

# **GRADUATE EDUCATION COUNCIL**

## **POLICY, REGULATIONS, AND GRADUATE PROGRAM MEMBERSHIP COMMITTEE**

### **Terms of Reference:**

To review academic policies and procedures in the Graduate Handbook and Calendar at least once annually. New and revised policies will be recommended to SCAPA and Senate.

To revise policies and procedures as required on behalf of the Graduate Education Council (e.g. policies on admissions, progression, appeals, tuition, etc.)

To review graduate membership criteria and revise as required, attending to membership criteria for the various kinds of graduate programs:

- Review nominations, renewals and withdrawals of graduate faculty membership.
- Meet as required, and at least twice per year;
- Provide the Graduate Education Council with an annual summary report

### **Composition:**

Fifteen members elected by the Graduate Education Council:

- one GEC faculty member from each Faculty (two-year cycles, on a rotational basis)
- the Affiliate representative on the Graduate Education Council (two-year cycles, on a rotational basis)
- two graduate students who represent the diversity of graduate programs (one-year cycles, on a rotational basis)
- one Graduate Assistant who is a member of the Graduate Education Council (two-year cycles, on a rotational basis)

Additional members (non-voting) e.g. the Associate Registrar, may be co-opted as deemed necessary.

- Ex Officio: Vice-Provost (Graduate and Postdoctoral Studies)  
Two Associate Vice-Provosts (Graduate and Postdoctoral Studies)  
Chair of SCAPA