

**Meeting Notes**

<b>Meeting:</b>	<b>Provost and Deans Group</b>	<b>Date &amp; Time:</b>	<b>Feb 21, 2024 10:00 am – 12 noon</b>
<b>Location:</b>	<b>Hybrid (Richardson 315 and TEAMS link in Calendar Invite)</b>		
<b>Chair:</b>	<b>Matthew Evans, Provost and Vice-Principal (Academic)</b>		
<b>Attendees:</b>	<ul style="list-style-type: none"> <li>• Mark Asberg</li> <li>• Barbara Crow</li> <li>• Sandra den Otter</li> <li>• Amir Fam -for Kevin</li> <li>• Colleen Flood</li> <li>• Rebecca Luce-Kapler</li> <li>• Jane Philpott</li> </ul>	<ul style="list-style-type: none"> <li>• Fahim Quadir</li> <li>• Teri Shearer</li> <li>• Sandy Staples -for Wanda</li> <li>• Lori Stewart</li> <li>• Ann Tierney</li> <li>• Gavan Watson</li> </ul>	
<b>Regrets</b>	<ul style="list-style-type: none"> <li>• Wanda Costen</li> </ul>	<ul style="list-style-type: none"> <li>• Kevin Deluzio</li> </ul>	
<b>Guests</b>	<ul style="list-style-type: none"> <li>• Matt Durnin</li> <li>• Michael Fraser</li> </ul>	<ul style="list-style-type: none"> <li>• Haseeb Kamal</li> <li>• Donna Janiec</li> </ul>	

<b>Discussion Item</b>	<b>Lead</b>
1. Renew Project Update  Decision: <ul style="list-style-type: none"> <li>• Faculty Deans may collectively nominate different Faculty Deans to serve on the Professional Services Working Group (PSWG).</li> </ul> For Action: <ul style="list-style-type: none"> <li>• The Provost's Office will update PSWG Terms of Reference based on comments from the Provost and Deans Committee.</li> </ul>	Matthew Evans Donna Janiec Haseeb Kamal Matt Durnin
2. University Relations Update	Michael Fraser
3. Chair's Remarks  For action: <ul style="list-style-type: none"> <li>• The Provost's Office will schedule a half day meeting on Key Performance Indicators in April</li> <li>• The Provost's Office is working to schedule a meeting of university leaders in May.</li> </ul>	Matthew Evans
4. Senate Agenda	Matthew Evans

Discussion Item	Lead
5. IRCC/Visa Updates  For action: <ul style="list-style-type: none"><li>• Student Affairs will arrange a meeting of this group once details are known.</li></ul>	Ann Tierney
6. Faculty Retirements	Teri Shearer
7. Request to Hire Process  For action: <ul style="list-style-type: none"><li>• Bring forward to March meeting.</li></ul>	Matthew Evans

Please send agenda items for upcoming meetings to [provost@queensu.ca](mailto:provost@queensu.ca).