



Faculty of Graduate Studies Council Policy Committee Terms of Reference

1. ESTABLISHMENT

The Faculty of Graduate Studies Council (FGSC) hereby establishes a standing committee called the FGSC Policy Committee (the **Committee**) which delegates to the Committee the authorities set out herein.

2. MEMBERSHIP

a) Chair

Associate Dean (Policy), Faculty of Graduate Studies

b) Voting Members

Dean, Faculty of Graduate Studies

Associate Deans, Faculty of Graduate Studies

Six academic staff members who hold supervisory privileges, appointed for a three-year term by FGSC through an election process (broad Faculty representation is preferable), at least four of whom are members of FGS Council at the time of appointment.

Two members of the Graduate Students' Association

Non-Voting Members

FGS Senior Director, Strategic Operations

3. ROLE

The Committee studies issues of policy initiated by the Committee or referred to it by Council or by the Dean. The Committee also acts on behalf of, and with full authority of FGSC, concerning policy matters that must be handled between regularly scheduled FGSC meetings.

4. RESPONSIBILITIES

The Committee will fulfill its role primarily by carrying out the activities enumerated below.

The listed responsibilities shall be the common, recurring activities of the Committee, however, the Committee may carry out additional responsibilities and duties within its role.

The Committee's primary responsibilities are as follows:

a) Provide guidance on the philosophy of policy

- b) Review and update any and all aspects of the Graduate Policies as needed, to recommend to FGSC;
- c) To regularly report to FGS Council
- d) Such other activities and responsibilities delegated or assigned to it by FGSC from time to time.

5. POWERS

Other than, or in the absence of, specific delegations of authority from FGSC to act autonomously, the Committee's powers shall be limited to providing input and ideas, advising and making recommendations concerning policy to the Dean of Graduate Studies.

6. AUTHORITIES

The Committee has the specific delegated authority to act autonomously as described below, on the condition that decisions made or actions taken under this delegated authority are reported to FGSC.

- a) Act on behalf of, and with full authority of FGSC concerning policy matters that must be handled between regularly scheduled FGSC meetings.