



ACADEMIC COUNCIL REPORT

SESSION:		ACTION REQUESTED:	
Public	<input checked="" type="checkbox"/>	Decision	<input checked="" type="checkbox"/>
Non-Public	<input type="checkbox"/>	Consultation	<input type="checkbox"/>
		Information	<input type="checkbox"/>

TO: Academic Council

DATE: January 28, 2020

FROM: Governance & Nominations Committee

SUBJECT: Terms of Reference Review – Governance & Nominations Committee (GNC)

COMMITTEE MANDATE:

Section 1(a) of the GNC Terms of Reference (ToR) lists one of the responsibilities of the committee as advising Academic Council on the establishment, terms of reference, composition, membership and retirement of its committees, including its own.

In accordance with the By-law No. 2 Implementation Plan presented to Academic Council in October 2018, the GNC has started reviewing the terms of reference and appointment procedures for the standing committees of Academic Council.

The GNC is seeking Academic Council’s recommendation of the updated GNC ToR for approval by the Board of Governors.

BACKGROUND/CONTEXT:

The proposed amendments to the GNC ToR were initially presented to the committee for discussion in May 2019. The draft amendments to the GNC ToR were presented to Academic Council for consultation on September 24 and no comments were provided.

Below is a summary of the proposed changes:

Membership:

- Taking into consideration the challenges experienced filling the Faculty specific roles on the GNC, the seven Teaching Staff positions have been changed so they

are not Faculty specific and Faculty representation should be one of the factors considered by the GNC when recommending appointments to the committee.

Nominations

- When originally drafted, the nominations section referred to the Academic Council Executive Committee (ACX) because nominations formed part of ACX's mandate.
- Now that the GNC is established and meeting regularly, the section has been updated to refer to the Governance & Nominations Committee as the committee responsible for nominations.

NEXT STEPS:

1. Based on Academic Council's recommendation, the updated GNC Terms of Reference will be presented to the Board of Governors for approval on February 27, 2020.
-

MOTION for CONSIDERATION:

That pursuant to the recommendation of the Governance and Nominations Committee (GNC), Academic Council hereby recommends the updated GNC Terms of Reference, as presented, to the Board of Governors for approval.

SUPPORTING REFERENCE MATERIALS:

- blacklined & clean GNC Terms of Reference

ACADEMIC COUNCIL Governance & Nominations Committee

1. TERMS OF REFERENCE

The Governance & Nominations Committee (“Committee”) is a standing committee of the university’s Academic Council and is responsible for providing advice to Academic Council on its governance structure and processes, the nomination and election of new members, and Academic Council performance.

Specifically, the Committee will have the following responsibilities:

(a) Governance

- Advise Academic Council on operations, efficient and effective structures supporting good governance, and Academic Council’s relationship with other bodies at the university as established in the university’s *Act* and *By-Laws*;
- Advise Academic Council on the establishment, terms of reference, composition, membership and retirement of its committees, including its own;
- Propose, oversee, and periodically review the governance policies of Academic Council and its committees and make recommendations to Academic Council for development and revision when appropriate;
- Establish, oversee, and periodically review the governance procedures, guidelines, and directives of Academic Council and revise when appropriate;
- Develop, implement and monitor procedures for assessing and/or improving the effectiveness of Academic Council and its committees; and
- Oversee the delivery of programs for the orientation and ongoing education of members of Academic Council and its committees on good governance practices.

(b) Nominations

- Review and monitor the membership needs of Academic Council and its committees;
- Oversee the process of recruitment, selection, and election of new members of Academic Council and its committees and recommend appointments for approval by Academic Council in accordance with the university’s *Act* and *By-laws*. In doing so, the Committee shall strive to achieve a balance of skills, expertise, and

knowledge among its membership, while reflecting the demographic and cultural diversity of the communities served by the university; and

- Oversee the nomination and selection of Academic Council's Vice-Chair from among the members of Academic Council.

2. MEETINGS

The Committee shall meet between six (6) and eight (8) times per year, or otherwise at the Committee's discretion. In accordance with the university's Act and By-laws, the Committee shall conduct two types of meetings as part of its regular administration: Public and Non-Public.

3. MEMBERSHIP

The Committee shall be composed of:

- Seven (7) elected Teaching Staff members of Academic Council
- One (1) Dean
- One (1) student member from Academic Council

Ex-officio

- President & Vice-Chancellor (Chair)
- Provost & Vice-President, Academic
- Staff member of Academic Council (since there is only 1)
- Secretary of Academic Council (non-voting)

4. NOMINATION

Members will be nominated through expressions of interest from Academic Council members. When nominating candidates, the Governance & Nominations Committee should ensure the Committee members represent the diverse perspectives of the different constituencies within the university community, including a balanced representation of tenured/tenure-track faculty and teaching faculty.

5. QUORUM

Quorum requires that a majority of the Committee members entitled to vote be present.

ACADEMIC COUNCIL Governance & Nominations Committee

1. TERMS OF REFERENCE

The Governance & Nominations Committee (“Committee”) is a standing committee of the [UOIT-university’s](#) Academic Council and is responsible for providing advice to Academic Council on its governance structure and processes, the nomination and election of new members, and Academic Council performance.

Specifically, the Committee will have the following responsibilities:

(a) Governance

- Advise Academic Council on operations, efficient and effective structures supporting good governance, and Academic Council’s relationship with other bodies at the university as established in the [UOIT-university’s](#) Act and By-Laws;
- Advise Academic Council on the establishment, terms of reference, composition, membership and retirement of its committees, including its own;
- Propose, oversee, and periodically review the governance policies of Academic Council and its committees and make recommendations to Academic Council for development and revision when appropriate;
- Establish, oversee, and periodically review the governance procedures, guidelines, and directives of Academic Council and revise when appropriate;
- Develop, implement and monitor procedures for assessing and/or improving the effectiveness of Academic Council and its committees; and
- Oversee the delivery of programs for the orientation and ongoing education of members of Academic Council and its committees on good governance practices.

(b) Nominations

- Review and monitor the membership needs of Academic Council and its committees;
- Oversee the process of recruitment, selection, and election of new members of Academic Council and its committees and recommend appointments for approval by Academic Council in accordance with the [UOIT-university’s](#) Act and By-laws. In doing so, the Committee shall strive to achieve a balance of skills, expertise,

and knowledge among its membership, while reflecting the demographic and cultural diversity of the communities served by the university; and

- Oversee the nomination and selection of Academic Council's Vice-Chair from among the members of Academic Council.

2. MEETINGS

The Committee shall meet between six (6) and eight (8) times per year, or otherwise at the Committee's discretion. In accordance with the UOIT-university's Act and By-laws, the Committee shall conduct two types of meetings as part of its regular administration: Public and Non-Public.

3. MEMBERSHIP

The Committee shall be composed of:

- ~~One~~Seven (47) elected Teaching Staff members of Academic Council~~Academic Council member, being a Teaching Faculty member or Tenured/Tenure Track member, from each Faculty~~
- One (1) Dean
- One (1) student member from Academic Council

Ex-officio

- President & Vice-Chancellor (Chair)
- Provost & Vice-President, Academic
- Staff member of Academic Council (since there is only 1)
- Secretary of Academic Council (non-voting)

4. NOMINATION

~~The Academic Council Executive Committee will nominate m~~Members will be nominated through expressions of interest from Academic Council members. When nominating candidates, the ~~Academic Council Executive~~Governance & Nominations Committee should ensure the Committee members represent the diverse perspectives of the different constituencies within the UOIT-university community, including a balanced representation of tenured/tenure-track faculty and teaching faculty.

5. QUORUM

Quorum requires that a majority of the Committee members entitled to vote be present.