

Suggested structure for Faculty governance

Under the University Act, Faculties have the following powers and duties:

- “(a) to make rules governing its proceedings, including the determining of the quorum necessary for the transaction of business;
- (b) to provide for student representation in the meetings and proceedings of the faculty;
- (c) subject to this Act and to the approval of the senate, to make rules for the governance, direction and management of the faculty and its affairs and business;
- (d) to determine, subject to the approval of the senate, the courses of instruction in the faculty;
- (e) subject to an order of the president to the contrary, to prohibit lecturing and teaching in the faculty by persons other than appointed members of the teaching staff of the faculty and persons authorized by the faculty, and to prevent lecturing or teaching so prohibited;
- (f) subject to the approval of the senate, to appoint for the examinations in each faculty examiners, who, subject to an appeal to the senate, must conduct examinations and determine the results;
- (g) to deal with and, subject to an appeal to the senate, to decide on all applications and memorials by students and others in connection with their respective faculties;
- (h) generally, to deal with all matters assigned to it by the board or the senate.”

This suggested structure sets out guidelines for Faculties to carry out the above duties, making use of structures and processes that currently exist.

1. Under the legislation, Faculties are chaired by their deans. Each Faculty shall elect a vice-chair to conduct meetings of the Faculty in the absence of the Dean.
2. Faculties shall meet a minimum of two times per year, at the call of the Chair.
3. All members of the Faculty have voting rights at Faculty meetings.
4. There shall be a minimum of two students identified to participate in Faculty meetings with speaking and voting rights. Each Faculty shall work with its students to establish clear procedures for the selection of student representatives with the goal of fair and proportional representation. Students may be selected by faculty members in the absence of nominations from students in the Faculty.

5. All Faculty members and student representatives shall receive notice of meeting in advance of the meeting.
6. Quorum for Faculty meetings shall determined by each Faculty.
7. Faculties may delegate duties to Standing and Ad Hoc committees. It is suggested that:
 - a. The Dean's Advisory Committee continue its role in functional area administration
 - b. The Dean's Advisory Committee continue its role in curriculum review.
 - c. Each Faculty establish one or more Academic Planning Committees to advise the Faculty on broad program directions.