

III SENATE BUDGET COMMITTEE

Approved by Senate: October 3, 2008; November 7, 2008, December 4, 2009; March 18, 2011; February 15, 2013; November 30, 2015

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.

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. Provost & Vice-President (Academic); if the Provost is absent, the Deputy Provost may attend meetings as a voting member**
2. Immediate Past Chair **(in the event that the Immediate Past Chair's term on the Committee has expired they are eligible to serve in this capacity for a maximum of one year)**
3. Five full-time faculty members elected by Senate on the recommendation of the Senate Nominations Committee
4. Lakehead University Student Union (**LUSU**) Vice-President (Finance); **if the LUSU Vice-President Finance is absent, the LUSU President may attend meetings as a voting member**
5. Vice-President (Administration & Finance); **if the Vice-President is absent, the Associate Vice-President, Financial Services may attend meetings as a voting member****
6. Vice-Provost, Institutional Planning & Analysis (non-voting)**
7. Vice-Provost (Student Affairs)**
8. Dean of the Faculty of Graduate Studies

Terms of Office

1, 2, 4, 5, 6, 7 & 8: ex officio

3: two-year terms (renewable) (staggered)

Organization

1. Chair: To be elected annually by the Committee from among those members holding academic appointment
2. Secretary: Governance Officer – Senate
3. Administrative Office: 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.