SENATE COMMITTEE ON PLANNING
TERMS OF REFERENCE

The Committee shall:

1. Study, and submit recommendations to Senate concerning, proposals for the creation or disestablishment of programs, faculties, schools, departments, centres and institutes and major modifications of existing programs;

2. Assist and advise Senate, after due consultation with the faculties, in the formulation of appropriate academic policy; and

3. Advise Senate and the President on academic issues as required.

Senate standing and ad hoc committee meetings are normally closed. A committee may determine that the whole or part of any committee discussion or document presented to the committee shall be held in confidence.

Interaction between the Deans and committee

The agenda and minutes of all meetings will be sent to all the Deans.

The Dean of any Faculty or Division (or designate) involved in a matter being discussed by the Senate Committee on Planning should attend the presentation.

Composition

- 10 faculty members representing the faculties (at least 2 of whom shall be members of Senate) (voting)
- 2 members representing the divisions (Continuing Studies and Medical Sciences) (voting)
- 2 students - including at least 1 student member of Senate; 1 undergraduate student representative, 1 graduate student representative; the student who is not a member of Senate is to be nominated by the UVSS or the GSS as appropriate (voting)
- 1 Dean, nominated by the Deans (voting)*
- the President or nominee (ex officio, voting)
- the Vice-President Academic and Provost (ex officio, voting)
- the Associate Vice-President Academic Planning (Chair) (ex officio, voting)
- the Vice-President Research (ex officio, voting)
- the Registrar (ex officio, non-voting)
- the Director or designate, Cooperative Education and Career Services (ex officio, non-voting)
- the University Secretary or designate (ex officio, non-voting)

Total membership – 22 (19 voting members)
The secretary of the committee is a representative from the Office of the Vice President Academic and Provost.

*the Dean will be nominated by and from the Deans for a three-year term, the nomination being sent to the Senate Committee on Agenda and Governance for approval by Senate. It is understood that a Dean may be re-appointed, if the Deans so desire.

Approved by Senate September 14, 1983
Revised September 16, 1987
Revised November 16, 1992
Revised November 3, 1994
Revised March 1, 2000
Revised February 4, 2005
Revised February 6, 2006
Revised October 5, 2007
Revised May 4, 2012
Revised October 5, 2012
Revised October 4, 2013
Revised December 6, 2013
Revised April 4, 2014