



ACADEMIC COUNCIL REPORT

SESSION:		ACTION REQUESTED:	
Public	<input checked="" type="checkbox"/>	Decision	<input checked="" type="checkbox"/>
Non-Public	<input type="checkbox"/>	Consultation	<input type="checkbox"/>
		Information	<input type="checkbox"/>

TO: Academic Council

DATE: May 28, 2019

FROM: Governance & Nominations Committee (GNC)

SUBJECT: Terms of Reference Review – Admissions & Scholarship Committee

COMMITTEE MANDATE:

Section 1(a) of the GNC Terms of Reference lists one of the responsibilities of the committee as advising Academic Council on the establishment, terms of reference, composition, membership and retirement of its committees, including its own.

In accordance with the By-law No. 2 Implementation Plan presented to Academic Council in October 2018, the GNC has started reviewing the terms of reference & appointment procedures for the standing committees of Academic Council.

The GNC is seeking Academic Council’s recommendation to dissolve the Admissions & Scholarship Committee (ASC).

RATIONALE:

The proposal to dissolve the ASC is recommended by the Registrar, who serves as the Chair of the ASC, and the GNC.

Current Practice

The ASC is a standing committee of Academic Council. The committee recommends changes to admissions and scholarship policy as outlined in its Terms of Reference. The ASC has largely been dormant over the last few years as CPRC has provided the academic oversight for changes to admissions policy, and there have been minimal changes to the university’s scholarship policies.

Proposed Practice

The Curriculum and Program Review Committee maintains academic oversight for academic programs and recommends modifications to Academic Council. Admissions and scholarships policies affect program enrolments, reputation and possible program outcomes. The proposed changes to the CPRC Terms of Reference have included responsibility for academic oversight on these portfolios to ensure the continuity between registrarial practices and academic programming. This would result in the disbanding of the ASC.

NEXT STEPS:

1. If recommended by Academic Council, the recommendation to dissolve the ASC will be presented to the Board for approval at the meeting on June 26, 2019.

MOTION:

That pursuant to the recommendation of the Governance & Nominations Committee, Academic Council hereby recommends dissolving the Admissions & Scholarship Committee.

SUPPORTING REFERENCE MATERIALS:

- ASC Terms of Reference

I. MEETING DATES AND TIMES

Meetings shall be held bi-monthly throughout the year based on specific needs.

II. MEMBERSHIP

- Registrar (Chair)
- Three (3) core faculty members
- Associate Registrar, Recruitment and Admissions
- Director, Financial Aid and Awards
- Two (2) student representatives, elected from student body at large

III. TERMS OF REFERENCE

1. To formulate and recommend undergraduate scholarship policy to Academic Council;
2. To review and approve terms of reference for all undergraduate scholarships, bursaries and other academic awards and prizes and to report its decisions on these matters to Academic Council;
3. To select individual recipients of undergraduate awards and prizes where judgment is required in the selection process;
4. To recommend to Academic Council changes to undergraduate admissions policy;
5. To recommend to Academic Council the minimum standards for undergraduate admission to the University;
6. To act for Academic Council to consider appeals from undergraduate students who are refused admission or who are denied deferral of their admission.

Related policies and procedures:

- Academic Calendar, Section 4
- Admissions Appeals Procedures