

## SENATE UNDERGRADUATE SCHOLARSHIPS & BURSARIES COMMITTEE

Approved by Senate: October 2003; December 4, 2009

Quorum: Is a simple majority of all voting positions.

Seven (7) days notice shall be given for all meetings except that a meeting may be held at any time without due notice if all members of the Committee are able to be present and/or consent thereto.

### Composition

1. ~~Manager, Undergraduate Recruitment (non-voting)~~ Director of Admissions and Recruitment
2. Vice Provost (Student Affairs)
3. Six full-time faculty members, including 1 faculty member from Orillia when possible, elected by Senate on the recommendation of the Senate Nominations Committee (voting) ~~Six full-time faculty members elected by Senate on the recommendation of the Senate Nominations Committee~~
4. One faculty member recommended by the Ogimaawin-Aboriginal Governance Council
- ~~5. Undergraduate Scholarships Officer (non-voting)~~
- ~~6.5. Manager, Student Awards and Financial Aid (non-voting)~~ Financial Aid Administrator (non-voting)
- ~~7.6. Vice-President (External Relations), or delegate (non-voting)~~ Vice-President (External Relations), or delegate from Office of University Advancement (non-voting)
- ~~8.7. Associate Vice-President (Finance) (non-voting)~~ Associate Vice-President (Financial Services) (non-voting)
- ~~9.8. One student member of the LUSU Executive (or delegate), elected by Senate on the recommendation of LUSU (voting)~~ One LUSU Representative
- ~~10.9. Associate Vice-Provost (Enrolment) & Registrar (voting)~~ Registrar (non-voting)
- ~~11.10. Director of Athletics (non-voting)~~
- ~~12. Past Chair~~
  - ~~1. Unless the Past Chair is within their 3-year term in which case the Past Chair position would be counted within the 6 faculty members in item #3.~~
  - ~~2. If the Past Chair's regular term has come to an end, the Past Chair will be a non-voting position.~~

### Terms of Office

- 1 & 2 ex officio
- 3 three-year terms (renewable) (staggered)
- 4 two-year term (renewable)
- 5,6,7,8 ex officio
- 8 9 one-year term (renewable)
- 9 10, 10 11 ex officio
- ~~12 ex officio (one year)~~

### Organization

1. Chair to be elected annually by the Committee from among the 6 faculty members elected by Senate
- ~~2. Vice Chair to be elected annually by the Committee from among the 6 faculty members elected by Senate~~
- ~~3.~~2. Secretary: Undergraduate Scholarships/Awards Officer Administrative Support: Student Awards and Financial Aid, Financial Aid Specialist.
- ~~4. Administrative Office: Office of Student Financial Aid and Awards~~

#### Terms of Reference

1. To annually review and recommend changes for the Lakehead University calendar as they pertain to the work of the Senate Undergraduate Scholarships and Bursaries Committee. ~~To annually review and make recommendations to the Registrar for changes to the Lakehead University calendar as they pertain to the work of the Senate Undergraduate Scholarships and Bursaries Committee.~~
2. To review and/or develop ~~effective~~ procedures for the implementation of student awards policies.
3. To assist ~~in~~ and/or approve the selection of recipients for scholarships and/or bursaries.
- ~~4. To assist in approving recipients for major medals (Governor's General Silver Medal, Governor's General College Bronze Medal, Chancellor's Medal, Vice-Chancellor's Medal) to be brought forward to Senate. To assist the Office of the Registrar in approving recipients for major medals, (Governor's General Silver Medal, Governor's General College Bronze Medal, Chancellor's Medal, Vice-Chancellor's Medal) to be brought forward to Senate.~~
- ~~5.~~4. To review and make decisions regarding scholarship/award appeals.