

**University of Waterloo**  
**SENATE EXECUTIVE COMMITTEE**  
**Minutes of the 4 January 2022 Meeting**

**Present:** Michael Beauchemin, Jeff Casello, Joan Coutu, Lori Curtis, Benjamin Easton, George Freeman, Vivek Goel (chair), Karen Jack (secretary), Christiane Lemieux, Kristina Llewellyn, Graham Murphy, James Rush, Johanna Wandel

**Regrets:** Zabeen Khamisa, Oudy Noweir, Luke Potwarka

**Guests:** Diana Gonçalves, Andrea Kelman

The chair welcomed members to the meeting and advised that following some feedback received after the November Senate meeting, more time will be provided during voting at Senate to allow the opportunity to record dissenting votes and abstentions. He noted that this committee will consider voting and whether to implement more formal tools during its governance review discussions.

**1. MINUTES OF THE 1 NOVEMBER 2021 MEETING**

Members heard a motion to approve the minutes of the 1 November 2021 meeting.

Freeman and Casello. Carried unanimously.

**2. BUSINESS ARISING FROM THE MINUTES**

The chair advised that the follow-ups arising from the November minutes are complete.

**3. DRAFT 17 JANUARY 2022 SENATE AGENDA**

Following a brief overview of the agenda, during which he spoke to the plans for the in-depth presentation which will be an update on the “Talent” theme of the Strategic Plan, the committee approved the agenda by consensus.

**4. SENATE GOVERNANCE REVIEW**

The president spoke to the draft terms of reference and invited members to weigh in on them and the review in general. In discussion, key goals include: improving efficiency; increasing transparency and accountability; finding ways to engage Senate on strategic matters. Questions for the committee to consider are: where should Senate’s energy and time be focused; how frequently should it meet, and in what format; how to improve agenda materials; how to align Senate’s cycle with the Board’s cycle. He noted the need for consultations and the committee agreed with the suggestions that it review a survey to be used for part of this purpose, and that 1:1 interviews also should occur with appropriate individuals and offices. Members discussed some matters that require some clarity, including Senate’s constituencies, Senators’ roles, and ways for Senators to engage appropriately with the community. There was agreement with suggestions that: agenda materials should be improved with better introductory and summary information to provide context and why approval is being sought, and that they should include more links to supporting materials being considered in the committees and councils; orientation should occur. Members understood that updates to the terms of reference regarding orientation and potential work with the Board’s Governance Review Committee will be made before it is brought to Senate for information this month. Members heard that a work plan will be developed and some research relating to best practices and models at other institutions will be done for the next meeting.

**5. OTHER BUSINESS**

There was no other business.

8 January 2022

Karen Jack  
University Secretary