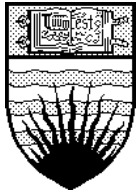


# THE UNIVERSITY OF BRITISH COLUMBIA



1 November 2010

## AGENDA COMMITTEE

### Vancouver Senate

2016 - 1874 East Mall

Vancouver, B.C. Canada V6T 1Z1

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christopher.eaton@ubc.ca

To: Senate  
From: Agenda Committee

Re: Email Consideration of Senate Business

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At present, the Senate must meet in person to conduct any business. With the cancellation of monthly Senate meetings on occasion due to lack of sufficient business, this presents a problem for routine but time sensitive matters that are then unduly delayed. The Agenda Committee is of the opinion that for some routine matters, approval by email – provided no concerns are raised by any Senators within a reasonable period of time – should be adopted. The Committee is also cognizant that on occasion, extraordinary matters arise between meetings of the Senate that would benefit from expedited approval should Senators not consider them controversial.

As such, the Committee recommends that the Senate amend its rules to allow for email consideration of matters in these circumstances. The proposed new rule is as follows:

- 23: *In the event of a regularly scheduled Senate meeting being cancelled, or if an extraordinary need for Senate approval exists between regularly scheduled meetings, the Agenda Committee may elect to have business it considers to be routine but time-sensitive to be considered via email under the procedures set out in this section.*
- a. *The motion in question shall be sent via email by the Secretary to every Senator.*
  - b. *The email sent under Section 23 (a) shall specify the text of the motion to be considered for approval and include any necessary supporting documentation.*
  - c. *A matter sent out via email is approved if no objections are sent to the Secretary within seven (7) days of the email being sent.*
  - d. *If an objection is raised by any Senator under Section 23 (c) the matter is not approved and shall be considered at the next meeting of the Senate as a normal item of business but shall not be considered a motion to reconsider the question or a renewal of the motion.*
  - e. *A motion approved under this section shall be reported by the Secretary at the next meeting of Senate under Reports from the Registrar.*
  - f. *All Senators shall specify one or more email address(es) for the purposes of email consideration of matters and shall apprise the Secretary of any changes to those addresses in a timely manner.*
  - g. *A change to or suspension of the Rules and Procedures of the Vancouver Senate shall not be considered under this section.*

Therefore, the Committee recommends that the Senate resolve as follows:

*That the Rules and Procedures of the Vancouver Senate be amended to include the new Section 23 as set out above; and  
That the Rules and Procedures of Vancouver Senate be renumbered accordingly for all sections that follow and any references thereto.*

NB: Requires 2/3rds in favour to be approved.