



## **Senate Operations Review Committee**

Report to Senate – Meeting of November 27, 2008

Proposed Revisions to the Governance Structure of the University Council on Athletics

### **Introduction**

The Senate Operations Review Committee (SORC) was asked to review a proposal for a revised governance structure of the University Council on Athletics (UCA).

### **Review of the Issues**

SORC reviewed a letter from S. Reynolds, Chair, University Council on Athletics and an accompanying report that outlined the rationale for the proposed changes to the governance structure of the University Council on Athletics (UCA). After an initial meeting with L. Dal Cin, Director, Athletics and Recreation and R. Denniston-Stewart, Associate Dean, Student Affairs, on October 9, 2008 a revised document was submitted which reflected SORC's input. The original UCA Constitution was also submitted as background material. L. Dal Cin and R. Denniston-Stewart attended a second meeting of SORC on November 10, 2008.

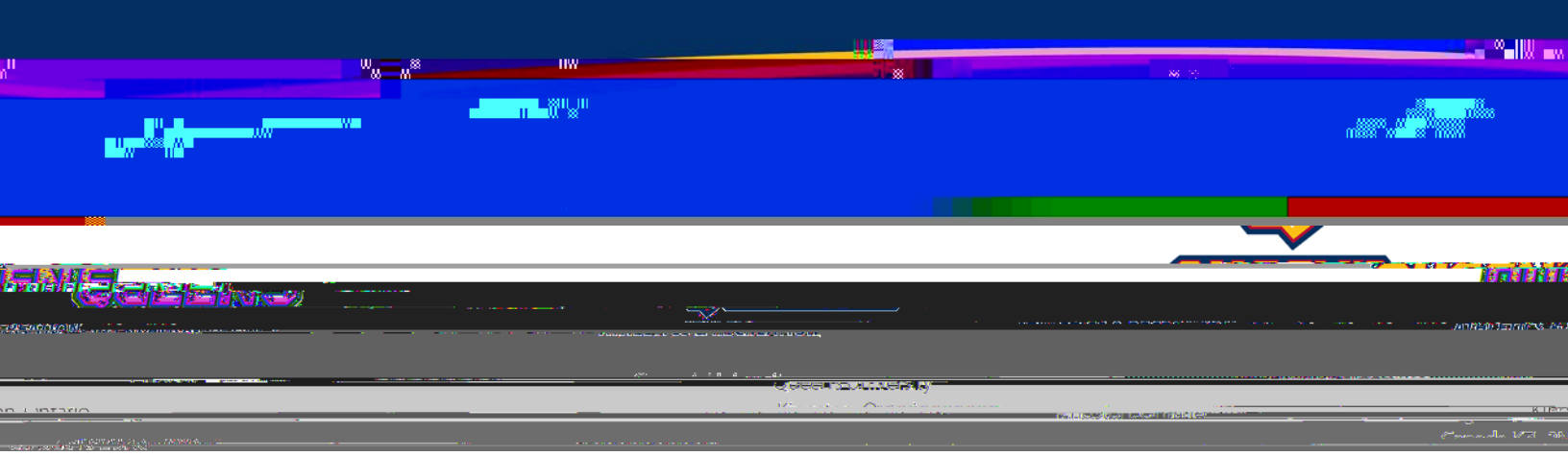
### **Analysis and Discussion**

The following points summarize the Committee's discussion:

- A number of organizational changes to the structure and staffing of Athletics and Recreation precipitated the proposed changes to the Constitution;
- The proposed name change of the University Council on Athletics (UCA) to the University Council on Athletics and Recreation (UCAR) reflects the inclusion of recreation as an important element to the mandate of the Council;
- It will take one year to incorporate all of the changes. SORC acknowledges that during the transition period the UCAR will be betwixt and between the old system and the new system until the revised Constitution is instituted;
- It was acknowledged that Athletics and Recreation plays an important role in enriching the broader learning environment;
- The proposed revisions shifts the mandate of the UCAR from operational to advisory;
- The proposed new structure introduces a system of Co-Chairs (one student and one non-student) and reduces the number of members from 15 to 9. The majority of members will be students.

**Conclusions/Recommendations**

**The Senate Operations Review Committee recommends that the Senate approve the proposed University Council on Athletics and Recreation (UCAR) Governance Structure, effective May 1, 2009.**



Page 2.....

Please find attached a report that details the aforementioned proposal with supporting documentation. The changes to the governance structure were endorsed/passed unanimously at the April 15, 2008 UCA meeting. The document has been reviewed by the Senate Operations Review Committee with suggested revisions presented and approved by the UCAR at its' October 21, 2008.

On behalf of the UCAR, we would respectfully request that Senate approve the revised governance structure as presented. Should there be any questions, we would be pleased to respond.

Respectfully submitted,



Leslie Dal Cin  
Director, Athletics and Recreation, *for*

Justin Hall  
*Chair, University Council on Athletics and Recreation*

Sean Reynold  
*Past Chair, University Council on Athletics*

Enclosure

# REPORT

---

To: Georgina Moore  
Secretary of Senate

## University Council on Athletics and Recreation (UCAR)

### Mandate/Function of the UCAR

To support and promote the physical, educational, personal and social well-being for members of the Queen's community through the development of sport and recreation policies which are complementary to the mission, goals and strategic direction of the University.

### Key Responsibilities

Without restricting the generality of the foregoing, the responsibilities of the UCAR shall be to advise the Director, Athletics and Recreation on:

- Promotion and support of athletic and recreation programs and activities to all constituent communities
- Review and development of general policies concerning athletics and recreation
- Review and oversight of the expenditure of monies available from the athletic and recreation fee
- Approve student athletic fee referenda proposals as necessary
- Feedback and input on program reviews
- All matters of policy relating to athletic and recreation programs

### Guiding Principles

The UCAR shall be guided by the following principles with respect to athletic, recreation, physical activity and wellness programs offered by Queen's University Athletics and Recreation (A&R):

- Sport, recreation, physical activity and wellness programming is an integral part of the educational experience and campus life of Queen's University
- Athletics and Recreation shall provide programming across a broad spectrum including:
  - physical activity-based programs contributing to wellness and a positive lifestyle,
  - recreation and club-based activities providing participation, competition and leadership development opportunities, and
  - Inter-university sport that allows athletes to fulfill their potential while raising the profile and image of the University

## **Composition of the UCAR**

The UCAR shall be comprised of nine (9) voting members.

Without restricting the selection of candidates, best efforts shall be made to ensure gender balance representation on the UCAR.

In nominating representatives to the UCAR, consideration must be given to the candidates experience, knowledge and/or understanding of A&R

Representation is as follows:

### *Voting Members*

1 Student nominated by Senate

*Resources to the Committee*

A&R Senior Managers will continue to act as a resource to the UCAR and shall be invited to and participate in meetings where specific portfolio issues are on the Agenda.

*Selection of Co-Chairs*

There shall be two (2) chairpersons of the UCAR ("Co-Chairs") one of whom shall be a student the other a staff/faculty member.

The Co-Chairs shall serve for two (2) years and shall be selected at the last meeting of the Council (April) and shall take Office at the first meeting of the UCAR in the fall.

The Co-Chairs shall decide amongst themselves who shall preside over meetings of the UCAR.

*Regular Meetings*

There will be a minimum of five (5) meetings held during the academic year with the first meeting in October.

*Additional Meetings*

Additional meetings may be called at the discretion of the Chair, in consultation with the Director.

*Quorum*

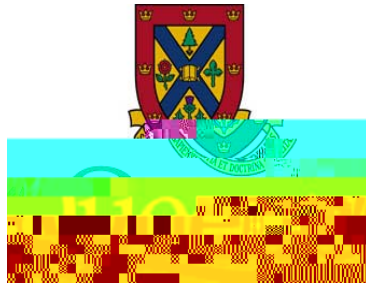
A quorum shall be a least 50% of voting members plus the Chair.

*Quorum*





# UNIVERSITY COUNCIL ON ATHLETICS



# CONSTITUTION

Revised: December 2006



## University Council on Athletics

# CONSTITUTION

---

### Article 1 **NAME**

The body charged with the control of all phases of athletics and recreation at Queen=s University shall be known as The University Council on Athletics. Hereinafter it shall be referred to as ACouncil.®

### Article 2 **PURPOSE**

2.1 The University has a responsibility to provide opportunities for students to develop their total personality, and to prepare them for community life through the provision of a variety of meaningful educational experiences. Queen=s Athletics and Recreation shall be coordinated with a view to making a contribution to this end.

2.2 Specifically the Council programs shall be based on the following principles:

- a. Athletics and Recreation is an integral part of the educational experience of Queen=s University.
- b. Athletics and Recreation opportunities are for all students who pay the compulsory athletics and recreation fees.
- c. Athletics and Recreation opportunities are founded and provided on the principles consistent with a broad-based philosophy of sports.
- d. Representation on the Council should reflect a broad-based philosophy of sports.

### Article 3 **COUNCIL RESPONSIBILITY**

3.1 There shall be three (3) Standing Committees responsible to the Council to be directly concerned with policy making and budgeting in the following areas:

- i. Campus Recreation
- ii. Golden Gaels Athletics
- iii. Intramural Athletics

3.2

Under the direction of the University Senate, the Council shall have responsibility and authority in all matters concerning Athletics and Recreation. This responsibility and authority shall include the

4.5 All Standing Committee members, except those designated as non-voting members, shall have one vote at Committee meetings.

4.6 All Standing Committee and ad hoc committee policies must be consistent with and adhere to the Constitution and By-Laws of Council.

## Article 5 **COUNCIL MEMBERSHIP**

5.1 The Director of the School of Kinesiology and Health Studies shall act as the Executive Director of the Council. The Executive Director shall be responsible for coordinating administrative action relating to the work of the Council and its Standing Committees.

5.2 The Council shall comprise fifteen (15) voting members as follows: three representatives from the Golden Gaels Athletic Committee, three representatives from the Intramural Executive Council, three representatives from the Campus Recreation Committee, three representatives as recommended by the Senate Nominating Committee, one faculty/staff representative at large, one representative from the staff association (Q.U.S.A.), and one representative from the Alumni Association. The makeup of the Council should reflect fair gender representation.

5.3 The Executive Director of the Council, the Chair of Athletics and Recreation in the School of Kinesiology and Health Studies and the Executive Officer(s) of each of the Standing Committees shall be ex-officio non-voting members of the Council.

## Article 6 **COMMITTEE RESPONSIBILITY**

6.1 Each of the three (3) Standing Committees shall be responsible for the development of its respective policies and procedures, for the approval of its awards system, and for the adherence to the eligibility regulations of all applicable parent bodies.

## Article 7 **AMENDMENTS**

7.1 This Constitution may be amended at any meeting with the approval of two-thirds (2/3) of eligible voting members, providing that any proposal for amendment has been submitted to the Executive Director and notice has been presented at a Council meeting at least

one month prior to the meeting and circulated to all members at least two weeks prior to the meeting. Proposed changes to the Constitution must be reviewed by an ad hoc committee of Council chaired by the Executive Director.

- 7.2 The Council may amend By-Laws at any meeting with the approval of two-thirds ( $2/3$ ) of eligible voting members providing written notice and specific By-Law changes are presented to the Executive Director at least one month prior to the meeting. Proposed changes to the By-Laws must be reviewed by an ad hoc committee of Council chaired by the Executive Director.
- 7.3 All amendments to the Constitution shall require ratification by the University Senate.