

**Senate Ad Hoc Committee on Graduate Academic Governance**  
**Terms of Reference**  
**June 2, 2023**

The purpose of the Senate Ad Hoc Committee on Graduate Academic Governance (CGAG) is to provide a detailed review of the impact of the transfer of approval authority and responsibility for graduate curricula from the Faculty of Graduate and Post-doctoral Affairs (FGPA) to the Faculty of Arts and Social Sciences, the Faculty of Engineering and Design, the Faculty of Public Affairs, the Faculty of Science, and the Sprott School of Business, and, to propose solutions to address concerns resulting from the change.

**Responsibilities**

The Senate Ad Hoc Committee on Graduate Academic Governance (CGAG) will review the impact of the transfer of approval authority and responsibility for graduate curricula. In particular, CGAG will perform the following activities:

- Consider the implications on all Senate governance documents, including the Academic Governance of the University (AGU) and the terms of reference for Senate Committees
- Consider the implications on all the processes and procedures related to the academic governance of graduate programs that fall under the responsibility of Senate. These may include, for example, the processes for the approval of calendar changes, the processes for the approval of changes to rules and regulations, the approval of grades, the process for graduating students, the administration of academic integrity, the adjudication of student appeals, and the Quality Assurance responsibilities and processes.
- Disseminate to those responsible (such as SAGC, Faculty Boards and Senate Committee on Curriculum, Admission, and Studies Policy (SCCASP)) any matters and recommendations that CGAG identifies during its work.

**Reporting**

CGAG (through its Chair) reports regularly to Senate on its work and progress with the intent of bringing a report and recommendations to Senate by January 2024.

**Membership**

The Senate Ad Hoc Committee on Graduate Academic Governance is constituted as follows:

- One faculty member nominated by SAGC as chair.
- One faculty member from each Line Faculty nominated by the corresponding Dean.
- One faculty member nominated by the Provost and Vice-President (Academic) with experience in the current operation of the Faculty of Graduate and Post-doctoral Affairs.
- Three support staff members, one each from the Office Vice-Provost and Associate Vice-President (Academic), the Registrar's Office, and the Faculty of Graduate and Post-doctoral Affairs.

The Committee may invite others to serve as non-voting resources to provide information as required.

**Quorum and Voting**

Quorum is a minimum of five of the nine voting members of the Committee where the majority of quorum must be faculty members. Voting is by majority vote, with the Chair being non-voting except to break any ties. The Committee is expected to work in consultation with stakeholders.

**Meetings and Workload**

Members selected for the Committee are expected to serve until the Committee completes its work. The Committee will meet regularly and be supported by staff from the Senate Office and the Office of the Provost and Vice-President (Academic).