

III Senate Budget Committee

Last revised by Senate

Oct. 3, 2008; Nov. 7, 2008, Dec. 4, 2009; Mar. 18, 2011; Nov. 16, 2012

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.

Quorum: Unless otherwise stated in the approved terms of reference, quorum for Senate and all Senate committees 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. ~~Vice-President (Academic)~~ & Provost & ~~Vice-President (Academic)~~**; if the Provost is absent, the Deputy Provost may attend meetings as a voting member
2. Immediate Past Chair
3. Five full-time faculty members elected by Senate on the recommendation of the Senate Nominations Committee
4. Lakehead University Student Union Vice-President (Finance)
5. Vice-President (Administration & Finance)**
6. Director of Institutional Analysis & Government Relations (non-voting)**
7. Vice-Provost (Student Affairs)**
8. Dean of the Faculty of Graduate Studies

Terms of Office

1. ~~1 & 2, 4, 5, 6, 7 & 8~~ ex officio
- 3 two-year terms (renewable) (staggered)
- ~~4, 5, 6, 7 & 8~~ ex officio

Organization

1. Chair: To be elected annually by the Committee from among those members holding academic appointment
2. Secretary: ~~To be elected by and from the Committee~~ Governance Officer - Senate
3. Administrative Office: ~~Office of the Vice-President (Administration & Finance)~~ University Secretariat

Terms of Reference

1. To assess the financial implications of proposals for new courses and/or program proposals and changes to existing courses and/or programs. Review of new program proposals will be conducted in accordance with the Lakehead University Institutional Quality Assurance Procedures (IQAP).
2. To perform analyses as are necessary to advise Senate concerning optimum use of resources available for the development of the University's academic program.

3. To aid in the process of establishing a workable planning and budgeting procedure and within this framework, to participate in the formulation of an integrated multi-year plan and budget.
4. To review the University budget as it develops and to advise the Senate.

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