on February 7, 2019 provided a number of things that the UofR should consider in moving toward measuring and reporting on research impacts. For both good and bad, we should be aware that "What gets measured gets improved." Therefore, in light of our intent to proceed with measuring research impact, we must be considerate of that which we want to improve upon. It also suggests that we must be clear on what it is we value with regard to research. As noted above, we need to be inclusive in our definition of what research is, as well as, therefore, what metrics we consider to measure them.

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REPORT TO EXECUTIVE OF COUNCIL
FROM THE UNIVERSITY SECRETARIAT

Item for Decision

Subject: Revisions to the Council Rules and Regulations

MOTION 1:
That Executive of Council approve the revisions to the Council Rules and Regulations as presented in Attachments A and B.

Background and Description:

At the 25 April 2013 meeting of Council, a Special Committee of Council was tasked with reviewing and recommending for approval the revised Council Rules and Regulations (the 'Rules and Regulations'). These regulations were approved at the 29 October 2013 meeting of Council.

Since 2013, minor revisions have occurred to the Rules and Regulations, however the Rules and Regulations have not undergone a detailed analysis and revision.

The proposed revisions in Attachment A and B are in accordance with Section 2.1.3 of the Rules and Regulations:

- Council has reserved itself and has not delegated certain matters to Executive of Council including – a. To approve any changes to rules governing its meetings and proceedings, and the rules governing meetings and proceedings of its Executive of Council.

A table summary of the proposed revisions are included in Attachment A. These proposed revisions are reflected in Attachment B (red-lined version of the Rules and Regulations).

Date: 26 August 2019
Prepared By: Sarah Stewart, Administrator (Council and Appeals)
On Behalf of: Glenys Sylvestre, Executive Director (University Governance)
and University Secretary

Detailed Analysis of *Council Rules & Regulations*

In accordance with 2.1.3. Council has reserved to itself, and has not delegated certain matters to Executive of Council including – a. To approve any changes to rules governing its meetings and proceedings, and the rules governing meetings and proceedings of its Executive of Council

EXISTING PROVISION	PROPOSED PROVISION	EXPLANATION	CONSULTATION
2.2.3. Election of Student Representatives to Council Student representatives elected to Council will serve for a one-year term commencing on July 1 following the election and ending on June 30 of the following year.	**2.2.3. Election of Student Representatives to Council** Student representatives elected to Council will serve for a one-year term commencing on **May 1** following the election and ending on **April 30** of the following year.	To align with URSU terms, as well as the terms for the URSU representative to the Board of Governors.	
2.2.3. Election of Student Representatives to Council b. Number of Non-student Council members / 9	**2.2.3. Election of Student Representatives to Council** b. Number of Non-student Council members / **10**	Section 76 of the Act states that the number of students will "in no case exceed ten percent of the council membership". However, the denominator of 9 was to recognize that CCE would fall under a different process as it was traditionally difficult to find a full-time CCE student to sit on Council (as required by the Act) without the assistance of the Director of the CCE.	Director of CCE
2.2.3. Election of Student Representatives to Council b. Student Representative from each Faculty (A)* + CCE and Number of Students in A + CCE	**2.2.3. Election of Student Representatives to Council** b. Student Representative from each Faculty (A)* and Number of Students in A	Delete CCE as a separate item; instead CCE students will be part of the total calculation in determining the appropriate proportion of student representation	Director of CCE
2.2.3. Election of Student Representatives to Council b. Student Representation from each Faculty (A)* * Faculty includes: Arts (Humanities), Arts (Social Sciences), Business Administration, Education, Engineering and Applied Science, Graduate Studies, Kinesiology and Health Studies, La Cite universitaire francophone, Media, Art, and Performance, Nursing, Science, Social Work	**2.2.3. Election of Student Representatives to Council** b. Student Representation from each Faculty (A)* * Faculty includes: **Arts**, Business Administration, **Centre for Continuing Education,** Education, Engineering and Applied Science, Graduate Studies**, Johnson-Shoyama Graduate School of Public Policy**, Kinesiology and Health Studies, La Cite universitaire francophone, Media, Art, and Performance, Nursing, Science, Social Work	It is not possible to identify many students as a member of Arts (Humanities) or Arts (Social Sciences), especially prior to declaration of a major, or if they participate in a general studies program, or Arts Transition. Add CCE to the list of faculties (academic units).	Provost Dean, Faculty of Arts Advise URSU (to include CCE in their regular elections)
2.2.3. Election of Student Representatives to Council d. The Director of the CCE shall be responsible for conducting the election for the CCE, ensuring that the nomination criteria of 'full-time' students be upheld as required in the Act. The election will be held as early as possible in the fall.	**Deleted**	As related to b. above, there are more CCE students who take full-time certificate programs. As part of the University Secretariat's consultation with URSU, URSU has agreed to provide a list of nominations received for Senate and Council positions on URSU and the University Secretariat will work with the registrar check eligibility (including full-time status) prior to the start of the campaign period.	Director of CCE

2.2.3. Election of Student Representatives to Council e. A student elected to Executive of Council will automatically become a student representative on Council.	**2.2.3. Election of Student Representatives to Council** **d.** A student elected to Executive of Council will automatically become a student representative on Council.	Due to deletion of d. above.	
3.2 Establishment of Committees Committees of Council report to Executive of Council and Council, at least once per year, or more frequently as required, as defined in the committee's terms of reference	**3.2 Establishment of Committees** Committees of Council report to Executive of Council and**/or** Council, at least once per year, or more frequently as required, as defined in the committee's terms of reference	Without annual Council meetings, annual reporting to that body will not always be possible.	
3.4 Membership and Term of Office The President is an *ex officio* member on all committees of Council.	**Deleted**	There are currently many council committees for which the President is not an ex officio member (CCAM, CDC, CCR, as examples)	Provost Advise President
3.4 Membership and Term of Office The Council Nominating Committee will prepare a nomination slate, including those positions filled by election, for committees of Council that will be approved by Executive of Council. Committee members' terms (with the exception of student members) will be effective July 1 and run for three years unless otherwise stated in the committee's terms of reference. Student committee members' terms are for one year effective July 1 of the applicable year.	**3.4 Membership and Term of Office** The Council Nominating Committee will prepare a nomination slate, including those positions filled by election, for committees of Council that will be approved by Executive of Council. Committee members' terms (with the exception of student members) will be effective July 1 and run for three years unless otherwise stated in the committee's terms of reference. Student committee members' terms are for one year effective **May 1** of the applicable year.	To align with URSU terms	
3.6 Nomination and Election process for Committees Should multiple nominations be received for a vacancy on a committee, the Council Nominating Committee will be so advised by the University Secretary and will hold an election to determine the person that will fill the vacancy. Should members of Council need to be elected to fill a position on committees of Council, as specified in the committee's terms of reference, the call for nominations will indicate that an election will be held.	**3.6 Nomination and Election process for Committees** Should multiple nominations be received for a vacancy on a committee, the Council Nominating Committee will be so advised by the University Secretary and will **recommend committee members to fill vacant positions, considering the benefit of committee turnover, the limitation of 3.5, preferences of council members, as well as faculty representation on committees. If necessary, the Council Nominating Committee has the discretion to instead** hold an election to determine the person that will fill the vacancy. ~~Should members of Council need to be elected to fill a position on committees of Council, as specified in the committee's terms of reference, the call for nominations will indicate that an election will be held.~~	These recommended changes align the Rules & Regulations with normal practice. Typically, the Council Nominating Committee can fill committee vacancies through a process considering member turnover, council member preference, the limitation of 3.5, and faculty representation on committees. This is much more practical than holding elections, especially where councillors have indicated their willingness to serve on multiple committees of council and/or wherever needed.	Council Nominating Committee
3.7 Committee Chair and Chair Responsibilities The Chair or designate (i.e. Secretary) of each committee will be responsible for keeping records of the activities of that	**3.7 Committee Chair and Chair Responsibilities** The Chair or designate ~~(i.e. Secretary)~~ of each committee will be responsible for **ensuring the record-**keeping	Correction – The records are kept by the Resources, with records of meetings (minutes) approved by the respective Council Committees at their next meeting	

committee. These records will be turned over to the incoming Chair or designate (i.e. Secretary).	~~records~~ of the activities of that committee. ~~These records will be turned over to the incoming Chair or designate (i.e. Secretary).~~	time. The records are also retained by the Resources rather than the Chair or designate.	
3.7 Committee Chair and Chair Responsibilities The Chair of each committee will make a written report to Executive of Council and Council at least once a year.	**3.7 Committee Chair and Chair Responsibilities** The Chair of each committee will make a written report to Executive of Council and**/or** Council at least once **per** year.	Consistency with changes proposed to 3.2.	
3.8 Conflict of Interest Council members are required to declare a conflict of interest if there are any agenda items or matters being considered by the committee no later than the start of the committee meeting. The minutes will reflect any declarations made. It is incumbent upon Council members to declare, at any time, if a conflict of interest exists, be it real, potential or apparent, financial or otherwise, prior to discussion of and decision on an issue. Having declared that interest, the Council member shall refrain from voting, and, at the discretion of the Chair, may be requested to withdraw from the meeting for that item.	**3.8 Conflict of Interest** ~~Council members are required to declare a conflict of interest if there are any agenda items or matters being considered by the committee no later than the start of the committee meeting.~~ ~~The minutes will reflect any declarations made.~~ It is incumbent upon Council members to declare, at any time, if a conflict of interest exists, be it real, potential or apparent, financial or otherwise, prior to discussion of and decision on an issue. Having declared that interest, the Council member shall refrain from voting, and, at the discretion of the Chair, may be requested to withdraw from the meeting for that item. The minutes will reflect any declarations made.	Sometimes conflicts of interest are not immediately apparent to Council members. These changes also remove some repetition and provide a more logical flow.	
4.3.4. *Ex officio* Membership On the approval of Council, the *ex officio* membership of Executive of Council can be modified to reflect the current structure of the University.	**4.3.4. *Ex officio* Membership** On the approval of **Executive of** Council, the *ex officio* membership of Executive of Council can be modified to reflect the current structure of the University.	To allow Executive of Council to make changes in cases where Council does not meet regularly.	

4.3.5. Electoral Units
The following electoral units may elect representatives to Executive of Council:
  a. Faculty of Arts (Humanities) – *includes: English, International Languages, Journalism, Philosophy and Classics, Religious Studies, and Women's and Gender Studies*
  b. Faculty of Arts (Social Sciences) – *includes: Anthropology, Economics, Geography and Environmental Studies, History, Justice Studies, Politics and International Studies, Psychology, and Sociology and Social Studies*
	4.3.5. Electoral Units
	The following electoral units may elect representatives to Executive of Council:
	  a. Faculty of Arts (Humanities) – *includes: English,* ***Gender, Religion, and Critical Studies,*** *International Languages, Journalism, Philosophy and Classics,* ~~*Religious Studies, and Women's and Gender Studies*~~
	  b. Faculty of Arts (Social Sciences) – *includes: Anthropology, Economics, Geography and Environmental Studies, History, Justice Studies,*
		Presently, JSGSPP is included in the Faculty of Arts electoral unit. It is reasonable to provide for separate representation of JSGSPP, as this academic unit is recognized as a separate and distinct academic unit in the Senate Bylaws (similar to CCE and La Cite universitaire francophone).	Provost
			AVP (Research) & Dean, FGSR

c. Faculty of Business Administration d. Faculty of Education e. Faculty of Engineering and Applied Science f. Faculty of Graduate Studies and Research g. Faculty of Kinesiology and Health Studies h. La Cite universitaire francophone i. Faculty of Media, Art, and Performance j. Faculty of Nursing k. Faculty of Science l. Faculty of Social Work m. Library n. Campion College o. Luther College p. First Nations University of Canada q. Centre for Continuing Education	*Politics and International Studies, Psychology, and Sociology and Social Studies* c. Faculty of Business Administration d. Faculty of Education e. Faculty of Engineering and Applied Science f. Faculty of Graduate Studies and Research **g. Johnson Shoyama Graduate School of Public Policy** h. Faculty of Kinesiology and Health Studies i. La Cite universitaire francophone j. Faculty of Media, Art, and Performance k. Faculty of Nursing l. Faculty of Science m. Faculty of Social Work n. Library o. Campion College p. Luther College q. First Nations University of Canada r. Centre for Continuing Education	
4.4 Election of Council members to Executive of Council The University Secretary interprets the proposed rules for purposes of the election. Further, on an annual basis, the University Secretary shall determine the number of persons eligible for election from each electoral unit and shall coordinate the timing of the various electoral unit elections which are *normally* conducted done in the winter semester.	**4.4 Election of Council members to Executive of Council** The University Secretary interprets the proposed rules for purposes of the election. Further, on an annual basis, the University Secretary shall determine the number of persons eligible for election from each electoral unit and shall coordinate the timing of the various electoral unit elections which are *normally* conducted ~~done~~ in the winter semester.	Correction of a typo
4.5 Election of student representatives to Executive of Council Student representatives to Executive of Council will be elected pursuant to the bylaws of URSU, except in the case of the student representative from the Centre for Continuing Education. The Director for the Centre for Continuing Education shall be responsible for defining the electorate, determining eligibility for nomination and for the conduct of the election for the Centre for Continuing Education.	**4.5 Election of student representatives to Executive of Council** Student representatives to Executive of Council will be elected pursuant to the bylaws of URSU~~, except in the case of the student representative from the Centre for Continuing Education. The Director for the Centre for Continuing Education shall be responsible for defining the electorate, determining eligibility for nomination and for the conduct of the election for the Centre for Continuing Education.~~	Elections of student representatives to CCE can occur in the same way as other faculties and academic units, as described previously.	Director of CCE Advise URSU (to include CCE in their regular elections)
4.5 Election of student representatives to Executive of Council	**4.5 Election of student representatives to Executive of Council**	To align with URSU terms, as well as the terms for the URSU representative to the Board of Governors.	

Student representatives to Executive of Council will serve for a one year term from July 1 to June 30 of the following year.	Student representatives to Executive of Council will serve for a one year term from **May 1** to **April 30** of the following year.		
4.5 Election of student representatives to Executive of Council Number of Non-Student Members on Executive of Council (Elected members only) / 9	**4.5 Election of student representatives to Executive of Council** Number of Non-Student Members on Executive of Council (Elected members only) / **10**	Consistent with student membership on Council, student membership on Executive of Council will be no more than ten per cent.	
4.5 Election of student representatives to Executive of Council Additionally, at a minimum, each Faculty of the University including the Centre for Continuing Education will have no less than one student representative on Executive of Council.	**4.5 Election of student representatives to Executive of Council** Additionally, at a minimum, each Faculty of the University ~~including the Centre for Continuing Education~~ will have no less than one student representative on Executive of Council.	Specific reference to CCE will no longer be required.	
4.6.8 Official Records The University Secretary shall hold the official records for Council.	**4.6.8 Official Records** The University Secretary shall hold the official records for **Executive of** Council.	Correction of a typo.	
Section 5 (Standing Committees of Council) *Drafting note – 3.2 of Council Rules and Regulations requires all Committees of Council to review their terms of reference no less than once every five years. The University Secretariat will be working with all Committees to ensure this is completed and ready for approval at the June Executive of Council meeting.*			Committees of Council
Appendix A Directors that are *ex officio* members of Executive of Council (effective May 2014) Associate Vice-President (Academic & Research) Associate Vice-President (Student Affairs) Associate Vice-President (UR International) Director, Centre for Continuing Education Director, Enrolment Services Director, La Cite universitaire francophone Director, Johnson Shoyama Graduate School of Public Policy Faculty Associate, Centre of Teaching and Learning	**Appendix A** Directors that are *ex officio* members of Executive of Council (effective ***date of approval at E of C***) Associate Vice-President (Academic ~~& Research~~) **Associate Vice-President (Research) and Dean, Faculty of Graduate Studies and Research** Associate Vice-President (Student Affairs) Associate Vice-President (UR International) **Associate Vice-President (Teaching and Student Analytics)** Director, Centre for Continuing Education ~~Director, Enrolment Services~~ Director, La Cite universitaire francophone **Executive Director or** Director, Johnson Shoyama Graduate School of Public Policy **Director, Research Office** ~~Faculty Associate, Centre of Teaching and Learning~~	The changes reflect the current structure of the University: Add AVP positions and Director, Research Office to this list (combine Appendices A & B) Removal of the Director of Enrolment Services, as both the AVP (Student Affairs) and the Registrar are already represented on this committee. Recognition that sometimes the Executive Director is from the University of Regina, but other times U of R representation is provided by the Director. Addition of the AVP (Teaching and Student Analytics)	Provost AVP (Student Affairs) Registrar

Appendix B Amendments to Directors that are *ex officio* members of Executive of Council Director, Office of Research Services (December 2, 2015) Associate Vice-President (Academic) (September 26, 2018) Associate Vice-President (Research) and Dean, Faculty of Graduate Studies and Research (September 26, 2018)	**Deleted**	All will be listed in Appendix A of the amended Council Rules and Regulations.	

University
of Regina

Council Rules and Regulations

October 29, 2013[Date of Executive of Council approval]

Amended 2.2.1 - April 16, 2018

Table of Contents

I.   Interpretation

1.1   Definitions

In these Council Rules and Regulations, made by the Council of the University of Regina, unless the context otherwise requires, the following definitions apply.

a. "Academic unit" means a School or Department at the University whose mission is primarily to teach and/or do research.

b. "Act" or *"University Act"* means *The University of Regina Act,* as amended from time to time.

c. "Board" or "Board of Governors" means the Board of Governors of the University established pursuant to the Act.

d. "CCE" means the Centre for Continuing Education.

e. "Chancellor" means the Chancellor of the University established pursuant to the Act.

f.   "Council" means the University of Regina Council established pursuant to the Act.

g. "Director" means the most senior leadership role of an Academic Unit or unit that reports to a Vice-President that is responsible for either teaching, research, scholarship or admissions (i.e. Student Affairs, UR International, Enrolment Services).

h. "Executive of Council" means the executive committee of the University of Regina Council established by Council, as described in Part IV of these Rules and Regulations.

i. "*Ex officio*" means a person who holds office because of his/her position.

j. "Faculty" means the branches of learning at the University and includes: Arts, Business Administration, Education, Engineering and Applied Science, Graduate Studies and Research, Kinesiology and Health Studies, La Cité universitaire francophone, Media, Art, and Performance, Nursing, Science and Social Work.

k. "Full-time" for instructors and lecturers means employed continuously for at least 12 months and teaching the normal course load for their rank and academic unit.

l. "Full-time" for students means registered for at least 9 credit hours in the fall and winter semesters.

m. "GSA" means the University of Regina Graduate Student Association with an academic association to URSU.

n. "In camera" means holding a portion of the meeting restricted to Council members.

o. "President" means the President and Vice-Chancellor of the University and the Chair of Council.

p. "Quorum" means the number of Council members required to be present to legally transact the business of Council or any committee of Council, as the case may be.

q. "Rules and Regulations" means the rules that Council has put in place for governing its meetings and proceedings including the determining of the number of members who shall constitute a quorum for the transaction of business, and the establishment of committees.

r. "Senate" means the University of Regina Senate established pursuant to the Act.

s. "Special Meeting" means a meeting called in accordance with a petition described in section 2.2.1 (d) of these Rules and Regulations.

t. "University" means the University of Regina.

u. "University Calendars" means the publication(s) for undergraduate and graduate students that includes admission procedures and deadlines, academic regulations, programs of study, academic standing, degree requirements, general university policies and codes.

v. "URSU" means the University of Regina Students Union Inc., the non-profit corporation that represents the student body including both undergraduate and graduate students.

w. "University Secretary" means the Secretary of the University as defined in the Act.

x. "University Secretariat" means the Office of the University Secretary.

All terms contained in these Rules and Regulations which are not defined herein and which are defined in the Act shall have the meaning given to such terms in the Act.

1.2   Headings

The headings used throughout the Rules and Regulations are inserted for reference purposes only and are not to be considered in construing the terms and provisions of these Rules and Regulations or to be deemed in any way to clarify, modify or explain the effect of such terms or provisions.

1.3   Conflict with Rules and Regulations

In the event of any conflict between the provisions of these Rules and Regulations and the provisions of the Act, the provisions of the Act shall govern.

1.4   Invalid Provisions

The invalidity or unenforceability of any provisions of these Rules and Regulations shall not affect the validity or enforceability of the remaining provisions of these Rules and Regulations.

1.5   Interpretation

The Council is the sole authority for the interpretation of these Rules and Regulations and the decision of the Council upon any question of interpretation, or upon any matters affecting the University and provided for by these Rules and Regulations shall be final and binding.

II.   Council

2.1   Duties of Council

2.1.1   Authority and Accountability

Council has responsibilities in connection with certain matters related to the academic affairs of the University. It may act either upon the recommendation of a Faculty or Department or upon its own initiative. In certain matters reserved under the Act for the final judgment of the Senate, Council is responsible for acting on behalf of the University in framing the necessary reports, proposals and the recommendations. It may also make recommendations to the President on the academic and physical plans for the University, as well as any matters considered by the Council to be of interest to the University.

Through a delegation from Senate, Council is responsible for academic and non-academic discipline of students including the establishment of regulations respecting the discipline of students.

Section 78 of the Act sets out the duties of Council which includes that Council shall make rules for governing its meetings and proceedings for the transaction of business, setting quorum and establishing committees as required.

Details of academic standards for students approved by Council are found in the *University of Regina Undergraduate Calendar* and/or the *University of Regina Graduate Studies and Research Calendar*. The Calendars published on the University website are the official versions.

Pursuant to section 56 of the Act, Council is also responsible for electing one member of the Faculty who is a lecturer, assistant professor, associate professor or professor, who holds a full time-academic appointment in the university to serve on the Board of Governors.

2.1.2   Role and Responsibilities

Council's roles and responsibilities as defined in Section 78 of the Act are that:

Council shall:

   a.   Appoint examiners for and conduct the examination of all courses and determine the results of the examinations.

   b.   Ensure that students have the right to appeal decisions made by a Faculty to either the Council Committee on Student Appeals (on academic matters) or the Council Discipline Committee (on discipline matters).

   c.   Consider and report to the Senate upon the courses of study to be provided for the Faculties and Departments and upon such matters affecting the educational interests and well-being of the University.

   d.   Conduct examinations for professional societies or other bodies as may be directed by the Senate;

e. Deal with or report upon such other matters as are referred to it by the Senate or the Board. Delegated powers of Council include:

    i. approve the graduand lists as recommended by the Faculties, for all students who have satisfied the requirements, be granted the degrees, diplomas and/or certificates as designated and recommend these to the Chancellor for degree conferral;

    ii. in coordination with Senate, set all advanced standing and transfer credit policies for the University;

    iii. make all regulations pertaining to grading, examinations, deferred examinations, supplemental examinations and related matters, as detailed in the University of Regina Calendars;

Council may:

a. Make recommendations to Senate respecting changes in entrance and admission requirements, and standards.

b. Authorize the establishment of exhibitions, scholarships and prizes, and recommend them to the Senate.

c. Determine the dates for the beginning and ending of lectures and the timetable for examinations.

d. Make recommendations to Senate with regard to affiliations and federations.

e. Review the academic and physical plans for the University and make recommendations thereon to the President.

f. Make recommendations to the President regarding matters considered by Council to be of interest to the University.

g. Exercise such other powers as are delegated to it by the Senate or the Board.

2.1.3 Delegation of Authority to Executive of Council

At a meeting held April 29, 1976, Council empowered Executive of Council, a standing committee of Council, to act on its behalf in all matters with the provision that a decision of the Executive may be challenged by requesting a Special Meeting of Council. Such a request may be made by at least 20 members of Council, no more than ten of whom should be Executive of Council members, and the request must be filed with the University Secretary within ten business days of the issuance of the approved minutes of Executive of Council.

At a meeting held on April 25, 2013, Council resolved that Council reserves to itself, and has not delegated the following matters to Executive of Council:

a. To approve any changes to rules governing its meetings and proceedings, and the rules governing meetings and proceedings of its Executive of Council;

b. To approve the minutes of any meetings of Council; and,

c. To overturn or amend any decision made by Council.

2.2 Procedural rules of Council

2.2.1 Meetings of Council

A meeting of Council shall be convened by the University Secretary:

a. At the call of the President;

b. In response to a motion from Executive of Council requesting a meeting of Council;

c. Upon receipt of a challenge to a decision of Executive of Council, made by at least twenty members of Council, no more than ten of whom should be Executive members, and filed with the University Secretary within ten working days of the issuance of the approved minutes of Executive of Council; or,

d. Upon receipt of a petition signed by 50 members of Council requesting a Special Meeting of Council.

Meetings of Council are *normally* held for matters that deal with broad policy issues and the long term interests of the University.

Meetings of Council shall be open to the University Community and the public, except when Council decides to hold any part of the meeting *in camera* determined by majority vote of Council. All meeting attendees must register as either a Council member or guest prior to the meeting.

2.2.2 Membership

Section 76 of the Act defines the membership of Council. Council shall consist of the president and vice-presidents of the university, the secretary, the registrar, the librarian, the assistant librarian, the professional librarians, the deans, directors, professors, associate professors, assistant professors, full-time lecturers, special-lecturers and instructors who are employed by the university or a federated college of the university and a number of the students who are full-time students as attested by the registrar, to be determined by the council but in no case to exceed ten per cent of the council membership, and who shall be chosen for one-year terms by annual election by students under regulations established by the council with a view to obtaining equitable representation of students in the various faculties, and schools of the university.

The University Secretariat will post the Council members' list at least 21 days prior to any meeting of Council (i.e. with the notice of meeting). Council members are required to verify the validity of the list, reporting any concerns to the University Secretariat no later than seven days prior to the meeting of Council.

2.2.3 Election of Student Representatives to Council

Student representatives for the University of Regina Council will be elected pursuant to the bylaws of the URSU. Consistent with the Act, to serve on Council, students must have full-time status at the time of their election and must maintain full-time status while serving as elected student representatives to Council.

Student representatives elected to Council will serve for a one-year term commencing on ~~July 1~~May 1 following the election and ending on ~~June 30~~April 30 of the following year.

The Act requires that equitable representation of students from the various Faculties be obtained through the election. The following formula will be used to determine the number of students elected from each Faculty:

a. The formula is to be based on the current fall semester non-student Council membership and on the fall semester student enrolment in electoral units.

b. The formula to determine student representation for each Faculty is:

$$K = \text{Number of Students on Council} = \frac{\text{Number of Non-student Council members}}{\text{\sout{9}10}}$$

$$\text{Student Representation from each Faculty (A)*} \text{\sout{ + CCE }} = \frac{\text{Number of Students in A}\text{\sout{ + CCE}}}{\text{Total Number of Students}} \times K$$

*Faculty includes: Arts ~~(Humanities), Arts (Social Sciences)~~, Business Administration, Centre for Continuing Education, Engineering and Applied Science, Graduate Studies, Johnson Shoyama Graduate School of Public Policy, Kinesiology and Health Studies, La Cité universitaire francophone, Media, Art, and Performance, Nursing, Science, Social Work.

c. No Faculty as defined in section b (above) shall have less than one student representative.

d. ~~The Director of the CCE shall be responsible for conducting the election for the CCE, ensuring that the nomination criteria of 'full-time' students be upheld as required in the Act. The election will be held as early as possible in the fall.~~

~~e.~~d. A student elected to Executive of Council will automatically become a student representative on Council.

2.2.4   Quorum and Voting

Quorum for any of meeting of Council shall be set at 100 Council members. The determination as to whether quorum exists will be made by the University Secretary prior to approval of the agenda for the meeting.

Members of Council must be present, in person, and at the meeting to vote on any matters being considered by Council at that meeting. Proxy voting is not permitted.

Voting will normally be done by a show of hands at the call of the Chair; however, with the agreement of the majority at the meeting, Council may agree to have the vote done by secret ballot at a meeting. Also, with the agreement of the majority, a motion can be put to the entire membership of Council which would happen subsequent to a meeting of Council and would normally be conducted by the University

Secretariat within five business days of the meeting by electronic ballot, allowing up to seven business days for the vote to take place.

Reasonable attempts may be made to telecast the meeting to alternate locations; however, members of Council that watch the meeting by telecast will not be considered to be part of quorum or have voting rights.

2.2.5 Agenda and Minutes

Council agendas will be set by the Council Agenda Committee and will include, but shall not be limited to:

a. the minutes of every regular or special meeting of Council held since the last regularly scheduled meeting of Council;

b. a report from the Chair of Council;

c. reports from standing Committees and *ad hoc* Committees of Council (when applicable); and,

d. any other information and/or recommendations from members of Council that have been approved by the Council Agenda Committee for inclusion on the agenda.

A notice of meeting will be issued by the University Secretary no later than 21 days prior to a regular meeting of Council. Reports from Council committees for inclusion on the agenda must be submitted to the University Secretary no later than 14 days prior to a meeting of Council.

Individual members of Council may present motions to Council by sending a notice of motion no later than 14 days prior to a meeting of Council with supporting documentation to the University Secretary for consideration by the Council Agenda Committee.

Motions from the floor at the meeting of Council that introduce 'new' business to be considered at the meeting will not be permitted and will be deferred to the next regular meeting of Council.

The Council Agenda Committee will finalize the agenda and the University Secretary will distribute the agenda for the meeting, including all supporting information, no later than five days prior to the meeting.

Notices of meeting, agendas and minutes of Council meetings shall be distributed to Council members electronically and made available on the University's website at http://www.uregina.ca/president/governance/council/index.html .

2.2.6 Chair of Council

Section 77 of the Act states that the chair of Council is the President and in his/her absence, the Provost and Vice-President (Academic) will be the chair and if both are absent, the Council may appoint its own chair.

2.2.7 Rules of Order

Conduct of the meetings of Council and its Committees shall be guided by the rules of order as detailed in the current edition of *Robert's Rules of Order*.

2.2.8 Effective Dates for Policies, Procedures and Regulations approved by Council

Policies, procedures, and regulations requiring only Council approval will become effective immediately upon approval by Council or such later date as may be specified by Council.

2.2.9   Retention of Official Records

The University Secretary shall hold the official records for Council.

2.2.10 Travel Expenses

All expenses to travel to meetings of Council will *normally* be the responsibility of the Council member.

2.3   Election of Faculty representative to the Board of Governors

2.3.1   Eligibility

Faculty members who hold a full-time academic appointment at the University as a lecturer, assistant professor, associate professor or professor are eligible to be nominated.

2.3.2   Call for Nominations

At the call of the University Secretary to fill either a vacancy or renew an appointment on the Board of Governors, nominations will be sought over a two week period. The names of candidates for nomination to the position of Faculty representative to the Board of Governors must be submitted to the University Secretary no later than 4:00 p.m. on the last day for receipt of nominations. The nomination must be endorsed by three members of Council. The submission must include the written consent of the person being nominated and a brief biography.

2.3.3   Date of the Election

The University Secretary will set the date of the election and the corresponding deadline for nominations to be received allowing no less than seven business days for voting to take place which will be done electronically. If no election is required, the University Secretary will announce the result following the close of nominations.

2.3.4   Announcement of Result

The University Secretary will announce to Council the result of the election.

2.3.5   Term of Office

The Faculty representative of Council to the Board of Governors will hold office for a term of three years and until such time as a successor is elected. The Faculty representative to the Board of Governors is eligible to serve no more than two consecutive terms.

III.   Committees of Council

3.1   Authority

Section 78(1)(a) of the Act states that Council shall establish committees as required. Council has further delegated to Executive of Council the power to create or dissolve such committees as are consistent with Council's obligations and wishes. All committees' terms of reference, including revisions thereto, are subject to the approval of Executive of Council, except where Council has expressed its will.

3.2   Establishment of Committees

Each standing and *ad hoc* special committee shall have written terms of reference outlining the committee's mandate, composition and accountabilities. *Ad hoc* special committees' terms of reference will include clear outcomes and a termination date for the work of the committee.

Committees of Council report to Executive of Council and/or Council, at least once per year, or more frequently as required, as defined in the committee's terms of reference.

Committees of Council will be required to review their terms of reference no less than once every five years, reporting to Executive of Council that this has been done.

3.3   Inactive Committees

Any standing committee of Council that has had no business meetings during the year must nevertheless report to Executive of Council justifying its status. If no such report is made before the June meeting of Executive of Council, the University Secretary shall inform all members of the committee that the committee is to be changed to *ad hoc* status with a one-year time limit and subsequently disbanded if no further activity has taken place over the course of the ensuing year. The University Secretary will report any such actions taken due to inactive committees to the June meeting of Executive of Council.

3.4   Membership and Term of Office

All members of Council are eligible to serve on committees of Council.

Membership on any committee of Council shall be drawn from Council, unless specific membership is otherwise stated in the committee's terms of reference.

Student representatives to Council, who are members of any committees of Council, shall enjoy all rights and responsibilities of membership.

The President is an *ex officio* member on all committees of Council.

Membership on the Executive of Council will be determined by election based on the procedures as outlined in section 4 of these Rules and Regulations.

For all other committees, an annual call for volunteers to fill vacancies on committees requiring Council membership will be made by the University Secretary. Depending on the response to this annual call, the Council Nominating Committee will determine if an election is required. Should an election be required, the University Secretariat will carry out the election consistent with the procedures outlined in section 3.6 of these Rules and Regulations regarding elections of Council members to committees.

The Council Nominating Committee will prepare a nomination slate, including those positions filled by election, for committees of Council that will be approved by Executive of Council. Committee members' terms (with the exception of student members) will be effective July 1 and run for three years unless otherwise stated in the committee's terms of reference. Student committee members' terms are for one year effective ~~July 1~~May 1 of the applicable year.

In the event that a Council committee experiences the resignation of a committee member or a member who takes leave for a part of the member's allotted term, the Committee Chair may after consultation with the committee member request that the Council Nominating Committee find a replacement either for the remainder of the resigned member's term or for the duration of the period that a member is on leave. Replacements would conform to the criteria of membership outlined in that committee's terms of reference in Section 5 of the *Council Rules and Regulations*, by using names (if any) of those who volunteered for the Committee membership at the time of the last call for membership or if need be a new call for volunteers. The Council Nominating Committee may propose these replacements with a motion brought to Executive of Council at its next meeting.

Unless otherwise noted in the terms of reference, positions on committees will not *normally* be filled by the same individual for consecutive terms.

3.5   Membership on more than one committee

Normally a member should be nominated or elected to serve on no more than one committee of Council. Membership on Executive of Council is not included when determining on how many committees a member of Council is serving.

3.6   Nomination and Election process for Committees

Should multiple nominations be received for a vacancy on a committee, the Council Nominating Committee will be so advised by the University Secretary and will recommend committee members to fill vacant positions, considering the benefit of committee turnover, the limitation of 3.5, preferences of council members, as well as faculty representation on committees. If necessary, the Council Nominating Committee has the discretion to instead hold an election to determine the person that will fill the vacancy. ~~Should members of Council need to be elected to fill a position on committees of Council, as specified in the committee's terms of reference, the call for nominations will indicate that an election will be held.~~

The University Secretary will determine the date for these elections to be held. These elections will *normally* only be conducted once per year, at such time that committee member terms can start on July 1 of each year. For these elections, a brief biography (100 words or less) may be required to accompany the nomination.

3.7   Committee Chair and Chair responsibilities

For those committees that do not have a Chair, it is the responsibility of the University Secretary to call the first meeting for the purpose of selecting a Chair. The agenda for this first meeting shall confirm the selection of the Chair and set the meeting schedule for the year.

Unless otherwise specified in the terms of reference, each committee should *normally* elect its own Chair from those nominated or elected members who have served on the committee during the preceding year.

The Chair of a Council committee, if not a member of the Executive of Council, will be permitted to move motions which are being presented to Executive of Council by the committee.

The Chair or designate ~~(i.e. Secretary)~~ of each committee will be responsible for keeping records of the activities of that committee. ~~These records will be turned over to the incoming Chair or designate (i.e. Secretary).~~

The Chair of each committee will make a written report to Executive of Council and/or Council at least once a per year.

3.8   Conflict of Interest

A conflict of interest, be it real, potential or apparent, whether personal, financial or otherwise, may arise when the private interest(s) of a Council member is/are or may be in conflict with the interests of the University.

Council members are required to declare a conflict of interest if there are any agenda items or matters being considered by the committee no later than the start of the committee meeting.

The minutes will reflect any declarations made.

It is incumbent upon Council members to declare, at any time, if a conflict of interest exists, be it real, potential or apparent, financial or otherwise, prior to discussion of and decision on an issue. Having declared that interest, the Council member shall refrain from voting, and, at the discretion of the Chair, may be requested to withdraw from the meeting for that item.

The minutes will reflect any declarations made.

University Policy number GOV-022-010 http://www.uregina.ca/policy/browse-policy/policy-GOV-022-010.html is applicable to all Council members.

3.9   Circulation of Reports and Minutes

Each Committee will send its agenda, supporting documents, and minutes to the University Secretary.

Written reports from committees should be submitted to the University Secretary by the deadline issued in the notice of meeting which is normally at least ten calendar days prior to the meeting of Executive of Council or 14 days prior to the meeting of Council.

Committees will *normally* report in the first instance to Executive of Council.

3.10   Use of Sub-Committees

Committees can appoint sub-committees for specialized functions; however, these sub-committees will be under the authority and direction of the committee of Council.

3.11   Minority Reports

If a committee is seriously divided on an issue, Executive of Council and Council may be so informed by the attachment to the committee's report that there is a dissenting report which will be provided by those with the dissenting opinion, indicating the basis for the divergence of view.

3.12   Appearance before Committees

Any member of Council, and as required, members of staff, may request or be requested to meet with any committee to discuss matters within the terms of reference of that committee.

3.13 *Ex officio* representation by Federated Colleges

If *ex officio* representation from Federated Colleges is required on a Council committee, there will be one designate from each of the Federated Colleges.

3.14 Quorum and Voting

Quorum for any committee meeting shall be 50 % + 1 unless otherwise noted in the committee's terms of reference.

On any committee of Council, all committee members including students will have voting rights, unless otherwise specified in the committee's terms of reference.

3.14.1 Normal Voting

Unless otherwise noted in the committee's terms of reference, voting will be done by a show of hands at the call of the Chair. In the event that a Council member attends a committee meeting remotely, the Council member will vote by verbal affirmation.

3.14.2 Alternative Voting Procedures and Authorized Media

A vote by written resolution (through electronic or authorized media) may be called if required in order to deal with a matter outside of a regularly scheduled committee meeting, at the determination of the Chair of the committee.

The regulations for voting by electronic or authorized media of committees of Council are as follows:

a. Decision by electronic ballot shall require an eighty percent (80%) return of responses and a two thirds (66.6%) majority of those voting.

b. Three business days from date of notification for the vote shall be allowed to complete the poll.

c. Committee decisions by electronic or authorized media will be recommended to Executive of Council for approval at its next meeting.

3.15 Joint Committees

Joint committees are those committees that are comprised with joint representation of Senate and Council and are required to report and make recommendations to both Senate and Council (or Executive of Council) prior to the motions presented by these committees being adopted.

3.16 Advisory Committees

Advisory Committees are established by the President or Vice-Presidents and are not committees of Council, although members of Council are entitled to serve on these committees, as required and outlined in the committee's terms of reference. The senior executive responsible for such committees is responsible for ensuring the committee is duly constituted.

IV.   Executive of Council

4.1   Terms of Reference

At a meeting held April 29, 1976, Council empowered Executive of Council, a standing committee of Council, to act on its behalf in all matters with the provision that a decision of the Executive may be challenged by requesting a Special Meeting of Council. Such a request may be made by at least 20 members of Council, no more than ten of whom should be Executive of Council members, and the request must be filed with the University Secretary within ten business days of the issuance of the approved minutes of Executive of Council.

At a meeting held on April 25, 2013, Council resolved that Council reserves to itself, and has not delegated the following matters to Executive of Council:

> a.   To approve any changes to rules governing its meetings and proceedings, and the rules governing meetings and proceedings of its Executive of Council;
>
> b.   To approve the minutes of any meetings of Council; and,
>
> c.   To overturn or amend any decision made by Council.

4.2   Chair

The chair of Executive of Council is the President and in his/her absence, the Provost and Vice-President (Academic) will be the chair and if both are absent, the President may appoint a chair.

4.3   Membership

Membership of the Executive of Council will reflect largely on a proportional basis, the academic composition (Faculties, Federated Colleges and Academic Units) of the University. *Ex officio* members of Executive of Council and elected members of Executive of Council are required to communicate to their respective Faculty, Federated College or Academic Unit the work of Executive of Council on a regular basis.

4.3.1   Eligibility

Persons employed in full-time academic positions as detailed in Section 76 of the Act are eligible for election to Executive of Council.

4.3.2   Size of Executive of Council

The number of elected members on Executive of Council compared to the number on Council will be approximately 1 to 6.

4.3.3   Term of Office

The term of office for members elected to Executive of Council will be two years, effective July 1.

Annual elections will be held to replace vacancies with normally half of the members being elected (or re-elected) annually.

4.3.4   *Ex officio* Membership

Ex officio membership will include the President, Vice-Presidents, Directors (refer to Appendix A), University Secretary, Deans, Presidents and Deans of the Federated Colleges, the Registrar and the University Librarian.

On the approval of Executive of Council, the *ex officio* membership of Executive of Council can be modified to reflect the current structure of the University.

4.3.5   Electoral Units

The following electoral units may elect representatives to Executive of Council:

 a. Faculty of Arts (Humanities) – *includes: English, Gender, Religion, and Critical Studies, International Languages, Journalism, Philosophy and Classics, Religious Studies, and Women's and Gender Studies*

 b. Faculty of Arts (Social Sciences) – *includes: Anthropology, Economics, Geography and Environmental Studies, History, Justice Studies, Politics and International Studies, Psychology, and Sociology and Social Studies*

 c. Faculty of Business Administration

 d. Faculty of Education

 e. Faculty of Engineering and Applied Science

 f. Faculty of Graduate Studies and Research

 f.g. Johnson Shoyama Graduate School of Public Policy

 g.h. Faculty of Kinesiology and Health Studies

 h.i. La Cité universitaire francophone

 i.j. Faculty of Media, Art, and Performance

 j.k. Faculty of Nursing

 k.l. Faculty of Science

 l.m. Faculty of Social Work

 m.n. Library

 n.o. Campion College

 o.p. Luther College

 p.q. First Nations University of Canada

 q.r. Centre for Continuing Education

4.3.6   Future Academic Entities

Future proposals for affiliation and federation or establishment of new Academic Units should contain a recommendation to provide for appropriate representation of these new units on Executive of Council.

4.4   Election of Council members to Executive of Council

For any University election held under the jurisdiction of the President's Office and organized by the University Secretariat, the University Secretary is assumed to have the duties and responsibilities normally associated with a chief electoral officer.

The University Secretary interprets the proposed rules for purposes of the election. Further, on an annual basis the University Secretary shall determine the number of persons eligible for election from each electoral unit and shall coordinate the timing of the various electoral unit elections which are *normally* conducted done in the winter semester.

The electorate consists of all members of Council in their respective electoral units. *Ex officio* members described in section 4.3.4 are not members of the electorate while holding their *ex officio* role. The University Secretary will call for nominations in each electoral unit to fill the vacancies that have been determined, allowing three weeks for individuals to submit their nomination which must be endorsed by three members of the electoral unit that they are representing and must be received by the University Secretariat no later than 4:00 p.m. on the last day for nominations.

At the close of nominations, if the number of nominations received is less than or equal to the number of vacancies, the University Secretary will announce that those nominated have been acclaimed to fill the vacant positions on Executive of Council. If more nominations are received than what is needed to fill the vacancies in an electoral unit, the University Secretariat will announce that an election will be held within that electoral unit to elect those that will be elected to fill the vacant positions on Executive of Council. Should an election be required, this will *normally* happen five business days after the close of nominations and the voting deadline will be seven business days after the ballots have been sent.

Voting will be done by electronic ballot circulated to Council members of the applicable electoral unit. The electronic ballot will include a link to an online voting system, along with an individual password used to login for voting.

As no member may represent more than one electoral unit, the election for the Faculty of Graduate Studies and Research is held immediately after the election for other electoral units. The timelines for nomination and election for the Faculty of Graduate Studies and Research (as required) will follow the process outlined above.

Positions left vacant by persons going on leave will be filled, for the duration of the absence, by using names (if any) of those receiving the next highest number of votes for each electoral unit. If no additional persons are available to fill the vacant position, the position will remain vacant until the next call for nominations.

4.5 Election of student representatives to Executive of Council

Student representatives to Executive of Council will be elected pursuant to the bylaws of URSU, except in the case of the student representative from the Centre for Continuing Education. The Director for the Centre for Continuing Education shall be responsible for defining the electorate, determining eligibility for nomination and for the conduct of the election for the Centre for Continuing Education.

Consistent with the Act, students must have full-time status at the time of election and must maintain full-time status while serving as elected student representatives to Executive of Council.

Student representatives elected to Executive of Council will serve for a one year term from July May 1 to June April 30 of the following year.

The number of student members to be elected to Executive of Council will be determined according to the following formula:

$$\frac{\text{Number of Non-Student Members on Executive of Council (Elected members only)}}{9\ 10}$$

Additionally, at a minimum, each Faculty of the University including the Centre for Continuing Education will have no less than one student representative on Executive of Council.

If and when the formula allows for more than ten student representatives, representation will be increased to two students per Faculty with first priority given to the Faculty with the highest student enrolment. With regard to

student representation and enrolment figures, students registered through Campion College, Luther College, and First Nations University of Canada will be considered to be students in whichever Faculty they are registered.

4.6   Meetings

4.6.1   Frequency of Meetings

Regular meetings of Executive of Council shall normally be held the fourth Wednesday of each month from September through June except for December.

Special meetings of Executive of Council may occur at the call of the Chair or the University Secretary. Notice of such meetings shall be sent to Executive of Council members at least three days prior to the meeting, and only those items specified in the notice shall be considered at any such meeting.

4.6.2   Closed Meetings

Executive of Council meetings shall be closed except to persons invited to attend and all members of Council who choose to attend as guests.

4.6.3   Agenda and Minutes

The University Secretary will issue a call for agenda items from the committees of Council 21 days prior to the scheduled meeting of Executive of Council. The agenda will be prepared by the University Secretary and shall be distributed along with the minutes from the last meeting at least five days prior to the meeting of Executive of Council.

Agendas and minutes will be subsequently posted on the University's web site at: http://www.uregina.ca/president/governance/council/minutes.html

4.6.4   Quorum

A quorum of any meeting of the Executive of Council shall be set at 50 members. The determination as to whether quorum exists will be made by the University Secretary prior to the approval of the agenda.

4.6.5   Voting

Members of Executive of Council must be present and in person to vote on any matters being considered by Executive of Council. Proxy voting is not permitted.

Voting will normally be done by a show of hands at the call of the Chair.

4.6.6   Reporting to Council

At every regular meeting of Council, the Chair of Council will report on the activities of Executive of Council. The University Secretary will also publish on the web site a report following every meeting of Executive of Council and in every agenda for a regular meeting of Council will direct Council members to the recent activities reported by Executive of Council.

4.6.7   Travel Expenses

All expenses to travel to meetings of the Executive of Council will *normally* be the responsibility of the applicable Faculty or Academic Unit.

4.6.8   Official Records

The University Secretary shall hold the official records for Executive of Council.

V.   Standing Committees of Council

Unless otherwise noted in the terms of reference, Section 3 of the Rules and Regulations applies to all committees of Council.

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) years for members of Council on the Committee

Resources: University Secretariat

Roles and Responsibilities:

1. The Council Agenda Committee will 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.
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* pertain to broad policy issues and long term interest of the University.
4. Should the Council Agenda Committee determine it is appropriate, they may prepare 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.

Council approved 26 February 2014

5.2   Council Committee on Academic Mission

Purpose: 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.

Membership: 8 members of Council, with no more than 2 members representing a Faculty or Academic Unit
                2 students, appointed by URSU and GSA, respectively
                Ex officio: Provost and Vice-President (Academic)
                            Vice-President (Research)

Resources: Provost and Vice-President (Academic) office

Roles and Responsibilities:

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 take responsibility for AUR process as set forth in the AUR policy and for reporting to Executive of Council and Council, as required.
4. To participate, on Council's behalf, actively in the creation of future University strategic planning, reporting back to Council as required.
5. To consult regularly with the Council Committee on Budget for continuity and effective collaboration.
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)

Executive of Council approved 25 January 2017

5.3   Council Committee on Budget

Purpose: As a voice of Council on the budgetary matters as they support the academic mission of the University, the Council Committee on Budget shall advise the President on matters relating to the University budget and its allocation with respect to practices, policies, planning and priorities.

Membership: 8 members of Council, with no more than 2 members representing a Faculty or Academic Unit and with no more than 1 member from Federated Colleges
2 students, appointed by URSU and the GSA, respectively

Ex officio: Vice-President (Administration)
Provost and Vice-President (Academic)
Vice-President (Research)

Resources: Vice-President (Administration) office

Roles and Responsibilities:

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 the budgetary implications of proposals for new and substantially revised programs as these proposals are referred by the Council Committee on Undergraduate Admissions and Studies, the Council Committee on the Faculty of Graduate Studies and Research, or Executive of Council in accordance with the Guidelines for Academic Program Approval Process.
5. To communicate regularly with the University Budget Team on allocations during the annual budget preparation process.

Executive of Council approved 28 February 2018

5.4 Council Committee on the Faculty of Graduate Studies and Research

Purpose: Responsible for advising Council on graduate academic programs, policy, regulations and standards

Membership: *Ex officio*: President and Vice-Chancellor
         Dean, FGSR as Chair
         Associate Deans of FGSR
         Provost and Vice-President (Academic)
         Vice-President (Research)
         University Secretary
         Director, Graduate Student Services, FGSR
         Manager, Graduate Scholarships & Awards, FGSR
         Chairs, Standing Committees, FGSR
         University Librarian or designate
         Registrar or designate
         President, Graduate Students' Association
         Associate Deans of Graduate Studies & Research or designate from each faculty offering graduate programs
         Director or Associate Director of Johnson-Shoyama Graduate School (Regina Campus) or designate
         Director, La Cité universitaire francophone

      Appointed: Federated Colleges (one accredited Faculty member from each)
         *Accredited Faculty members (base of 2 from each Faculty (staggered by one year re: termination date)
         Faculties with >100 graduate students -3 members
         *4 Graduate students representative of thesis and professional programs at master's and doctoral levels

      Elected: 3 members of Senate

        * Selection process to be determined by Faculties and GSA, respectively.

Terms of Office: 2 years for accredited Faculty members and members of Senate
        1 year for graduate student representatives

Resources: FGSR Dean's Office

Roles and Responsibilities:

Note: All new, or substantially revised, graduate academic programs will normally first be considered by the Council Committee on Budget.

1. To promote and coordinate graduate education at the University.

2. To establish and maintain high academic standards across all graduate programs by:
   a) Ensuring that policies and procedures are available for the assessment of teaching/supervisory faculty members and for curriculum and resources; and

   b) By adopting and implementing regulations governing academic standards for admission, academic performance within the program and degree requirements.

3. To assess major new program proposals forwarded through the Council Committee on Budget.

4. To recommend proposals for new, revised and deleted graduate degree programs to Executive of Council.

5. To review graduate programs in consultation with Academic Units undergoing unit review, while maintaining a continuing review of existing graduate programs and periodically undertaking specific studies including making recommendations concerning continuance, modification, or discontinuance of existing programs.

6. To enact such procedures, regulations and policies as may be necessary to carry out the mandate of the FGSR

7. To review proposals for new, revised and historical graduate courses.

8. To serve as an advisory body to the Dean of FGSR

Administrative Matters:

Academic matters constitute the core of a Faculty's function and the processes within faculties and their corresponding committees effectively administer to the scope of the academic aspects.

The Council Committee on the Faculty of Graduate Studies and Research receives materials that have been critically assessed and approved by individual academic units and as a consequence of the broad representation in the FGSR Council from Academic Units with graduate programs, these submissions are, in turn, duly evaluated by a cross section of academics, paralleling the Executive of Council process. Accordingly, Executive of Council should receive major programs and policies for approval, whereas other matters will be taken to Executive of Council for information. Course forms and similar materials will be approved and forwarded from the Council Committee on the Faculty of Graduate Studies and Research to the Registrar's Office.

1. The Council Committee on the Faculty of Graduate Studies and Research will report directly to Executive of Council and a member of the Faculty Council will serve as a member of the Council Committee on Student Appeals.
2. The Scholarship and Awards Committee and the PhD Committee are standing committees of the Council Committee on the Faculty of Graduate Studies and Research.
3. As necessary, the Ph.D. Committee may be called upon to assist in matters related to FGSR Accreditation.
4. The Council Committee on the Faculty of Graduate Studies and Research is responsible for decision-making on academic policy, procedures and regulations.
5. The Council Committee on the Faculty of Graduate Studies and Research can delegate authority for some matters to the standing committee(s) and will periodically review the work of each committee.
6. As necessary, sub-committees may be formed to deal with non-routine matters; and that from time to time, and as necessary, Faculty members, or others, who are not on the Council Committee on the Faculty of Graduate Studies and Research, may be invited to attend meetings.

Executive of Council approved 25 June 2014

5.5 Council Committee on Research

Purpose: The Council Committee on Research is responsible for providing strategic advice and recommendations on research initiatives, policy and matters at the University to Council and its representatives and the Vice-President (Research).

Membership: 3 elected members of Council
1 graduate student, appointed by the GSA, need not be a member of Council
Ex officio: Vice-President (Research)

Associate Vice-President (Academic and Research)
Dean, Faculty of Graduate Studies and Research
Director, Office of Research, Innovation and Partnership
Each Faculty's Associate Dean of Research
(Associate) Director at the UofR campus, Johnson-Shoyama Graduate School of
Public Policy

Appointed: University Library designate
Each Federated College's designate
Canada Research Chair designate, appointed by the Vice-President (Research)
Director, Type I Centres/Institutes designate, appointed by the Vice-President
(Research)

Resources: Office for Research, Innovation and Partnership

Chair: Normally the elected member of Council serving their third year.

Term: Appointed and elected members' terms run for three years, except for the Graduate Student
designate whose term is for one year.

Roles and Responsibilities:

1. Recommend the establishment of University-wide research centres/institutes and chairs to
Executive of Council for recommendation to Senate.

2. Recommend policies related to the University's research endeavors to Executive of Council for
recommendation to Senate and to Vice-President (Research) for recommendation to Board of
Governors.

3. Develop and review the University's strategic research planning.

4. Advise the Vice-President (Research) and report to Council and its representatives on initiatives
and issues related to research endeavors at the University.

5. Review, recommend and report the awarding of grants from University-wide research funding
programs (e.g. Research Trust Fund, Sabbatical Research Grants) and funding initiatives
established by the Vice-President (Research).

6. Review and recommend applications to external agencies that have an allocated envelope (e.g.
Canadian Foundation for Innovation, NSERC Research Tools and Instruments) to the Vice-
President (Research).

Executive of Council approved 26 February 2014

5.6   Council Committee on Student Appeals

Purpose: The Council Committee on Student Appeals ensures that the Council has appointed a committee
that will hear and decide upon all appeals by students or others on academic matters in
connection with any faculty of the university.

Membership: 4 members of Council holding academic appointments (and 4 alternates)
3 students appointed by URSU and GSA (and 3 alternates) including at least one member and one
alternate from the GSA
Ex officio: Chair, Council Committee on Undergraduate Admissions and Studies
Chair, Graduate Studies PhD Committee
University Secretary (non-voting)

Resources: University Secretariat

Chair: The committee will select its own chair who will serve for one year.

Quorum: 7 voting members as follows: 4 members of Council, 2 student members and 1 of the *ex officio* voting members.

NOTE: In the event that quorum is not met when a hearing is scheduled, the Chair may ask the Appellant and the Respondent if they agree to waive the quorum requirement and are prepared to proceed before the Committee members present at that hearing. The Appellant and the Respondent must both agree prior to do so. Otherwise, the hearing will be rescheduled.

Roles and Responsibilities:

1. Appeals by students in connection with academic decisions of any Faculty will be heard by the Council Committee on Student Appeals except for matters of discipline which will be heard by the Council Discipline Committee. Matters such as grades assigned for individual classes or credits given for classes transferred from other institutions will usually not be considered by the Council Committee on Student Appeals.
2. Students must apply, in writing, to appeal academic decisions to the Council Committee on Student Appeals. Applications are to be made to the University Secretary within 30 days of the decision by the relevant Faculty-level appeal body.
3. Grounds for an appeal to the Council Committee on Student Appeals should be based on one or more of the following:
   a) There is additional relevant information which was not considered at the Faculty level.
   b) There was a problem in procedure at the Faculty level.
   c) The substance of the case was not considered correctly at the Faculty level. For example, relevant rules and regulations were applied incorrectly.
4. To recommend to Council the appeal proceedings that will be followed by the Committee. Students appealing to the Council Committee on Student Appeals have a right to a fair hearing in accordance with the rules of natural justice.
5. Decisions of the Council Committee on Student Appeals can be appealed to the Senate Appeals Committee under Section 33 (1) (e) of The University of Regina Act and The University of Regina Senate By-Laws.
6. The meeting dates of the Council Committee on Student Appeals will be pre-set for each semester to consider appeals pertaining to the previous semester and additionally as required at the discretion of the University Secretary.
7. The Council Committee on Student Appeals will report at least annually on its activities to Executive of Council.
8. Procedural rules are available at: http://www.uregina.ca/president/executive-team/ed-governance-univ-secretary/student-appeals/index.html

Executive of Council approved 26 March 2014

5.7   Council Committee on Undergraduate Admissions and Studies

Purpose: Responsible for advising Council on undergraduate academic programs, policy, regulations and standards.

Membership: 3 elected members of Council recommended by the Nominating Committee of Council and approved by Executive of Council (1 member will be replaced each year, there will be no more than one from each faculty, and one of these members will be elected at the first meeting in the

new academic year to act as Chair). This member will also be a member of the Council Committee on Student Appeals.

2 undergraduate students appointed by the Students' Union from the student members of Council

1 designate from each Federated College named by the Federated College

The Director of the Centre for Continuing Education (or designate)

The Associate Dean responsible for undergraduate academic affairs (or designate) from each undergraduate faculty

Ex officio: President
University Secretary
AVP (Student Affairs)
Registrar
Director (Enrolment Services)
Associate Director (UR International)

Resources: Registrar's office

Roles and Responsibilities:

   Note: All new, or substantially revised, undergraduate academic programs, policy, regulations and standards will normally first be considered by the Council Committee on Budget.

   1.   To recommend proposals for new, revised, and deleted undergraduate degree and non-degree programmes to Executive of Council.
   2.   To recommend proposals for new, revised, and deleted undergraduate academic policies and standards to Executive of Council.
   3.   To recommend proposals for new, revised, and deleted standards for undergraduate admission and graduation to Executive of Council.
   4.   To receive for information new, revised, and deleted undergraduate courses. The Committee reserves the right to raise any such course to the table for approval.

Executive of Council Approved 22 March 2017

5.8   Council Committee on Undergraduate Awards

Purpose: In support of the academic mission of the University, the Council Committee on Undergraduate Awards shall make recommendations to Council on matters related to the undergraduate awards program.

Membership: 3 members of Council
Ex officio: Chair of each Faculty's undergraduate awards committee (or designate who is a member of Council)
One designate from each federated college (who is a member of Council named by the federated college)
Registrar
Director, Enrolment Services
University Secretary
Student representative (from Council appointed by URSU and excluded from award selection)

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

Resources: Manager, Student Awards and Financial Aid, Enrolment Services Office

Selection of Chair: Normally, the representative from Council who is in the third year of membership.

Roles and Responsibilities:

1. To develop, review and recommend to Council the Undergraduate Awards Strategy.
2. To oversee the implementation of the Undergraduate Awards Strategy and programs at the University.
3. To review and recommend to Council policies governing undergraduate awards.
4. Members of the Undergraduate Scholarship Committee will participate in the selection of scholarship recipients for both entrance and continuing scholarships.

Executive of Council approved 26 March 2014

5.9   Council Discipline Committee

Purpose: The Council Discipline Committee ensures that the University enacts its student disciplinary bylaws in accordance with the principles of natural justice. It is also the body responsible for hearing all student appeals with respect to decisions of academic and non-academic misconduct.

Membership: 3 members of Council holding academic appointments (and 3 alternates)
                3 students appointed by URSU and GSA (and 3 alternates) including at least one member and one alternate from the GSA
                Ex officio: Provost and Vice-President (Academic) or designate who will be the Chair
                                    University Secretary (non-voting)

Resources: University Secretariat

Quorum: 7 voting members as follows: Provost and Vice-President (Academic) or designate, 3 members of Council, 3 members appointed by URSU including 1 representative from the GSA

NOTE: In the event that quorum is not met, the Chair may ask the Appellant and the Respondent if they agree to waive the quorum requirement and are prepared to proceed before the Committee members present at the hearing. The Appellant and the Respondent must both agree prior to do so. Otherwise, the hearing will be re-scheduled.

Roles and Responsibilities:

1. To carry out such powers as are delegated by Senate in relation to disciplinary matters.
2. To recommend to Council changes in the disciplinary by-laws, in accordance with section 33(1)(f) of the Act and Senate By-Law 7.2
3. To recommend to Council the appeal proceedings that will be followed by the Committee. Students appealing to the Council Discipline Committee have a right to a fair hearing in accordance with the rules of natural justice.
4. To provide a hearing of cases of academic and non-academic misconduct, on request from any student who has been found to have committed an act of misconduct.
5. To consider expelled students' petitions for permission to apply for re-admission to the University.
6. To publish annually and report to Council a summary of the Committee's proceedings over the course of the previous year.

Further Information:

Grounds for an appeal to the Council Discipline Committee are based on one or more of the following:

a) There is additional relevant information which was not considered by the Investigating Dean.
b) There was a problem in procedure during the investigation.
c) The substance of the case was not considered correctly by the Investigating Dean. For example, relevant rules and regulations were applied incorrectly.
d) Even if relevant rules and regulations were applied correctly, the resulting decision is unfair or unreasonable in the circumstances.

Decisions of the Council Discipline Committee can be appealed to the Senate Appeals Committee under Section 33 (1) (e) of the *University of Regina Act* and the *University of Regina Senate By-Laws.*

Procedural rules are available at http://www.uregina.ca/president/executive-team/ed-governance-univ-secretary/student-appeals/appeals/disciplinary-appeals.html

Executive of Council approved 26 March 2014

5.10   Council Nominating Committee

Purpose: The Council Nominating Committee will ensure that council committees are appropriately resourced with members of Council that have agreed to either volunteer or be elected to serve on a Council committee.

Membership: 9 members of Council (one from each undergraduate Faculty)
Ex officio: President
University Secretary

Resources: University Secretariat

Roles and Responsibilities:

1. The Council Nominating Committee will ensure that for all council committees, an annual call for volunteers to fill vacancies on committees requiring Council members will be made by the University Secretary.
2. Depending on the response to this annual call, the Council Nominating Committee will meet to determine if an election is required to fill these vacancies or if these vacancies can be filled by appointment.
3. Should an election be required, the University Secretary will carry out the election consistent with the procedures outlined in section 3.6 of these Rules and Regulations regarding elections of Council members to committees.
4. The Council Nominating Committee must secure permission of volunteers prior to forwarding their name for election and/or to the Executive of Council for appointment.
5. The Council Nominating Committee will prepare a nomination slate for those appointed to committees of Council which will require the approval of Executive of Council at its next meeting. For all committee vacancies filled by election, the result of the election will be reported to Executive of Council either by email or at its next meeting for information.

Executive of Council approved 21 May 2014

5.11   Joint Council/Senate Committee

5.11.1   Joint Council/Senate Committee on Ceremonies

Purpose:

Note from the Special Committee of Council: Committee on Ceremonies is asked to fill in its purpose when it reviews its Terms of Reference and consider its terms and if these could be standardized to three year, similar to most other committees of Council.

Membership: 2 members of Council
2 members of Senate
1 member appointed by the Alumni Association
Ex officio: Chancellor
President and Vice-Chancellor (Chair)
University Secretary

Term of Office: Two (2) years for members of Council, Senate and the Alumni Association on the Committee.

Resources: Registrar
Associate Registrar (Academic Policy Services and Ceremonies) – *as secretary*

Roles and Responsibilities:

1.   Have general responsibility for all ceremonial functions associated with the University;
2.   Review the relevant sections of the Senate By-Laws relating to the Convocation ceremonies and recommend changes to Council and Senate;
3.   Advise the Chancellor and/or President, when requested to do so, with respect to official delegates to represent the University at ceremonial functions;
4.   Determine appropriate guidelines and criteria for the awarding of honorary degrees;
5.   Invite, receive and review suggestions for candidates to whom honorary degrees might be awarded;
6.   Recommend for approval to Council and Senate candidates for honorary degrees;
7.   Provide adequate resumes for all honorary degree candidates recommended to Council and Senate; and
8.   Approve convocation hoods when requested by faculty for new degrees.

Approved by Executive of Council 28 January 2009

Appendix A

Directors that are *ex officio* members of Executive of Council (effective May 2014)

Associate Vice-President (Academic & Research)
Associate Vice-President (Research) and Dean, Faculty of Graduate Studies and Research
Associate Vice-President (Student Affairs)
Associate Vice-President (UR International)
Director, Centre for Continuing Education
Director, Enrolment Services
Director, La Cité universitaire francophone
Executive Director or Director, Johnson Shoyama Graduate School of Public Policy
Director, Research Office
Faculty Associate, Centre of Teaching and Learning

~~Appendix B~~

~~Amendments to Directors that are *ex officio* members of Executive of Council~~

~~Director, Office of Research Services (December 2, 2015)~~
~~Associate Vice-President (Academic) (September 26, 2018)~~
~~Associate Vice-President (Research) and Dean, Faculty of Graduate Studies and Research (September 26, 2018)~~

FACULTY OF GRADUATE STUDIES & RESEARCH

REPORT TO EXECUTIVE OF COUNCIL – SEPTEMBER 25, 2019

From the September 10, 2019
FGSR Council Committee Meeting

APPROVAL ITEMS FOR EXECUTIVE OF COUNCIL

1. **FACULTY OF BUSINESS ADMINISTRATION**

MOTION 1:	**MAdmin Program Change**

That the Master of Administration (co-op option) be modified effective 202010.

Master of Administration

Current MAdmin (co-op option)	Courses	Proposed MAdmin (co-op option)	Courses
Required: (9 cr. hrs.)	GBUS 801 GBUS 802 GBUS 817 GBUS 870 GBUS 874	Required: (9 cr. hrs.)	~~GBUS 801~~ ~~GBUS 802~~ GBUS 817 GBUS 870 GBUS 874
Choose 4 of: (12 cr. hrs.)	GBUS 815 GBUS 851AA–ZZ GBUS 860 GBUS 865 GBUS 871 GBUS 873 GBUS 875	Choose 4 of: (12 cr. hrs.)	GBUS 815 GBUS 851AA–ZZ GBUS 860 GBUS 865 GBUS 871 GBUS 873 GBUS 875
Choose 3 of GBUS 8xx Electives: (9 cr. hrs) OR 1 GBUS 8xx Elective (3 cr.hrs) AND GBUS 902*** (6 cr.hrs)		Choose 3 of GBUS 8xx Electives: (9 cr. hrs) OR 1 GBUS 8xx Elective (3 .hrs) AND GBUS 902*** (6 cr.hrs)	
Co-op Work Term 1 (0 credit hours) Co-op Work Term 2 (0 credit hours) ~~Co-op Work Term 3~~ ~~(0 credit hours)~~	~~MBA 801~~ ~~MBA 802~~ ~~MBA 803~~	Co-op Work Term 1 (0 credit hours) Co-op Work Term 2 (0 credit hours)	***GBUS 801*** ***GBUS 802***
Total	**30 Cr Hrs**	**Total**	**30 Cr Hrs**

To successfully complete a co-op work term and receive a grade of "P" (Pass) for each of ~~MBA~~ *GBUS* 801, 802, 803*, students must successfully complete the required work placement, including an evaluation of feedback from the employer, and attain a passing grade on their associated work term report.

Although the student's actual schedule may vary, the first co-op work placement must normally be taken during a fall semester.

Students will not normally be permitted to register for more than one course during a co-op work term. A student's program must end on an academic term, not on a co-op work term.

*Students may complete third optional co-op work term, ~~MBA~~ **GBUS** 803.

Rationale:
This is a house keeping issue. The previous motion passed November 2018, should have read GBUS instead of MBA.

(end of Motion 1)

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2. FACULTY OF SCIENCE

MOTION 2: **Program Change**
That the description for the PhD program in Mathematics and Statistics be modified effective 202030.

Doctoral Program
https://www.uregina.ca/gradstudies/future-students/programs/math-stats.html
After a Master's degree, the PhD program in mathematics or statistics consists of course work ~~with MATH 800 or STAT 800 being a required course~~, seminars, and original research resulting in the presentation of a thesis. All doctoral candidates are required to pass a comprehensive examination that is normally taken after the completion of the course work.

PhD in Mathematics after MSc (effective 201930)

Course work minimum*	15 credit hours
Seminar (MATH 900)	2 credit hours
Research Methods (MATH 902)	0 credit hours
Research (MATH 901)	43 credit hours
Total	**60 credit hours**

PhD in Statistics after MSc (effective 201930)

Course work minimum*	15 credit hours
Seminar (STAT 900)	2 credit hours
Research Methods (STAT 902)	0 credit hours
Research (STAT 901)	43 credit hours
Total	60 credit hours

*Up to two courses may be from a related discipline. PhD students may take at most 3 credits in MATH 890AA-ZZ and STAT 890AA-ZZ, except where permission has been granted by Department Head.

Rationale:
MATH 800 and STAT 800 were created long ago, at a time when there were few graduate classes available in Mathematics and Statistics. This is no longer the case, so the above requirement is no longer needed.

(end of Motion 2)

FOR INFORMATION ONLY

1. **COURSE CHANGES**

Current	Proposed
STAT 852 Statistical Inference (3) Methods of estimation, properties of estimators, hypothesis testing, properties of tests, relationship between confidence regions and tests, large sample properties of tests and estimators.	STAT 852 Statistical Inference (3) ***Detailed theoretical development of statistical inference; statistical models; exponential families; sufficiency; completeness; properties of point estimation; testing hypothesis and confidence regions; asymptotic properties of estimators.***

REPORT TO EXECUTIVE OF COUNCIL – September 25, 2019
From the September 6, 2019
Council Committee on Undergraduate Admissions and Studies Meeting

<u>**APPROVAL ITEMS FOR EXECUTIVE OF COUNCIL**</u>

1. **Faculty of Arts**

    1.1 **Catholic Studies**

Motion 1: Revision to the Minor in Catholic Studies
To revise the Minor in Catholic Studies requirements as outlined below, **effective 202020**.

Credit hours	Catholic Studies minor Required Courses
3.0	CATH 200
<u>3.0</u>	<u>CATH – any level</u>
3.0	RLST 100
3.0	Approved PHIL elective
3.0	
3.0	~~Two~~ <u>Three</u> CATH courses or approved electives, only one of which may be a RLST course <u>and only two of which may be CLAS courses</u>
3.0	
~~3.0~~	~~An additional two approved electives, excluding RLST or CLAS courses~~
21.0	**Subtotal – 65.00% GPA required**

    Approved electives for Catholic Studies minor:

    - ARTH 202, 212, <u>selected courses from</u> ARTH 290AA-ZZ <u>as approved by Director of Catholic Studies</u>
    - CATH 290AA-ZZ, 390AA-ZZ
    - CLAS 150, 151, 160, 161, <u>selected courses from</u> CLAS 290AA-ZZ <u>as approved by Director of Catholic Studies</u>
    - ENGL 325<u>AA-ZZ</u>-327<u>AA-ZZ</u>
    - ~~MAP 300AC, 300AF~~
    - HIST 265, 266, 270, 290AB, 368, 370
    - HUM 201AB, 201AC
    - ~~PAST 340~~
    - PHIL 100, 212, 242, 244, 310AH/410AH, 310AN/410AN
    - RLST 219, 227, 248, 258, 273, 290AD, 334
    - THST 300AB
    - Students should check printed or web listings and/or consult with the <u>Director of</u> Catholic Studies <u>(located at Campion College)</u> ~~director~~ to determine if other selected topics courses are approved electives.

    Rationale: The previous version of the minor required only one CATH course (CATH 200) with a myriad of approved electives from other subject areas, creating an inter-disciplinary minor. Since Campion College now has the faculty capacity to consistently offer more CATH courses beyond CATH 200, students should be required to study within the academic field of Catholic Studies in more depth in order to earn the minor in Catholic Studies. With this in mind, it is suggested the minor now require students to take at least one additional CATH course with an

emphasis placed on the option to choose further CATH courses as approved electives.

In the 2018-2019 UG Calendar, the logic of the wording regarding approved electives in the Catholic Studies minor is unclear. The current wording does not allow a student to take one approved RLST elective *and* two CLAS approved electives. This was not the intention of the Director of Catholic Studies when changes to the requirements were changed in 2018-2019.

The changes to the approved electives list reflect updates for inactive courses and recognizes that not all selected topics courses in ARTH or CLAS relate to Catholic Studies.

(End of Motion 1)

1.2   Indigenous Language and Linguistics - First Nations University of Canada

Motion 2: Other Courses in Linguistics

To add FRN 330AA-ZZ and FRN 430AA-ZZ to the list of "Other courses in Linguistics," **effective 202020**.

For the major and minor, the specified additional courses in linguistics may include the following courses offered by various departments.

Other Courses in Linguistics

ANTH 202	Anthropology of Language
CLAS 110	Greek and Latin Elements in English
CREE 206	Cree Linguistics
DAK 206	Dakota Linguistics
DENE 206	Dene Linguistics
EFIL 150	Introduction to Teaching French
EISL 225	Acquisition of English as a Second Language
ELNG 326	Teaching English as a Second Language
ENGL 367	Gender and Language
EINL 225	Indigenous Language Arts
EINL 325	Bilingual/Bicultural Language Processes
ELNG 316	Language Awareness
FRN 330AA-ZZ	Etude de sujets varies sur la linguistique en contexte
FRN 430AA-ZZ	Etude avancee de sujets varies en linguistique francaise en contexte
NAK 206	Nakota Linguistics
PSYC 270	Human Information Processing
PSYC 374	Psycholinguistics
SAUL 206	Saulteaux Linguistics
WGST 367	Gender and Language

FRN 330 3:3-0
Etude de sujets varies sur la linguistique en contexte
Study of specific topics in French linguistics in context. Étude de sujets variés sur la linguistique en contexte.
Prerequisite: FRN 236 or permission of Department Head

FRN 330AA 3:3-0
Langue, société et identité
Étude du rapport entre la langue et la société, des phénomènes liés au contact des langues (bilinguisme, multilinguisme, diglossie, etc.) ainsi que du rôle de la langue ou des langues dans la construction de l'identité culturelle et nationale. Le cours s'appuiera principalement sur des exemples tirés de la socité canadienne.
Prerequisite: FRN 236 or permission of the Department Head

FRN 430 3:3-0
Etude avancee de sujets varies en linguistique francaise en contexte.
Advanced treatment of specific topics in French Linguistic in context. Étude avancée de sujets variés en linguistique française en contexte.
Prerequisite: FRN 236 and FRN 301, and completion of a further six credit hours of 300-level FR or FRN courses, or permission of Department Head

FRN 430AA 3:3-0
Initiation a la terminologie
Fondement, theorie et practique de la terminologie; conceptualisation et denomination; intellectualisation et particularisation; terminologie et normalisation.
Prerequisite: FRN 236 and FRN 301, and completion of a further six credit hours of 300-level FR or FRN courses, or permission of Department Head

FRN 430AB 3:3-0
Gestion des langues
Ce cours examinera les concepts théoriques autour de la gestion des langues (aménagement linguistique), ainsi que les raisons sociopolitiques à l'origine de l'intervention linguistique (officielle ou non officielle). Étude du rôle de la langue dans le développement national ou communautaire, des enjeux sociopolitiques de choix de langue et des retombées au niveaux macro (État, institution) et micro (famille, communauté, etc.). Étude de cas.
Prerequisite: FRN 236 and FRN 301, and completion of a further six credit hours of 300-level FR or FRN courses, or permission of Department Head

FRN 430AC 3:3-0
Sociolinguistique
Ce cours s'intéresse à l'étude des concepts, aux théories, aux orientations actuelles, ainsi qu'à la méthodologie d'enquête en sociolinguistique. Il réclame également un volet pratique, lequel amènera l'étudiant.e à construire des connaissances sur divers aspects de la discipline : la variation ou le changement linguistique observé au sein d'un groupe linguistique ; le transfert linguistique ; la question de survie et de vitalité des groupes linguistiques minoritaires ; les situations de bi/multilinguisme ; les phénomènes liés aux contacts de langues et aux conflits diglossiques.
Prerequisite: FRN 236 and FRN 301, and completion of a further six credit hours of 300-level FR or FRN courses, or permission of Department Head

Rationale:
These courses cover topics of interest to students in the Linguistics programs and are complementary to the courses we offer here.

(End of Motion 2)

1.3   Law and Society

Motion 3: Revisions to the Approved Elective List for Law and Society

To include PHIL 276 and JS 276, Professional Ethics, to the Group II approved elective list for Law and Society programs, **effective 202020**.

Law and Society Courses
Group I – Basics of Law and Society
HIST 314 - The Legal History of Canada
HIST 323 - Crime and Punishment in Britain since 1500
HIST 434 - American Trials of the Twentieth Century
JS 230 - Introduction to Canadian Law
JS 332 - Law and Society
SOC 297 - Sociology of Law

Group II – Principles of Law
HIST 301 / PSCI 331 - Federalism and the Canadian Experience / Canadian Federalism
INDG 225 - Principles of Indigenous Law
PHIL 270 - Ethics
PHIL 272 - Contemporary Moral Issues
PHIL 274 - Philosophy of Law
PHIL 276 / JS 276 – Professional Ethics
PPE 200 - Foundations of PPE
PSCI 230 - Canadian Politics
SOC 300 - Issues in Social Policy

Group III – Law and Rights
JS 350 - Justice and Indigenous People
JS 381 - Foundations of Human Rights
PHIL 271 / PSCI 220 - Social & Political Philosophy / Comparative Politics
PSCI 334 - Canadian Politics and the Charter of Rights
SOC 208 - Inequality and Social Justice

Group IV – Crime and Punishment
JS 240 - The Criminal Justice System
JS 341 - Policing in a Democratic Society
JS 342 - Best Practices in Correctional Programs
SOC 215 - Sociology of Crime and Criminal Justice
SOC 315 - Advanced Studies in Crime and Justice

JS 276   3:3-0
Professional Ethics
Philosophical consideration of ethical problems which arise in the context of the conduct of professional practice. Areas include ethics of privacy and confidentiality with applications to justice. ***Prerequisites: Completion of 12 credit hours or permission of Department Head***
*Notes: Students may receive credit for only one of PHIL 276 or JS 276.

JS 276 is only offered to JS students when PHIL 276 is not scheduled in neither a Fall or a Winter.

Rationale: The course deals with topics that are relevant to Group II. Moreover, the course is taught frequently, so its inclusion in Group II will make it easier for students to complete the Certificate.

(End of Motion 3)

1.4 **Nonprofit Sector Leadership and Innovation – joint motion with the Centre for Continuing Education and Luther College**

Motion 4: Revisions to Certificate in Nonprofit Sector Leadership and Innovation

To amend the Certificate in Nonprofit Sector Leadership template with the changes to course numbers and pre-requisites, **effective 202020.**

Credit Hours	Certificate in Nonprofit Sector Leadership and Innovation
3.0	NSLI ~~200~~ 100
9.0	Three of: NSLI ~~320~~ 220, NSLI ~~330~~ 230, NSLI ~~360~~ 260, NSLI 300, NSLI 310, NSLI 340, NSLI 350, NSLI 370, NSLI 390AA-ZZ
3.0	One of: ~~NSLI 300, 310, 320, 330, 340, 350, 360, 390AA-ZZ;~~ Any NSLI course not used as a required course in the Certificate, BUS 100, BUS 260, BUS 364, IDS 101, IS 302, JS 384, PHIL 272, PHIL 276, PSCI 100, SOC 214, SRS 340
15.0	**Total**

NSLI ~~200~~ 100   3:3-0
Foundations of the Nonprofit Sector
An introduction to the nonprofit and voluntary sector in Canada and the organizations that comprise it. The course examines the history, size, scope, and roles of the sector in society, relationships with government and other sectors and accountability in the context of governing and managing a private not-for-profit corporation.
~~***Pre-requisite: Completion of 15 credit hours or permission of the Department.***~~
Note: Formerly numbered IDS 290AA and NSLI 200. Students may receive credit for only one of NSLI 100, IDS 290AA, or NSLI 200.

NSLI ~~320~~ 220   3:3-0
Nonprofit Advocacy and Community Development
Theoretical and practical consideration of nonprofit advocacy work, including power structures and systems, government structures, community development and organizing, and networking and engaging community residents to achieve changes in public policies and programs and to educate about societal problems. Legal restrictions on charities' advocacy are examined.
Prerequisite: NSLI 100, or 12 credit hours, ~~NSLI 200~~ or permission of the Department.
Note: Formerly numbered NSLI 320. Students may receive credit for only one of NSLI 220, NSLI 320, or JS 384
Note: NSLI 100 may be taken concurrently.

NSLI ~~330~~ 230   3:3-0
Nonprofit Communications and Strategic Relationship Building
Communications with the general public, governments, other nonprofits, businesses, media, funders, and donors in order to build intentional relationships are explored. Theory and practice are integrated in examining relationships and accountabilities. New perspectives on social media, virtual/public presence, branding, key messages, and time-sensitive response mechanisms are discussed.
Pre-requisite: NSLI 100, or 12 credit hours, ~~NSLI 200 or IDS 290AA~~ or permission of Department.
Note: Formerly numbered NSLI 330. Students may receive credit for only one of NSLI 230 or NSLI 330
Note: NSLI 100 may be taken concurrently.

NSLI ~~360~~ 260 3:3-0
Nonprofit Organization Governance and Leadership
The course emphasizes theoretical and practical considerations in the governance of nonprofit organizations. It focuses on what boards, the volunteers who serve on them do, and how they do it to maximize nonprofit governance and organizational effectiveness. Emphasis on competencies of highly effective boards, CEOs, board chairs, and leadership volunteers.
Prerequisite: NSLI 100, or 12 credit hours, ~~NSLI 200~~ or permission of the Department.
Note: Formerly numbered NSLI 360. Students may receive credit for only one of NSLI 360 or NSLI 260
Note: NSLI 100 may be taken concurrently.

NSLI 300   3:3-0
Nonprofit Organization Management
This course is an introduction to nonprofit organization management and leadership. It focuses on the leadership competencies of effective managers from the Competing Values Approach to organization effectiveness. Students will explore management situations and the leadership competencies to address them in different dimensions of organization effectiveness.
Prerequisite: NSLI 100, or 12 credit hours, ~~NSLI 200~~ or permission of the Department.
Note: NSLI 100 may be taken concurrently.

NSLI 310   3:3-0
Nonprofit Human Resources
A focus on human resources fundamentals and management for both paid staff and volunteers in nonprofits, including recruitment, screening, orientation, evaluation, retention, supervision/mentoring, job descriptions, policies and procedures, records management, communication and recognition, confidentiality, relationships, conflict resolution, and self-care. Labour, human rights, and cultural diversity standards are examined.
Pre-requisite: NSLI 100, or 12 credit hours~~,~~ ~~NSLI 200 or IDS 290AA~~ or permission of the Department.
Note: NSLI 100 may be taken concurrently.

NSLI 340   3:3-0
Nonprofit Program Planning and Evaluation
Effective program planning and evaluation based on understanding the shifting external environment in which staff and volunteers operate, as well as their internal environment. Includes mixed methods research; external environment trend analyses and projections; internal organization database management and analytic strategies; program evaluation and decision-making models; and special projects management.
Prerequisite: NSLI 100, or 12 credit hours, ~~NSLI 200~~ or permission of the Department.
Note: NSLI 100 may be taken concurrently.

NSLI 350   3:3-0
Nonprofit Financial Management and Philanthropy
Financial management and philanthropy, focusing on diverse funding sources and formulas: governments, donors, corporate sponsorships, fundraising, social enterprises, etc. Introduction to financial monitoring systems, roles in nonprofit organizations, creating and monitoring annual budgets, internal and external reports and procedures, cost accounting methods, long range financial planning, building capacity for innovation.
Prerequisite: NSLI 100, or 12 credit hours, ~~NSLI 200~~ or permission of the Department.
Note: NSLI 100 may be taken concurrently.

NSLI 370   3:3-0
Fund Development in Nonprofit Organizations
Fund Development in Non-Profit Organizations will cover the fundamentals and challenges of fundraising and resource development in non-profit and voluntary sector organizations. Topics covered will include working through the donor cycle, the importance of relationship building, establishing revenue streams, grant-writing, and the role of the Board and governance for organizational sustainability. Formerly numbered NSLI 390AB.
Prerequisite: NSLI 100, or 12 credit hours, or permission of the Department.
*Note: NSLI 100 may be taken concurrently.

~~**NSLI 390AA   3:3-0**~~
~~**Managing Diversity in Nonprofit Organizations**~~
~~This special topics course is concerned with the increasing diversity of the workforce and the major challenges and opportunities faced by organizations and their managers. Topics will include: maintaining fairness and justice, making effective decisions for performance improvement, allowing flexibility, and management in the global environment. The course also examines the legal frameworks in place that value and protect employee and employer rights, related to gender, race, age, religion, sexual orientation, and ability.~~

Rationale: The program template is being revised to reflect the changes to the courses below. In addition to the changes to the numbering of the NSLI courses, JS 384, Advocacy Strategies and Skills will be added as an elective. JS 384 is currently cross listed with NSLI 320 Nonprofit Advocacy and Community Development, which will be retired. BUS 364 Managing a Diverse Workforce, will also be added as an elective. This course is considered equivalent to NSLI 390AA. NSLI 390AA will be retired in favor of BUS 364 as an elective.

The NSLI Certificate program is open to first year students and practitioners, many of whom are mature students. These students are more likely to register for NSLI 200, the foundations course, if it is a 100 level course. Amending NSLI 200, Foundations of the Nonprofit Sector, which has no pre-requisites, will be attractive to prospective (high school) students as well, particularly those who have been active in school clubs and community organizations and looking to engage in the community as service and leadership volunteers.

Rationale for amending NSLI 320, 330, and 360 to 220, 230 and 260: This amendment provides the foundational knowledge articulated in the Nonprofit Academic Centers Council (NACC) Curricular Guidelines for nonprofit undergraduate study. These courses are foundational in that they "promote an awareness of society as an integration of public, private, and voluntary behaviors and structures necessary to prepare an active and engaged citizenry" (p. 9).

NACC also recommends upper level courses such as those listed at the 300 level focus on the structures and functions of non-profit and voluntary sector organizations from managing people, finance, philanthropy and human resources. In sum, the changes listed above are in keeping with NACC guidance and will help the program meet accreditation standards.

Regarding amending NSLI 390 AB to NSLI 370: The Nonprofit Academic Centers Council recommends that Nonprofit Fundraising be included in the list of upper level courses to provide choices for students who would like to focus studies and/or prepare for careers in development.

(End of Motion 4)

2. Faculty of Education

2.1 Four-Year Arts Education Program and Arts Education After Degree (BEAD)

Motion 5: Program Changes

That the following changes be made to the Four Year Arts Education Program, Arts Education Major and Arts Education After Degree (BEAD) Program, Arts Education Major, **effective 202020**.

Four-Year Arts Education Program (120 credit hours) Arts Education Major Concentration areas: Dance Education, Drama Education, Literature Education, Music Education, Visual Education	
Term 1-2 (Fall-Winter) CTCH 110 or CTCH 111 (3) EAE 201 (3) ECS 100 (3) ECS 110 (3) ENGL 100 (3) ENGL 110 (3) INDG 100 (3) MATH 101 (3) Natural Science (3) note 1 Concentration elective (3) note 2	
Term 3 (Fall) ELIT 101 (3) EDAN 101 (3) EDRA 101 (3) EMUS 101 (3) EVIS 101 (3)	**Term 4 (Winter)** ELIT 202 (3) EDAN 202, 402, or 403 (3) EDRA 202 (3) EMUS 202 (3) EVIS 202 (3)

Four-Year Arts Education Program (120 credit hours) Arts Education Major Concentration areas: Dance Education, Drama Education, Literature Education, Music Education, Visual Education	
Term 5 EAE 302 (3) Elective (3) ECS 210 (3) EFLD 060 (0) Concentration elective (3) note 2 Concentration elective (3) note 2	**Term 6** EAE 312 (3) EAE 350 (3) ECS 410 (3) EFLD 061 (0) ECCU 400 or EAE 400 ~~EPSY 400~~ (3) Concentration elective (EMUS 366/377, EVIS 326, ERDG 310/317, ELNG 351, EDAN 301, EDRA 203) (3) note 2
Term 7 EFLD 402 (15)	**Term 8** MAP 202 (3) Concentration elective (3) note 2 EPSY 400 ~~EAE 400~~ (3) Open elective (3) Open elective (3)

Notes:

1. Natural science courses are to be selected from astronomy, biology, chemistry, geology, physics, or an approved natural science.

2. Students require an area of concentration (Dance Education, Drama Education, Literature Education, Music Education, or Visual Education) as part of their program.

3. Students' progress from one term to the next is dependent upon achieving positive assessments and evaluations in student review meetings which focus on academic and professional development.

Arts Education After Degree (BEAD) Program (60 credit hours) Arts Education Major Concentration Areas: Creative Technologies Education, Dance Education; Drama Education, Literature Education; Music Education, Visual Education	
Term 1 EAE 302 (3) EFLD 060 (0) Choose four of the following (12): EDAN 101, EDRA 101, ELIT 101, EMUS 101, EVIS 101	**Term 2** EAE 312 (3) EAE 350 (3) ECS 410 (3) EFLD 061 (0) ECCU 400 or EAE 400 ~~EPSY 400~~ (3) Concentration elective (EMUS 366/377, EVIS 326, ERDG 310/317, ELNG 351, EDAN 301, EDRA 203) (3)
Term 3 EFLD 402 (15)	**Term 4** (note 3) Secondary Focus Choose four of the following (12): EDAN 202/400/403, EDRA 202, ELIT 202, EMUS 202, EVIS 202 EPSY 400 ~~Indigenous Studies elective or Education Elective (note 4-5)~~ (3) Elementary Focus ECS 210 (3) One of EDAN 202/402/403, EDRA 202, ELIT 202 or EVIS 202 (3) ELIB/ELIT/ELNG/ERDG (3) One of ECE, EHE, EMTH, EPE, ESCI, ESST 310 or 317 (3) EPSY 400 ~~Indigenous Studies elective or Education Elective (note 4-5)~~ (3)

Notes:

1. Students require an area of concentration (Creative Technologies Education, Dance Education, Drama Education, Literature Education, Music Education or Visual Education) as part of their program.

2. Students' progress from one term to the next is dependent upon achieving positive assessments and evaluations in student review meetings which focus on academic and professional development.

3. Student may choose either focus in term 4 based on preference for Elementary or Secondary Teacher Education.

~~Only students who have the Indigenous Studies elective competency within their previous degree may choose an Education Elective.~~

~~Indigenous Studies elective includes: INA 100-400, INAH 100-400, INDG 100-400, INHS 100-400, Indigenous Language or approved Indigenous Studies content area.~~

Rationale: Currently, Arts Education students taking EPSY 400 during the pre-internship semester must be absent from class during the three week pre-internship block. The move to Term 8 and Term 4 respectively will ensure that students do not miss content required for their degree and certification.

EAE 400 has not yet been offered. ECCU 400 will provide students with necessary program content related to Treaties in the Classroom. ECCU 400 follows the same scheduling as other courses taken during the three week pre-internship block semester in Term 6.

ECCU 400 will provide students with necessary program content related to Treaties in the Classroom. ECCU 400 follows the same scheduling as other courses taken during the three week pre-internship block semester in Term 2.

(End of Motion 5)

3.   Faculty of Science

3.1   Residency and Transfer Credit

> **Motion 6: Revision to Residency and Transfer Credit**
>
> To change the wording in the Science section titled *Residency and Transfer Credit* as outlined below, **effective 202020.**

"A maximum 60 credit hours of eligible transfer credit may be applied to a degree program, 30 credit hours of eligible transfer credit to a diploma program, and 15 credit hours of eligible transfer credit to a certificate program. Students must take at least 15 of the last 30 credit hours of their degree program at the University of Regina. As well, at least half the credit hours of required discipline courses for the major and/or minor must be completed at the University of Regina."

Rationale: The spirit of this regulation is that students must complete at least 50% of the credits towards their program at the University of Regina. This wording needs to include the Diploma requirements as we now offer the Diploma in Computer Science.

(End of Report)

Submitted by the Registrar's Office
On behalf of Saman Azadbakht, Chair
Council Committee on Undergraduate Admissions and Studies

FACULTY *of* ARTS

TO: Glenys Sylvestre, University Secretary

FROM: Rick Kleer, Dean

DATE: 13 September 2019

RE: Motion for Executive of Council

Motion 1:
That Executive of Council recommend to Senate that the Faculty of Arts be renamed the Faculty of Humanities and Social Sciences, effective 202120.

Rationale

The disciplinary composition of the "Liberal Arts" is frequently misunderstood by the general public and even within academia. When shortened to "Arts", this misconception becomes even more blatant, with many thinking that we are about the study of the fine arts. We believe that this hinders student recruitment and retention. We believe further that a name change will have a positive effect on enrollments, since potential students would have a better understanding of who we are and what we do.

A recommendation coming from the Faculty of Arts visioning/strategic planning exercise in 2015-16 was to "explore rebranding of the Faculty of Arts" to control how we "present ourselves as a Faculty to the outside world". This was followed by an extended period of consultations and surveys. On May 21, 2019, members of the Faculty of Arts Council voted in favour of renaming the Faculty of Arts to the Faculty of Humanities and Social Sciences.

All costs for changing the visual identity of the Faculty can be managed from the Faculty's carry forward.

Background

We have been studying faculty names for some time. There is clear and consistent evidence that current students, prospective students, employers, and community members are confused by the name "Arts":

- An independent report from the Higher Education Strategy Associates[1] concludes:
  … students have little understanding of what is meant by Arts education, even among those who plan to apply to Arts programs. …The problem this creates is that a number of students seem willing to rule out pursing Arts based on misconceptions and misunderstandings of what constitutes Arts education and an Arts degree.
- The final report of the Faculty of Arts Vision and Priorities Committee included the recommendation to "explore rebranding of the Faculty of Arts" to control how we "present ourselves as a Faculty to the outside world".[2]
- In May 2018, the Faculty of Arts commissioned Insightrix Research to conduct a study to explore public opinion on changing the name of the Faculty of Arts.[3] A total of 1,076 respondents completed an online

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[1] Tagliaferri, M., & Metcalfe, R. K. (2015). *Prospective Arts Students Survey: Final Report*. Toronto: Higher Education Strategy Associates.

[2] Faculty of Arts Vision and Priorities Committee Report and Recommendations, June 2016.

or telephone survey providing their feedback, drawn from a sample of the general population, prospective students, parents of current and prospective students, and employers of Arts graduates. Their sample also included 411 current students. When asked to name the types of programs and areas that they think fall in the "Faculty of Arts" over 60% of the respondents were unable to do so correctly. Common answers were: Music, Painting, and Drama.

- In November 2018, the Arts Student Association surveyed students enrolled in Arts classes at every level. When responding to the question, *In your opinion, what are the most significant problems the Faculty of Arts faces?* a definite theme arose around our Faculty's name. A typical students' responses was: ""The name is too general; people think I do Fine Arts when I say I am in Arts".

- In March 2019, the Faculty conducted an online survey of all members of the University of Regina community. We received 650 responses, 39% of which self-identified as members of the Faculty of Arts. We asked respondents to rank order six possible names: Faculty of Integrated Human Studies, Faculty of Integrated Human Sciences, Faculty of Human and Social Sciences, Faculty of Human Inquiry, Faculty of The Human Experience, and Faculty of Arts. The top-ranked name was Faculty of Arts. Interestingly, though, when counting people's first and second choices together, Faculty of Human and Social Sciences outscored Faculty of Arts. The third most-favoured choice was Faculty of Integrated Human Studies. Our survey also included a text box for respondents to suggest a name not on the list. The overwhelming suggestion here was for Faculty of Social Sciences and Humanities/Humanities and Social Sciences.

We believe that a name change will have a positive effect on enrollments since students would have a better understanding of who we are and what we do. Certainly, this was the experience of the Faculties of Media, Art and Performance and Faculty of Kinesiology and Health Studies when they transitioned to their new names.[4] Our goal is to arrive at a name that is widely understood by our current students, prospective students – both domestic and international, and the public – including the parents of prospective students.

Members of Arts Faculty Council were presented with this information and in May 2019 were asked to vote, by secret ballot, for one of the following three names:

Faculty of Integrated Human Studies
Faculty of Humanities and Social Sciences
Faculty of Arts

Of 150 eligible voters, 108 ballots were cast (72%). The final vote count was:

- 59 votes (61%) - Faculty of Humanities and Social Sciences
- 36 votes (37%) - Faculty of Arts
- 2 votes (2%) - Faculty of Integrated Human Studies

There were 11 spoiled ballots.

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[3] Insightrix Research (2018). *University of Regina Faculty of Arts Renaming*.
[4] Wes Pearce, Associate Dean, Faculty of Media, Art, and Performance email to J. Piwowar 12 March 2019.