UNANIMOUS CONSENT AGENDA

FOR APPROVAL

Any member who wishes to ask a question, discuss, or oppose an item that is listed below may have it removed from the consent agenda by contacting the Secretary of the Board of Governors prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the following motion.

[See background information at the end of Appendix I]

Recommended: **That the following item be approved by the Board of Governors by unanimous consent:**

Minutes

1.	Minutes of the Meeting of November 24, 2011	ACTION

Report of the Property & Finance Committee – Appendix II

2.	Analysis of Revenues, Expenditures, and Tuition Fees by Faculty 2010-11	INFORMATION
3.	Wolfe Medical Research Chair in Pharmacogenomics	INFORMATION
4.	Wolfe Senior Research Fellowship in Steroidal Hormones in Health & Disease	INFORMATION
5.	Wolfe Senior Research Fellowship in Tumor Suppressor Genes	INFORMATION
6.	Quarterly Financial Report (Operating Budget)	INFORMATION
7.	Ancillary Financial Report	INFORMATION
8.	Investment Committee Report	INFORMATION
9.	New & Revised Scholarships & Awards	INFORMATION

Report of the Senior Operations Committee – Appendix III

10.	Board Representative on the Selection Committee for a Vice-President (Research)	INFORMATION

Report of the Fund Raising & Donor Relations Committee – Appendix IV

11.	Fundraising Results to December 31, 2011	INFORMATION
12.	Quarterly Report on Fundraising	INFORMATION

Items Referred by Senate – Appendix V

13.	Academic Administrative Appointments	INFORMATION

The Unanimous Consent Agenda

The Board's parliamentary authority -- *Sturgis Standard Code of Parliamentary Procedure* -- explains the consent agenda:

> Organizations having a large number of routine matters to approve often save time by use of a *consent agenda*, also called a *consent calendar* or *unanimous consent agenda*. This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions.
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> Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved en bloc without discussion, saving the time that would be required for individual votes.

A number of Canadian university Boards have employed the consent agenda format to include not only routine approval items, but also information items. One reason for using this format is to allow the Board to focus on major items of business. While approval of an omnibus motion saves time at Board meetings, Board members will want to review the agenda materials carefully in order that they properly discharge their responsibilities.

How it works:

The Secretary identifies action and information items that are routine and/or likely non-controversial. In so doing, she may consult with the Chair of the Board, the relevant committee chair, and principal resource persons. In each Committee's report, these items are flagged in the list of items at the beginning of the report. The unanimous consent motion lists each of the flagged items [**see the motion on the reverse of this page**]. Action and information items on the agenda and in committee reports that are <u>not</u> <u>flagged</u> will be presented singly for discussion and voting (when appropriate).

When members receive their Board agendas, they should review all reports in the usual manner. **If any member wants to ask a question, discuss, or oppose an item that is marked for the consent agenda, he or she can have it removed from the consent agenda** by contacting the Secretary of the Board of Governors prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.

At the Board meeting, before the unanimous consent motion is presented for approval, the Chair of the Board (1) will advise the Board of items that are to be removed from the list, based on prior requests from Board members; and (2) will ask if there are any other items that should be removed from the list. The remaining items are then unanimously approved *en bloc* without discussion, saving the time that would be required for individual presentation and voting. Those matters that have been struck from the consent agenda will be handled in the usual way as each Committee's report is presented.

The minutes of the Board meeting will report matters approved as part of the consent agenda as "carried by unanimous consent". Information items received as part of the consent agenda will be reported as received.