UNIVERSITY COUNCIL
GOVERNANCE COMMITTEE
REQUEST FOR DECISION

PRESENTED BY:  Terry Wotherspoon, chair, Governance Committee of Council

DATE OF MEETING:  November 19, 2020

SUBJECT:  Planning and Priorities Committee Terms of Reference

DECISION REQUESTED:
It is recommended that Council approve the addition of the standing subcommittee on centres to the Planning and Priorities Committee (PPC) of Council’s terms of reference as part two, section V of the Council bylaws, effective immediately.

PURPOSE:
In conjunction with updates to the University of Saskatchewan’s Centres Policy which were approved by Council on October 15, 2020, it is recommended that PPC’s terms of reference be amended to reflect the existence of the PPC Standing Subcommittee on Centres.

DISCUSSION SUMMARY:
This PPC subcommittee on centres has been operational since at least 2004, when the Centres Policy was originally approved. However, PPC’s terms of reference do not reflect its existence or mandate under the authority of Council or the policy itself.

This proposal was considered by PPC on September 23, 2020 and presented to the governance committee on October 6, 2020. It was duly presented as a notice of motion to Council on October 15, 2020.

FURTHER ACTION REQUIRED:
University Council’s bylaws will be updated to reflect the revision to PPC’s terms of reference.

ATTACHMENT:
1. Proposed amendment to PPC’s terms of reference
ATTACHMENT 1
PROPOSED REVISIONS TO THE PLANNING AND PRIORITIES COMMITTEE
TERMS OF REFERENCE

Membership

Eleven members of the General Academic Assembly, at least six of whom will be elected members of Council, normally one of whom will be chair. At least one member from the General Academic Assembly with some expertise in financial analysis will be nominated.

One dean appointed by Council
One undergraduate student appointed by the USSU
One graduate student appointed by the GSA
One sessional lecturer

Ex Officio Members
Provost & Vice-President, Academic or designate
Vice-President, Finance & Resources or designate
Vice-President, Research or designate
Vice-Provost, Indigenous Engagement
President (non-voting member)
Chair of Council (non-voting member)

Resource Personnel (Non-voting members)
Associate Provost, Institutional Planning and Assessment
Director of Resource Allocation and Planning
Director of Assessment and Analytics
Chief Information Officer and Associate Vice-president Information and Communications Technology
Executive Director, International – Office of the Vice President Research
Vice-Provost, Indigenous Engagement

Administrative Support
Office of the University Secretary

The Planning and Priorities Committee is responsible for:
1) Conducting and reporting to Council on university-wide planning and review activities in consultation with the Provost and Vice-President Academic.

2) Evaluating college and unit plans and reporting the conclusions of those evaluations to Council.

3) Recommending to Council on academic priorities for the University.

4) Recommending to Council on outreach and engagement priorities for the University.

5) Seeking advice from other Council committees to facilitate university-wide academic planning.

6) Recommending to Council on the establishment, disestablishment or amalgamation of any college, school, department or any unit responsible for the administration of an academic program, with the advice of the academic programs committee.

7) Recommending to Council on the establishment, disestablishment, or review of any institute or centre at the University in accordance with the Centres Policy and with the advice of the Research, Scholarly and Artistic Works committee.
8) Balancing academic and fiscal concerns in forming its recommendations.

9) Providing advice to the President on budgetary implications of government funding requests and reporting to Council.

10) Considering the main elements of the comprehensive budget and financial reports and reporting to Council.

11) Advising the academic programs committee on the fit with University priorities and the general budgetary appropriateness of proposals for new academic programs and program deletions.

12) Integrating and recommending to Council on matters referred to it from other Council committees.

13) Advising the President and senior executive on operating and capital budgetary matters, including infrastructure and space allocation issues, referred from time to time by the President, providing the advice is not inconsistent with the policies of Council. The planning and priorities committee will report to Council on the general nature of the advice and, where practicable, obtain the guidance of Council. However, the committee need not disclose to Council matters the disclosure of which would be contrary to the interests of the University.

13) Designating individuals to act as representatives of the committee on any other bodies, when requested, where such representation is deemed by the committee to be beneficial.

14) Proactively supporting equity, diversity, and inclusion in all processes and matters coming before the committee.

**Centres Subcommittee** [Proposed addition to the PPC Terms of Reference]

The mandate of the Planning and Priorities Committee (PPC) Standing Subcommittee on Centres is:
- To facilitate the creation of new centres
- To monitor adherence to the Centres Policy
- To develop and review the Centres Policy and Guidelines
- To oversee the establishment and disestablishment of centres
- To maintain a list of active centres
- To report on and bring recommendations on these issues to PPC

Membership on this Subcommittee will be drawn from the Academic Programs, Planning and Priorities, and Research, Scholarly and Artistic Works Committees of Council, the offices of the provost, vice-president finance, and vice-president research, centre directors, and will be supported by the University Secretary’s Office.