

Academic Council Meeting
Friday, August 5th, 2022; 1:00 pm PDT
In person and via Microsoft Teams

MINUTES

Attendees:

Sheldon Levy (UCW President and AC Chair)

Maureen Mancuso (Vice-President Academic)

Stephanie Chu (Executive Dean)

Gelareh Farhadian, Michele Vincenti, George Drazenovic, Larry Earnhart (Chairs)

Nam Le, Salvador Trevino, Eli Sopow, (Faculty Representatives)

Adrian Mitescu (University Librarian and Interim Secretary)

Henrique Gea (Registrar)

Catherine Vertesi (UCW Board of Governors Representative)

Anne Janousek (Staff Representative)

Regrets:

Cassie Savoie (Director, Academic Operations & Support Services)

Mehdi Akhgari (Faculty Representative)

Penny Farley (Faculty Representative)

Sitora Azimova (Chief Administrative Officer)

Guests:

Harpreet Ahluwalia (Project Manager, Transfer & Institutional Partnerships)

Christine Chan (Director of Student Affairs & Services)

Amy Hua (Director, Scheduling & Curriculum)

Heidi Rolfe (Compliance Officer)

Polina Skiba (Academic Council Coordinator)

Alexander Sakharov, Jason Walker (Faculty Representatives)

Acknowledgment

We acknowledge that the territories on which UCW and its campuses are situated are the traditional, ancestral and unceded territories of the xʷməθkʷəṅəm (Musqueam), Skwxwú7mesh (Squamish) and Selilwítlh (Tsleil-Waututh) Nations. We thank them for having cared for this land since time immemorial, honour their graciousness to the students who seek knowledge here, and iterate our dedication to valuing the ongoing contributions of Indigenous peoples and communities.

The meeting was called to order at 1:01 pm PDT.

1. Welcome

S. Levy/ M. Mancuso

M. Mancuso and S. Levy also welcomed attendees and thanked everyone for joining the Academic Council meeting. S. Levy emphasized the importance of the Academic Council and its evolution through the Bylaws, as well as its role in the bicameral governance structure of UCW. S. Levy also mentioned the significance of the President's function to work with both parts of the governance structure, and to ensure that the Board and Academic Council are aligned. One of the changes to be considered in the meeting was whether to approve the name change from Academic Council to Senate.

2. Approval of Agenda (document distributed)

M. Mancuso

Motion: To approve the agenda as presented

Moved: G. Farhadian **Seconded:** L. Earnhart

Motion carried unanimously

3. Old Business

S. Levy

- a. The Academic Council Evolution

New: Introductory Comments regarding context and role of the Academic Council

Second reading of the updated Bylaws and Motion to approve the updated Bylaws of the UCW Academic Council

H. Rolfe/A. Mitescu

A. Mitescu had a brief introduction of new implementation and differences between 2016 and 2022. The meaning of the colors on the annotated version of the 2022 Bylaws was also described to clarify differences.

Second reading of the amended Bylaws

- I. Article III Power of the Senate

Amendments that were suggested to be applied in Article III of the Bylaws 2022.

Editorial change: M. Mancuso proposed to change the term "policy" in 3.1.7 and 3.1.8 to "guidelines".

Motion: To revise section 3.1.3 to replace “Programs” with “Program and Courses” and remove section 3.1.10 (as it is redundant)

Moved: L. Earnhart **Seconded:** H. Gea

Motion carried unanimously

Motion: To adjust the definition of “Program” in section 2.1.11 and revise section 3.2.2 to only refer to undergraduate and graduate programs leading to a degree

Moved: A. Mitescu **Seconded:** S. Chu

Motion carried unanimously

b. Article IV: Membership, composition & officers of the Senate

Editorial change: M. Mancuso indicated that in the 4.2.1.2 section, the definition should be adjusted to the University Vice-President of Academic

Motion: To revise section 4.2.2.1. to include twelve (12) Faculty, with at least one representative from each degree Program, including **full-time** and **half-time** appointments.

Moved: L. Earnhart **Seconded:** E. Sopow

Motion carried unanimously

Discussion: C. Chan proposed to either revise section 4.2.3.1 or the definitions of “Faculty Member” or “Staff Member” in Article II; no changes made.

c. Article V: Terms and Vacancies

Editorial change: S. Chu proposed to add to the definition in section 5.1. a reference to **elected** Senate members.

d. Article VI: Duties of Members and Officers of the Senate

Discussion: M. Mancuso proposed to add section 6.5.7 stating that each Senate Member must “prepare for meetings of the Senate and its Committees by considering the provided materials and participating in the debates and deliberations of the Senate and its Committees.”

Motion: To add an additional 6.5.7 section in Article VI of the Bylaws 2022

Moved: G. Farhadian **Seconded:** L. Earnhart

Motion carried unanimously

e. Article VII: Conflict of Interest

Discussion: M. Maureen proposed to remove section 7 completely from the Bylaws, however, it was left under advisement to have the reconstituted Governance and Policies Committee consider Article VII in light of the forthcoming amendments to the University's Conflicts of Interest Policy

f. Article VIII: Rules and Procedures

Editorial change: After the 8.10.7 section, M. Maureen and S. Levy proposed to add a "Question Period" to the order of agenda items for regular open meetings.

Editorial change: M. Mancuso suggested adding a new section, which will be 8.16, clarifying that **"The Secretariat will record attendance at meetings of the Senate and its Committees in the minutes."**

Editorial change: J. Walker suggested revising section 8.22 to ensure that Senate meetings must be held regularly. It was decided to revise section 8.22 to "A regular meeting may be canceled by the Chair on the recommendation of the Secretary **if there is neither urgent nor sufficient business to justify holding a meeting, but no more than one (1) regular meeting may be canceled."**

Discussion: E. Sopow and J. Walker recommended adding a representative from the University's Marketing and Communications department as a non-voting permanent guest in section 8.46.8, with speaking rights, at Senate meetings; this will be followed up by the Secretary.

Discussion: J. Walker and S. Levy suggested revising the definition of the 8.40 section that no person, including the members of the Senate or Media, is allowed to use a camera or any other recording device during the meeting, except at the discretion of the Chair. No change was made as the matter is addressed in 8.38.

Editorial change: M. Mancuso proposed to remove **"and must not be recorded by Members, guests, members of the University community, or members of the public"** from the 8.41 section due to there should not be any guests or members on the closed meeting.

Motion: To extend the Academic Council Meeting for 30 minutes

Moved: L. Earnhart **Seconded** H. Gea

Motion carried unanimously

g. **Appendix A: Rules to Govern Elections to the Senate**

Motion: To approve these rules as outlined in Appendix A



Moved: *L. Earnhart* **Seconded** *E. Sopow*

Motion carried unanimously

h. Overall Decision

Motion: Academic Council asked the Board to join with Academic Council to support the change of name to Senate. The Academic Council wishes the change to be approved by both bodies.

Moved: *L. Earnhart* **Seconded** *E. Sopow*

Motion carried unanimously

Motion: To approve the updated Bylaws of the UCW Academic Council – should the name be changed or be approved as recommended by Council that will go to the Board for their input and discussion.

Moved: *E. Sopow* **Seconded:** *S. Chu*

Motion carried unanimously

5. Adjournment

M. Mancuso

Meeting adjourned at 2:43 pm.

