

XVII FACULTY OF GRADUATE STUDIES COUNCIL

Approved by: Senate, October 28, 2005; January 23, 2009; December 4, 2009

The Council will **typically** meet on a monthly basis from September to May., ~~excluding December.~~

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, Economic Development & Innovation)*
3. Vice-President (Administration & Finance)*
4. Vice-Provost (Student Affairs)*
5. Vice-Provost (Aboriginal Initiatives)*
6. Deputy Provost* (non-voting - except in the absence of the Provost & Vice-President (Academic))
7. Dean of Graduate Studies*
8. Faculty Deans with a Graduate Program*
9. Senior Associate Dean West NOSM*
10. **Vice-Provost, Institutional Analysis & Government Relations** ~~Director of Institutional Analysis & Government Relations*~~
11. **Associate Vice-Provost Enrolment & Registrar** ~~University Registrar*~~
12. Chair, Senate Research Committee*
13. University Librarian*
14. One Graduate Coordinator/Chair from each Graduate Program (elected by and from the faculty members in the graduate program).
15. **Chairs, FGS Leave/Extension Committee and FGS Regulations/Programs Committee**
16. One Graduate Student from each academic Faculty with a graduate program ~~(elected by the graduate students in that Faculty).~~
17. LUSU V.P. Student Issues (non-voting)
18. Calendar/~~Records~~ Officer (non-voting)
19. Graduate Admissions Officer (non-voting)
20. Graduate Funding Officer (non-voting)
21. Manager, Graduate Studies (non-voting)

Terms of Office

1 to 13 ex officio

14 one-year term (renewable)

15 one-year term (renewable)

16 to 20 ex officio

Organization

1. Chair - Dean of Graduate Studies
2. Secretary - Manager, Graduate Studies
3. Administrative Office - Office of the **Faculty Dean** 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. ~~including, but not limited to, tuition fee policy, credit for graduate thesis/project supervision and courses, admissions policy and procedures.~~
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: ~~approval of external examiners for theses,~~ time extensions, leaves of absences.
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.