



Date: December 16, 2022
To: Senate
From: Senate Committee on Agenda and Governance
Re: **2021/2022 Annual Report**

The Terms of Reference for the Senate Committee on Agenda and Governance define its scope and relationship with Senate and other Senate committees. Each winter term, the committee presents an annual report on its business and proceedings over the previous academic year.

The Senate Committee on Agenda and Governance met 12 times in 2021/22: August 17, 2021, August 19, 2021, September 17, 2021, October 22, 2021, November 19, 2021, December 17, 2021, January 21, 2022, February 18, 2022, March 18, 2022, March 21, 2022, April 22, 2022, and April 27, 2022.

To address issues regarding the Emergency Protocol for Senate Operations for the 2021/22 year, the committee met four times: July 21, 2021, July 28, 2021, December 13, 2021, and December 23, 2021.

The nominations sub-committee met seven times in 2021/22: September 17, 2021, October 22, 2021, November 19, 2021, December 17, 2021, February 18, 2022, March 18, 2022, and April 22, 2022.

At the September 17, 2021 meeting, the committee passed a motion that all meetings for 2021/2022, including meetings of the nominations sub-committee, be deemed closed and confidential.

During the year, the committee reviewed the draft Senate agenda and materials, made recommendations to Senate, initiated projects in areas of the committee's concern, and received proposals for input from other Senate committees and campus constituencies. Within these areas, the committee considered several issues due to the emergency and in the course of regular committee items.

Items pertaining to the emergency:

Extension of approval to waive medical documentation – 2021/2022 Winter Session – First Term, September 2021 – December 2021

At its July 21, 2021 meeting, the committee reviewed and approved, on behalf of Senate, an extension of the temporary waiver of medical documentation for all requests for academic concessions during the 2021/2022 Winter Session - First Term, September 2021 – December 2021.



Multi-section synchronous examinations – 2021/2022 Winter Session – First Term

At its July 21, 2021 meeting, the committee reviewed and approved, on behalf of Senate, that similar, timed, multi-section examinations during the first (fall) term of the 2021/2022 Winter Session are held online and synchronous online if desired by the instructor.

Guidelines for spring term 2022 courses during the COVID-19 pandemic

At its July 28, 2021 meeting, the committee reviewed and approved, on behalf of Senate, temporary course modality guidelines for the 2022 spring term.

Extension of grade submission deadlines for Winter Session, First Term 2021

At its December 13, 2021 meeting, the committee reviewed the decision made by the President, on behalf of Senate and in accordance with the Emergency Protocol for Senate Operations for academic decisions to be made within a 24-hour period, on the movement of final examinations to an online format for the 2021 first term of the Winter Session.

The committee further reviewed and approved, on behalf of Senate, the extension to the grade submission deadline for Winter Session, First Term 2021 from January 6, 2022 to January 10, 2022.

Revision to the start of the Second Term of the 2021/2022 Winter Session

At its December 23, 2021 meeting, the committee reviewed and approved, on behalf of Senate, a move from in-person to online classes for the second term of the 2021/2022 Winter Session from January 10, 2022 until January 21, 2022 with in-person courses to resume on January 24, 2022.

The committee also reviewed and approved, on behalf of Senate, the delegation to the Deans of the Faculties the authority to grant exceptions to the online class schedule for the second term of the 2021/2022 Winter Session between January 10, 2022 and January 21, 2022.

Issues pertaining to regular items for the committee:

Review of Draft Senate Agenda

At each of its meetings, the Senate Committee on Agenda and Governance assisted the Chair in preparing the Senate agenda and reviewed each of the items proposed for submission to Senate.

Senate Committee Evaluations

Every year, members of Senate committees are asked to evaluate their experience serving on their respective Senate committees. Results from the evaluation surveys were used to identify opportunities to improve members' experience and the committees' overall effectiveness.

At the September 2021 meeting, the committee reviewed the 2020/2021 evaluation results for each Senate committee.

Revisions to the Terms of References for the Senate Committees

At its September 2021 meeting, committee members reviewed and approved revisions to the terms of references for the Senate Committee on Academic Standards; the Senate Committee on Admission, Re-registration and Transfer Appeals; the Senate Committee on

Continuing Studies; the Senate Committee on Curriculum; the Senate Committee on Honorary Degrees and Other Forms of Recognition; and the Senate Committee on Learning and Teaching. Senate approved the revisions at its October meeting.

Revisions to the 10-Year Sessional Calendar

At its October and November 2021 meetings, the committee reviewed the 10-Year Sessional Calendar and the challenges regarding the fall term of the Winter Session. The committee referred the examination of the final examination period to the Senate Committee on Academic Standards.

Request to revise the Senate Rules and Procedures and Terms of Reference for the Senate Committee on Agenda and Governance

At its November and December 2021 meetings, the committee reviewed a request to revise the composition of the Senate Committee on Agenda and process of the Senate Rules and Procedures. The committee considered the issue and did not recommend approval of the revision at the January meeting of Senate. As an alternative, the committee committed to a review of the Emergency Protocol for Senate Operations once the pandemic emergency was lifted.

Request to Extend the Academic Drop Deadline

At its January 2022 meeting, the committee reviewed a request to revise the "Last day for withdrawing from full year and second term courses without penalty of failure" to move to a Monday at least seven (7) days after a format change. This proposal came to the February 2022 meeting of Senate.

Request that Senate form a Working Group to examine the University of Victoria information policy, technologies, infrastructure, and vulnerabilities

At its January 2022 meeting, the committee reviewed a request to form a Working Group to examine the university's information policy, technologies, infrastructure, and vulnerabilities. The committee determined that this matter was outside of Senate jurisdiction.

Request that Senate form a Working Group to develop a University of Victoria policy that provides a consistent stipend for student representatives on the most time-intensive University committees

At its January 2022 meeting, the committee reviewed a request to form a Working Group to develop a University of Victoria policy that provides a consistent stipend for student representatives on the most time-intensive University committees. The committee determined that this matter was outside of Senate jurisdiction.

Request to revise the Senate Rules and Procedures

At its February and March 2022 meetings, the committee reviewed a petition to revise the Senate Rules and Procedures for Senators to participate virtually in Senate and Senate Committee meetings until such time as the Government of British Columbia lifts all public health orders related to the COVID-19 pandemic. The committee considered the issue and did not recommend approval of the petition at the April 2022 meeting of Senate.

Request for a Special Meeting of Senate

At its March 2022 meeting, the committee reviewed a request for a special meeting of Senate to recommend that the Board of Governors reinstate the mask mandate until the end of the April 2022 exam period. A special meeting of Senate was held on March 21, 2022 to address this issue.

Request to Establish a Set of Statistics on the Costs of Textbooks

At its April 2022 meeting, the committee reviewed a request to establish a set of statistics on the costs of textbooks. The committee referred the request to the Senate Committee on Learning and Teaching in consultation with the Senate Committee on Libraries.

Request that Senate censure Dr. Kevin Hall in his capacity as Chair of Senate

In April 2022, the committee met twice to review a request to censure the Chair of Senate. The committee determined that this matter was outside of Senate jurisdiction.

2021/2022 and 2022/2023 Appointments to Senate Committees

At its September, October, November, December 2021, February 2022, March 2022 and April 2022 meetings, the nominations sub-committee discussed and approved nominations for vacancies on the Senate committees for 2021/2022 and 2022/2023. Senate approved these nominations at the October 2021, November 2021, December 2021, January 2022, March 2022, April 2022 and May 2020 Senate meetings respectively.

Respectfully submitted,

2022/2023 Senate Committee on Agenda and Governance

Kevin Hall (Chair), President and Vice-Chancellor *

Robin Hicks (Vice-Chair), Dean, Faculty of Graduate Studies *

Carrie Andersen, University Secretary

Chekwube Anyaegbunam, Student Senator *

Elizabeth Croft, Vice-President Academic and Provost

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Mauricio Garcia-Barrera, Faculty of Graduate Studies *

Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science

Carolyn Russell, Convocation Senator

Joseph Salem, Faculty of Fine Arts

Lara Wilson, Libraries *

Ada Saab (Secretary), Associate University Secretary *

Kathy MacDonald, (Recording Secretary), Senator Coordinator

2021/2022 Senate Committee on Agenda and Governance

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