

# XIII FACULTY OF GRADUATE STUDIES COUNCIL

Approved by: Senate, October 28, 2005; January 23, 2009; December 4, 2009; January 19, 2015; November 30, 2015; January 18, 2016; October 30, 2017

The Council will typically meet on a monthly basis from September to May.

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 Council are able to be present and/or consent thereto.

## Quorum

Unless otherwise stated in the approved terms of reference, quorum is a simple majority of all filled positions. Committee members whose positions are listed as \* shall not be included in the total when quorum is counted.

## Composition

1. Provost & Vice-President (Academic)\*
2. Vice-President, Research & Innovation\*
3. Associate Vice-President, Research & Innovation\* (non-voting except in the absence of the Vice-President, Research & Innovation)
4. Vice-President (Administration & Finance)\*
- ~~5.~~ ~~Vice-Provost (Student Affairs)\*~~
- ~~6.~~~~5.~~ Vice-Provost (Aboriginal Initiatives)\*
- ~~7.~~~~6.~~ Deputy Provost\* (non-voting - except in the absence of the Provost & Vice-President (Academic))
- ~~8.~~~~7.~~ Dean of Graduate Studies\*
- ~~9.~~~~8.~~ Faculty Deans with a Graduate Program\*
- ~~10.~~~~9.~~ Senior Associate Dean West NOSM\*
- ~~11.~~~~10.~~ \_\_\_\_\_ Vice-Provost, Institutional Planning & Analysis\*
- ~~12.~~~~11.~~ \_\_\_\_\_ Associate ~~Registrar~~ ~~Vice-Provost Enrolment & Registrar~~\*

- ~~13~~.12. \_\_\_\_\_ Chair, Senate Research Committee\*
- ~~14~~.13. \_\_\_\_\_ University Librarian and Vice-Provost, Teaching and Learning\*
- ~~15~~.14. \_\_\_\_\_ One Graduate Coordinator/Chair from each Graduate Program (elected by and from the faculty members in the graduate program).
- ~~16~~.15. \_\_\_\_\_ Chairs, FGS Leave / Extension Committee and FGS Regulations / Programs Committee
- ~~17~~.16. \_\_\_\_\_ One Graduate Student from each academic Faculty with a graduate program
- ~~18~~.17. \_\_\_\_\_ LUSU Vice-President Advocacy (non-voting)
- ~~19~~.18. \_\_\_\_\_ Academic & Curriculum Development Coordinator (non-voting)
- ~~20~~.19. \_\_\_\_\_ Graduate Admissions Officer (non-voting)
- ~~21~~.20. \_\_\_\_\_ Graduate Funding Officer (non-voting)
- ~~22~~.21. \_\_\_\_\_ Manager, Graduate Studies (non-voting)

#### Terms of Office

- 1 to ~~13~~4; *ex officio*
- ~~14~~5 to ~~16~~7; one-year terms (renewable)
- ~~17~~8 to ~~21~~2; *ex officio*

#### Organization

1. Chair - Dean of Graduate Studies
2. Secretary - Manager, Graduate Studies
3. Administrative Office - Office of the Faculty of Graduate Studies

#### Terms of Reference

1. To promote graduate education.
2. To review all proposed new graduate programs and make recommendations to Senate.
3. To make recommendations to the University on policies affecting graduate education.
4. To prepare responses to University, provincial, national and international policies that impact on graduate level education.

5. To carry out Senate-approved graduate program policies that include but are not limited to: time extensions, leaves of absence.

6. To review all proposed graduate program curriculum / calendar changes and regulations and make recommendations to Senate.

7. The Council may establish such Standing Committees or ad-hoc committees as it considers necessary. The Council may delegate authority to its committees, but such committees will be responsible to the Council.