



ARCHIVES

TRINITY COLLEGE

IN THE UNIVERSITY OF TORONTO

Description and Finding Aid

**TRINITY COLLEGE SENATE FONDS
F1021**

Prepared by
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2015

TRINITY COLLEGE SENATE FONDS

Dates of creation

1992-2015

Extent

52 cm of textual records

Administrative history

The Trinity College Senate was established in 1995 when revisions were made to the statutes that abolished the existing committee structure and put in place a bicameral system of governance by creating a Board of Trustees to manage and control the property, business, and affairs of the College and a Senate to establish the academic policy of the College. This change came into effect after a recommendation by the Steering Committee to improve College governance and administrative structures. In the fall of 1993 a working group was formed to rewrite the College's statutes and certain regulations, a document which was then submitted for approval to Corporation on 4 May 1995 where it was unanimously approved.

The Senate consists of fellows of the College, members of Corporation, members of Convocation, Divinity Associates, a member of the St Hilda's College Board of Trustees, divinity and non-divinity students, the Provost, the College Librarian, the Executive Secretary of Convocation, the Registrar, the Chaplain, the Dean of Arts, the Dean of Divinity, the Bursar, the Dean of Students and one don to be selected by agreement at the first meeting of each academic year of the Deans and the Dons.

The Senate took over the function of the College Council and is responsible for determining the academic policy of the College, including the establishment, alteration, or elimination of academic programmes, determining the requirements for degrees of Trinity College, recommending the appointment of associates and fellows, and determining standards for the admission of students. The Senate, together with the Board of Trustees, is also responsible for appointing committees and working groups to develop proposals for matters of shared interest and can appoint subcommittees and delegate powers to them.

Scope and content

Fonds includes agendas, minutes, and supporting documents of Senate meetings. Files also include correspondence and notices of meetings as well as reports and documents pertaining to the sub-committees of the Senate: the Library, Media, and Academic computing committee; Student Awards committee; Academic Appointment committee; Planning and Outreach committee; Community Affairs committee; and the Nomination committee.

Contains series

1. Minutes and supporting documents
2. Subcommittees

Notes

Acquisition history: Files received in two accessions from the Trinity College Senate.

Arrangement: Files arranged by the archivist at the file level.

Restrictions on access: none

Terms governing use and reproduction / publication: Various copyright holders. It is the researcher's responsibility to obtain permission to publish any part of the fonds.

Provenance access points

Trinity College Senate, 1995-

SERIES 1: MINUTES AND SUPPORTING DOCUMENTS**Dates of creation:** 1996-2015**Extent:** 39 cm of textual records**Scope and content:** Fonds includes agendas, minutes, and supporting documents of Senate meetings**Location / File Listing**

| FOLDER/UNIT TITLE | START DATE | END DATE | CONTENTS | BOX/ FILE # |
|---------------------------------------------------------------|-------------------|-----------------|----------------------------------------------------------------------------|------------------------|
| Minutes, 1 st meeting to 7 th meeting | September 1996 | May 1997 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 1-1 |
| Minutes, 8 th meeting to 14 th meeting | September 1997 | March 1998 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 1-2 |
| Minutes, 15 th meeting to 20 th meeting | May 1998 | September 1998 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 1-3 |
| Senate membership and attendance | 1998 | 1999 | List of membership and attendance records. | 1-4 |
| Minutes, 21 st meeting to 26 th meeting | January 1999 | September 1999 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 1-5 |
| Minutes, 27 th meeting to 34 th meeting | September 1999 | May 2000 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 1-6 |
| Minutes, 35 th meeting to 38 th meeting | September 2000 | January 2001 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 2-1 |
| Minutes, 39 th meeting to 41 st meeting | January 2001 | April 2001 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 2-2 |

Senate funds

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|----------------------------------------------------------------|----------------|---------------|---------------------------------------------------------------------------------------------------------------------------------------------|------|
| Minutes, 42 nd meeting to 46 th meeting | April 2001 | Oct 2001 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 2-3 |
| Minutes, 47 th meeting to 50 th meeting | Jan 2002 | April 2002 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 2-4 |
| Minutes, 51 st meeting to 60 th meeting | May 2002 | Oct 2003 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 2-5 |
| Attendance, 52 nd meeting | 6 Sept 2002 | 6 Sept 2002 | Membership and attendance list for the 52 nd meeting. | 2-6 |
| Membership and correspondence, 53 rd meeting | 30 Sept 2002 | 30 Sept 2002 | Membership information, email correspondence. | 2-7 |
| Correspondence, 54 th meeting | 8 Oct 2002 | 8 Oct 2002 | Email correspondence. | 2-8 |
| Supporting documents, 57 th meeting | 3 March 2003 | 3 March 2003 | Supporting documents: accreditation process, response to the Green Papers, student code of conduct. | 2-9 |
| Reports, 58 th meeting | 26 May 2003 | 26 May 2003 | Academic appointments committee report, Council of the Faculty of Divinity report, Library, Media, and Academic computing committee report. | 2-10 |
| Reports, 60 th meeting | 20 Oct 2003 | 20 Oct 2003 | Academic appointments committee report, Arts and Science committee report, Senate nominations committee. | 2-11 |
| Minutes, 61 st meeting to 70 th meeting | January 2004 | April 2006 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 3-1 |
| Reports, 62 nd meeting | 12 April 2004 | 12 April 2004 | Environmental conservation and protection policy. | 3-2 |
| List of Dons, 63 rd meeting | 10 Sept 2004 | 10 Sept 2004 | List of academic dons for the 2004-2005 year. | 3-3 |
| Minutes, 71 st meeting to 82 nd meeting | September 2006 | April 2009 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 3-4 |
| Minutes, 83 rd meeting to 100 th meeting | September 2009 | April 2013 | Minutes and agendas of Senate meetings, supporting documents, and reports. | 3-5 |

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| Minutes, 101 st meeting to 108 th meeting | September 2013 | April 2015 | Minutes and agendas of Senate meetings. | 3-6 |
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SERIES 2: SUBCOMMITTEES

Dates of creation: 1992-2012

Extent: 13 cm of textual records

Scope and content: Series includes correspondence and notices of meetings as well as reports and documents pertaining to the subcommittees of the senate. Subcommittees include the Library, Media, and Academic computing committee; Student Awards committee; Academic Appointment committee; Planning and Outreach committee; Community Affairs committee; and the Nomination committee.

Location / File Listing

| FOLDER/UNIT TITLE | START DATE | END DATE | CONTENTS | BOX/ FILE # |
|--------------------------------------------------------------------|-----------------------|---------------------|-----------------------------------------------------------------------------------------------------------|----------------------------|
| Community Affairs committee, Planning and Outreach committee | 1992 | 1998 | Reports and other documents relating to the Community Affairs and Planning and Outreach committees. | 4-1 |
| Steering committee Report | 1993 | 1995 | Steering committee report, Implementation team report. | 4-2 |
| Community Affairs Committee | 1997 | 1998 | Motions, minutes, other documents. | 4-3 |
| Finance Committee | 1997 | 1998 | Budgets, financial records, bursar's report. | 4-4 |
| Subcommittee reports, meeting minutes I | 1996 | 1998 | Subcommittee documents, meeting minutes, and supplementary documents. | 4-5 |
| Subcommittee reports, meeting minutes II | 1996 | 1998 | Subcommittee documents, meeting minutes, and supplementary documents. | 4-6 |
| Environmental protection committee (EPC) | 2008 | 2012 | Email correspondence, newspaper articles, minutes, and reports. | 4-7 |