

UNIVERSITY COUNCIL
GOVERNANCE COMMITTEE
NOTICE OF MOTION

PRESENTED BY: Terry Wotherspoon, Chair, Governance Committee

DATE OF MEETING: October 21, 2021

SUBJECT: Name of the Coordinating Committee

MOTION: *It is recommended that Council approve changing the name of the 'Coordinating Committee' of University Council to the 'Executive Committee' of University Council, effective November 19, 2021, as Part II section 3 of the Council Bylaws.*

SUMMARY:

The Governance Committee recommends to Council that the name of the 'Coordinating Committee' be changed to the 'Executive Committee' of Council.

CONTEXT AND BACKGROUND:

Coordinating Committee considered this question on October 8, 2021 and recommended to the Governance Committee to change the name. The Governance Committee agreed to recommend to Council that the name be changed on October 14, 2021.

While the name 'Coordinating Committee' has been in place for years, it does not convey the role of the committee. For members of Council or the campus community who are more familiar with Council, they may have learned what the role is. However, those who are new to campus, are not familiar with its operations, and/or external stakeholders may be and often are confused by the name. The actual role of Council's 'Coordinating Committee' is in keeping with the role of an 'Executive Committee' according to Kerr & King (1995), per Attachment A.

This name change was previously suggested in 2018 at the Coordinating Committee. One concern raised was that the term 'executive' might signal corporatization of this democratic

governing body. The term 'executive' is used for University Senate, which is also democratic (mainly elected) governing body. It is also used for the Board of Governors, which has a 'Governance and Executive Committee,' with two of the positions being elected (see Attachment B). Each of these committees have the same key responsibilities, i.e., they set the agendas of their superior governing bodies and can conduct the business of the main body outside of the regular meeting. Kerr & King (§44, 1996) uses the term 'executive committee' for this role. Kerr & King is a reference guide for rules of order focused on non-profit organizations such as universities.

Attachment A

Excerpts from Kerr & King

Executive Committee (44)

In [an] organization where the board is unable to meet frequently, or is too large for efficient operation (more than 12-15 members), it is common to create an executive committee to deal with day-to-day business... A signing officer of the organization, such as the treasurer, is usually appointed as an ex officio member...and the chair of an important standing committee is also frequently included... [It] is essentially a subcommittee of the board... and only has such powers as defined in the bylaws.

Executive Committee (45(b)) [roles of standing committees]

The executive committees is usually composed of the elected officers and a few members-at-large who may be drawn from the board or from chairs of standing committees. Members of the professional staff, or representatives of the staff, may also be made associate members of this committee. This committee steers operations between meetings of the larger assemblies and provides guidance to the chief executive and professional officers. The executive committee acts on existing policy and directives from the board and general meetings.

Attachment B

Excerpts from USask's Governing Bodies' Bylaws

Council Coordinating Committee - Terms of Reference (Part Two, s.III, 2021)

The Coordinating Committee of University Council is responsible for:

1. Setting the agenda for Council meetings.
2. Receiving and determining the disposition of written motions from individual members of Council. The coordinating committee will either include the motion on the Council agenda or refer the matter to a standing committee(s), which will then report back on the matter to the coordinating committee and Council. (Oct 2008)
3. Facilitating the flow of information between Council committees and the Administration, and between Council committees and the Senate.
4. Coordinating the work of Council committees.
5. Advising the Chair of Council on matters relating to the work of Council.
6. 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.

Senate Executive Committee - Terms of Reference (Senate Bylaws Part 2, 2018)

(c) Chair

The Chancellor shall serve as Chair and the President shall serve as Vice-Chair.

(d) Duties and Powers

(i) To determine the agenda for all meetings of Senate.

a. In determining whether to add to the agenda a motion proposed by a member of Senate pursuant to Section IV 6 of these bylaws, the Executive Committee shall consider the powers of Senate as set out in Section 23 of The University of Saskatchewan Act, 1995, as may be amended from time to time.

b. The Executive Committee may refuse to place said motion on the agenda if it clearly appears that the motion submitted is primarily for the purpose of enforcing a personal claim or redressing a personal grievance against the University, any employee, officer or director of the University, or any body of the University, or primarily for the purpose of promoting causes unrelated to the activities of the University.

(ii) To appoint task forces or special committees composed of members of Senate with power to investigate and report on matters of interest and concern to Senate.

(iii) To consider all major reports being submitted to Senate.

(iv) To consider and report on policy matters relating to the Senate.

(v) To perform other duties as the Senate may from time to time direct.

(vi) To recommend to Senate individuals for membership on the various Boards of Examiners for Professional Examinations; and to recommend to Senate on matters of policy with respect to Boards of Examiners, and on the establishment of new Boards of Examiners, when necessary.

(vii) To act on behalf of Senate in special circumstances to provide approval of honorary degrees.

(viii) To consult, through the Chancellor and the President with the Chair of the Board of Governors to ascertain the qualifications and qualities most needed by the Board when a vacancy arises, and to consider the name and backgrounds of potential candidates and present nominations to the Nominations Committee.

Board of Governors - Governance & Executive Committee

Terms of Reference for Standing Committees (2020)

A. Purpose:

The Governance and Executive Committee is responsible to the Board for:

- Where necessary the business of the Board is conducted between meetings.
- The membership of the Board of Governors of the University of Saskatchewan is selected and educated in its responsibilities in such a way that it brings expertise aligned with the university's strategic goals and risks.
- The Board has a sound approach to corporate governance and operates according to established principles of good governance.
- The Committee provides Board leadership and plans the strategic plans.
- The Committee sets strategic direction.
- Appropriate goals and performance expectations are set out for the President, and the President is appropriately supported and compensated.
- The Vice-chair of the Board will chair the Committee.