

MEMORANDUM

Date: November 24, 2010

To: Karen Roche

From: Dr. J. Vis, Chair, Senate Continuing Education & Distributed Learning Committee

Subject: Terms of Reference, Senate Continuing Education & Distributed Learning Committee

At its November 18, 2010 meeting, the Senate Continuing Education & Distributed Learning Committee (SCEDLC) moved that the proposed change to its Terms of Reference be referred to Senate Organization Committee. The proposal is to add the E-Learning Specialist as a non-voting member of SCEDLC.

The E-Learning Specialist is directly involved with institutional distributed learning (DL) initiatives and offers valuable expertise and insights to the Committee. This is significant given the current growth and future opportunities in this regard particularly within the framework and implementation of the Strategic Plan.

We will be pleased to provide further information or clarification is required

Name _____

Signature _____

Date _____