UNIVERSITY OF REGINA SENATE
Friday, 14 October 2011 at 1:00 p.m.
Board Room, Fifth Floor, Administration/Humanities Building
University of Regina

AGENDA

Introductions

1. Approval of the Agenda

2. Approval of the Minutes of 8 June 2011 - *circulated with the agenda*

3. Business Arising from the Minutes

4. Optional Reports
   4.1 Chancellor
   4.2 President
   4.3 University Secretary
      4.3.1 Fall 2011 In-progress Report of Registrations and Graduation - For Information, Appendix I, pp. 1-2
      4.3.2 2012 Senate Election – For Information, Appendix II, p. 3

5. Reports from Senate Committees
   5.1 Joint Committee on Ceremonies
      5.1.1 Hood for Bachelor of Sport and Recreation Studies – For Information, Appendix III, p. 4
   5.2 Senate Bylaws Committee
      Membership and Elections Committee
      5.2.1 Senate Bylaws – Revision – Fall 2011 - For Approval, Appendix IV, pp. 5-60
   5.3 Senate Appeals Committee
      5.3.1 Senate Appeals Committee Report – For Information, Appendix V, p. 61

6. Items for Approval/Information from Executive of Council, Appendix VI, pp. 62-66

7. Briefs, Submissions or Recommendations from Elected or Appointed Senate Members

8. Academic and Administrative Reports
   8.1 Presentation on the “Academic Program Review” - Dr. Thomas Chase, Provost and Vice-President (Academic) and Dr. Luigi Benedicenti, Associate Vice-President (Academic)

9. Other Business
   9.1 Next Meeting of Senate – 1:30 p.m., Saturday, 4 February 2012.

10. Adjournment

Annette Revet
University Secretary
Subject: Fall 2011 In-progress Report of Registrations and Graduation

Background and Description:

The following is a summary status report of the in-progress Fall 2011 term as compared to Fall 2010 for preliminary count registrations. Also included is data comparing Spring 2011 Graduates by Faculty or Centre to the Graduates of Spring 2009 and 2010.

N. B. It is not correct to interpret these numbers as “final” for Fall 2011. This report is for purposes of information and trend identification of in-progress data to the Senate membership.

1. Undergraduate Registrations: Fall 2011

- Snapshot dates for comparisons are September 19, 2011 versus September 20, 2010
- Current undergraduate registration in the University, including its federated colleges, is 11,404 students. This is 6% more than the number registered in early Fall 2010
- Undergraduate registrations for the University of Regina proper are up 9.1%. This increase is in part due to 354 new Nursing students, but when Nursing numbers are removed, University of Regina proper undergraduate headcount is still showing a very healthy 5% increase over Fall 2010
- This increase, coupled with an increased average credit load, yields an increase of more than 11% in Full Load Equivalent undergraduate students
- Fall 2011 Undergraduate headcounts: FT 9325 PT 2079
- Students are taking an average of 11.1 credits or 3.7 courses in Fall 2011, an increase over Fall 2010
- This increase in Average Credit Load is a result of the growth in FT students versus PT students from 2010 levels

2. Graduate Registrations: Fall 2011

- Snapshot dates for comparisons are September 19, 2011 versus September 20, 2010
- Current Graduate registration at the University of Regina is 1572 students. This is 2.8% more than were registered in early Fall 2010
- Full-time Graduate students: 48% Part-time Graduate students: 52%
- Ph.D. enrolments are up from 226 to 242
- International Students on a study permit are up from 293 to 375

<table>
<thead>
<tr>
<th>Registrations (preliminary September counts)</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heacounds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate</td>
<td>10511</td>
<td>10755</td>
<td>11404</td>
</tr>
<tr>
<td>Graduate</td>
<td>1436</td>
<td>1529</td>
<td>1572</td>
</tr>
<tr>
<td>Total</td>
<td>11947</td>
<td>12284</td>
<td>12976</td>
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</tbody>
</table>
Undergraduate Credit Hours

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Load Equivalents (UG only)</td>
<td>7575.9</td>
<td>7775.4</td>
<td>8412.6</td>
</tr>
<tr>
<td>Average Credit Load (UG only)</td>
<td>10.81</td>
<td>10.84</td>
<td>11.1</td>
</tr>
</tbody>
</table>

Note: This table represents only preliminary fall registration in credit courses.

3. Graduation and Convocation: Cycle ending Spring 2011

- During the cycle ending spring 2011, the University graduated 1714 students. This remains stable overall, when compared to the corresponding period last year.
- Credentials awarded: 233 Graduate (Master’s Certificates, Masters degrees, and PhDs)
  1481 Undergraduate (Bachelors degrees, certificates, and diplomas)

<table>
<thead>
<tr>
<th>Graduates by Faculty or Centre</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts</td>
<td>358</td>
<td>398</td>
<td>358</td>
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<tr>
<td>Business Administration</td>
<td>244</td>
<td>269</td>
<td>264</td>
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<tr>
<td>Continuing Education</td>
<td>91</td>
<td>93</td>
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<tr>
<td>Education</td>
<td>243</td>
<td>284</td>
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<tr>
<td>Engineering</td>
<td>88</td>
<td>93</td>
<td>106</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>61</td>
<td>62</td>
<td>60</td>
</tr>
<tr>
<td>Kinesiology and Health Studies</td>
<td>76</td>
<td>45</td>
<td>40</td>
</tr>
<tr>
<td>Science</td>
<td>120</td>
<td>116</td>
<td>106</td>
</tr>
<tr>
<td>Social Work</td>
<td>181</td>
<td>147</td>
<td>159</td>
</tr>
<tr>
<td>Total from Undergraduate Studies</td>
<td>1462</td>
<td>1507</td>
<td>1481</td>
</tr>
<tr>
<td>Total from Graduate Studies</td>
<td>205</td>
<td>205</td>
<td>233</td>
</tr>
<tr>
<td><strong>University total</strong></td>
<td><strong>1667</strong></td>
<td><strong>1712</strong></td>
<td><strong>1714</strong></td>
</tr>
</tbody>
</table>

September 22, 2011

Submitted by the Office of the Associate Vice-President (Student Affairs)
UNIVERSITY OF REGINA
Senate

Item for Information

Subject: 2012 Senate Election

Background and Description:

2012 is the transition year for the Senate district representative election due to the legislated changes to The University of Regina Act.

Nominations will be called in the normal manner in fall 2011 through the Degrees magazine. The 2012 Senate election dates will be posted to the University of Regina website in mid-December, pursuant to approval of the revised Senate Bylaws by the Board of Governors on December 7th, 2011.

Nominations will be called for the following:

- District 4 (Swift Current – Gravelbourg)
  Incumbent is not eligible for re-election

- District 5 (Maple Creek – Rosetown – Lloydminster)
  Currently Vacant

- District 6 (Melville - Yorkton – Hudson Bay)
  Currently Vacant.

- District 10 (Moose Jaw)
  Incumbent is not eligible for re-election

For more information, or to access nomination forms, visit our website at www.uregina.ca/presoff/senate/elections.htm or call the University Secretariat at 306-585-4436. Please consider nominating alumni that you may know in these districts.

September 26, 2011
1. ITEM FOR INFORMATION

1.1 Hood for Bachelor of Sport and Recreation Studies

The hood for the Master of Public Policy has been approved as gold outside trim and inside trim and navy blue outside border with silver cord.

Rationale: The design is similar to that for the Bachelor of Kinesiology, which keeps the look consistent within the Faculty of Kinesiology and Health Studies. The trim has been changed to gold to distinguish this degree from the BKin. This would be consistent with other North American institutions with programs in this field of study.

Prepared by:
Bev Liski, Associate Registrar, Academic Policy Services and Ceremonies
Registrar’s Office

On behalf of:
Vianne Timmons, President and Chair

September 9, 2011
UNIVERSITY OF REGINA
Senate

Item for Decision

Subject: Senate Bylaws – Revision – Fall 2011

Recommendation:

That Senate approves the revised Senate Bylaws updated to reflect the legislated changes to The University of Regina Act (2011) which were passed in Spring 2011, as well as several housekeeping changes, and recommends these for final approval by the University of Regina Board of Governors at its next meeting.

Background and Description:

At the Spring 2011 session of the legislature, a subset of the revisions that had been approved by the governing bodies of the University of Regina to The University of Regina Act, were passed by the Province of Saskatchewan. Bill 159 (Attachment A) summarizes the changes to The University of Regina Act that were approved.

As a result of these legislated changes, the Senate Bylaws need to be revised (Attachment B) and approved by Senate and the Board of Governors in order to enable these changes. The University Secretariat drafted the revised bylaws in order that they now align with the legislated changes and also included minor housekeeping and layout changes in this revision. These revisions were verified by both the Membership and Elections Committee and the Senate Bylaws Revisions Committee at a joint meeting of these Committees held on September 23, 2011. A summary of the changes made to the existing bylaws are as follows:

1. Incorporate changes approved due to The University of Regina Act (2011) revision
   - Election of the Chancellor, including that Senate is responsible to elect the Chancellor
   - Vacancy in the office of the Chancellor
   - Election of District Representatives, including that only members of Convocation residing in a District can vote for a District Representative
   - District Representative Vacancy – one year appointments
   - Student Senator terms – effective May 1
   - Added responsibility to terms of reference of the Executive Committee in the event of a Vacancy in the Office of the Chancellor
   - Added responsibility to terms of reference of the Nominations Committee if one year appointments are required for District Representatives

2. Address gaps and/or housekeeping changes identified since the last edition of the Bylaws
   - Addition of the Faculty of Nursing to the bylaws
   - Addition of SIAST as an Affiliated College
   - Updating and incorporating changes that have been approved to various faculty structures
   - Addition of a section entitled “Definitions”, as well as a “Table of Contents”
• Modification of the layout to ensure that all matters related to “membership” are in one section and all matters related to “elections” are in another section
• Changes in names, titles, and minor changes to the language in the bylaws in order to update to current terminology and/or align with *The University of Regina Act*

**Implications:**

**Strategy:** B4 – Increase our administrative efficiency and enhance productivity.

**Financial:** Not applicable as these changes are required to enable the legislated changes to *The University of Regina Act*; however, it is noted that the changes will result in cost savings in the manner in which elections are run for the Senate.

**Policy/Legal:** These changes are required to enable the legislated changes to *The University of Regina Act*.

**Communications:** Once approved by the Board of Governors, the bylaws will be published in final form on the University Senate website. Senators will be advised by email notification once the bylaws are approved.

**Other:** None

**Alternatives:**

Changes to the bylaws can be suggested; however, these must align with the legislated changes of *The University of Regina Act (2011).*

September 23, 2011
BILL

No. 159

An Act to amend The University of Regina Act

(Asent to )

HER MAJESTY, by and with the advice and consent of the Legislative Assembly of Saskatchewan, enacts as follows:

Short title
1 This Act may be cited as The University of Regina Amendment Act, 2010.

R.S.S. 1978, c.U.5 amended
2 The University of Regina Act is amended in the manner set forth in this Act.

Section 9 repealed
3 Section 9 is repealed.

Section 13 amended
4 Section 13 is amended by striking out “twenty-five” and substituting “50”.

New sections 19 to 19.2
5 Section 19 is repealed and the following substituted:

“Chancellor
19 The office of chancellor is continued.

“Duties of chancellor
19.1 The chancellor shall:
(a) preside at all meetings of convocation and the senate; and
(b) confer degrees.

“Election of chancellor
19.2(1) The senate shall elect the chancellor in accordance with this Act and the bylaws of the senate.

(2) Any member of convocation may submit a nomination for chancellor during the call for nominations.

(3) Only persons who have been members of convocation for at least 10 years before nomination are eligible to be elected as chancellor.

(4) If only one person is duly nominated for the office of chancellor, the secretary shall declare that person to be elected by the senate as chancellor.

(5) The chancellor holds office for a term of three years and until his or her successor is elected.

(6) The chancellor may be elected to serve office for a second term, but no person may serve more than two consecutive terms as chancellor"
Section 20 amended

6 Section 20 is amended:

(a) by renumbering it as subsection 20(1); and
(b) by adding the following subsection after subsection (1):

"(2) If the chancellor is absent or is incapable of acting for any reason or if the office of the chancellor is vacant, the vice-chancellor may exercise the powers and shall perform the duties of the chancellor".

New sections 21 and 22

7 Sections 21 and 22 are repealed and the following substituted:

"Vacancy in office

21(1) The office of chancellor becomes vacant if the person serving as chancellor:

(a) dies;
(b) resigns;
(c) ceases to be a resident of Saskatchewan; or
(d) is incapable of acting for any reason.

(2) A declaration by the senate of a vacancy in the office of chancellor that is entered in the senate's minutes is conclusive evidence of the vacancy.

"Appointment of new chancellor on vacancy

22 Notwithstanding section 19.2, if the office of chancellor becomes vacant in accordance with section 21, the senate shall appoint a new chancellor in accordance with its bylaws for the unexpired portion of the term".

Section 23 repealed

8 Section 23 is repealed.

Section 27 amended

9(1) Subsection 27(1) is amended:

(a) in clause (a):

(i) by striking out "Deputy Minister of Education, the chairman of the educational council" and substituting "deputy minister of the ministry over which the minister presides, the chair of the educational council"; and

(ii) by adding "or schools" after "faculties"; and

(b) in clause (c) by striking out "Minister of Education" and substituting "minister."

(2) Subsection 27(2) is amended by striking out "and for the method of their selection".
NEW SECTION 28

10 Section 28 is repealed and the following substituted:

"Power to establish districts"

28 For the purpose of the election of the members of the senate mentioned in clause 27(1)(b), the senate may, by bylaw:

(a) establish districts and the boundaries of each district;
(b) amend the boundaries of the districts established pursuant to clause (a);
(c) prescribe the number of persons resident within a district who are to be elected as members of the senate from that district; and
(d) provide for all necessary details in connection with the election of members of the senate, not otherwise provided for by this Act”.

NEW SECTIONS 29 TO 32

11 Sections 29 to 32 are repealed and the following substituted:

"Nominations and elections"

29(1) Every member of convocation, regardless of his or her place of residence, may nominate a member of convocation for election as a member of the senate in accordance with this Act and any bylaws.

(2) Only the members of convocation residing in a particular district are eligible to vote for the member of the senate to represent that district.

(3) Subject to subsection (4), if the number of persons duly nominated for election as members of the senate to represent convocation is equal to the number of members to be elected by convocation pursuant to clause 27(1)(b), the secretary shall declare those persons to be elected as members of the senate.

(4) If the senate establishes districts for the purpose of the election of the members of the senate mentioned in clause 27(1)(b) and if the number of persons duly nominated for election from a particular district is the same as the number of persons required to be elected to the senate from that district, the secretary shall declare those persons to be elected as members of the senate.

(5) If no person is duly nominated for the office of member of the senate from a district, the senate may appoint a person pursuant to its bylaws as the member of the senate from that district for a term of one year.

"Term of office"

30(1) The members of the senate elected by convocation or appointed pursuant to subsection 27(2) shall hold office for a term of three years, and shall be eligible for a second term, but after two such terms of service shall not be eligible for election or appointment to the senate until after the expiration of one year from the date of termination of the second term.

(2) The members of the senate elected pursuant to clause 27(1)(d) shall hold office from May 1 of the year in which they are elected to April 30 of the following year and are eligible to serve for a second term.
“Vacancy in office

31(1) The office of a member of the senate becomes vacant if the member:

(a) dies;
(b) resigns;
(c) is incapable of acting for any reason; or
(d) in the case of an elected member mentioned in clause 27(1)(b),
    ceases to reside in the district the member was elected to represent.

(2) A declaration by the senate of a vacancy in the office of a member that is
    entered in the senate’s minutes is conclusive evidence of the vacancy.

“Vacancies, how filled

32(1) Subject to subsection (3), if a vacancy occurs among the elected
    members of the senate from any cause other than the passage of time, the
    vacancy shall be filled by the members of convocation at the time of the next
    election of members of the senate, and every person so elected shall hold
    office for a term of three years.

(2) If a vacancy occurs among members of the senate who are the
    representatives of professional societies or other groups or organizations, the
    relevant professional society, group or organization shall immediately fill the
    vacancy by appointing another representative to the senate, and the member
    so appointed shall hold office for a term of three years.

(3) If a vacancy occurs among the members of the senate who are elected
    pursuant to clause 27(1)(d), the vacancy shall be filled by the students of the
    university in accordance with that clause, and the term of office of the
    member elected to fill the vacancy shall be for the unexpired portion of the
    term of his or her predecessor”.

Section 33 amended

12(1) Clause 33(1)(d) is amended by striking out “subject to section 49.”.

(2) Subsection 33(2) is repealed and the following substituted:

“(2) The senate may:

(a) establish any committees that it considers necessary;
(b) provide for the granting of degrees, certificates of proficiency and
    honorary degrees;
(c) authorize on academic grounds the establishment of any faculty,
    school, department, chair, institute or program of instruction or any
    major changes or revisions in the curricula related to them, and
    recommend on these matters to the board;
(d) authorize the establishment of an advisory council for any faculty,
    school or department and prescribe or alter the composition, duties and
    powers of an advisory council, whether established before or after the
    coming into force of this Act, and discontinue an advisory council for any
    faculty, school or department;
ATTACHMENT A

UNIVERSITY OF REGINA

(e) determine admission requirements and standards for students;

(f) provide for:
   (i) the affiliation or federation of any educational institution with the university;
   (ii) the modification or alteration of the terms of any affiliation or federation of the university with another educational institution; or
   (iii) the dissolution of any affiliation or federation of the university with another educational institution;

(g) recommend to the board or the council any matters or things that the senate considers proper to promote the interests of the university or to carry out the purposes of this Act;

(h) request the board or the council to report to it on any matter over which the senate has authority;

(i) appoint members to committees composed of members of the senate and members of the board or council;

(j) subject to sections 27 to 32, make bylaws governing the election of members of the senate;

(k) subject to section 19.2, make bylaws governing the nomination and election of the chancellor;

(l) make or alter bylaws touching any matter whatever regarding the university and not inconsistent with this Act or with any law in force in Saskatchewan;

(m) delegate to the council any of the powers conferred on it by this Act;

(n) do any other thing that the senate considers necessary, incidental or conducive to exercising its powers, to promoting the best interests of the university or to meeting the purposes of this Act”.

New section 34

13 Section 34 is repealed and the following substituted:

“Certain senate bylaws approved by board

34 A certified copy of every bylaw or decision of the senate pertaining to any of the matters or things mentioned in clauses 33(2)(c), (d) and (f) shall be transmitted to the board before the next meeting of the board, and no such bylaw or decision has force or effect until it is approved by the board”.

New sections 37 to 40.1

14 Sections 37 to 40 are repealed and the following substituted:

“Convocation list

37 The secretary shall prepare a convocation list consisting of an alphabetical list of the names and last known addresses of all members of convocation.
UNIVERSITY OF REGINA

"Inspection of convocation list

38 The convocation list is open for inspection by any member of convocation during the normal business hours of the secretary.

"Eligibility to vote

39 Only members of convocation whose names appear in the convocation list are eligible to vote at an election of a member of the senate.

"Rectifying the convocation list

40(1) Any person may ask the secretary, in writing, to rectify the convocation list by:

   (a) including an omitted name from the convocation list;

   (b) correcting a name that appears on the convocation list; or

   (c) removing a name that should not appear on the convocation list.

(2) A request pursuant to this section must be made to the secretary at least 21 clear days before the date of any election in order for any action respecting the request to be effective for that election.

(3) After providing any notice that the secretary considers necessary to all parties who appear to the secretary to be interested, the secretary shall examine the request and make any decision that the secretary considers proper.

(4) Any interested party may appeal a decision of the secretary pursuant to subsection (3) to the chancellor.

"Bylaws respecting elections

40.1 The senate may make bylaws for the following purposes:

   (a) prescribing dates for the election of chancellor and the members of the senate;

   (b) subject to this Act, prescribing the procedures for the election of chancellor and the members of the senate;

   (c) respecting appeals and complaints arising out of elections of chancellor and the members of the senate".

New sections 42 and 43

16 Sections 42 and 43 are repealed and the following substituted:

"Manner of nomination

42 To be valid, a nomination must:

   (a) be in writing;

   (b) in the case of the chancellor, be signed by at least seven members of convocation;

   (c) in the case of a member of the senate, be signed by at least three members of convocation; and

   (d) be endorsed with the written consent of the person being nominated.
"Submitting nominations
43(1) A nomination must be received by the office of the secretary within the period set in the bylaws of the senate before the date of the election for which the nomination is being made.

(2) On receiving each nomination, the secretary shall:
   (a) endorse on the nomination the exact time of its receipt; and
   (b) immediately acknowledge the receipt of the nomination by sending to each person duly nominated a written notice of his or her nomination”.

Sections 44 and 45 repealed
16 Sections 44 and 45 are repealed.

Sections 47 to 55 repealed
17 Sections 47 to 55 are repealed.

Schedule repealed
18 The schedule is repealed.

Coming into force
19 This Act comes into force on assent.
SENATE BYLAWS

(December 2011)
Preamble

These Bylaws, as approved by the Senate and the Board of Governors and attested under the hand of the Secretary of the University and deposited in the office of the Secretary, shall be deemed to be the original roll of, and to be the revised Bylaws of the Senate of the University of Regina, 2011, and, as such, shall come into force and have effect on, from and after this ____ day of ____________, 201_.

The official version of the Senate Bylaws may be found at:

http://www.uregina.ca/presoff/senate/index.shtml
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I. **Definitions**

In these Bylaws, and in any other rules, regulations or enactments made by the Senate, unless the context otherwise requires, the following definitions shall apply:

1. “Act” means *The University of Regina Act*, as amended from time to time.

2. "Board" or "Board of Governors" means the Board of Governors of the University established pursuant to the Act.

3. “Business Day” means any date which is not a Saturday, Sunday or statutory holiday in Regina, Saskatchewan.

4. “Bylaws” means these bylaws of the Senate, the bylaws of the Board.

5. “Chancellor” means the Chancellor of the University established pursuant to the Act.

6. “Convocation” means the Convocation of the University established pursuant to the Act.

7. "Council" means the University of Regina Council established pursuant to the Act.


9. "Executive" means the Executive Committee of the Senate.

10. “Ex officio” means a person who holds office because of his/her position.

11. “Minister” means the member of the Executive Council of the Provincial Government to whom the administration of the Act is assigned from time to time.

12. “President” means the President and Vice-Chancellor of the University.

13. "Secretary" means the Secretary of the University.

14. "Senate" means the University of Regina Senate established pursuant to the Act.

15. “Student” means a full-time student of the University that (i) as an undergraduate student is registered for not less than 9 credit hours for each of the fall and winter semesters, (ii) as a graduate student is registered for not less than 6 credit hours for each of the fall and winter semesters, or (iii) is registered in other categories that are formally approved by the University as constituting full-time status.

16. “University” means the University of Regina.
II. Membership of the Senate

2.1 General

2.1.1 The Senate shall be composed of the members described in Section 27 of the Act.

2.1.2 For further certainty, all members of the Senate, including those who hold membership by reason of their office (as delineated in clause 27(1) (a) and (c) of the Act), are voting members of Senate.

2.1.3 For the purposes of clause 27(1) (a) of the Act, the following individuals have been nominated by the President and approved by the Senate as “other directors of academic and students affairs” holding membership in the Senate:

i) the Registrar;
ii) the Associate Vice-Presidents (Provost and Academic), (Student Affairs) and (Research);
iii) the University Librarian;
iv) the Director of the Centre for Continuing Education; and
v) the Director of the Institut français.

2.1.4 No fixed size shall be established for Senate membership.

2.2 Representative Members of Professional Societies

2.2.1 Pursuant to Section 27(2) of the Act, Senate may consider for membership professional societies, or any other group or organization in the province (collectively, “Professional Societies”) that in Senate’s opinion contributes in a significant way to the social, economic and cultural welfare of Saskatchewan.

2.2.2 Professional Societies wishing to have a representative on Senate may apply in writing to the Secretary in accordance with these Bylaws.

2.2.3 Each Professional Society granted representative membership by Senate shall in any year in which a representative is to be appointed or in which a vacancy arises, appoint such a representative, whose term will commence on July 1st of that year. Such appointment shall be certified by the president or secretary of the Professional Society and a notice of the appointment shall be forwarded to the Secretary of the University.

2.2.4 The Professional Societies granted representative membership on Senate are set out in Appendix A to these Bylaws.

2.2.5 The Professional Societies granted representative membership on Senate shall be reviewed at regular intervals by the Membership and Elections Committee in accordance with that committee’s terms of reference.

2.3 Eligibility for Professional Societies
2.3.1 Guidelines to Determine Membership Eligibility

i. Any "professional society" applying for representative membership on Senate shall demonstrate that it falls within the generally accepted definition of, or criteria for, a "professional society" - e.g. lawyers, doctors, chartered accountants, etc.

ii. Any "group or organization in the province" applying for representative membership on Senate shall:

- demonstrate that it has, or could have, province-wide membership, and
- demonstrate the extent of its contribution to the social, economic and cultural welfare of the province.

2.3.2 Guidelines Concerning Continued Membership Eligibility and Re-application by Delinquent Professional Societies

Representative members of Senate from a Professional Society are expected to regularly attend all Senate meetings. In the event of poor attendance by a representative member, the following guidelines shall apply:

i. Following absence by a representative member of a Professional Society from three consecutive Senate meetings, the Secretary shall initiate correspondence with the Professional Society to determine its interest in continuing membership on the Senate.

ii. Absence by a representative member of a Professional Society from five consecutive Senate meetings shall be deemed as indicating that the Professional Society has discontinued its membership and the Secretary shall advise the Professional Society that its representative membership has been withdrawn.

iii. A Professional Society that has had its membership withdrawn in accordance with these Bylaws may re-apply for representative members. Unless significant changes have taken place in the Professional Society, or in the Senate membership structure, since the Professional Society’s original membership application was approved, a letter from the Professional Society to the Secretary, requesting consideration for readmission by the Committee on Membership and Elections (for recommendation to Senate), will suffice.

iv. A Professional Society that has its membership reinstated will become a member on July 1\textsuperscript{st} following the date on which the Senate approves its reinstatement.

v. Loss of membership on the Senate, for a Professional Society who become delinquent a second time, shall normally be considered permanent.

A Professional Society granted membership on Senate shall be advised of these attendance guidelines at the time its application for membership is approved.
III. Elections of Members of Senate

3.1 Election of the Chancellor

   a. Eligibility
      Members of Senate are eligible to vote to elect the Chancellor. Members of Convocation are
      eligible to nominate candidates for Chancellor.

   b. Call for Nominations
      The call for nominations for Chancellor will be announced by the Secretary at the fall meeting of
      Senate in the year prior to the election year.

   c. Submission of Candidates for Nominations
      The names of candidates for nomination to the position of Chancellor must be submitted in
      writing to the Secretary no later than 4:00 p.m. on April 15th (or the next Business Day following
      April 15th) of the year of election. The nomination must be endorsed by seven members of
      Convocation. The submission must include the written consent of the person being nominated.

   d. Date of the Election
      The election for Chancellor shall take place at the June Senate meeting in the year in which an
      election is required to be held.

   e. Process for Election of Chancellor
      i. The Senate shall elect the Chancellor in accordance with the Act and these Bylaws.
      ii. If only one person is duly nominated for the office of Chancellor, the Secretary shall
          declare that person to be elected by the Senate as Chancellor at the June Senate meeting.
      iii. If more than one person is duly nominated for the office of Chancellor, the Secretary will
          prepare a ballot and biographical information on each of the nominees for distribution
          with the June Senate meeting agenda.
      iv. At the time for the election during the June Senate Meeting, the Vice-Chancellor will
          assume the role of the Chair and will call for scrutineers from the floor.
      v. Each nominee will be invited to speak to Senate for three to five minutes.
      vi. Ballots will be circulated at the meeting and collected for counting outside of the meeting
          area with the scrutineers in attendance.
      vii. The successful candidate will be announced by the Vice-Chancellor prior to adjournment
          of the June Senate meeting.

   f. Term of Office
      i. The term of the Chancellor will commence on July 1st of the election year and the
         Chancellor will hold the office for a term of three years.
      ii. A person may be elected to serve as Chancellor for a second term, but no person may
          serve more than two consecutive terms as Chancellor.

   g. Vacancy in Office
      In the event of a vacancy in the office of the Chancellor (in accordance with Section 21 of the
      Act) the Executive Committee of Senate shall recommend an appointee to Senate (at its next duly
      constituted meeting of Senate) to serve the unexpired portion of the Chancellor's term.
3.2 **Election of District Representatives**

a. **Districts and District Representatives**
   
i. For the purposes of subsection 28(a) of the Act the Senate establishes the 12 districts (and their respective boundaries) as set forth in Appendix B to these Bylaws (which districts and boundaries may from time to time be amended by Senate).
   
ii. Only one member of Senate is to be elected from each district except for the Regina district and the Saskatoon district in which two representatives are to be elected in each such district.

b. **Eligibility**
   
i. Only members of Convocation residing in the district whose addresses are known to the Secretary are eligible to vote for the member of Senate to represent such district.
   
ii. If any correspondence mailed by the Secretary to a person is returned with notification that the address of the person to whom it was sent is unknown this shall be deemed sufficient evidence for the Secretary to update the Convocation list for the next Senate election as an unknown address until such time that the member of Convocation updates his/her personal mailing address.
   
iii. In order to be eligible to vote in a district election an individual must be ordinarily resident in such district. A person may not vote in more than one district election.

c. **Call for Nominations**
   
The call for nominations for members of districts will be announced by the Secretary at the fall meeting of Senate in the year prior to the election year.

d. **Submissions of Candidates for Nomination**
   
i. The names of candidates for nomination to the position of district representatives must be submitted in writing to the Secretary no later than 4:00 p.m. on April 15th (or the next Business Day following April 15th) of the year of election. The nomination must be endorsed by three members of Convocation, regardless of such member’s district of residence. The submission must include the written consent of the person being nominated.
   
ii. To be eligible for election in a district the nominee must be a resident of that district.

e. **Date of the Election**
   
The election for district representatives shall take place between May 15th and May 31st every year in which an election is required to be held. The Secretary will set the date for the election (the “Election Date”) and announce it at the fall Senate meeting the year prior to the election year.

f. **Process for Election of District Representatives**
   
i. If the number of persons nominated for the election in a district is equal to the number of members to be elected by Convocation for that district, the Secretary shall declare such person(s) to be elected as the representative to Senate for such district.
   
ii. When an election is necessary, the Secretary shall at least 14 Business Days prior to the date fixed for the election, send by mail to each member of Convocation who is entitled to vote at the election, and whose address is known to the Secretary (as set out on the Convocation list), a ballot and a brief biography of each person who has been nominated to serve as the district representative.
iii. To be counted in the election a ballot must be received by the Secretary on or before the Election Date. Ballots must be returned in a sealed envelopes marked on the outside ‘ballot paper’, which sealed envelope shall be enclosed in another envelope bearing the signature, student number (if applicable) and the address of the voter.

iv. Two volunteers will be requested from Senate to act as scrutineers for the counting of ballots during the election.

v. The Secretary shall set the date to count the ballots, not less than three Business Days following the Election Date. Upon the completion of the scrutiny and counting of the ballots, the Secretary shall advise the candidates regarding the results of the election.

vi. The Secretary will announce the results of the election at the June Senate meeting.

vii. The Secretary will ask for approval to destroy the ballots at the June Senate meeting.

g. **District Representative Vacancy – One Year Appointment**

i. If no person is nominated as a representative for a particular district by April 15th in the election year, the Secretary will advise the Chair of the Senate Nominating Committee.

ii. The Senate Nominating Committee will meet to select an appointee for the vacancy for the district representative to be approved at the June Senate meeting. The appointed district representative will serve a one year term effective July 1st and will be eligible for nomination for the following election.

h. **Terms of Office**

i. The term of each elected district representative will commence on July 1st of the election year. The district representative will be an elected member of Senate for a term of three years.

ii. A person may be elected as a district representative for a second (three year) term, but no person may serve more than two consecutive terms as the district representative.

iii. A person, elected for two terms of service, shall not be eligible for election or appointment to the Senate until after the expiration of one year from the date of the end of the second term.

i. **Appeals and Complaints**

i. All appeals and complaints respecting the election of district representatives shall be in writing, and shall be filed with the Secretary within 10 days after the declaration of elected members at the applicable June Senate meeting.

ii. Every appeal or complaint shall be signed by at least three members of Convocation and shall in each case set out the reasons for appeal or the grounds of complaint.

iii. Every appeal or complaint shall be heard and finally determined by the Senate Committee on Membership and Elections.

### 3.3 Election of Student Representatives

a) The election procedures for elected student representatives to Senate shall be determined by the applicable students’ society(ies) which will advise the Secretary by April 30th in each year of the names of the six students elected to serve a one year term on Senate. The one year term for each elected student representative shall be effective May 1st.

b) Students are eligible to serve a second (one year) term if they are duly re-elected and meet the criteria of a Student as defined in Section 27(1) (d) of the Act.
c) Where an elected student representative ceases, at any time, to be qualified to serve as a member of Senate (as required by the Act), the Secretary shall declare the position vacant, and advise the applicable students’ union president.

d) It is recommended by Senate that a minimum of one of the six students elected as representatives to Senate be a graduate student of the University.

### 3.4 Election of Senate Representatives to the Board of Governors

3.4.1 Section 56 (2) (d) of the Act provides that two members elected by the Senate shall serve on the Board of Governors for a term of three years and are eligible to serve a second term, if elected. As representatives of Senate, such individuals must be members of Senate at the time of nomination and election to the Board, although in cases in which their Senate membership expires in advance of expiration of their term of office on the Board, they will continue to represent Senate on the Board until their term of office on the Board expires.

3.4.2 The process for electing Senate representatives to the Board of Governors shall be as follows:

a) The Senate Nominating Committee meets to set the call for Nominations.

b) Nominations are received by the Secretary in advance of the June meeting of the Senate (to be endorsed by two members of Senate and accompanied by a brief biography of one page or less).

c) Nominations close five working days before the June Senate meeting

d) The Secretary will prepare a ballot and biographical information on the nominees for distribution at the June Senate meeting.

e) At the June Senate meeting agenda, the Chair (Chancellor) will call for scrutineers from the floor.

f) Each nominee will be invited to speak for two minutes.

g) Ballots are circulated and then collected for counting outside of the meeting area with the scrutineers in attendance.

h) The successful candidate(s) will be announced prior to adjournment of the meeting.

### 3.5 Equality of Votes

In the case of equality of votes for the Chancellor, and the Senate representative to the Board of Governors, the presiding Chair of the applicable Senate meeting, in the presence of the Secretary and scrutineers, shall have the deciding vote for the person to be declared elected.
IV. Meetings of the Senate

4.1 Rules of Order

4.2 Frequency of Meetings
The Senate shall meet at least two times a year. Senate regularly meets three times a year. Dates of the meetings will be set in advance by the Chancellor, in consultation with the President and Vice-Chancellor and Secretary. At least one meeting per year will be at the time of the Spring or Fall convocation ceremony.

4.3 Special Meetings
The Chancellor:

(i) may, when deemed necessary, and

(ii) shall, whenever so requested in writing by at least ten members of Senate,

call a special meeting of the Senate. The request in (ii) shall state the object(s) for which the members wish the meeting called. Where a special meeting is called notice in writing stating the object of such special meeting shall be sent by mail by the Secretary to each member of Senate at least ten days before the date thereof.

4.4 Quorum
25% of the membership shall constitute a quorum for the transaction of business at any regular or special meeting of the Senate.

4.5 Agenda and Minutes
Four weeks before the date of a regular meeting of Senate, the Secretary shall send an invitation for submissions to all members of Senate and ask that this information be provided in writing during the following ten days.

Two weeks before the date of a regular meeting of Senate the Secretary shall send to each Senate member (i) the notice of meeting, (ii) the agenda, (iii) the motions to be considered at the meeting, and (iv) such other material as the Secretary deems necessary.

Copies of the minutes of every regular or special meeting of Senate shall be included with the agenda for the following meeting of Senate.

4.6 Chair of Senate Meetings
The Chancellor shall be Chair of all meetings of Senate (other than as provided for in these Bylaws). In the absence of the Chancellor, the President and Vice-Chancellor shall be Chair and, in the absence of both, Senate shall select from its members a person to act as Chair.
4.7 **E-Mail Vote**

The Chair of either Senate or any of the respective Committees shall determine the necessity for an e-mail vote if necessary in between meetings of the Senate. The e-mail address that will be used is the one provided by the Senator and updated regularly at each meeting. The regulations for e-mail votes of Senate are as follows:

a. Decision by e-mail votes shall require an eighty percent (80%) return of responses and a two thirds (66.6%) majority of those voting.

b. Five days from date of e-mailing shall be allowed to complete the poll, from date of notification by e-mail.

c. Decisions taken by Senate by e-mail are deemed approved and will be announced by e-mail and documented by the Secretary in the official record of Senate.

d. Committee decisions by e-mail will be recommended to Senate for approval at its next meeting.

4.8 **Media Privileges**

Meetings of Senate are open to the public and all media, with the proviso that Senate reserves the right to conduct all or part of its proceedings in camera when confidential matters are being considered.

4.9 **Retention of Official Records**

The official copy of the Senate meeting materials and minutes of all Senate meetings shall be retained in the Secretary’s Office. A copy of such documents shall be provided to the University Archives. Minutes (other than for in camera matters) are posted on the University website (http://www.uregina.ca/presoff/senate/meetings/index.html) when approved.

4.10 **Report on the Status of Academic and Related Units**

Reports from academic and related units may be presented at each regular Senate meeting.

Reports to the Senate may include:

a. Providing an update or status report on new or significantly modified programs that were approved by Senate; or

b. Focusing on the developments and changes since an academic unit last reported to the Senate, and on the strengths, future plans and aspirations for the particular unit.

4.11 **Orientation for New Members**

An orientation session for new members of Senate will be arranged each year prior to the fall meeting of Senate.

4.12 **Travel and Subsistence Allowance**

The Board of Governors has approved the application of the University’s travel and subsistence allowance policy to Senate members as follows:
a. all non-Regina resident members of Senate shall be permitted to claim the University-approved personal rates for the direct return travel from their regular place of residence to the Senate or Senate Committee meeting location.

b. when necessary, a subsistence allowance be provided when supported by receipts or at the University-approved rates, whichever is lesser.

c. when officially representing the University outside of Regina, the Chancellor will be reimbursed for travel and subsistence costs at University-approved rates.

4.13 Recognition of Retiring Members of Senate
Retiring members of Senate are recognized annually at the June Senate meeting.

4.14 University Privileges for Senate Members
Members of Senate have access to the following University services (to be arranged through the University Secretariat office):

a. Complimentary library card;

b. Staff rates to the facilities at the Centre for Kinesiology Health and Sports (CKHS);

c. University of Regina parking pass on campus to attend Senate and Senate committee meetings; and

d. ‘Friend of the Club’ membership for purchase from the University Club.
V. Committees of Senate

The Senate shall appoint the following standing committees and such other *ad hoc* or special committees as deemed necessary for carrying out the work of the Senate.

5.1 General

1. The President and the Chancellor shall be *ex officio* members of all Senate committees.

2. Unless otherwise provided for in these Bylaws, membership on Senate committees is for a two-year term.

3. Unless otherwise provided for in these Bylaws, Senate committees will select their chairs.

4. Reports of all Senate committees for which the Secretary does not serve as secretary shall be prepared and submitted to the Secretary in sufficient time to enable a copy thereof to be sent to each member of Senate along with the notice of meeting at which this report will be presented.

5. Committees created by the Senate Nominating Committee shall have the power to act until their terms of reference and membership have been ratified at the next regular meeting of Senate.

6. Membership on Senate standing committees will terminate with the termination of the Senate committee member's term on Senate.

7. Membership on special or *ad hoc* Senate committees is not contingent upon the committee member's continued membership on the Senate.

8. Each Senate committee shall present a report at least annually to a regular meeting of Senate.

9. The Secretary shall be responsible for ensuring that adequate minutes are maintained for meetings of all Senate committees. A copy of all meeting materials and minutes for all Senate committees for which the Secretary does not serve as secretary shall be provided to the Secretary.

10. A majority of committee members shall constitute a quorum for such committee, unless otherwise specified in the terms of reference for the committee.

11. Each committee may, from time to time, make such rules and regulations as it may deem necessary for carrying out the provisions of these Bylaws applicable to such committee.
5.2 Senate Standing Committees

5.2.1 Executive Committee

Membership:

Chancellor (as Chair)
President and Vice-Chancellor (as Vice-Chair)
One member of Senate present by virtue of their office
Two other members of Senate

University Secretary (Resource)

Terms of Reference:

1. The Executive Committee shall have the power to act on behalf of Senate whenever there is brought to the attention of the Executive Committee a matter which, in its opinion, ought to be disposed of prior to the next regular meeting of Senate.

2. Decisions taken by the Executive Committee on behalf of Senate shall be communicated to all members and laid before Senate at its next meeting for approval or modification.

3. Perform such other duties as the Senate may from time to time direct.

4. Meetings of the Executive Committee shall be at the call of the Chair.

5. In the event of a vacancy in the role of Chancellor, the Executive Committee is responsible for recommending to Senate an appointee to fill the unexpired portion of the Chancellor’s term.

6. Four members of the Executive Committee shall constitute a quorum.

5.2.2 Nominating Committee

Membership:

Chancellor
President and Vice-Chancellor
Two members of Senate elected as District Representatives
Two other members of Senate

University Secretary (Resource)

Terms of Reference:

The Nominating Committee shall have the responsibility to:
1. Nominate members of Senate to serve on its committees or other bodies to which Senate is entitled to name representatives.

2. Make interim appointments of Senate representatives on Senate committees or other bodies.

3. Nominate representatives to serve as the Senate appointees on the Board of Governors.

4. Review memberships on all Senate committees and make such recommendations as deemed appropriate.

5. Make one year appointment recommendations to Senate for vacant district representative on Senate.

5.2.3 Committee on Membership and Elections

Membership:

Chancellor (as Chair)
President and Vice-Chancellor
Two members of Senate present by virtue of their office
Two other members of Senate
One student member of Senate

University Secretary (Resource)

Terms of Reference:

The Membership and Elections Committee shall have the responsibility to:

1. Consider and review applications from Professional Societies for Senate membership and make recommendations thereon to Senate.

2. From time to time, review the existing Senate membership and make recommendations for appropriate courses of action to Senate.

3. Advise the Secretary on such matters pertaining to Senate elections as the Secretary may from time to time refer to the Committee.

5.2.4 Committee on Affiliation and Federation

Membership:

Chancellor
President and Vice-Chancellor
One member of Senate present by virtue of their office
One President of an affiliated college
One President of a federated college  
Two other members of Senate  

University Secretary (Resource)  

Terms of Reference:  
The Affiliation and Federation Committee shall have the responsibility to:  

1. Periodically review and make recommendations concerning Senate policy in relation to federation and affiliation.  
2. Receive and review recommendations from the University Council concerning applications for affiliation and federation.  
3. Act on matters concerning applications for affiliation and federation as members of an Ad Hoc Joint Committee of Senate and Council on Affiliation and Federation.  

5.2.5 Committee to Review Bylaws of the Senate  

Membership:  
Chancellor (as Chair)  
President and Vice-Chancellor  
Five members of Senate  

University Secretary (Resource)  

Terms of Reference:  
The Committee to review the Bylaws of Senate shall have the responsibility to:  

1. As required, consider amendments to the Bylaws.  
2. Review and consider amendments to the Act.  
3. Recommend to appropriate body’s changes in any or all of these documents.  

5.2.6 Senate Appeals Committee  

Membership:  
Chancellor or Vice-Chancellor (Chair)  
2 Deans (all remaining Deans or Directors listed in Bylaw 6.3 may act as alternates)*  
1 undergraduate member of the University of Regina Students Union (and 1 alternate)**
1 member of the Graduate Students Association (and 1 alternate)**
3 other members of Senate (and 3 alternates)

University Secretary (Resource)

* Deans or Directors listed in Bylaw 6.3 may only hear cases which do
not involve students from their Faculty.
** Preferably but not necessarily student members of Senate.

Term of membership: one year, renewable for up to 2 years, for the
student members, and 2 years for other committee members. Terms of
members are staggered.

Quorum: Eight members, as follows: Chancellor or Vice-Chancellor, 3
members of Senate, 2 deans, 1 undergraduate member of URSU, and 1
member of the GSA.

Terms of Reference for the Senate Appeals Committee:

1. To act as an appeal review tribunal for decisions of the Council
Discipline Committee and the Council Committee on Student
Appeals, in accordance with section 33(1)(e) of the Act.

2. The Committee will uphold the decision of the Committees being
appealed from unless the appellant can demonstrate that the decision
was contrary to the evidence presented or manifestly unfair to the
appellant.

3. The Committee will report its decisions, for information only, along
with any minority dissenting opinion, to the next regular meeting of
Senate.

Rules for Conduct of Hearings

A. Preparation
1. Meetings are held as required.
2. Requests for a hearing, in the form of a notice of appeal of a decision
of the Council Discipline Committee or the Council Committee on
Student Appeals, must be submitted in writing to the Secretary’s
office. The notice must specify the grounds upon which the appeal is
based and what remedy or remedies the appellant believes to be
appropriate. An appeal must be brought within 30 days of the date
of the decision being appealed.
3. Written notice of the hearing is provided to the appellant, the other
party, and the Chair of the Council Discipline Committee or Council
Committee on Student Appeals (as the case may be) at least three
weeks in advance of the scheduled date.
4. Cases will be heard in absentia unless a rescheduling is requested in
writing. Cases must be heard within 4 months of the date of the first
notice of hearing.
5. Procedures of the committee shall accompany the notice of hearing.
6. Two weeks prior to the hearing, the appellant is expected to provide to the Secretary a written submission outlining the basis for the appeal (i.e. how the decision of the Committee below was contrary to the evidence or manifestly unfair).

7. No new information will be considered: the appeal is an appeal on the record from the Committee below.

8. At least one week in advance of the hearing, the Secretary will distribute the appellant’s notice of appeal and written submission to the members of the Senate Appeals Committee and the other party, together with a transcript of the hearing held before the Committee below and a copy of all material filed by both sides at the Committee below.

B. Hearing
1. The hearing is not open to the public.
2. The appellant and the other party may each bring one representative. No witnesses or other members of the public are permitted.
3. Parties are asked to state their case concisely. The Chair may set a time limit if already-known facts are being reiterated.
4. The appellant and/or the appellant’s representative will present his or her case. The appellant has the onus of showing that the grounds raised by the notice of appeal are established and further that the existence of such grounds discloses that the decision of the Committee below was contrary to the evidence presented or manifestly unfair to the appellant.
5. The other party and/or the other party’s representative will reply.
6. Committee members may ask questions of either party.
7. The appellant or his/her representative will summarize the case.

C. Judgement
1. The deliberations of the Committee occur after the parties and their representatives have withdrawn. These deliberations are confidential.
2. If the appellant is the student party, and the Senate Appeals Committee finds in favour of the appellant, it may rescind the penalty, mete out a new penalty that is less severe than that assigned by the Committee below, or refer the case back to the Committee below to be reheard. If the appellant is the University officer, and the Senate Appeals Committee finds in favour of the appellant, it may uphold the original penalty, mete out a new penalty, or refer the case back to the Committee below to be reheard.
3. The decision of the Committee and the reasons for the decision shall be rendered in writing to the parties, the Chair of the Committee below, the student’s Dean (where not one of the parties) and the University Registrar.

5.3 Joint Senate and Council Committees

5.3.1 Joint Committee on Ceremonies

Membership

Chancellor
President and Vice-Chancellor (as Chair)
University Secretary
2 members, appointed by Senate
2 members, appointed by Council
1 member, selected by the University of Regina Alumni Association

Registrar (Resource)
Associate Registrar (Academic Policy Services and Ceremonies) (to act as secretary)

Terms of Reference:

The Joint Committee on Ceremonies shall:

1. Have general responsibility for all ceremonial functions associated with the University;

2. Review the relevant sections of these Bylaws relating to the convocation ceremonies and recommend changes to Council and Senate;

3. Advise the Chancellor and/or President, when requested to do so, with respect to official delegates to represent the University at ceremonial functions;

4. Recommend appropriate guidelines and criteria for the awarding of honorary degrees;

5. Invite, receive and review suggestions for candidates to whom honorary degrees might be awarded;

6. Recommend for approval to Council and Senate candidates for honorary degrees;

7. Provide adequate résumés for all honorary degree candidates recommended to Council and Senate; and,

8. Approve convocation hoods when requested by a Faculty for new degrees.

5.3.1.1 Criteria for Selection of Honorary Degree Recipients

People who are to be honoured by the University with an honorary degree for their service should, in general, have contributed in their particular field of endeavor in ways which are consistent with the basic goals and objectives of the University. It is the custom that three or four persons be honoured at the Spring convocation ceremony and one or two persons at the Fall convocation ceremony. The Joint Committee on Ceremonies will present a slate of nominees to Council and Senate sufficient in number to maintain a list of approved candidates for several years of ceremonies. Once approved by Council and Senate, the President and Vice-Chancellor will approach the candidates to arrange for their attendance at the applicable convocation ceremony, according to their availability. For
special occasions, nominations will be made for specific candidates for particular convocation ceremonies. Generally, in each year, candidates should be selected from among the general classes listed below:

1. A Saskatchewan or prairie figure, well known and respected regionally, for distinguished work which has earned him or her a reputation in public service.

2. A distinguished person from a professional field or the creative arts field who is recognized as having achieved a reputation for excellence.

3. A scientist, humanitarian, public servant or public figure who is recognized nationally or internationally for distinguished work and reputation.

4. On occasion, special efforts may be made to mark the time or circumstance by placing special emphasis on some particular field of endeavor.
VI. Faculties

6.1 Responsibilities

The responsibilities of a Faculty include the following:

1. Subject to the provisions of the Act, these Bylaws and the general control of the Council, each Faculty shall have charge of matters of scholarship and discipline within such Faculty.

2. To make recommendations to the Council concerning the requirements for admission; the courses of study; the conditions for graduation; and the nature of the degrees to be conferred.

3. To establish rules and methods for the advancement and graduation of students and their suspension for neglect of studies, or defective scholarship.

4. To recommend candidates for degrees in course and candidates for scholarships, prizes, etc.

5. To report to Council and Senate in respect of long-term academic planning.

6. To prepare courses of study, including the curriculum for any degree program offered or to be offered and submit same to the Council for approval.

7. To investigate and determine allegations of student academic misconduct and non-academic misconduct, assign penalties, and report the same to the Secretary and the Registrar, in accordance with the Council Regulations Governing Discipline for Academic and Non-Academic Misconduct. In case of discipline, the student concerned shall have the right of appeal to the Council Discipline Committee.

8. The Dean of any Faculty shall transmit to the Council, for consideration and review, all matters which belong to the purview of Council or which, from their nature, concern more than one Faculty.

9. Each Faculty shall keep a record of its proceedings and this record shall be open to any member of the Faculty and a copy shall be forwarded to the Secretary for information.
6.2 **Faculties Approved**

1. Faculty of Arts
2. Faculty of Business Administration
3. Faculty of Education
4. Faculty of Engineering & Applied Science
5. Faculty of Fine Arts
6. Faculty of Graduate Studies and Research
7. Faculty of Kinesiology and Health Studies
8. Faculty of Nursing
9. Faculty of Science
10. Faculty of Social Work
11. Other faculties as approved from time to time by Senate

6.3 **Other Approved Academic Units**

1. Centre for Continuing Education
2. *Institut français*
3. Other academic units as approved from time to time by Senate

6.4 **Structural Composition of Departmentalized Faculties**

6.4.1 Faculty of Arts

The internal structure of the Faculty of Arts is to be a departmental organization with each Department reporting directly to the Dean through its Head.

1. Departments, School and Programs

   a) Anthropology
   b) Arts and Culture
   c) Canadian Plains Studies
   d) Economics
   e) English
   f) Environmental Studies
   g) French
   h) Geography
   i) Health Studies
   j) History
   k) Interdisciplinary Studies
   l) International Languages
   m) International Studies
   n) Justice Studies
   o) Philosophy and Classics
   p) Political Science
   q) Psychology
   r) Religious Studies
   s) Sociology and Social Studies
   t) School of Journalism
   u) Women’s and Gender Studies
Laboratory instructors appointed in areas or departments within the Faculty of Arts are granted full membership in the organizational structure of the area or department concerned.

6.4.2 Faculty of Fine Arts
The internal structure of the Faculty of Fine Arts is to be a departmental organization with each Department reporting directly to the Dean through its Head.

1. Departments
   a) Media Production and Studies
   b) Music
   c) Theatre
   d) Visual Arts

6.4.3 Faculty of Science
The internal structure of the Faculty of Science is to be a departmental organization with each Department reporting directly to the Dean through its Head.

1. Departments
   a) Biology
   b) Chemistry and Biochemistry
   c) Computer Science
   d) Geography
   e) Geology
   f) Mathematics and Statistics
   g) Physics

6.5 Composition of Faculties
The membership of all Faculties, other than the Faculty of Graduate Studies and Research, shall include:

1. The President and Vice-Chancellor of the University
2. The Vice-Presidents of the University
3. The Dean of the Faculty
4. All other Deans
5. The University Secretary
6. The Registrar
7. The University Librarian (or designate)
8. Those Professors, Associate Professors, Assistant Professors, Full-Time Lecturers, Special Lecturers, Instructors, Laboratory Instructors appointed in areas or departments within the Faculty and others who hold academic appointments in that Faculty.

9. Students

University policy for student participation on Faculties is:

a) That there be a formal mechanism for appropriate student participation at all levels in the University decision-making processes.

b) That student members of any committee, Faculty or council, etc., enjoy all the rights and responsibilities of membership.

c) That it be recognized that students are more likely to make significant contributions to the operation of the University at the departmental or equivalent level, and that each department or equivalent devise its own mode of student participation.

d) That, above the departmental level, student participation be formalized in such a way as to provide for representation of up to 20% of the number of Faculty constituents on the body except where students already constitute more than 20% of the constituent body, and where 2/3 of the faculty members on that constituent body wish to retain this greater than 20% student representation.

For purposes of interpretation of d), above, of the rules governing student participation, units above the departmental level will provide for 20% student participation.

e) That, where a constituent body of a Faculty (or of the Council) has less than 5 members, the allocation of student representatives shall be such that each constituent body has at least one student representative.

f) That the Dean of the Faculty of Graduate Studies and Research shall continue to represent the Faculty of Graduate Studies and Research at the Council.

g) That graduate students, in addition to being eligible for election to the Faculty of Graduate Studies and Research, may declare with their respective undergraduate dean, the department or equivalent area with which they wish to be associated for purposes of possible undergraduate election and representation.

h) That every precaution be taken to protect the privacy of all parties. If confidentiality is a major concern in the area of study of any committee or body, then due regard shall be taken for this concern prior to appointing or selecting members for this body. When members are so selected, they shall be treated as equal, and unethical conduct on the part of any member shall be the basis for disciplinary action.
i) That disputes involving student participation shall be resolved by the administrative authority for the constituent body in which the dispute arises.

j) That procedures be developed to ensure an adequate appraisal and evaluation of the systems.

6.6 Other Specific Representation

Each Faculty, academic unit or related body referred to in the following section shall have representation from other Faculties, academic units, and related bodies as set out below which are in addition to those memberships listed under section 5.5. These representatives shall be selected or elected from their respective organizations and in accordance with standard practice in that organization. The names of the representatives shall be forwarded to the Faculty, academic unit, or related body as well as the Secretary.

6.6.1 Faculty of Arts

Business Administration (2)
Education (1)
Engineering and Applied Science (1)
Fine Arts (1)
Kinesiology and Health Studies (1)
Nursing (1)
Science (2)
Social Work (1)
Centre for Continuing Education (Director or designate) (1)

Presidents and Deans of Federated Colleges
Members of Federated Colleges in subject areas

Lay Members of Senate (5) - for two-year terms

6.6.2 Faculty of Business Administration

Arts (2)
Education (1)
Engineering and Applied Science (1)
Fine Arts (1)
Kinesiology and Health Studies (1)
Nursing (1)
Science (1)
Social Work (1)
Centre for Continuing Education (Director or designate) (1)
Manager of Co-operative Education and Student Employment Services or designate (1)

First Nations University of Canada (1)

Lay Members of Senate (2) - for two-year terms
6.6.3 Faculty of Education

Arts (2)
Business Administration (1)
Engineering and Applied Science (1)
Fine Arts (1)
Kinesiology and Health Studies (1)
Nursing (1)
Science (2)
Social Work (1)
Centre for Continuing Education (1)

Campion College (1)
First Nations University of Canada (1)
Luther College (1)

Director (or designate) of NORTEP (Northern Teacher Education Program)
Director (or designate) of SUNTEP (Saskatchewan Urban Native Teacher Education Program)
Director (or designate) of YNTEP (Yukon Native Teacher Education Program)

Lay Members of Senate (2) - for two-year terms

6.6.4 Faculty of Engineering and Applied Science

Arts (1)
Business Administration (1)
Education (1)
Fine Arts (1)
Kinesiology and Health Studies (1)
Science (2)
Social Work (1)
Centre for Continuing Education (Director or designate) (1)
Manager of Co-operative Education and Student Employment Services or designate (1)

Lay Members of Senate (2) – for two-year terms

Dean of Engineering (University of Saskatchewan)

6.6.5 Faculty of Fine Arts

Arts (1)
Business Administration (1)
Education (1)
Engineering and Applied Science (1)
Kinesiology & Health Studies (1)
Laboratory Instructors appointed in areas or departments within Fine Arts
Nursing (1)
Science (1)
Social Work (1)
Centre for Continuing Education (1)
Faculty Members from Federated Colleges teaching Fine Arts courses recognized for B.A., B.F.A., and B.Mus. degrees

Lay Members of Senate (2) - for two-year terms

6.6.6 Faculty of Graduate Studies and Research

The President and Vice-Chancellor, and Vice-President(s) of the University

The Deans and Associate Deans of all Faculties involved with graduate studies or research, and any Assistant Deans for graduate studies and research as may be appointed.

The University Librarian (or designate), the Provincial Archivist, the University Secretary, the Associate Vice-President (Provost and Academic), the Associate Vice-President (Student Affairs), the Associate Vice-President (Research), and such adjunct professors as may be appointed from time to time.

The Heads of all Departments which are involved with graduate studies or research.

All members of Council in continuing appointments who have been accredited for supervision of graduate students.

Student representation of up to 20% as detailed in point 9 of 6.5.

Lay members of Senate (3) - for two-year terms.

6.6.7 Faculty of Kinesiology and Health Studies

Arts (1)
Business Administration (1)
Education (1)
Engineering and Applied Science (1)
Nursing (1)
Science (1)
Social Work (1)
Centre for Continuing Education (1)

Lay Members of Senate (2) for two-year terms
6.6.8 Faculty of Nursing

Arts (1)
Business Administration (1)
Education (1)
Engineering and Applied Science (1)
Fine Arts (1)
Kinesiology and Health Studies (1)
Science (1)
Social Work (1)
Centre for Continuing Education (or designate) (1)

6.6.9 Faculty of Science

Arts (2)
Business Administration (1)
Education (1)
Engineering and Applied Science (1)
Fine Arts (1)
Kinesiology and Health Studies (1)
Nursing (1)
Social Work (1)
Director, Centre for Continuing Education (or designate)
Centre for Continuing Education (1)

Presidents and Deans of Federated Colleges
Members of the Federated Colleges teaching courses in Science

Lay members of Senate (5) for two-year terms

6.6.10 Faculty of Social Work

Arts (1)
Business Administration (1)
Education (1)
Engineering and Applied Science (1)
Faculty of Kinesiology and Health Studies Dean (or designate)
Nursing (1)
Science (1)
Director, Centre for Continuing Education (or designate)

Dean, Campion College (or designate)
Dean, Luther College (or designate)
First Nations University of Canada (1)

Social Work Alumni (1)
Lay members of Senate (2) - for two-year terms
Saskatchewan Association of Social Workers (1)
6.7 **Other Academic Units**

6.7.1 Centre for Continuing Education (CCE)

*Ex officio:*
- Director, Centre for Continuing Education (Chair)
- Assistant Director, Centre for Continuing Education
- Vice-Presidents (Provost and Academic), (Administration), (Research) or designates
- University Secretary
- Registrar
- Head, Conservatory of Performing Arts
- Head, Credit Studies Division
- Head, Distance Learning Division
- Head, English as a Second Language Program
- Head, Lifelong Learning Centre
- Manager, Business and Professional Development
- All tenured and tenure-track English as a Second Language Program Instructors
- Permanent APT employees of the Centre for Continuing Education

*Standing:*
- Deans (or designates) of all undergraduate Faculties
- Dean (or designate), Faculty of Graduate Studies and Research
- Associate Vice-President (Student Affairs) or designate
- University Librarian or designate
- First Nations University of Canada (1)
- Campion College (1)
- Luther College (1)
- Canadian Plains Research Center (1)
- Current student or alumnus of a Credit Studies certificate program (1) appointed by the Director of the CCE
- Current student or alumnus of a non-credit programming area (1) appointed by the Director of CCE
- Lay members of Senate (2) - for two-year terms

6.7.2 *Institut français*

**University Committee**

- Director, *Institut français*
- Director, Centre for Continuing Education (or designate)
- Faculty members (2) *(1)*
- *Institut français* student (1) *(2)*
- Manager, College West Residences and Conference Services
- Registrar (or designate)
- University Librarian (or designate)

*(1) Elected from among *Institut français* associate members to three year terms (staggered) which may be renewed once.*
(2) Appointed by the Director of the Institut français to a one-year term.

6.8 Advisory Councils
Senate may approve Advisory Councils from time to time for various Faculties. Where such an Advisory Council is created, details of membership and terms of reference will be the responsibility of the applicable Faculty.

VII. University Degrees and Certificates Approved
In accordance with the Act Senate shall provide for the granting of degrees and certificates of proficiency. Details of approved University of Regina degrees and certificates of proficiency are found in the University of Regina Undergraduate Calendar or the University of Regina Graduate Academic Calendar.

7.1 Examinations for Degrees
1. The examiners of the University shall be:
   a) The Professors, Associate Professors, Assistant Professors, Lecturers, Special Lecturers, Sessional Lecturers and Instructors of the University.
   b) Such other Lecturers or teachers of the University as the Council may appoint.
   c) Such external and independent examiners, not being Professors, Lecturers or teachers of the University, as the Board, on the recommendation of the Council, may appoint.
2. All matters respecting the subjects, time and mode of the examinations and respecting the degrees and distinctions to be conferred by the University shall be provided for by regulations which are prepared by the Council. Such regulations shall be published in the University of Regina Undergraduate Calendar or the University of Regina Graduate Academic Calendar.

7.2 Degrees Conferred
Degrees may be conferred at meetings of Convocation or by certification of the lists of graduands by the Chancellor’s signature. The formal admission of candidates to degrees shall, in the absence of the Chancellor, be made by the President and Vice-Chancellor, or by a member of the Senate or Council appointed for that purpose. Recipients of degrees other than honorary degrees shall be presented for admission by the Dean of the Faculty (or designate), to which the degree belongs. Each recipient of an honorary degree shall be presented for admission by the President and Vice-Chancellor or by a person designated for that purpose by the President and Vice-Chancellor.

Details of Convocation procedures are found in the Convocation Procedures Manual.

7.3 Special Meetings of Convocation
The Chancellor is hereby authorized to convene special meetings of Convocation at times other than regular meetings of Convocation for conferring of degrees honoris causa upon such persons as may be selected by the President and Vice-Chancellor, provided that the
names of such persons shall have been considered, approved and submitted by
the Joint Committee on Ceremonies to Council and Senate as provided by the
Act.

7.4 **Delegation to Council**

Senate has authorized the granting, by Council, of such degrees in course and
certificates of proficiency as have been provided for by the Senate.

7.5 **Rescission of Degrees**

The Senate, acting on the recommendation of Council or on its own initiative but
after report by the Council, may revoke degrees (including an honorary degree),
diplomas, certificates or distinctions of the University and all privileges
connected therewith of any holder of the same who shall have been convicted of
any criminal offence which shall be held (by the Council) to be of an immoral, or
scandalous or disgraceful nature, or whose name shall have been removed for
misconduct by a properly constituted legal authority from any official register of
members of the profession to which he/she belongs or whose conduct, in the
opinion of the Senate, shall constitute a breach of any agreement made with the
University as a condition of the conferment of such degree or degrees, diplomas,
certificates or distinctions. The Senate may restore, on cause being shown, and
after report by the Council, any person so deprived, the degree, diploma,
certificate or distinction or privileges previously enjoyed by him/her without
further examination.
VIII. Standards for Students

Details of standards for students are found in the *University of Regina Undergraduate Calendar* and the *University of Regina Graduate Academic Calendar* and as amended from time to time by Senate.

8.1 Entrance and Admission Requirements

In accordance with the Act Senate shall determine admission requirements and standards for students as detailed in the *University of Regina Undergraduate Calendar* and the *University of Regina Graduate Academic Calendar* and as amended from time to time by Senate.

8.2 Disciplinary Measures

Section 33(1) (f) of the Act gives Senate the power to make regulations respecting the discipline of students. These powers have been delegated to the Council.

8.3 Appeals

Students have the right to appeal disciplinary or academic decisions made by a Faculty to the Council Discipline Committee (disciplinary rulings and penalties) or the Council Committee on Student Appeals (academic decisions). Decisions of the Council and its Committees shall be subject to appeal to the Senate Appeals Committee under Section 33 (e) of the Act.
IX. Affiliation

9.1 Aim
The aim of affiliation is to associate with the University for the purpose of promoting the general advancement of higher education in the Province those post-secondary institutions which are carrying on work recognized as of university grade by the Senate of the University, where such association is of mutual benefit to the University and the institution seeking affiliation.

9.2 Definition
A college affiliated with the University is a post-secondary institution, legally and financially independent, whose academic affairs, in whole or in part, are governed by the Senate of the University without the institution becoming academically merged with the University. This means:

1. The affiliated college employs its own administrative, academic and support staff (whose salaries and wages it itself pays), and constructs and maintains its own buildings, which may or may not be on or adjacent to the University.

2. By agreement, the college offers selected classes which count towards degrees or certificates conferred by the University.

3. The academic standards of the college are under the jurisdiction and supervision of the Senate, Council and the appropriate Faculty of the University.

4. The college selects and appoints its own academic staff, however the academic credentials of the academic staff teaching classes recognized for University degree credit must be approved by the University.

5. The President of an affiliated college is a member of Senate; however, other officers and faculty of affiliated colleges are not members of any of the governing or academic bodies of the University.
9.3 **General Terms – Theological Colleges**

Conditions for the affiliation and continued affiliation of theological colleges with the University are:

1. That the theological college shall offer at least the equivalent of five semester courses for which credit is given by the University towards a degree.

2. That the normal admission requirements of the theological college be at least equal to those of the University.

3. That students who receive the theological degree of the college shall normally have a minimum of one year of Arts credit other than theological options.

4. That the academic qualifications of the staff and the adequacy of the library facilities be approved by the Senate of the University.

5. That, except in cases of emergency as recognized by the Senate of the University, the minimum number of full-time students who qualify under regulation 9.3 (2) above be not less than an average of twelve students per year over any or every period of three consecutive years.

6. That the course of studies leading to the first theological degree at the Bachelor's level of the college should normally require a period of at least three academic years for completion.

7. The University reserves the right to assure itself at any time that the above regulations pertaining to affiliation are being met.

9.4 **General Terms – Colleges Other than Theological**

Conditions for the affiliation and continued affiliation with the University of colleges other than theological colleges are:

1. That the courses offered by the college for which the University will give credit toward a degree or certificate are considered by the University to be equivalent in quality to its own courses.

2. That the college offers at least the equivalent of five semester courses for which credit is given by the University toward a degree or certificate.

3. That the offering of each course and the appointment of instructors to teach courses recognized for University credit shall be mutually agreed upon annually by the appropriate academic unit of the University. Coordination of this function shall be through the Office of the Provost and Vice-President (Provost and Academic) of the University.

4. That the amount of credit given for work from an affiliated college be consistent with the regulations of the University of Regina respecting off-campus work.

5. The University of Regina reserves the right to assure itself at any time that the above regulations pertaining to affiliation are being met.
9.5 Colleges Currently Affiliated

1. Gabriel Dumont Institute

2. Saskatchewan Institute of Applied Science and Technology (SIAST) – with respect to the Faculty of Nursing
X. Federation

10.1 Aim
The aim of federation is to:

(i) associate with the University, and
(ii) integrate with it in matters academic

post-secondary institutions within the Province which are legally and financially independent of the University, for the purposes of: (a) assisting the University in its task of presenting, reflecting upon and scrutinizing as broad a spectrum as possible of values and viewpoints; and (b) providing students with an opportunity to become associated, within the broader context of the University, with a smaller college environment.

10.2 Definition
A college federated with the University of Regina is a post-secondary institution, legally and financially independent but exclusively academically integrated with the University. This means:

1. The College employs its own administrative, academic and support staff and constructs and maintains its own buildings which must be on or adjacent to the University.

2. By agreement with the University, the college offers courses in mutually agreed upon disciplines, which are part of degree programs of the University. Its students take other University courses needed for degrees.

3. The academic standards of the college are governed by these Bylaws.

4. The college selects and appoints its own professors, provided the University approves their academic qualifications.

5. The president, provost and academic vice-president, dean and faculty of the college are voting members of the Faculty of Arts or Faculty of Science or such other Faculties as are approved in the federation agreement with such college, and are members of the University Council. The president of the college is a member of Senate.

10.3 General Terms
The conditions for recognition as a federated college of the University shall include the following:

1. The college must be authorized by the University to give courses recognized for a Bachelor's degree in the subjects of at least four Departments of the Faculties of Arts and/or Science.

2. The college faculty members teaching University courses must possess qualifications sufficiently high to be recognized as members of the appropriate Faculties and shall be so recognized.
3. The college must be situated on or adjacent to the University in such a location that the work of the faculty members, teaching staff and students of the college and those of the University can be closely integrated to the mutual benefit of both parties.

4. The officers and faculty members of a federated college are entitled to voting membership in the following academic bodies:

   a) The Senate: the president of the college.

   b) The Council: the president, provost and academic vice-president, dean, professors, associate professors, assistant professors, instructors, lecturers, and professional librarians of the college.

   c) The Faculty of Arts: the president, provost and academic vice-president, dean, professors, associate professors, assistant professors, and instructors of the college and lecturers of the college teaching courses offered by departments of the Faculty of Arts and recognized for Bachelors' degrees.

   d) The Faculty of Science: the president, provost and academic vice-president, dean, professors, associate professors, assistant professors, and instructors of the college and lecturers of the college teaching courses offered by departments of the Faculty of Science and recognized for Bachelors' degrees.

   e) Other Faculties when provided for by agreement: the president, provost and academic vice-president, dean, professors, associate professors, assistant professors, and instructors of the college and lecturers of the college teaching courses offered by such Faculty and recognized for Bachelors' degrees.

5. Students enrolled in the college who have satisfied the University requirements for admission shall be admitted to such University courses as they are qualified to enter and continue therein on the same terms as other University students, provided the fees required for such courses have been paid to the college. Students enrolled in the University ordinarily, with the permission of the college, may take courses in the college recognized for the Bachelors' degrees in the Faculty of Arts, the Faculty of Science, or such other Faculties as may be agreed upon, provided that the fees required for such courses have been paid to the University.

   These conditions will apply provided the same tuition fee is required by both the college and the University.

6. Academic appointments to and promotions within the college shall be made by the president of the college, but, prior to making such appointments or promotions, the president of the college shall secure the approval of the President and Vice-Chancellor of the University.

7. The University will recognize instruction given by the college in such subjects as may be agreed upon by the Council of the University, provided that the instruction is given by qualified teachers and that the work done in each course is equivalent in extent and standards to that given in the University. This equivalence is to be determined by the head of the department in the college and the head of the department in the University.
working out in co-operation the extent of the courses, the standard and all the particulars pertaining to the subjects, including the examinations, to their mutual satisfaction. Difficulties will be resolved by the President and Vice-Chancellor of the University.

8. The University will confer the appropriate Bachelors' degrees on such students of the college as have satisfied the requirements prescribed by the University.

10.4 Colleges Currently Federated

1. Campion College

2. First Nations University of Canada

3. Luther College
APPENDIX A

List of Professional Societies and Organizations - (entitled to one representative on Senate)

- Advisory Council to the College of Agriculture
- Assemblée communautaire fransaskoise
- Association of Professional Community Planners of Saskatchewan
- Association of Professional Engineers and Geoscientists of Saskatchewan
- Association of Saskatchewan Home Economists
- Association of Saskatchewan Regional Colleges
- Athol Murray College of Notre Dame
- Canadian Federation of University Women
- Canadian Public Relations Society (Regina)
- Chiropractors' Association of Saskatchewan
- College of Physicians and Surgeons of Saskatchewan
- Institute of Chartered Accountants of Saskatchewan
- Inter Provincial Association on Native Employment Inc.
- Interior Designers of Saskatchewan
- Law Society of Saskatchewan
- Provincial Council of Women
- Psychological Society of Saskatchewan
- Regina Chamber of Commerce
- Registered Psychiatric Nurses Association of Saskatchewan
- Saskatchewan Association of Architects
- Saskatchewan Association of Chiefs of Police
- Saskatchewan Association of Optometrists
- Saskatchewan Association of Recreation Professionals
➢ Saskatchewan Association of Rural Municipalities
➢ Saskatchewan Association of School Councils
➢ Saskatchewan Association of Social Workers
➢ Saskatchewan Chamber of Commerce
➢ Saskatchewan College of Pharmacists
➢ Saskatchewan Dietetic Association
➢ Saskatchewan Institute of Agrologists
➢ Saskatchewan League of Educational Administrators, Directors and Superintendents
➢ Saskatchewan Library Trustees’ Association
➢ Saskatchewan Registered Music Teachers’ Association
➢ Saskatchewan Registered Nurses’ Association
➢ Saskatchewan School Boards Association
➢ Saskatchewan Society of Occupational Therapists
➢ Saskatchewan Teachers’ Federation
➢ Saskatchewan Urban Municipalities Association
➢ Saskatchewan Veterinary Medical Association
➢ Saskatchewan Women’s Institute
➢ Society of Management Accountants of Saskatchewan
➢ Ukrainian Canadian Congress, Saskatchewan Provincial Council
➢ University of Regina Alumni Association
➢ University of Saskatchewan Alumni Association
APPENDIX B

District and Map

1. District 1 (Moosomin-Estevan) - One Member

Commencing at the intersection of the eastern boundary of the Province of Saskatchewan with the United States boundary, then northward along the eastern boundary of the Province of Saskatchewan to the Qu'Appelle River, then westward along the Qu'Appelle River to the eastern limit of range 11, west of the second meridian, then southward along the eastern limit of range 11 to the United States boundary, then eastward along the United States boundary to the point of commencement.

2. District 2 (Weyburn-Indian Head) - One Member

Commencing at the intersection of the eastern limit of range 11, west of the second meridian and the United States boundary, then northward along the eastern limit of the said range 11 to the Qu'Appelle River, then westward along the Qu'Appelle River to the eastern limit of range 22, west of the second meridian, then southward along the eastern limit of said range 22 to the intersection with the United States boundary, then eastward along the United States boundary to the point of commencement.

Excepting: The area within the Regina City limits.

3. District 3 (Assiniboia-Bengough) - One Member

Commencing at the intersection of the eastern limit of range 22, west of the second meridian and the United States boundary, then northward along the eastern limit of range 22, west of the second meridian to the Qu'Appelle River, then westward along the Qu'Appelle River to its intersection with the third meridian, then southward along the third meridian to the United States boundary, then eastward along the United States boundary to the point of commencement.

Excepting: The area within Moose Jaw City limits.

4. District 4 (Swift Current-Gravelbourg) - One Member

Commencing at the intersection of the third meridian and the United States boundary, then northward along the third meridian to the Qu'Appelle River, then westward along the Qu'Appelle River and the South Saskatchewan River to the eastern limit of range 15 to the United States boundary, then eastward along the United States boundary to the point of commencement.

5. District 5 (Maple Creek-Rosetown-Lloydminster) - One Member

Commencing at the intersection of the eastern limit of range 15, west of the third meridian, and the United States boundary, then westward along the United States boundary to the intersection of the western boundary of the Province of Saskatchewan, then northward along the western boundary of the Province of Saskatchewan to its intersection with the North Saskatchewan River, then southeastward along the North Saskatchewan River to its intersection with the eastern limit of range 13, west of the third meridian, then southward along the eastern limit of range 13, to its intersection with the South Saskatchewan River then westward along the South Saskatchewan River to its
intersection with the eastern limit of range 15, west of the third meridian, and then southward along
the eastern limit of range 15 to the point of commencement. For the purposes of this legal
description, the town of Battleford is deemed to lie on the same side of the North Saskatchewan
River as does the city of North Battleford and is therefore excluded from this district.

6. District 6 (Melville-Yorkton-Hudson Bay) - One Member

Commencing at the intersection of the Qu'Appelle River and the eastern boundary of the Province
of Saskatchewan, then westward along the Qu'Appelle River to the eastern limit of range 11, west
of the second meridian, then northward along the eastern limit of range 11 to its intersection with
the Saskatchewan River, then northeastward along the Saskatchewan River to its intersection with
the eastern boundary of the Province of Saskatchewan to the point of commencement.

7. District 7 (Melfort-Wynyard-Davidson) - One Member

Commencing at the intersection of the eastern limit of range 11, west of the second meridian, and
the Qu'Appelle River, then westward along the Qu'Appelle River to the eastern limit of range 2,
west of the third meridian, then northward along the eastern limit of range 2, west of the third
meridian, to the South Saskatchewan River, then northward and eastward along the South
Saskatchewan River and the Saskatchewan River to its intersection with the eastern limit of range
11, west of the second meridian, then southward along the eastern limit of range 11 to the point of
commencement.

8. District 8 (Dundurn-Delisle) - One Member

Commencing at the intersection of the Qu'Appelle River and the eastern limit of range 2, west of
the third meridian, then westward along the Qu'Appelle River to its intersection with the South
Saskatchewan River, then westward along the South Saskatchewan River to its intersection with
the eastern limit of range 13, west of the third meridian, then northward along the eastern limit of range
13 to the North Saskatchewan River, then eastward along the North Saskatchewan River to its
intersection with the northern limit of township 42, then eastward along the northern limit of
township 42 to the intersection of the South Saskatchewan River, then southward along the South
Saskatchewan River to its intersection with the eastern limit of range 2, west of the third meridian,
then southward along the eastern limit of range 2 to the point of commencement.

Excepting: The area within Saskatoon City limits.

9. District 9 (North Battleford-Prince Albert) - One Member

All that portion of the Province of Saskatchewan commencing at the intersection of the
Saskatchewan River and the eastern boundary of the Province of Saskatchewan, then westward
along the Saskatchewan and South Saskatchewan Rivers to its intersection with the northern limit of
township 42, then westward along the northern limit of township 42 to its intersection with the North
Saskatchewan River, then southward and northwestward along the North Saskatchewan River to its
intersection with the western boundary of the province, then northward along the western boundary
of the province to the northwest corner of the province, then eastward along the northern limit of the
province to the northeast corner of the province, then southward along the eastern boundary of the
province to the point of commencement. For purposes of this electoral district description, the town
of Battleford is deemed to lie on the same side of the boundary as the city of North Battleford and is,
therefore, included herein.
10. District 10 (Moose Jaw) - One Member
   Area within the Moose Jaw City limits.

11. District 11 (Regina) - Two Members
   Area within the Regina City limits.

12. District 12 (Saskatoon) - Two Members
   Area within the Saskatoon City limits.

Electoral District Map
UNIVERSITY OF REGINA
Senate

Item for Information

Subject: Senate Appeals Committee Report

Background and Description:

The Senate Appeals Committee met on 27 September 2011 to hear one appeal:

A student appealed to the Senate Appeals Committee a decision of the Council Committee on Student Appeals, dismissing the appeal of the decision of the Faculty that the student be required to discontinue from the program for failure to maintain the required academic standing.

Because of objection raised by the Appellant as to a procedural matter, relative to the appeal to the Council Committee on Student Appeals, the Senate Appeals Committee referred the matter back to the Council Committee on Student Appeals, to be reheard.

Prepared by:
D’arcy Schauerte
University Secretariat

On behalf of:
Dr. William F. Ready
Chair of the Senate Appeals Committee

27 September, 2011
ITEMS FOR APPROVAL

1. FACULTY OF GRADUATE STUDIES AND RESEARCH

1.1 Education – Admission Requirements for the Master’s Certificate Programs in Education

MOTION: That the change to the Master’s Certificate programs in Education to allow 1) direct entry (e.g. the applicant need not already have a Master’s degree) and 2) students to ladder the courses from their Master’s certificate in Education into a subsequent Master’s degree program in Education, as outlined below, be approved.

Master’s Certificates in Education Admission Requirements

All applicants must meet the general admission requirements of the Faculty of Graduate Studies and Research. In addition, the Faculty of Education requires the following:

- the applicant must have a four-year degree applicable to the program (normally a B.Ed., B.H.R.D., or B.A.Ed., or equivalent);
- at least two years of teaching or other relevant professional experience;

Meeting these minimum requirements is not a guarantee of acceptance into the program. Admission is ALWAYS subject to availability of space.

Students who complete a Master’s certificate program in Education at the University of Regina may ladder the courses from the Master’s certificate taken at the University of Regina into a subsequent Master of Education degree program. Students will be allowed to concurrently hold a Master’s Certificate and a Master’s degree, using the same courses for both credentials. This means that a student could earn a Master’s Certificate, apply for entry and be accepted into the M.Ed., and then take additional courses, or combination of courses and thesis, project, or practicum, to earn the M.Ed. degree.

Term effective date:
Fall 2011

(end of Motion)

Rationale: This motion brings the admission requirements for Master’s Certificates in Education more in line with other departments (for example the Faculty of Business Administration) and allows students to benefit from obtaining two University credentials.
ITEMS FOR INFORMATION

The following items were approved at Executive of Council and are listed for information to Senate. If you would like further information about a particular motion, please see http://www.uregina.ca/presoff/council/executive/index.shtml or contact the University Secretariat.

1. FACULTY OF ARTS

1.1 Department of Economics – Revisions to Economics Programs to Reflect Addition of Newly Approved Courses

Executive of Council approved that the Economics minor program revisions be approved to reflect the addition of newly approved courses.

1.2 Department of Interdisciplinary Programs (FNUniv) – BA Honours in Linguistics

Executive of Council approved that the one elective be removed from the BA Honours in Linguistics.

1.3 Creation of a Minor in INHS

Executive of Council approved the creation of a minor in INHS.

1.4 Revision to §9.7.1 of Undergraduate Calendar regarding Concurrent and Additional Programs

Executive of Council approved that §9.7.1 of Undergraduate Calendar regarding Concurrent and Additional Programs be revised.

2. FACULTY OF EDUCATION

2.1 Revision to the Certificate in Dance Teacher Education

Executive of Council approved the admission to the Certificate of Dance Teacher Education be based on the general Faculty of Education admission requirements, demonstrated ability in at least one dance form, and selection by the Dance Program, effective Fall 2011.

2.2 Revisions to the Adult Continuing Education and Training Certificate

Executive of Council approved the program be renamed the Adult Continuing Education and Training Certificate, effective Fall 2011, and that the program requirements for the Certificate in Adult Education and training be revised.

2.3 Revisions to the Arts Education BEd Drama Major

Executive of Council approved the Arts Education BEd Drama Major be revised, effective Fall 2011.

2.4 Revision to the Arts Education Drama Minor (EDRA)

Executive of Council approved the Arts Education Drama Minor be revised, effective Fall 2011.

2.5 Revision to the Bac en Education (Élémentaire et Secondaire)

Executive of Council approved the point «maintenir une moyenne d’au moins 70% dans les cours de français» be added as follows to §11.16.3.1: Pour passer de la 3e année à l’internat (début de la 4e année), effective Fall 2011.
2.6 Revision to the Secondary BEd Mathematics Major (EMTH)

Executive of Council approved the “Elective” in semester 5 be removed and that “ECMP 455” be included in the Secondary BED Mathematics Major (EMTH), effective Fall 2011.

2.7 Revision to the Secondary Program – Proceeding to Pre-Internship

Executive of Council approved students be required to have 70% in their major subject area courses to proceed to pre-internship, The Secondary Program recommends that the courses that constitute the 70% average are determined by the subject area, effective Fall 2011.

2.8 Revisions to the Elementary BEd Program: Early Childhood (Pre-K to Grade 3)

Executive of Council approved the Four-Year Elementary BEd Program Early Childhood be revised, for the last cohort remaining in Pre-K to Grade 3, effective Fall 2011.

3. FACULTY OF ENGINEERING & APPLIED SCIENCE

3.1 Revision to the Electronic Systems Engineering Program Curriculum

Pending approval at the September meeting of Executive of Council, that the Electronic Systems Engineering program curriculum be revised, effective 2012.

3.2 Revision to the Software Systems Engineering Program Curriculum

Pending approval at the September meeting of Executive of Council, that the Software Systems Engineering program curriculum be revised, effective 2012.

3.3 Revision to the Environmental Systems Engineering Program Curriculum

Pending approval at the September meeting of Executive of Council, that the Environmental Systems Engineering program curriculum be revised, effective 2012.

3.4 Revision to the Environmental Health and Science Program Curriculum

Pending approval at the September meeting of Executive of Council, that the Environmental Health and Science Engineering program curriculum be revised, effective 2012.

4. FACULTY OF FINE ARTS

4.1 Revision to the Fine Arts Requirements for the Bachelor of Arts Honours, Fine Arts Major

Executive of Council approved the Fine Arts requirements outside the Concentration area in the Bachelor of Arts Honours, Fine Arts Major (Concentration: Film & Video Studies, Music, Theatre Studies, or Art History).

5. FACULTY OF GRADUATE STUDIES AND RESEARCH

5.1 Computer Science – Project Based M.Sc. Program – Examination Committee

Executive of Council approved the examination committee for a student in the project-based M.Sc. program should consist of at least three faculty members (one of whom is the student’s supervisor), at least half of whom should be from the Department of Computer Science, and a chair, who is a faculty member and who can be from Computer Science.
5.2 Computer Science – M.Sc. Project Option Requirements – Revisions

Executive of Council approved the change to M.Sc. project option requirements from “Project research (CS 902): 6 credit hours” to “Project Research (CS 902) or Thesis Research (CS 901): 6 credit hours”.

5.3 Computer Science – Ph.D in Computer Science – Credit Honours Revisions

Executive of Council approved the change to the course requirements for the PhD program from 15 credit hours to 9 credit hours and to add three restrictions on these courses: 1) chosen in consultation with the supervisor or co-supervisors, 2) at most one from the supervisor or co-supervisors, and 3) at most one reading course.


Executive of Council approved the change to the Master of Arts in Applied Economics and Policy Analysis application process to include a 2 to 5 page policy brief on a topic from a list provided by the Department of Economics.

5.5 Education – Process and Requirements for a Graduate Project in Education – Revisions

Executive of Council approved the change to the process and requirements for a graduate project in Education.

5.6 Education – Required Courses for the Master’s Certificate in Human Resources Administration in Education Program

Executive of Council approved the update to the required courses for the Master’s Certificate in Human Resource Administration in Education program.

5.7 History - Master of Arts in History – Revisions

Executive of Council approved the proposed changes to the Master of Arts in History.

6. FACULTY OF NURSING

6.1 Open Elective in Year II of Program

Executive of Council approved the 'approved' elective in Year II of the SCBScN Program be changed to an “open” elective.

6.2 Benchmark for Transfer Credit

Executive of Council approved the 60% be the minimum grade required for the awarding of transfer credit to the SCBScN Program from other post-secondary institutions.

7. FACULTY OF SCIENCE

7.1 Revision to the Optional Minor

Executive of Council approved courses used in the major discipline cannot also be used toward the minor." Be replaced with “Up to two courses that are required for completion of a major may also be used in the minor” in § 16.9.1.4 of the 2011-2012 Undergraduate Student Calendar and Course Catalog.

7.2 Revision to the Bachelor of Medical Laboratory Science (BMLS)

Executive of Council approved the course numberings in the Bachelor of Medical Science degree be updated to reflect course renumbering or deletions from other Faculties and remove the clinical portion of the degree.
7.3 Revision to Bachelor of Medical Imaging Degree

Executive of Council approved course numberings for the Bachelor of Medical Imaging be updated and that CHEM 105 be added to the Bachelor of Medical Imaging degree to reflect course renumbering, additions or deletions from other Faculties and remove the clinical portion of the degree.

7.4 Department of Math and Stats – Revisions

Executive of Council approved the existing Math and Stats combined degree (MAST) be changed to Applied Math and Stats (AM&S) with the revised program requirements.

7.5 Revision to the BSc Math and BSc Math Honours Program

Executive of Council approved that courses be added to and removed from the BSc Math and BSc Math Honours programs.

7.6 Revision to the BSc and BSc Honours Combined Math and CS Programs

Executive of Council approved the courses be added to and removed from the BSc and BSc Honours Combined Math and CS Programs.

8. REGISTRAR’S OFFICE

8.1 Revision to the Add and Drop Deadline Dates

Executive of Council approved that the beginning of the academic year 2012-13, the end of the course add period for each or part-of-term be altered so that it is identical to the end of the no-record drop period for that term or part-of-term.

9. UNDERGRADUATE SCHOLARSHIP COMMITTEE

9.1 Undergraduate Awards Eligibility for Students with Disabilities

Executive of Council approved the University of Regina establish a general policy to permit students with disabilities, who are registered with the Centre for Student Accessibility (CSA), to be eligible for undergraduate awards (scholarships, awards and bursaries) at a reduced course load. Students will be considered eligible at a 20% course reduction from the listed criteria in the award terms of reference. For example, if the terms of reference indicate students must be registered in a minimum of 24 credit hours, a student with a disability will be considered eligible if they are registered in a minimum of 18 credit hours. In exceptional cases, the required course loads (for award eligibility) may be reduced further, as determined on a case by case basis. The University reserves the right to adjust award values to reflect the reduced amount paid for tuition and books (by virtue of the reduced course load).

10. COUNCIL NOMINATING COMMITTEE

10.1 Replacements on Committees Requiring Council Memberships

Executive of Council approved the individuals listed to serve on the committees for terms as indicated.