

UNIVERSITY OF MANITOBA POLICY

Policy:	REPORTING OF ACTIONS OF SENATE TO FACULTIES AND SCHOOLS
Effective Date:	June 1, 1971
Revised Date:	November 1, 2013
Review Date:	November 1, 2023
Approving Body:	Senate
Authority:	
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	All Staff

Part I Reason for Policy

- 1.1 To set forth the manner in which the actions of Senate shall be reported.

Part II Policy Content

- 2.1 For matters entirely within the jurisdiction of Senate, faculties and schools shall be sufficiently advised of their disposition by the Senate minutes. Deans and Directors will be responsible for the distribution of information to the members of their faculty.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.

- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 All staff is responsible for complying with this Policy.

**Part IV
Authority to Approve Procedures**

- 4.1 The University Secretary may approve Procedures, if applicable, which are secondary to and comply with this Policy.

**Part V
Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is November 1, 2023.
- 5.2 In the interim, this Policy may be revised or repealed if:
 - (a) the University Secretary or the Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:
 - (a) comply with the revised Policy; or
 - (b) are in turn repealed.

**Part VI
Effect on Previous Statements**

- 6.1 This Policy supersedes all of the following:
 - (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (b) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

(a) none