SENATE EXECUTIVE COMMITTEE (SEC)

Composition:

- The Chair of Senate, who shall serve as Chair;
- The President;
- The Vice-President, Academic;
- One (1) Dean;
- Two (2) Faculty program chairs;
- Two (2) Faculty Senators each representing different Faculties, at least one of whom is also a graduate Faculty Member;
- One (1) undergraduate Student Senator; and
- One (1) graduate Student Senator.

Terms of Reference:

- Establishes the agenda for Senate meetings and collects reports from all Senate committees and boards which are to be forwarded to the next Senate meeting. Is authorized to alter the order of business for any meeting of the Senate, provided that the order to be followed is shown on the notice of meeting for the said meeting.

- Considers all matters to be brought forward to the Senate and refers them to the appropriate committees as necessary. These committees will inform the Senate Executive Committee of matters which, in their view, merit discussion by the Senate.

- Acts on behalf of the Senate when a quorum of Senate cannot be obtained. Makes emergency decisions on behalf of the Senate between Senate meetings, decisions which must be communicated to the next full meeting of the Senate.

- Receives for information recommendations regarding the appointment of the Faculty Deans, Associate Deans and the program chairs and graduate program directors as may be required from time to time and subject to the jurisdictional requirements for such decisions set out in the Act.

- Responsible for calling special meetings of the Senate.

- Responsible for nominating and vetting Faculty Member candidates for the Chair of Senate (who will also serve as a Senate representative on the Board of Governors), and then
presenting these candidates to Senate for election in accordance with the Senate Election Policies and Procedures.

- Responsible for nominating and presenting to the Senate for approval two (2) Faculty Senators to serve as Senate representatives on the Board of Governors.

- Responsible for vetting nominations for Professor Emeritus/Emerita and the Council of Ontario Universities Academic Colleague.

- Reports directly to the Senate