



**STATUTORY DEANS' COUNCIL**  
Terms of Reference  
December 18, 2014

**1. PURPOSE**

- 1.1 Statutory Deans' Council (the "Council") is advisory and support to President, Board of Governors and General Faculties Council.
- 1.2 Discusses a variety of academic and administrative issues and shares information on many topics affecting the institution. In particular, all new and revised policies, procedures and University-wide guidelines to be discussed and approved.

**2. POST-SECONDARY LEARNING ACT**

- 27(1) *Each university must have a deans' council that shall consist of*
- (a) *the president, who is the chair,*
  - (b) *the vice-presidents,*
  - (c) *the dean of each faculty*
  - (d) *any other officers of the university that may be designated by the council*
- 27(2) *The deans' council is an advisory body to the president of the university, the board, and the general faculties council and has the powers, duties and functions that are delegated to it.*

**3. MEMBERSHIP**

- 3.1. The President of the University has delegated the Chair of the Council to the Provost & Vice-President (Academic).
- 3.2. The following shall be the members of Statutory Deans' Council:

Chair:	Provost & Vice-President (Academic)
Membership:	Vice-President (Finance & Administration) Vice-President (Research) Vice-President (Advancement) Vice-Provost and Associate Vice-President (Academic) Deans University Librarian Associate Vice-President(s) Associate Deans Associate University Librarian(s) Assistant Dean(s) Executive Directors Chief Information Officer Registrar Director, Financial Services
Resource:	General Counsel Executive Analyst to the Vice-President (Finance & Administration) Senior Advisor to the President Academic Director, Teaching Centre

Recording Secretary: Administrative Assistant, Provost & Vice-President (Academic)

- 3.3. Due to the nature of the discussions and confidentiality at the Council meetings, unless specifically approved by the Chair of the Council, membership and attendance at Council may not be delegated.

