

Founding Document
for the Joint Consultative Committee
Administration / Saint Paul University Professors' Association

Description

The Administration / Professors' Association Joint Committee (PAC) is a consultative committee with equal representation from both the Administration of Saint Paul University and from the Board of Directors of the Professors' Association of Saint Paul University. (The Professors' Association).

The Professors' Association is comprised of the professors and the professionals of the University. (Professionals are those who act in some professional capacity within Saint Paul University, e.g., officially recognized librarians, the director of the Research Centre, etc.)

The goal of the Professors' Association within the PAC is to work in the best interest of SPU in keeping with its mission. The Professors' Association wishes to pursue:

- the attainment of high standards of excellence in teaching, scholarship, research and creativity;
- the development of skills and attitudes essential for scholarly study and scientific investigation, and for the effective sharing of the results of these activities with students, fellow scholars, and the community at large;
- the encouragement of the pursuit of truth by individuals and groups through teaching, research, free enquiry, and criticism in order to extend the frontiers of knowledge and understanding;
- the provision of an environment which will support the intellectual, cultural and physical development of the University community.

Membership

The PAC is composed of no fewer than four no more than six members: with an equal number of representatives from each body: the University Administration and the Professors' Association.

These members are: on the one side, the university officer responsible for the day-to-day operation of the University (v.g. Vice-Rector Administration) assisted by one or two additional senior administrators appointed by the Administration. On the other side, the President of the Professors' Association assisted by one or two members of the Board

of Directors of the Professors' Association appointed by the Board. From time to time, a regular member may appoint a substitute.

Roles

The PAC has three main roles:

- 1) the first, a more general one, concerns the overall orientations of the University;
- 2) the second, a more specific one, is related to University policies and regulations concerning the professors and the academic officers of the University;
- 3) a third one concerns the representation of the Professors' Association on the various committees which exist in the University

The first general role of the PAC is:

- a) the encouragement within the University community of a climate of freedom, of collegiality, of responsibility and of mutual respect between the Administration of Saint Paul University and its professors, professionals.
- b) the fostering of harmonious relations and a working environment that enables individual professors and professionals to attain the goals and objectives of the University;
- c) the assurance of equitable treatment of the individual professors and professionals through fair procedures and practices.

The second role of the PAC, a more specific one is:

to serve as the body with responsibility for the development of all types of policies, rules, and regulations which concern professors and professionals as well as the academic officers of the University. All of this is to be carried out according to the Statutes of the University and the laws of the province of Ontario. In particular, the PAC is concerned with all matters regarding the term and conditions of employment of professors, and professionals: their hiring, promotion, or removal, as well as issues raised in the application of this agreement (excluding however any matter concerning an individual or group grievance which is already being considered according to the pertinent procedures, see, Regulations of SPU, B 1-15)

The third role of the PAC concerns:

the definition and description of the kind of relations between the University Administration and the Professors' Association of Saint Paul University, more precisely: the means of communication, of consultation, and the participation of

professors in the various University committees. The PAC determines the relevance of appointing a delegate of the Association to the committees established by the Administration.

Meetings

The chair of the meetings of the PAC alternates from meeting to meeting between the President of the Association and the Vice-Rector of the University (or his/her delegate).

The practices and procedures for ordinary meeting follow the generally recognised protocol for University meetings, *Peterson's Rule*.

It is expected that the PAC will operate in a collegial manner, with decisions made in a win-win mode. However, no formal decision may be made by the PAC except with the agreement of the "double majority": that is, majority support from each of the two groups of members appointed to the PAC: by the University on the one hand and by the Professors' Association on the other.

The PAC meets on a regular basis, usually once a month from September through June; although meetings may be held more or less frequently by mutual agreement of the president of the Professors' Association and the Vice-Rector of the University..

The two parties agree on providing an outside secretary for meetings of the PAC. Minutes of meetings may be communicated to the members of the two bodies involved, while ensuring confidentiality where personal files are concerned.

Implementation

This agreement takes effect on the official approbation of the two parties. It will be reviewed at least once a year.

Dale M. Schlitt, OMI,
Rector

Guy Marchessault
President of the PASPU

Signed at Ottawa on December 3, 2003.