

SIMON FRASER UNIVERSITY**Memorandum**

To: Senate
From: Senate Committee on Agenda and Rules
Date: October 24, 1995
Subject: Participation on Senate Committees

From time to time Chairs of Senate Committees have raised with the Secretary of Senate and the Senate Committee on Agenda and Rules their concern when a member of the committee fails to attend meetings on a regular basis. It is SCAR's opinion that membership on Senate committees is often established with representation from various campus constituencies to allow for wide consideration of issues as the committee conducts its business and, consequently, continued failure by individual committee members to attend meetings interferes with this objective.

The current Rules of Senate Committees do not address the replacement of committee members for this reason. It is the recommendation of SCAR that the following be included in the Rules of Senate Committees.

MOTION: "that Senate approve the following addition to the Rules of Senate Committees:

If, in the opinion of a committee chair, a member of the committee fails to attend meetings of that committee on a regular basis, the Chair should discuss his/her concern with the member. If there is no resolution through regular attendance, reasons that are acceptable in the short-term, or the resignation of the member, the Chair may submit, through the Secretary of Senate, a written request to SCAR that the member be removed and a replacement sought. SCAR will advise the member of the request and provide the member with the opportunity to respond. SCAR will decide on the action to be taken and so advise the chair and the member.* *Scar will report to Senate annually on such matters in summary form.*