

AGENDA

University Council

Date: May 14, 2026

Time: 2:30-4:30 pm

Location: Convocation Hall (PMB 120) and Zoom

CALL TO ORDER

1. Tribute

- 1.1. Tribute to Professor Gordon Zello from the College of Pharmacy and Nutrition presented by Jane Alcorn, Dean, College of Pharmacy and Nutrition.

2. Agenda

- 2.1. Adoption of the Agenda
- 2.2. Council Motions

3. Chair's Opening Remarks- Dr. Vicki Squires, Council Chair, College of Education

4. Minutes

- 4.1. Approval of Minutes – April 16, 2026

5. Business Arising

- 5.1. Transitioning Students from USask Systems Post Graduation

6. Academic Programs Committee

- 6.1. Request for Decision: Master of Business Administration Admission Qualification Changes
- 6.2. Item for Information: Revisions to Bachelor of Science in Dental Therapy from Senate Education Committee

7. Governance Committee

- 7.1. Request for Decision: University Council Rules of Order
- 7.2. Request for Decision: Western College of Veterinary Medicine Faculty Council Bylaws
- 7.3. Notice of Motion: Amendments to the Academic Programs Committee Terms of Reference
- 7.4. Notice of Motion: Amendments to the Research, Scholarly and Artistic Works Committee Terms of Reference

8. Planning and Priorities Committee

- 8.1. Item for Information: Revisions to Access to Information and Privacy Policy

9. Research, Scholarly and Artistic Work Committee

- 9.1. Request for Decision: Care and Use of Animals in Science at the University of Saskatchewan (USask) Policy
- 9.2. Item for Information: Device Security and Research Travel Security

10. Joint Committee on Chairs and Professorships

- 10.1. Request for Decision: Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease in the College of Medicine
- 10.2. Request for Decision: KPMG Enhancement Chair in Environmental, Social and Governance in the Edwards School of Business

11. Reports

- 11.1. President
- 11.2. Interim Provost and Vice-President Academic
- 11.3. Graduate Students Association (GSA)
- 11.4. University of Saskatchewan Student's Union (USSU)

12. Other Business

13. Question Period

In addition to bringing forward questions during the course of a meeting, council members are encouraged to submit questions on agenda items or matters relevant to council in advance of a meeting. These questions can be sent to the Chair of Council directly or via the Governance Office (vicki.squires@usask.ca; governance.office@usask.ca). Whenever possible, the questions will be forwarded to the appropriate individual. Members submitting questions in advance will be invited to pose their questions during the course of the meeting. Questions from the floor are also welcomed and encouraged.

14. Adjournment

Next Council meeting is on June 11, 2026- please send regrets to governance.office@usask.ca

The deadline to submit motions and items to the Executive Committee for the meeting can be found [online](#).

ZOOM LINK:

Join Zoom Meeting:

<https://usask-ca.zoom.us/j/92306106343?pwd=J42m8RcNpjdGp1EgTSuYnzFF3x76Un.1>

Join by Telephone:

Local Saskatoon Zoom Dial-in Number: (639) 638-7474

Other Zoom Dial-in Numbers: <https://usask-ca.zoom.us/j/92306106343>

Join by Video Conferencing Device (SIP):

92306106343@zoomcrc.com

Meeting ID: 923 0610 6343

Passcode: 74735879

Telephone Passcode: 74735879

UNIVERSITY COUNCIL AGENDA MOTIONS

Date: May 14, 2026

ACADEMIC PROGRAMS COMMITTEE

6.1 Request for Decision: Master of Business Administration Admission Qualification Changes

Motion: It is recommended by the Academic Programs Committee that Council approve the admission qualification changes to the Master of Business Administration program effective for the 2028-2029 application cycle.

GOVERNANCE COMMITTEE

7.1 Request for Decision: University Council Rules of Order

Motion: It is recommended by the Governance Committee to amend the Council Bylaws and Regulations such that the most recent edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* replaces *Procedures for Meetings and Organizations, Third Edition by Kerr and King* as the parliamentary authority and that various other consequential amendments be made as described in this report, effective July 1, 2026.

7.2 Request for Decision: Western College of Veterinary Medicine Faculty Council Bylaws

Motion: It is recommended by the Governance Committee that Council approve the Western College of Veterinary Medicine Faculty Council Bylaws, effective immediately.

7.3 Notice of Motion: Amendments to the Academic Programs Committee Terms of Reference

Motion: It is recommended by the Governance Committee that Council approve the terms of reference for the Academic Programs Committee in the Council Bylaws and Regulations as described in this report, effective July 1, 2026.

7.4 Notice of Motion: Amendments to the Research, Scholarly and Artistic Works Committee Terms of Reference

Motion: It is recommended by the Governance Committee that Council approve the terms of reference for the Research, Scholarly and Artistic Works Committee in the Council Bylaws and Regulations as described in this report, effective July 1, 2026.

RESEARCH, SCHOLARLY AND ARTISTIC WORK COMMITTEE

9.1 Request for Decision: Care and Use of Animals in Science at the University of Saskatchewan (USask) Policy

Motion: It is recommended by the Research, Scholarly and Artistic Work Committee that Council approve the revised Care and Use of Animals in Science Policy effective July 1, 2026.

JOINT COMMITTEE ON CHAIRS AND PROFESSORSHIPS

10.1 Request for Decision: Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease

Motion: It is recommended by the Joint Committee on Chairs and Professorships that University Council and the Board of Governors approve the Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease in the College of Medicine.

10.2 Request for Decision: KPMG Enhancement Chair in Environmental, Social and Governance

Motion: It is recommended by the Joint Committee on Chairs and Professorships that University Council and the Board of Governors approve the KPMG Enhancement Chair in Environmental, Social and Governance in the Edwards School of Business.

MINUTES

University Council

Date: April 16, 2026

Time: 2:30–4:30 pm

Location: Convocation Hall (PMB 120) and Zoom

The meeting was called to order at 2:34 pm.

The Acting Chair, Dr. Paul Jones, began with a Land Acknowledgement.

No members of the media identified themselves.

The Chair reminded members there are no unauthorized recordings of Council meetings.

1. Agenda

Motion: (Deters/ Lieverse): That the agenda be approved as circulated.

CARRIED

2. Chair's Opening Remarks

Dr. Paul Jones welcomed members to the meeting and mentioned the new incoming USSU members in attendance. The Chair notified members of an open house session being offered on April 29th by the Governance Committee to provide members with an opportunity to address any questions regarding the changes to the Rules of Order. An email will be sent with the details.

3. Minutes

Motion: (Sarjeant-Jenkins /Jamali): That the minutes of March 19, 2026 be approved as circulated.

CARRIED

Abstentions: Freywald and Compton

4. Executive Committee

Julian Demkiw, University Secretary, reported on the results of the College Representative and Member-at-Large elections to University Council. This was the first election cycle conducted under the revised bylaws, with college elections held prior to the member-at-large elections rather than concurrently. Following the second call, one member-at-large position remained unfilled; in accordance with Council bylaws, the Nominations Committee will nominate an individual to serve a one-year term, which will be brought forward later in the meeting as an information item. Secretary Demkiw thanked all individuals who put their names forward, noting the importance of participation in effective governance. He also highlighted that Council membership renews by approximately one-quarter to one-third annually and expressed appreciation for both returning and new members joining Council for the coming year.

5. Academic Programs Committee

Roy Dobson, member of the Academic Programs Committee, presented the committee's item for decision as outlined in the agenda package.

5.1. Request for Decision: Termination of the Graduate Certificate in Foundations for Registered Nurse Specialty Practice

The full report is in the agenda package.

There were no questions.

Motion: (Dobson / Sarjeant-Jenkins): It is recommended by the Academic Programs Committee that Council approve the Termination of Graduate Certificate in Foundations for Registered Nurse Specialty Practice effective for the 2027-2028 academic year.

CARRIED

Abstention: Luimes

5.2. Item for Information: APC Committee Update

APC Chair Paul Jones provided a verbal report on the recent work and discussions of the Academic Programs Committee over the past several months. He highlighted the academic review process, noting a shift in focus toward growth and continuous improvement. The committee has also been engaged in matters related to the recently approved assessment and course delivery policy. CASPer testing was discussed extensively, with further review ongoing and a report to be brought back to Council at a later date. Dr. Jones concluded by thanking the work of many individuals in the various administrative units for streamlining the APC approval process.

6. Governance Committee

Rachel Sarjeant-Jenkins, Vice-Chair of the Governance Committee, presented the committee's items as outlined in the agenda package.

6.1. Request for Decision: School of Rehabilitation Sciences Faculty Bylaws

The full report is in the agenda package.

There were no questions or concerns raised since the last meeting and there were no questions at the meeting.

Motion: (Sarjeant-Jenkins/ Bell): It is recommended by the Governance Committee that Council approve the attached changes to the School of Rehabilitation Science Faculty Council Bylaws, effective immediately

CARRIED

Abstention: Compton

6.2. Notice of Motion: Western College of Veterinary Medicine Faculty Council Bylaws

The full report is in the agenda package.

There were no questions at this time.

7. Nominations Committee

Dr. Reza Fotouhi, Chair of the Nominations Committee, presented the committee's items as outlined in the agenda package.

7.1. Request for Decision: Search Committee for the Provost and Vice President Academic

The full report is in the agenda package.

The Chair called for nominations from the floor. There were none.

Motion: (Fotouhi/Noppen): It is recommended by the Nominations Committee that Council approve the GAA and Council members listed below to serve on the search committee for the Provost and Vice President Academic.

CARRIED

Abstentions: McDougall, Compton and Alcorn

7.2 Request for Decision: Renewal and Tenure Appeal Committee Vacancy

The full report is in the agenda package.

The Chair called for nominations from the floor. There were none.

Motion: (Fotouhi/Noppen): It is recommended by the Nominations Committee that Council approve the faculty member listed below to serve on the Renewal and Tenure Appeal Committee for a 3-year term.

CARRIED

7.3 Item for Information: Appointment of Remaining Member at Large Council Positions

The full report is in the agenda package.

There were no questions.

7.4 Item for Information: Nominations Committee Update

Chair Fotouhi noted that council committee call for nominations are open until tomorrow and encourages colleagues to participate.

There were no questions.

8. Research, Scholarly and Artistic Work Committee

Dr. Eric Lamb, Chair of the RSAW Committee, presented the committee's items as outlined in the agenda package.

8.1 Notice of Motion: Care and Use of Animals in Science at the University of Saskatchewan (USask) Policy

The full report is in the agenda package.

Chair Lamb explained that the policy is intended to reflect current practice, ensure compliance with the requirements of the Canadian Council on Animal Care, and clearly define responsibility for animal care within the institution. Accompanying the policy is a Culture of Care statement- a relatively new best-practice document for organizations that use animals in research or teaching. This statement acknowledges that caring for animals can, in some cases, be emotionally challenging and affirms the institution's responsibility to support the well-being of community members in these roles. Both documents, which emphasize the importance of people as well as high standards of animal care, were included in the meeting package.

There were no questions.

8.2 Item for Information: RSAW Committee Update

Chair Lamb provided a verbal report on the work and discussion taking place over the past few months on the RSAW Committee and encouraged Council members to consider volunteering to join the committee, noting that

while RSAW does not frequently present to Council, it plays an important behind-the-scenes role. The committee provides advice and consultation on a wide range of issues affecting faculty research, including input on university standards for promotion and tenure when these were reviewed by the University Review Committee. RSAW also receives reports from ethics committees and communicates relevant information to faculty and addresses other matters that support faculty members' ability to excel in research. Participation on the committee was described as an engaging opportunity to gain insight into research administration and institutional processes, and members were encouraged to participate in Council committees to better understand how the university operates.

9. Scholarships and Awards Committee

Dr. Jason Perepelkin, Chair of the Scholarships and Awards Committee, presented the committee's items as outlined in the agenda package.

9.1 Item for Information: Best and Brightest Award Update

The full report is in the agenda package.

Chair Perepelkin noted that details were included in the meeting package. For the current year, the university received a record 231 applications for its highest-value entrance awards. Of these, 29 scholarships were awarded: five Best and Brightest scholarships valued at \$40,000 each, and 24 additional awards including Chancellor's and Vice-Chancellor's scholarships valued at \$30,000 each. Eligible applicants are students graduating from Canadian secondary schools, including some from outside Saskatchewan. Selection criteria consider academic achievement, leadership, community involvement, and access to resources, recognizing that opportunities may differ for students from disadvantaged backgrounds. The committee reviews applications over the holiday period and highlighted the wide range of accomplishments among recipients. It was also noted that the committee is currently reviewing the terms of reference for these awards, including the academic threshold, broader definitions of excellence and potential, and award naming, with the aim of being more inclusive while remaining mindful of committee workload.

There were no questions.

9.2 Item for Information: Scholarships and Awards Committee Update

Chair Perepelkin encouraged members to consider putting their names forward to serve on the Scholarships and Awards committee. While the committee meets less frequently than some others, it carries a behind-the-scenes workload and plays an important role in advancing the university's efforts to attract and support students. Participation was highlighted as a valuable opportunity to gain insight into the work of Council committees and to contribute meaningfully to the university's mission.

10. Teaching, Learning and Academic Resources Committee

Dr. Ralph Deters, Chair of TLARC, presented the committee's item as outlined in the agenda package.

10.1 Item for Information: TLARC Committee Update

Chair Deters provided a verbal report on the work and discussions that have taken place over the past few months at TLARC, referencing a detailed article in the Gazette. Over the past year, the committee had a busy agenda, focusing on high-impact areas for the university such as micro-credentials, upskilling, accessibility, flexible learning, and learner pathways in response to changing provincial and workforce needs. The committee also reviews emerging issues and policies early, allowing members to provide timely feedback that can inform decision-making across the institution. The report concluded with appreciation for the opportunity to serve and encouragement for engagement with the committee's work.

11. Teaching, Learning and Academic Resources Committee

Dr. Angela Lieverse, Vice-Chair of PPC, presented the committee's item as outlined in the agenda package.

11.1 Item for Information: PPC Committee Update

Vice-Chair Angela Liverse provided a verbal report on the work and discussions taking place over the past few months noting that PPC is a busy committee that meets bi-weekly for extended meetings and is responsible for recommending and reporting to Council on academic planning and priorities, community engagement, and matters referred by other committees and senior administration, including the Chief Financial Officer. Over the past year, the committee has heard from nearly all members of the senior leadership team, including the new President, who provided updates on strategic plan development and engaged with PPC for feedback. A significant portion of the committee's work focuses on financial oversight, including quarterly financial updates, resource allocation, debt reduction strategies, annual financial reports, and providing input on the university's annual budget. The committee has also been involved in reviewing and providing feedback on the evolving provincial-university accountability framework. Capital planning and infrastructure projects were discussed, including ongoing College Drive construction and traffic changes, with PPC emphasizing safety and noting the city-led nature of the project while continuing to provide feedback through university administration. Additional areas of focus included challenges related to declining international student enrollment and related impacts, strategic enrolment planning, tuition consultation, and rate setting, with ongoing engagement and feedback provided to senior academic leadership.

There were no questions.

12. Reports

12.1. President

President Bruni-Bossio began by commending the committee chairs for their strong advocacy of committee service and reiterated the importance of participation in Council committees to support effective governance, shared understanding, and meaningful engagement.

The President acknowledged the conclusion of the academic term and thanked students, faculty, and staff for their hard work. An update was provided on UPlan 2035, noting broad internal and external engagement to date—reaching nearly 2,500 participants—including faculty, staff, students, Indigenous communities (with further engagement planned over the summer), donors, industry, and government partners. Key themes emerging from consultations include institutional values, community, transparency, ongoing dialogue beyond plan development, workload, and the student experience; external stakeholders also emphasized affordability, accessibility, and the university's research strengths. Appreciation was expressed to Dr. Nancy Turner and her team for leading this work.

The President highlighted the recent celebration of the quantum computer purchase as an example of successful collaboration and partnership supporting the university's research capacity. Several leadership transitions were acknowledged, including the retirement of Vice-President Cheryl Hamlin, whose leadership of the Be What the World Needs campaign resulted in a record \$572 million raised; appreciation was expressed for her contributions as a colleague and collaborator. Kim Kroll-Goodwin was welcomed as Interim Vice-President, University Relations. The departure of Vice-Provost Indigenous Engagement Angela Jaime, who will assume a senior leadership role at the University of Victoria, was noted with gratitude for her leadership and counsel. The President also recognized the concluding Council service of student leaders Emma Wintermute (USSU President) and Palash Roy (GSA President), thanking them for their thoughtful contributions, collaboration, and leadership.

There were no questions.

12.2. Interim Provost and Vice-President Academic

Interim Provost Patti McDougall extended another thank you to the USSU and GSA, particularly Emma and Palash, and extended appreciation to the full student executive teams for their strong leadership, collaboration, and accountability throughout the year, noting it had been an effective and rewarding year of partnership. The Interim Provost echoed the President's remarks in expressing gratitude to Vice-Provost Indigenous Engagement Angela Jaime, highlighting the impact of her work and her courage in advancing meaningful, and sometimes challenging, institutional change. Dr. McDougall reminded members that Amaranta Sokol will step into the role

of Acting Vice-Provost, Indigenous Engagement, with a call to the university community to support her in this important portfolio.

Dr. McDougall addressed a recent announcement regarding Access and Equity Services exam delivery, noting that while an initial decision to discontinue the service had been communicated, the decision was revisited following concerns raised by the campus community. As a result, an interim solution has been identified to continue AES exam delivery for the next few years while alternative long-term options are explored. The Interim Provost emphasized that leadership is listening to concerns raised through both informal and formal channels, including Council, and reaffirmed the importance of transparency and clear communication around decision-making processes.

There were no questions.

12.3. Graduate Students Association (GSA)

GSA VP External Affairs Sunny Bui provided the report on behalf of President Palash Roy. The report outlined a significant year of renewal and advocacy for the GSA, which also addressed longstanding governance and financial gaps while responding to increased financial and personal pressures faced by graduate students. Notable achievements included the restoration of the GSA's non-profit status, completion of overdue financial audits, and implementation of a strategic investment program projected to generate approximately \$20,000 annually.

The GSA expanded student financial supports through needs-based bursaries, contributions to the campus food bank and crisis financial aid, and support for graduate student travel, while also partnering on a successful SSHRC grant. Major initiatives included launching a five-year graduate student childcare strategy, ongoing negotiations with the City of Saskatoon to extend U-Pass coverage to summer months and advancing equity and anti-racism work through a symposium, a forthcoming MOU with the university and USSU, and dedicated training funds.

The GSA strengthened Indigenous engagement through an inaugural Indigenous Resource Fair and advocacy on tuition matters, significantly increased programming and event attendance, and introduced the Graduate Voices storytelling initiative.

President Roy wanted to extended gratitude to the GSA executive, councillors, student volunteers, and university leadership for their collaboration, guidance, and support throughout a challenging but impactful year.

There were no questions.

12.4. University of Saskatchewan Student's Union (USSU)

USSU President Emma Wintermute provided her final report to Council reflecting on the 2025-2026 year. President Wintermute emphasized that while the executive's term is ending, the broader work and advocacy of the Students' Union will continue. Throughout the year, the USSU focused on student governance, advocacy, and community across its four portfolios, addressing both academic and non-academic issues.

Key areas of work included advocacy related to the University of Saskatchewan Sexual Violence Policy and the need for consistent, survivor-centred responses; improving transparency and support for campus student groups and internal budget processes; promoting open educational resources, undergraduate research opportunities, and fairness in academic misconduct processes; and strengthening student engagement through events and community-building initiatives.

The report also highlighted efforts to expand non-academic supports such as exam preparation materials, sexual health and menstrual products, inclusion of student voices from the Prince Albert campus, engagement with international and Indigenous student leaders, and advocacy around the impacts of global conflict and violence on student experiences.

The USSU welcomed the incoming 2026–2027 executive team—President Abtin Safaeian, VP Operations and Finance Elmer Vincent, VP Academic Affairs Ashley Mendez, and VP Student Affairs Azul Gonzalez-Avila—whose term will begin May 1, 2026, and expressed confidence in their continued leadership. The outgoing executive concluded by thanking members of University Council for their guidance, collaboration, and support, and expressed gratitude for the opportunity to engage deeply in student representation and university governance over the past year.

There were no questions.

13. Other Business

There was no other business.

14. Question Period

There were no questions.

10. Adjournment

(Dobson): That the meeting be adjourned at 3:42 pm.

ITEM FOR INFORMATION

Committee Name: Academic Programs Committee, University Council

Date: May 14, 2026

Presented by: Paul Jones, Chair, Academic Programs Committee

Subject: Senate Education Confirmation- Bachelor of Science Dental Therapy Admission Qualification Changes

CONTEXT AND BACKGROUND

The Senate Bylaws delegate the Education Committee the authority to confirm changes to admissions qualifications that have received approval from University Council.

Council approved admission qualification changes to the Bachelor of Science in Dental Therapy on March 19, 2026. The Senate Education Committee met and provided feedback on the proposal which resulted in a few modifications for clarity. After a thorough discussion with the Governance Office and Chair of the Education Committee of Senate, it was determined that the new wording Dentistry is proposing after feedback from the committee is *not fundamentally changing the intent*, rather aligning with wording Dentistry uses in their other programs, the Chair in consultation with the Governance Office interprets that the new wording clarifies the original intent of the change, and not making this change would leave the actual wording somewhat problematic. With this in mind, the Chair decided that the change is not substantial and it would be appropriate to send this back to APC and Council for information as amended and confirmed by the Senate Education Committee.

The Senate Education Committee confirmed this change on April 6, 2026, by electronic vote as noted in the motion below.

Motion: (Hestand/Macleod) That the Senate Education Committee confirm the admission qualification changes to the Bachelor of Science in Dental Therapy, effective for the 2027-2028 application cycle with the following changes:

- Removing High School from the selection criteria bonus point system paragraph.
- Adjusting the language under the international-trained Dentist Applications: Completion of a degree in a dental program from an academic institution not recognized by the Commission on Dental Education of Canada (CDAC).

By way of this briefing document, the modifications to the proposal were reported back to APC for information on April 15, 2026.

REQUEST FOR DECISION

Committee Name: Governance Committee, University Council

Date: May 14, 2026

Presented by: Susan Detmer, Chair, Governance Committee

Subject: University Council Rules of Order

MOTION

It is recommended by the Governance Committee to amend the *Council Bylaws and Regulations* such that the most recent edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* replaces *Procedures for Meetings and Organizations, Third Edition* by Kerr and King as the parliamentary authority and that various other consequential amendments be made as described in this report, effective July 1, 2026.

SUMMARY

Revisions to the *Council Bylaws and Regulations* require approval by University Council at the recommendation of the Governance Committee of Council. At the March meeting of University Council, the Governance Committee presented notice for the above motion in accordance with the requirement for a 30-day notice period.

This report proposes changes to the *Council Bylaws and Regulations* to address the way meetings are conducted:

- Replacing *Procedures for Meetings and Organizations, Third Edition* by Kerr and King as the parliamentary authority of Council with the most recent edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure*.
- Various changes to the *Council Bylaws and Regulations* that either a) reflect and further legitimize the current practices of Council in the conduct of its meetings, or b) respond to the changes that result from adopting a new parliamentary authority. ("Parliamentary authority" in this context refers to a resource with rules or guidelines on the conduct of meetings that supplements the bylaws.)

These bylaw amendments are described in this report and are detailed in **Attachment 1**.

To support this change for Council members, a resource has been created to explain the key pieces of this new resource, and this is included in **Attachment 2**. This resource was developed by the Governance Office and has been approved by the Governance Committee.

Since the time of the notice of motion, the Governance Committee received questions from a member of Council regarding the decision making of the committee on this matter and what considerations were factored into this decision making. As a result of these questions, the Governance Committee decided to host an open forum on the matter held both in-person and online, during which the Chair of the Governance Committee presented on the history and principles of this proposal and Council members had the opportunity to ask questions. Additionally, the presentation was shared with Council members who indicated they were interested in attending but were unable to do so.

CONTEXT AND BACKGROUND

The desire to switch parliamentary authorities dates back several years. The current parliamentary authority, *Procedures for Meetings and Organizations, Third Edition* by Kerr and King, is 30 years old, will not be updated, and lacks concrete guidance in different situations.

In January 2025, this issue was reported to the Council Executive Committee to discuss the project at a high level and the general principles being followed in this work (see description of these principles in the section below). In January 2026, there were more concrete proposals to 1) adopt a new parliamentary authority and 2) make certain consequential bylaw amendments. At this time, the Executive Committee emphasized the importance of providing transition support and resources to assist Council members. For information on how this has been addressed, please refer to the “Transition Support and Resources” section below.

Principles of Review

In looking at changing the parliamentary authority, the following principles were used. These principles were first reported to the Executive Committee at its meeting on January 13, 2025.

- 1) *Accessibility*: For example: Is it easily comprehensible for a non-expert audience? Is the resource itself easy to procure?
- 2) *Completeness*: For example: Does the parliamentary authority cover what it needs to, and doesn't cover what it doesn't need to?
- 3) *Relevance*: For example: Does it make sense for our context? Does it cover technology? Will the parliamentary authority be updated?
- 4) *Directive*: For example: Does it provide clear direction in more contentious situations? Or does it merely describe what *could* happen?
- 5) *Adaptability*: For example: Does it work for both routine and more contentious issues? Is there a degree of reasonableness to it, or is it overly focused on process?

Part 1: Adopt the American Institute of Parliamentarians Standard Code of Parliamentary Procedure

The *American Institute of Parliamentary Procedure Standard Code of Parliamentary Procedure (Standard Code)* is written by the American Institute of Parliamentarians after previously having been written by Alice Sturgis, a prominent expert in parliamentary procedure. While no longer explicit in its current edition, the impetus for this book in its earlier forms was to serve as a corrective for *Robert's Rules of Order*, the most widely known parliamentary authority in the English-speaking world. What it sought to correct from *Robert's* was arcane and archaic language, burdensome processes, and a more unyielding emphasis on procedural details. Because of this, it better fulfills the principles of accessibility and adaptability. Additionally, in surveying other university secretaries who do use *Robert's*, a common theme was that they only “loosely” followed *Robert's* or were “guided” by *Robert's* due to that procedural manual having a large number of superfluous elements. The *Standard Code*, by contrast, is meant to be more adaptable: “too strict a focus on the details of the procedure may actually detract from its purpose by imposing unnecessary formality that hinders decision-making without benefit” (*Standard Code*, 1.13).

There are, however, certain changes that would occur to meetings by adopting this new parliamentary authority:

- 1) The *Standard Code* does not require a seconder for a motion that comes from a committee or for motions made at committees.
- 2) The *Standard Code* has a different classification and hierarchy of motions from Kerr and King. This would not typically factor into meetings, but would only arise in the case a motion was being amended, referred to a committee, deferred to a different time, etc.

Part 2: Various Bylaw Changes Relating to the Conduct of Meetings

Various bylaw changes on the conduct of meetings are recommended to facilitate this change to the *Standard Code*. These changes:

- 1) Formalize or spell out existing practices on the conduct of meetings, and
- 2) In the case of the final change listed below, make a change to the bylaws to maintain the current practice of requiring a two-thirds majority of those voting for bylaw changes.

The full bylaw changes are found in **Attachment 1**. The changes to these bylaws are on pages 5, 8, and 9.

In no particular order, these proposed bylaw changes are as follows:

- *Adjourning a meeting*: Nowhere in the bylaws or in Kerr and King does it mention anything about the unique manner that Council (and its committees) uses to adjourn a meeting. A provision is added to the bylaws that says, once the business of a meeting is concluded, a meeting can be adjourned by a motion made by one member Council/committee after a call from the chair.
- *Process for voting*: Typically, bylaws will stipulate the manner of voting, whether by voice vote, show of hands, roll call, etc. Council's practice of voting by show of hands/cards for in-person attendees and by electronically voting for virtual attendees is written down.
- *Recording certain abstentions*: University Council has a practice of allowing members to have their abstentions noted in the minutes, and this practice is written down.
- *Speaking rights of non-members*: University Council has a practice of allowing non-members to speak—such as administrators or proponents of changes answering questions—and this practice is written down.
- *Two-thirds majority for bylaw changes*: Currently, changes to Council's bylaws (or faculty council bylaws) require the approval of two-thirds of those voting. This, however, is a provision of Kerr and King (that is, it is not written in the bylaws themselves); however, it is **not** a provision of the *Standard Code*. To maintain this practice, a provision in the bylaws is added.

Transition Support and Resources

It has been a common theme throughout this process about having strong transition support and resources in any potential change. This is being addressed through the following means:

- 1) The Governance Office has acquired copies of the *Standard Code* for member use.
- 2) The University Library has acquired copies of the *Standard Code*.
- 3) A summary guide on the *Standard Code* has been developed by the Governance Office and approved by the Governance Committee, and this is found in **Attachment 2**.

In addition to this, the American Institute of Parliamentarians has many online modules and resources available.

Finally, if this direction is approved by University Council, the Governance Office is prepared to work with individual faculty councils of colleges and schools in what they might need to make this transition, but is also prepared to continue supporting those faculty councils who wish to continue to use Kerr and King (should that be the case).

ATTACHMENTS

- 1) *University Council Bylaws and Regulations* – Amended Version
- 2) American Institute of Parliamentarians Standard Code of Parliamentary Procedure, 2nd Edition: Summary Guide

Council Bylaws and Regulations

April 15, 1999 with revisions: September 1999; October 2000; May, September 2001; February, March, June, October, November, December 2002; February, May, June, Sept. 2003; January, May, June, September 2004; January, February, April, June, September 2006; January, May, June, October, December 2007; March, June, October 2008; February, March 2009; May, October 2010; January, February, May, June 2011; March, June, September 2012; January, April, June, December 2013; June, December 2014; January, February, March, May, September 2015; January, February, April, May, November 2016; February, March, August, November, December 2017; April, May, July 2018; September, December 2019; February 2020; May, June, November, 2020; January, October, November 2021; April, May, June 2022, August 2022; Major Revisions and Edits June 2024; June 2025; January 2026



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PART ONE - COUNCIL

I. CONSTITUTIONAL POWERS AND DUTIES OF COUNCIL

The University of Saskatchewan Act, 1995, S.S. 1995, c. U-6.1 prescribes the constitution, powers, and duties of Council. Section 60 of the *Act* provides that Council is responsible for “overseeing and directing the university’s academic affairs.” Section 61 provides a list of specific matters that fall within the jurisdiction of Council.¹ These include the following: (the list is not exhaustive)

- grant academic degrees, diplomas and certificates of proficiency;
- grant scholarships, prizes, fellowships, bursaries and exhibitions;
- authorize the Board on academic grounds to establish or disestablish a college, school, department, chair or institute;
- authorize the Board on academic grounds to provide for or to dissolve affiliation or federation with another educational institution;
- prescribe curricula, programs of instruction and courses of study;
- prescribe methods and rules for evaluating student performance;
- discipline students for academic dishonesty;
- prescribing academic and other qualifications for admission;
- hear appeals by students or former students concerning academic decisions affecting them;
- prescribe the number of students to be admitted to a college or program;
- review library policies;
- review the physical and budgetary plans for the university and make recommendations respecting those matters to the President or the Board;
- exercise power that the Board or Senate may delegate to it;
- appoint members to committees composed of members of Council and any or all of the Board, the Senate and the General Academic Assembly;
- make bylaws governing election of members;
- make bylaws respecting any matter over which it has jurisdiction;
- make recommendations to the President, the Board or Senate respecting any matter that Council considers to be in the interests of the University;
- do anything that it considers necessary, incidental or conducive to the exercise of its powers to promote the best interests of the University or to carry out the purposes of the *Act*.

¹The exercise of some of these powers is subject to review by the General Academic Assembly and, in some cases, involves the Board of Governors or the Senate.

II. ELECTION OF FACULTY MEMBERS TO COUNCIL

1. The University Secretary will oversee the call for nominations and election of faculty members of Council as provided in section 57(1) of *The University of Saskatchewan Act, 1995*.
2. Per sections 57(2) to (5) of *The University of Saskatchewan Act, 1995*, the academic vice president of the undergraduate students' union, and the academic vice president of the graduate students' association, respectively, shall oversee the elections of student members of Council mentioned in 53(2)(h).
3. Nominations and elections of faculty and student members of federated and affiliated colleges to University Council are delegated to those colleges.
4. The *Act* defines a faculty member as "a person who is employed on a full-time basis by the university or an affiliated or federated college and who serves as a Professor, Associate Professor, Assistant Professor, Lecturer, full-time Special Lecturer, full-time Instructor, or Librarian." For the purposes of Council and General Academic Assembly (GAA) membership, faculty members who are appointed on a full-time basis but are on an approved reduced appointment are still eligible to serve. Certain approved leaves also grant eligibility to serve (e.g., sabbatical/administrative leaves, maternity/parental leaves, or educational leaves).
5. A faculty member may choose to stand for election as a college (including the University Library) faculty representative, and/or as a faculty member at large, per Section 53 of *The University of Saskatchewan Act, 1995*. There are two faculty positions per college; there are 54 members at large.

The college representative call for nominations and election will occur first followed by a call for nominations and election for the member at large position.

6. Nominations will be made using the form provided by the Secretary. A nomination will be endorsed by the nominee and will confirm their eligibility and willingness to stand for election.
7. Once the deadline for nominations has passed, the Secretary will conduct elections by making ballots available to all eligible voters.
8. If there are more than two nominations for the college representatives there will be an election for both positions on one ballot.
9. If two or more nominees with the most votes receive the same number of votes, the Secretary will select the elected member from among those nominees by lot.

10. Candidates on the voting list who receive the greatest number of votes are elected to Council effective July 1. Should candidates so elected decline or otherwise be unable to accept a position on Council, at the time of the election such positions shall continue to be filled by those unelected candidates that received the greatest number of votes.
11. If insufficient nominations are received to fill the vacant positions, then those valid nominees whose nominations were received by the deadline will be considered elected by acclamation, and a second call for nominations will be sent.
12. If after the second call for college representative nominations are closed and there is a vacant position, as per Sec 53 of the *Act*, the dean shall be a college representative. If there is more than one vacant position, then the dean shall also ensure another college faculty member is appointed.
13. If after the second call for faculty members at large nominations are closed and there are vacant positions, the Nominations Committee of Council will be asked to appoint faculty members to fill the vacant positions for a one-year term.
14. A vacancy on Council for a college representative or a faculty member at large shall be filled by an election held within 90 days of the vacancy, if the vacancy occurs within 27 months of that member being elected. A vacancy arising after that time shall be filled at the next annual election. Council members taking sabbatical, administrative or other leaves of greater than six months, will be filled equivalent to the length of the leave during the annual election. In the event a member decides to serve during their leave, a replacement is not required. Members may complete their term upon return from their leave if still within their elected time frame.

III. PROCEDURAL BYLAWS OF COUNCIL

1. Quorum and Voting for Meetings

- (a) The quorum for regular and special meetings will be 40%.
- (b) Council will use the majority of votes cast ~~(as defined in Kerr and King, 3rd ed.)~~ as the default method of calculating a majority during Council votes unless otherwise explicitly stated in the bylaws or procedures.

2. The Duties of Chair and Vice-Chair

- (a) The duties of the Chair will be carried out by the Vice-Chair when, for any reason, the Chair is unable to discharge these duties.

- (b) If the Vice-Chair is required to act as Chair for more than one month, the Nominations Committee shall present to Council for approval the name of a person to be acting Vice-Chair until the Vice-Chair is able to resume the position of Vice-Chair.
- (c) If the Chair, the Vice-Chair, and the acting Vice-Chair are all unable to discharge the duties of the Chair, the Governance Committee shall name a member of Council to serve as Chair for a specified period of time.
- (d) The Chair will preside over all meetings of Council. The Chair's duties are to preserve order and decorum and, subject to appeal, to decide all questions of order and other questions as provided in these bylaws.
- (e) The Chair will prepare a draft agenda for each meeting of Council and will present it for approval at the meeting.
- (f) The Chair will not vote on a motion before Council except when there is an equal number of voting members supporting and opposing the motion.
- (g) The Chair may seek the guidance and assistance of the governance committee with respect to matters pertaining to the role of the Chair.
- (h) The Chair will be the spokesperson for Council in communications with the Board, the Senate, the General Academic Assembly, and the public. In this respect, the role of the Chair is to explain the activities and to communicate the policies of Council.

3. Selection and Removal of the Chair and Vice-Chair

- (a) The Chair and Vice-Chair will be selected as hereinafter provided.
- (b) At least 14 days prior to the deadline for nominations, the Secretary will inform all members of Council that nominations for the position of Chair are being requested and will provide a nomination form for this purpose.
- (c) A Council member is nominated for the position of Chair when the nomination form referred to in (b) containing the consent of the nominee is endorsed by three members of Council and returned to the Secretary on or before the date specified by the Secretary. The nomination form will contain a brief description of the nominee stating the nominee's qualifications for the position of Chair of Council.
- (d) At least seven days prior to the deadline for voting, the Secretary will provide to all members of Council a ballot setting out the names of the nominees and the brief description of each nominee referred to in (c).

- (e) All ballots received by the Secretary on or before the date referred to in (d) will be reported by the Secretary to the next meeting of Council. The Chair of the Governance Committee will determine whether an irregular ballot will be counted and the effect of any other election irregularities. The Chair's decision will be final.
- (f) In the event that the two or more nominees with the most votes receive the same number of votes, the Chair of the Governance Committee will select the Chair by lot.
- (g) In the event that no nominations are received by the deadline for nominations for Chair, a second call for nominations will be sent. If the second call for nominations does not elicit a nomination, then the Nominations Committee will be asked to nominate a member of Council to serve as Chair for a one-year term, and a call for nominations will go out the following year.
- (h) If necessary, the Secretary will allow adequate time for the second nomination period and will communicate these timelines to the Governance Committee.
- (i) The Nominations Committee will nominate a member of Council to serve as Vice-Chair.
- (j) The Chair and Vice-Chair will normally hold office for a period of 2 years.
- (k) Council may remove the Chair or Vice-Chair by a vote of 2/3 of the members of Council present and voting.
- (l) If the Chair is unable to discharge the duties associated with the position for three months, the Governance Committee will present a motion to a meeting of Council asking for the removal of the Chair. A vote of 2/3 of the members of Council present and voting shall be necessary for the passage of such a motion. In the event such a motion is passed, an election will be held for a new Chair according to the procedures laid out in these bylaws.

4. Council Membership

- (a) Annual elections for Council will be completed by March 31. Changes to deadlines and timelines regarding elections, should they be necessary, shall be determined by the Governance Committee in consultation with the University Secretary.
- (b) Term of office for Council membership begins July 1 of the year of the member's election or appointment, other than student members.
- (c) Terms of student members will be one year beginning May 1.
- (d) When a person appointed to Council under Section 53 (2)(c)(ii) of the Act ceases to be a Dean, the acting Dean or a new Dean appointed during the term of the incumbent Dean will occupy the position of Dean with voice and vote until the expiration of the incumbent Dean's term on

Council when a new election or appointment occurs.

- (e) A vacancy occurs on Council when:
- I. a member resigns from Council by submitting their intentions in writing to the Secretary;
 - II. a member ceases to be an employee of the University, or
 - III. a member is unavailable to attend meetings of Council for a period of greater than six months during their term.
- (f) All Council members, other than ex officio members, are also members of the student academic hearing and appeals committee, from which representatives for student disciplinary and appeal boards are selected. Members may decline to serve on a board when asked.

5. Council Meetings

- (a) Council meetings will be open except when Council decides to have them closed.
- (b) Council will meet monthly during the academic term (September - June) except in February. The Chair can call a meeting during a month when a meeting is not normally scheduled.
- (c) Attendees at Council meetings are expected to refrain from unauthorized audio or video recording of the proceedings and to respect the rulings of the Chair.
- (d) Special meetings of Council can be called by the Chair or by petition of 20% of the members of Council.
- (e) A motion to amend the Bylaws will be preceded by a notice of motion presented in writing to the members not less than 30 days prior to the date of the meeting at which the motion is considered. To pass, a motion to amend the Bylaws of Council requires two-thirds of those present and voting to be in favour.
- (f) Except as provided in Bylaws (e) and (i), a motion will be preceded by a notice of motion presented in writing to the members of Council not less than 10 days prior to the date of the meeting at which the motion is to be considered. This bylaw applies only to a motion dealing with a substantive matter which requires consideration by members of Council prior to the meeting at which the motion is presented. Whether or not a motion falls within this bylaw will be determined by the Chair.
- (g) The requirement of bylaw (f) may be suspended upon vote of two-thirds of the members present and voting at a meeting.

- (h) A recommendation to Council contained in a committee report is deemed to be a notice of motion if the report containing the recommendation is included with the agenda of the meeting at which the report is considered.
- (i) In the event of an emergency situation as declared jointly by the President and Chair of Council or their respective delegates, if Council is unable to meet or attain quorum, Council may decide urgent matters by alternative means. Procedures governing such decisions are the responsibility of the Governance Committee.
- (j) Votes at Council meetings and the committees of Council will take place by show of hands or voting cards for those in-person and by electronic means for those attending online. Voting can happen by secret ballot on a motion if a majority vote is passed by Council or committee to that effect.
- (k) A member can request to have their abstention to a vote noted in the minutes of that meeting.
- (l) At the conclusion of the business of a Council meeting or a committee of Council meeting and when nothing is remaining on the agenda, the Chair can request a motion to adjourn the meeting and can then declare the meeting adjourned. Motions to adjourn the meeting made in this context do not require seconders and are not voted upon.
- ~~(j)~~(m) At the discretion of the Chair, individuals who are not members of Council or a committee of Council can speak to answer questions or to participate in debate.
- ~~(j)~~(n) For matters not covered by these Bylaws, ~~t~~The meetings of Council and of committees of Council will be conducted in accordance with the rules of order contained in Procedures for Meetings and Organizations, Third Edition by Kerr and King the most recent edition of the American Institute of Parliamentarians Standard Code of Parliamentary Procedure.
- ~~(k)~~(o) Unless Council decides otherwise, the secretary of Council meetings shall be the University Secretary, or a member of the University Secretary's office as designated by the University Secretary.

IV. CONFLICT OF INTEREST

1. Council Proceedings

- (a) It is necessary to distinguish between the roles of the “representative” members of Council, on the one hand, and the “at large” and ex officio members, on the other, with respect to their obligations to bring pertinent information to Council or to committees of Council and to report back to their constituents. However, there is no distinction with respect to the exercise of judgment and decision-making in Council meetings and in deliberations of a committee of

Council. Members of Council and members of committees of Council will have as their principal concern the welfare of the University community. They will exercise independent judgment and may not act as agents of any person or organization.

- (b) There are no restrictions on the rights of a Council member to participate in debate and to vote on any matter that comes before Council. However, a Council member who has a conflict of interest with respect to a matter that comes before Council will disclose the conflict when speaking on the matter in Council proceedings.

2. Committees of Council

- (a) A member of a committee of Council will conduct themselves so as to avoid conflict of interest or the appearance of conflict of interest.
- (b) A member of a committee will disclose and identify any conflict of interest or perceived conflict of interest affecting that member.
- (c) Sessional Lecturer members cannot also be full-time employees in another bargaining unit.
- (d) A member of a committee will abstain from voting in committee proceedings on matters on which they have a conflict of interest. When appropriate, the member will withdraw from all committee deliberations with respect to the matter.
- (e) The Chair or a member of a committee will be entitled to raise the question of whether another member has a conflict of interest or perceived conflict of interest on a matter before the committee.
- (f) The Chair or a member of a committee is entitled to ask another member who has or is perceived to have a conflict of interest to withdraw from the deliberations of the committee and/or to refrain from voting on a matter before the committee.
- (g) If a request referred to in paragraph (e) to withdraw from the deliberations of the committee or to refrain from voting on a matter before the committee is denied by the member to whom the request is directed, the fact that the request was made and was denied will be recorded in that portion of the committee's report relating to the matter.

3. Conflict of Interest Defined

A conflict of interest exists for a member of Council or a member of a Council committee when, with respect to a matter being considered by Council or the committee:

- (a) the decision being made is such that the member could not reasonably be expected to exercise independent judgment because of the effect the decision would or would be likely to have on

the member or a person closely related or closely associated with the member; or

- (b) as a result of occupying a position or holding an office in an organization, the person is legally obligated to subordinate the interests of the University to the interests of the organization when dealing with the matter.

PART TWO – COMMITTEES OF COUNCIL

I. THE COMMITTEES OF COUNCIL

1. Creation and Composition of Council Committees

- (a) Council has the statutory power to establish committees to facilitate its work. There is no requirement that these committees be composed entirely of Council members². Council is also empowered to appoint members of joint committees involving the Board, the Senate or the General Academic Assembly.
- (b) The Governance Committee will nominate the members and Chair of the Nominations Committee.
- (c) The Nominations Committee will nominate members, including the Chairs, of Council committees. Chairs of Council committees will appoint their vice chairs. Except where the chair is required to be a member of Council, the Nominations Committee shall first consider Council members for the position of Chair and if a suitable nominee cannot be obtained, then the Chair will be selected from the General Academic Assembly members.
- (d) The Nominations Committee will present its nominations to Council by the final Council meeting of the year, and otherwise as required when vacancies occur.

It is the responsibility of the Nominations Committee of Council to present a slate of candidates for all committee positions except the Nominations Committee itself. The Committee will take into consideration the abilities and experience of the proposed nominees and the balance of representation from the various sectors of the campus, as well as equity, diversity and inclusion (EDI). It will review the names of potential nominees submitted by faculty, Department Heads and Deans and if necessary canvas additional individuals in order to develop an able, representative slate.

The Nominations Committee will present the slate to Council with sufficient names to fill the available positions. The Chair of Council will call for any further nominations from the floor. If there are none, the slate will be elected. If there are nominations from the floor there will be an election held within two weeks. The election will be held only for those committees that have received nominations exceeding the available positions. The ballot will be prepared and

²The only statutory restriction on the committee structure is prescribed by section 61(2) of the Act which requires that a committee established to discipline students or hear appeals with respect to student discipline must contain members of Council who are students.

distributed by the University Secretary. The ballot will include the names of the slate presented by the Nominations Committee and the nominations from the floor indicating the Council status of each. It will indicate the positions to be filled and the eligibility requirements for the positions. Voters will indicate choices up to the number of positions available. Eligible candidates with the greatest number of votes will be declared elected.

- (e) The President and the Chair of Council are *ex officio*, non-voting members of all Council committees. They are not counted when determining the quorum of a committee meeting unless otherwise stated.
- (f) An *ex officio* member may designate an individual to serve in their place on a committee of Council with the same powers as the designator. Such designations shall last for twelve months and are subject to renewal. In the event that the individual is unable to complete the full term, another individual can be designated in their place. To initiate the designation, the *ex officio* member will inform the Chair of Council and the Chair of the committee involved. During the period of designation, the *ex officio* member who initiated the designation may still attend the Committee meeting from time to time with a voice but no vote.
- (g) The USSU and GSA will name their appointees to Council committees for the year from May 1 to April 30.
- (h) Resource officers and offices providing administrative support are non-voting members of the committees and are not counted when determining the quorum of a committee meeting.
- (i) Terms of office for Council committee members will begin July 1 unless otherwise provided by the Nominations Committee, except for student committee members whose terms of office will begin May 1.
- (j) The term of office of a faculty member of a standing committee is normally three consecutive years, unless otherwise specified by the Nominations Committee to ensure regular turnover on Council committees. Terms are renewable once for up to an additional three years, for a maximum of six consecutive years of service. Once the maximum term of service has been reached, one year must lapse prior to the commencement of a new term on that same committee. The term of office of the Chair will be one year, renewable annually for up to two additional one-year terms. Once the Chair has served for a maximum of three consecutive years of service, one year must lapse before the member may serve as Chair of that same committee. The renewal of the Chair is subject to the six consecutive years of service a faculty member may serve on a standing committee. For greater certainty, the maximum six years of consecutive service limitation does not apply to *ex officio* members of a committee.
- (k) The terms of student and Sessional Lecturer members will be one year.
- (l) When a committee member is appointed as a member of Council, if there is a GAA vacancy on said committee their term on the committee may be completed if they cease to be a member of

Council provided they are and remain a faculty member, at the discretion of the Nominations Committee. This excludes the Nominations Committee and the voting members of the Governance Committee, whose membership is restricted to Council members.

- (m) In the event of a vacancy on a Council committee of greater than six months, the vacancy will be filled so that the balance between Council and General Academic Assembly members on the committee of the bylaw is maintained.

2. Committee Responsibilities

- (a) All standing committees will meet and report to Council at least once each academic year.
- (b) Standing committees may create subcommittees, including subcommittees composed of persons who are not members of Council.
- (c) The quorum for standing committee meetings is a majority of the voting members.
- (d) Unless a motion of Council specifically provides otherwise, all recommendations of committees will be brought to Council for approval or change. Generally, committee recommendations are presented to Council in the form of reports.
- (e) Council has statutory power to make recommendations to the President, the Board, or the Senate respecting matters that Council considers to be in the interests of the University. A matter may be referred to a Council committee by Council to develop recommendations to be presented to the President, the Board, or the Senate.
- (f) The constitutional structure of the University provides for shared jurisdiction over matters. Consequently, it may be necessary for the President, acting as the chief administrator of the University, or the Board to seek the advice or assistance of a Council committee with respect to a particular matter. The power of a committee to provide advice or assistance to the President or the Board is specified in Part Two of these Bylaws or will be given by Council. The advice and assistance will not contradict or conflict with the Bylaws of Council.
- (g) A committee that provides advice and assistance pursuant to clause (e) will report to Council the general nature of the advice. However, the Committee need not report to Council on matters the disclosure of which would be inimical to the interests of the University. These matters will be disclosed to the governance committee at the request of the Chair of Council.

II. ACADEMIC PROGRAMS COMMITTEE

Membership

Eleven members of the General Academic Assembly, at least five of whom will be elected members of Council, normally one of whom will be chair.

One Sessional Lecturer*

One undergraduate student appointed by the USSU

One graduate student appointed by the GSA

Ex Officio Members

Vice-Provost, Students and Learning

University Registrar

Vice-President, Administration and Chief Operating Officer or designate (non-voting member)

President (non-voting member)

Chair of Council (non-voting member)

Resource Officers (Non-voting members)

Resource Officers are to be identified at the end of each academic cycle for the following year (May committee meetings) by the Committee, and in consultation with the Governance Office.

*If there is no immediate interest in the Sessional Lecturer position, it will remain vacant.

Committee Coordination

Governance Office

The Academic Programs Committee is responsible for:

- 1) Recommending to Council policies and procedures related to academic programs and sustaining program quality.
- 2) Evaluating the fit of academic program proposals with university priorities; reviewing financial sustainability of proposals for new academic programs and program deletions; and recommending to Council on new programs, major program revisions and program deletions, including their budgetary implications.
- 3) Approving minor program changes, including additions of new courses and revisions to or deletions of existing courses and reporting them to Council.
- 4) Considering outreach and engagement aspects of programs.
- 5) Consulting with Planning and Priorities Committee on processes and outcomes of academic program review, following consultation with the Planning and Priorities Committee and other Council committees as appropriate.

- 6) Consulting with Planning and Priorities Committee on proposals for the establishment, disestablishment or amalgamation of any college, school, department or any unit responsible for the administration of an academic program.
- 7) Consulting with Planning and Priorities Committee on proposed or continuing affiliation or federation of other institutions with the University.
- 8) Reporting to Council on the academic implications of enrolment plans, changes, and admission standards.
- 9) Approving the annual academic schedule and reporting the schedule to Council for information and recommending to Council substantive changes in policy governing dates for the academic sessions.
- 10) Approving minor changes (such as wording and renumbering) to rules governing examinations and reviewing and recommending to Council substantive changes.
- 11) Recommending to Council classifications and conventions for instructional programs.
- 12) 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.
- 13) Consider the priorities of the University, such as Indigenization and internationalization, when assessing current and new academic programs and policies.
- 14) Carrying out all the above in the spirit of a philosophy of equitable participation and an appreciation of the contributions of all people, with particular attention to rigorous and supportive programs for Indigenous student success, engagement with Indigenous communities, inclusion of Indigenous knowledge and experience in curricular offerings, and intercultural engagement among faculty, staff and students.

III. GOVERNANCE COMMITTEE

Membership

Three elected members of Council, one of whom will be Chair

A GAA member of Council appointed by the President

Chair of Council

Chair, Academic Programs Committee of Council or APC committee designate*

Chair, Planning and Priorities Committee of Council or PPC committee designate*

Ex Officio Members (non-voting)

University Secretary

President

Student members (non-voting unless the appointed member is a member of Council)

GSA President or designate

USSU President or designate

*Should the chair of this committee not be a member of Council, a committee designate who is a member of Council will be named.

Committee Coordination

Governance Office

The Governance Committee is responsible for:

- 1) Reviewing the Bylaws of Council and recommending to Council revisions to the Bylaws.
- 2) Reviewing the Bylaws of Faculty Councils and recommending to University Council, Colleges, and Schools changes to their Bylaws.
- 3) Reviewing the membership, powers, and duties of committees of Council and recommending to Council revisions to the membership, powers and duties of committees.
- 4) Recommending to Council regulations and procedures for Council and Council committees.
- 5) Advising the University Secretary (or designate) on matters relating to faculty councils and University Council elections.

- 6) Advising Council with respect to its responsibilities and powers under *The University of Saskatchewan Act, 1995* and recommending to Council on proposed changes to the Act.
- 7) Nominating the members and chair of the Nominations Committee of Council to University Council.
- 8) Providing advice to the Chair of Council on the role of the Chair.
- 9) Recommending to Council rules and procedures, including the penalties as prescribed by section 61(1)(h) of *The University of Saskatchewan Act, 1995*, to deal with allegations of academic misconduct on the part of students.
- 10) Recommending to Council rules and procedures to deal with appeals by students and former students concerning academic decisions affecting them as provided in section 61(1)(j) of *The University of Saskatchewan Act, 1995*.
- 11) 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.
- 12) Reporting and recommending to Council on University policies that are within the purview of Council and/or the joint purview of the University's governing bodies.
- 13) To review and approve editorial (not substantive) revisions to the University Council Bylaws (e.g., corrections to title changes for senior administrative positions, spelling, formatting, proofing...), and report them to Council on an annual basis. Such revisions will not change the reading of the Bylaws, their potential interpretations, meanings, or significance.

IV. EXECUTIVE COMMITTEE

Membership

Chair of Council, who shall be Chair
Vice-Chair of Council
Chairs of Council Committees

Ex Officio Members (non-voting)

University Secretary
President

Committee Coordination

Governance Office

The Executive Committee 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 Executive 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 Executive Committee and Council.
- 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.

V. NOMINATIONS COMMITTEE

Membership

Ten elected members of Council, not more than three members from Arts and Science and not more than two members from each of the other colleges, one of whom will be Chair.

Ex Officio Members (non-voting)

President

Chair of Council

Committee Coordination

Governance Office

The Nominations Committee is responsible for:

- 1) Nominating members of the General Academic Assembly (GAA) and Council to serve on all standing and special committees of Council, other than the Nominations Committee, and nominating the Chairs of these committees.
- 2) Nominating members of Council or the GAA to serve on other committees on which Council or GAA representation has been requested.
- 3) Nominating individuals to serve as Chair and/or Vice-Chair of Council, or as members of Council, as required, in accordance with the Bylaws.
- 4) Nominating Sessional Lecturers to Council committees as required.
- 5) Nominating eligible members of the General Academic Assembly to serve on appeal and review committees as required by the Collective Agreement with the University of Saskatchewan Faculty Association.
- 6) Nominating individuals to serve on search and review committees for senior administrators.
- 7) Designating individuals to act as representatives of a Council Committee on any other bodies, when requested, where such representation is deemed by the Committee to be beneficial.

Notes:

- (a) Members of the Nominations Committee will be permitted to serve on other Council committees.
- (b) To the greatest extent possible the Nominations Committee should attempt to ensure that no member of Council or the General Academic Assembly serves on more than one of the following

committees: Academic Programs Committee or Planning and Priorities Committee.

- (c) Members of affiliated and federated colleges may not serve on the Planning and Priorities Committee.
- (d) To the greatest extent possible, the Nominations Committee should attempt to include on committees members who are broadly representative of the disciplines of the University.
- (e) The Nominations Committee will solicit nominations widely from Council and the General Academic Assembly.
- (f) The term of office of a faculty member of a standing committee is normally three consecutive years, unless otherwise specified by the Nominations Committee so as to consider regular turnover, the composition of committee membership, and the alignment of Council terms.
- (g) The Nominations Committee will nominate term replacements for Council Committee members taking sabbatical, administrative or other leaves of greater than six months, equivalent to the length of the leave. In the event a member decides to serve during their leave, a replacement is not required. Members may complete their term upon return from their leave if still within their elected time frame.
- (h) Nominees will be selected for their experience, demonstrated commitment and/or their potential for a significant contribution to committee functions.
- (i) In nominating individuals to Council and other university committees, a full consideration will be given to achieve equity, diversity, and inclusion in representation. The Nominations Committee of Council will revise and adapt its approach to fulfilling this commitment on a regular basis.

VI. PLANNING AND PRIORITIES COMMITTEE

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 and Vice-President, Academic or designate

Vice-President, Administration and Chief Operating Officer or designate

Vice-President, Research or designate

Vice-Provost, Indigenous Engagement or designate

Chief Financial Officer, Office of the President

President (non-voting member)

Chair of Council (non-voting member)

Resource Officers (Non-voting members)

Resource Officers are to be identified at the end of each academic cycle for the following year (May committee meetings) by the Committee, and in consultation with the Governance Office.

*If there is no immediate interest in the Sessional Lecturer position, it will remain vacant.

Committee Coordination

Governance Office

Quorum for Planning and Priorities Committee meetings is 40%, with at least five members (majority) of the General Academic Assembly as appointed by Council.

The Planning and Priorities Committee (PPC) is responsible for:

- 1) Recommending and reporting to Council on university wide planning and priorities initiatives and review activities in consultation with the President and Senior Administration.
- 2) Undertaking the review and recommending to Council on:
 - (a) Academic plans & priorities for the university including teaching, learning and research, scholarly and artistic works.
 - (b) Community engagement plans & priorities.
 - (c) Matters referred to it from other committees.

- (d) Establishment and disestablishment (including through amalgamation or separation) of any college, school, department, or any unit responsible for the administration of an academic program, with the advice of relevant committees of Council.
 - (e) Establishment and disestablishment (including through amalgamation or separation), reorganization, or review of any institute or centre at the university.
 - (f) Affiliation or federation with other educational institutions, or dissolution of such arrangements, in consultation with relevant committees of Council.
- 3) Review the physical and budgetary plans for the university and make recommendations respecting those matters to the President or Board, such as:
- (a) Main elements of the comprehensive budget.
 - (b) Budgetary implications of government funding requests.
 - (c) Operating and capital budgetary matters, including infrastructure and space allocation issues.
 - (d) Administrative structural changes and reorganizations.

The Planning and Priorities Committee will report to Council on the general nature of the feedback 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.

- 4) 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.
- 5) Balancing academic and fiscal concerns in forming its recommendations.
- 6) Proactively supporting equity, diversity, inclusion and belonging as well as a commitment to transformative decolonization leading to reconciliation in all processes and matters coming before the Committee.

Centres Subcommittee

The mandate of the PPC Standing Subcommittee on Centres is to:

- (a) Upon request, provide advice and feedback to existing and prospective centres
- (b) Support and monitor compliance with the Centres Policy and provide recommendations regarding revisions
- (c) Develop and maintain Centres Guidelines
- (d) Advise on the establishment, disestablishment, and reorganization of centres
- (e) Maintain a list of active centres
- (f) Report on and bring recommendations on these issues to PPC

Membership on this subcommittee is as follows:

- Vice Chair of the Planning and Priorities Committee to serve as chair of the subcommittee.
- Two additional members from the Planning and Priorities Committee.
- One member from the Academic Programs Committee.
- One member from the Research, Scholarly, and Artistic Work Committee.
- Five centre directors.

- One representative of the Office of the Provost.
- One representative of the Office of the Vice-President Research.

Terms of centre directors on the subcommittee are for three years, rotating to ensure continuity of membership. Terms of the representatives of Council committees align with their terms on those committees. Quorum of the subcommittee is a majority of voting members.

The Governance Office provides committee coordination for the subcommittee.

VII. RESEARCH, SCHOLARLY, AND ARTISTIC WORK COMMITTEE

Membership

Nine members of the General Academic Assembly, at least three of whom will be elected members of Council, normally one of whom will be chair.

One of the nine members will be an Assistant or Associate Dean with responsibility for research.

One undergraduate student appointed by the USSU

One graduate student appointed by the GSA

Ex Officio Members

Vice-President, Research

Dean of the College of Graduate and Postdoctoral Studies

Dean of the University Library or designate

President (non-voting member)

Chair of Council (non-voting member)

Resource Officers (non-voting)

Resource Officers are to be identified at the end of each academic cycle for the following year (May committee meetings) by the Council Committee, and in consultation with the Governance Office.

Committee Coordination

Governance Office

The Research, Scholarly, and Artistic Work Committee is responsible for:

- 1) Recommending to Council on issues and strategies to support research, scholarly, and artistic work.
- 2) Recommending to Council on policies and issues related to research integrity and ethics in the conduct of research, scholarly, and artistic work.
- 3) Recommending to Council and providing advice to the Vice-President, Research on community engagement and knowledge translation activities related to research, scholarly, and artistic work.
- 4) Providing advice to the Vice-President, Research and reporting to Council on issues relating to the granting agencies that provide funding to the University.
- 5) Providing advice to the Vice-President, Research, the Vice-Provost, Teaching, Learning, and Student Experience, and the Dean of the College of Graduate and Postdoctoral Studies on the contributions of undergraduate and graduate students and postdoctoral fellows to the research activity of the University.

- 6) Examining proposals for the establishment of any institute or centre engaged in research, scholarly, or artistic work at the University, and providing advice to the Planning and Priorities Committee of Council.
- 7) Receiving annual reports from the Vice-President, Research and the Dean of College of Graduate and Post-Doctoral Studies.
- 8) Receiving and reporting to Council the University's research ethics boards' annual reports.
- 9) 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.
- 10) Considering the priorities of the University community, such as Indigenization and internationalization, when assessing current and new research, scholarly, and artistic work activities.

VIII. SCHOLARSHIPS AND AWARDS COMMITTEE

Membership

Nine members of the General Academic Assembly, at least three of whom will be elected members of Council, normally one of whom will be chair.

Vice-President, Academic of the USSU

Vice-President, Finance of the GSA

An Indigenous representative from the Office of the Vice-Provost Indigenous Engagement

Ex Officio Members

Provost and Vice-President, Academic or designate

Dean of the College of Graduate and Postdoctoral Studies or designate

Vice-Provost, Students and Learning or designate

Vice-President, University Relations or designate (non-voting member)

President (non-voting member)

Chair of Council (non-voting member)

Resource Officers (non-voting)

Resource Officers are to be identified at the end of each academic cycle for the following year (May committee meetings) by the Council Committee, and in consultation with the Governance Office.

Committee Coordination

Office of the Registrar

The Scholarships and Awards Committee is responsible for:

- 1) Recommending to Council on matters relating to the awards, scholarships and bursaries under the control of the University.
- 2) Recommending to Council on the establishment of awards, scholarships and bursaries.
- 3) Granting awards, scholarships, and bursaries that are open to students of more than one college or school.
- 4) Recommending to Council rules and procedures to deal with appeals by students with respect to awards, scholarships and bursaries.
- 5) 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.

IX. TEACHING, LEARNING AND ACADEMIC RESOURCES COMMITTEE

Membership

Eleven members of the General Academic Assembly, at least five of whom will be members of Council, and among the members from the General Academic Assembly there will be some expertise in Indigenous teaching and learning. Normally one of the five members of Council will be appointed Chair of the Committee.

One Sessional Lecturer*

One graduate student appointed by the GSA

One undergraduate student appointed by the USSU

Vice-Provost, Students and Learning or designate

Ex Officio Member (non-voting)

President

Chair of Council

Resource Officers (non-voting)

Resource Officers are to be identified at the end of each academic cycle for the following year (May committee meetings) by the Council Committee, and in consultation with the Governance Office.

*If there is no immediate interest in the Sessional Lecturer position, it will remain vacant.

Committee Coordination

Governance Office

The Teaching, Learning and Academic Resources committee is responsible for

- 1) Commissioning, receiving and reviewing scholarship and reports related to teaching, learning and academic resources, with a view to supporting the delivery of academic programs and services at the University of Saskatchewan.
- 2) Making recommendations to Council and the Planning and Priorities Committee on policies, activities and priorities to enhance the effectiveness, evaluation and scholarship of teaching, learning and academic resources at the University of Saskatchewan.
- 3) Promoting student, instructor and institutional commitments and responsibilities, as set out in the University of Saskatchewan Learning Charter and as reflected in the priority areas of the University of Saskatchewan integrated plans.
- 4) 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.

- 5) The Committee will carry out all of the above in the spirit and philosophy of equitable participation and an appreciation of the contributions of all people. As one of the university's priority areas is Indigenization, this includes rigorous and supportive programs for Indigenous student success, engagement with Indigenous communities, and the creation of learning outcomes tied to Indigenous content and experiences grounded in Indigenous world views. In this context, Indigenous refers to First Nations, Métis and Inuit people of Canada. In addition, the prioritization of internationalization calls the committee to a focus on intercultural and international engagement among students, educators, and staff.

X. JOINT COMMITTEE ON CHAIRS AND PROFESSORSHIPS

Membership

Provost & Vice-President, Academic or designate (chair)

One member of Council appointed by Council

One member of the Board of Governors appointed by the Board

One member of the Research, Scholarly and Artistic Work Committee appointed by Council;

University Secretary or designate;

Vice-President, Research or designate;

Vice-President, University Relations or designate;

Vice-President, Administration and Chief Operating Officer or designate

Committee Coordination

Office of the Vice-Provost, Faculty Relations

The Joint Committee on Chairs and Professorships is responsible for:

- 1) Developing and reviewing procedures and guidelines relating to the establishment, funding, and ongoing administration of chairs at the University of Saskatchewan.
- 2) Receiving and reviewing proposals for the establishment of all chairs and Professorships, assessing compliance with university aims and objectives, administrative processes, and financial integrity.
- 3) Recommending to Council the approval of proposed chairs, and subsequently recommending to the Board of Governors that the Board authorize the establishment of chairs and changes to the structure of chairs as may be required from time-to-time.
- 4) Receiving notice of proposed changes to the names of chairs in accordance with the university's policy on *Naming of University Assets*.
- 5) Submitting an annual report to Council and the Board on the activities of the Joint Committee on Chairs and Professorships.

PART THREE- COUNCIL REGULATIONS

Introduction

Following are the academic regulations of the University of Saskatchewan enacted by Council. Prior to 1995, these regulations were approved by the University of Saskatchewan Senate. Under *The University of Saskatchewan Act, 1995*, (hereinafter referred to as “the Act”), the authority over these academic regulations was transferred to Council.

Specific instances where procedures are mandated by the Act are identified.

I. DEGREES, DIPLOMAS AND CERTIFICATES

1. Degrees

The following degrees are authorized by Council to be granted by the University:

Graduate Level

Doctor of Education (Ed.D.)

Doctor of Philosophy (Ph.D.)

Master of Agriculture (M.Agr.)

Master of Arts (M.A.)

Master of Business Administration (M.B.A.)

Master of Chemical Risk Assessment (M.R.A.)

Master of Clinical Pharmacy (M.C.P.)

Master of Education (M.Ed.)

Master of Engineering (M.Eng.)

Master of Environment and Sustainability (M.E.S.)

Master of Fine Arts (M.F.A.).

Master of Governance and Entrepreneurship in Northern and Indigenous Areas (M.G.E.N.I.A.)

Master of Indigenous Land-Based Education (M.I.L.B.E.)

Master of International Public Management and Administration (M.I.P.M.A.)

Master of Laws (LL.M.)

Master of Mathematics (M.Math.)

Master of Music (M.Mus.)

Master of Nursing (M.N.)

Master of Physical Therapy (M.P.T.)

Master of Physician Assistant Studies (M.P.A.S.)

Master of Professional Accounting (M.P.Acc.)

Master of Public Administration (M.P.A.)

Master of Public Health (M.P.H.)

Master of Public Policy (M.P.P.)

Master of Scholarship in Teaching and Learning (M.SoTL.)

Master of Science (M.Sc.)
Master of Sustainability (M.Ss.)
Master of Water Security (M.W.S.)

Combined Degrees

Doctor of Pharmacy (Pharm.D.) and Master of Business Administration (M.B.A.)
Juris Doctor (J.D.) and Master of Business Administration (M.B.A.)

Undergraduate Level

Bachelor of Arts and Science (B.A.&Sc.)
Bachelor of Arts and Science Honours (B.A.&Sc.)
Bachelor of Arts Three-year (B.A.)
Bachelor of Arts Four-year (B.A.)
Bachelor of Arts Honours (B.A.)
Bachelor of Commerce (B.Comm.)
Bachelor of Education (B.Ed.)
Bachelor of Fine Arts Honours (B.F.A.)
Bachelor of Music (B.Mus.)
Bachelor of Music Honours (B.Mus.)
Bachelor of Music in Music Education [B.Mus.(Mus.Ed.)]
Bachelor of Science Three-year (B.Sc.)
Bachelor of Science Four-year (B.Sc.)
Bachelor of Science Honours (B.Sc.)
Bachelor of Science in Agribusiness [B.Sc.(Agbus.)]
Bachelor of Science in Agriculture (B.S.A.)
Bachelor of Science in Animal Bioscience [B.Sc.(An.Biosc.)]
Bachelor of Science (Biomedical Science) Three-Year [B.Sc. (BMSC) Three-Year]
Bachelor of Science (Biomedical Science) Four-Year [B.Sc. (BMSC) Four-Year]
Bachelor of Science (Biomedical Science) Honours [B.Sc. (BMSC) Honours]
Bachelor of Science in Dental Hygiene [B.Sc.(DH)]
Bachelor of Science in Dental Therapy [B.Sc.(DT)]
Bachelor of Science in Dentistry [B.Sc.(Dent.)]
Bachelor of Science in Engineering (B.E.)*
Bachelor of Science in Food and Nutrition [B.Sc.(F&N)]
Bachelor of Science in Food Industry Management [B.Sc.(FIM)]
Bachelor of Science in Kinesiology [B.Sc.(Kin.)]
Bachelor of Science in Nursing (B.S.N)
Bachelor of Science in Nutrition [B.Sc.(Nutr.)]
Bachelor of Science in Renewable Resource Management [B.Sc.(R.R.M.)]
Doctor of Dental Medicine (D.M.D.)
Doctor of Medicine (M.D.)
Doctor of Pharmacy (Pharm.D.)
Doctor of Veterinary Medicine (D.V.M.)
Juris Doctor (J.D.)

Combined Degree

Bachelor of Science Kinesiology/Bachelor of Education Combined Degree [B.Sc.(Kin.)/B.Ed.]

2. Honorary Degrees

The following Honorary degrees are authorized by Senate to be granted by the University:

Doctor of Laws, honoris causa - LL.D.

Doctor of Science, honoris causa - D.Sc.

Doctor of Letters, honoris causa - D.Litt.

3. Degree-Level Diplomas and Certificates

The following Degree-Level Certificates and Diplomas are authorized by Council to be granted by the University:

Graduate Level

Postgraduate Diploma

Postgraduate Degree Specialization Certificate

Graduate Certificate in Climate Change, Vulnerability Assessment, and Adaptation Action

Graduate Certificate in Community Energy Finance and Planning

Graduate Certificate in Energy Transitions

Graduate Certificate in Environmental Planning

Graduate Certificate in Financial Management

Graduate Certificate in Foundations for Registered Nurse Specialty Practice

Graduate Certificate in Governance Foundations for Sustainability

Graduate Certificate in Hydrology

Graduate Certificate in Improving Teaching and Learning in Health Professions Education

Graduate Certificate in Indigenous Nation-Building

Graduate Certificate in Leadership

Graduate Certificate in Non-Profit Management

Graduate Certificate in One Health

Graduate Certificate in Public Administration

Graduate Certificate in Public Policy Research

Graduate Certificate in Quality Teaching in Health Professions Education

Graduate Certificate in Rotating Small Animal Veterinary Internship

Graduate Certificate in the Scholarship of Teaching and Learning

Graduate Certificate in Social Economy, Co-operatives, and the Nonprofit Sector

Graduate Certificate in Specialty Internship in Veterinary Internship

Graduate Certificate in Substance Use Health and Wellbeing

Graduate Certificate in Sustainable Water Management

Graduate Certificate in Sustainability Solutions

Graduate Certificate in Veterinary Diagnostic Pathology
Graduate Certificate in Water Resources
Graduate Certificate in Water Science

Undergraduate Level

Aboriginal Teacher Associate Certificate
Certificate in Advanced French Language and Culture
Certificate in Advanced Studio Art
Certificate in Applied Gender Justice
Certificate in Astronomy
Certificate in Biological Research
Certificate in Business
Certificate in Catholic Studies
Certificate in Chemistry Foundations I
Certificate in Chemistry Foundations II
Certificate in Classical and Medieval Latin
Certificate in Computing
Certificate in Creative Writing
Certificate in Criminology and Addictions
Certificate in Curation Studies
Certificate in Early Childhood Education
Certificate in Entrepreneurship
Certificate in Ethics, Justice, and Law
Certificate in Formal Reasoning
Certificate in Foundations of Drama
Certificate in Foundations of Studio Art
Certificate in French-English Translation
Certificate in Geology Fundamentals
Certificate in Geomatics
Certificate in Global Health
Certificate in Global Studies
Certificate in Hard Rock Geoscience
Certificate in Human Nutrition
Certificate in Human Nutrition for Internationally Trained Dietitians
Certificate in Indigenous Governance and Politics
Certificate in Indigenous Languages
Certificate in the Study of Indigenous Storytelling
Certificate in Indigenous Studies
Certificate in Intermediate French Language and Culture
Certificate in Intermediate Studio Art
Certificate in Introductory Agriculture
Certificate in Japanese Language and Culture
Certificate in Jazz
Certificate in Jewish and Christian Origins

Certificate in Labour Studies
Certificate in Mathematical Modelling
Certificate in Medical Language
Certificate in Music and Wellbeing
Certificate in One Health
Certificate in Peace Studies
Certificate in Precision Agriculture
Certificate in Professional Communication - Leadership and Negotiation
Certificate in Professional Communication - Persuasive Communication
Certificate in Professional Communication - Technical and Professional Writing
Certificate in Politics and Law
Certificate in Practical and Applied Arts
Certificate in Quantitative Geosciences
Certificate in Queer Theory, Gender Diversity, and Sexualities Studies
Certificate in Religious Literacy
Certificate in Secondary Technical Vocational Education
Certificate in Sedimentary Geography
Certificate in Spanish Language and Culture
Certificate in Speech Development and Diversity
Certificate in Statistical Methods
Certificate in Sustainability
Certificate in Technological Innovation
Certificate in Technical Innovation - Leading Innovative Teams
Certificate in Technical Innovation - New Product Market
Certificate in Ukrainian Studies
Certificate in Urban Design
Certificate in Water Science
Certificate in wîcêhtowin Theatre
Certificate of Leadership in Post-Secondary Education
Indigenous Business Administration Certificate
Internationally Educated Teachers Certificate
Kanawayiketaytan Askiy Certificate
Post-Degree Specialization Certificate
Post-Degree Certificate in English as an Additional Language
Post-Degree Certificate in Education: Special Education

Diplomas

Diploma in Agribusiness
Diploma in Agronomy
Kanawayihetaytan Askiy Diploma in Indigenous Lands Governance - K.A.I.L.G.
Kanawayihetaytan Askiy Diploma in Indigenous Resource Management – K.A.I.R.M.

4. Non-Degree Level Certificates

The following Non-Degree Level Certificates are authorized by the Provost and Vice-president Academic to be granted by the University:

Certificate in Dental Assisting
Certificate in English for Academic Purposes
Prairie Horticulture Certificate
Graduate Certificate in Teaching Preparation
Graduate Pathways Certificate
Graduate Professional Skills Certificate
STEM Accelerator Certificate

5. Community Level Certificates

The following Community Level Certificates are authorized by the Dean of a college (after consultation with the Provost and Vice-president Academic) to be granted by the University:

Master Gardener Certificate
Certified Crop Science Consultant
Arts and Artisanship Certificate

6. Microcredentials

The following microcredentials are authorized by the Dean of a college (after consultation with the Provost and Vice-president Academic) to be granted by the University:

Foundations in Science Communication
Fundamentals of Collaborative Research

II. AWARDING DEGREES, CERTIFICATES and DIPLOMAS

Degrees, Certificates and Diplomas may be conferred at the annual meeting of Convocation or at any other meeting of Convocation. The formal admission of candidates to degrees, certificates and diplomas shall, in the absence of the Chancellor, be made by the President (Vice-Chancellor), or by a member of the Council, appointed for that purpose.

Degrees may be conferred upon persons in absentia.

III. CANCELLATION OF DEGREES

Council may revoke the degree or degrees, diplomas, certificates and distinctions of the university and all privileges connected therewith of any holder of the same for cause or where the conduct of the holder,

in the opinion of Council and following due process under the Academic Misconduct regulations, shall constitute a breach of any agreement made with the University as a condition of the conferment of such degree or degrees, diplomas, certificates or distinctions. Council may restore, on cause being shown, any person so deprived to the degree, distinction or privileges previously enjoyed by that person without further examination.

IV. UNIVERSITY SCHOLARSHIPS

Under section 61(1)(d) of the *Act*, Council is authorized to grant scholarships, prizes, fellowships, bursaries and exhibitions. Under section 49(1)(i) the Board of Governors provides for the establishment of scholarships, fellowships, bursaries and exhibitions if authorized by Council.

V. THE ESTABLISHMENT OF COLLEGES, SCHOOLS AND DIVISIONS

1. In the University the following Colleges and Schools shall be established, namely:

- The College of Arts and Science
- The College of Agriculture and Bioresources
- The College of Law
- The College of Engineering
- The College of Pharmacy and Nutrition
- The College of Education
- The Edwards School of Business
- The College of Graduate and Postdoctoral Studies
- The College of Medicine
- The Western College of Veterinary Medicine
- The College of Dentistry
- The College of Kinesiology
- The College of Nursing
- The Johnson Shoyama Graduate School of Public Policy
- The School of Public Health
- The School of Environment and Sustainability

- (a) Within the College of Medicine, and subject to its oversight, the following school and program shall be established:

- The School of Rehabilitation Science

- (b) Within the College of Engineering, and subject to its oversight, the following school shall be established:

- The School of Professional Development, College of Engineering

- (c) Within the College of Arts and Science, and subject to its oversight, the following school shall be established:

- The School for the Arts

2. In the University the following Departments and Divisions shall be established, and such other departments as may from time to time be authorized by the Board on the recommendation of Council:

Agriculture and Bioresources

Departments

- Animal and Poultry Science
- Agricultural and Resource Economics
- Food and Bioproduct Sciences
- Plant Sciences
- Soil Science

Arts and Science

Departments

- Anthropology
- Art and Art History
- Biology
- Chemistry
- Computer Science
- Drama
- Economics
- English
- Geography and Planning
- Geological Sciences
- History
- Indigenous Studies
- Languages, Literatures and Cultural Studies
- Linguistics
- Mathematics and Statistics
- Music
- Philosophy
- Physics and Engineering Physics
- Political Studies
- Psychology and Health Studies
- Sociology

Edwards School of Business

Departments

- Accounting
- Finance and Management Science
- Human Resources and Organizational Behaviour
- Management and Marketing

Dentistry

No departments

Education

Departments

- Curriculum Studies
- Educational Administration
- Educational Foundations
- Educational Psychology and Special Education

Engineering

Departments

- Chemical and Biological
- Civil, Geological and Environmental
- Electrical and Computer
- Mechanical

Divisions

- Division of Biomedical Engineering

Kinesiology

No departments

Law

No departments

Medicine

Departments

- Anesthesiology
- Biomedical Sciences
 - Anatomy, Physiology and Pharmacology
 - Biochemistry, Microbiology and Immunology
- Community Health and Epidemiology
- Emergency Medicine
- Family Medicine
- Medical Imaging
- Medicine
- Obstetrics and Gynecology
- Oncology
- Ophthalmology
- Pathology and Laboratory Medicine
- Pediatrics
- Physical Medicine and Rehabilitation
- Psychiatry
- Surgery

Divisions

- Continuing Professional Development
- Division of Social Accountability

Nursing

No departments

Pharmacy and Nutrition

Divisions

Pharmacy

Nutrition

Veterinary Medicine

Departments

Large Animal Clinical Sciences

Small Animal Clinical Sciences

Veterinary Biomedical Sciences

Veterinary Microbiology

Veterinary Pathology

3. Under section 49 (1)(k) and (l) of the *Act*, the Board of Governors may provide for the establishment or disestablishment of any college, school, department, chair, endowed chair or institute if authorized by Council.
4. Under section 49(1)(l), the Board may provide for the disestablishment of any college, school, department, chair, endowed chair or institute if authorized by Council on academic grounds. If the Board considers disestablishment necessary because of financial exigency, section 49(2) requires the Board to consult with Council, and section 49(3) restricts implementation of the decision until (a) the Board has reported the decision to Council, and (b) Council has advised the Board respecting the effect of the decision on the academic program of the university or 60 days have passed from the date the Board reported the decision to the Council, whichever is earlier.
5. Under section 62(3)(c), a decision of Council to authorize the disestablishment of any college, school, department, chair, institute or endowed chair is to be reported to the Senate at its next meeting and is not to be implemented until either the Senate confirms the decision or 12 months have passed following the end of the fiscal year in which the decision was made, whichever is earlier.
6. Under section 23(j), Senate may receive proposals respecting the establishment of any college, school, department, or institute and recommend to the Board and the Council whether or not it should be established. Under section 23(l), Senate may consider and recommend to the Board and the Council whether or not any college, school, department or institute should be disestablished because of lack of relevance to the province.

VI. CONSTITUTION AND DUTIES OF FACULTY COUNCILS

1. Membership of the Faculty Councils

Faculty Councils of all colleges and schools shall include the following (*denotes non-voting members):

- (a) The President of the University*
- (b) The Provost and Vice-President, Academic* or designate
- (c) The Vice-President, Research*
- (d) The Vice-President, Administration and Chief Operating Officer*
- (e) The Vice-President, University Relations*
- (f) The Vice-Provost, Students and Learning*
- (g) The Vice-Provost, Indigenous Engagement*
- (h) Chief Information Officer and Associate Vice-President Information and Communications Technology*
- (i) The Dean of the college, or the Executive Director of the school, when the school is not encompassed within a college
- (j) The Dean of the College of Graduate and Postdoctoral Studies or designate
- (k) The Dean of the University Library or designate*
- (l) The University Secretary or designate*
- (m) The University Registrar or designate*
- (n) Such other persons as University Council may, from time to time, appoint in a voting or non-voting capacity;
- (o) Such other persons as the Faculty Council may, from time to time appoint in a non-voting capacity*
- (p) Those Professors, Associate Professors, Assistant Professors, fulltime Lecturers, Instructors and Special Lecturers who, for administrative purposes, are assigned to the Dean of the college of

The individual College and School Faculty Council memberships are comprised of the members listed above and those specified in their respective Faculty Council Bylaws available at:

<https://governance.usask.ca/governance/governing-documents.php>

The University Secretary, or an assigned deputy, shall act as Secretary of each Faculty Council.

2. Roles and Responsibilities of the Faculty Councils

The Faculty Council of each college or school, subject to the provisions of the *Act*, the Bylaws of University Council and the general control of University Council, shall have charge of matters of scholarship and discipline.

- (a) Among the duties delegated by University Council to the faculty councils are the following:
 - I. To make recommendations to University Council concerning the requirements for admission to programs offered by the college or school;

- II. To establish and report to University Council on the number of students who may be admitted to a college or program of study and to report to University Council on the number of students admitted each year;
 - III. To make recommendations to University Council concerning addition, deletion or modification of courses and programs of study, and concerning the requirements for successful completion of such programs;
 - IV. To establish and publish rules and methods for the progression and graduation of students and for their suspension or requirement to withdraw permanently for failure to meet the requirements for progression;
 - V. Subject to University Council's examination regulations, to establish and publish rules and standards with respect to the assessment and examination of students in courses and programs offered by the college or the school;
 - VI. To make decisions concerning progression of students and concerning their suspension or requirement to withdraw, in accordance with the rules approved by the faculty council, and to hear appeals of such decisions;
 - VII. To approve candidates for degrees, diplomas and certificates;
 - VIII. To approve candidates for scholarships, prizes, and other awards and honours;
 - IX. To establish a mechanism for appointing hearing boards to hear allegations of academic misconduct as provided for under University Council's regulations governing academic misconduct;
 - X. To consider appeals from students in accordance with University Council's regulations governing student appeals in academic matters.
- (b) The Chair or the Secretary of the Faculty Council of any college or school shall transmit to University Council for consideration and review all matters which belong to the care of University Council or which from their nature concern more than one college or school.
- (c) Each Faculty Council shall establish bylaws for the purpose of regulating the conduct of its meetings and proceedings and may establish standing committees and their terms of reference. Authority that has been delegated by University Council to the Faculty Councils, either in accordance with these Bylaws or through policies approved by University Council, may not be further delegated without the permission of University Council.
- (d) Each Faculty Council shall keep a record of its proceedings and this record shall be open to any member of the faculty council. A copy of the proceedings shall, upon request, be furnished by its Secretary to the Chair of University Council and/or to the President of the University.

VII. PROGRAMS OF STUDY

Under section 61(1)(f) of the *Act*, Council is authorized to prescribe curricula, programs of instruction and courses of study in colleges, schools or departments.

Each college or school Faculty Council shall prepare its program or programs of study, including the curriculum for any degree of that college or school, and shall submit them to Council for approval under regulations established for that purpose by Council. Upon the approval of Council, they may be published and go into effect.

VIII. ENROLMENT MANAGEMENT

The University reserves the right to restrict the registration of students in programs, courses and classes. Council delegates to colleges, schools and departments, in consultation with the University Registrar and Vice-Provost, Students and Learning, authority to restrict and to control registration in any or all courses and classes where such restriction is necessary or advisable.

Subject to the approval by Council and confirmation by Senate of a strategic enrolment management plan, Council delegates to colleges and schools the management of enrolment in accordance with the approved plan.

IX. ADMISSION OF STUDENTS

Under section 61(1)(i) and (l) of the *Act*, Council is authorized to prescribe academic and other qualifications required for admission as a student, and to prescribe and limit the number of students who may be admitted to a college or a program of study. Subject to the authority given to Senate under the *Act*, Council will approve admission qualifications for all programs. Upon the approval of Council and subject to any necessary approvals by Senate, these may be published and go into effect.

1. Council may establish policies, regulations and procedures concerning admission of students and granting of credit for prior learning.
2. In accordance with these regulations, Council may delegate to Faculty Councils and/or to the Admissions Office responsibility for setting application deadlines and for the assessment of applications and for making admission offers in accordance with the admission qualifications approved by Council.

X. EXAMINATIONS, GRADING AND ASSESSMENT OF STUDENTS

Under section 61(1)(g) and (j) of the *Act*, Council is authorized to prescribe methods and rules for evaluating student performance, including prescribing examination timetables and the conduct of

examinations, and to hear appeals by students or former students concerning academic decisions affecting them.

1. The examiners of the University shall be:
 - (a) The Professors, Associate Professors, Assistant Professors, Lecturers, Special Lecturers, Sessional Lecturers and Instructors of the University;
 - (b) Such other Lecturers or teachers of the University as Council may appoint;
 - (c) By delegation from Council, such adjunct faculty, professional affiliates, Professors emeriti and external and independent examiners, not included in (a) or (b), as the College of Graduate and Postdoctoral Studies may appoint to serve on graduate studies examining committees and boards for the purpose of assessing candidates for graduate-level degrees and diplomas.
2. Council may establish policies, regulations and procedures concerning the examination, grading and assessment of students and concerning the degrees and distinctions to be conferred by the University, as well as policies, regulations and procedures governing student appeals in academic matters. Such policies, regulations and procedures may include delegation of authority by Council and shall be published and made available to students.
3. Section 23(g) of the *Act* authorizes the Senate to appoint examiners for and make bylaws respecting the conduct of examinations for professional societies or other bodies if the University or any of its agencies is required or authorized by any act to do so.

XI. AFFILIATION AND FEDERATION

1. Under section 61(1)(e) of the *Act*, Council has the power to authorize the Board to provide for affiliation or federation with any educational institution, or the dissolution of any affiliation or federation with any educational institution. Under 62(3)(d), a decision to authorize the dissolution of any affiliation or federation is to be reported to the Senate at its next meeting and is not to be implemented until either the Senate confirms the decision or 12 months have passed following the end of the fiscal year in which the decision was made, whichever is earlier.
2. Under 23(k) and (l), the Senate may receive proposals respecting the affiliation or federation of any educational institution with the university and recommend to the Board and Council whether or not the proposed affiliation or federation should be made. Senate may also consider and recommend to the Board and Council whether or not any affiliation or federation should be dissolved because of lack of relevance to the province.
3. Principles for federation and affiliation with the University of Saskatchewan, which are representative of the current relationships with federated and affiliated colleges, and are the basis for considering future requests, are as follows.
 - (a) Relationships of affiliation or federation should be based on academic interests shared by the University and the candidate institution. Though it is possible to conceive of many

reasons for entering into partnerships or collaborative relationships with other institutions – sharing space or other resources or joining together in government relations initiatives, for example – the particular relationship of affiliation or federation should be founded in common academic goals and interests, such as programming for students or advancing a research agenda.

- (b) Relationships of affiliation or federation should be based on shared support for the University's vision, mission and values. The governing bodies of the University of Saskatchewan have adopted a statement setting out the vision, mission and values that will guide the institution. Though the University cannot require that other institutions are guided by identical values or an identical mission, the university can only enter into relationships of affiliation or federation on terms that are consistent with the values held by the University and the vision it has adopted.
- (c) The University should approach the request for a relationship of federation or affiliation in a spirit of respect for the distinctive history, traditions and achievements of the candidate institution. Though the University should not enter into relationships of affiliation or federation on terms that undermine the stated vision, mission and values of the institution, the University should not demand that an affiliated or federated institution conform in all respects to the University's established practices and procedures. The rationale for creating relationships of affiliation or federation is in part that the University is enriched by the distinctive perspectives brought by the partner institutions.
- (d) The significant elements of a relationship of affiliation or federation should be reflected, insofar as possible, in written agreements. Though strong partnerships are marked by flexibility, informality and vigorous personal connections, it is important that the basic terms to which the partners have agreed are clearly documented in writing.
- (e) Consideration should be given to the reciprocal contributions that can be made by the university and the candidate institution. Though the University is likely to be the larger partner in these relationships, the formation of the partnership should take into account fully the contributions both parties can make to the lives of their respective institutions.
- (f) Provision should be made for regular review of the relationship with the candidate institution. The potential for refreshing and reforming the relationship should be provided for through a regular cycle of reviews. Academic institutions are not stagnant, and their relationships should be examined on occasion to ensure that the goals for the partnerships are being met effectively.
- (g) Consideration should be given to developing clear pathways for students between programs offered by the university and the candidate institution. In keeping with the obligation of post-secondary institutions to support the career aspirations of their students, the question of whether a relationship of affiliation or federation provides an

opportunity to establish academic pathways or ladders for students should be a factor in defining the relationship.

- (h) Consideration should be given to the role the candidate institution might play in the governing bodies of the university. *The University of Saskatchewan Act 1995* provides that affiliated and federated institutions have representation on both Council and the Senate. The partners should consider how this opportunity to participate in university governance can be most effectively deployed. A Council of Affiliated and Federated Institutions (CAFI) will be established to that effect.
- (i) Consideration should be given to whether an alternative form of partnership might be more appropriate. Given the involvement of affiliated and federated institutions in University governance, it is clearly contemplated that these relationships will be of a comprehensive nature. Where the interest of the parties is restricted to individual programs or projects, there may be other forms of relationship that are more appropriate.
- (j) The academic standards and integrity of the candidate institution should be a factor in determining whether the university will enter into a relationship of affiliation or federation. It is important to the university that any candidate institution be able to demonstrate standards of academic attainment and institutional integrity that will be consonant with the level of expectation to which the University holds itself.

4. Affiliation

- (a) The aim of affiliation is to associate with the University for the purposes of promoting the general advancement of higher education in the province, those institutions which are carrying on work recognized as of university grade by Council of the University, where such association is of mutual benefit to the University and the institution seeking affiliation.
- (b) The following theological colleges are affiliated with the University:
 - College of Emmanuel and St. Chad
 - Lutheran Theological Seminary
 - St. Andrew's College
 - Horizon College and Seminary
 - Briercrest Bible College and Biblical Seminary
- (c) The requirements for the affiliation and continued affiliation of theological colleges with the University are:
 - i. That the theological college may offer at least three courses for which credit is given by the University toward a degree.
 - ii. That the normal admission requirements of the theological college be at least equal to those of the University.

- iii. That students who receive the graduation diploma of the college shall normally have a minimum of one year of Arts credit other than theological options beyond senior matriculation.
- iv. That the qualifications of the faculty including graduate work, the expected proportion of holders of PhDs on the faculty, and the adequacy of the library facilities be approved by Council of the University.
- v. That, except in cases of emergency as recognized by Council of the University, the minimum number of full-time students who qualify under regulation (b) above be not less than an average of twelve students per year over any or every period of three consecutive years.
- vi. That, the course of studies leading to the graduate diploma of the college should normally require a period of at least three academic years for completion.
- vii. That an institution which is seeking affiliation with the University of Saskatchewan must institute tenure provisions acceptable to the University but not necessarily equivalent to the University academic tenure regulations.

(d) Gabriel Dumont College of Metis Studies and Applied Research is an Affiliated College with the University.

(e) St. Peter's College is an Affiliated College with the University.

St. Peter's College

Students taking courses at St. Peter's College for university credit must be admitted to the University of Saskatchewan as well as to St. Peter's College. For work done in St. Peter's College, the University may give credit provided that the following conditions are met:

- I. That the courses to be credited to the University are considered by the University to be equivalent in quality to its own courses.
- II. That the offering of each course and the appointment of its instructor are approved by the appropriate official of the University, with the concurrence of the University of Saskatchewan Department Head, Dean or Director concerned.
- III. That the library and other facilities of the College for a given course are judged adequate by the University, with the concurrence of the University of Saskatchewan Department Head, Dean or Director concerned.
- IV. That the final examinations are conducted by examiners appointed or accepted by the University in accordance with university examination regulations; that the examination papers are approved in advance by the University department, faculty, or school concerned, which may also review the marked answer papers before the final results are reported to the University Registrar and Director of Student Services.
- V. That an upper-year student of the University is permitted to register at the College only part-time i.e. for a maximum of two full courses.

- VI. That a student may not receive credit for more than two years (10 courses) of work at the College, of which not more than one year (5 courses) may consist of upper-year courses.
- VII. Colleges which have been or shall be recognized by Council as federated colleges of the University shall be considered to be in affiliation with the University.

5. Federation

- (a) The requirements for recognition as a federated college of the University shall include the following:
 - i. The College must be authorized by the University to give courses recognized for credit toward a Bachelor of Arts degree in the subjects of at least four departments of the College of Arts and Science.
 - ii. The members of the College teaching staff, teaching the above University courses or classes, must possess qualifications sufficiently high to be recognized as members of the Faculty of Arts and Science and shall be so recognized.
 - iii. The College must be situated on or adjacent to the campus at Saskatoon.
- (b) St. Thomas More College is a Federated College with the University.

St. Thomas More College, Saskatoon

St. Thomas More College, Saskatoon, which is hereinafter referred to as the College, shall be recognized as a federated college upon the following terms and conditions:

The officers and faculty of the College, as indicated, are entitled to full membership with power to vote, on the following academic bodies:

The Senate: The President to be a member.

The General Academic Assembly: The Dean, Professors, Associate Professors, Assistant Professors, full-time Lecturers, Special Lecturers and Instructors to be members.

The Council: either two elected representatives, or the Dean and one elected representative. The President to be a non-voting member.

The Faculty Council of the College of Arts and Science: The Dean, Professors, Associate Professors, Assistant Professors, full-time Lecturers, Special Lecturers and Instructors teaching courses recognized for the B.A. or B.Sc. degrees to be members.

Students enrolled in the College who have satisfied the University requirements for admission shall be admitted to such University courses as they are qualified to enter and continue therein on the same terms as other University students, provided the fees required for such courses have been paid. Students enrolled in the University may, with the permission of the College, take courses in the College recognized for the B.A. and B.Sc. degrees provided that the fees required for such courses have been paid. The conditions will apply provided the same tuition fee is required by both the College and the University.

The foregoing provision with regard to the tuition fee for the Arts and Science courses applies to the pre-professional courses.

All students enrolled in a professional college or school must pay the University the full tuition fee required for each year of the professional program, though the University may grant credit for any course or courses taken in the College and accepted by the College of Arts and Science for the corresponding course required in a professional program.

Academic appointments to and promotions within the College shall be made by the Board of Governors of the College, on the recommendation of the President of the College but prior to making such appointments or promotions, the President of the College shall secure the approval of the President of the University.

The University will recognize the instruction given by the College in subjects in the divisions of the humanities and social sciences, and such other subjects as may from time to time be agreed upon with the College of Arts and Science, or other appropriate college, provided that the instruction is given by competent teachers and that the work done in each course is equivalent in extent and standards to that given by the University. This equivalence is to be determined by the Head of the Department in the College and the Head of the Department in the University working out in cooperation the extent of the courses, the standard and all the particulars pertaining to the subjects, including the examinations to their mutual satisfaction or, in cases of difficulties, to the satisfaction of the President of the University.

The University shall confer the B.A. or B.Sc. Degree on such students of the College as have satisfied the requirements prescribed by the University for admission and for the B.A. or B.Sc. curriculum.

American Institute of Parliamentarians

Standard Code of Parliamentary Procedure, 2nd Edition

Summary Guide

Part 1: Purpose of this Document

This document was prepared by the USask Governance Office and approved by the Governance Committee of Council. It provides an overview of meeting procedures for members of University Council and its committees. It is not intended to be completely comprehensive—rather, it provides a helpful summary of procedural matters. At times, this document includes editorial remarks on how often certain matters would typically arise or how they might be used. This is not intended to be definitive or absolute, but is included to help readers of this document know where to focus their attention.

This document attempts to make procedure accessible to support the goal of good governance.

For more information on procedural matters, refer to:

- [*University Council Bylaws and Regulations*](#).
- *American Institute of Parliamentarians Standard Code of Parliamentary Procedure, 2nd Edition*.

Throughout this document, specific parts of the bylaws will be cited using the following format: Part X, section Y, clause Z. The *Standard Code* will be cited by chapter (Chapter X) or by paragraph (§X.X).

Part 2: Background on Parliamentary Procedure

Parliamentary procedure is the rules and customs for conducting meetings. Procedure supports good governance by ensuring that meetings unfold in an orderly, fair, and efficient way that allows for decisions to be made.

Although parliamentary procedure manifests itself through specific rules regulating motions and processes for meetings to follow, all parliamentary authorities (the books of rules that govern debate) are based on the same general principles. By understanding these principles, the specific rules that follow can make much more sense. Without understanding these principles, the rules can seem arbitrary and are more difficult to learn in theory and apply in practice. These underlying principles, along with some of the ways they manifest, are:

- 1) *The Right of Association*: Assemblies hold meetings on a knowable calendar, these meetings are communicated to members, and the meetings involve the opportunity for discussion.
- 2) *Equality of Members*: All members of an assembly have the same rights (although others can have additional responsibilities), no one votes twice, and all members can participate.
- 3) *Majority Decision, Minority Voice*: Decisions are made through votes in which the majority decides and the voices of minority viewpoints must be heard to inform decisions. It is because of this principle that motions to limit debate or to suspend the rules require two-thirds of votes to pass—that is, a smaller minority can veto these decisions to alter the conduct of debate.
- 4) *Predictability of Process*: Meetings must be conducted in a way that is predictable, knowable, and fair. Processes cannot be applied arbitrarily or fabricated from nothing.
- 5) *The Right to be Informed*: Members have the right to be informed about decisions and can ask questions about process, the implications of a decision, or the background on a matter.

The *Standard Code* is the parliamentary authority used by University Council, and it is intended to be a complete set of rules with simplified motions and modern practices (Chapter 1). A parliamentary authority supplements and does not overrule the bylaws of an organization.

Role of the Chair

The role of the Council chair is “to preside over all meetings of Council. The chair’s duties are to preserve order and decorum and, subject to appeal, to decide all questions of order and other questions as provided in the bylaws” (Part I, section 3, clause 3(d)).

The *Standard Code* provides guidance for the role of “skill and art” (§28.1) of serving as chair, such as:

- “The [chair] must maintain control of meetings yet must always act primarily to assure that the members are able to make collective decisions in a respectful and thoughtful manner” (§27.5).
- “The [chair] must meet each situation with flexibility of judgment, common sense, and fairness to all members—always acting impartially and in good faith, instead of being limited to mechanical responses” (§27.7).
- “The [chair] should encourage discussion and should see that all sides of a controversial question are examined” (§27.9).

Role of the Secretary

In line with *The University of Saskatchewan Act, 1995*, the secretary is an officer of the university (s. 77). The *Act* also says that “Unless the council decides otherwise, the secretary is the secretary to council” (s. 55). The *Standard Code* refers to the secretary as the “chief recording and corresponding officer” (§27.28). The secretary can provide guidance to the chair on procedural matters, but ultimately the chair is the one responsible for making a ruling and guiding the assembly.

Part 3: Motions

A motion is a proposal to an assembly to perform a certain action or adopt a certain stance—they are the means by which the business of an assembly is conducted. Generally speaking, putting a motion before the assembly requires three steps:

- 1) Be recognized by the chair,
- 2) State the motion, and
- 3) Someone seconds the motion, meaning they agree the motion should be before the assembly.

After this happens, debate occurs and it is ultimately concluded with a vote. In certain circumstances, the above steps can change—refer to Appendix A for more information. Only one motion can be considered at a time, and Appendix A also gives a ranking of which motions get considered first.

To be recognized at University Council, you can either line up behind the microphone or signal to the chair that you wish to speak (for in-person attendees) and you can use the chat feature in Zoom to indicate you wish to speak (for online attendees). Voting is done by show of hands or voting cards for in-person attendees and through polling features for online attendees.

The University Council bylaws require that substantive motions made in Council require notice provided to the members of Council (Part 1, section 3, clause 5(f)). The majority of these motions

come from Council committees, such as proposals to create or modify academic programs or nominations to fill certain vacancies. However, individual members of Council can submit motions for consideration to the Executive Committee—this committee will then “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 Executive Committee and Council” (Part 2, section 4, clause 2).

Main Motions (Chapters 12 and 13)

Main Motion (Chapter 12)

Main motions are the most important and most frequently used motions. They bring substantive proposals before an assembly for consideration and action. Adopting a main motion binds the organization to a certain action.

Although it is the most important type of motion, it is also the lowest ranking motion, meaning that various other motions can be applied to it (see sections that follow for more information).

Examples of main motions in Council include:

- A proposal from the Academic Programs Committee to modify or create a new program.
- A proposal from the Planning and Priorities Committee to disestablish a centre or department.
- Nominations from the Nominations Committee to fill various upcoming vacancies on Council and other university-level committees.
- A proposal from any committee to amend a certain policy under its purview.

The *Standard Code* also has six purpose-specific main motions that, while generally work like a regular main motion, have slight nuances and are described below.

Motion to Rescind (§13.42–13.47)

The motion to rescind is used to repeal a main motion that was adopted at a previous meeting. There is no time limit on rescission, but rescission does not apply to portions of the motion that have already been carried out. A motion to rescind requires the same notice period and process as the original motion (that is, if ten days of notice were required for a motion, ten days of notice are required for rescission).

Motion to Reconsider (§13.28–13.41)

The motion to reconsider allows an assembly to vote again on a main motion that was dealt with at the same meeting. If passed, the initial main motion is brought before the assembly again.

Motion to Recall from a Committee (§13.24–13.27)

The motion to recall from a committee brings a matter back to a larger assembly that has previously been specifically referred by that assembly to a specific committee. This brings the original main motion (and any amendments) or the subject matter back before the assembly.

Motion to Ratify (§13.14–13.23)

A motion to ratify is used by an assembly to legitimize an action taken that was previously not legitimate—say, for example, if a previous motion was made without quorum or if a previous meeting was not properly called. This type of situation is very rare at University Council.

Motion to Amend a Previous Action (§13.9–13.13)

The motion to amend a previous action modifies a motion that we adopted at a prior meeting, so long as it has not yet been executed. This type of motion is not retroactive, so it has a limited use case.

Motion to Adopt in Lieu Of (§13.3–13.8)

In special circumstances, if there are several related main motions, the motion to adopt in lieu of allows an assembly to adopt one main motion and simultaneously dispose of other related motions. This motion would typically be used at conventions when members submit individual motions on a certain subject. Because of the requirement for notice of substantive motions and the Executive Committee's role in setting Council agendas, this is largely inapplicable to University Council.

Subsidiary Motions (Chapter 14)

A subsidiary motion helps change, deal with, or control debate relating to an existing motion. They alter a motion or impact the way it is being considered. Subsidiary motions help to *process* main motions—such as through amendment, postponement, or referring to a committee. Because they apply to the main motion, they take precedence over it and are voted on first.

Subsidiary motions that impact the conduct of debate require a two-thirds majority to pass—for more information, refer to Appendix A. When any subsidiary motions are made and seconded, debate on the original motion stops and the assembly takes up consideration of this new motion.

Motion to Table (§14.116–14.124)

The motion to table disposes of a main motion without directly voting on it. Unlike the motion to postpone to a certain time (see below), the motion is tabled indefinitely and it requires someone to intentionally renew it for a future meeting (using the general processes bringing a motion forward to University Council). It is generally used when the assembly (or certain members of the assembly) want to avoid directly voting on the motion because it is seen as objectionable or divisive.

Motion to Close Debate and Vote Immediately (§14.100–14.115)

The motion to close debate and vote immediately stops debate on a motion and makes it so that no motions of a lower precedence can be applied to it. In other parliamentary authorities, it is often referred to as 'calling the question.' This type of motion itself is not debatable, requires a two-thirds majority to pass, and only parliamentary inquiries are in order (for members to ask for clarification as to what is happening). If passed, the chair immediately goes to a vote on the motion (or motions) to which it was applied.

Motion to Limit or Extend Debate (§14.87–14.99)

The motion to limit or extend debate limits or extends the time devoted to discussion of a motion (or select motions). This motion can also alter limitations or extensions that were previously adopted by the assembly. This can include altering the length of overall time dedicated to an item, the number of times individuals may speak, or the length of individual speeches (or some combination of the three). For University Council meetings, meetings are scheduled from 2:30–4:30, and going beyond this time would also require a motion to extend debate (with a two-thirds majority to pass).

Motion to Postpone to a Certain Time (§14.63–14.86)

A motion to postpone to a certain time delays consideration of a motion until a designated time, place on the agenda, event (such as the arrival of a certain person), or future scheduled meeting. The wording of the postponement must be exact or unambiguous. The motion to postpone requires a majority, unless it is postponed to a specific time in which case it requires a two-thirds majority.

Motion to Refer to a Committee (§14.52–14.62)

The motion to refer to a committee transfers a pending motion or issue to a committee for their consideration. This can help with in-depth analysis, to be more efficient with time, or to deal with a sensitive or complex matter. A matter can be referred to a special or standing committee with either delegated authority to act or instruction to recommend a course of action to the larger assembly.

Motion to Amend (§14.2–14.51)

The subsidiary motion to amend alters something about a main motion. It does this in one of three ways:

- 1) Amendment by inserting (adding certain words),
- 2) Amendment by striking out (deleting certain words), or
- 3) Amendment by striking out and inserting (also referred to as substitution).

When a main motion is made and a member feels it could be made better by changing its wording, the motion to amend allows this to happen.

Amendments must be *germane*: that is, they must be relevant to the motion it is seeking to change. Additionally, amendments can be *hostile*: that is, they can be opposed to the intent of the original motion. However, amendments cannot simply turn the affirmative wording of a motion into the negative. For example, if the main motion before University Council was to express concern to the Board of Governors about a budgetary decision:

- An amendment that changed “concern” to “support” would be in order, even though the amendment is opposed to (or hostile to) the general intent of the original motion.
- An amendment that inserted “not” before “express concern” would not be in order—it is the direct negative of the original motion. In general, motions to not do something are out of order because they have the same impact as not passing the motion.

It is also possible to amend an amendment, and this is called a *secondary* amendment. Secondary amendments cannot be further amended. Sometimes, when it is assumed that a proposed amendment is non-controversial, the chair may ask for the general consent of the assembly to adopt an amendment. If a member objects to this, then a formal vote on the amendment is held. If an amendment passes, either by general consent or a formal vote, then the motion is amended and debate resumes on the amended motion.

Privileged Motions (Chapter 15)

Privileged motions deal with basic member rights and actions of the assembly as a whole that require immediate action. They have no direct connection with the main motion before the assembly. Because of this urgency, they have the privilege of being considered ahead of other motions.

Motion to Adjourn (§15.25–15.47)

A motion to adjourn ends a meeting in its entirety (or, much less commonly, ends a sitting or session of a meeting and sets a time for the meeting to continue). Because it ends the meeting, the chair should call to the attention of the assembly if important matters remain on the agenda. After a vote on adjournment, the meeting is not adjourned until the chair declares it so. If a meeting is adjourned in the middle of an item of business, that item should be first on the agenda at the next meeting.

However, the process described above would be very atypical at the University of Saskatchewan. Typically, instead of holding a formal vote on adjournment, the chair—when and only when the business of the meeting is concluded and nothing is remaining on the agenda—calls for a motion for adjournment. This motion does not require a seconder. Because the agenda is concluded and no member raised other business, it has the effect of adjournment through general consent and the chair declares the meeting adjourned.

Motion to Recess (§15.16–15.24)

A motion to recess creates a break in the meeting and sets a time for the meeting to resume. If a specific time is not set to reconvene, it must be possible to easily communicate that the meeting has resumed to the members who are present.

Question of Privilege (§15.2–15.15)

A question of privilege lets a member raise an issue that requires immediate action on something impacting the health, safety, comfort, or integrity of members. These can deal with either the assembly as a whole or a subset of members. Examples would be audio issues that prevented members from participating in the meeting or something that greatly impacts the integrity of a member.

Incidental Motions and Requests (Chapter 16)

Incidental motions and requests arise out of the business of the assembly and the conduct of the meeting. They do not relate directly to the main motion. They have no order of precedence and are dealt with prior to the business from which they arose. These motions may be offered any time when they are applicable. Incidental matters are split into two larger categories: *motions* (require a seconder and generally must be voted on by the assembly) and *requests* (do not require a seconder or a vote).

Motions

Motion to Appeal (§16.32–16.46)

A motion to appeal is used when a member disagrees with the ruling of the chair, such as on a point of order, a point of privilege, or more generally on something that was allowed or disallowed by the chair. A motion to appeal challenges the chair's ruling and has the entire assembly vote on whether to uphold or overturn the chair's ruling. Appeals are allowed on something that requires judgement—statements of fact are not open to appeal (such as the result of a tally vote or the reading of a provision of the bylaws).

Motion to Suspend the Rules (§16.2–16.18)

A motion to suspend the rules is used when the rules of procedure get in the way of accomplishing some specific purpose. This motion applies only to rules of procedure and cannot override

provisions in the bylaws, such as quorum or notice requirements. Such a motion only suspends the rules for a limited time and to accomplish a specific purpose—as soon as this purpose is complete, so too is the suspension. For example, the rules may be suspended if the assembly is dealing with a series of subsidiary motions and amendments to amendments that have gotten overly confusing. If there is a desire to essentially start over with a singular, simplified motion, this would involve suspending the rules to do so.

Motion to Consider by Paragraph (§16.78–16.85)

Considering by paragraph (or section) splits a larger proposal into a series of smaller proposals that can then be debated (and amended) individually. After all sections are dealt with, there is then one final vote on the proposal as a whole. This allows the assembly to focus on one section at a time without haphazardly moving around.

Motion for a Counted Vote (§16.91–16.94)

A motion for a counted vote is used if a member doubts the chair's declaration on the outcome of a vote—that is, that there was a mistake in counting. The chair can either automatically agree with the call for a counted vote and begin to undertake this or, if the chair does not agree this is necessary, the motion to call for a counted vote must be seconded and voted upon to pass.

Requests

Point of Order (§16.19–16.31)

A point of order is used to draw the attention of the chair to a procedural error. It interrupts business until a ruling on the matter can be made by the chair. Although the chair is the primary person responsible for enforcing procedure in a meeting, if the chair fails to do so another member can call attention to this by raising a point of order immediately after the mistake. After a point of order is raised, the chair rules on the matter, either agreeing or disagreeing that the rules were broken and offering a path forward for the assembly.

Inquiry (§16.47–16.61)

Inquiries allow members to ask questions to inform their decision making. *Parliamentary inquiries* are directed to the chair about meeting process. *Factual inquiries* are directed to the chair or through the chair to a speaker to get substantive information or clarification on a matter before the assembly. Being informed about the matters before an assembly and having the ability to ask questions is one of the fundamental underlying principles to parliamentary process—the ability to raise an inquiry is a core right of a member.

The formal way to raise an inquiry is to rise and state that you have an inquiry, have the chair ask what your inquiry is, and then to state it. This is rather cumbersome, so the typical way would be for a member to just ask their question after being recognized by the chair.

Request to Withdraw a Motion (§16.62–16.68)

A request to withdraw a motion can be made by the mover of the motion to remove (or request to remove) the motion from consideration. The mover of a motion can unilaterally withdraw the motion if (and only if) the chair has not stated or introduced the motion to the assembly (this scenario would be exceedingly rare). The mover of a motion can request to withdraw a motion at any point after the chair has stated or introduced the motion to the assembly. For example, if a motion was put forward, debate ensued, and it seemed to be the will of the assembly that this

matter should be dealt with later due to lingering uncertainty, the mover of the motion could request that the motion be withdrawn. Generally, in these circumstances the motion would be withdrawn at the chair's request for general consent (or, in the absence of general consent, by a majority vote).

Note: After it has been introduced by the chair to the assembly, the mover no longer 'owns' the motion and the motion instead belongs to the assembly, and as such the mover cannot unilaterally withdraw it.

Division of the Question (§16.69–16.78)

Division of the question allows for a motion composed of multiple parts to be voted on separately, assuming that each part of the initial motion can be independent from the others. If division of the question is requested by a member, the chair can rule that the motion be separated into two or more parts, each of which is voted on separately (and the original mover and seconder then become the mover and seconder for each of the newly divided motions).

For example, if there was a motion at Council to disestablish Centres A, B, and C, this motion could be divided into three different motions that could be dealt with separately. If, however, there was a motion to establish a new program and the new program begin being offered in a certain year, then this motion could not be divided—if the motion to establish the new program failed, a motion to have it begin being offered in a certain year would not stand up on its own or make sense.

Division of the Assembly (§16.86–16.90)

Division of the assembly is the term used for when a member requests a standing vote or a show of hands after an unclear voice vote. Since the University Council bylaws automatically default to a show of hands (or an online vote), this is not relevant for Council.

Part 4: Meeting Overview

This section provides an overview of typical (but not exhaustive) processes that unfold at Council meetings. The Executive Committee sets the agenda for each meeting, so this is subject to change.

Call to Order

The meeting is called to order after quorum is attained. Quorum is 40% of members for Council (Part, section 3, clause 1(a)). If quorum is not present, no business can be transacted, but information items can still be heard and discussed. It is important to note that quorum is something that a meeting has, and each individual vote within that meeting does not require a quorum of members voting (that is, members can abstain from voting).

The chair is responsible for notifying the assembly if it appears quorum is lost during a meeting. Alternatively, any member can request a quorum count during a meeting. If quorum is lost, no further decisions can be made. A question of quorum cannot be retroactively asked later in a meeting to challenge the legitimacy of a vote that has already occurred—it must be raised at the time of voting.

Approval of the Agenda

The agenda, along with meeting materials, is circulated in advance of Council meetings. It is adopted by a majority vote. If there are minor amendments to the agenda, such as changing the order of

items or adding a new information report under “Other Business,” this can be adopted by majority vote or by general consent. If, however, a substantive matter is added to decision, this can only be done through a two-thirds majority vote (Part 1, section 3, clause 5(f-g)). Being properly informed is a foundational principle of parliamentary procedure, and providing notice helps to protect members (§20.2).

The *Standard Code* allows for considerable flexibility in the treatment of an agenda, unless there are specific times listed for specific items. It states: “the use of an adopted agenda does not preclude other items of business from being added, deleted, or moved around on the agenda during the meeting.... An agenda is flexible and may be changed by general consent or majority vote” (§21.13).

Chair’s Remarks

This section of the meeting is used for the chair to provide updates on various matters, such as the work of the Council Executive, the work of other governing bodies, or the work of the university more broadly.

Approval of the Minutes

The minutes serve as the official record of business of an assembly. Draft minutes are circulated in advance. Members can suggest corrections to the minutes, and these are often approved by general consent. If there is disagreement about if a change should be made, the vote on approving the minutes can be postponed or there can be a formal vote on any amendments to the minutes. For more information on minutes, refer to *Guidelines for Council Minutes*.

Business Arising

This section of the meeting is used to follow up on matters from the previous meeting, such as questions that could not be answered at the time of the meeting or to correct any errors that were made or stated. The Governance Office, senior leadership, or Council members may request in advance that items be included under Business Arising at the next meeting, and materials can be provided in the meeting package as determined by the Executive Committee. Additionally, at the meeting itself, Council members can identify business arising from the minutes.

Decision Items

Decision items are main motions: they propose some change for Council to enact for the university, such as a program change, an academic restructuring, or a policy amendment. Reports are provided to Council with information, and the vast majority of decision items are presented upon the recommendation of one of the committees of Council. Motions that come from a committee are moved by the presenter (generally the committee chair) and do not require a seconder (§10.17). After the presentation of the motion, there is opportunity for debate and questions (as well as the opportunity for other motions to be applied to this motion, such as amendments). Decision items to alter the *Council Bylaws and Regulations* require a two-thirds vote to pass.

Notices of Motion

Certain decision items either *can have or require* additional notice provided to Council to enable members to consider the substance of a motion for a longer time. Changes to bylaws, including faculty council bylaws, require 30 days notice (Part 1, section 3, clause 5(e)). Additionally, other decisions *can* be presented at a meeting before it is scheduled to be voted on as a means of allowing more opportunity for feedback, such as a significant policy change.

When notices of motion are provided, a report on the matter is provided to Council and debate and discussion can happen at this time or when the request for decision happens at a subsequent meeting. Providing notice for meetings (as is done through the distribution of an agenda) is meant as a way of protecting or enhancing the rights of members to be informed, and having a longer notice period helps strengthen these in special circumstances.

Information Items

Committees will also present information reports to Council that are not accompanied by a motion, such as a summary of academic misconduct matters, reports on the responsible conduct of research, or updates on the strategic plan. Additionally, at each meeting there are generally reports from the President, the Provost, the University of Saskatchewan Students' Union, and the Graduate Students Association. Questions can be asked on any of these reports.

Other Business

This section of the meeting is for members of Council to raise additional issues or for reports on emergent or important topics to be 'walked in' to the meeting for consideration.

Question Period

This section of the meeting is for members to ask questions about matters facing the university. Most often, these questions are addressed to members of the university's administration, but they can be directed to different committees of Council or other entities.

Adjournment

After the business of the agenda has concluded and there are no further questions in question period, the chair will call for a motion to adjourn the meeting. Because no member raised additional business or asked additional questions, Council has essentially agreed through general consent that the meeting can conclude. The motion to adjourn serves to formalize this, and this motion does not require a seconder. After this motion is made, the chair declares the meeting adjourned.

More information on adjournment can be found in the "Motion to Adjourn" section above.

Part 5: University Council

The University of Saskatchewan Act, 1995 sets out the following about our governing bodies:

- How many there are.
- What powers and authority they have.
- What their membership looks like and how these members are selected.
- How they interact with the other governing bodies.

University Council has oversight of the academic affairs of USask. This includes:

- Granting degrees, diplomas and certificates
- Grants scholarships, prizes, and bursaries.
- Approving new academic programs, deleting existing programs, and modifying programs.
- Authorizing the Board to establish new colleges, schools, departments, and centres.
- Sets methods and rules for evaluating student performance.
- Disciplines students for academic dishonesty and hears appeals on academic decisions.
- Sets standards for admission.

- Makes recommendations on physical and budgetary plans for the university.

The composition of University Council is defined in section 53 of the *Act*. It is composed of:

- The president.
- The provost and vice-president academic.
- Two faculty members from each college, affiliated and federated college, and the University Library elected by the faculty of those groups.
 - USask has 13 colleges, six affiliated colleges, and one federated college.
- 54 faculty members elected by faculty.
- One student from each college and affiliated or federated college elected by the students.

Although this is the official composition of Council, at the discretion of the chair, non-members can speak at Council meetings to answer questions or participate in debate.

Council, through its bylaws, has set up the following committees:



Each of these committees has specific responsibilities as laid out in the *Council Bylaws and Regulations*. Most of these responsibilities are to make certain recommendations to Council, but under certain circumstances these committees have certain delegated responsibilities—for example, the Academic Programs Committee has been delegated to approve the academic calendar.

Further Information

For more information on procedural matters, reach out to the Governance Office:

governance.office@usask.ca

306-966-4632

Appendix A: Rules Governing Motions (adopted from the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure, 2nd Edition*)

| Rank ¹ | What You Want | What You Say | Interrupt? | Seconder? | Debate? ² | Amendable? | Vote? | Applies to What Other Motions? |
|--|---|---|------------------|-----------|----------------------|------------------|------------------------|--|
| Privileged Motions | | | | | | | | |
| 1 | End the meeting. ³ | "I move to adjourn." | No | No | No | No | None | None |
| 2 | Take a break. | "I move to recess until ..." | No | Yes | No | Yes | Majority | None |
| 3 | To address a matter that impacts the assembly. | "Point of privilege." | Yes | No | No | No | None | None |
| Subsidiary Motions | | | | | | | | |
| 4 | To postpone a motion indefinitely. | "I move to table ..." | No | Yes | No | No | 2/3 | Main motions |
| 5 | Close debate and vote immediately. | "I move to close debate." | No | Yes | No | Yes ⁴ | 2/3 | Amendable, debatable motions |
| 6 | Limit or extend debate. | "I move to modify debate such that ..." | No | Yes | No | Yes | 2/3 | Amendable, debatable motions |
| 7 | Postpone an issue to a certain time. | "I move to postpone ... until ..." | No | Yes | Yes | Yes | Majority ⁵ | Main motion (and pending subsidiary motions) |
| 8 | Refer an issue to a committee. | "I move to refer ... to the ... committee." | No | Yes | Yes | Yes | Majority | Main motion |
| 9 | Amend a motion before the assembly. | "I move to amend the motion such that ..." | No | Yes | Yes | Yes | Majority | Rewordable motions |
| Main Motions | | | | | | | | |
| 10 | To bring about a certain action. | "I move that ..." | No | Yes | Yes | Yes | Majority | None |
| 10 | Adopt a certain action instead of various related actions. | "I move to adopt ... in lieu of ..." | No | Yes | Yes | Yes | Majority | Designated motions |
| 10 | Amend something from a previous meeting. | "I move to amend ..." | No | Yes | Yes | Yes | Same vote | Adopted main motion |
| 10 | Ratify something previously done improperly. | "I move to ratify ..." | No | Yes | Yes | No | Same vote | Adopted main motion |
| 10 | Have the main assembly consider something previously sent to a committee. | "I move to recall from committee ..." | No | Yes | Yes | No | Majority | Referred main motion |
| 10 | Revote on a main motion from the same meeting | "I move to reconsider ..." | No ⁶ | Yes | Yes | No | Majority | Main motions |
| 10 | Rescind an action from a previous meeting. | "I move to rescind ..." | No | Yes | Yes | No | Same vote | Adopted main motion |
| Incidental Motions and Requests | | | | | | | | |
| N/A ⁷ | To challenge a judgement of the chair. | "I appeal the decision of the chair." | No ⁶ | Yes | Yes | No | Majority | Ruling of the chair |
| N/A ⁷ | To suspend procedures to accomplish a task. | "I move to suspend the rules so that ..." | No | Yes | No | No | 2/3 | Procedural rules |
| N/A ⁷ | To debate each section of a proposal individually. | "I move to consider by paragraph/section." | No | Yes | No | No | Majority | Main motion |
| N/A ⁷ | To get a specific vote tally. | "I move for a counted vote." | Yes | Yes | No | No | Majority ⁸ | Vote with an unclear outcome |
| N/A ⁷ | To draw attention to a procedural error and seek a ruling from the chair. | "Point of order." | Yes | No | No | No | None | Procedural error |
| N/A ⁷ | Clarity on a procedural matter or the substance of a proposal. | "Chair, I would like to know ..." | Yes ⁹ | No | No | No | None | All motions |
| N/A ⁷ | Withdraw a motion you made. | "I withdraw my motion." | Yes | No | No | No | Majority ¹⁰ | All motions |
| N/A ⁷ | To split a single motion into multiple parts. | "I would like the motion to be split into X motions." | No | No | No | No | None | Divisible motions |
| N/A ⁷ | Request a standing or show of hands vote. ¹¹ | "I request a standing vote." | Yes | No | No | No | None | Vote with an unclear outcome |

- 1: Motions are in order if no motion higher is pending.
 2: Debate must always be germane to the motion.
 3: Only if business is over; document has more information.
 4: Can be amended to alter the motions to which it applies.

- 5: Requires 2/3 to postpone to a precise time on the agenda.
 6: Can interrupt proceedings, but not a speaker.
 7: Have no rank; are dealt with as they arise.
 8: Or by the agreement of the chair.

- 9: Only if it requires an immediate answer
 10: Can be done without a vote in rare circumstances.
 11: Unnecessary by the Council bylaws as votes are cast by a show of hands.

Appendix B: Glossary

Amendment: A subsidiary motion that changes another motion by striking out, inserting, or substituting various words in a motion. For example, a motion that changes the effective date in another motion or a motion that adds a caveat to another motion are both amendments.

Assembly: A general word to refer to a gathering of people in a meeting. For the purposes of this document, it refers to either University Council or one of its committees.

Chair: The person who presides over the meeting and is responsible for orderly conduct.

General Consent: The principle by which non-controversial measures can be adopted by an assembly through a lack of objection by any member. For example, a simple amendment to a motion can be adopted by general consent if no one objects. Also called “unanimous consent.”

Majority: Over half the votes casts constitutes a majority. A majority is required on most matters, and the principle that the majority decides is a fundamental principle of parliamentary procedure.

Note: For the purposes of tabulating a majority, abstentions do not count as votes cast.

Meeting: An official gathering of the members of an assembly to conduct business.

Regular Meeting: One of a series of scheduled meetings for which the dates are predetermined. For University Council, the bylaws require Council to meet monthly from September to January and March to June and the specific dates are determined by the Executive Committee.

Special Meeting: A meeting that is not regularly scheduled and is called to conduct specific business. For University Council, special meetings can be called by the chair or by petition of 20% of the members of Council (Part 1, section 5, clause 5(d)).

Minutes: The official record of the actions of an assembly.

Motion: A proposal to an assembly to perform a certain action or adopt a certain stance; the means by which business of an assembly is conducted.

Main Motion: A substantive proposal to an assembly for the transaction of business. Generally, at University Council, main motions stem from committees.

Subsidiary Motion: A motion that applies to the main motion that helps change, deal with, or control debate relating to the main motion.

Privileged Motion: A motion that deals with basic member rights and actions of the assembly as a whole that require immediate action and have no direct connection with the main motion before the assembly.

Incidental Motion: A motion that arises out of the business of the assembly and the conduct of the meeting and do not relate directly to the main motion.

Parliamentary Authority: A book of rules and procedures for conducting meetings in assemblies. A parliamentary authority forms part of an assembly's rules of order. For University Council, the parliamentary authority is the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure, 2nd Edition*.

Recess: A break in the meeting. After a recess, the meeting begins where it left off in the agenda.

Rules of Order: The entirety of the rules that govern or guide how meetings of are conducted, such as through statute, bylaws, precedent/culture, and reference to a parliamentary authority.

Quorum: The required number of voting members necessary to be present to conduct business. For University Council, quorum is 40 percent of voting members (Part 1, section 3, clause 1(a)).

REQUEST FOR DECISION

Committee Name: Governance Committee, University Council

Date: May 14, 2026

Presented by: Susan Detmer, Chair, Governance Committee

Subject: Western College of Veterinary Medicine Faculty Council Bylaws Approval

MOTION

It is recommended by the Governance Committee that Council approve the Western College of Veterinary Medicine Faculty Council Bylaws, effective immediately.

CONTEXT AND BACKGROUND

Any approvals relating to faculty council bylaws for a college or school require approval by University Council at the recommendation of the Governance Committee of Council. At the April meeting of University Council, the Governance Committee presented a notice of motion to approve the Western College of Veterinary Medicine Faculty Council Bylaws in accordance with the requirement for a 30-day notice period.

Since the time of the notice of motion and the posting of this report, no concerns or questions were raised to the Governance Office about these proposed changes.

The bylaws can be found in their entirety in Attachment 1. Note that this report does not propose amending an existing set of bylaws, but is rather to adopt a set of bylaws for the first time.

These bylaws were presented to the Governance Committee at its meeting on April 7, 2026. The committee heard a presentation from the college, had the opportunity to ask questions, and then had a discussion amongst themselves. Additionally, these bylaws had previously been submitted to the Governance Committee for review, and at the time, the Governance Committee had questions about the proposed quorum threshold and if it was high enough. This matter was taken back for consideration at the Western College of Veterinary Medicine, and after some discussion the proposed quorum of 25 faculty members was maintained, and the Governance Committee agreed that this was appropriate.

ATTACHMENTS

1. Western College of Veterinary Medicine Faculty Council Bylaws

Western College of Veterinary Medicine

FACULTY COUNCIL BYLAWS

Preamble

These bylaws describe and set forth procedures relating to the governance of the Faculty Council of the Western College of Veterinary Medicine and are subject to the bylaws, policies and regulations of the University Council, which establishes the Faculty Council. To the extent that any previous resolution of the Faculty Council or its predecessors or any committee of that council is inconsistent with this bylaw, this bylaw has precedence.

Faculty Council Regulations

1. *Constitutional Powers and Duties*

1. The Faculty Council of the Western College of Veterinary Medicine is established under the authority of the University of Saskatchewan Council, whose powers and duties are in turn established by the University of Saskatchewan Act, 1995.
2. Under Part Three of the University Council's Bylaws, the Faculty Council of each college or school, subject to the provisions of the University Act, the Bylaws of the University Council and the general control of the University Council, shall have charge of matters of scholarship and discipline. The duties delegated by the University Council to the Faculty Councils are laid out in Part Three, Section V, Subsection 2 of the University Council Bylaws.
3. Those duties are specified as follows:
4. To make recommendations to the University Council concerning the requirements for admissions to programs offered by the college or school;
5. To establish and report to the University Council on the number of students who may be admitted to a college or program of study and to report to the University Council on the number of students admitted each year;
6. To make recommendations to the University Council concerning addition, deletion or modification of courses and programs of study, and concerning the requirements for successful completion of such programs;
7. To establish and publish rules and methods for the progression and graduation of students and for their suspension or requirement to withdraw permanently for failure to meet the requirements for progression;
8. Subject to the University Council's examination regulations, to establish and publish rules and standards with respect to the assessment and examination of students in courses and programs offered by the college or the school;
9. To make decisions concerning progression of students and concerning their suspension or requirement to withdraw, in accordance with the rules approved by the Faculty Council, and to hear appeals of such decisions;
10. To approve candidates for degrees, diplomas and certificates;
11. To approve candidates for scholarships, prizes and other awards and honours;

12. To establish a mechanism for appointing hearing boards to hear allegations of academic misconduct as provided for under the University Council's regulations governing academic misconduct;
13. To consider appeals from students in accordance with the University Council's regulations governing student appeals in academic matters;
14. To authorize courses in veterinary medicine in accordance with s.34 of The Veterinarians Act, 1987.
15. In addition to these statutory powers and duties, Faculty Council serves as a forum for the participation and engagement of members of faculty council in discussions of policies, plans and decisions by the College administration that directly affect those areas for which faculty council has responsibility.

2. Membership

The membership of the Faculty Council of the Western College of Veterinary Medicine is prescribed in the Bylaws of the University Council, Part Three, Section V, Subsection 1.

- I. In addition to those members listed in (II) below as members of the Faculty Councils of each college and school, the Faculty Council of all colleges and schools shall include the following: (* non-voting members)
 - a. The President of the University;*
 - b. The Provost and Vice-President Academic;*
 - c. Vice-President Research;*
 - d. Vice President Finance and Resources;*
 - e. Vice President University Relations;*
 - f. Vice-Provost Teaching and Learning;*
 - g. Associate Vice-President Student Affairs;*
 - h. Chief Information Officer and Associate Vice-President Information and Communications Technology;*
 - i. The Dean of the College;
 - j. Dean of Graduate Studies and Research;
 - k. Dean University Library or designate;*
 - l. University Secretary;*
 - m. University Registrar and Director of Student Services;*
 - n. Such other persons as the University Council may, from time to time, appoint in a voting or non-voting capacity;
 - o. Such other persons as the Faculty Council may, from time to time, appoint in a non-voting capacity;*
- II. Faculty Council of the Western College of Veterinary Medicine
 - a. Those Professors, Associate Professors, Assistant Professors, Extension Specialists, full-time Lecturers, Instructors and Special Lecturers who, for administrative purposes, are assigned to the Dean of the Western College of Veterinary Medicine;



- b. Faculty representatives from Agriculture & Bioresources (1), Biology (1), Chemistry (1), Dentistry (1), Medicine (1), Pharmacy & Nutrition (1);
 - c. Clinical Associates to attend and vote on non-confidential matters at meetings of the Faculty;
 - d. Four (4) full-time undergraduate students, representative of each year of the DVM program, to attend and vote on non-confidential matters at meetings of the Faculty;
 - e. Two (2) graduate students registered in Veterinary Medicine through the College of Graduate and Postdoctoral Studies to attend and vote on all non-confidential matters at meetings of the Faculty.
- III. The University Secretary, or an assigned deputy, shall act as Secretary of each Faculty Council.

Members on leave retain their right to participate in meetings and are counted in quorum.

In accordance with a duly approved motion of the Faculty Council, Faculty Council may recommend changes in its membership to the University Council.

3. Appointment and Election of Members

For those members of the Faculty Council who are not members by virtue of their position as administrators or as members of the Faculty of the Western College of Veterinary Medicine:

1. The representatives of other departments from other colleges and schools shall be elected/appointed by the Dean and shall hold membership for a period of two (2) years.
2. The undergraduate students shall be appointed by the Dean and shall hold membership for a period of one (1) year.
3. The graduate students shall be appointed by the Dean and shall hold office for a period of one (1) year.

An ex-officio member who is entitled under Council bylaws to delegate their membership may designate an individual to serve on the faculty council with the same powers as the designator. Such designations will last for a twelve-month period of time and are subject to renewal. In the event that the designate is unable to complete the full term, another individual may be designated in their place. To initiate the designation, the ex officio member will inform the chair of the faculty council.

During the period of designation, the ex officio member initiated the designation may attend meetings of the faculty council with a voice but no vote.

4. Officers and Duties

1. The Dean is the chair of the Faculty Council.
2. The chair shall be responsible:
 - a. To preside at all meetings of the Faculty Council, to preserve order and decorum and, subject to appeal, to decide all questions of order and other questions as provided in these bylaws.
 - b. To prepare a draft agenda for each meeting of the Faculty Council and to present it for approval at the meeting.



- c. In accordance with the University Council's Bylaws, to transmit to the University Council for consideration and review all matters which belong to the care of the University Council or which from their nature concern more than one college or school.
 - d. To ensure the maintenance of an archive of the proceedings and all approved minutes of faculty council meetings.
 - e. As the spokesperson for faculty council, to explain the decisions, activities, and procedures of faculty council.
3. The secretary acts as the delegate of the University Secretary under University Council's Bylaws Part Three, Section V.1.E. Under the general direction of the chair, the secretary shall be responsible:
- a. To assist the chair in the preparation of agendas and minutes.
 - b. To arrange for the distribution of notice of meetings and agendas to all members of the faculty council.
 - c. To record all motions, resolutions, and other decisions taken at meetings.

5. Meetings

1. Regular meetings of the faculty council will be held at least three (3) times each academic year.
2. Notice of regular meetings will be in writing and will be provided to all members no less than fourteen (14) days in advance of the meeting.
3. A special meeting of the Faculty Council may be held at any time upon the call of the chair and require written notice to all members not less than seven (7) days in advance.
4. An agenda and, whenever practical, all supporting material shall be sent to each member of the faculty council at least seven (7) days in advance of the meeting.
5. The quorum for regular and special meetings will be twenty-five (25) voting members.
6. Any regular meeting may be postponed or cancelled at the call of the chair.
7. Regular meetings of the faculty council are normally open to the members of the university community and may at the discretion of the chair be open to the general public. Non-members may speak at the discretion of the chair but, unless they are voting members of the Faculty Council, are not entitled to vote. The chair may call for any meeting or portion of the meeting to be closed. Every member of the Faculty Council, whether a voting or a non-voting member, shall be entitled to attend closed meetings and sessions, unless that member has a conflict of interest, in which case the conflict shall be declared, and the chair shall rule whether the members should remain. Student members will be considered in conflict of interest and excluded from consideration of those matters where the performance of students is under review or consideration.

6. Procedures and Voting

1. Meetings shall be presided over by the chair; or in the absence of the chair, a delegate faculty member designated by the chair.



2. The agenda will be approved at the beginning of each meeting. Notice of any motions to be voted upon by the Faculty Council will be included in advance in the agenda material.
3. Convocation lists of degrees, certificates, honours and distinctions and the recommendations of convocation awards need not be included in advance in the agenda material but may be circulated at the meeting at which these items are considered.
4. Except as provided elsewhere in these bylaws, all questions legitimately before faculty council shall be decided by a majority of votes of the present members.
5. Voting will normally be by show of hands. A procedural motion to require a written vote must be seconded and approved by the majority.
6. In matters requiring an urgent decision, and at the call of the chair, a motion may be put to the members electronically outside a regular or special meeting. Electronic approval of a fifty one percent majority of the voting members of faculty council to any motion will be deemed to have the same force and effect as a motion adopted by a vote of the members at a meeting duly convened and will be recorded in the minutes of the next regular meeting.
7. Any member may have their vote recorded for the minutes on request. The number voting for or against a motion shall be entered on the minutes at the call of any two (2) members.
8. For procedures not covered in these bylaws, faculty council adopts the rules of order adopted by University Council.

7. Committees

1. Faculty Council may establish standing and ad hoc committees to facilitate its work and subject to the approval of University Council and without jeopardizing Council's authority, may delegate decisions to its standing committees.
2. Unless a motion of Faculty Council passed in accordance with a delegation by the University Council specifically provides otherwise, all recommendations of committees will be brought to Faculty Council for consideration.
3. All standing committees will meet and report to Faculty Council at least once each academic year. Responsibility for calling committee meetings rests with the chair of the committee.
4. Standing committees may create subcommittees.
5. There is no requirement that committees be composed entirely of faculty.
6. All standing and ad hoc committees will have written terms of reference outlining their composition and accountabilities. Each committee should regularly review its own terms of reference and may recommend changes to Faculty Council as required. The memberships and terms of reference of standing committees of the Faculty Council, as well as other committees of the Western College of Veterinary Medicine are specified in Part Two of these bylaws.
7. The Executive Committee will nominate members, chairs and ad hoc committees of the Faculty Council and of other college committees and will present its nominations to Faculty Council at the June meeting, and otherwise as required when vacancies occur.



8. Term of office for chairs and members of standing committees will begin July 1 unless otherwise provided by the Executive Committee.
9. A vacancy will be declared in the case of a committee member who will be absent from campus or otherwise unavailable to attend meetings for a period of six consecutive months or more.
10. In the case of a vacancy on a committee between meetings of Faculty Council, the Faculty Council delegates authority to fill the vacancy to the Executive Committee in accordance with the membership requirements of the committee, for the balance of the academic year.
11. The Dean is an ex officio non-voting member of all standing committees.
12. An ex officio member of a committee may designate an individual to service in Their place with the same powers as the designator. Such designations shall last for a twelve-month period and are subject to renewal. In the event that the individual is unable to complete the full term, another individual may be designated in their place. To initiate the designation, the ex officio member will inform the chair of the Faculty Council and the chair of the committee involved. During the period of designation, the ex officio member who initiated the designation may attend the meetings of the faculty council with a voice but no vote.
13. The quorum for all standing committees is a majority of the voting members.
14. Matters decided by the committee shall be decided by a majority vote of those present and eligible to vote.
15. Committees shall ensure that minutes are taken at meetings; these minutes shall be made available to all members of the Faculty Council.
16. The Dean may seek the advice or assistance of a committee of Faculty Council with respect to particular items of business. The advice and assistance shall not contradict or conflict with policies of Faculty Council, and the committee shall report to Faculty Council on the general nature of the advice given.

8. Records

1. Council Bylaws require that “each Faculty Council shall keep a recording of its proceedings and that this record shall be open to any member of the Faculty Council.” A copy of the proceedings shall, upon request, be furnished by its secretary to the chair of the University Council and/or the President of the University.
2. Records of motions from closed sessions may be deemed confidential by the chair and the related portion of the minutes may remain confidential at the discretion of the chair. In such cases the non-confidential portion of the minutes will reflect the fact that a confidential section has been removed. Both the non-confidential and the confidential portion of the minutes are considered to constitute the official record of the meeting and will be preserved for the official archive.



9. Independence and Conflict of Interest

1. Members of the Faculty Council and its committees will have as their principle concern the welfare of the college and of the university. They will exercise independent judgment and may not act as agents of any person or organization.
2. If a member of Faculty Council has a conflict of interest in any matter under consideration, the member shall disclose their interest when speaking on the matter in Faculty Council proceedings and will abstain from voting in committee proceedings on matters on which they have a conflict of interest. When appropriate, the member will withdraw from all committee deliberations with respect to the matter. The minutes will reflect the disclosure and any abstention or withdrawal.
3. The chair or a member of a committee is entitled to raise the question whether another member has a conflict of interest or perceived conflict of interest on a matter before the committee and/or to refrain from voting on a matter before the committee.

10. Amendment

1. A motion to amend the bylaws will be preceded by a notice of motion presented in writing to the members not less than 30 days prior to the date of the meeting at which the motion is to be considered and will require a 2/3 majority vote of those present and voting.



Standing Committees of Council

Admissions Committee

Companion Animal Health Fund Committee

Continuing Education Committee

Curriculum Committee

Graduate Student Awards Committee

Oncology Research Fund Committee

Teaching and Learning Committee

Townsend Equine Health Research Fund Committee

Undergraduate Student Awards Committee

WCVM Committee on Indigenous Engagement

Wildlife Health Research Fund Committee



NOTICE OF MOTION

Committee Name: Governance Committee, University Council

Date: May 14, 2026

Presented by: Susan Detmer, Chair, Governance Committee

Subject: Amendments to the Academic Programs Committee Terms of Reference

MOTION

It is recommended by the Governance Committee that Council approve the terms of reference for the Academic Programs Committee in the *Council Bylaws and Regulations* as described in this report, effective July 1, 2026.

CONTEXT AND BACKGROUND

Any change to the *Council Bylaws and Regulations* requires approval by University Council at the recommendation of the Governance Committee of Council. This is a notice of motion to Council to amend the terms of reference for the Academic Programs Committee in accordance with the requirement for a 30-day notice period for any bylaw amendments. As such, the request for decision to adopt these bylaws will be presented to Council on June 11, 2026.

Over the past year, the Academic Programs Committee has undertaken a review of its terms of reference to clarify the role and responsibilities of the committee and to align with current practice.

Discussion on this matter occurred over three committee meetings, and on March 25, 2026 the changes (articulated below) were approved by the committee.

These changes were presented to the Governance Committee at its meeting on May 5, 2026. The Governance Committee endorsed the changes as presented.

SIDE-BY-SIDE COMPARISON

| Current | Edits | New |
|--|--|---|
| Recommending to Council policies and procedures related to academic programs and sustaining program quality. | Recommending to Council policies and procedures related to academic programs and sustaining program quality (e.g. Assessment Policy , Course Delivery Policy and Admission to Degree Programs Policy). | Recommending to Council policies and procedures related to academic programs and sustaining program quality (e.g. Assessment Policy , Course Delivery Policy and Admission to Degree Programs Policy). |
| Approving minor changes (such as wording and renumbering) to rules governing examinations and reviewing and recommending to Council substantive changes. | Approving minor changes (such as wording and renumbering) to rules governing examinations and reviewing and recommending to Council substantive changes. to the procedures attached to the Assessment and Course Delivery Policies and recommending substantive changes to Council. | Approving changes to the procedures attached to the Assessment and Course Delivery Policies and recommending substantive changes to Council. |

| | | |
|---|--|--|
| | <p>Evaluating the fit alignment of new academic programs, program deletions and major program revisions academic program proposals with university policy and procedures and considering financial analysis provided by the Strategic Finance Office and endorsement by the Provost. reviewing financial sustainability of proposals for new academic programs and program deletions; and recommending to Council on new programs, major program revisions and program deletions, including their budgetary implications.</p> <p><i>Note: Created a separate point for the recommendation of new programs, deletions and major revisions – see next line.</i></p> | <p>Evaluating the alignment of new academic programs, program deletions and major program revisions with university priorities, policies and procedures and considering financial analysis provided by the Strategic Finance Office and endorsement by the Provost.</p> |
| N/A | N/A | <p>Recommending to Council new academic programs, program deletions, and major program revisions.</p> |
| <p>Approving minor program changes, including additions of new courses and revisions to or deletions of existing courses and reporting them to Council.</p> | N/A | N/A |
| <p>Consulting with Planning and Priorities Committee on processes and outcomes of academic program review, following consultation with the Planning and Priorities Committee and other Council committees as appropriate.</p> <p>Consulting with Planning and Priorities Committee on proposals for the establishment, disestablishment or amalgamation of any college, school, department or any unit responsible for the administration of an academic program.</p> | | <p>Consult with Planning and Priorities Committee on:</p> <ul style="list-style-type: none"> • Processes and outcomes of academic program review. • Proposals for the establishment, disestablishment or amalgamation of any college, school, department or any unit responsible for the administration of an academic program. • Proposed or discontinuing affiliation or federation of other institutions with the University when academic programs are impacted. |

Consulting with Planning and Priorities Committee on proposed or continuing affiliation or federation of other institutions with the University.

Reporting to Council on the academic implications of enrolment plans, changes, and admission standards.

N/A

N/A

Approving the annual academic schedule and reporting the schedule to Council for information and recommending to Council substantive changes in policy governing dates for the academic sessions.

N/A

N/A

Recommending to Council classifications and conventions for instructional programs.

Recommending to Council classifications and conventions for instructional programs e.g. [Academic and Curricular Nomenclature](#), [Certificate and Diploma Guidelines](#), [Micro-credential Guidelines](#), [University Course Challenge Procedures](#), [Moribund Course Procedures](#), [Special Topics Courses](#), [Cross-College Minor Procedures](#)

Recommending to Council classifications and conventions for instructional programs (e.g. Academic and Curricular Nomenclature, Certificate and Diploma Guidelines, Micro-credential Guidelines, University Course Challenge Procedures, Moribund Course Procedures, Special Topics Courses, Cross-College Minor Procedures)

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.

N/A

N/A

Carrying out all the above in the spirit of a philosophy of equitable participation and an appreciation of the contributions of all people, with particular attention to rigorous and supportive programs for Indigenous student success, engagement with Indigenous communities, inclusion of Indigenous knowledge and experience in curricular offerings, and intercultural engagement among faculty, staff and students.

~~In carrying out all the above in the spirit of a philosophy of equitable participation and an appreciation of the contributions of all people, with particular attention to rigorous and supportive programs for Indigenous student success, engagement with Indigenous communities, inclusion of Indigenous knowledge and experience in curricular offerings, and intercultural engagement among faculty, staff and students.~~ [its responsibilities, the Academic Programs Committee will operate in a spirit of respect, equity, inclusion, and belonging, ensuring meaningful](#)

In carrying out its responsibilities, the Academic Programs Committee will operate in a spirit of respect, equity, inclusion, and belonging, ensuring meaningful participation for all members of the university community. The committee affirms its role in shaping academic programs that reflect the university's commitments to EDI, Indigenization, and the creation of learning environments where all learners can thrive.

| | | |
|---|--|--|
| | <p>participation for all members of the university community. The committee affirms its role in shaping academic programs that reflect the university's commitments to EDI, Indigenization, and the creation of learning environments where all learners can thrive.</p> | |
| <p>Considering outreach and engagement aspects of programs.</p> | <p>Considering outreach and engagement aspects of programs as appropriate.</p> | <p>Considering outreach and engagement aspects of programs as appropriate.</p> |
| <p>Consider the priorities of the University, such as Indigenization and internationalization, when assessing current and new academic programs and policies.</p> | <p>Consider the priorities of the University, such as Indigenization and internationalization, when assessing current and new academic programs and policies.</p> | <p>None – wrapped into the new wording of commitment to EDI and Indigenization</p> |

CLEAN VERSION

The Academic Programs Committee of University Council is responsible for:

- 1) Recommending to Council policies and procedures related to academic programs and sustaining program quality (e.g. Assessment Policy, Course Delivery Policy and Admission to Degree Programs Policy).
- 2) Approving changes to the procedures attached to the Assessment and Course Delivery Policies and recommending substantive changes to Council.
- 3) Evaluating the alignment of new academic programs, program deletions and major program revisions with university priorities, policies and procedures and considering financial analysis provided by the Strategic Finance Office and endorsement by the Provost.
- 4) Recommending to Council new academic programs, program deletions, and major program revisions.
- 5) Consult with Planning and Priorities Committee on:
 - Processes and outcomes of academic program review
 - Proposals for the establishment, disestablishment or amalgamation of any college, school, department or any unit responsible for the administration of an academic program.
 - Proposed or discontinuing affiliation or federation of other institutions with the University when academic programs are impacted.
- 6) Recommending to Council classifications and conventions for instructional programs (e.g. Academic and Curricular Nomenclature, Certificate and Diploma Guidelines, Micro-credential Guidelines, University Course Challenge Procedures, Moribund Course Procedures, Special Topics Courses, Cross-College Minor Procedures).
- 7) Considering outreach and engagement aspects of programs as appropriate.
- 8) In carrying out its responsibilities, the Academic Programs Committee will operate in a spirit of respect, equity, inclusion, and belonging, ensuring meaningful participation for all members of the university community. The committee affirms its role in shaping academic programs that reflect the university's commitments to EDI, Indigenization, and the creation of learning environments where all learners can thrive.

NOTICE OF MOTION

Committee Name: Governance Committee, University Council

Date: May 14, 2026

Presented by: Susan Detmer, Chair, Governance Committee

Subject: Amendments to the Research, Scholarly and Artistic Works Committee Terms of Reference

MOTION

It is recommended by the Governance Committee that Council approve the terms of reference for the Research, Scholarly and Artistic Works Committee in the *Council Bylaws and Regulations* as described in this report, effective July 1, 2026.

CONTEXT AND BACKGROUND

Any change to the *Council Bylaws and Regulations* requires approval by University Council at the recommendation of the Governance Committee of Council. This is a notice of motion to Council to amend the terms of reference for the Research, Scholarly and Artistic Works Committee in accordance with the requirement for a 30-day notice period for any bylaw amendments. As such, the request for decision to adopt these bylaws will be presented to Council on June 11, 2026.

The Research, Scholarly and Artistic Works Committee has undertaken a review of its terms of reference to clarify the role and responsibilities of the committee and to align with current practice.

The changes below were approved by the Research, Scholarly and Artistic Works Committee at its meeting on September 11, 2025.

These changes were presented to the Governance Committee at its meeting on May 5, 2026. The Governance Committee endorsed the changes as presented.

CHANGES TO TERMS OF REFERENCE

The Research, Scholarly and Artistic Works Committee of University Council is responsible for:

1. Recommending to Council on issues and strategies to support research, scholarly, and artistic work.
2. Recommending to Council on policies and issues related to research integrity and ethics in the conduct of research, scholarly, and artistic work.
3. Recommending to Council and providing advice to the Vice-President, Research on community engagement and knowledge translation activities related to research, scholarly, and artistic work.
4. Providing advice to the Vice-President, Research and reporting to Council on issues relating to the granting agencies that provide funding to the University.
5. Providing advice to the Vice-President, Research, the Vice-Provost, ~~Teaching, Learning, and Student Experience~~, **Students and Learning** and the Dean of the College of Graduate and Postdoctoral Studies on the contributions of undergraduate and graduate students and postdoctoral fellows to the research activity of the University.
6. ~~Examining~~ **Provide advice on** proposals for the establishment of any institute or centre engaged in research, scholarly, or artistic work at the University **by delegating an RSAW member to serve on the centres subcommittee of** ~~and providing advice to the Planning and Priorities Committee of Council.~~

7. Receiving annual reports from the Vice-President, Research and the Dean of College of Graduate and Post-Doctoral Studies.
8. Receiving and reporting to Council the University's research ethics boards' annual reports.
9. 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.
10. Considering the priorities of the University community, such as Indigenization and internationalization, when assessing current and new research, scholarly, and artistic work activities.

ITEM FOR INFORMATION

Committee Name: Planning and Priorities Committee, University Council

Date: May 14, 2026

Presented by: Christian Willenborg, Chair, Planning and Priorities Committee

Subject: Access to Information and Privacy Policy

SUMMARY

By way of background, USask continues to work on policy review and updates where the Planning and Priorities Committee (PPC) has become the Council touch point for consultation. At its March 4, 2026, meeting, PPC reviewed and provided input on the proposed updates to the Freedom of Information and Protection of Privacy Policy. Final approval of this policy is within the Board of Governors (BoG) purview and was approved at the April BoG meeting. Given the significant impact of this policy on the entire campus community, PPC is bringing this item forward for information.

The revisions to the policy were prompted from internal audit recommendations to clarify roles, responsibilities, and modernize the document. The revisions focused on making the policy more concise, principles-based, and aligned with current legislation. Key changes include renaming the policy, shifting administrative responsibility to the Legal Office, expanding the purpose statement, emphasizing four core privacy principles, simplifying the policy statement, revising the scope to focus on records of information, and updating roles and responsibilities—particularly for senior administrators and FOIP liaisons.

PPC members expressed appreciation for the opportunity to review the revisions on behalf of University Council and provided recommendations to the Legal Office. The general themes of the recommendations were a need for greater clarity on processes as well as more external facing resources and procedural documentation. In response to these recommendations, the Legal Office made a commitment to providing support, enhancing the distinction between access and privacy (and the prominence of access to information), which was addressed in the policy by clarifying roles and responsibilities as well as stressing transparency and routine access to information.

The revised policy can be found online: [Access to Information and Privacy Policy](#)

REQUEST FOR DECISION

Committee Name: Research, Scholarly and Artistic Work Committee, University Council

Date: May 14, 2026

Presented by: Eric Lamb, Chair, Research, Scholarly and Artistic Work

Subject: Care and Use of Animals in Science at the University of Saskatchewan (USask) Policy

MOTION

It is recommended by the Research, Scholarly and Artistic Work Committee that Council approve the revised Care and Use of Animals in Science Policy effective July 1, 2026.

CONTEXT AND BACKGROUND

The Office of the Vice President Research is proposing a new Care and Use of Animals in Science Policy. The existing 2001 policy is outdated, and functions more like a terms of reference document than a true policy. In addition, the current document is misaligned with Canadian Council on Animal Care (CCAC) expectations. The new policy establishes university-level commitments and authorizes the University Animal Care Committee (UACC) to manage operational details, which must remain aligned with evolving CCAC guidelines. No significant changes to the current day-to-day operations of the UACC are expected to result from the adoption of this policy.

A Culture of Care Statement is also coming forward as a companion to the draft policy. A Culture of Care document reflects the university's commitment to supporting the wellbeing of staff, trainees, and others involved in animal work. The statement is driven by emerging best practices internationally and highlights compassion fatigue, emotional pressures, and the need for supportive environments for personnel within animal research.

The policy revision team included the UACC chairs, the University Veterinarian, and administrative staff, with governance office support and review by the legal office.

CONSULTATION

The University Veterinarian and Director of Animal Ethics Research and Infrastructure Kurtis Swekla brought forward the proposed policy and Culture of Care Statement to RSAW on March 12, 2026. The committee reviewed the documents and provided feedback, in addition suggested further consultation with the Pedagogical Merit Review Committee (PMRC) as well as the Scientific Merit Review Committee for Animal Based Research (SMRCABR).

A revised version of the Policy and Culture of Care Statement was brought forward to RSAW on April 9th, 2026. RSAW had the opportunity to review the revised documents and ask questions. RSAW voted in favour of the new policy and culture of care statement. The policy was also presented to the Senior Management Team (SMT) for review on April 20th, 2026 with no concerns raised.

ATTACHMENTS

1. **Care and Use of Animals in Science at the University of Saskatchewan (USask) Policy and Culture of Care Statement**

Title of Policy: Care and Use of Animals in Science at the University of Saskatchewan (USask)

Office of Administrative Responsibility:
Animal Care and Research Support Office
Policy Owner (Sponsor):
Vice-President, Research
Approving Body:
University Council

Category:
Policy Number:
Last Revision Date: Jan 1, 2001
Effective Date: July 1, 2026
Next Review Date: July 1, 2029

Purpose:

To ensure that activities involving animals are conducted in a principled and ethical manner, in full compliance with applicable local, federal, and international standards, laws, and regulations.

Principles:

The University of Saskatchewan acknowledges that the responsible use of animals in science plays an important role in advancing scientific knowledge and education for the benefit of human and animal health. This policy is in place to demonstrate that the University of Saskatchewan recognizes its ethical responsibility in the use of animals in science and is committed to ensuring such use is scientifically justified and conducted with respect for animal welfare. As part of animal use in science, the University of Saskatchewan is committed to the principles of Replacement, Reduction, and Refinement (the 3Rs).

USask is committed to fostering a culture of care in all activities involving animals. This commitment is guided by the principles outlined in the UACC Culture of Care document, which emphasizes respect, responsibility, and ethical stewardship in the use of animals for scientific and educational purposes.

The USask Animal Care and Use Program (ACUP) is committed to transparency in all scientific activities involving animals. This includes openness about animal housing facilities and a continuous focus on improvements that prioritize animal welfare in both decision-making and research and teaching practices.

Through these commitments, the University of Saskatchewan affirms its responsibility to balance scientific advancement with humane and ethical treatment of animals and in adherence to the CCAC Ethics Principles for Animal Use in Science document (2026) fundamental principles of respect for animals, sufficient benefit, and not causing harm.

Policy:

USask requires that any use of animals in science - including research, teaching, production, and testing - or in any other activities conducted by individuals affiliated with the University, its partners, or within USask facilities, services, or using University funds or accounts, must comply with all applicable local, federal, and international laws and standards. This includes adherence to the most current policies and guidelines of the Canadian Council on Animal Care (CCAC), as well as any other standards endorsed by the CCAC, required by funding agencies, or mandated by law.

The University Animal Care Committee (UACC), reporting to the Vice-President Research, is the body authorized to oversee the administrative aspects of animal use at USask and its affiliates. The UACC's Terms of Reference define its oversight responsibilities and outline the structure and roles of all associated subcommittees (e.g., animal use protocol review, facility inspection, education and training). The UACC is responsible for establishing and monitoring procedures to ensure ethical conduct in activities involving animals and compliance with all applicable laws, guidelines, and policies. Specific Terms of Reference for Facility Veterinarians outline their responsibilities to oversee the health and welfare of all animals in their assigned facilities. Personnel involved in animal care and use must be appropriately trained and competent, and animals must be housed and cared for in a manner that supports their physical and behavioral well-being.

University Animal Care Committee (UACC)

The UACC is a university committee reporting to the Vice-President Research. Its Terms of Reference are developed by its members and endorsed by the Vice-President Research. The UACC is composed of faculty, veterinarians, scientists, institutional non-animal users, community members, facility managers, animal technicians, USask trainees (undergraduate and graduate students and postdoctoral fellows), and program support staff.

The UACC meets regularly to review:

1. Its Terms of Reference and procedure documents, ensuring alignment with CCAC policies and guidelines, evolving University needs, and developments in science, animal welfare, and society.
2. The housing and care conditions for animals, as well as the suitability of research facilities.
3. Standard operating procedures related to animal care and use.

As per CCAC policy, all activities involving animals require scientific or pedagogical merit. Any activities which are funded without external independent peer review require internal USask scientific merit through the Scientific Merit Review Committee for Animal-Based Research (SMRCABR) which reports to the Vice-President Research.

The Pedagogical Merit Review Committee (PMRC) for Animal-based Teaching and Training, reporting to the Vice-Provost Students and Learning, evaluates all USask courses for credit and training programs that use animals for pedagogical merit ensuring animal use meets relevant learning outcomes and non-animal models are considered.

Scope of this Policy:

This policy applies to all members of USask involved in research, teaching, testing, or production of live animal vertebrates and cephalopods. Members of USask include but are not limited to, faculty, professors emeriti, sessional lecturers, staff, trainees, clinical faculty, graduate and undergraduate students, adjunct professors, visiting professors, visiting scholars, professional affiliates, associate members, residents, and postdoctoral fellows (PDFs) at USask.

In addition, this policy applies to those individuals and/or institutions that have entered into affiliation agreements with USask for purposes of Animal Care Committee oversight.

Authority

Acting on behalf of the USask President, the UACC has the authority to:

1. Halt any procedure if it determines that an animal is experiencing unnecessary pain or distress.
2. Immediately stop any use of animals that deviate from approved protocols, involve unapproved procedures, or cause unexpected pain or distress.
3. Order the euthanasia of an animal if its pain or distress cannot be relieved.

Responsibilities:

The Vice-President Research serves as the Institutional Official ensuring the University of Saskatchewan's Animal Care and Use Program complies with CCAC standards and all applicable legal and policy requirements.

The UACC is responsible for ensuring that all activities involving live animals are carried out only after approval of an animal use protocol by the USask Animal Research Ethics Board (AREB).

Researchers, instructors, and other animal users are responsible for conducting all animal-based activities in accordance with USask policies and procedures, as well as relevant provincial, national, and international laws and guidelines. Procurement or use of CCAC-defined animals must not occur before AREB approval is granted.

Major proposals and plans (e.g.; new species used, facility alterations), construction, or renovation that involve animal facilities or animal use at USask must have direct input and approval from the University Veterinarian to ensure compliance with applicable animal-based laws, policies, procedures, and guidelines.

Non-Compliance:

Failure to conduct animal use activities as approved by the USask AREB, or to comply with USask policies, procedures, and applicable federal, provincial, international, or local laws, is considered non-compliance. Such cases are addressed through the UACC and USask Responsible Conduct of Research non-compliance processes.

Definitions

The source of institutional approved definitions is in the Academic and Curricular Nomenclature.

For the purposes of this policy:

- Animals used in science: *defined by animals used in research, teaching, testing, or production*
- Research is defined as: *any investigation involving animals that is undertaken to acquire or contribute to knowledge. This includes both basic and applied research, and encompasses activities in fields such as biomedical sciences, agriculture, psychology, and veterinary medicine;*
- Teaching is defined as: *any use of animals for educational or training purposes, where the primary goal is to impart knowledge or develop skills;*
- Testing is defined as: *the use of animals in procedures designed to assess the safety, efficacy, or quality of substances, products, or devices, often required by government or industry standards for product approval (e.g. pharmaceuticals, chemicals);*
- Production is defined as: *the breeding and maintenance of animals for the purpose of supplying animals to be used in science and/or producing food, fiber, or other agricultural products;*
- Animals are defined as: *vertebrates and cephalopods.*

*Definitions are based on CCAC guideline documents.

Related Policies/Documents/Procedures

Lists and links to related University policies, procedures, and other relevant documents.

[USask Culture of Care](#)

[Academic and Curricular Nomenclature](#)

[UACC Terms of Reference](#)

[SMRCABR Terms of Reference](#)

[PMRC Terms of Reference](#)

Applicable Legislation or Regulations

Lists and links to Applicable Legislation or Regulations as applicable.

[University of Saskatchewan Act, 1995](#)

[Canadian Council on Animal Care \(CCAC\)](#)

[Canadian Council on Animal Care \(CCAC\) Three Rs](#)

[Saskatchewan Animal Protection Act, 2018](#)

[Tri-Agency Framework: Responsible Conduct of Research, 2021](#)

[Agreement on the Administration of Agency Grants and Awards by Research Institutions](#)

Revision History

Please list the historical information in chronological order from oldest to newest.

| Date initially approved and date(s) re-formatted or revised | By whom and what type of revision | Maintained by |
|--|--|----------------------|
| | | |

Approval Path

Senior Management Team

Research Scholarly and Artistic Work Committee

University Council

Received by the University Secretary



BACKGROUND

The term Culture of Care (**CoC**) as used in the research animal community describes both an attitude and a comprehensive approach to the treatment and management of animals within an institution. An organizational mindset that surpasses mere adherence to the minimum standards set by local, regional, and national regulations characterizes CoC. An effective CoC is evident through the promotion of compassionate and respectful behavior towards both animals and personnel, and by fostering a sense of accountability for ongoing improvement processes. When fully embraced, a CoC is aspirational and continually evolves to ensure sustained programmatic enhancements.

The concept of a CoC has developed internationally during the past decade as a holistic and global approach to multiple aspects of ethical and responsible animal care and use. The key components of CoC include:

- thoughtful consideration and active implementation of beneficial animal welfare and replacement, reduction, and refinement (3Rs) practices for all CCAC covered species being maintained and worked with
- promoting well-being and support of those caring for and working with animals
- an institutional emphasis on excellence in scientific quality, reproducibility, and integrity
- the presence of mechanisms that foster institutional openness with internal and external stakeholders

Overall, an institution demonstrates CoC by promoting caring and respectful behavior towards animals and personnel, as well as instilling a sense of responsibility for sustaining processes of improvement. An institutional CoC ensures ethical and humane care and treatment of animals.

USASK STATEMENT ON CULTURE OF CARE

The University of Saskatchewan (**USask**) dedicates itself to fostering a CoC that transcends basic compliance with regulatory standards. USask commits to continuous improvement in the following key areas:

1. **Animal Welfare and the 3Rs:** USask prioritizes the well-being of all CCAC covered animals involved in research and teaching by adhering to the principles of replacement, reduction, and refinement.
2. **Staff and Student Well-being and Support:** USask recognizes staff, faculty and students are a significant asset. USask commits to providing a supportive and nurturing environment that promotes the well-being, professional growth, and job satisfaction for the entire USask community.

3. **Scientific Quality, Reproducibility, and Integrity:** USask strives for excellence in research and teaching practices with the goal of producing high quality, reproducible, and ethically sound scientific outcomes that contribute to the advancement of knowledge.
4. **Openness and Transparency:** USask believes in maintaining open lines of communication with internal and external stakeholders. Transparency in processes and findings is essential to building trust and fostering collaborative relationships.

By embedding these principles into daily operations, USask aims to create a positive and robust research and learning environment that benefits the community as a whole and **'Be What the World Needs'**.

The USask University Animal Care Committee (UACC) commits to fostering a CoC by focusing on the following areas:

Definition of Institutional Values and Policies: Internal communication helps to promote the establishment and reinforcement of institutional values and policies regarding animal care and use. Providing information to new staff, and re-training of existing animal users, is important for the acceptance of these values within the institution.

Coordination and Collaboration: Open and effective coordination and collaboration between senior administration and the UACC are essential for commitment and execution of a CoC across the institution's animal care and use program, veterinary practices, and animal care staff. Open communication between these key groups is vital for achieving a successful and effective CoC program.

Personnel Well-being: Attention to the well-being of personnel, particularly those performing tasks with a higher risk of compassion fatigue and stress, is crucial. A culture of care for animals is led by a CoC for people.

Training Programs: Implementing effective training programs ensures that personnel working with animals are skilled and competent. This reduces animal stress and enhances personnel confidence and satisfaction, contributing to high quality and reproducible research data.

Continuous Improvement: Ongoing evaluation and enhancement of the animal care and use program is essential. The UACC can achieve this through periodic reviews and evaluations of the program, ensuring that continuing education opportunities are available to UACC members and those working with animals, as well as through retrospective reviews with researchers and facility personnel.

Empowerment and Encouragement: USask encourages those involved in animal use to contribute to the improvement of the animal care and use program. Encouraging active participation and showing appreciation of contributions empowers animal users and fosters further promotion and focus on animal welfare and 3Rs initiatives.

Promotion of 3R Approaches: Actively promoting the 3Rs when caring for and working with animals is essential. Recognizing and rewarding 3Rs achievements by animal care and research

personnel can be an effective way to encourage improvements in this area.

Public Communication: Clearly communicating the institution's objectives in working with animals in science to the public helps maintain public trust and supports the institutional CoC. Communication with the public also helps support and enhance the personal well-being of those working with and studying animals.

REVISION HISTORY

| | | |
|--|-----------------------------|--|
| Date Approved: April 2026 | | Written by: T. Liboiron, A. Plante, K. Swekla |
| Procedure Review and Revision History | | |
| Revision Number | Review/Revision Date | Reviewer |
| 1 | | |

ITEM FOR INFORMATION

Committee Name: Research, Scholarly and Artistic Work Committee, University Council

Date: May 14, 2026

Presented by: Eric Lamb, Chair, Research, Scholarly and Artistic Work Committee

Subject: Device Security and Research Travel Security

SUMMARY

At its March 12, 2026, meeting, RSAW met with Lisa Belhumeur, Senior Research Security Specialist, Research Acceleration and Strategic Initiatives, Jon Collier, Chief Information Security Officer and Karim Panjvani, Research IT Security Coordinator to discuss device security and security best practices for traveling researchers. The committee found the information extremely valuable; therefore, is being brought to Council to broaden awareness.

The presentation described a growing collaboration between the Research Security Office (RSO) and Information and Communications Technology (ICT) to help reduce the risks associated with travel, especially international travel. Travel security brings together national security obligations (such as sanctions and export controls), Canadian research security policies, funding requirements, IT security, and personal safety considerations. When researchers or staff travel for conferences, meetings, or fieldwork, they often carry devices that provide access to sensitive research data, institutional systems, or controlled information. If those devices are lost, inspected, compromised, or intercepted, this can lead to legal, policy, or funding-related issues for both the individual and the university.

To address these risks, the RSO offers tailored travel security briefings that take into account who is travelling, where they are going, and what they will be doing. Particular attention is paid to higher-risk destinations, such as China, Russia, and Iran, though guidance can be provided for any location. These briefings are designed to raise awareness of how foreign intelligence services may target travellers, common recruitment or coercion tactics, detention risks, and behaviours that can increase or reduce personal and institutional risk. The intent is not to alarm travellers, but to equip them with practical information so they can make informed decisions and recognize situations that may warrant caution or follow-up.

ICT's contribution focuses on protecting data and devices while travelling. The core message is to minimize the amount of data taken on trips, as devices used outside institutional control are more exposed to theft, inspection, or compromise. Guidance emphasizes protecting credentials, using secure storage solutions instead of local files, being cautious with public and hotel networks, avoiding public charging stations, and keeping devices physically secure. These practices reduce the potential impact if a device is lost, accessed, or seized and reinforce the shared responsibility for safeguarding institutional systems and information.

Looking ahead, RSO and ICT are working toward a more formal travel security program, currently in the planning stages. A future pilot, targeted for fall 2026, would test an integrated approach that combines travel security briefings with IT guidance. The long-term goal is to make travel security guidance more accessible, practical, and easy for the university community to follow, while strengthening overall protection of people, research, and institutional assets.

For more information or to book a travel consultation contact Lisa Belhumeur: Belhumeur.lisa@usask.ca

REQUEST FOR DECISION

Committee Name: Joint Committee of Chairs and Professorships, University Council

Date: May 14, 2026

Presented by: Scott Walsworth, Chair, Vice-Provost, Faculty Relations

Subject: Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease

MOTION

It is recommended by the Joint Committee on Chairs and Professorships that University Council and the Board of Governors approve the Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease in the College of Medicine.

CONTEXT AND BACKGROUND

The Hospitals of Regina Foundation Pediatrics Research Chair will be a visionary and internationally recognized clinician-scientist who will lead the development of a high-impact research consortium focused on advancing knowledge about the early-life origins of chronic diseases. As most chronic diseases are associated with altered inflammation and immune responses, the Chair will be accomplished in studying the roles prenatal and early childhood inflammation and immunity have on influencing the occurrence of future diseases.

The Chair will forge collaborations with other researchers investigating early life genetic, environmental, psychosocial, and lifestyle determinants of chronic conditions such as diabetes, asthma, obesity, and autoimmune and cardiovascular disorders, with the goal of advancing prevention strategies and improving health outcomes.

The Chair directly supports the University of Saskatchewan's signature area of Health and Wellness by leading a comprehensive research program focused on understanding and addressing the root causes of chronic disease. It also aligns with the College of Medicine's strategic priorities to advance transdisciplinary research, promote health equity, and improve health outcomes across Saskatchewan— particularly in rural, remote, and Indigenous communities. This Chair complements existing initiatives, including the Canada Research Chair on the Developmental Origins of Health and Disease in Indigenous People.

Source and Amount of Funding is \$4,000,000 from Hospitals of Regina Foundation over 10 years to support academic and research activities of the newly established Chair.

Other funding available to support the Chair:

- Approximately \$6,000,000 (\$600,000 annually) for the clinical and research portion of the Chair's compensation. This would be a clinician Scientist position (medical faculty) within the Academic Clinical Funding Program (ACFP). The ACFP is managed by SHA, College of Medicine, USask and the Ministry of Health.
- \$250,000 in research funding from the College of Medicine Dean's Office over the first two years.
- \$600,000 in kind support from the Office of the Vice-Dean Research (administrative and research facilitation over 10 years)
- Eligible for up to \$280,000 for CoMGrad graduate student scholarships
- Eligible for up to \$600,000 for CoMRad research project awards
- \$50,000 (over 10 years) from the Office of the Vice- President Research in support of the Health and Wellness Signature Area

CONSULTATION

The creation of the Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease has been discussed with, and endorsed by, the donor, the Office of the Vice President Research, the Office of the Vice President University Relations, the Office of the Vice- Provost, Faculty Relations, and the Joint Committee of Chairs and Professorships.

ATTACHMENTS

Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease Terms of Reference



UNIVERSITY OF SASKATCHEWAN

Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease Terms of Reference

Purpose:

The Hospitals of Regina Foundation Pediatrics Research Chair will be a visionary and internationally recognized clinician-scientist who will lead the development of a high-impact research consortium focused on advancing knowledge about the early-life origins of chronic diseases. As most chronic diseases are associated with altered inflammation and immune responses, the Chair will be accomplished in studying the roles prenatal and early childhood inflammation and immunity have on influencing the occurrence of future diseases.

The Chair will forge collaborations with other researchers investigating early life genetic, environmental, psychosocial, and lifestyle determinants of chronic conditions such as diabetes, asthma, obesity, and autoimmune and cardiovascular disorders, with the goal of advancing prevention strategies and improving health outcomes.

The Chair directly supports the University of Saskatchewan's signature area of Health and Wellness by leading a comprehensive research program focused on understanding and addressing the root causes of chronic disease. It also aligns with the College of Medicine's strategic priorities to advance transdisciplinary research, promote health equity, and improve health outcomes across Saskatchewan—particularly in rural, remote, and Indigenous communities. This Chair complements existing initiatives, including the Canada Research Chair on the Developmental Origins of Health and Disease in Indigenous People.

The Chair will hold an appointment within the Department of Pediatrics within the College of Medicine and Saskatchewan Health Authority, and will report to the Provincial Head of the Department of Pediatrics.

The Chair position will be that of a full-time clinician-scientist (medical faculty) devoting a minimum of 20% of time to clinical service and patient care and a maximum of 80% of time to academic (research) pursuits.

Accountability:

All terms of reference must align with the *Guidelines for Chairs and Professorships*.

Chair Type:

Defined/Limited Term Chair – 10 year term

Background:

Hospitals of Regina Foundation (HRF) is making a philanthropic investment to support the creation and establishment of a Clinical Research Chair in Pediatrics at the University of Saskatchewan's College of Medicine. This Chair will be known as the Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease (hereafter referred to as "the Chair"), pending approval from the University of Saskatchewan's Board of Governors.

The Chair will receive the following support:

The College of Medicine will provide a full-time, PhD-trained research facilitator to consult, assist, and review research collaborations, funding strategies, and grant applications. Their support is readily available to the Hospitals of Regina Foundation Pediatrics Chair of Origins of Health and Disease for the development of grant applications, identification of research funding opportunities, and planning interdisciplinary and inter-institutional initiatives.

Administrative support through the College of Medicine
Financial management and budget support through the Dean of Medicine and/or Vice-Dean research office in the College of Medicine.

Participation in the College's CoMGrad and CoMRad award programs to support trainee development.

Integration into interdisciplinary research teams including VIDO, the Canadian Light Source, the Colleges of Kinesiology and Veterinary Medicine, and external institutions such as the University of Regina and First Nations University of Canada

Infrastructure and research space will be made available by the College of Medicine.

Source and Amount of Funding:

\$4,000,000 from Hospitals of Regina Foundation over 10 years to support academic and research activities of the newly established Chair.

Other funding available to support the Chair:

Approximately \$6,000,000 (\$600,000 annually) for the clinical and research portion of the Chair's compensation. This would be a clinician Scientist position (medical faculty) within the Academic Clinical Funding Program (ACFP). The ACFP is managed by SHA, College of Medicine, USask and the Ministry of Health.

\$250,000 in research funding from the College of Medicine Dean's Office over the first two years.

\$600,000 in-kind support from the Office of the Vice-Dean Research (administrative and research facilitation over 10 years)

Eligible for up to \$280,000 for CoMGrad graduate student scholarships

Eligible for up to \$600,000 for CoMRad research project awards

\$50,000 (over 10 years) from the Office of the Vice-President Research in support of the Health and Wellness Signature Area

Tenability:

The *Hospitals of Regina Foundation Pediatrics Chair* will be held for a 10-year term and will be funded by an annual gift from HRF of \$400,000 for 10 years.

A first payment of \$100,000 will be made within fifteen (15) days of the completion and signing of this gift agreement and the terms of reference for the proposed Research Chair, representing a downpayment on the first annual pledge payment of \$400,000.

\$300,000, representing the balance of the first annual pledge payment will be made on or before December 31, in the year the selected chair holder assumes his duties.

Subsequent pledge payments of \$400,000 will be made annually on or before December 31, for the duration of the pledge period, provided the chair remains in good standing.

Search Committee:

The Provost and Vice-President Academic (or designate), the Vice President Research (or designate) and the Dean of the College of Medicine, in consultation with the Department of Pediatrics shall establish a search committee to identify an appropriate candidate. The search committee will be comprised of:

The Dean, College of Medicine (Chair)

The Provincial Head of Pediatrics

The Vice-Dean Research, College of Medicine

A representative from Hospitals Regina Foundation

An academic advisor to Hospitals of Regina Foundation, to be named by the Foundation at its discretion.

A 36-month phased recruitment plan has been developed, including targeted outreach and international advertising. Recruitment will be both targeted and globally advertised. The anticipated recruitment timeline is outlined in Appendix I.

Qualifications of the Chair:

A doctoral degree (MD) and a PhD or equivalent formal research training, with demonstrated excellence and a strong track record in research

Proven track record of conducting high-quality research in pediatrics, ideally related to the "Origins of Health and Disease."

Demonstrated leadership and management skills.

Strong record of obtaining research funding.

A commitment to education and mentorship.

Clinical experience in pediatrics.

Chairholder responsibilities:

Research Leadership:

Provide visionary leadership for an Origins of Health and Disease multidisciplinary research consortium

Be dedicated to advancing knowledge in the origins of health and disease.

Research Initiatives:

Identify key research priorities within the "Origins of Health and Disease" theme and develop a strategic research plan to address these priorities.

Seek external funding opportunities and grants to support research initiatives and projects.

Collaboration and Networking:

Foster collaborations and partnerships with other departments, institutions, and external stakeholders to facilitate interdisciplinary research.

Promote knowledge exchange and collaboration with national and international experts in origins of health and disease research and knowledge mobilization.

Education and Training:

Contribute to the education and training of undergraduate and graduate students, as well as postdoctoral fellows, by supervising research projects and providing mentorship.

The Chair will convene one major conference annually, complemented by regular grand rounds and academic seminars throughout the year related to origins of health and disease research.

Clinical Practice:

Maintain an active medical practice in the Chair's pediatric clinical discipline,

Incorporate research findings into clinical practice to improve patient outcomes.

The Chair will maintain a regular and meaningful presence in Regina and southern Saskatchewan as part of the Chair's provincial mandate. At a minimum, this will include two (2) days per month in Regina, delivered through the Chair's protected clinical time, as appropriate to the Chair's subspecialty.

The specific nature, frequency, and location of this activity will be defined through the Chair's Academic Clinical Funding Plan and annual Individual Service Agreement, and may exceed the minimum expectation depending on clinical service needs, research focus, and program development. The development of programs or initiatives delivered in Regina and southern Saskatchewan is expected and strongly encouraged in support of the Chair's provincial mandate.

Dissemination of Research:

Publish research findings in high-impact peer-reviewed journals and present research at national and international conferences.

Engage with the media and the community to communicate research findings and promote public awareness of the origins of health and disease discoveries.

Ethical and Regulatory Compliance:

Ensure that all research activities adhere to the ethical guidelines and regulatory requirements as per the Office of Vice President of Research at USask.

Promote a culture of research integrity and responsible conduct among team members.

Annual performance of the chairholder will be evaluated by the Management Committee based on research productivity, leadership, funding acquisition, and contributions to the Origins of Health and Disease research theme.

The holder of the Chair will submit reports and/or a lay summary of scholarly and financial activities in accordance with university practices to the chair of the management committee on an annual basis. The reports will outline accomplishments of the Chairholder in keeping with the Chair's purpose and objectives.

Term of Chair:

The successful Chair will hold an ongoing Medical Faculty appointment in the Department of Pediatrics. The Chair title will be initially conferred for a 10-year term and may be renewed based on performance, demonstrated accomplishments and availability of funding.

Renewal:

Any renewal of the Chair must be initiated prior to the end of the term and will follow the procedures outlined in Section 5.0 of the University of Saskatchewan Guidelines for Chairs and Professorships. Prior to the conclusion of the initial term, the University of Saskatchewan shall review the Chair's impact and outcomes in consultation with the College of Medicine and the Saskatchewan Health Authority. In accordance with the donor agreement, the Hospitals of Regina Foundation shall be granted the first right of refusal to renew funding for a subsequent term, if a renewal of financial support is required. Should the Foundation decline renewal of financial support, if required, the University may seek alternative funding sources to continue the Chair, subject to institutional priorities and available resources. The name of the Chair shall survive the conclusion of the initial term until such time as Hospitals of Regina Foundation declines to renew its financial support, if such support is required. Only with the Foundation's express refusal to renew shall other funders be approached.

Review:

The objective of the Chair is to develop and enhance a specific area of teaching, research, or service for a defined or limited period. The appointment would be for a fixed term, with possible renewal under exceptional circumstances. It is expected that funds provided will support the annual costs of the Chair, including compensation, applicable benefits and research activities of the Chairholder, for a specified term. Chairholder scholarly progression must be reviewed at least biennially. A financial review must occur annually. Chairholders must submit a final report at the end of their term.

Oversight:

As the Chair will be appointed under an Academic Clinical Funding Plan (ACFP), their responsibilities and performance will be governed through a formal physician contract with the Saskatchewan Health Authority and the University of Saskatchewan. This structure will ensure that the Chair's clinical, research, and academic activities align with the agreed-upon mandate and deliverables.

An institutional-level oversight and management committee will be established to provide ongoing guidance and accountability, and to ensure the Chair's program remains aligned with the objectives, commitments, and expectations outlined in the approved proposal and Terms of Reference, including those agreed to by the donor.

The Management Committee will include but not be limited to:

Dean, College of Medicine

Vice-Dean Research, College of Medicine

Provincial Head, Department of Pediatrics

President & CEO or Senior Designate, Hospitals of Regina Foundation

Appropriate finance manager from the college and Department of Pediatrics

The Dean, College of Medicine or Vice Dean of Research, College of Medicine, will act as chair of the Management Committee.

Oversight responsibilities shall include the following:

1. Oversee the activities of the Chair;
2. Oversee management of the fund to ensure compliance with the terms of the trust deed and the on-going financial integrity of the initiative;
3. Approve annual budgets;
4. Receive annual financial statements of the trust fund;
5. Receive and review the biennial scholarly report, the annual financial report and the final report on the activities of the Chairholder; and
6. Provide a copy of the required scholarly, financial and final reports to the co-chairs of the Joint Committee on Chairs and Professorships

Removal of Chairholder:

Any allegations related to a breach of one or more of the University policies made against a Chairholder should follow appropriate university policies and procedures related to the nature of the breach. This includes, but is not limited to, policies related to research, financial stewardship, and/or health and safety and/or employment. Should the appropriate process conclude and determine that the Chairholder has breached a University Policy or failed to meet an expectation as a faculty member, the provost and vice president academic and vice president research will review the recommendation from the Dean and determine appropriate measures regarding the continuation of the Chairholder which may include termination from the Chair. The final determination will be communicated to the Chairholder, the dean/executive director and the chair of the Management Committee (if applicable). The University of Saskatchewan will advise Hospitals of Regina Foundation of decisions to remove the Chairholder and will provide plans to either identify and recruit a new candidate or cease support for the Hospitals of Regina Foundation Pediatrics Chair in the Origins of Health and Disease.

Eligible Expenditures:

Expenditures will be aligned with Section 2.0 of the *Guidelines for the Establishment of Chairs and Professorships*.

Unspent Funds:

At such time that the Chair ceases to be in existence, any unspent funds will be used exclusively for research in the Department of Pediatrics in the College of Medicine related to the origins of health and disease.

Insufficient Funds:

Should there be insufficient funds to cover the costs of the chair, the excess cost will be covered by the College of Medicine.

In the event that circumstances make the Hospitals of Regina Foundation Pediatrics Research Chair in the Origins of Health and Disease no longer practical or desirable, the Management Committee, in consultation with Hospitals of Regina Foundation will recommend to University Council and the Board of Governors of the University of Saskatchewan, changes to the Chair. These recommendations will maintain, as much as is reasonably possible, the Chair's spirit and general intent as identified in its statement of Purpose.

The creation of this Chair is subject to approval of both University of Saskatchewan Council and University of Saskatchewan Board of Governors.

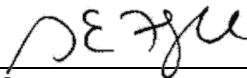
The **College of Medicine** recommends acceptance based on the above terms.



April 2, 2026

Dr. Linda Chelico, PhD, BSA
Vice-Dean, Research (Biomedical Sciences)

Date



Dr. Sarah Forgie, MD
Dean College of Medicine

April 2, 2026
Date

The **Office of the Vice-Provost, Faculty Relations** recommends acceptance based on the above terms.



April 6, 2026

Dr. Scott Wallsworth
Vice-Provost, Faculty Relations

Date

The **Office of the Vice President, Research** recommends acceptance based on the above terms.



April 6, 2026

Dr. Dawn Wallin
Associate Vice President, Research

Date

Approved and accepted on behalf of the **Board of Governors of the University of Saskatchewan**.

Cheryl Hamelin
Vice-President, University Relations

Date

Appendix I Recruitment Plan Timeline

A 36-month phased recruitment plan has been developed, including targeted outreach and international advertising. Recruitment will be both targeted and globally advertised.

Search and Selection Committee establishment: 2 months

Advertising and candidate identification phase: 6 months

Long-list applicant screening: 1 month

Short-list applicant vetting and first interviews: 6 months

Short-listed applicants' site visits: 6 months

Preferred candidate second visit and negotiations to final agreement: 4 months

Lead time for chosen candidate to relocate: 8 months

Flex time (to accommodate unanticipated delays): 3 months

Chair Term: 10 years from start date with option to renew

REQUEST FOR DECISION

Committee Name: Joint Committee for Chairs and Professorships, University Council

Date: May 14, 2026

Presented by: Scott Walsworth, Chair, Vice-Provost, Faculty Relations

Subject: KPMG Enhancement Chair in Environmental, Social and Governance

MOTION

It is recommended by the Joint Committee on Chairs and Professorships that University Council and the Board of Governors approve the KPMG Enhancement Chair in Environmental, Social and Governance in the Edwards School of Business.

CONTEXT AND BACKGROUND

The KPMG Enhancement Chair in Environmental, Social and Governance (ESG) is meant to assist the Edwards School of Business in retaining talented, high potential faculty with strong research and scholarship, and who may be at risk to accept a job offer from another institution. The KPMG Chair in ESG position is expressly invested in the School's research profile and reputation through publications in academic accounting outlets related to ESG, supervision of accounting graduate and/or undergraduate honours students, and to acknowledge outstanding service to the accounting academy and profession.

A gift of \$60,000 from the KPMG Foundation. The gift will be received as follows:

- \$20,000 received on or before December 31, 2026
- \$20,000 received on or before January 31, 2027
- \$20,000 to be received on or before December 31, 2028

KPMG Foundation may renew funding for additional three-year increments at their discretion upon completion of their initial commitment.

CONSULTATION

The creation of the KPMG Enhancement Chair in Environmental, Social and Governance has been discussed with, and endorsed by, the donor, the Office of the Vice President Research, the Office of the Vice President University Relations, the Office of the Vice-Provost, Faculty Relations, and the Joint Committee on Chairs and Professorship.

ATTACHMENTS

KPMG Enhancement Chair in Environmental, Social and Governance (ESG) Terms of Reference



UNIVERSITY OF SASKATCHEWAN

KPMG Enhancement Chair in Environmental, Social and Governance (ESG) Terms of Reference

- Purpose:** The KPMG Enhancement Chair in Environmental, Social and Governance (ESG) is meant to assist the Edwards School of Business in retaining talented, high potential faculty with strong research and scholarship, and who may be at risk to accept a job offer from another institution. The KPMG Chair in ESG position is expressly invested in the School's research profile and reputation through publications in academic accounting outlets related to ESG, supervision of accounting graduate and/or undergraduate honours students, and to acknowledge outstanding service to the accounting academy and profession.
- Accountability:** All terms of reference must align with the *Guidelines for Chairs and Professorships*.
- Chair Type:** This will be an Enhancement Chair.
- Background:** Edwards and KPMG are working together to create a specific program that achieves our shared goals of increasing impactful research for the profession and enhancing the teaching and learning mission to graduate the next generation of accounting professionals and community leaders.
- Source and Amount of Funding:** A gift of \$60,000 from the KPMG Foundation. The gift will be received as follows:
- \$20,000 received on or before December 31, 2026
 - \$20,000 received on or before January 31, 2027
 - \$20,000 to be received on or before December 31, 2028
- KPMG Foundation may renew funding for additional three-year increments at their discretion upon completion of their initial commitment.
- Tenability:** The Chair will be in existence for a period of three (3) years, and thereafter at the discretion of the donor, subject to funding renewal.

Selection Committee: There shall be a Selection Committee established by the Dean, Edwards School of Business for the selection of an appropriate candidate.

Chairholder responsibilities: The holder of the Chair will report annually on their activities in accordance with university practices to the Dean, Edwards School of Business. The reports will outline accomplishments of the Chairholder in keeping with the Chair's purpose and objectives.

Chair are expected to:

- sustain their academic duties and scholarly work at the level for which they were awarded the position,
- contribute to the enhancement of research and scholarship at the Edwards School of Business,
- provide service to their department, college, university and/or profession at a level consistent with academic rank.
- The holder of this Chair position will be someone who can offer mentorship to more junior faculty members, including in the area of accounting honours student mentorship and/or graduate accounting student supervision.

Term of Chair: The Chair will be established for an initial three-year term.

The Chair may be renewed for additional three-year terms, subject to funding renewal and at the discretion of the KPMG Foundation.

Upon renewal, a new selection process will be initiated to appoint the Chair.

Review: Chairholder scholarship progression must be reviewed at least biennially. A financial review must occur annually. Chairholders must submit a final report at the end of their term.

Oversight: The Dean, Edwards School of Business will be responsible for the oversight of the chair. The Dean may appoint a committee to assist with oversight of the chair.

Oversight responsibilities shall include the following:

1. Oversee the activities of the Chair or Professorship;
2. Oversee management of the fund to ensure compliance with the terms of the trust deed and the on-going financial integrity of the initiative;
3. Approve annual budgets;

4. Receive annual financial statements of the trust fund;
5. Receive and review the biennial scholarly report, the annual financial report and the final report on the activities of the Chairholder; and
6. Provide a copy of the required scholarly, financial and final reports to the co-chairs of the Joint Committee on Chairs and Professorships

Removal of Chairholder:

Any allegations related to a breach of one or more of the University policies made against a Chairholder should follow appropriate university policies and procedures related to the nature of the breach. This includes, but is not limited to, policies related to research, financial stewardship, and/or employment. Should the appropriate process conclude and determine that the Chairholder has breached a University Policy or failed to meet an expectation as a faculty member, the provost and vice president academic and vice president research will determine appropriate measures regarding the continuation of the Chairholder which may include termination from the Chair. The final determination will be communicated to the Chairholder, the dean/executive director and the chair of the Management Committee (if applicable).

Eligible Expenditures:

Consistent with the current administration of enhancement chairs in the Edwards School of Business, a total of \$20,000 will be available annually. Chairholders will receive an annual salary stipend of \$15,000 (the equivalent of 3–5 CDIs). The remaining \$5,000 shall be allocated to support the Chairholder’s research program, including but not limited to the hiring of student research assistants or other research-related expenses, as agreed upon by the Chairholder and the Dean of the Edwards School of Business. Should this administrative practice change during the term of the chair, the allocation of the \$20,000 between stipend and research may be adjusted in consultation with the Dean of the Edwards School of Business.

Unspent Funds:

At such time that the Chair ceases to be in existence, any unspent funds will be used for research in ESG Accounting in the Edwards School of Business.

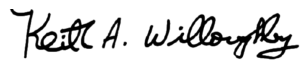
Insufficient Funds:

Should there be insufficient funds to cover the costs of the chair, the excess cost will be covered by the Edwards School of Business.

In the event that circumstances make the KPMG Chair in ESG no longer practical or desirable, the Management Committee, in consultation with KPMG Foundation, will recommend to University Council and the Board of Governors of the University of Saskatchewan, changes to the Chair. These recommendations will maintain, as much as is reasonably possible, the Chair's spirit and general intent as identified in its statement of Purpose.

The creation of this Chair is subject to approval of both University of Saskatchewan Council and University of Saskatchewan Board of Governors.

The Edwards School of Business recommends acceptance based on the above terms.



Keith Willoughby
Dean, Edwards School of Business

May 1, 2026

Date

The Office of the Vice-Provost, Faculty Relations recommends acceptance based on the above terms.



Scott Walsworth, PhD
Vice-Provost, Faculty Relations

May 4, 2026

Date

The Office of the Vice President, Research recommends acceptance based on the above terms.



Dawn Wallin, BA Bed Med PhD
Associate Vice-President Research (Engagement)

May 4, 2026

Date

Approved and accepted on behalf of the Board of Governors of the University of Saskatchewan.

Kimberly Kroll-Goodwin, MBA, CFRE
Interim Vice-President, University Relations

Date



Interim Provost's Report to Council

May 2026

GENERAL REMARKS

As we move through May, the energy on our campuses appears to shift as students and colleagues focus on different activities, which hopefully include opportunities to refresh. There are two items I wish to highlight as part of general remarks this month.

First, some will recall that in November 2021, USask signed the Scarborough Charter, becoming one of the dozens of partner institutions across Canada committed to its principles. Signatories of the Scarborough Charter are committed to redressing anti-Black racism and to fostering Black inclusion in post-secondary institutions, based on four overarching principles: Black flourishing, inclusive excellence, mutuality, and accountability.

The mandate of the Provost's Advisory Committee – Scarborough Charter (PAC-SC) is to provide USask's provost and vice-president academic with advice on priorities and actions stemming from the commitments outlined in the Scarborough Charter. Members of the inaugural PAC-SC have been focusing significant attention on a series of very successful years of programming for Black History Month. We are now re-activating the advisory activity with the PAC-SC continuing to make recommendations on institutional strategies and transformative actionable steps to assist USask in addressing anti-Black racism by critically reviewing policies, processes, and practices.

Membership includes:

- Dr. Loleen Berdahl, Office of the Provost and Vice President Academic
- Dr. George Mutwiri, School of Public Health
- Dr. Jacob Alhassan, College of Medicine
- Dr. Funmi Abioye, College of Law
- Wainwright Noble, Office of the Vice President Research
- Edith Conacher, College of Medicine
- Azul Gonzalez Avila, University of Saskatchewan Students' Union
- Samson Ogala, Pan-African Students Association
- Mandela Alema, Graduate Students' Association

- Lecia Ellis, Black Graduate Students Association of Saskatchewan

Second, tuition for the 2026-27 academic year was announced to current and incoming USask students on April 23. These changes will take effect in Fall 2026. Tuition rate changes vary by program. Undergraduate programs will see domestic and international tuition increases averaging 2.8 per cent, which aligns with [the provincial government's Saskatchewan Post-Secondary Multi Year Operating Fund Memorandum of Understanding \(MOU\)](#) announced in 2025. For graduate programs, the university has set tuition increases averaging 4.6 per cent for domestic and international students.

Students are our highest priority, and we will work with students to ensure their needs, financial and otherwise, are supported wherever possible. USask provides financial support to promote equitable access for students who are most in need of support to begin or continue their university education. To assist with affordability and accessibility, USask provides \$61 million annually in financial aid, through scholarships, bursaries, tuition waivers and crisis aid. An additional \$1M will be made available for financial crisis aid for those most in need of funding in 2026-27. If you are not already aware, USask has a helpful [financial planning estimator tool](#) that thousands of students have been accessing to assist with their annual planning.

For more information on 2026/27 tuition rates, please visit the [tuition and fees website](#).

USASK UPDATES

RED DRESS DAY

Guided by the words of Elder Mary Lee “face the wind, it brings back memories”—a collaborative installation marked Red Dress Day on May 5 through listening, presence, and remembrance. Decorated brass bells were hung within the red willow bluffs surrounding the Gordon Oakes Red Bear Student Centre; their voices carried by the wind as a living memorial. The bells were created through open community workshops, where all were welcome to gather, create, learn, and remember together. Each bell holds space for story, grief, honour, and resilience. The bells will remain in the willows until early June, sounding with the wind, before being respectfully taken down and stored until next year. All are invited to sit for a moment, listen, pay your respects, and reflect on the lives of Missing and Murdered Indigenous Women, Girls, and Two-Spirit people. This installation honours those voices, heard and unheard, and asks us to remain present, accountable, and connected. [More information.](#)

PRINCIPAL, PRINCE ALBERT CAMPUS

Dr. Jay Wilson has been extended to serve an additional two-year term as principal of the University of Saskatchewan Prince Albert campus, from Aug. 1, 2026 to July 31, 2028.

A long-standing member of the USask community, Dr. Wilson has served the university for more than 30 years as an educator, researcher, and academic leader. Since his initial appointment as principal in 2024, the Prince Albert campus has experienced significant growth, including increased enrolment, expanded program offerings, and strengthened community-based teaching and service initiatives. Notable developments include new commerce course offerings, growth in nursing and dental therapy programs, and expanded clinical placements supporting both students and the community. Through strong local engagement and collaborative leadership, Dr. Wilson has helped position the Prince Albert campus for continued success. Please join us in congratulating him on this extension.

COLLEGE UPDATES, ACHIEVEMENTS AND MILESTONES

A selection of recent accomplishments, achievements and milestones for USask's college and school community are shared below.

USSU TEACHING EXCELLENCE AWARDS

The University of Saskatchewan Undergraduate Students' Union (USSU) facilitates a voting process to select the recipients of Teaching Excellence Awards each academic year. Selected by students, the USSU Teaching Excellence Awards recognize those who have demonstrated enthusiasm, organization, and fairness in evaluation, providing exceptional commitment and support to their classrooms. Congratulations to this year's recipients: Dr. Alec Aitken (PhD), Dr. Caroline Arbuckle (PhD), Dr. Gabriel Dalio Bernardes (PhD), Dr. Jason Bowey (PhD), Dr. Diana Heney (PhD), Dr. Martin Kohlberger (PhD), Dr. John Moffatt (PhD), Dr. Scott Napper (PhD), Michelle Patterson (RN), and Dr. Bunyamin Tar'an (PhD). Your dedication and passion for teaching are having a true impact on students.

YWCA WOMEN OF DISTINCTION AWARDS

We are proud to congratulate members of the USask community who have been named nominees for the 2026 YWCA Saskatoon Women of Distinction Awards in various categories. Their leadership, scholarship, and community impact reflect the very best of USask. Congratulations to all award nominees on this well-deserved recognition.

STEM: Dr. Linda Chelico (PhD), Dr. Corinne Schuster-Wallace (PhD), Dr. Azita Haddadi (PharmD)

Education: Dr. Vallerie Gordon (MD)

Health and Wellness: Dr. Charissa Pockett (MD)

Community Building: Florence Kurai Mudzongo

NEW FOUNDATIONAL PATHWAYS IN ARTS AND SCIENCE CERTIFICATE

The College of Arts and Science is introducing a new certificate program that will open possibilities for university students. The [Foundational Pathways in Arts and Science certificate](#) is designed to capture the course areas that are needed for all Arts and Science programs while setting students up for success if they continue into a degree program. The certificate will allow students who have successfully completed 24-credit units to receive a credential in return for their effort, whether they choose to go onto pursue additional studies, like a degree program, or other interests.

NEW FLEXIBLE-LEARNING ENGINEERING CLASSROOM MARKS MAJOR MILESTONE

The newly renovated classroom in the College of Engineering, 2B04, marks a major milestone in USask Engineering's Innovation, Design, Engineering and Applied Science project, which includes both strategic renovations and a future expansion to the engineering building. It is the college's first significant renovation since 2002 and the addition of the chemical engineering wing. Supported by funding from the Government of Saskatchewan Ministry of Advanced Education, alumni donors and a legacy gift from the William Martin Backlund Estate, the space is now home to a 124-seat classroom that is designed for flexibility and collaboration.

STUDENT-LED GALA HIGHLIGHTS CAMPUS INCLUSIVITY

In March, the Edwards Queer Student Society hosted its fourth annual gala at Louis' Loft, bringing together students, faculty and members of the business community to recognize and celebrate 2SLGBTQIA+ voices and allies. Centered on the theme Resiliency Stronger, Braver, Prouder, the event provided opportunities for networking, reflection and learning through dinner, student engagement and keynote remarks. The gala featured keynote speakers Carissa McNaught and Alana Rabby Dowling of You Therapies YXE, who shared insights from their work building an inclusive, community-focused psychotherapy practice in Saskatoon. The event highlighted student leadership, inclusion and the importance of creating spaces that support belonging and resilience across the university community.

ENACTUS UNIVERSITY OF SASKATCHEWAN REGIONAL COMPETITION RESULTS

Enactus University of Saskatchewan participated in the Enactus Canada Regional Exposition, held March 12 and 13 in Vancouver, British Columbia, and earned second place

in the TD Entrepreneurship Challenge for its Build-A-Business project, a four-week entrepreneurship program designed to support individuals with intellectual disabilities. The team also demonstrated impact through projects including Re-Colour, which diverts used crayons from landfills through upcycling, and Giving FWRd, a food waste reduction initiative that transforms surplus food into ready-to-eat meals for community members in need. The achievements highlight student leadership, social innovation, and the application of entrepreneurial learning to address community challenges. Congratulations to Enactus University of Saskatchewan on this accomplishment.

EXPERIENTIAL LEARNING THROUGH COMMUNITY-ENGAGED TAX PREPARATION

During the 2026 tax season, the Edwards School of Business delivered its Volunteer Tax Prep Program in partnership with Sask Housing and SaskAbilities, hosting seven community tax clinics and filing 142 personal tax returns for community members living in senior residences and individuals supported by SaskAbilities, doubling both the number of clinics offered and the total returns prepared compared to the previous year. The program engaged 44 student volunteers, supported by 11 faculty and staff volunteers and 15 local CPA reviewers, with generous support from CPA Saskatchewan. Delivered through COMM 407 – Corporate Tax, Non-Income Taxes and Tax Planning for Taxpayers, the initiative provided students with hands on experience in personal tax preparation and client interaction while making a meaningful contribution to community service. Thank you to the faculty, staff and students who make this program possible.

INTERDISCIPLINARY STUDENT COLLABORATION IN GAME DESIGN AND MARKETING

In April, students from the Edwards School of Business and the USask Department of Computer Science showcased their work at a Student Game Jam Showcase, the capstone event of an interdisciplinary collaboration between COMM 498 – Strategic Video Game Marketing, taught by Ben Dunning, and CMPT 406 – Game Design Workshop, coordinated by Jason Bowey. Since late January, students worked together in studio lab teams to develop and promote four original, student-built video games. The public showcase featured booth-style demos where attendees could play the games, view marketing materials, and engage directly with student developers and marketers. The collaboration highlighted experiential, cross-disciplinary learning and the value of coordinated course design across academic units.

RECENT APPOINTMENTS

Dr. Yin Liu has been reappointed as Head, Department of English, College of Arts and Science, for a one-year term, beginning July 1, 2026 up to June 30, 2027.

Dr. Camille Burnett has been appointed as Vice-Dean, Research (Clinical, Health Sciences & Population Health), College of Medicine, for a term up to 5 years, beginning July 1, 2026 up to June 30, 2031.

Dr. Leah Ferguson has been appointed as Associate Dean, Research, College of Kinesiology, for a term up to 5 years, beginning July 1, 2026 up to June 30, 2031.

Dr. Craig Wilson has been extended as acting Associate Dean, Research, Graduate Programs and Faculty Relations, Edwards School of Business, for a term of up to one year, beginning July 1, 2026 and up to June 30, 2027.

Brooke Klassen has been appointed as acting Associate Dean, Academic, Edwards School of Business, for a one-year term, beginning July 1, 2026 up to June 30, 2027.

Shannon Forrester has been appointed as acting Associate Dean, Academic, College of Kinesiology beginning July 1, 2026 up to December 31, 2026.

Dr. Jay Wilson has been extended as Principal, USask Prince Albert Campus, beginning August 1, 2026, up to July 21, 2028.

ACTIVE SEARCHES AND REVIEWS

Searches:

- Dean, College of Pharmacy and Nutrition
- Dean, College of Law
Executive Director, Johnson Shoyama Graduate School of Public Policy

Please see [here](#) for information on searches and reviews.

PRESIDENT'S REPORT TO COUNCIL

May 2026

Over the past several weeks, I have had the opportunity to meet with many members of our campus community. These conversations continue to shape my understanding of the work ahead and the strengths that define USask. This month also included my official welcome event as USask's 12th president and vice-chancellor. It was a meaningful moment to gather, reflect on the foundation we share, and look toward the possibilities in front of us. I am grateful to everyone who joined in person or through the livestream, and for the thoughtful perspectives that continue to guide our collective work.

As we look ahead to the coming months, I want to share several updates that reflect the activity and momentum across our campuses.

UPLAN 2035: UPDATE

We have completed a major round of internal engagement through campus conversations and surveys with faculty, staff, and students, with well over 3,000 people participating to date, and are now moving into the advisory phase. Engagement will continue through the fall with internal groups and key external partners, and early input is pointing to themes around identity, our core mission, and how we work together. The next stage will focus on aligning these perspectives to shape a clear path forward. The approval and implementation of UPlan 2035 is expected in winter 2027.

FINANCIAL TOWN HALL

To begin, I want to acknowledge the [financial town hall](#) held in April. The session provided an important update on USask's fiscal position and the work underway to ensure long-term sustainability. It offered clarity on the pressures we are facing, the steps being taken to manage resources responsibly, and the need to align financial decisions with our academic mission and strategic priorities.

I want to thank the faculty and staff who participated and contributed thoughtful questions. Your engagement supports a transparent and collaborative approach as we navigate a challenging financial environment together.

CAMPUS AND COMMUNITY UPDATES

As we shift from financial planning to community activity, I want to highlight several initiatives taking place across campus.

Asian Heritage Month

Throughout May, USask is highlighting Asian Heritage Month through a [Spotlight page](#) that features stories, learning resources, and reflections from across the campus community. This collection offers opportunities to learn about the histories, cultures, and contributions of Asian communities in Canada and at USask. I am grateful to those who contributed their time and perspectives to this work.

Spring convocation and honorary degrees

Preparations are underway for Spring Convocation, where USask will recognize two [honorary degree recipients](#) whose achievements reflect the university's global reach and impact. This year's recipients are Murad Al-Katib, a USask business graduate and founder, president, and CEO of AGT Foods, and Dr. Gagandeep Kang, a leading vaccine and public health researcher based in India. Their work in global food security and infectious disease research has improved lives around the world and exemplifies the values that guide USask. Convocation remains one of the most significant moments in our academic year, and I look forward to celebrating with our students and their families.

College of Dentistry: New clinic opening

Another important milestone this month is the opening of the College of Dentistry's state-of-the-art [dental clinic](#), part of a major renovation and expansion of the college's facilities. The renewed space includes modernized clinical and teaching areas, technology-enhanced learning spaces, and improvements designed to support a better patient experience. This investment strengthens clinical education, expands community care capacity, and reinforces USask's role in advancing oral health in Saskatchewan.

RESEARCH HIGHLIGHTS

USask researchers continue to advance work with the potential to improve health, strengthen food systems, and deepen scientific understanding. Recent projects include progress toward [earlier detection of Parkinson's](#) disease through a promising new blood-test approach, as well as a [discovery in cattle reproduction](#) that offers important insight into early embryo development and could support more sustainable livestock production. [Another study](#) has clarified how SARS-CoV-2 interacts with a key antiviral defence in human cells, contributing to a better understanding of the virus and its limits. Together, these developments reflect the strength of USask's research community and the collaborative environment that drives discovery across disciplines.

HUSKIE ATHLETICS

Before closing, I want to recognize the ongoing efforts of Huskie Athletics. As teams transition between seasons, student-athletes, coaches, and staff remain deeply engaged in training, community involvement, and academic achievement.

This month also included a [special moment](#) for our women's basketball team. The national champions were recognized in the Saskatchewan Legislative Assembly, a tribute that reflects both their remarkable season and the pride they bring to our province. Their achievement continues to inspire our community and highlights the strength of Huskie Athletics on the national stage.

Their contributions, on and off the court, strengthen the university's presence in the community and reflect the resilience and spirit of the Huskie program.

CLOSING REMARKS

As we move through the spring term, I am encouraged by the focus and collaboration I see across our campuses. The work taking place in classrooms, labs, clinics, and community spaces reflects a university that is committed to serving Saskatchewan and contributing to a stronger future. Thank you for the leadership you bring to this institution and for the care you show for our students, colleagues, and partners. I look forward to continuing this work together in the months ahead.