SENATE STANDING COMMITTEE ON POLICY

Regular Meeting
Wednesday, September 30, 2020
2:00 p.m. - 4:00 p.m.
MS Teams Online

AGENDA

1. Call to Order ..... Carlos Calao 2:00
2. Approval of Agenda
3. Approval of Minutes, September 9, 2020
4. Chair's Report
5. New Business
   - 5.1. GV2 *Protocol for the Development of University Policies / Procedure*..... Keri van Gerven 2:10
   - 5.2. AC10 *Establishment, revision, suspension and / or Discontinuance of Programs / Procedure*..... David Burns 2:25
   - 5.3. 2020 Senate Effectiveness Survey 2:40
6. Pending Business
   - 6.1. 2020 Mandate and Membership Review ..... Carlos Calao 2:20
7. Report of Special Assistant to Provost and Vice-President, Academic..... Josephine Chan 2:30
8. Items for Discussion..... Carlos Calao 2:40
9. Adjournment

SENATE STANDING COMMITTEE ON POLICY

Minutes of Regular Meeting
Wednesday, September 9, 2020
2:00 p.m. – 4:00 p.m.
MS Teams Online

<table>
<tr><th colspan="3">Voting Member Quorum 5 members</th></tr>
<tr><td>Aimee Begalka
Akshat Garg
Bob Davis</td><td>Carlos Calao
Jennifer Reddington
Waheed Taiwo</td><td></td></tr>
<tr><td rowspan="2"></td><td rowspan="2"></td><td>Non-voting</td></tr>
<tr><td>David Burns
Jennifer Jordan
Josephine Chan
Sandy Vanderburgh
Zena Mitchell</td></tr>
<tr><th>Regrets</th><th>Senate Office</th><th>Guests</th></tr>
<tr><td>Alan Davis
Laurie Detwiler</td><td>Rita Zamluk</td><td></td></tr>
</table>

1. Call to Order

David Burns, Vice-Chair, called the meeting to order at 2:03 p.m.

2. Approval of Agenda

Carlos Calao moved the agenda be confirmed as circulated.

The motion carried.

Waheed Taiwo moved the minutes be accepted as circulated.

The motion carried.

3. Chair's Report

The Vice-Chair reported on upcoming events. He announced the work being undertaken to revise AC10. David Burns, David Florkowski, and Sandy Vanderburgh will lead the revision.

The Committee discussed the reasons for the revisions and the value of consultation during the revision of AC10 *Establishment, Revision, Suspension and/or Discontinuance of Programs.*

Josephine Chan mentioned that at least two academic policies will be coming forward for review this year.

3.1. Election of Chair

The term of office begins September 10, 2020 and ends on the last day of the chair's current term on Senate.

Zena Mitchell, Registrar and Secretary of Senate, conducted the election and called for nominations:

First call: David Burns nominated Carlos Calao. Carlos Calao accepted the nomination.

Second call: no nominations

Third call: no nominations

Carlos Calao was acclaimed as the Chair. He will continue as chair until August 31, 2021.

4. 2020 Mandate and Membership Review

David Burns reviewed the mandate. The Committee did not have any changes.

The Committee reviewed the membership and discussed the history of the position of counsellor, adding a representative from International Studies, the current organization of the Faculty of Educational Support and Development, the broad perspective of the committee that considers the needs of all students from all areas, and ways to identify. communicate and engage with stakeholders during reviews.

The committee decided to extend the discussion vis-à-vis membership to the next meeting.

5. Items for discussion

5.1. Communicating with International Students

The Provost requested members communicate with him to address questions regarding the needs of international students.

The Registrar discussed the differences between attending classes online and in-person. She highlighted the fluidity of registration and some students will arrive to the class later than others.

Waheed Taiwo spoke of his own experiences as a student and the varying lead times for classes. He highlighted the advantages to international students of allowing instructors to post class information earlier on Moodle. The Provost will discuss the matter with the Deans and the Associate Vice-President, International. He will report back to the committee.

6. Adjournment

The meeting adjourned at 2:49 p.m.

SENATE STANDING COMMITTEE ON POLICY

Agenda Item: 5.1

Meeting Date: September 30, 2020

Presenters: Keri van Gerven, Ranminder Kaur, Meredith Laird

Agenda Item	**GV2 Policy Revision Consultations**

Action Requested	**Discussion**

Context & Background	GV2 *Protocol for the Development of University Policies* Policy and Procedures is KPU's guiding governing document on Policy Development.
Key Messages	1. GV2 is due for review through the regular policy review cycle and the University Secretary has been appointed by the President to lead the review. 2. GV2 is jointly approved by the Board of Governors and Senate with the President having Administrative Responsibility. 3. Consultations on GV2 are taking place to gather feedback and suggestions on how effective GV2 currently is and what changes the KPU Community would like to see made. Following consultations, revisions will be made and a draft will be posted to the KPU Policy Blog.
Consultations	KPU Admin, Staff, Faculty, and Students
Attachments	1. KPU Policies PowerPoint 2. GV2 Policy 3. GV2 Procedures
Submitted by	*Keri van Gerven*
Date submitted	*September 23, 2020*

Spring 2020

GV2 Review

University Secretariat

University Act

- The University Act of BC establishes the framework for bicameral governance at KPU. It delineates the strategic oversight of the Board from the academic responsibility of Senate.

- The University Act provides for interaction between the Board and Senate

- The University Act also provides regulations on:
  - Convocation
  - President
  - Chancellor
  - Faculties
  - Registrar

What is a Policy?

Policies

Definition

A Policy is a concise, formal statement of principles that indicates how the University will act in a particular area of operation.

Procedures

Definition

Procedures are specific steps required to implement a Policy. Procedures communicate acceptable practice, set boundaries and establish who is responsible for any required action.

WHO, WHAT, WHY, WHEN and HOW

Policies

- Describe the rules that establish what will or will not be done
- Can range from a broad philosophy to specific rules
- Include WHAT the rule is, WHY it exists, WHEN it applies and WHO it covers
- Can include roles and responsibilities
- Do not restate the law or bylaws or instruct others to obey the law

Procedures

- Describe the critical steps to follow in order to comply with the policy
- List responsibility for each step
- Are not instructions on how to complete a form
- Are succinct, factual and to the point
- Usually expressed using lists
- Include HOW to achieve the necessary results
- Can include how a decision is made by someone with a particular role or responsibility (i.e., how do they carry out their role?)

Who do Policies apply to?

Everyone!

Policies apply to everyone in the KPU Community – including those on campus or engaged in work/study on behalf of KPU off campus.

- Students
- Employees
- Contractors
- Board Members
- Alumni
- Volunteers
- Researchers
- Visitors on campus

Approving Bodies	Categories
• Board of Governors • Senate • President	• Academic • Administration • Admissions & Registration • Buildings and Property • External Relations • Financial Management • Governance • Human Resources • Information Management • Research • Safety, Security and Risk Management • Students

Why are we here?

GV2: Protocol for the Development of University Policies

B. SCOPE AND LIMITS

1.This policy protocol governs the development of all policies, relating to the operation of the University, under the jurisdiction of the Board, Senate and the President.

2. This policy protocol does not apply to policies developed by the Board of Governors in relation to its governance.

3. This policy protocol does not apply to practices developed by individual departments to guide the management of issues within their particular jurisdiction and control. These will be identified as “practices” to distinguish them from the “Procedures” associated with policies.

The Current Process

GV2: Protocol for the Development of University Policies

- Policies are reviewed on a cycle or as required
- Draft is developed by Policy Developer
- Draft is posted for 6 weeks on Policy Blog
  - If substantive changes made, then draft is reposted
- Draft moves through approval policy based on whether it is Academic or Administrative
- Draft is approved by Senate and Board as required by the University Act
- Approved policy is posted on KPU Website

University Secretariat/ Policy Co-ordination Office

Consists of:

- University Secretary
- Senate Office Staff
- Board Office Staff
- Special Assistant to the Provost

Responsible for:

- Maintain master, official record of all Policies
- Receives requests to create or modify Policies
- Advises on governance process related to Policy development
- Communicates changes to KPU Policies

Feedback!

We are looking to hear what you like and don't like about the current KPU Policy development process.

Tell us your thoughts

What changes would you like to see in a revised process?

Thank You!

University Secretariat

KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Policy History
Policy No. GV2
Approving Jurisdiction: Board of Governors, Senate
Administrative Responsibility: President
Effective Date: April 2013

Protocol for the Development of University Policies Policy

A. CONTEXT AND PURPOSE

Kwantlen Polytechnic University requires a policy development protocol in order to provide students, faculty, staff, Board members and others with a set of guidelines for developing policy that will assist in ensuring compliance with legal and other regulatory requirements, managing risk, achieving the University's mission, enhancing operational efficiencies and setting appropriate standards and restraints.

B. SCOPE AND LIMITS

1. This policy protocol governs the development of all policies, relating to the operation of the University, under the jurisdiction of the Board, Senate and the President.
2. This policy protocol does not apply to policies developed by the Board of Governors in relation to its governance.
3. This policy protocol does not apply to practices developed by individual departments to guide the management of issues within their particular jurisdiction and control. These will be identified as "practices" to distinguish them from the "Procedures" associated with policies.

C. STATEMENT OF POLICY PRINCIPLES

1. Policies are congruent with the mission, values and goals of the University and consistent with the legal and internal powers of the Board, Senate, and Administration of the University.
2. The development and approval of Policies is an open and inclusive process with an appropriate level of input from those members of the University community who may be affected by the Policies.
3. Policy development and maintenance is co-ordinated through a central office.
4. The writing of Policy and related Procedures will be undertaken by the individual or body that is most knowledgeable about the issues addressed in the Policy.
5. While Policies focus on principles and those principles address broad, long-term issues and values, Procedures are required to ensure clarity around actions to support the Policies and will be directly linked to the Policies they support. The processes necessary

to modify Procedures are relatively easy to effect in order to recognize organizational, regulatory or other issues without, in most cases, the need to review the principles imbedded in the Policy statement itself

6. The term “Departmental Practices” (or a similar term) is used to distinguish these from University level Policy and Procedures.
7. The Policy development process and the Policies themselves is readily accessible to the University community, primarily electronically, and linked to the related Procedures that support the Policies as well as links to other, relevant Policies and regulatory information
8. Policies are reviewed on a regular basis, say every 5 years, to ensure that they continue to be relevant and current
9. Procedures are reviewed on a regular basis, say every 2-3 years, to ensure their continued currency
10. If and when resources become available, consideration will be given to instituting random Policy audits to ensure that Policies are being followed, are being correctly interpreted and are being applied consistently. When implemented, this will be carried out through the office of an internal auditor, a position that has not yet been created at Kwantlen.

D. DEFINITIONS

Refer to the related Procedures document for definitions which will enhance the reader’s interpretation of this Policy.

E. RELATED POLICIES & LEGISLATION

University Act

F. RELATED PROCEDURES

Refer to GV2 *Protocol for the Development of University Policies / Procedure*

KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Policy History
Policy No. GV2
Approving Jurisdiction: Board of Governors, Senate
Administrative Responsibility: President
Effective Date: April 2013

Protocol for the Development of University Policies Procedure

A. DEFINITIONS

OFFICERS OF THE UNIVERSITY

"Officers" of Kwantlen Polytechnic University include the President, Vice Presidents, Associate Vice Presidents and the University Secretary – *Election Rules*

POLICY DEFINITION AND ROLE:

A Policy is a concise, formal statement of principles that indicates how the University will act in a particular area of operation.

A Policy addresses broad issues and, since it includes statements of principles, should serve an organization over an extended period of time without the need for frequent review or change.

A Policy requires formal approval at the highest level of the University's Board, Senate or President's Office authority and is binding on all members of the University.

It is the role of Policy to:

- Address issues of broad concern to the University
- Translate values into operating principles and procedures
- Ensure compliance with legal and other regulatory requirements
- Improve the management of risk
- Enhance achievement of the University's mission
- Enhance operational efficiency
- Set standards, mandate action or restraints

Policies address issues of legal or financial risk to the University. Statements relating to the operation of specific units at the University are called Guidelines and do not fall under the definition of University policies and procedures.

Policy is normally supported by, and implemented through, Procedures. This Policy Protocol is structured such that a Policy and its attendant Procedures will be developed jointly but as separate, linked documents. This separation, as outlined in another part of this document, will permit Procedures to be updated regularly to reflect various organizational and external changes without, necessarily, requiring review of the Policy and its underlying principles.

PROCEDURE DEFINITION AND ROLE

Procedures are specific steps required to implement a Policy. Procedures communicate acceptable practice, set boundaries and establish who is responsible for any required action.

Procedures, by their nature, must reflect the current organizational structure and regulatory framework of the University. Procedures will need to be reviewed and updated more frequently than Policies in order to ensure that the Procedures reflect the most current organizational structure, regulatory framework and any other relevant changes in circumstances.

B. PROCEDURES

The Procedures that follow have been organized under the following headings:

B.1 Policy Authority and Classification
B.2 Office of Policy Co-ordination
B.3 Policy Development or Amendment
B.4 Procedures Development or Amendment
B.5 Policy Elimination or Move To Departmental Practice
B.6 Policy and Procedures Templates
B.7 Policy Review
B.8 Policy Compliance
B.9 Legal Review
B.9-10 Issues Not Addressed in Policy

B.1 Policy Authority and Classification

Policies will be classified into one of four categories or jurisdictions, based on the role of each jurisdiction as determined by the University Act and other pertinent regulations:

1. Board of Governors: Policies related to Board self-governance
2. Board of Governors: Board Policies not related to self-governance
3. Senate
4. Office of the President (University Administration)

The Board of Governors and Senate will develop new and review existing Policies in accordance with the respective powers and duties of each as set out in the University Act as well as any other Policies that the University might determine are best handled by one of these bodies. The Office of the President develops Policies that fall outside of the jurisdiction of the Board of Governors and Senate.

B.2 Office of Policy Co-ordination

The "Office of Policy Co-ordination" is staffed by University personnel. At the present time, this is equivalent to the University Secretariat.

The Office will be responsible for coordinating the development and review of Policies. More specifically, the Office will carry out the following functions:

1. Maintain the master, official record of all Policies; each official Policy will be posted online and there will be only one online version.
2. Act as the University's official Policy holder; all new Policies and changes to existing Policies will be controlled through this office.

3. Act as the designated office to receive “Request for New Policy or Modifications to Existing Policy” document.
4. Provide advice regarding the determination of Policy classification between the jurisdictions of the Board (self-governance, others not relating to self-governance), Senate, and Office of the President.
5. Maintain a log to determine the status of Policy development/modification and monitor timelines to ensure that Policy issues are being handled expeditiously.
6. Bring information about delays or non-action to the attention of the person with administrative responsibility for the Policy within each of the jurisdictions for their follow-up.
7. Arrange distribution of draft Policies through appropriate internal media and directly to particular groups and individuals.
8. Ensure that all new and revised Policies have followed the required processes including appropriate approvals and signatures within each of the respective jurisdictions.
9. Maintain an online policy register of existing Policies and their review dates, and monitor the review process to ensure that action is taken in a timely manner.
10. Attend Senate and Senate Standing Committee meetings where policy development matters are discussed.

B.3 Policy Development or Amendment

The procedural steps for policy development or amendment at the University are provided below. The subsequent diagram visually represents these steps.

1. Individuals, bodies, or groups who perceive the need for the development/amendment of a policy must submit a formal request to the University Secretariat using the formal attached forms. The President, the Provost and/or the Vice President Administration (Policy Sponsors) will review requests to determine merit.

2. If there is merit to the request, the Policy Sponsor(s) will identify an appropriate University Officer to assume full responsibility for the development/amendment of a policy. Unapproved request(s) will be logged and archived in the online policy register, which is available to the University community.

<u>Development</u>

3. The University Officer will carry out all tasks relating to the development/amendment of the policy. S/he will conduct research, internal/external consultation, and all other review processes that are deemed

necessary. A policy will be developed in a standard format as prescribed by the official templates provided by the University Secretariat.

4. The University Officer will make amendments/revise drafts where necessary, and must seek endorsement from the Policy Sponsor(s), as appropriate.

5. The University Officer will submit the draft policy to the University Secretariat for a six (6) week online public posting period, where comments and feedback will be published online. It is during this six-week public posting period that the entire University Community, as well as the Senate Standing Committee on Policy Review and any other appropriate Senate Standing Committee(s), are expected to review the policy and provide feedback or substantive input. Subsequent drafts of the policy will include an accompanying page discussing the comments and feedback received, and will explain how the policy was modified in response to the feedback.

Review & Approval

6. The University Officer will present the draft policy to the Provost or Vice President Administration, who will submit it to the appropriate governance bodies for review and approval, via the Secretariat. The appropriate governance bodies are as follows:

    a. Academic Policies:
        i. Senate Standing Committee on Policy Review and any appropriate Senate Standing Committee(s)
        ii. Senate (and Board as required by the Act)

    b. Administrative Policies:
        i. President's University Executive
        ii. President (and Board as required by the Act)

    If substantive changes are required at any point in the development and/or review and approval stage, the draft policy will be returned to the University Officer for further amendment. The draft policy must undergo all necessary steps as prescribed in the development, review, and approval phases before proceeding to the final approval phase.

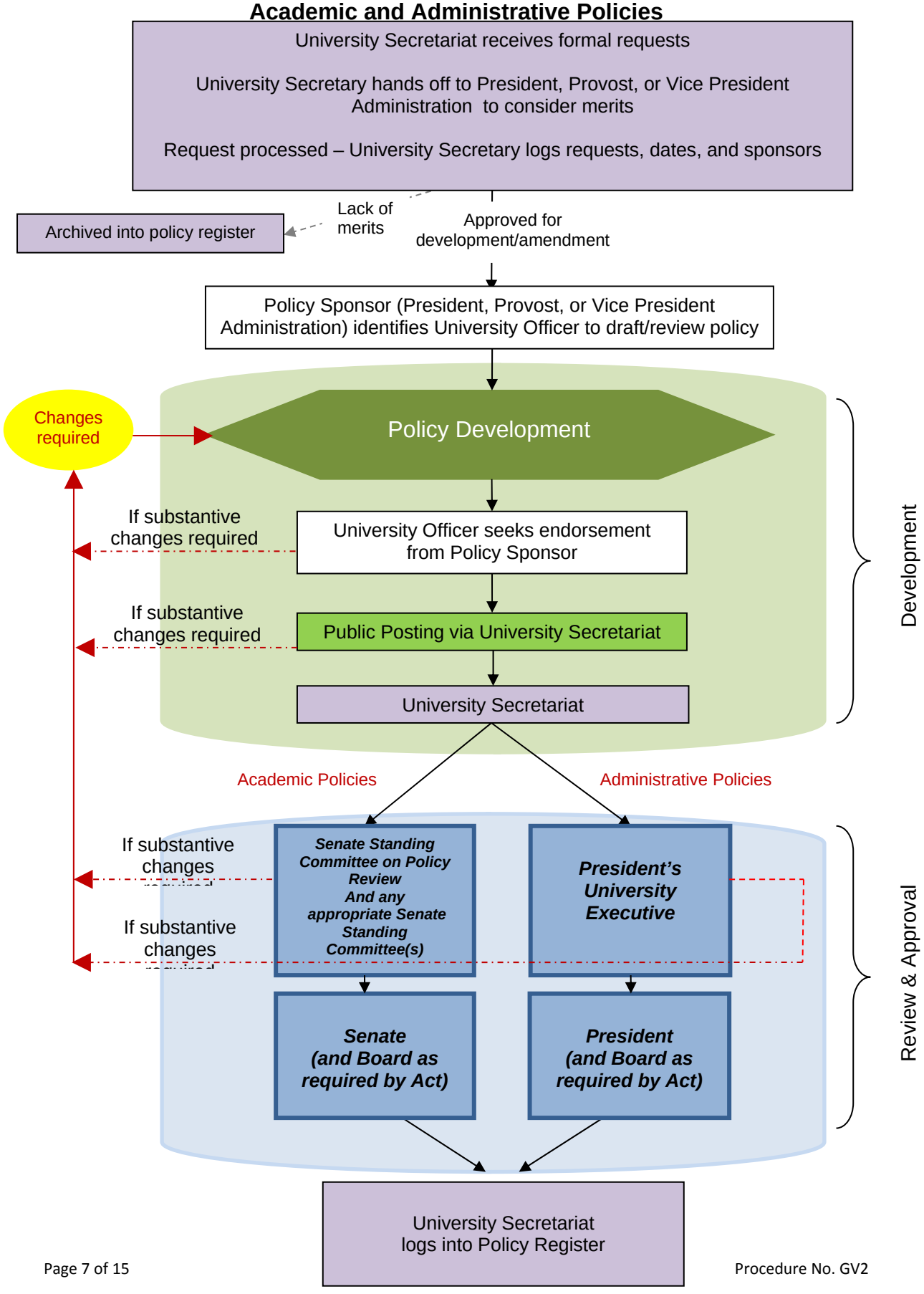
Final Approval

7. Once a policy has been approved by its appropriate governance bodies, an approved copy is forwarded to the University Secretariat. The University Secretariat will log the new/amended policy into the policy register, will be responsible for assigning a classification code to the new/amended policy, and will post it on the policy website.

Limits:

This policy protocol does not apply to policies developed by the Board of Governors in relation to its governance. Policy development and review will be on hiatus in July and August (black-out period).

Protocol for Policy Development or Amendment of Academic and Administrative Policies



B.4 Procedures Development or Amendment

The intent of this section of the Policy Protocol is to acknowledge the important role that Procedures play in ensuring the implementation of Policy but, at the same time, to recognize that the University requires a more flexible process for amending Procedures than is required for Policies. Policy development and amendment focuses on major, principle-driven issues which should endure over time. Procedures, on the other hand, need to reflect the organizational structure and processes of the University as well as external factors, and these are expected to change fairly regularly. When changes to Procedures are warranted, it should not be necessary to subject the entire Policy to a review.

1. Procedures for new Policies are normally developed at the same time as the related Policy.
2. It is expected that the review carried out by the Board, Senate or President will focus on Policy issues rather than Procedural matters.
3. The University designates the Sponsor to approve the Procedures accompanying each Policy in order to provide assurance that the Procedures are appropriate, complete and have been reviewed by the necessary parties.
4. Subsequent amendments to existing Procedures that do not impact on the Policy and its underlying principles may be made at the discretion of the appropriate person with Administrative responsibility and with the approval of the President.
5. Changes to Procedures are forwarded to the Office of Policy Co-ordination, which ensures that the change in Procedures is logged and that notice is provided to the University community.

B.5 Policy Elimination or Move To Departmental Practice

Periodically it may be determined that a policy is no longer necessary and should be eliminated. It may also be determined that a policy is not applicable to the entire University, but pertains only to a particular department. The following process will be followed in such cases.

1. A Request for Modification for Elimination / Move to Departmental Practice form is completed and sent to the University Secretariat.
2. The University Secretary sends the Request to the President, Provost or Vice President Administration to consider its merits.
3. The University Secretary logs requests, dates and sponsors.
4. If the Request is approved, the University Secretary posts the Request, along with the rationale and policy for a two-week online public posting period, where comments and feedback will be published online.
5. A response to the comments will accompany the request to eliminate or move to departmental practice when it is forwarded to the appropriate governance body:

a. Academic Policies:
    i. Senate Standing Committee on Policy Review and any appropriate Senate Standing Committee(s)
    ii. Senate (and Board as required by the Act)

b. Administrative Policies:
    i. President's University Executive
    ii. President (and Board as required by the Act)

6. Once the appropriate governance bodies have approved the elimination of a policy or its move to departmental practice , the policy is forwarded to the University Secretariat. The University Secretariat will log the elimination/move to departmental practice in the policy register and will remove the policy from the policy website.
7. If moved to departmental practice, the department responsible for the policy will log the policy at the departmental level as part of their departmental practices.

B.6 Policy and Procedures Templates

Two templates have been developed to recognize the separation between Policies and Procedures:

- Exhibit B provides a Policy Template.
- Exhibit C provides a Procedures Template.

These templates separate Policies from Procedures.

B.7 Policy Review

The University will implement a formal, periodic review of its Policies, which will ensure that all Policies are reviewed according to the following Procedures:

1. Each Policy will be reviewed at least every five years on a rotating basis, according to a schedule maintained by the Office of Policy Co-ordination
2. The review will be co-ordinated through the Office of Policy Co-ordination which will provide notice to the appropriate University Officer.

3. A review will comprise the following steps:
    a. the review will be carried out under the direction of the appropriate University Officer (normally through the position responsible for developing the original Policy) and completed within 3 months after the review date as determined by the Office of Policy Co-ordination
    b. the Office of Policy Co-ordination will notify the University community that the review is taking place through the University Policy web-site. Processes for contacting the reviewer and due dates for comments will be published
    c. the reviewer will ensure a complete review by scanning for new data, legislation, etc. that impacts on the Policy, interviewing key University personnel about how well the Policy has worked, reviewing information provided by other members of the University community, etc.
    d. if it is determined that a Policy revision is required then the processes outlined in the "Policy Development or Amendment" section above will be followed

If and when resources become available, consideration should be given to instituting random Policy audits to ensure that Policies are being followed, are being correctly interpreted and are being applied consistently. This function is most appropriately carried out through the office of an internal auditor, a position that has not yet been created at Kwantlen.

B.8 Policy Compliance

The Procedures attached to each Policy should include a section on compliance outlining the specific consequences of non-compliance.

B.9 Legal Review

The University recognizes the importance of a legal review of certain Policies presenting significant financial and/or legal risks and supports funding for a legal review where circumstances warrant such a review.

A request for a legal review can be initiated by the approving jurisdiction as outlined in a separate section of this Protocol, but must be approved by the President or his/her designate.

B.10 Issues Not Addressed In Policy

From time to time significant issues may arise that are not addressed by any of the University's current Policies but that may have broad implications commensurate with those normally addressed by University Policy. While the issues may, ultimately, lead to the development of new Policy, it is understood that, in order to resolve issues in a timely fashion, the President, in keeping with the responsibilities of his or her position, has the authority, after appropriate consultation, to make decisions to resolve such matters.

C. RELATED POLICY

Refer to Protocol for the Development of University Policies / Policy BD010 (E4)

Request Template

EXHIBIT A

KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Policy History
Policy No.
Approving Jurisdiction:
Administrative Responsibility:
Effective Date:

Request for New Policy OR Modification to Existing Policy OR Modification to Departmental Practice / Elimination / Consolidation, etc. FORM

NEW / MODIFICATION OF POLICY

Request for new Policy _____

OR

Request for modification of existing policy _____

OR

Request for modification of existing Policy to departmental practice/ elimination/consolidation, etc. _____

OR

Request for modification of existing Procedure _____

RATIONALE

Provide a rationale for the above request. Provide as much specific information as you can, discussions with others, etc.:

IMPLICATIONS

Describe the consequences of not taking action as described above.

CONTACT INFORMATION

Name (please print)	
Department	
Phone	
Email	
Signature	
Date	

COMMENTS

Office of Policy Co-ordination

Sponsor

ASSIGNMENT OF DEVELOPER

I assign _____(name of developer) as the Developer of this policy.

SIGNATURE

New Policy or Change approved_____(yes, no)
Explanation if not approved

_____

_____

Sponsor (Signature)_____

Policy Template **EXHIBIT B**

KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Policy History
Policy No.
Approving Jurisdiction:
Administrative Responsibility:
Effective Date:

Name of Policy
Policy

A. CONTEXT AND PURPOSE

B. SCOPE AND LIMITS

C. STATEMENT OF POLICY PRINCIPLES

D. DEFINITIONS - Do not put definitions in the Policy

Refer to the related Procedures document for definitions which will enhance the reader's interpretation of this Policy.

E. RELATED POLICIES & LEGISLATION

F. RELATED PROCEDURES

EXHIBIT C

Procedure Template

KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Policy History
Policy No.
Approving Jurisdiction:
Administrative Responsibility:
Effective Date:

Name of Policy
Procedure

A. DEFINITIONS

B. PROCEDURES

C. RELATED POLICY

Refer to Policy XXX

KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Where thought meets action

MEMORANDUM

TO: All Faculty Councils and other stakeholder group committees

CC: Sandy Vanderburgh, Josephine Chan, David Florkowski

FROM: David Burns

DATE: 18 September 2020

SUBJECT: Revision of AC10: Establishment, Revision, Suspension and/or Discontinuance of Programs / Procedure / Appendix A

To all faculty councils, and any other stakeholder group/committee interested in providing feedback on the revision of policy AC10, the University's policy on program establishment, revision, suspension and discontinuance.

In conjunction with the Office of the Provost I will be conducting consultations at any interested faculty council this fall and winter in preparation for the revision of AC10. The purpose of these conversations will be twofold: to introduce several conceptualizations of our policy needs, as I understand them, and to solicit general ideas about the revision. Please discuss your council's feedback on the points below in advance of my visit. **When possible, both Josephine Chan and I will attend.**

Priorities in the rewrite:

1. Develop an early warning mechanism that allows key stakeholders (both administrative and faculty) to be present for conversations prior to formal submission of proposals to the governance system.
2. A central role for the Provost's office in coordinating support service input and in advising on the ultimate feasibility of a proposal – especially in terms of financial viability and likelihood of approval by government.
3. In order to reduce approval time, remove the requirement of a concept paper for any proposals that do not require Stage 1 Review by the Ministry of Advanced Education Skills and Training. This applies to programs at or below the level of a minor.
4. In order to reduce approval time, compress steps in the approval process such that some approval steps can be undertaken concurrently (rather than in sequence).
5. Reduce the overall number of forms in the "D" series (D1, D2, D3, etc.) by combining forms in areas of overlap. The ministry stage 1 document, for instance, covers much of the content of two or three of our other forms.
6. Increase the clarity of the procedures, especially definition of decision-making persons and groups.
7. Clarify the three powers (and processes) for program cuts – cancellation of intake, suspension of program, and discontinuance of program.
8. To either replace the Polytechnic University Executive with *Approval by President/Provost* (which should be redundant, at least partially, due to (1)).

SENATE STANDING COMMITTEE ON POLICY

Agenda Item: 5.3
Meeting Date: September 30, 2020
Presenter: David Burns

Agenda Item **2020 Senate Effectiveness Survey**

Action Requested	Discussion
Senate Standing Committee Report	On September 16, 2020 the Senate Governance and Nominating Committee passed a motion to forward the 2020 Senate Effectiveness Survey to Senate and its committees.
Context & Background	In 2017 Senate received a report from the Chair and Vice-Chair of Senate (via the Senate Governance and Nominating Committee) on the 2017 Senate Effectiveness survey. This report included the identification of areas for improvement. The 2020 survey is now complete, and the attached analysis includes both analysis of the 2020 results and an assessment of the achievement of the previous report's goals.
Key Messages	1. Senate members view Senate much more positively today than they did 3 years ago. They are much more confident in its communication and information exchange and much more confident that it does what it should do. They are also much happier with Senate orientation (though this was improved from a low 2017 level, so more progress should be made). The preponderance of indices in this report denote progress, with many indicating significant progress. 2. Senate members are more conflicted today than they were 3 years ago about the interest of the University and the interests of their constituency, and they want to work on the academic plan between cycles.
Attachments	1. 2020 Senate Effectiveness Survey Package 2. SSCP 2020 Senate Effectiveness Survey Results
Submitted by	*David Burns, Vice-Chair of Senate*
Date submitted	*September 18, 2020*

VICE-CHAIR OF SENATE MEMORANDUM

TO	Senate Governance and Nominating Committee
FROM	Alan Davis and David Burns
DATE	September 1, 2020
SUBJECT	2020 Senate Effectiveness Survey

OBJECTIVE 1. CONFUSION AROUND ROLES

An objective set in 2017 was to **reduce the confusion around the role** of Senate members vis-à-vis their responsibility to their constituency, the University and society at large.

To measure progress towards this objective, the survey included these three questions.

- My role is to represent a specific constituency within KPU.*
- My role is to represent the best interests of broader society.
- My role is to represent the best interests of the University.

*An important methodological note: The second and third questions refer to the "interests" of the stated communities while the first refers only to representation.

My KPU constituency

	SD=Strongly Disagree, D=Disagree				A = Agree, SA=Strongly Agree		
	SD	D	SD + D	Neither	A	SA	A + SA
2017	17.90%	15.40%	33.30%	7.70%	28.20%	30.80%	59.00%
2020	9.00%	12.00%	21.00%	12.00%	33.00%	33.00%	66.00%
Change over 3 years			-12.30%				7.00%

Broader society

	SD	D	SD + D	Neither	A	SA	A + SA
2017	2.60%	2.60%	5.20%	23.10%	51.30%	20.50%	71.80%
2020	3.00%	3.00%	6.00%	16.00%	41.00%	36.00%	77.00%
Change over 3 years			0.80%				5.20%

University

	SD	D	SD + D	Neither	A	SA	A + SA
2017	0.00%	0.00%	0.00%	5.10%	17.90%	76.90%	94.80%
2020	0.00%	2.00%	2.00%	4.00%	30.00%	65.00%	95.00%
Change in 3 years			2.00%				0.20%

Conflict

	SD	D	SD + D	Neither	A	SA	A + SA
2017	2.60%	33.30%	35.90%	30.80%	23.10%	10.30%	33.40%
2020	9.00%	40.00%	49.00%	25.00%	19.00%	7.00%	26.00%
Change over 3 years			13.10%				-7.40%

Assessment:

Senate members are today modestly more likely to feel committed to their constituency group (7%) and more likely to experience conflict between the interests of that constituency and the University (13%). Their role is clearer, therefore, but not in the way originally intended (which would have been to increase commitment to the University as a whole, which is unchanged). We are, in sum, a bit more divided today than we were 3 years ago.

Action over 3 years:

- Explicit reference to this issue is made in the Vice-Chair's orientation for incoming Senators.
- This is often a point of contribution from the Vice-Chair during standing committee meetings and visits to Faculty Councils.

New or suggested practices:

Reference to this issue has been added to the written orientation materials for all members and for chairs of standing committees.

OBJECTIVE 2. COMMUNICATION

An objective set in 2017 was **to improve communication** between Senate and the rest of KPU.

These two questions were asked:

- (to what extent do you agree that) Senate facilitates the exchange of information across the University.
- (to what extent do you agree that) Senate communicates its deliberations and outcomes effectively to the University community.

Information exchange	SD=Strongly Disagree, D=Disagree				A = Agree, SA=Strongly Agree		
	SD	D	SD + D	Neither	A	SA	A + SA
2017	9.10%	36.40%	45.50%	7.70%	22.70%	13.60%	36.30%
2020	5.00%	14.00%	19.00%	19.00%	33.00%	29.00%	62.00%
Change in 3 years			-26.50%				25.70%

Communicates effectively							
	SD	D	SD + D	Neither	A	SA	A + SA
2017	0.00%	38.10%	38.10%	7.70%	19.00%	38.10%	57.10%
2020	0.00%	10.00%	10.00%	24.00%	38.00%	29.00%	67.00%
Change in 3 years			-28.10%				9.90%

Assessment:

Significant progress has been made in improving information exchange and communication. Agreement that Senate does these things well is up significantly, and disagreement is down even more significantly. Disagreement with the statement that Senate communicates effectively, for example, was down from 28% to 10%.

Action over 3 years:

- The Notes from Senate were switched to a more engaging tone, and were made narrative.
- The Vice-Chair site includes video content and more frequently updated material is added for support purposes (i.e., Senate Teams video and Senate Television Network videos).
- The Course Outline Manual was made digital to facilitate updating and encourage engagement with curricular reference materials.
- Governance retreats are held (irregularly).
- An increase was made (relative to the first year of the survey period) in Vice-Chair visits to Faculty Councils and other committees.
- The office housing the Senate support staff was moved and now enables more “walk through” traffic (pre-COVID).

New practices:

- We have for one year been issuing monthly news about Senate's curriculum decisions and rules for stakeholders (curriculum support, Dean's offices, etc.).
- The switch to MS Teams has enabled stakeholders to contact the Vice-Chair and Senate support staff more easily. This level of access should be maintained.

Proposed practices:

- A way to track motions and items across the Senate system.
- The draft minutes from a recent meeting should be posted (watermarked) so members have easier access to them prior to the following meeting.

OBJECTIVE 3. ORIENTATION

In 2017 it was made an objective **to improve orientation** for Senate members.

This question was asked:

- (to what extent do you agree that) The orientation I received for Senate adequately prepared me for my work on Senate.

Orientation	SD=Strongly Disagree, D=Disagree				A = Agree, SA=Strongly Agree		
	SD	D	SD + D	Neither	A	SA	A + SA
2017	8.70%	39.10%	47.80%	21.70%	26.10%	4.30%	30.40%
2020	0.00%	23.00%	23.00%	27.00%	36.00%	14.00%	50.00%
Change in 3 years			24.80%				19.60%

Net disagreement at the standing committee level was 37% in 2017, and is 18% today.

Assessment:

Significant progress has been made at Senate and its standing committees but this progress has been from a low starting point and more needs to be done.

Action over 3 years:

- As a result of the 2017 feedback, the Vice-Chair increased access to in-person meetings **for new Senators.**

New Practices:

- New members receive a welcome letter and orientation package.
- A tips sheet for Robert's Rules of Order is available for members and committee chairs.
- New student Senators are given two onboarding meetings – one to understand their motivations and interests and to assist with the needed access to SharePoint, and another to discuss their committee portfolios and role.
- The Vice-Chair and Senate office should support standing committee chairs in providing committee-level orientation.
- The governance retreats should be more regular.
- Senators should be given exit interviews to preserve institutional knowledge for successors.

DOES SENATE DO WHAT IT IS SUPPOSED TO DO?

In a series of questions, members were asked to what extent Senate should do something, and to what extent it really does that thing. By subtracting the agree and strongly agree values for the should questions from the same values for the does questions we get a value measuring the "walk-the-walk" gap. A large value, here, is bad – indicating that we have a large gap between purpose and action.

Question	2020 % Gap	2017 % Gap	% Change
Review performance	18.00	36.40	**18.40**
Final policy authority	5.00	9.10	4.10
Only Academic matters	5.00	9.00	4.00
Defend autonomy	45.00	36.40	**-8.60**
Determine future direction	18.00	22.80	4.80
Establish research priorities	41.00	63.70	**22.70**
Establish research directions	32.00	53.90	**21.90**
Establish academic plan	18.00	4.90	**-13.10**
Directions for Teaching/Learning	36.00	44.40	**8.40**
Set budget process	0.00	-8.00	**-8.00**
Influence government policy	21.00	54.10	**33.10**
Discuss important issues	13.00	29.10	**16.10**
Average	21.00	29.65	**8.65**

Assessment:

The gap between what members think Senate should do and what it actually does has closed by 8.65%, with substantial improvement in academic performance review, research priorities and directions, influence on government policy, and discussion of important issues.

Three regressions were found, only the third of which is potentially problematic. The first was an 8.6% increase in the gap with respect to defending the University's autonomy. This gap is explicable by a large increase in the belief that the Senate *should* do this (from 82% in 2017 to 95% in 2020) relative to a modest improvement in Senate's rating for actually acting (about 5%). We improved in this regard, in other words, but our expectations grew more quickly. The same is true for the setting of the budget process, wherein a large increase in responses that Senate *should* (18.3%) was offset by a significant but smaller increase in responses that it *does* (10.3%).

The third area, which deals with setting of the academic plan, saw a 13% regression that isn't explicable by an increase in interest (as was the case with autonomy and budget). It is possible, however, that this reflects the timing of the survey. At the point of the 2017 survey the previous academic plan was ending and the discussion of the new plan was beginning. At the point of this survey we are 2 years past the end of the previous strategic planning cycle. We are, in other words, not working as much on the academic plan. These answers might, on the other hand, represent concern about the Academic Continuity Plan (which was under discussion during the survey period).

New or suggested practices:

- These data should be forwarded to SSCAPP for action.

HOW IS SENATE DOING, MORE BROADLY?

The members were asked a series of more general questions about the quality, focus, and effectiveness of Senate. By subtracting the positive responses (Agree and Strongly Agree) in 2017 from the 2020 positive responses, we derive a measure of improvement.

Question	% Change
Is an effective decision-making body	4
Has an effective standing committee structure	8
Is appropriately informed by its standing committees (no change)	0
Acts appropriately on the recommendations of its standing committees (no change)	0
Avoids being involved in decisions about day to day operations	-2
Is effective in making decisions involving significant change	-16
Facilitates the exchange of information across the University	27
Plays an important role as a forum for discussing important matters	28
Meetings are conducted in a manner that maximized collegial discussion	21
Meetings are conducted in a manner that maximized effective decision making	11
Is effectively structured to accomplish its goals	16
Receives the support it needs to be successful	19
Provides leadership for the academic community	19
Communicates its deliberations and outcomes effectively to the University community	10

Assessment:

Members are more confident in Senate's committee structure, information exchange, importance as a forum, collegiality, conduct of meetings, general structure, support, academic leadership, and communication. While they are also more confident in Senate's decision-making, they are less so about its decision making about truly significant change.

New:

- The SEC is now opening more of its urgent decisions to participation from all Senators.

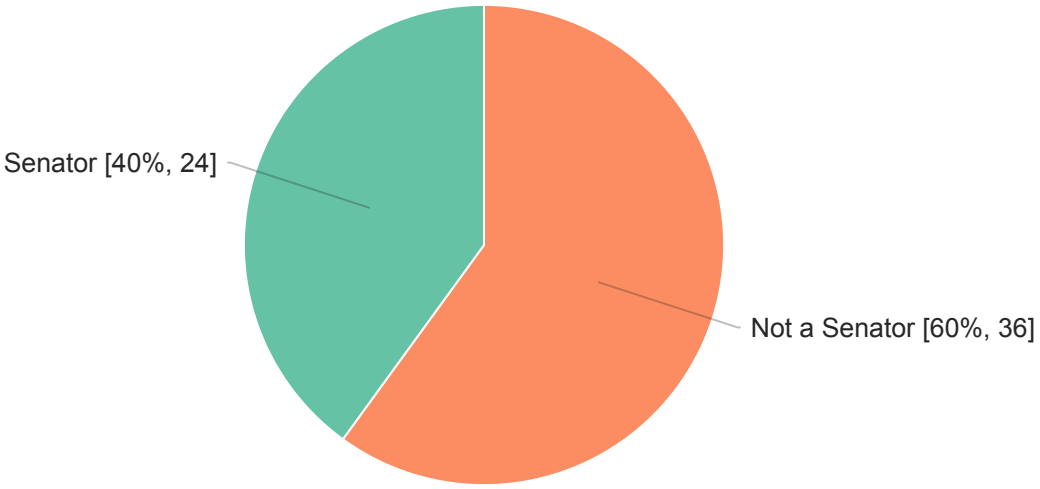
Proposed:

- More time is desired at Senate to discuss the big issues the University faces, and the presence of senior executives at these meetings is valued.
- Senate effectiveness survey questions should be asked as part of an exit interview for members leaving between cycles of the survey.

2020 Senate Effectiveness Survey

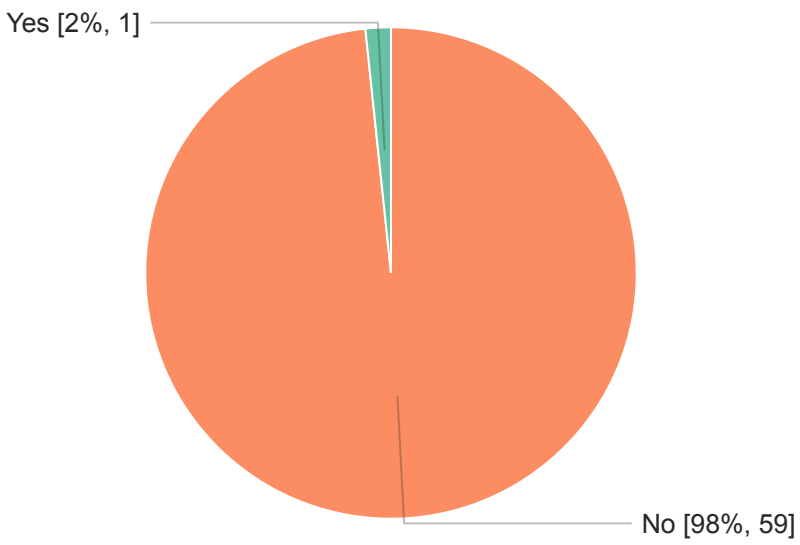
The survey was sent to 115 Senate members and this report presents the answers from the 60 respondents who answered the survey between May 4th and June 1st, 2020; this is a 52% response rate.

Q1 - Please indicate your Senate membership:



Field		Choice Count
Senator	40%	24
Not a Senator, but a member of a Senate Committee or Standing Committee	60%	36
Total		60

Q2 - Are you a student?



Q3 - Which of the following Senate Committees were you a member of in the 2019/20 academic year?

Only select committees that you were an active member of for at least 4 months. These are the committees on which you will be asked to provide feedback.

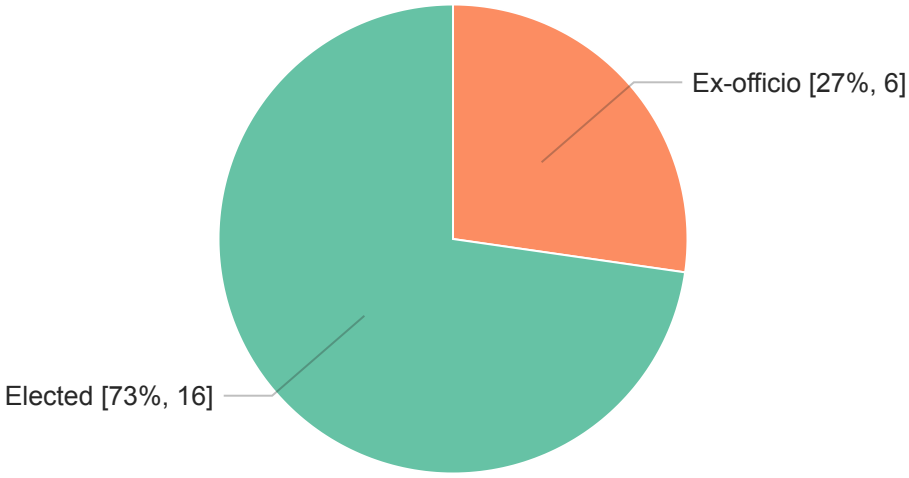
Field	Choice Count	
Senate Executive Committee (SEC)	5%	5
Senate Governance and Nominating Committee (SGNC)	5%	5
Senate Standing Committee on Academic Planning & Priorities (SSCAPP)	14%	15
Senate Standing Committee on Appeals (SSCA)	4%	4
Senate Standing Committee on Curriculum (SSCC)	12%	13
Senate Subcommittee on Quantitative Courses (SQC)	1%	1
Senate Standing Committee on the Library (SSCL)	10%	11
Senate Standing Committee on Policy (SSC Policy)	9%	10
Senate Standing Committee on Program Review (SSCPR)	10%	11
Senate Standing Committee on Research and Graduate Studies (SSCRGS)	6%	6
Senate Standing Committee on Teaching and Learning (SSCTL)	10%	11
Senate Standing Committee on Tributes (SSCT)	5%	5
Senate Standing Committee on University Budget (SSCUB)	8%	9
Total		106

Q4 - Rate the extent to which you agree or disagree with each of the following statements.

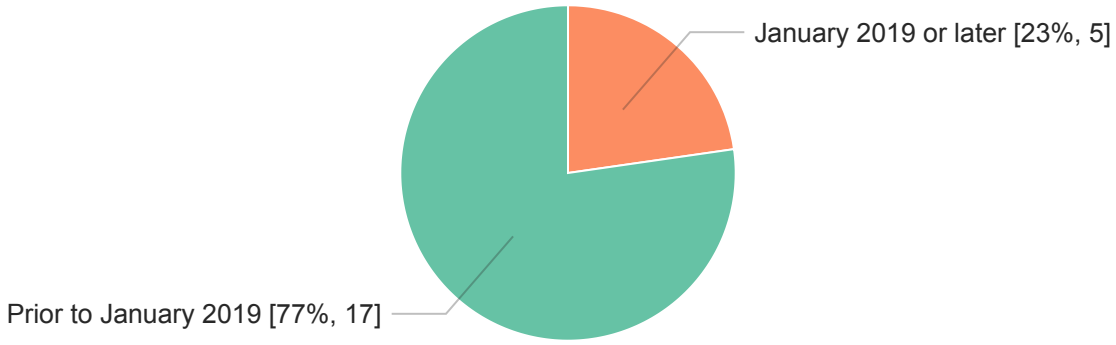
Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
I prepare in advance for meetings	0%	0	0%	0	0%	0	31%	18	69%	41	59
I am provided with sufficient information to make decisions	0%	0	0%	0	0%	0	38%	22	62%	36	58
I have the knowledge to influence decisions	0%	0	4%	2	5%	3	49%	28	42%	24	57
I have the ability to influence decisions	0%	0	2%	1	7%	4	48%	28	43%	25	58
Serving on the Senate is important	0%	0	0%	0	9%	5	11%	6	80%	45	56
Serving on the Senate Standing Committees is important	0%	0	0%	0	2%	1	12%	7	86%	50	58
My role is to represent a specific constituency within KPU	9%	5	12%	7	12%	7	33%	19	33%	19	57
My role is to represent the best interests of broader society	3%	2	3%	2	16%	9	41%	24	36%	21	58
My role is to represent the best interests of the university	0%	0	2%	1	4%	2	30%	17	65%	37	57
The course of action that is in the best interest of KPU is always clear	9%	5	28%	16	26%	15	22%	13	16%	9	58
Members do not experience conflict in supporting the interests of the university and those of their constituency	9%	5	40%	23	25%	14	19%	11	7%	4	57

Survey branching: Q5 to Q16 were displayed for those respondents who selected "Senator" for Q1.

Q5 - Please indicate how you became a member of Senate:



Q6 - When did you begin your Senate term?



Q8 - Rate the extent to which you agree or disagree with each of the following statements.

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
The orientation I received for Senate adequately prepared me for my work on Senate	0%	0	18%	4	23%	5	45%	10	14%	3	22
The division of responsibilities between the governing board and Senate are clear	0%	0	9%	2	0%	0	64%	14	27%	6	22
Processes are in place to assure Senate that the academic quality of KPU is being maintained	0%	0	5%	1	10%	2	24%	5	62%	13	21
Senate members are kept informed of decisions and actions of the Board of Governors	0%	0	23%	5	27%	6	36%	8	14%	3	22

Q9 - For each of the following, rate the extent to which you agree or disagree that this is something Senate should do (whether or not it does).

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
Regularly review the performance of the university in academic areas	5% 1	0% 0	5% 1	27% 6	64% 14	22
Be the final authority for approving major academic policies	0% 0	0% 0	9% 2	23% 5	68% 15	22
Confine itself mainly to academic matters	9% 2	23% 5	9% 2	41% 9	18% 4	22
Defend and protect the autonomy of the university	0% 0	0% 0	5% 1	62% 13	33% 7	21
Play a role in determining the future direction of the university	0% 0	0% 0	0% 0	41% 9	59% 13	22
Play a role in establishing research policies	0% 0	0% 0	14% 3	36% 8	50% 11	22

Q10 - For each of the following, rate the extent to which you agree or disagree that this is something Senate should do (whether or not it does).

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
Play a role in establishing strategic research directions	5% 1	5% 1	9% 2	50% 11	32% 7	22
Play a role in establishing the academic plan	0% 0	0% 0	0% 0	41% 9	59% 13	22
Play a role in establishing strategic directions for teaching and learning	0% 0	0% 0	9% 2	36% 8	55% 12	22
Play a role in setting the university's budget process	5% 1	0% 0	14% 3	27% 6	55% 12	22
Play an active role in trying to influence government policy	9% 2	0% 0	27% 6	27% 6	36% 8	22
Play an important role for discussing important issues	0% 0	0% 0	5% 1	18% 4	77% 17	22

Q11 - For each of the following, rate the extent to which you agree or disagree that this is something Senate actually does.

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
Regularly review the performance of the university in academic areas	0% 0	9% 2	18% 4	41% 9	32% 7	22
Be the final authority for approving major academic policies	5% 1	5% 1	5% 1	41% 9	45% 10	22
Confine itself mainly to academic matters	9% 2	18% 4	18% 4	45% 10	9% 2	22
Defend and protect the autonomy of the university	0% 0	9% 2	41% 9	41% 9	9% 2	22
Play a role in determining the future direction of the university	0% 0	9% 2	9% 2	55% 12	27% 6	22
Play a role in establishing research policies	0% 0	18% 4	36% 8	27% 6	18% 4	22

Q12 - For each of the following, rate the extent to which you agree or disagree that this is something Senate actually does.

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
Play a role in establishing strategic research directions	0% 0	36% 8	14% 3	45% 10	5% 1	22
Play a role in establishing the academic plan	0% 0	9% 2	9% 2	32% 7	50% 11	22
Play a role in establishing strategic directions for teaching and learning	5% 1	23% 5	18% 4	32% 7	23% 5	22
Play a role in setting the university's budget process	5% 1	5% 1	9% 2	41% 9	41% 9	22
Play an active role in trying to influence government policy	23% 5	18% 4	18% 4	32% 7	9% 2	22
Play an important role for discussing important issues	0% 0	9% 2	9% 2	50% 11	32% 7	22

Q13 - Rate the extent to which you agree or disagree with each of the following statements.

The Senate...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	10% 2	10% 2	35% 7	45% 9	20
has an effective standing committee structure	0% 0	0% 0	10% 2	33% 7	57% 12	21
is appropriately informed by its standing committees	0% 0	0% 0	10% 2	43% 9	48% 10	21
acts appropriately on the recommendations of its standing committees	0% 0	0% 0	5% 1	38% 8	57% 12	21
avoids being involved in decisions about day-to-day operations	0% 0	10% 2	19% 4	38% 8	33% 7	21
is effective in making decisions involving significant change	5% 1	10% 2	24% 5	33% 7	29% 6	21
facilitates the exchange of information across the university	5% 1	14% 3	19% 4	33% 7	29% 6	21

Q14 - Rate the extent to which you agree or disagree with each of the following statements.

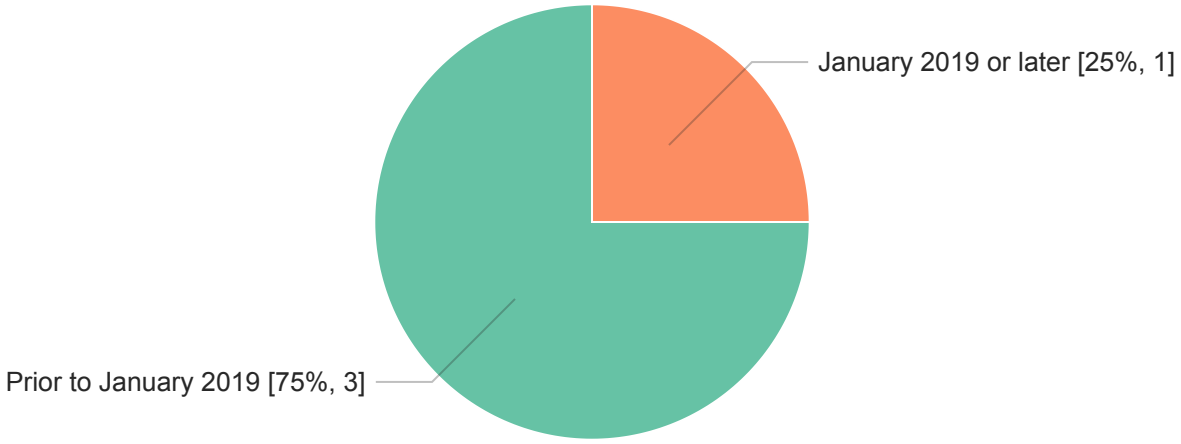
The Senate...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
plays an important role as a forum for discussing important matters	0% 0	5% 1	5% 1	38% 8	52% 11	21
meetings are conducted in a manner that maximized collegial discussion	0% 0	10% 2	10% 2	33% 7	48% 10	21
meetings are conducted in a manner that maximized effective decision making	0% 0	5% 1	14% 3	43% 9	38% 8	21
is effectively structured to accomplish its goals	0% 0	5% 1	14% 3	38% 8	43% 9	21
receives the support it needs to be successful	0% 0	0% 0	24% 5	33% 7	43% 9	21
provides leadership for the academic community	0% 0	0% 0	24% 5	24% 5	52% 11	21
communicates its deliberations and outcomes effectively to the university community	0% 0	10% 2	24% 5	38% 8	29% 6	21

The following questions pertain to the Senate Executive Committee (SEC).

Survey branching: Q17 was displayed for those respondents who selected "Senate Executive Committee (SEC)" for Q3

Q17A - When did your term on the Senate Executive Committee (SEC) begin?



Q17C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Executive Committee (SEC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	50% 2	50% 2	4
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	25% 1	75% 3	4
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	0% 0	25% 1	75% 3	4
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	25% 1	75% 3	4
receives the support it needs to be successful	0% 0	0% 0	0% 0	25% 1	75% 3	4
has a clearly defined mandate	0% 0	0% 0	25% 1	25% 1	50% 2	4
has agenda where what the committee is required to do is clear	0% 0	0% 0	25% 1	25% 1	50% 2	4
has agenda packages that are well-organized	0% 0	0% 0	0% 0	50% 2	50% 2	4

Q17D - Rate the extent to which you agree or disagree with each of the following statements.

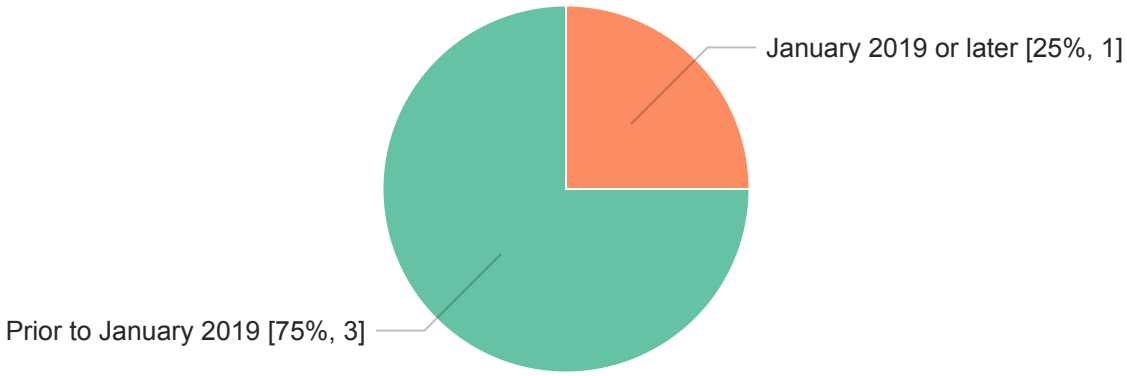
The Senate Executive Committee (SEC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	0% 0	25% 1	75% 3	4
provides its members with information required to perform their role	0% 0	0% 0	25% 1	25% 1	50% 2	4
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	25% 1	75% 3	4
generally functions effectively	0% 0	0% 0	0% 0	25% 1	75% 3	4
makes appropriate decisions	0% 0	0% 0	0% 0	50% 2	50% 2	4
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	25% 1	25% 1	50% 2	4
provides orientation to its members so they are adequately prepared to work on the committee	25% 1	0% 0	50% 2	0% 0	25% 1	4

The following questions pertain to the Senate Governance and Nominating Committee (SGNC).

Survey branching: Q18 was displayed for those respondents who selected "Senate Governance and Nominating Committee (SGNC)" for Q3

Q18A - When did your term on the Senate Governance and Nominating Committee (SGNC) begin?



Q18C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Governance and Nominating Committee (SGNC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	0% 0	100% 4	4
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	25% 1	75% 3	4
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	0% 0	25% 1	75% 3	4
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	50% 2	50% 2	4
receives the support it needs to be successful	0% 0	0% 0	0% 0	25% 1	75% 3	4
has a clearly defined mandate	0% 0	0% 0	0% 0	25% 1	75% 3	4
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	25% 1	75% 3	4
has agenda packages that are well-organized	0% 0	0% 0	0% 0	0% 0	100% 4	4

Q18D - Rate the extent to which you agree or disagree with each of the following statements.

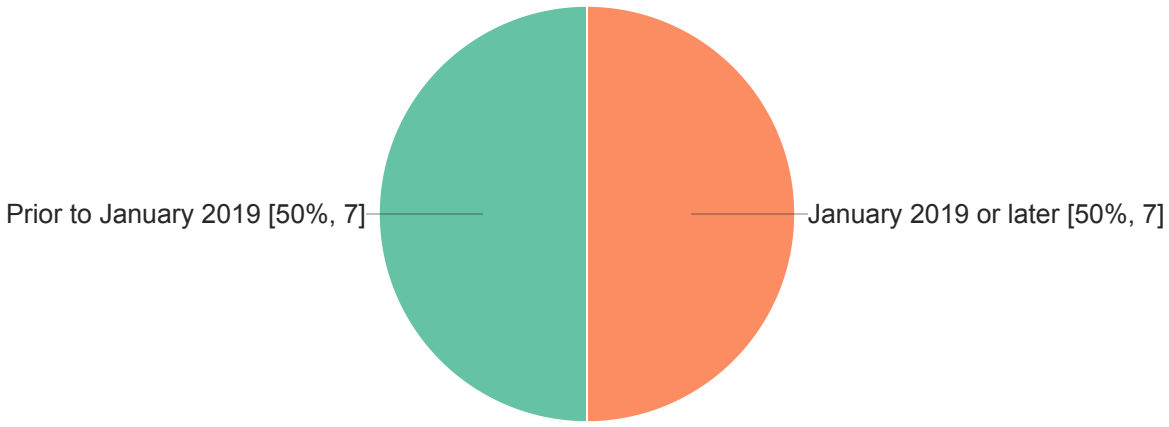
The Senate Governance and Nominating Committee (SGNC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	0% 0	0% 0	100% 4	4
provides its members with information required to perform their role	0% 0	0% 0	25% 1	0% 0	75% 3	4
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	0% 0	100% 4	4
generally functions effectively	0% 0	0% 0	0% 0	25% 1	75% 3	4
makes appropriate decisions	0% 0	0% 0	0% 0	25% 1	75% 3	4
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	0% 0	50% 2	50% 2	4
provides orientation to its members so they are adequately prepared to work on the committee	0% 0	0% 0	25% 1	0% 0	75% 3	4

The following questions pertain to the Senate Standing Committee on Academic Planning & Priorities (SSCAPP).

Survey branching: Q19 was displayed for those respondents who selected "Senate Standing Committee on Academic Planning & Priorities (SSCAPP)" for Q3

Q19A - When did your term on the Senate Standing Committee on Academic Planning & Priorities (SSCAPP) begin?



Q19C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Academic Planning & Priorities (SSCAPP)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	50% 7	50% 7	14
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	7% 1	29% 4	64% 9	14
meetings are conducted in a manner that maximized effective decision making	0% 0	7% 1	14% 2	36% 5	43% 6	14
is effectively structured to accomplish its goals	0% 0	0% 0	7% 1	50% 7	43% 6	14
receives the support it needs to be successful	0% 0	7% 1	14% 2	36% 5	43% 6	14
has a clearly defined mandate	0% 0	0% 0	15% 2	46% 6	38% 5	13
has agenda where what the committee is required to do is clear	0% 0	0% 0	14% 2	29% 4	57% 8	14
has agenda packages that are well-organized	0% 0	7% 1	0% 0	21% 3	71% 10	14

Q19D - Rate the extent to which you agree or disagree with each of the following statements.

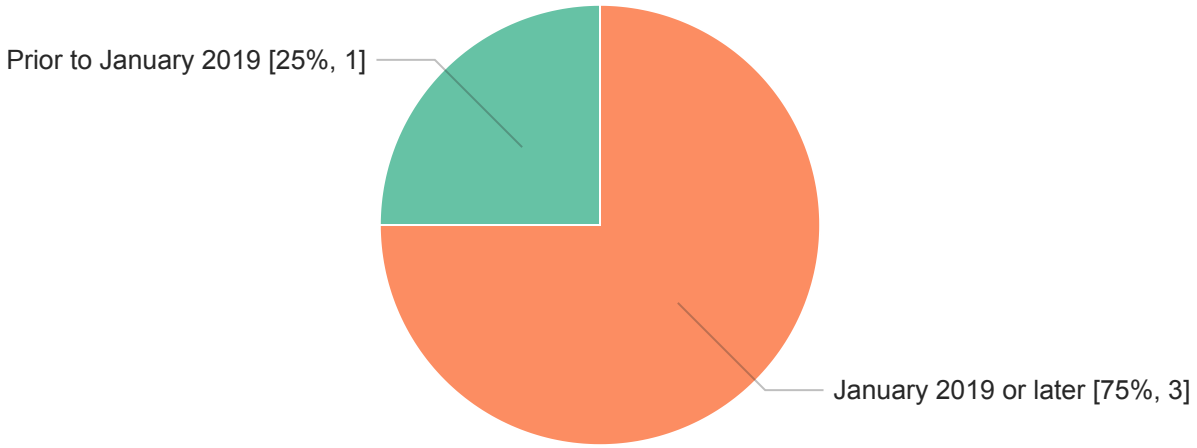
The Senate Standing Committee on Academic Planning & Priorities (SSCAPP)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
has minutes that are accurate and clear	0%	0	0%	0	14%	2	0%	0	86%	12	14
provides its members with information required to perform their role	0%	0	0%	0	21%	3	21%	3	57%	8	14
allows for open and productive discussion of issues	0%	0	0%	0	0%	0	29%	4	71%	10	14
generally functions effectively	0%	0	0%	0	0%	0	36%	5	64%	9	14
makes appropriate decisions	0%	0	0%	0	7%	1	50%	7	43%	6	14
clearly communicates the rationale for their recommendations to Senate	0%	0	0%	0	0%	0	43%	6	57%	8	14
provides orientation to its members so they are adequately prepared to work on the committee	0%	0	29%	4	29%	4	7%	1	36%	5	14

The following questions pertain to the Senate Standing Committee on Appeals (SSCA).

Survey branching: Q20 was displayed for those respondents who selected "Senate Standing Committee on Appeals (SSCA)" for Q3

Q20A - When did your term on the Senate Standing Committee on Appeals (SSCA) begin?



Q20C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Appeals (SSCA)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	33% 1	33% 1	33% 1	3
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	67% 2	0% 0	33% 1	3
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	67% 2	0% 0	33% 1	3
is effectively structured to accomplish its goals	0% 0	33% 1	0% 0	0% 0	67% 2	3
receives the support it needs to be successful	0% 0	33% 1	33% 1	0% 0	33% 1	3
has a clearly defined mandate	0% 0	0% 0	67% 2	0% 0	33% 1	3
has agenda where what the committee is required to do is clear	0% 0	33% 1	33% 1	0% 0	33% 1	3
has agenda packages that are well-organized	0% 0	0% 0	67% 2	0% 0	33% 1	3

Q20D - Rate the extent to which you agree or disagree with each of the following statements.

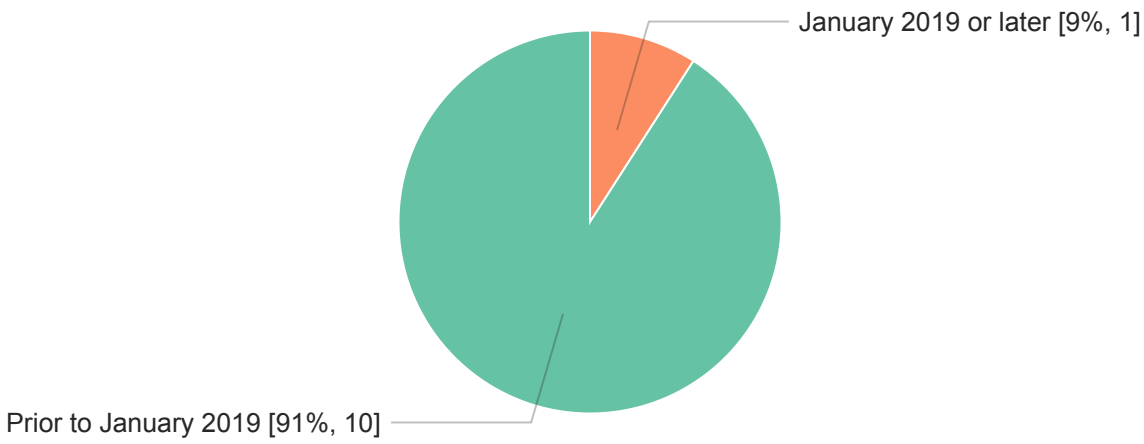
The Senate Standing Committee on Appeals (SSCA)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
has minutes that are accurate and clear	0%	0	0%	0	67%	2	0%	0	33%	1	3
provides its members with information required to perform their role	0%	0	0%	0	67%	2	0%	0	33%	1	3
allows for open and productive discussion of issues	0%	0	0%	0	67%	2	0%	0	33%	1	3
generally functions effectively	0%	0	0%	0	33%	1	0%	0	67%	2	3
makes appropriate decisions	0%	0	0%	0	50%	1	0%	0	50%	1	2
clearly communicates the rationale for their recommendations to Senate	0%	0	0%	0	33%	1	33%	1	33%	1	3
provides orientation to its members so they are adequately prepared to work on the committee	0%	0	33%	1	33%	1	0%	0	33%	1	3

The following questions pertain to the Senate Standing Committee on Curriculum (SSCC).

Survey branching: Q21 was displayed for those respondents who selected "Senate Standing Committee on Curriculum (SSCC)" for Q3

Q21A - When did your term on the Senate Standing Committee on Curriculum (SSCC) begin?



Q21C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Curriculum (SSCC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	9% 1	36% 4	55% 6	11
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	18% 2	82% 9	11
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	9% 1	36% 4	55% 6	11
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	55% 6	45% 5	11
eceives the support it needs to be successful	9% 1	18% 2	0% 0	36% 4	36% 4	11
has a clearly defined mandate	0% 0	0% 0	9% 1	36% 4	55% 6	11
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	18% 2	82% 9	11
has agenda packages that are well-organized	0% 0	0% 0	9% 1	9% 1	82% 9	11

Q21D - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Curriculum (SSCC)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
has minutes that are accurate and clear	0%	0	0%	0	9%	1	9%	1	82%	9	11
provides its members with information required to perform their role	0%	0	9%	1	0%	0	36%	4	55%	6	11
allows for open and productive discussion of issues	0%	0	0%	0	0%	0	18%	2	82%	9	11
generally functions effectively	0%	0	0%	0	0%	0	27%	3	73%	8	11
makes appropriate decisions	0%	0	9%	1	0%	0	36%	4	55%	6	11
clearly communicates the rationale for their recommendations to Senate	0%	0	9%	1	18%	2	9%	1	64%	7	11
provides orientation to its members so they are adequately prepared to work on the committee	27%	3	18%	2	18%	2	27%	3	9%	1	11

The following questions pertain to the Senate Subcommittee on Quantitative Courses (SQC).

Survey branching: Q22 was displayed for those respondents who selected "Senate Subcommittee on Quantitative Courses (SQC)" for Q3

Q22A - When did your term on the Senate Subcommittee on Quantitative Courses (SQC) begin?

Field		Choice Count
Prior to January 2019	100%	1
January 2019 or later	0%	0
Total		1

Q22C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Subcommittee on Quantitative Courses (SQC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	100% 1	0% 0	1
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	0% 0	100% 1	1
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	0% 0	0% 0	100% 1	1
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	0% 0	100% 1	1
receives the support it needs to be successful	0% 0	0% 0	0% 0	100% 1	0% 0	1
has a clearly defined mandate	0% 0	0% 0	100% 1	0% 0	0% 0	1
has agenda where what the committee is required to do is clear	0% 0	0% 0	100% 1	0% 0	0% 0	1
has agenda packages that are well-organized	0% 0	0% 0	0% 0	0% 0	100% 1	1

Q22D - Rate the extent to which you agree or disagree with each of the following statements.

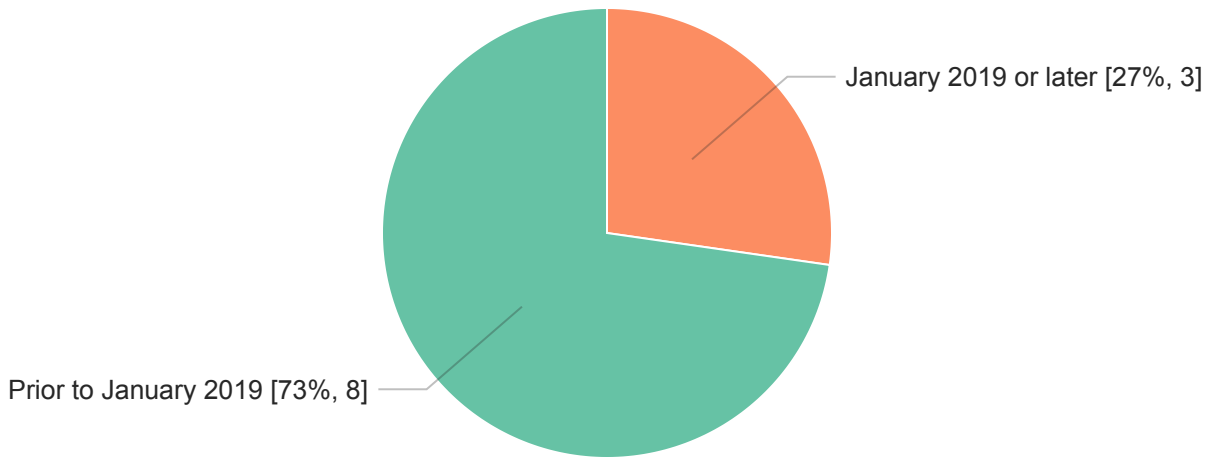
The Senate Subcommittee on Quantitative Courses (SQC)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	0% 0	0% 0	100% 1	1
provides its members with information required to perform their role	0% 0	0% 0	0% 0	0% 0	100% 1	1
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	0% 0	100% 1	1
generally functions effectively	0% 0	0% 0	0% 0	0% 0	100% 1	1
makes appropriate decisions	0% 0	0% 0	0% 0	0% 0	100% 1	1
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	0% 0	0% 0	100% 1	1
provides orientation to its members so they are adequately prepared to work on the committee	0% 0	0% 0	0% 0	0% 0	100% 1	1

The following questions pertain to the Senate Standing Committee on the Library (SSCL).

Survey branching: Q23 was displayed for those respondents who selected "Senate Standing Committee on the Library (SSCL)" for Q3

Q23A - When did your term on the Senate Standing Committee on the Library (SSCL) begin?



Q23C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on the Library (SSCL)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
is an effective decision-making body	0%	0	0%	0	33%	3	56%	5	11%	1	9
meetings are conducted in a manner that maximized collegial discussion	0%	0	0%	0	0%	0	0%	0	100%	9	9
meetings are conducted in a manner that maximized effective decision making	0%	0	0%	0	0%	0	33%	3	67%	6	9
is effectively structured to accomplish its goals	0%	0	0%	0	0%	0	44%	4	56%	5	9
receives the support it needs to be successful	0%	0	0%	0	11%	1	33%	3	56%	5	9
has a clearly defined mandate	0%	0	0%	0	0%	0	44%	4	56%	5	9
has agenda where what the committee is required to do is clear	0%	0	0%	0	0%	0	33%	3	67%	6	9
has agenda packages that are well-organized	0%	0	0%	0	0%	0	22%	2	78%	7	9

Q23D - Rate the extent to which you agree or disagree with each of the following statements.

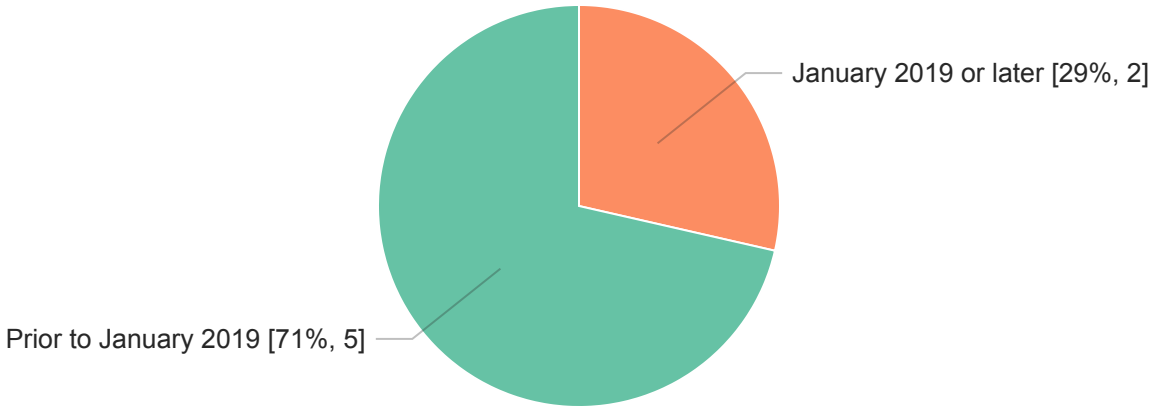
The Senate Standing Committee on the Library (SSCL)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
has minutes that are accurate and clear	0%	0	0%	0	0%	0	0%	0	100%	9	9
provides its members with information required to perform their role	0%	0	0%	0	0%	0	11%	1	89%	8	9
allows for open and productive discussion of issues	0%	0	0%	0	0%	0	0%	0	100%	9	9
generally functions effectively	0%	0	0%	0	0%	0	22%	2	78%	7	9
makes appropriate decisions	0%	0	0%	0	0%	0	22%	2	78%	7	9
clearly communicates the rationale for their recommendations to Senate	0%	0	0%	0	22%	2	11%	1	67%	6	9
provides orientation to its members so they are adequately prepared to work on the committee	0%	0	11%	1	11%	1	33%	3	44%	4	9

The following questions pertain to the Senate Standing Committee on Policy (SSC Policy).

Survey branching: Q24 was displayed for those respondents who selected "Senate Standing Committee on Policy (SSC Policy)" for Q3

Q24A - When did your term on the Senate Standing Committee on Policy (SSC Policy) begin?



Q24C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Policy (SSC Policy)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	14% 1	57% 4	29% 2	7
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	57% 4	43% 3	7
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	14% 1	29% 2	57% 4	7
is effectively structured to accomplish its goals	0% 0	0% 0	14% 1	43% 3	43% 3	7
eceives the support it needs to be successful	0% 0	0% 0	14% 1	29% 2	57% 4	7
has a clearly defined mandate	0% 0	0% 0	0% 0	71% 5	29% 2	7
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	29% 2	71% 5	7
has agenda packages that are well-organized	0% 0	0% 0	0% 0	14% 1	86% 6	7

Q24D - Rate the extent to which you agree or disagree with each of the following statements.

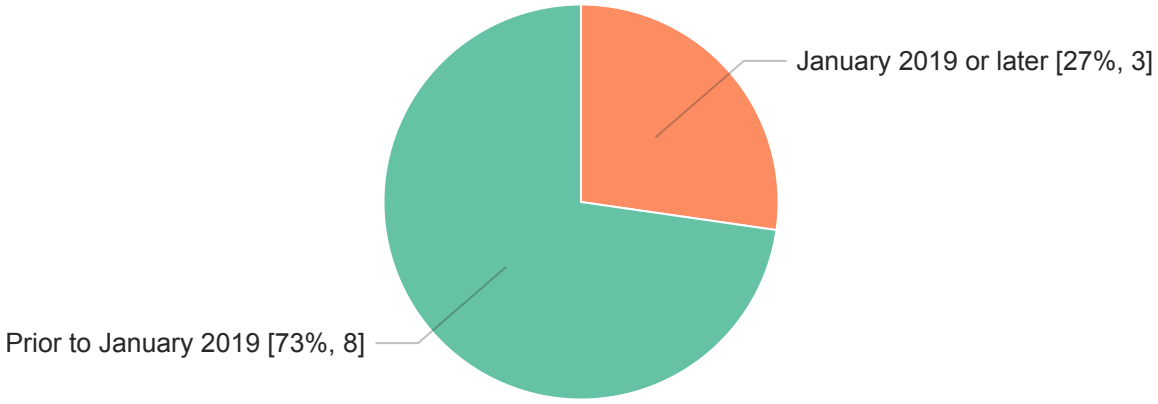
The Senate Standing Committee on Policy (SSC Policy)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	17% 1	0% 0	83% 5	6
provides its members with information required to perform their role	0% 0	0% 0	0% 0	17% 1	83% 5	6
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	17% 1	83% 5	6
generally functions effectively	0% 0	0% 0	0% 0	33% 2	67% 4	6
makes appropriate decisions	0% 0	0% 0	0% 0	17% 1	83% 5	6
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	17% 1	0% 0	83% 5	6
provides orientation to its members so they are adequately prepared to work on the committee	0% 0	17% 1	33% 2	33% 2	17% 1	6

The following questions pertain to the Senate Standing Committee on Program Review (SSCPR).

Survey branching: Q25 was displayed for those respondents who selected "Senate Standing Committee on Program Review (SSCPR)" for Q3

Q25A - When did your term on the Senate Standing Committee on Program Review (SSCPR) begin?



Q25C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Program Review (SSCPR)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	18% 2	82% 9	11
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	27% 3	73% 8	11
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	0% 0	9% 1	91% 10	11
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	18% 2	82% 9	11
receives the support it needs to be successful	0% 0	0% 0	9% 1	36% 4	55% 6	11
has a clearly defined mandate	0% 0	0% 0	0% 0	18% 2	82% 9	11
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	27% 3	73% 8	11
has agenda packages that are well-organized	0% 0	0% 0	0% 0	0% 0	100% 11	11

Q25D - Rate the extent to which you agree or disagree with each of the following statements.

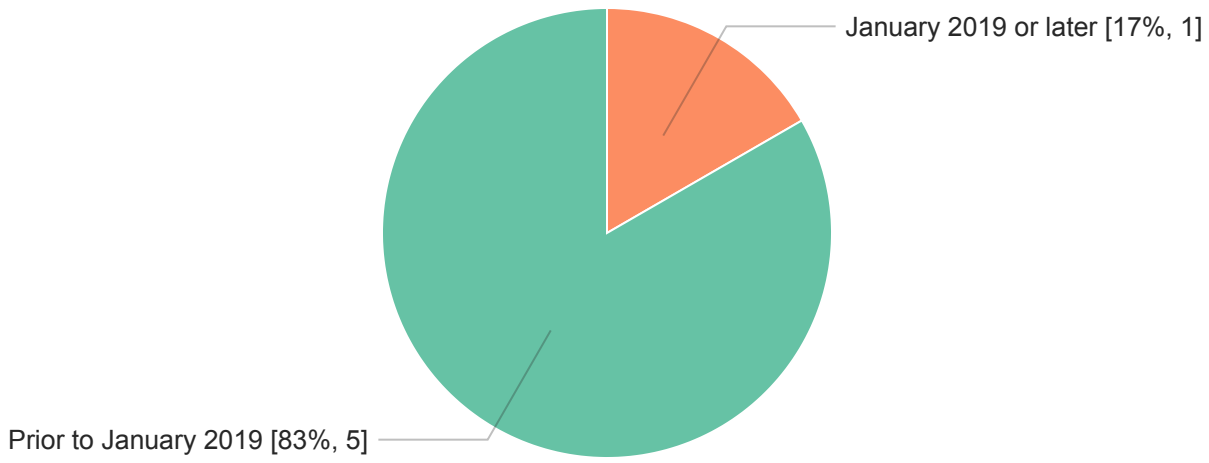
The Senate Standing Committee on Program Review (SSCPR)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	9% 1	18% 2	73% 8	11
provides its members with information required to perform their role	0% 0	0% 0	9% 1	9% 1	82% 9	11
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	0% 0	100% 11	11
generally functions effectively	0% 0	0% 0	0% 0	0% 0	100% 11	11
makes appropriate decisions	0% 0	0% 0	0% 0	18% 2	82% 9	11
clearly communicates the rationale for their recommendations to Senate	0% 0	9% 1	9% 1	9% 1	73% 8	11
provides orientation to its members so they are adequately prepared to work on the committee	0% 0	0% 0	9% 1	36% 4	55% 6	11

The following questions pertain to the Senate Standing Committee on Research and Graduate Studies (SSCRGS).

Survey branching: Q26 was displayed for those respondents who selected "Senate Standing Committee on Research and Graduate Studies (SSCRGS)" for Q3

Q26A - When did your term on the Senate Standing Committee on Research and Graduate Studies (SSCRGS) begin?



Q26C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Research and Graduate Studies (SSCRGS)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	50% 3	50% 3	6
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	33% 2	67% 4	6
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	0% 0	33% 2	67% 4	6
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	50% 3	50% 3	6
receives the support it needs to be successful	0% 0	0% 0	0% 0	50% 3	50% 3	6
has a clearly defined mandate	0% 0	17% 1	17% 1	33% 2	33% 2	6
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	33% 2	67% 4	6
has agenda packages that are well-organized	0% 0	0% 0	0% 0	33% 2	67% 4	6

Q26D - Rate the extent to which you agree or disagree with each of the following statements.

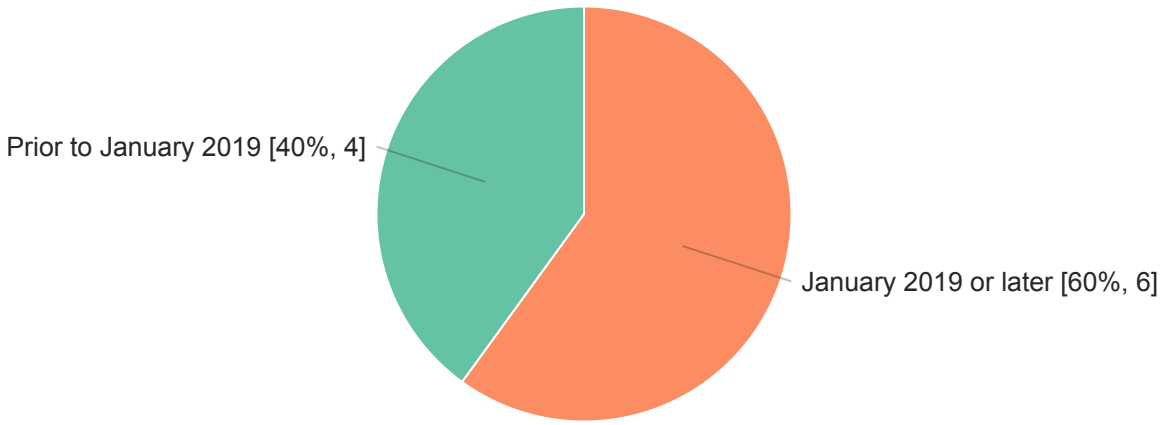
The Senate Standing Committee on Research and Graduate Studies (SSCRGS)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	0% 0	17% 1	83% 5	6
provides its members with information required to perform their role	0% 0	0% 0	0% 0	17% 1	83% 5	6
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	33% 2	67% 4	6
generally functions effectively	0% 0	0% 0	0% 0	33% 2	67% 4	6
makes appropriate decisions	0% 0	0% 0	0% 0	33% 2	67% 4	6
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	17% 1	33% 2	50% 3	6
provides orientation to its members so they are adequately prepared to work on the committee	17% 1	0% 0	33% 2	0% 0	50% 3	6

The following questions pertain to the Senate Standing Committee on Teaching and Learning (SSCTL).

Survey branching: Q27 was displayed for those respondents who selected "Senate Standing Committee on Teaching and Learning (SSCTL)" for Q3

Q27A - When did your term on the Senate Standing Committee on Teaching and Learning (SSCTL) begin?



Q27C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Teaching and Learning (SSCTL)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	80% 8	20% 2	10
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	20% 2	80% 8	10
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	10% 1	20% 2	70% 7	10
is effectively structured to accomplish its goals	0% 0	0% 0	10% 1	50% 5	40% 4	10
receives the support it needs to be successful	0% 0	0% 0	10% 1	40% 4	50% 5	10
has a clearly defined mandate	0% 0	10% 1	20% 2	60% 6	10% 1	10
has agenda where what the committee is required to do is clear	0% 0	0% 0	10% 1	50% 5	40% 4	10
has agenda packages that are well-organized	0% 0	0% 0	0% 0	40% 4	60% 6	10

Q27D - Rate the extent to which you agree or disagree with each of the following statements.

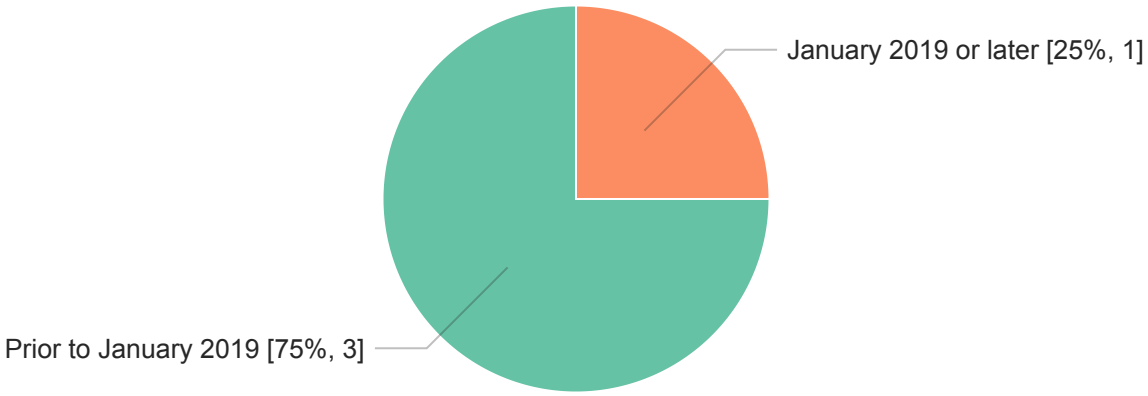
The Senate Standing Committee on Teaching and Learning (SSCTL)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	0% 0	10% 1	90% 9	10
provides its members with information required to perform their role	0% 0	0% 0	0% 0	50% 5	50% 5	10
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	0% 0	100% 10	10
generally functions effectively	0% 0	0% 0	0% 0	0% 0	100% 10	10
makes appropriate decisions	0% 0	0% 0	0% 0	20% 2	80% 8	10
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	0% 0	30% 3	70% 7	10
provides orientation to its members so they are adequately prepared to work on the committee	0% 0	20% 2	20% 2	30% 3	30% 3	10

The following questions pertain to the Senate Standing Committee on Tributes (SSCT).

Survey branching: Q28 was displayed for those respondents who selected "Senate Standing Committee on Tributes (SSCT)" for Q3

Q28A - When did your term on the Senate Standing Committee on Tributes (SSCT) begin?



Q28B - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Tributes (SSCT)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	25% 1	75% 3	4
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	25% 1	75% 3	4
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	0% 0	25% 1	75% 3	4
is effectively structured to accomplish its goals	0% 0	0% 0	0% 0	25% 1	75% 3	4
receives the support it needs to be successful	0% 0	0% 0	0% 0	0% 0	100% 4	4
has a clearly defined mandate	0% 0	0% 0	0% 0	25% 1	75% 3	4
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	0% 0	100% 4	4
has agenda packages that are well-organized	0% 0	0% 0	0% 0	25% 1	75% 3	4

Q28C - Rate the extent to which you agree or disagree with each of the following statements.

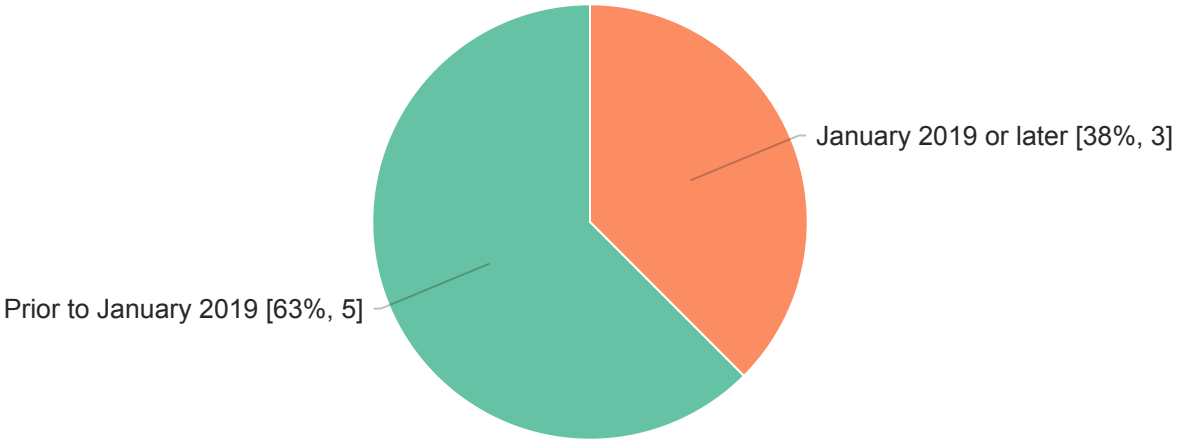
The Senate Standing Committee on Tributes (SSCT)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
has minutes that are accurate and clear	0%	0	0%	0	0%	0	25%	1	75%	3	4
provides its members with information required to perform their role	0%	0	0%	0	0%	0	0%	0	100%	4	4
allows for open and productive discussion of issues	0%	0	0%	0	0%	0	0%	0	100%	4	4
generally functions effectively	0%	0	0%	0	0%	0	25%	1	75%	3	4
makes appropriate decisions	0%	0	0%	0	0%	0	25%	1	75%	3	4
clearly communicates the rationale for their recommendations to Senate	0%	0	0%	0	25%	1	0%	0	75%	3	4
provides orientation to its members so they are adequately prepared to work on the committee	0%	0	25%	1	25%	1	25%	1	25%	1	4

The following questions pertain to the Senate Standing Committee on University Budget (SSCUB).

Survey branching: Q29 was displayed for those respondents who selected "Senate Standing Committee on University Budget (SSCUB)" for Q3

Q29A - When did your term on the Senate Standing Committee on University Budget (SSCUB) begin?



Q29C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on University Budget (SSCUB)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	0% 0	38% 3	63% 5	8
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	13% 1	25% 2	63% 5	8
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	13% 1	25% 2	63% 5	8
is effectively structured to accomplish its goals	0% 0	0% 0	13% 1	25% 2	63% 5	8
receives the support it needs to be successful	0% 0	0% 0	13% 1	25% 2	63% 5	8
has a clearly defined mandate	0% 0	0% 0	0% 0	25% 2	75% 6	8
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	38% 3	63% 5	8
has agenda packages that are well-organized	0% 0	0% 0	0% 0	13% 1	88% 7	8

Q29D - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on University Budget (SSCUB)...

Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
has minutes that are accurate and clear	0%	0	13%	1	13%	1	0%	0	75%	6	8
provides its members with information required to perform their role	0%	0	13%	1	0%	0	25%	2	63%	5	8
allows for open and productive discussion of issues	0%	0	13%	1	0%	0	25%	2	63%	5	8
generally functions effectively	0%	0	0%	0	0%	0	38%	3	63%	5	8
makes appropriate decisions	0%	0	0%	0	13%	1	25%	2	63%	5	8
clearly communicates the rationale for their recommendations to Senate	0%	0	0%	0	13%	1	13%	1	75%	6	8
provides orientation to its members so they are adequately prepared to work on the committee	0%	0	13%	1	25%	2	25%	2	38%	3	8

To: Senate Governance Committee

From: Alan Davis and David Burns

Date: September 25, 2017

Re: Senate Effectiveness Survey Results and Recommendations

This survey was issues to all Senate and Senate Standing Committee members in May/June, 2017. 83 people were surveyed, with 42 responding: a 51% response rate from across all governance bodies.

While the numbers replying for any one committee are not staggering (22 for Senate and 6 or more for the committees) three themes emerged that seem worthy of attention.

Roles: members seemed unclear of their roles, especially in relation to the distinction between the constituencies they represent and their own opinions. This ambiguity was articulated by one committee member thusly, "Am I there to vote according to my constituency, or to vote for what I think is best for KPU as a whole?"

Orientation: related to the above, the survey suggest that members did not feel well oriented to their roles.

Communication: members believe that more could be done to communicate Senate decisions to the KPU community, and to receive more feedback on the impact or fate of their recommendations.

Recommendations:

1. While this is covered in the annual governance retreat, chairs of Senate and the standing committees should be encouraged to discuss these roles, and to invite the Chair and Vice Chair of Senate to meetings.
2. Likewise, the terms of reference for each committee should be reviewed at the start of the governance year.
3. Building on the work of previous Vice Chairs, the Senate office is asked to develop new and effective ways to communicate the nature and impact of Senate's work.
4. Senators and committee members should be encouraged to communicate with their constituencies on what is coming up on committee and Senate agendas and what decisions they have made.

Actions so far:

1) There is a channel in Kaltura (media.kpu.ca) for Senate tutorial videos. These videos can be embedded elsewhere, including the new website (see below).
2) There is a Senate vice-chair site to collect the various materials to be will be developed this year, the first of which is (3)
3) There is a wiki style site for all things course outline, which includes videos embedded from Kaltura.

https://our.kpu.ca/sites/committees/senate/vicechair/SitePages/Home.aspx

2017 Senate Effectiveness Survey

The survey was sent to 83 members and this report presents the answers from the 42 respondents who answered the survey; this is a 51% response rate.

Q1. Please indicate your Senate membership:

Response	Chart	Percentage	Count
Senator		57.1%	24
Not a Senator, but a member of a Senate Committee or Standing Committee		42.9%	18
		Total Responses	**42**

Survey branching: if chose "Not a Senator, but a member of a Senate Committee or Standing Committee," ask Q2 and Q3 then skip Q4 to Q11.

Q2. Which of the following Senate Committees were you a member of in the 2016/17 academic year? Only select committees that you were an active member of for at least 4 months. These are the committees on which you will be asked to provide feedback.

Response	Chart	Percentage	Count
Senate Executive Committee (SEC)		14.6%	6
Senate Governance Committee (SGC)		14.6%	6
Senate Nominating Committee (SNC)		14.6%	6
Senate Standing Committee on Academic Planning & Priorities (SSCAPP)		19.5%	8
Senate Standing Committee on Curriculum (SSCC)		14.6%	6
Senate Standing Committee on the Library (SSCL)		26.8%	11
Senate Standing Committee on Policy Review (SSC Policy Review)		17.1%	7
Senate Standing Committee on Program Review (SSCPR)		22.0%	9
Senate Standing Committee on Tributes (SSCT)		12.2%	5
Senate Standing Committee on University Budget (SSCUB)		22.0%	9
Totals vary and may exceed 100% as respondents are able to select all options that apply.		**Total Responses**	**41**

Q3. Rate the extent to which you agree with each of the following statements.

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
I prepare in advance for meetings	0 (0.0%)	0 (0.0%)	0 (0.0%)	17 (43.6%)	22 (56.4%)	39
I am provided with sufficient information to make decisions	0 (0.0%)	0 (0.0%)	2 (5.1%)	17 (43.6%)	20 (51.3%)	39
I have the knowledge to influence decisions	0 (0.0%)	3 (7.9%)	3 (7.9%)	17 (44.7%)	15 (39.5%)	38
I have the ability to influence decisions	0 (0.0%)	1 (2.6%)	8 (20.5%)	17 (43.6%)	13 (33.3%)	39
Serving on the Senate and its standing committees is important	0 (0.0%)	0 (0.0%)	1 (2.6%)	7 (17.9%)	31 (79.5%)	39
My role is to represent a specific constituency within KPU	7 (17.9%)	6 (15.4%)	3 (7.7%)	11 (28.2%)	12 (30.8%)	39
My role is to represent the best interests of broader society	1 (2.6%)	1 (2.6%)	9 (23.1%)	20 (51.3%)	8 (20.5%)	39
My role is to represent the best interests of the university	0 (0.0%)	0 (0.0%)	2 (5.1%)	7 (17.9%)	30 (76.9%)	39
The course of action that is in the best interest of KPU is always clear	0 (0.0%)	8 (20.5%)	8 (20.5%)	20 (51.3%)	3 (7.7%)	39
Members do not experience conflict in supporting the interests of the university and those of their constituency	1 (2.6%)	13 (33.3%)	12 (30.8%)	9 (23.1%)	4 (10.3%)	39

Q4. Rate the extent to which you agree with each of the following statements.

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
The orientation I received for Senate adequately prepared me for my work on Senate	2 (8.7%)	9 (39.1%)	5 (21.7%)	6 (26.1%)	1 (4.3%)	23
The division of responsibilities between the governing board and Senate are clear	1 (4.3%)	3 (13.0%)	4 (17.4%)	11 (47.8%)	4 (17.4%)	23
Processes are in place to assure Senate that the academic quality of KPU is being maintained	1 (4.3%)	3 (13.0%)	2 (8.7%)	11 (47.8%)	6 (26.1%)	23
Senate members are kept informed of decisions and actions of the Board of Governors	1 (4.3%)	5 (21.7%)	6 (26.1%)	7 (30.4%)	4 (17.4%)	23

Q5. For each of the following, rate the extent to which you agree that this is something Senate should do (whether or not it does).

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
Regularly review the performance of the university in academic areas	0 (0.0%)	0 (0.0%)	0 (0.0%)	5 (22.7%)	17 (77.3%)	22
Be the final authority for approving major academic policies	0 (0.0%)	0 (0.0%)	1 (4.5%)	4 (18.2%)	17 (77.3%)	22
Confine itself mainly to academic matters	1 (4.5%)	3 (13.6%)	4 (18.2%)	7 (31.8%)	7 (31.8%)	22
Defend and protect the autonomy of the university	0 (0.0%)	0 (0.0%)	4 (18.2%)	6 (27.3%)	12 (54.5%)	22
Play a role in determining the future direction of the university	0 (0.0%)	0 (0.0%)	2 (9.1%)	4 (18.2%)	16 (72.7%)	22
Play a role in establishing research policies	1 (4.5%)	1 (4.5%)	3 (13.6%)	9 (40.9%)	8 (36.4%)	22

Q6. For each of the following, rate the extent to which you agree that this is something Senate should do (whether or not it does).

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
Play a role in establishing strategic research directions	0 (0.0%)	3 (13.6%)	4 (18.2%)	8 (36.4%)	7 (31.8%)	22
Play a role in establishing the academic plan	0 (0.0%)	1 (4.5%)	0 (0.0%)	7 (31.8%)	14 (63.6%)	22
Play a role in establishing strategic directions for teaching and learning	0 (0.0%)	3 (13.6%)	2 (9.1%)	7 (31.8%)	10 (45.5%)	22
Play a role in setting the university's budget process	0 (0.0%)	5 (22.7%)	3 (13.6%)	6 (27.3%)	8 (36.4%)	22
Play an active role in trying to influence government policy	1 (4.5%)	3 (13.6%)	4 (18.2%)	8 (36.4%)	6 (27.3%)	22
Play an important role for discussing important issues	0 (0.0%)	0 (0.0%)	2 (9.1%)	8 (36.4%)	12 (54.5%)	22

Q7. For each of the following, rate the extent to which you agree that this is something Senate actually does:

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
Regularly review the performance of the university in academic areas	1 (4.5%)	2 (9.1%)	5 (22.7%)	10 (45.5%)	4 (18.2%)	22
Be the final authority for approving major academic policies	0 (0.0%)	1 (4.5%)	2 (9.1%)	11 (50.0%)	8 (36.4%)	22
Confine itself mainly to academic matters	1 (4.5%)	8 (36.4%)	1 (4.5%)	10 (45.5%)	2 (9.1%)	22
Defend and protect the autonomy of the university	0 (0.0%)	2 (9.1%)	10 (45.5%)	7 (31.8%)	3 (13.6%)	22
Play a role in determining the future direction of the university	1 (4.5%)	0 (0.0%)	6 (27.3%)	12 (54.5%)	3 (13.6%)	22
Play a role in establishing research policies	2 (9.1%)	7 (31.8%)	10 (45.5%)	3 (13.6%)	0 (0.0%)	22

Q8. For each of the following, rate the extent to which you agree that this is something Senate actually does:

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
Play a role in establishing strategic research directions	2 (9.5%)	10 (47.6%)	6 (28.6%)	3 (14.3%)	0 (0.0%)	21
Play a role in establishing the academic plan	0 (0.0%)	1 (4.8%)	1 (4.8%)	16 (76.2%)	3 (14.3%)	21
Play a role in establishing strategic directions for teaching and learning	1 (4.8%)	5 (23.8%)	6 (28.6%)	8 (38.1%)	1 (4.8%)	21
Play a role in setting the university's budget process	0 (0.0%)	1 (4.8%)	5 (23.8%)	12 (57.1%)	3 (14.3%)	21
Play an active role in trying to influence government policy	3 (14.3%)	9 (42.9%)	7 (33.3%)	1 (4.8%)	1 (4.8%)	21
Play an important role for discussing important issues	1 (4.8%)	4 (19.0%)	3 (14.3%)	10 (47.6%)	3 (14.3%)	21

Q9. Rate the extent to which you agree with each of the following statements.

The Senate…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	2 (9.1%)	1 (4.5%)	14 (63.6%)	5 (22.7%)	22
has an effective standing committee structure	0 (0.0%)	3 (13.6%)	1 (4.5%)	12 (54.5%)	6 (27.3%)	22
is appropriately informed by its standing committees	0 (0.0%)	2 (9.1%)	0 (0.0%)	8 (36.4%)	12 (54.5%)	22
acts appropriately on the recommendations of its standing committees	0 (0.0%)	0 (0.0%)	1 (4.5%)	9 (40.9%)	12 (54.5%)	22
avoids being involved in decisions about day-to-day operations	0 (0.0%)	3 (13.6%)	3 (13.6%)	9 (40.9%)	7 (31.8%)	22
is effective in making decisions involving significant change	0 (0.0%)	3 (13.6%)	2 (9.1%)	13 (59.1%)	4 (18.2%)	22

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
facilitates the exchange of information across the university	2 (9.1%)	8 (36.4%)	4 (18.2%)	5 (22.7%)	3 (13.6%)	22

Q10. Rate the extent to which you agree with each of the following statements.

The Senate…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
plays an important role as a forum for discussing important matters	1 (4.8%)	5 (23.8%)	2 (9.5%)	9 (42.9%)	4 (19.0%)	21
meetings are conducted in a manner that maximized collegial discussion	2 (9.5%)	2 (9.5%)	4 (19.0%)	6 (28.6%)	7 (33.3%)	21
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	4 (19.0%)	2 (9.5%)	7 (33.3%)	8 (38.1%)	21
is effectively structured to accomplish its goals	0 (0.0%)	4 (19.0%)	3 (14.3%)	6 (28.6%)	8 (38.1%)	21
receives the support it needs to be successful	2 (9.5%)	2 (9.5%)	5 (23.8%)	4 (19.0%)	8 (38.1%)	21
provides leadership for the academic community	0 (0.0%)	6 (28.6%)	3 (14.3%)	8 (38.1%)	4 (19.0%)	21
communicates its deliberations and outcomes effectively to the university community	0 (0.0%)	8 (38.1%)	1 (4.8%)	4 (19.0%)	8 (38.1%)	21

Q11. Please provide specific suggestions for improving the effectiveness of Senate. Note, your verbatim comments will be provided to the Senate Governance Committee.

The 3 responses to this question can be found in the appendix.

Q12. The following questions pertain to the Senate Executive Committee (SEC).

Survey branching: Q12 is only asked if respondent chose "Senate Executive Committee (SEC)" for Q2.

Q12a. Rate the extent to which you agree with each of the following statements.

The Senate Executive Committee (SEC)...

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (50.0%)	2 (50.0%)	4
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (50.0%)	2 (50.0%)	4
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (50.0%)	2 (50.0%)	4
is effectively structured to accomplish its goals	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (50.0%)	2 (50.0%)	4
receives the support it needs to be successful	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (25.0%)	3 (75.0%)	4
has a clearly defined mandate	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (50.0%)	2 (50.0%)	4
has agenda where what the committee is required to do is clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (50.0%)	2 (50.0%)	4
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (25.0%)	3 (75.0%)	4

Q12b. Rate the extent to which you agree with each of the following statements.

The Senate Executive Committee (SEC)...

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (100.0%)	4
provides its members with information required to perform their role	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (33.3%)	2 (66.7%)	3

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
allows for open and productive discussion of issues	0 (0.0%)	1 (25.0%)	0 (0.0%)	1 (25.0%)	2 (50.0%)	4
generally functions effectively	0 (0.0%)	0 (0.0%)	1 (25.0%)	1 (25.0%)	2 (50.0%)	4
makes appropriate decisions	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (33.3%)	2 (66.7%)	3
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	1 (25.0%)	2 (50.0%)	1 (25.0%)	4
provides orientation to its members so they are adequately prepared to work on the committee	1 (25.0%)	1 (25.0%)	0 (0.0%)	2 (50.0%)	0 (0.0%)	4

Q12c. Please provide specific suggestions for improving the effectiveness of the Senate Executive Committee (SEC). Note, your verbatim comments will be provided to the Senate Governance Committee.

There are no responses to this question.

Q13. The following questions pertain to the Senate Governance Committee (SGC).

Survey branching: Q13 is only asked if respondent chose "Senate Governance Committee (SGC)" for Q2.

Q13a. Rate the extent to which you agree with each of the following statements.

The Senate Governance Committee (SGC)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (20.0%)	4 (80.0%)	5
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is effectively structured to accomplish its goals	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
receives the support it needs to be successful	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (80.0%)	1 (20.0%)	5
has a clearly defined mandate	0 (0.0%)	0 (0.0%)	1 (20.0%)	3 (60.0%)	1 (20.0%)	5
has agenda where what the committee is required to do is clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	3 (60.0%)	5
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	5 (100.0%)	5

Q13b. Rate the extent to which you agree with each of the following statements.

The Senate Governance Committee (SGC)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (20.0%)	4 (80.0%)	5
provides its members with information required to perform their role	0 (0.0%)	0 (0.0%)	1 (20.0%)	1 (20.0%)	3 (60.0%)	5
allows for open and productive discussion of issues	0 (0.0%)	0 (0.0%)	1 (20.0%)	1 (20.0%)	3 (60.0%)	5
generally functions effectively	0 (0.0%)	0 (0.0%)	1 (20.0%)	1 (20.0%)	3 (60.0%)	5
makes appropriate decisions	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	1 (20.0%)	3 (60.0%)	1 (20.0%)	5
provides orientation to its members so they are adequately prepared to work on the committee	0 (0.0%)	1 (20.0%)	2 (40.0%)	1 (20.0%)	1 (20.0%)	5

Q13c. Please provide specific suggestions for improving the effectiveness of the Senate Governance Committee (SGC). Note, your verbatim comments will be provided to the Senate Governance Committee.

There are no responses to this question.

Q14. The following questions pertain to the Senate Nominating Committee (SNC).

Survey branching: Q14 is only asked if respondent chose "Senate Nominating Committee (SNC)" for Q2.

Q14a. Rate the extent to which you agree with each of the following statements.

The Senate Nominating Committee (SNC)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (16.7%)	5 (83.3%)	6
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	6 (100.0%)	6
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (33.3%)	4 (66.7%)	6
is effectively structured to accomplish its goals	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (33.3%)	4 (66.7%)	6
receives the support it needs to be successful	0 (0.0%)	2 (33.3%)	1 (16.7%)	1 (16.7%)	2 (33.3%)	6
has a clearly defined mandate	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (66.7%)	2 (33.3%)	6
has agenda where what the committee is required to do is clear	0 (0.0%)	0 (0.0%)	1 (16.7%)	1 (16.7%)	4 (66.7%)	6
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (66.7%)	2 (33.3%)	6

Q14b. Rate the extent to which you agree with each of the following statements.

The Senate Nominating Committee (SNC)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (33.3%)	4 (66.7%)	6
provides its members with information required to perform their role	0 (0.0%)	1 (16.7%)	0 (0.0%)	2 (33.3%)	3 (50.0%)	6
allows for open and productive discussion of issues	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	6 (100.0%)	6
generally functions effectively	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	6 (100.0%)	6
makes appropriate decisions	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (16.7%)	5 (83.3%)	6
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (16.7%)	5 (83.3%)	6
provides orientation to its members so they are adequately prepared to work on the committee	0 (0.0%)	2 (33.3%)	1 (16.7%)	2 (33.3%)	1 (16.7%)	6

Q14c. Please provide specific suggestions for improving the effectiveness of the Senate Nominating Committee (SNC). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 1 response to this question can be found in the appendix.

Q15. The following questions pertain to the Senate Standing Committee on Academic Planning & Priorities (SSCAPP).

Survey branching: Q15 is only asked if respondent chose "Senate Standing Committee on Academic Planning & Priorities (SSCAPP)" for Q2.

Q15a. Rate the extent to which you agree with each of the following statements.

The Senate Standing Committee on Academic Planning & Priorities (SSCAPP)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	1 (12.5%)	0 (0.0%)	0 (0.0%)	5 (62.5%)	2 (25.0%)	8
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	1 (12.5%)	0 (0.0%)	4 (50.0%)	3 (37.5%)	8
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	2 (25.0%)	4 (50.0%)	2 (25.0%)	8
is effectively structured to accomplish its goals	0 (0.0%)	2 (28.6%)	0 (0.0%)	3 (42.9%)	2 (28.6%)	7
receives the support it needs to be successful	1 (12.5%)	1 (12.5%)	1 (12.5%)	4 (50.0%)	1 (12.5%)	8
has a clearly defined mandate	1 (12.5%)	1 (12.5%)	4 (50.0%)	1 (12.5%)	1 (12.5%)	8
has agenda where what the committee is required to do is clear	1 (12.5%)	0 (0.0%)	0 (0.0%)	3 (37.5%)	4 (50.0%)	8
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (50.0%)	4 (50.0%)	8

Q15b. Rate the extent to which you agree with each of the following statements.

The Senate Standing Committee on Academic Planning & Priorities (SSCAPP)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (42.9%)	4 (57.1%)	7

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
provides its members with information required to perform their role	0 (0.0%)	1 (12.5%)	1 (12.5%)	4 (50.0%)	2 (25.0%)	8
allows for open and productive discussion of issues	0 (0.0%)	1 (12.5%)	1 (12.5%)	4 (50.0%)	2 (25.0%)	8
generally functions effectively	0 (0.0%)	1 (12.5%)	1 (12.5%)	3 (37.5%)	3 (37.5%)	8
makes appropriate decisions	0 (0.0%)	1 (12.5%)	2 (25.0%)	2 (25.0%)	3 (37.5%)	8
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	1 (12.5%)	2 (25.0%)	2 (25.0%)	3 (37.5%)	8
provides orientation to its members so they are adequately prepared to work on the committee	0 (0.0%)	4 (50.0%)	4 (50.0%)	0 (0.0%)	0 (0.0%)	8

Q15c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Academic Planning & Priorities (SSCAPP). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 2 responses to this question can be found in the appendix.

Q16. The following questions pertain to the Senate Standing Committee on Curriculum (SSCC).

Survey branching: Q16 is only asked if respondent chose "Senate Standing Committee on Curriculum (SSCC)" for Q2.

Q16a. Rate the extent to which you agree with each of the following statements.

The Senate Standing Committee on Curriculum (SSCC)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	1 (20.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	1 (20.0%)	0 (0.0%)	1 (20.0%)	3 (60.0%)	5
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	1 (20.0%)	0 (0.0%)	3 (60.0%)	1 (20.0%)	5
is effectively structured to accomplish its goals	1 (20.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
receives the support it needs to be successful	0 (0.0%)	1 (20.0%)	2 (40.0%)	0 (0.0%)	2 (40.0%)	5
has a clearly defined mandate	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (20.0%)	4 (80.0%)	5
has agenda where what the committee is required to do is clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	3 (60.0%)	5

Q16b. Rate the extent to which you agree with each of the following statements.

The Senate Standing Committee on Curriculum (SSCC)...

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	5 (100.0%)	5
provides its members with information required to perform their role	1 (20.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
allows for open and productive discussion of issues	0 (0.0%)	1 (20.0%)	0 (0.0%)	1 (20.0%)	3 (60.0%)	5
generally functions effectively	0 (0.0%)	1 (20.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
makes appropriate decisions	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	1 (25.0%)	1 (25.0%)	2 (50.0%)	4
provides orientation to its members so they are adequately prepared to work on the committee	1 (20.0%)	1 (20.0%)	1 (20.0%)	2 (40.0%)	0 (0.0%)	5

Q16c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Curriculum (SSCC). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 1 response to this question can be found in the appendix.

Q17. The following questions pertain to the Senate Standing Committee on the Library (SSCL).

Survey branching: Q17 is only asked if respondent chose "Senate Standing Committee on the Library (SSCL) for Q2.

Q17a. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Library (SSCL)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	1 (10.0%)	0 (0.0%)	2 (20.0%)	5 (50.0%)	2 (20.0%)	10
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	0 (0.0%)	0 (0.0%)	5 (50.0%)	5 (50.0%)	10
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	3 (30.0%)	3 (30.0%)	4 (40.0%)	10
is effectively structured to accomplish its goals	1 (11.1%)	1 (11.1%)	2 (22.2%)	1 (11.1%)	4 (44.4%)	9
receives the support it needs to be successful	0 (0.0%)	0 (0.0%)	3 (33.3%)	4 (44.4%)	2 (22.2%)	9
has a clearly defined mandate	1 (11.1%)	0 (0.0%)	3 (33.3%)	3 (33.3%)	2 (22.2%)	9
has agenda where what the committee is required to do is clear	1 (11.1%)	0 (0.0%)	2 (22.2%)	2 (22.2%)	4 (44.4%)	9
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	2 (22.2%)	3 (33.3%)	4 (44.4%)	9

Q17b. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Library (SSCL)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	1 (11.1%)	3 (33.3%)	5 (55.6%)	9
provides its members with information required to perform their role	1 (11.1%)	0 (0.0%)	1 (11.1%)	2 (22.2%)	5 (55.6%)	9
allows for open and productive discussion of issues	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (44.4%)	5 (55.6%)	9
generally functions effectively	1 (11.1%)	0 (0.0%)	1 (11.1%)	3 (33.3%)	4 (44.4%)	9
makes appropriate decisions	1 (11.1%)	0 (0.0%)	1 (11.1%)	2 (22.2%)	5 (55.6%)	9
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	2 (22.2%)	2 (22.2%)	5 (55.6%)	9
provides orientation to its members so they are adequately prepared to work on the committee	1 (11.1%)	2 (22.2%)	3 (33.3%)	2 (22.2%)	1 (11.1%)	9

Q17c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on the Library (SSCL). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 6 responses to this question can be found in the appendix.

Q18. The following questions pertain to the Senate Standing Committee on Policy Review (SSC Policy Review).

Survey branching: Q18 is only asked if respondent chose "Senate Standing Committee on Policy Review (SSC Policy Review)" for Q2.

Q18a. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Policy Review (SSC Policy Review)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	1 (20.0%)	0 (0.0%)	4 (80.0%)	0 (0.0%)	5
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	1 (20.0%)	3 (60.0%)	1 (20.0%)	5
is effectively structured to accomplish its goals	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5
receives the support it needs to be successful	0 (0.0%)	0 (0.0%)	2 (40.0%)	3 (60.0%)	0 (0.0%)	5
has a clearly defined mandate	0 (0.0%)	1 (20.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
has agenda where what the committee is required to do is clear	0 (0.0%)	1 (20.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	3 (60.0%)	5

Q18b. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Policy Review (SSC Policy Review)...

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	1 (20.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	5
provides its members with information required to perform their role	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
allows for open and productive discussion of issues	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (60.0%)	2 (40.0%)	5
generally functions effectively	0 (0.0%)	1 (20.0%)	0 (0.0%)	3 (60.0%)	1 (20.0%)	5
makes appropriate decisions	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	2 (40.0%)	0 (0.0%)	3 (60.0%)	5
provides orientation to its members so they are adequately prepared to work on the committee	1 (20.0%)	1 (20.0%)	3 (60.0%)	0 (0.0%)	0 (0.0%)	5

Q18c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Policy Review (SSC Policy Review). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 1 response to this question can be found in the appendix.

Q19. The following questions pertain to the Senate Standing Committee on Program Review (SSCPR).

Survey branching: Q19 is only asked if respondent chose "Senate Standing Committee on Program Review (SSCPR)" for Q2.

Q19a. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Program Review (SSCPR)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	2 (22.2%)	0 (0.0%)	2 (22.2%)	5 (55.6%)	9
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	1 (11.1%)	1 (11.1%)	1 (11.1%)	6 (66.7%)	9
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	2 (22.2%)	0 (0.0%)	0 (0.0%)	7 (77.8%)	9
is effectively structured to accomplish its goals	0 (0.0%)	1 (11.1%)	1 (11.1%)	0 (0.0%)	7 (77.8%)	9
receives the support it needs to be successful	0 (0.0%)	1 (11.1%)	0 (0.0%)	1 (11.1%)	7 (77.8%)	9
has a clearly defined mandate	0 (0.0%)	1 (11.1%)	1 (11.1%)	2 (22.2%)	5 (55.6%)	9
has agenda where what the committee is required to do is clear	0 (0.0%)	1 (11.1%)	1 (11.1%)	0 (0.0%)	7 (77.8%)	9
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	2 (22.2%)	0 (0.0%)	7 (77.8%)	9

Q19b. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Program Review (SSCPR)...

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	1 (11.1%)	5 (55.6%)	3 (33.3%)	9
provides its members with information required to perform their role	0 (0.0%)	0 (0.0%)	2 (22.2%)	2 (22.2%)	5 (55.6%)	9
allows for open and productive discussion of issues	0 (0.0%)	2 (22.2%)	0 (0.0%)	1 (11.1%)	6 (66.7%)	9
generally functions effectively	0 (0.0%)	2 (22.2%)	0 (0.0%)	0 (0.0%)	7 (77.8%)	9
makes appropriate decisions	0 (0.0%)	1 (11.1%)	1 (11.1%)	0 (0.0%)	7 (77.8%)	9
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	2 (22.2%)	1 (11.1%)	1 (11.1%)	5 (55.6%)	9
provides orientation to its members so they are adequately prepared to work on the committee	0 (0.0%)	2 (22.2%)	2 (22.2%)	4 (44.4%)	1 (11.1%)	9

Q19c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Program Review (SSCPR). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 1 response to this question can be found in the appendix.

Q20. The following questions pertain to the Senate Standing Committee on Tributes (SSCT).

Survey branching: Q20 is only asked if respondent chose "Senate Standing Committee on Tributes (SSCT)" for Q2.

Q20a. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Tributes (SSCT)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	0 (0.0%)	2 (40.0%)	1 (20.0%)	2 (40.0%)	5
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	0 (0.0%)	2 (40.0%)	1 (20.0%)	2 (40.0%)	5
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
is effectively structured to accomplish its goals	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
receives the support it needs to be successful	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (80.0%)	1 (20.0%)	5
has a clearly defined mandate	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
has agenda where what the committee is required to do is clear	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (80.0%)	1 (20.0%)	5

Q20b. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on Tributes (SSCT)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
provides its members with information required to perform their role	0 (0.0%)	0 (0.0%)	2 (40.0%)	1 (20.0%)	2 (40.0%)	5
allows for open and productive discussion of issues	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	3 (60.0%)	5
generally functions effectively	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	3 (60.0%)	5
makes appropriate decisions	0 (0.0%)	0 (0.0%)	1 (20.0%)	2 (40.0%)	2 (40.0%)	5
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	2 (40.0%)	2 (40.0%)	1 (20.0%)	5
provides orientation to its members so they are adequately prepared to work on the committee	0 (0.0%)	2 (40.0%)	3 (60.0%)	0 (0.0%)	0 (0.0%)	5

Q20c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Tributes (SSCT). Note, your verbatim comments will be provided to the Senate Governance Committee.

There are no responses to this question.

Q21. The following questions pertain to the Senate Standing Committee on University Budget (SSCUB).

Survey branching: Q21 is only asked if respondent chose "Senate Standing Committee on University Budget (SSCUB)" for Q2.

Q21a. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on University Budget (SSCUB)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
is an effective decision-making body	0 (0.0%)	1 (12.5%)	0 (0.0%)	3 (37.5%)	4 (50.0%)	8
meetings are conducted in a manner that maximized collegial discussion	0 (0.0%)	1 (12.5%)	0 (0.0%)	3 (37.5%)	4 (50.0%)	8
meetings are conducted in a manner that maximized effective decision making	0 (0.0%)	1 (12.5%)	0 (0.0%)	5 (62.5%)	2 (25.0%)	8
is effectively structured to accomplish its goals	0 (0.0%)	1 (12.5%)	0 (0.0%)	5 (62.5%)	2 (25.0%)	8
receives the support it needs to be successful	0 (0.0%)	1 (12.5%)	0 (0.0%)	2 (25.0%)	5 (62.5%)	8
has a clearly defined mandate	0 (0.0%)	0 (0.0%)	1 (12.5%)	2 (25.0%)	5 (62.5%)	8
has agenda where what the committee is required to do is clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	3 (37.5%)	5 (62.5%)	8
has agenda packages that are well-organized	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (25.0%)	6 (75.0%)	8

Q21b. Rate the extent to which you agree with each of the following statements.

Senate Standing Committee on University Budget (SSCUB)…

	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total Responses
has minutes that are accurate and clear	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (12.5%)	7 (87.5%)	8
provides its members with information required to perform their role	0 (0.0%)	1 (12.5%)	0 (0.0%)	2 (25.0%)	5 (62.5%)	8
allows for open and productive discussion of issues	0 (0.0%)	1 (12.5%)	0 (0.0%)	2 (25.0%)	5 (62.5%)	8
generally functions effectively	0 (0.0%)	1 (12.5%)	0 (0.0%)	4 (50.0%)	3 (37.5%)	8
makes appropriate decisions	0 (0.0%)	0 (0.0%)	1 (12.5%)	4 (50.0%)	3 (37.5%)	8
clearly communicates the rationale for their recommendations to Senate	0 (0.0%)	0 (0.0%)	2 (25.0%)	1 (12.5%)	5 (62.5%)	8
provides orientation to its members so they are adequately prepared to work on the committee	1 (12.5%)	3 (37.5%)	2 (25.0%)	1 (12.5%)	1 (12.5%)	8

Q21c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on University Budget (SSCUB). Note, your verbatim comments will be provided to the Senate Governance Committee.

The 2 responses to this question can be found in the appendix.

Appendix

Q11. Please provide specific suggestions for improving the effectiveness of Senate. Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	in terms of measuring academic quality I am not sure that as an organization we effectively manage faculty performance and strongly related curriculum integrity. I am not sure the university committee would say they kow what is discussed, decided etc at Senate unless they seek it out. It often seems we are the rubber stamp of approval to the work of standing committees and there is not enogh opportunity to table discussions of importance. In addition the Academic plan should be written in a way that each faculty is clear on how they are linked and what specifically are their goals for the year/s. It may be that may experience in this arena is different from other departments with stronger leadership.
2.	Communication out to the University community could be improved. It has improved in the last 5 years but I think there could be better communication.
3.	Improving communication between senate and KPU community. Informing everyone with major changes and decisions.

Q14c. Please provide specific suggestions for improving the effectiveness of the Senate Nominating Committee (SNC). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	The lack of history and procedural practices for this committee was a major difficulty in 2015. Since then the committee has undertaken work to capture procedures and best practices and document roles and workload.

Q15c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Academic Planning & Priorities (SSCAPP). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	There has been a significant shift in the committee in terms of its focus and chairing. Though we are better at attending to matters of importance and priority to KPU, it is not clear on why half of the membership (all the administrators except the President) are non-voting.
2.	The effectivness of this committee has improved greatly in 2017.

Q16c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Curriculum (SSCC). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	Most recently work is being looked at to ensure things don't get to this committe that don't fall within its mandate. Chairs also need some assertiveness in keeping dicsussion brief and on track to avoid reprition and move things along. The lack of this delayed meetings. Also, people who come at the back should not have to wait more than 30 min for their items. Wast of time and resources on all sides. Calendar submission deadlines should be enforced and fewer exception made, so people will learn to submit things in a timely fashion. Too many exceptions being made.

Q17c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on the Library (SSCL). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	The role of members of this committee might need to change with the deletion of SCC as its subcomittee. Training will be needed.
2.	No suggestions really for improvement - I just wanted to say that the success of the committee is in large part due to [member's] excellent leadership!
3.	more opportunity needed for discussion. looking forward to new process next year that minimized operational and editing functions
4.	The Committee in the fall will be looking at it's terms of reference and mandate to confirm that it is doing what it is supposed to based on what it states within the University Act. Once this is clarified it will help in terms of what the Committee is supposed to be doing.
5.	A thorough review of the mandate of this committee is necessary.
6.	SSCL is currently in a period of reconstruction, having very recently been considered for dissolution. Based on our last discussion, I have high hopes for the future effectiveness of the committee but my responses have, perforce, been based on its performance up to this point.

Q18c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Policy Review (SSC Policy Review). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	It would be helpful if the minutes are noted in a more detailed manner. The minutes for this specific committee pertains to feedback and rationale for proposed changes to policies/procedures, and has significant impact on the policies/procedures that are being brought forward to Senate and/or Board for approval, etc.

Q19c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on Program Review (SSCPR). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	SSCPR has made huge positive strides in the past two years to stream-line & share heavy workload. In the past, we could have up to 800 pages of materials to read. It was daunting to prepare. We now have a process -- recommended by veteran committee members -- where 2-3 members work together to review selected reports. The team is responsible for Q & A with faculties presenting reports. The outcome is less discussion from around the table, but a more clear, informed & focused discussion lead by reviewers. Workload is much more efficient, and decisions are better informed.

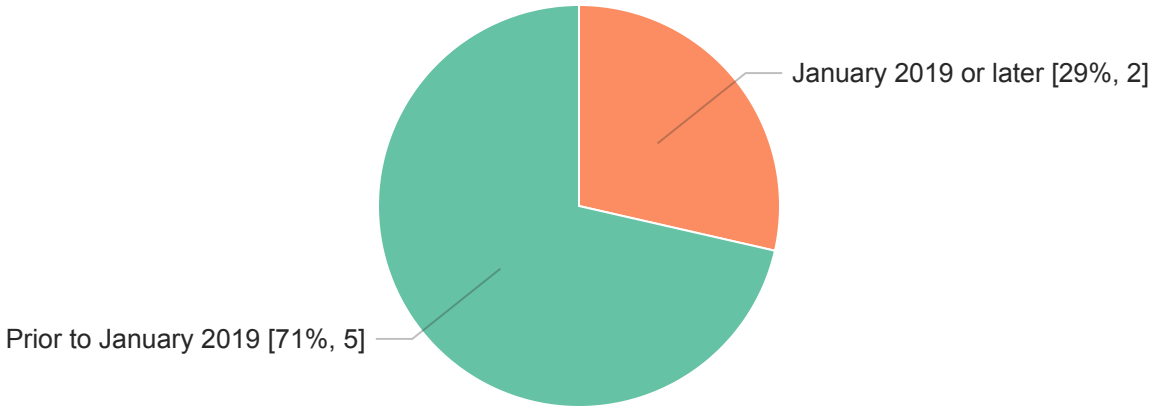
Q21c. Please provide specific suggestions for improving the effectiveness of the Senate Standing Committee on University Budget (SSCUB). Note, your verbatim comments will be provided to the Senate Governance Committee.

#	Response
1.	Would have appreciated an orientation to the role and a transition time.
2.	Although it is helpful to have diverse faculty perspective, additional faculty with expertise in budgeting would be beneficial.

The following questions pertain to the Senate Standing Committee on Policy (SSC Policy).

Survey branching: Q24 was displayed for those respondents who selected "Senate Standing Committee on Policy (SSC Policy)" for Q3

Q24A - When did your term on the Senate Standing Committee on Policy (SSC Policy) begin?



Q24C - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Policy (SSC Policy)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
is an effective decision-making body	0% 0	0% 0	14% 1	57% 4	29% 2	7
meetings are conducted in a manner that maximized collegial discussion	0% 0	0% 0	0% 0	57% 4	43% 3	7
meetings are conducted in a manner that maximized effective decision making	0% 0	0% 0	14% 1	29% 2	57% 4	7
is effectively structured to accomplish its goals	0% 0	0% 0	14% 1	43% 3	43% 3	7
eceives the support it needs to be successful	0% 0	0% 0	14% 1	29% 2	57% 4	7
has a clearly defined mandate	0% 0	0% 0	0% 0	71% 5	29% 2	7
has agenda where what the committee is required to do is clear	0% 0	0% 0	0% 0	29% 2	71% 5	7
has agenda packages that are well-organized	0% 0	0% 0	0% 0	14% 1	86% 6	7

Q24D - Rate the extent to which you agree or disagree with each of the following statements.

The Senate Standing Committee on Policy (SSC Policy)...

Field	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree	Strongly agree	Total
has minutes that are accurate and clear	0% 0	0% 0	17% 1	0% 0	83% 5	6
provides its members with information required to perform their role	0% 0	0% 0	0% 0	17% 1	83% 5	6
allows for open and productive discussion of issues	0% 0	0% 0	0% 0	17% 1	83% 5	6
generally functions effectively	0% 0	0% 0	0% 0	33% 2	67% 4	6
makes appropriate decisions	0% 0	0% 0	0% 0	17% 1	83% 5	6
clearly communicates the rationale for their recommendations to Senate	0% 0	0% 0	17% 1	0% 0	83% 5	6
provides orientation to its members so they are adequately prepared to work on the committee	0% 0	17% 1	33% 2	33% 2	17% 1	6

SENATE STANDING COMMITTEE ON POLICY

Agenda Item: 6.1
Meeting Date: September 30, 2020
Presenter: David Burns

Agenda Item	**2020 Mandate and Membership Review**

Action Requested	**Motion**
Recommended Resolution	**THAT the Senate Standing Committee on Policy recommend that the Senate Governance and Nominating Committee recommend that Senate approve the attached revisions to the mandate and membership.**

Senate Standing Committee Report	For Senate Office Use Only
Key Messages	1. Each senate standing committee reviews its mandate and membership annually and recommends changes to the Senate Governance and Nominating Committee. 2. The Senate Governance and Nominating reviews and recommends that Senate approves the revisions. 3. At this meeting, the Committee will continue the discussion started on September 9, 2020.
Attachments	SSCP 2020 Mandate and Membership
Submitted by	*Rita Zamluk, Administrative Assistant, University Senate*
Date submitted	*September 23, 2020*

SENATE STANDING COMMITTEE ON POLICY

MANDATE

Policies are congruent with the mission, values and goals of the University and consistent with the legal and internal powers of the Board, Senate and Administration of the University.

The Protocol for the Development of University Policies and Procedures at KPU includes a role for the Senate Standing Committee on Policy Review.

- Review policies and procedures that fall under the purview of Senate.
- Other duties as assigned by Senate.

MEMBERSHIP COMPOSITION

Voting Members

- Chancellor
- President
- Student Senator
- Four faculty Senators*
- Professional Support Staff Senator
- Dean or Associate Dean
- Counsellor
- Representative, Student Services

*At least three of the faculty Senators must be chosen from different Faculties

Ex Officio Non-Voting Members

- Vice-Chair of Senate
- University Registrar or designate
- Provost and Vice-President, Academic or designate
- University Secretary or designate
- Director, Student Rights and Responsibilities Office or designate