

Senate Orientation

October 5, 2011



UNIVERSITY
OF MANITOBA

Agenda

1. Governance System
2. Guiding Statements
3. Senate Organization
4. Responsibilities of Senators
5. Office of the University Secretary



The University of Manitoba Act

- Governing Legislation
- Enabling Legislation
- Provides for a system of Bicameral Governance



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BICAMERAL GOVERNANCE

Decisions should be made by
those best equipped to make them

Board of Governors
(Governing Body)

Senate
(Academic Body)



Collegial Governance

- Recognizes that expertise resides throughout the organization
 - Enables the voice of the academy to be heard and to make decisions on certain matters, particularly around curricular and academic matters
 - Requires civility, respect and the engagement of many
 - It is about collaborating, listening and working together
- To make collegial governance work, structures must be in place, with delegated roles and responsibilities. To this end, Senate creates faculty and school councils and faculty and school councils create department councils.



University Guiding Statements

- Mission
- Vision
- Strategic Institutional Priorities
 - Approved by the Senate and the Board, provide focus to proposed initiatives and direction



Guiding Statements

Mission:

To create, preserve and communicate knowledge and thereby contribute to the cultural, social and economic well-being of the people of Manitoba, Canada and the world.



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Guiding Statements

Vision:

Our students, staff and alumni will have an association with the University of Manitoba that is transformative and their discoveries will be of the greatest possible benefit to their own lives, and to the lives of others.



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Strategic Planning Framework 2009-2014

- Academic Enhancement: Innovations in Academic and Research Programs

The University of Manitoba will be nationally and internationally recognized for its teaching, research and creative excellence, sought after by students and faculty alike as their preferred site for study.



Academic Enhancement: Areas of Emphasis

- Healthy, safe, secure and sustainable food and bioproducts.
- Sustainable prairie and northern communities.
- Human Rights.
- Innovations in public and population health.
- New materials and technologies.
- Culture and Creativity.



Strategic Planning Framework 2009-2014

- Outstanding Student Experience

The University of Manitoba will be a student-focused research university from the time of recruitment: a life-long academic home where students contribute to a diversity of ideas and experiences.



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Strategic Planning Framework 2009-2014

- Aboriginal Achievement

The University of Manitoba will work with a variety of partners to make Winnipeg the national centre of excellence in Aboriginal education, and in particular to allow Aboriginal students to be prepared for and to achieve educational success in the full range of academic programs that we provide.



Strategic Planning Framework 2009-2014

- Outstanding Employer

The University of Manitoba will be an employer of first choice, offering and expecting respect for all staff and faculty, providing opportunities for leadership, growth and development, and recognizing the contributions made at all levels of the organization.



JURISDICTIONS OF THE BOARD AND SENATE

- In keeping with the bicameral structure of governance at the University, *The University of Manitoba Act* sets the powers and jurisdictions of the Board of Governors and the Senate.
- A complete jurisdiction chart is available at:

<http://www.umanitoba.ca/admin/governance/jurisdiction/index.html>



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Bicameral Governance

Jurisdiction: Senate and Board of Governors

Powers	Senate Academic Body	Board of Governors Governing Body
Teaching	<ul style="list-style-type: none"> •Determine procedures/policy. •Determine academic term dates. 	
Examinations	<ul style="list-style-type: none"> •Determine conditions on which candidates shall be received for examinations. •Appoint examiners. •Determine the conduct/results of examinations. 	
Degrees (includes honorary degrees, diplomas and certificates)	<ul style="list-style-type: none"> •Determine 	



Powers	Senate Academic Body	Board of Governors Governing Body
Conditions of matriculation, entrance and standing	<ul style="list-style-type: none"> •Determine 	
Courses	<ul style="list-style-type: none"> •Determine courses of study. •Determine locations where courses are taught. •Encourage/develop extension activities and correspondence courses. •Recognize courses of study given by unaffiliated Manitoba colleges/universities. 	



Powers	Senate Academic Body	Board of Governors Governing Body
Programs: establish, modify or abolish	<ul style="list-style-type: none"> •Recommend 	<ul style="list-style-type: none"> • Approve Subject to: <ol style="list-style-type: none"> 1. COPSE approval where government funds are used 2. Implementation approval by V.P. (Academic) and Provost
Academic Awards*: establish, modify or abolish *Bursaries, fellowships, scholarships and prizes	<ul style="list-style-type: none"> •Recommend to BOG •Make rules and regulations re academic awards. 	<ul style="list-style-type: none"> •Approve
Faculties, schools, institutes, departments, chairs, lectureships establish, modify, or abolish	<ul style="list-style-type: none"> •Recommend 	<ul style="list-style-type: none"> •Approve



Powers	Senate Academic Body	Board of Governors Governing Body
Colleges (incl. Affiliated colleges): establish, modify, or abolish	Recommend	May designate as an associated college any incorporated college with which the University enters into such an agreement
Libraries: management and conduct of libraries	Make rules and regulations recommend agreement for the management and conduct of the libraries	
Calendars	Prepare calendar for publication	
Faculty/School Council (and other bodies)	Establish and delegate powers	



Powers	Senate Academic Body	Board of Governors Governing Body
Appeals	<ul style="list-style-type: none"> •Hear appeals from decisions of Faculty/School Councils ie. Academic and Admissions 	<ul style="list-style-type: none"> •Disciplinary jurisdiction over students. •May hear appeals of administrative decisions (if there are not other Board approved appeal mechanisms)
Budget	<ul style="list-style-type: none"> •Recommend on budget policies 	<ul style="list-style-type: none"> •Establish budget policies. •Approve final budget.
Building	<ul style="list-style-type: none"> •Recommend on building program 	<ul style="list-style-type: none"> •Approve building construction



Powers	Senate Academic Body	Board of Governors Governing Body
Staff	Recommend on procedures re academic staff matters (now done largely through collective agreement)	Appoint staff. Determine relevant matters.
Contracts for joint instruction/examination of other organizations' students	Recommend	Provide for such contracts
Fees/charges		Set
Investments		Ensure investment of university money
Property		Buy/receive/sell/mortgage or lease
Vehicles		Make regulations



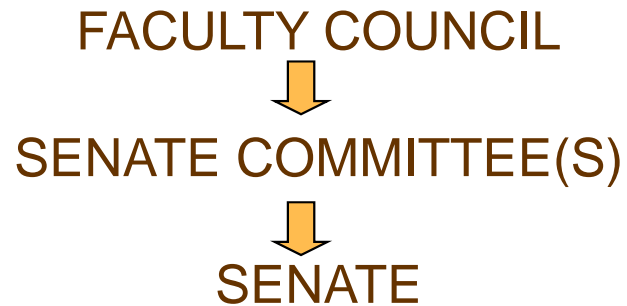
PROCESSES OF APPROVAL

- By the Senate
- By the Board of Governors

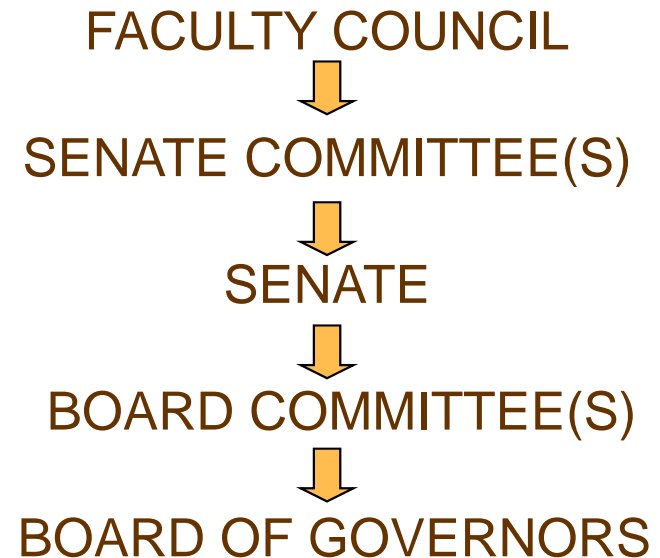


The Process of Approval for Items Considered by Senate

SENATE APPROVAL

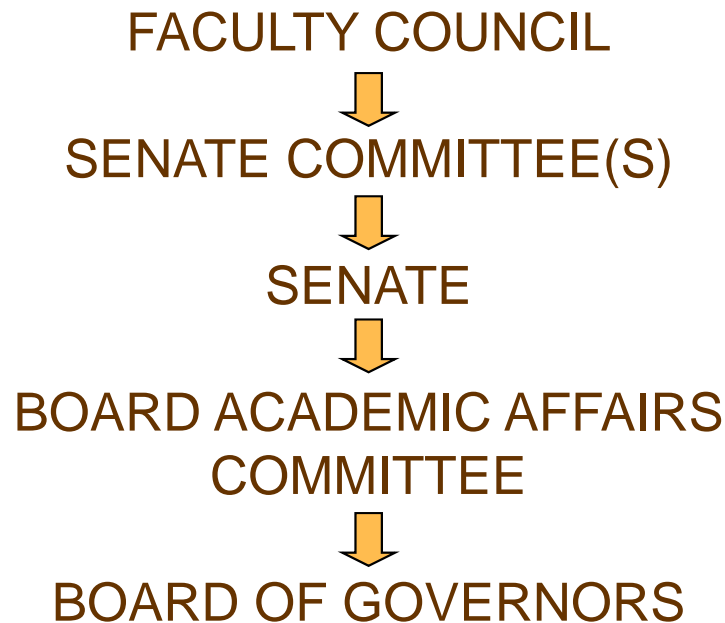


SENATE RECOMMENDATION TO BOARD

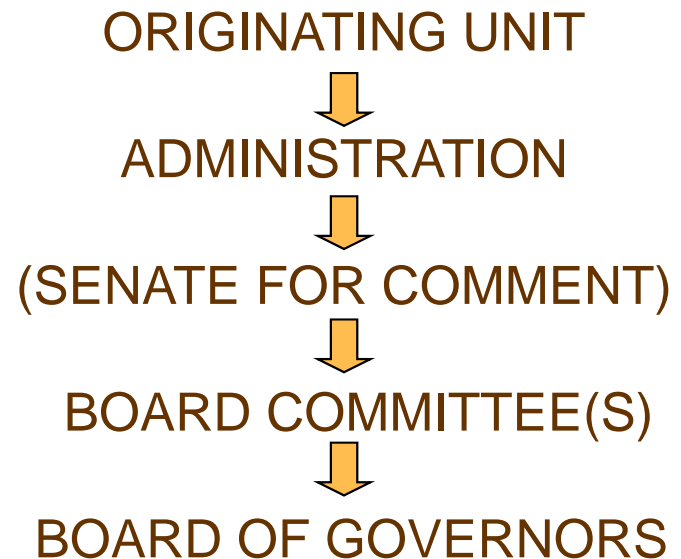


The Process of Approval for Items Considered by the Board

ACADEMIC APPROVAL



OTHER MATTERS



Resource Allocation Process

- Board Jurisdiction
- Senate provides commentary through SPPC on Estimates, and Budget Drafts through representation on the President's Budget Advisory Committee (BAC)



New Academic Program Approvals

- Faculty/School Level
- Senate Level
- Board of Governors Level
- COPSE Level



Senate Organization

Senate: The Centre of Collegial Academic Governance

- The Senate is the place where the University defines itself as an institution of higher learning
- Representative, democratic, deliberative and evolving



SENATE ORGANIZATION

The University of Manitoba Act prescribes the membership of Senate as follows:

- Ex-Officio Members
- Elected Members
- Appointed Members

Senate also has a provision for Assessor members



EX-OFFICIO MEMBERS OF SENATE

- the President (as Chair)
- the Chancellor
- the Vice-Presidents of the University
- the Dean of each Faculty of the University
- the Director of each School of the University
- the Director of Extension (ie., the Dean of the Extended Education Division)
- the Director of Libraries
- the Director of Student Affairs (i.e., Vice Provost (Student Affairs))
- the Head of each constituent or member College
- the Vice-Deans of Arts and Science (not currently in place)
- the Head of each affiliated College
- the Deputy Minister of Advanced Education and Literacy, or designate.



ELECTED MEMBERS OF SENATE

- the persons elected from Faculty and School Councils
- 28 persons elected by, and from, the students of the University and, in addition, the President of the University of Manitoba Students' Union.



APPOINTED MEMBERS OF SENATE

- two persons appointed by the Board from amongst its members other than those who are otherwise members of the Senate
- two members of the Board of Directors of the Alumni Association appointed by that Board
- Members-at-large appointed under s.27(4) of the Act

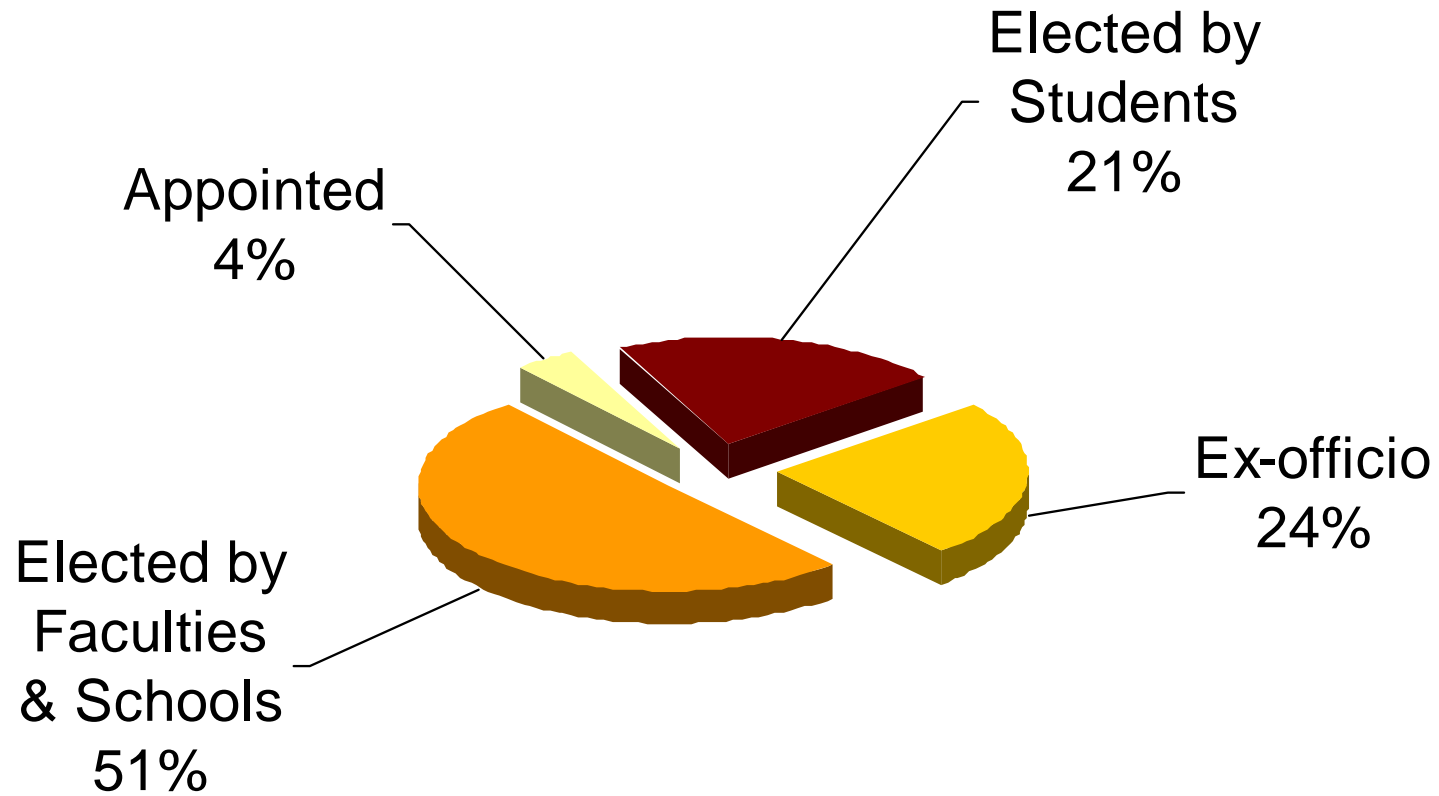


ASSESSORS OF SENATE

- Although not provided for in the Act, Senate from time to time by resolution may provide for assessor members to Senate.
- Assessors are permitted to participate fully in the deliberations of Senate but may not make, second or amend motions, and may not vote.



COMPOSITION OF SENATE



SENATE MEETINGS

A schedule of Senate meetings is produced at least one year in advance and can be found on the Governance Website.

Special meetings of Senate may be called by the Chair of Senate, by a motion of Senate or Senate Executive, or by the written request of 12 members of Senate.

The rules governing meetings of Senate provides for the procedures which govern meetings of Senate. Of note is that quorum for Senate is 40 members from October to May and 25 members in the summer. Full members of Senate vote on motions by a show of hands and questions are usually decided by a majority of votes. The Chair of the meeting does not vote, except to break a tie.



Senate Agendas

- In the interests of efficiency and sustainability, the agendas will be available in an online format at:

<http://www.umanitoba.ca/admin/governance/senate/agendas/index.html>



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SENATE MEETINGS

Reports of the Senate Committee on Honorary Degrees are considered in Closed Session, only Senate members and assessors may attend.

Visitors may attend the open session of Senate, but should confirm their attendance in advance with the Office of the University Secretary.

Senate agendas are available the week prior to Senate meetings. An email will be sent to members advising when the materials are available online.



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SENATE COMMITTEES

Senate has delegated responsibility for various matters to a number of standing committees of Senate. These committees are:

- | | |
|---|--|
| <ul style="list-style-type: none">• Senate Executive Committee• Senate Committee on Academic Computing• Senate Committee on Academic Dress• Senate Committee on Academic Freedom• Senate Committee on Academic Review• Senate Committee on Admissions• Senate Committee on Admission Appeals• Senate Committee on Animal Care• Senate Committee Appeals• Senate Committee on Approved Teaching Centres• Senate Committee on Awards• Senate Committee on the Calendar | <ul style="list-style-type: none">• Senate Committee on Curriculum and Course Changes• Senate Committee on the Ethics of Research Involving Human Subjects• Senate Committee on Honorary Degrees• Senate Committee on Instruction and Evaluation• Joint Senate Committee on Joint Master's Programs• Joint Senates Appeals Committee• Senate Committee on the Libraries• Senate Committee on Medical Qualifications• Senate Committee on Nominations• Senate Planning and Priorities Committee• Senate Committee on Rules and Procedures• Senate Committee on University Research |
|---|--|



Responsibilities of Senators

The Best Interests of the University as a Whole

- Governance is about trust – governors are entrusted to oversee and sustain the organization
- Governors must enter and make decisions that are best for the interests of the University and consistent with the mission and vision of the institution
- While our governing bodies comprise members from many areas, they are not constituent assemblies
- Governors at all levels must move from the “what’s in it for me or my area” questions to the “what’s good for the Faculty and University” questions
- The University’s guiding statements can help keep us focused in the right direction



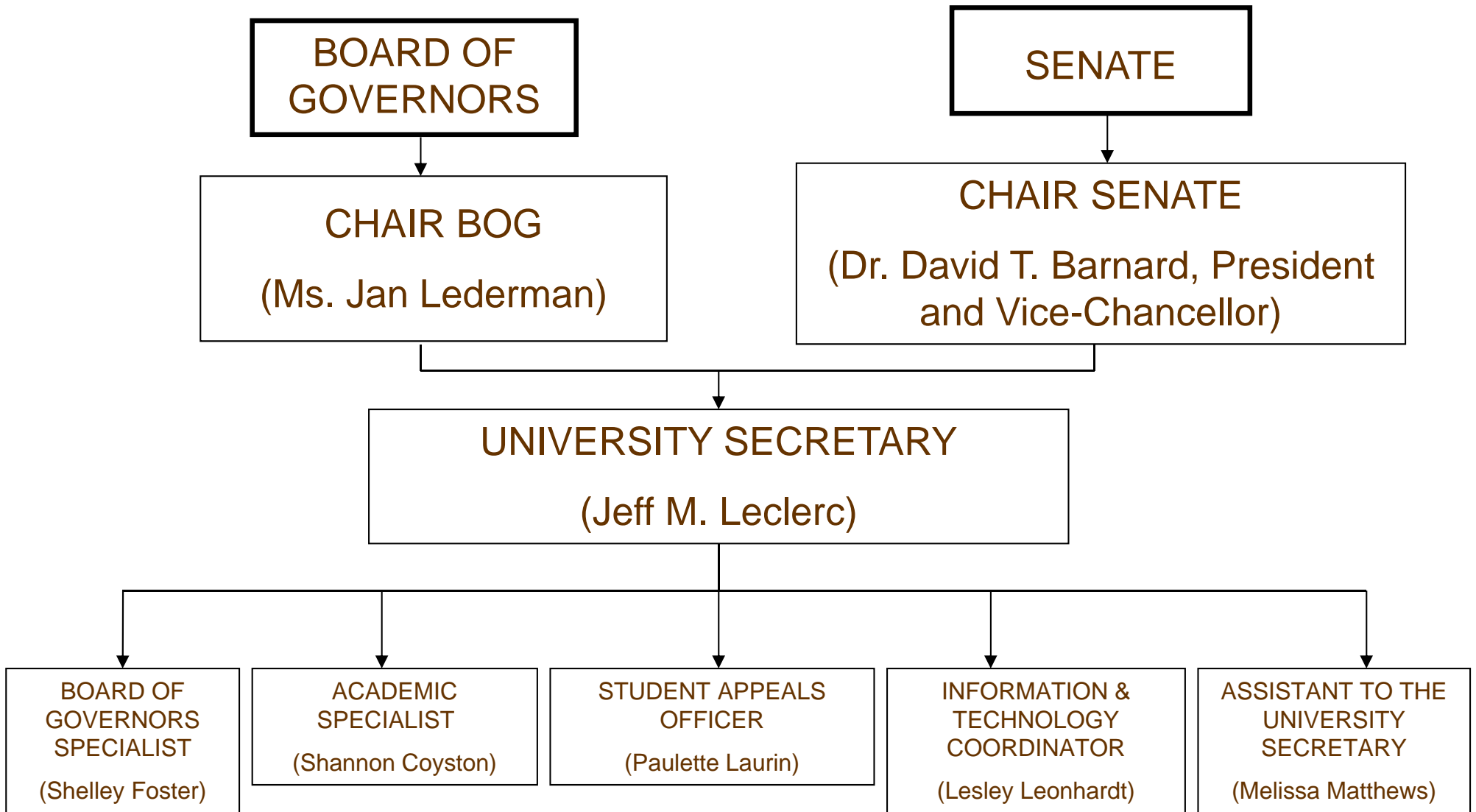
Responsibilities of Senators

- Attend Senate and Committee Meetings
- Participate in Senate Business
- Think Local – Think Global
- Respect Senate Decisions
- Maintain Confidentiality
- Questions can be directed to University Secretary
- Communication



Supporting University Governance

OFFICE ORGANIZATION OFFICE OF THE UNIVERSITY SECRETARY



SUPPORTING UNIVERSITY GOVERNANCE

The Office of the University Secretary

Room 312 Administration Building

Phone: 474-9593

<http://www.umanitoba.ca/governance>



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Questions?



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