

Bylaw Number 6

CONCERNING

THE SENATE

(ACADEMIC COUNCIL)

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BYLAW NUMBER 6

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Relevant sections of the Colleges Act appear in boxes and have been inserted for information purposes only. The number appearing in the box corresponds to the article number of the Act.

Article 1 GENERAL PROVISIONS

1.01 Preamble

This bylaw establishes the Academic Council as required by the **General and Vocational Colleges Act** (CQLR, chapter C-29).

1.02 Designation

The title of this bylaw is “Bylaw concerning the Senate” and is designated Bylaw Number 6.

1.03 Definitions

The definitions set forth in clause 1.01 of Bylaw Number 1 apply to Bylaw Number 6. In this bylaw, the following expressions mean:

- a) **‘Senate’**: the Academic Council constituted by virtue of the Act;
- b) **‘President of the Senate’**: the Academic Dean.

Article 2 MANDATE

17.0.1 The function of the academic council is to advise the board on any matter concerning the programs of studies dispensed by the College and the evaluation of learning achievement, including the procedures for the certification of studies.

The council may, in addition, make recommendations to the board in respect to these matters.

17.0.2 The academic council must give its opinion to the board on any question submitted to it by the board in matters within its jurisdiction.

The following must be submitted to the council before being discussed by the board:

- (a) proposals for institutional policy on the evaluation of learning achievement and procedures for the certification of studies;
- (b) proposals for institutional policy on the evaluation of programs of studies;
- (c) proposals for programs of studies envisaged by the college;
- (d) the selection of learning activities that are within the jurisdiction of the college;
- (e) any draft bylaw or policy relating to the rules, procedures and criteria governing the admission and registration of students
- (f) the draft strategic plan of the college as regards matters within the jurisdiction of the council.

20. The board, after consultation with the academic council, shall appoint a director general and an academic dean for a period of not under three nor over five years.

2.01 Mandate

The Senate shall advise the Board on the academic implications of policies relating to:

- a) the use of audio-visual, computer and instructional technology services;
- b) the selection and availability of learning resources;
- c) educational and academic research;
- d) course scheduling;
- e) the academic calendar;
- f) pedagogical projects with foreign countries and institutions.

Article 3 COMPOSITION

17.1.3 The board shall establish an academic council and determine its composition by bylaw. The academic council must include:

- (a) the academic dean, who shall be the council's President;
- (b) members of the college staff who are responsible for programs of studies, appointed by the board;
- (c) teachers and members of the non-teaching professional staff, elected by their peers;
- (d) students attending the college appointed in accordance with section 32 of the Act respecting the accreditation and financing of student associations.

3.01 Composition

The Senate shall be composed of thirty-five persons. In addition to the Academic Dean, the Senate shall be composed of the following persons:

- a) the Dean of Creative and Applied Arts; the Dean of Science, Medical Studies and Engineering; the Dean of Social Science and Business Technologies; the Dean of Continuing Education and Community Services; the Dean of Academic Development; and the Dean of Academic Systems;
- b) the Director of Student Services;
- c) one College representative named by the Academic Dean;
- d) The Coordinator of the Arts, Literature and Communication Program;
- e) The Coordinator of the Social Science Program ;
- f) The Coordinator of the Science Program;
- g) One teacher from the Arts, Literature and Communication Program or Visual Arts Program;
- h) two teachers from Social Science and Liberal Arts Programs;
- i) two teachers from the Science Program (Science and Mathematics);
- j) the Chair of the Council of Career Programs;
- k) one teacher from each of the five families of career programs: arts, medical, engineering, business and social technologies;
- l) one teacher from each of the four general education departments: English, French, Humanities and Physical Education;
- m) three non-teaching professionals elected by their peers;
- n) one member of the support staff elected by his or her peers;
- o) three Day division students and one Continuing Education student appointed by the accredited students' association that represents the College's students;

Article 4 SPECIFIC PROVISIONS

4.01 Autonomy

The Senate shall operate autonomously.

4.02 Motions

The President shall present formal motions from the Senate to the Board and bring formal requests for advice from the Board to the Senate.

4.03 Chair of Senate

The Senate shall elect a Chair each year from among the teacher representatives. The Chair has the right to vote if it will make or break a tie.

4.04 Report to the Board

The Chair, along with the President, shall report on Senate matters at the Board.

4.05 Failure to Act

If the Senate fails to perform its duties and assume its obligations within a reasonable time, the Board shall proceed on its own initiative.