

**LAKEHEAD UNIVERSITY**  
**Report of the Senate Organization Committee**

**9 October 2009**

**Submitted by Dr. G. Colton (Chair), for Dr. Q.L. Dang, Dr. R. Delaney, Dr. L. Hayes, Mr. R. Hewitt, Dr. S. Islam, Dr. J. O'Meara, and Ms. K. Roche (Secretary).**

A meeting of the Senate Organization Committee was held on October 9, 2009 in the Vice-President's Conference Room.

The Senate Organization Committee reviewed responses to a request from the Committee seeking input from all Senate Committee Chairs regarding the usage of the wording "shall not *typically* be included in the total when quorum is counted" (my italics) in the Terms of Reference of a number of committees. In the e-mail request sent to Senate Committee Chairs in the Spring, the Senate Organization Committee questioned whether the word "typically" was necessary (or even problematic) and asked committee chairs to indicate whether they would be in favour of removing the word "typically" altogether. As of October 9, 2009, the Committee had received responses from the Senate Research Ethics Board and the Faculty of Graduate Studies, both of which were in favour of removing the word "typically" from their respective committees' Terms of Reference. Since only two committees had responded, the Secretary of the Senate Organization Committee was asked to contact committee chairs once more indicating that the Senate Organization Committee would like a response prior to its November 13, 2009 meeting. The correspondence will indicate that the Senate Organization Committee will be discussing the clause at its November meeting and reporting to Senate on the matter in January.

The Committee also considered a request from the Senate Academic Committee to approve the Terms of Reference for a newly established subcommittee of the Senate Academic Committee named the Senate Academic Committee – Quality Assurance Committee. (As noted in the September 21, 2009 report of the Senate Academic Committee, this subcommittee was established "to oversee the undergraduate review process in accordance with the provincial Undergraduate Program Review Audit Committee (UPRAC) guidelines, and to assess how new program proposals address established institutional and UPRAC criteria.")

This request was approved as follows:

MOVED (R. Delaney/R. Hewitt) that the Terms of Reference as submitted for a subcommittee of Senate Academic Committee named the Senate Academic – Quality Assurance Committee be recommended for approval at the November 6, 2009 Senate meeting. CARRIED

The Committee's next meeting is scheduled for November 13, 2009.

Dr. G. Colton  
(on behalf of the Senate Organization Committee)