



**Submission Deadlines for Governance Approvals
2022 - 2023**

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Senate Executive Committee

Submit to Secretariat by end of day:	Senate Executive Committee Meeting:	For Board approval (if required):
Monday, September 19, 2022	Wednesday September 28, 2022	Thursday, October 27, 2022
Monday, October 24, 2022	Wednesday November 2, 2022	Thursday, December 15, 2022
Monday, November 14, 2022	Wednesday November 23, 2022	
Monday, January 16, 2023	Wednesday January 25, 2023	Thursday, March 2, 2023
Monday, February 6, 2023	Wednesday February 15, 2023	
Monday, March 20, 2023	Wednesday March 29, 2023	Thursday, April 20, 2023
Monday, April 24, 2023	Wednesday May 3, 2023	Thursday, June 8, 2023
Monday, June 12, 2023	Wednesday June 21, 2023	TBD (Board Exec)

*Material can be submitted to senate@mcmaster.ca

Senate Committee on Appointments

Submit to Secretariat by end of day:	SCA Meeting:	For Senate Approval:	For Board approval (if required):
Thursday September 8, 2022	Monday September 19, 2022	Wednesday October 19, 2022	Thursday October 27, 2022
Tuesday October 11, 2022	Monday October 24, 2022	Wednesday November 9, 2022	Thursday December 15, 2022
Tuesday October 11, 2022	Wednesday October 26, 2022		
Thursday November 10, 2022	Monday November 21, 2022	Wednesday December 14, 2022	
Thursday December 1, 2022	Monday December 12, 2022		
Tuesday January 3, 2023	Monday January 16, 2023	Wednesday February 8, 2023	Thursday March 2, 2023
Tuesday January 3, 2023	Wednesday January 18, 2023		
Thursday February, 2, 2023	Monday February 13, 2023	Wednesday March 8, 2023	Thursday April 20, 2023
Thursday March 9, 2023	Monday March 20, 2023	Wednesday April 12, 2023	
Thursday April 6, 2023	Monday April 17, 2023	Wednesday May 17, 2023	Thursday June 8, 2023
Thursday May 4, 2023	Monday May 15, 2023	Wednesday June 7, 2023	
Thursday June 8, 2023	Monday June 19, 2023	Goes to Senate Executive Wednesday June 21, 2023	TBD (Board Exec)

*Material can be submitted to senate@mcmaster.ca

Please email univsec@mcmaster.ca to request a MacDrive upload link for submitting confidential items.

Awards Committee and Certificates & Diplomas Committee

Submit to Secretariat by end of day:	Awards/Certificates & Diplomas Meeting:	For UGC Approval:	For UPC Approval (if required)	For Senate Approval: (if applicable)
Friday September 9, 2022	Tuesday September 20, 2022	Tuesday October 4, 2022	Wednesday October 19, 2022	Wednesday October 19, 2022
Friday October 28, 2022	Tuesday November 8, 2022	Tuesday November 22, 2022	Wednesday December 14, 2022	Wednesday December 14, 2022
Friday December 30, 2022	Tuesday January 10, 2023	Tuesday January 24, 2023	Wednesday February 8, 2023	Wednesday February 8, 2023
Friday February 3, 2023	Tuesday February 14, 2023	Tuesday February 28, 2023	Wednesday March 22, 2023	Wednesday March 8, 2023
Friday February 24, 2023	Tuesday March 7, 2023	Tuesday March 21, 2023		Wednesday April 12, 2023
Friday March 24, 2023	Tuesday April 4, 2023	Tuesday April 18, 2023	Wednesday April 19, 2023	Wednesday May 17, 2023

*Material can be submitted to ugc@mcmaster.ca

Please email univsec@mcmaster.ca to request a MacDrive upload link for submitting confidential items.

Curriculum & Admissions Committee

Submit to Secretariat by end of day:	Curriculum & Admissions Meeting:	For UGC Approval:	For UPC Approval (if applicable)	For Senate Approval: (if applicable)
Friday September 9, 2022	Tuesday September 20, 2022	Tuesday October 4, 2022	Wednesday October 19, 2022	Wednesday October 19, 2022
Thursday November 17, 2022	Tuesday November 29, 2022	Tuesday December 13, 2022	Wednesday December 14, 2022	Wednesday December 14, 2022
Thursday November 17, 2022	Wednesday November 30, 2022			
Friday December 30, 2023	Tuesday January 10, 2023	Tuesday January 24, 2023	Wednesday February 8, 2023	Wednesday February 8, 2023
Friday February 3, 2023	Tuesday February 14, 2023	Tuesday February 28, 2023	Wednesday March 22, 2023	Wednesday March 8, 2023
Friday February 24, 2023	Tuesday March 7, 2023	Tuesday March 21, 2023		Wednesday April 12, 2023
Friday March 24, 2023	Tuesday April 4, 2023	Tuesday April 18, 2023	Wednesday April 19, 2023	Wednesday May 17, 2023

*Material can be submitted to ugc@mcmaster.ca

University Planning Committee

* Material can be submitted to senate@mcmaster.ca.

Submit to Secretariat by end of day:	University Planning Committee Meeting:	Planning and Resources Committee Approval (if required):	Senate Approval (if required)	Board Approval (if required):
Tuesday, September 13, 2022	Wednesday September 21, 2022	Thursday, September 29, 2022	Wednesday October 19, 2022	Thursday, October 27, 2022
Tuesday, October 11, 2022	Wednesday October 19, 2022	Thursday, December 1, 2022	Wednesday November 9, 2022	Thursday December 15, 2022
Tuesday, November 8, 2022	Wednesday November 16, 2022	Thursday, December 1, 2022	Wednesday December 14, 2022	
Tuesday, December 6, 2022	Wednesday December 14, 2022	Thursday, February 16, 2023	Wednesday January 11, 2023	Thursday March 2, 2023
Tuesday, January 10, 2023	Wednesday January 18, 2023	Thursday, February 16, 2023	Wednesday February 8, 2023	
Tuesday, January 31, 2023	Wednesday February 8, 2023	Thursday, February 16, 2023	Wednesday March 8, 2023	Thursday April 20, 2023
Tuesday, March 14, 2023	Wednesday March 22, 2023	Thursday, April 6, 2023	Wednesday April 12, 2023	
Tuesday, April 11, 2023	Wednesday April 19, 2023	Thursday, May 18, 2023	Wednesday May 17, 2023	Thursday June 8, 2023
Tuesday, May 2, 2023	Wednesday May 10, 2023	Thursday, May 18, 2023	Wednesday June 7, 2023	
Tuesday, May 23, 2023	Wednesday May 31, 2023	Thursday, July 13, 2023	TBD (Senate Exec)	TBD (Board Exec)

Capital projects may require approval from the Planning and Resources Committee prior to submission to the Board. Proposed institutes and centres require approval from Senate and Board. Naming opportunities and values require Board approval.

Planning and Resources Committee

Submit to Secretariat by end of day:	Planning and Resources Committee Meeting:	Board Approval (if required):
Wednesday, September 21, 2022	Thursday, September 29, 2022	Thursday, October 27, 2022
Wednesday, November 23, 2022	Thursday, December 1, 2022	Thursday December 15, 2022
Wednesday, February 8, 2023	Thursday, February 16, 2023	Thursday March 2, 2023
Wednesday, March 29, 2023	Thursday, April 6, 2023	Thursday April 20, 2023
Wednesday, May 10, 2023	Thursday, May 18, 2023	Thursday June 8, 2023
Wednesday, July 5, 2023	Thursday, July 13, 2023 (If required)	TBD (Board Executive)

*Material can be submitted to board@mcmaster.ca

Audit and Risk Committee

Submit to Secretariat by end of day:	Audit and Risk Committee Meeting:	Board Approval (if required):
Tuesday, September 27, 2022	Thursday October 6, 2022	Thursday, October 27, 2022
Tuesday, November 15, 2022	Thursday November 24, 2022	Thursday December 15, 2022
Tuesday, January 31, 2023	Thursday February 9, 2023	Thursday March 2, 2023
Tuesday, April 25, 2023	Thursday May 4, 2023	Thursday June 8, 2023

*Material can be submitted to board@mcmaster.ca

Contacts

Should you have questions, please feel free to contact us through one of the emails below. These emails are always monitored, even during individual absences.

Board of Governors and Committees
board@mcmaster.ca

Senate and Committees, UPC
senate@mcmaster.ca

Undergraduate Council and Committees
ugc@mcmaster.ca

Hearings Inquiries
hearings@mcmaster.ca

Policy Inquiries
policy@mcmaster.ca

Privacy Inquiries
privacy@mcmaster.ca

General Inquiries
univsec@mcmaster.ca

Our Staff

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Lori Baker
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Kelly Snow
Assistant University Secretary

Alysha Sless
Assistant University Secretary

Sherri Keene
Assistant University Secretary

Important Links

[University Secretariat Website](#)

[Policies Directory](#)

[Meeting Dates](#)

[Board of Governors Meeting Materials](#)

[Senate Meeting Materials](#)

[UGC Meeting Materials](#)

[UPC Meeting Materials](#)

[Board of Governors Membership](#)

[Committees of the Board of Governors – Membership and Terms of Reference](#)

[Senate Membership](#)

[Committees of the Senate – Membership and Terms of Reference](#)