



Northern Ontario  
School of Medicine  
École de médecine  
du Nord de l'Ontario  
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## Joint Senate Committee for NOSM Terms of Reference

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<b>Approved By:</b>	Lakehead University and Laurentian University Senates				
<b>Approval Date:</b>	pending	<b>Effective Date:</b>	2005 October	<b>Review Date:</b>	3 years

### 1.0 Purpose

The Joint Senate Committee for NOSM (“Committee”) has been duly constituted by both Senates to review all academic recommendations from the Academic Council for NOSM (“Academic Council”) and make recommendations to both Senates for their approval.

### 2.0 Role and Function

1. The Committee will review proposals approved by the Academic Council.
2. The Committee may consult as necessary.
3. The Committee may recommend acceptance of proposals it has reviewed to the Senates of both Lakehead and Laurentian Universities.
4. The Secretary of Academic Council will be the Secretary to the Joint Senate Committee and provide administration assistance for this Committee.
5. Any recommendation that the Committee makes must go to both Senates and must be the same for both.
6. Rejection or referral back of a Committee recommendation by either Senate will be deemed rejection or referral back by both Senates.
7. Any recommendation rejected or referred back to the Committee that is subsequently revised must go back to both Senates.

### 3.0 Composition

Each University will select six (6) voting members for the Joint Senate Committee for NOSM.

#### Laurentian Composition

- 1 Vice-President Academic and Provost \*

- 1 representative from NOSM appointed by the Dean of the Medical School
- 3 faculty members
- 1 NOSM Student selected by the NOSM Student Council
- Secretary of Senate or designate (non-voting)

#### Lakehead Composition

- 1 Provost and Vice President (Academic) \*
- 1 Chair or delegate from the Senate Undergraduate Studies Committee (appointed for the year by SUSC, if different from the chair)
- 1 Faculty Senator elected by Lakehead Senate
- 1 Faculty member, recommended to Senate through the Senate Nominating Committee
- 1 individual from Lakehead University with expertise in a health related area, elected by Lakehead Senate. The individual may qualify through a teaching or research specialization
- 1 student selected by the Lakehead University Student Union
- 1 representative from NOSM at Lakehead University appointed by the Dean of the Medical School (non-voting)
- Secretary of Senate or designate (non-voting)

\*If the Provost & Vice President (Academic) is absent, the Deputy Provost or designate may attend meetings as a voting member. [if applicable]

#### **4.0 Terms of Office**

- Faculty members: three-year terms (renewable)
- Student members: up to a 2 year term (renewable)

#### **5.0 Organization**

The Chair and Vice-Chair will be elected annually by the Committee from among voting members at the last meeting of each academic year. If the Chair is a Laurentian Member, the Vice-Chair shall be a Lakehead Member, and vice versa.

The Committee may meet by video and/or audio conference.

A minimum of seven (7) days' notice shall be given for all meetings except that a meeting may be held at any time without due notice if all members of the Committee are able to be present and/or consent thereto.

A quorum for the transaction of business at a Joint Senate Committee meeting shall be 50% plus one member (e.g. 7 of 12) or a simple majority of the filled positions.

A member who is absent from a scheduled committee meeting more than three (3) times per academic year will have his or her membership on the committee automatically terminated unless determined otherwise by the Chair.

**DO NOT REMOVE THIS VERSION RECORD FROM THIS DOCUMENT**

<b>Version</b>	<b>Date</b>	<b>Authors/Comments</b>
V1.0	June 19, 2007	April 24 2007 Revision by JSC - Approved by Lakehead Senate May 14, 2007 and Laurentian Senate June 19, 2007
V2.0	January 23, 2009	Amendments Laurentian Senate September 16, 2008 & Lakehead Senate January 23 2009 [ <sup>1</sup> Motion from Laurentian University Senate on Tuesday, September 16, 2008 passed the change to the Laurentian University Senate Bylaw Chapter X Article 9.(1)]
V2.1	January 20, 2012	Amendments to Lakehead University Membership January 20, 2012
V3.0	September 16, 2013	March 15, 2013 JSC recommendations – Approved at Lakehead U Senate September 16, 2013 / Laurentian U Senate April 17, 2013
V.3.1	April 2014  April 17, 2017  May 14, 2018	Edits to Terms of Reference to be consistent with changes and creation of the NOSM Appeals Policies.  Lakehead proposed changes*If the Provost & Vice President (Academic) is absent, the Deputy Provost or designate may attend meetings as a voting member [if applicable] / (up to a 2 year term) No objections from Laurentian University Secretariat – changes incorporated.
V 4.0	Pending	Review by Lakehead University.



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Laurentian University  
Université Laurentienne



Lakehead  
UNIVERSITY

## Joint Senate Committee for NOSM Terms of Reference

<b>Approved By:</b>	Lakehead University and Laurentian University Senates				
<b>Approval Date:</b>	pending	<b>Effective Date:</b>	2005 October	<b>Review Date:</b>	3 years

Approved by Lakehead Senate: October 2005; May 14, 2007; January 23, 2009; January 20, 2012; January 18, 2013; September 16, 2013; October 20, 2014; April 11, 2017; May 14, 2018, pending April 2019

Approved by Laurentian Senate: October 2005, June 19, 2007, Sept 16, 2008; January 2012, April 17, 2013, pending April 2019

### 1.0 Purpose

The Joint Senate Committee for NOSM ("~~JSC~~-Committee") has been duly constituted by both Senates to review all academic recommendations from the Academic Council for NOSM ("Academic Council") and make recommendations to both Senates for their approval.

### 2.0 Role and Function

1. The Committee will review proposals approved by the Academic Council ~~for NOSM~~.
2. The Committee ~~will be able to~~ may consult as necessary.
3. The Committee ~~will be able to~~ may recommend acceptance of proposals it has reviewed to the Senates of both Lakehead and Laurentian Universities.
4. The Secretary to the Academic Council will be the Secretary to the Joint Senate Committee and provide administration assistance for this Committee.
5. Any recommendation that the Committee makes must go to both Senates and must be the same for both.
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### ~~3.0 Appeals Committee~~

~~Pursuant to the NOSM Policy Regarding Academic Appeals, the Academic Council Appeal Committee will be drawn from the Committee Panel and will be convened to hear learner appeals based on an academic decision rendered by any Northern Ontario School of Medicine ("NOSM" or "School") program or committee under the purview of the Academic Council (the "Council") making a promotion, withdrawal decision or finding of unprofessional behavior.~~

~~The membership of the Committee Panel will include the Chair of the Joint Senate Committee for NOSM (or designate), who shall serve as Chair of the Committee Panel and two (2) additional members of the Joint Senate Committee appointed by the Committee for a period of two academic years, running from July 1 to June 20. Certain terms of service may survive beyond a member's term of appointment.~~

### 4.0 Composition

Each University will select six (6) voting members for the Joint Senate Committee for NOSM.

#### Laurentian Composition

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- 3 faculty members
- 1 NOSM Student selected by the NOSM Student Council~~from an Association representing NOSM Students~~
- Secretary of Senate or designate (non-voting)

#### Lakehead Composition

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- 1 Faculty member, recommended to Senate through the Senate Nominating Committee ~~(3-year term)~~
- 1 individual from Lakehead University with expertise in a health related area, elected by Lakehead Senate. The individual may qualify through a teaching or research specialization ~~(3-year term)~~

- 1 student selected by the Lakehead University Student Union (~~up to a 2 year term~~)
- 1 representative from NOSM at Lakehead University appointed by the Dean of the Medical School (non-voting)-
- Secretary of Senate or designate (non-voting)

\*If the Provost & Vice President (Academic) is absent, the Deputy Provost or designate may attend meetings as a voting member. [if applicable]

~~A non-voting representative from NOSM will sit on the Committee to assist, appointed by the Dean of the Medical School.~~

## 5.0 Terms of Office

- Faculty members: three-year terms (renewable)
- Student members: up to a 2 year term ~~one-year terms~~ (renewable)

## 6.0 Organization

The Chair and Vice-Chair will be elected annually by the Committee from among voting members at the first-last meeting of each academic year. If the Chair is a Laurentian Member, the Vice-Chair shall be a Lakehead Member, and vice versa.

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