

## BY-LAWS IMPLEMENTATION PLAN – BY-LAW No. 2

Academic Council – Immediate Priority	Lead	Target Date	Status
<ul style="list-style-type: none"> <li>Discussion regarding establishment of a governance committee/working group of Academic Council (AC)</li> </ul>	Office of University Secretary & General Counsel (USGC)	Summer 2018	<b>COMPLETE - TERMS OF REFERENCE APPROVED JUNE 2018</b>
<ul style="list-style-type: none"> <li>Solicit nominations for Academic Council's Governance &amp; Nominations Committee (GNC)</li> </ul>	USGC	Summer 2018	<b>in progress – calls sent out Aug &amp; Sept</b>

Article	Actions Required	Lead	Target Date	Status
1.1(a)(ii)	<ul style="list-style-type: none"> <li>Develop procedure for selection of Vice-Chair for AC</li> </ul>	AC (GNC)	Summer 2018	<b>on hold</b>
1.1(a)(iii)	<ul style="list-style-type: none"> <li>Develop procedure for selecting temporary Chair for AC</li> </ul>	AC (GNC)	Summer 2018	<b>on hold</b>
1.1(a)(iv)	<ul style="list-style-type: none"> <li>Review of appointment process &amp; committee appointment procedures to be completed together with the review of AC committees' terms of reference</li> </ul>	AC (GNC)	Fall 2019	
2.3	<ul style="list-style-type: none"> <li>Increase in elected faculty &amp; student membership of Academic Council</li> <li>Include additional positions in 2018 Spring Election</li> </ul>	USGC	Spring 2018	<b>COMPLETE (held Spring &amp; Fall elections)</b>
2.4	<ul style="list-style-type: none"> <li>Review &amp; update Academic Council Election procedures</li> </ul>	USGC	Spring 2018	<b>on hold</b>
5.1	<ul style="list-style-type: none"> <li>Develop procedure for selecting Academic Council liaison with the Board</li> </ul>	AC	Summer 2018	<b>on hold</b>

**BY-LAWS IMPLEMENTATION PLAN - PARKING LOT**

Issue	Actions Required	Lead	Target Date
AC Committees	<ul style="list-style-type: none"> <li>Review Terms of Reference &amp; appointment procedures</li> </ul>	GNC	Fall 2019
Faculty Councils (FC)	<ul style="list-style-type: none"> <li>Review Terms of Reference</li> </ul>	GNC	Fall 2019
	<ul style="list-style-type: none"> <li>Review meeting processes</li> </ul>	GNC	Winter 2020
	<ul style="list-style-type: none"> <li>Review communication between FC &amp; AC</li> </ul>	GNC	Winter 2020
Outdated Academic Council Handbook	<ul style="list-style-type: none"> <li>Review &amp; update Academic Council Handbook</li> <li>Consider eliminating Academic Council Handbook &amp; replacing with Terms of Reference, Policies &amp; Procedures</li> </ul>	AC/GNC	Spring 2020