

MEMORANDUM

To... SENATE

From... SENATE COMMITTEE ON AGENDA AND RULES

Subject... DELEGATION OF AUTHORITY TO SCUS -
REPORTING IN A SUMMARY FORM TO
SENATE, RATIFICATION BY BOARD

Date... NOVEMBER 21, 1978

Section 37 of the Universities Act stipulates as follows:

37. The academic governance of the university is vested in the Senate and it has power
- (f) to consider, approve, and recommend to the board the revision of courses of study, instruction and education in all faculties and departments of the university;
 - (i) to recommend to the board the establishment or discontinuance of any faculty, department, course of instruction,

Section 37 (b) gives authority to Senate to delegate such of its powers as it may from time to time determine.

Within these provisions Senate, at its meeting of January 9, 1978, amended and then approved the following motions of a proposal submitted by the Senate Committee on Undergraduate Studies. The Board later granted its approval.

"That Senate approve and recommend approval to the Board:

1. That the Senate Committee on Undergraduate Studies be authorized to conclude all matters dealing with proposed revision of an existing course unless such revision is undertaken in the context of a major program revision or entails the need for the allocation of additional resources;
2. That such actions be reported in a summary form to Senate at its next meeting and the Board for ratification;
3. Notwithstanding the authority granted to it, the Senate Committee on Undergraduate Studies retains the right to forward for consideration by Senate and the Board any matter which, in the judgment of the Committee or its Chairman, requires such consideration."

Motion 2 before change was "That such actions be reported in a summary form (at least once each semester) to Senate and the Board for ratification."

The intent of these proposals was to lessen by one the number of university level considerations given to minor curriculum revisions, specifically to the revision of an existing course. This minimal delegation of authority could save paper and reserve the time of Senators for consideration of weightier matters.

The agenda provided for the December meeting follows current agenda practice and rules and has three types of papers:- Those for information only; those for action shown by M; a mixture of for information and for action shown by M. On this occasion the level of support information is that which Senate has been receiving in the past, whether now provided only for information or for action. Specifically, then, less direct action will be required by Senate at the December meeting but the amount of data (and paper) provided Senate is relatively unchanged.

It is intended that for future meetings the agenda will be structured such that the "for action - M pieces" will appear in a group and the "for information pieces" will appear in a group after the action pieces. There will continue to be some papers that will be a mixture of information and action (for paper conservation). Instructions would be issued to departments and faculties indicating the need to separate "information" and "action" pieces where it is appropriate to do so.

It is further intended, with Senate concurrence, to now significantly reduce the paper material provided to Senators on "for information" items. It is proposed that for these items the agenda indicate only the departments (or programs) for which changes have been authorized by SCUS, and that the support information distributed be minimal - at most that contained, for example on the top covering memorandum this time for Geography Paper S.78-133 or DLLL Paper S.78-135, or Centre for the Arts Papers S.78-140 and S.78-141. This type of information likely would be consolidated in one simple summary paper for all items.

Copies of the additional support papers for these Senate information items as received and approved by SCUS would be available for view by any individual member of Senate who so desired immediately in advance of the Senate meeting, or in the Office of the Registrar in the week preceding the Senate meeting. They would be retained with master Senate files.

The introduction of these procedures would then achieve both reduction in Senate direct action and in the amount of material distributed to all Senators and departments.

Where there is provision of summary data to Senate "for information" indicating that SCUS has acted under its delegated authority it is intended that the SCUS action shall stand (subject to ratification by the Board where required). Senate, however, could undertake to issue instruction to SCUS not to repeat a certain action or actions.

MOTION: "That Senate endorse, and recommend acceptance by the Board of Governors for its ratification requirements, the proposed summary procedures for reporting actions taken by SCUS under its delegated authority, - to Senate for information, and the Board for ratification.