

## 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>COMPLETED &amp; ONGOING</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>IN PROGRESS - AC agreed upon process in Feb 2019 – drafting procedure on work plan 2019-2020</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>AC agreed that Vice-Chair should be temporary Chair &amp; separate temporary Chair selection process unnecessary</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	<b>ONGOING - CPRC &amp; Admissions &amp; Scholarships Committee COMPLETE; ACX, GSC &amp; GNC in progress &amp; on work plan 2019-2020</b>
Article	Actions Required	Lead	Target Date	Status
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 &amp; ONGOING (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 2020	<b>On work plan for 2019-2020</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>IN PROGRESS - AC agreed upon process in Feb 2019 – drafting procedure on work plan 2019-2020</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:               <ul style="list-style-type: none"> <li>○ ACX</li> <li>○ CPRC</li> <li>○ GSC</li> <li>○ Admissions &amp; Scholarship</li> <li>○ Academic Appeals</li> <li>○ Honorary Degrees</li> <li>○ Research Board</li> <li>○ GNC</li> </ul> </li> </ul>	GNC	<b>ONGOING -</b> <b>CPRC &amp;</b> <b>Admissions</b> <b>&amp;</b> <b>Scholarships</b> <b>Committee</b> <b>COMPLETE;</b> <b>ACX, GSC &amp;</b> <b>GNC,</b> <b>Research</b> <b>Board in</b> <b>progress &amp;</b> <b>on work</b> <b>plan 2019-</b> <b>2020</b>
Faculty Councils (FC)	<ul style="list-style-type: none"> <li>• Review Terms of Reference</li> </ul>	GNC	2020-2021
	<ul style="list-style-type: none"> <li>• Review meeting processes</li> </ul>	GNC	2020-2021
	<ul style="list-style-type: none"> <li>• Review communication between FC &amp; AC</li> </ul>	GNC	2020-2021
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	<b>IN</b> <b>PROGRESS</b> <b>2020-2021</b>