



GRADUATE ACADEMIC AFFAIRS COMMITTEE

OFFICE OF ACCOUNTABILITY: GRADUATE AND POSTDOCTORAL COUNCIL (GPC)

College of Graduate & Postdoctoral Council

Dean, College of Graduate & Postdoctoral Studies

The **Graduate Academic Affairs Committee** is a standing committee of GPC. New members will be nominated annually by the Nominations Committee and shall be widely representative of the College and experienced in the supervision of students, and administration of graduate programs, and include those with training in EDI and expertise in Indigenization and Decolonization.

1. Membership

Voting

- Dean, College of Graduate and Postdoctoral Studies or designate (Co-Chair);
- EDI Specialist Faculty Member appointed by the Dean (Co-Chair);
- Five (5) faculty members from GPC representing a balance of disciplinary expertise;
- The chair shall be selected from the faculty membership of the committee on their advice to the nominations committee;
- One (1) GSA representative; appointed annually;
- GSA Vice President Indigenous Engagement or designate; appointed annually

Resource:

- Academic Affairs Specialist, CGPS (committee support)
- College EDI Resource appointed by the Dean
- College Decolonization Resource appointed by the Dean

2. Responsibilities

- To regularly review all academic policies of the college and recommend to the GPC any policy changes relevant to graduate academic affairs as listed in the University Catalogue and the Policies and Procedures of the college;
- Promote and provide a forum for the exchange of information and ideas regarding the development of a diverse student body in graduate education among faculty, students, administrators, and staff;
- Support the goals of the institution and the CGPS of achieving a more diverse graduate student population by providing information and advice on new initiatives and policy development;
- To review and approve, if appropriate, all recommendations for the admission of, and programmatic requirements for, Special Case Master's and Special Case Doctoral Programs;
- To review and approve, if appropriate, any programmatic changes involving special case students;
- To act on admission appeals by individual students or by academic units in accordance with CGPS admission and appeal policy and procedures;
- To act on appeals and grievances that affect graduate students and to establish appropriate procedures to do so;
- To act on matters referred to it by the GPC or the Dean;
- To name members to ad hoc sub-committees or hearing boards as may be required from time to time to handle academic matters relevant to individual graduate student programs;
- To prepare an Annual General Report to the GPC;
- To delegate to the Dean, who may delegate to the Associate Dean, matters of urgency which the Graduate Academic Affairs Committee meeting schedule cannot accommodate, providing that actions of the Dean or Associate Dean on such issues be brought to the first subsequent meeting of the Graduate Academic Affairs Committee;
- To review its own terms of reference as necessary and recommend changes to be approved by GPC.

3. Reporting

- The committee will provide an annual general report to GPC with respect to its activities and decisions.

Approval by GPC**February 2, 2017****March 15, 2022**