

**Report of the  
Executive and Planning Committee  
of the Faculty of Health  
March 2019**

**1. ITEMS FOR ACTION (2)**

**Proposal to create a Graduate Committee as a Standing Committee of Faculty of Health Council**

**Rationale:** At present, governance of graduate programs is the prerogative of the Faculty of Graduate Studies Council, reporting to Senate. The adoption of the Shared Accountability and Resource Planning (SHARP) budget model means that Faculties have more overt responsibility for graduate education. They are carefully considering the alignment and integration of graduate and undergraduate programming, the best supports for students registered in program anchored within each Faculty, and what forms the future of graduate governance might take.

The establishment of a Graduate Committee of Faculty of Health Council is a proactive approach to sustaining the excellent graduate programming that is currently being delivered, and to ensuring a rewarding student experience for students at the graduate level. It is expected that the mandate of the committee would be reviewed, and changes proposed to Faculty of Health Council, as the FGS mandate evolves.

It is essential that graduate programming be meaningfully integrated within overall Faculty planning around curriculum, enrolment targets, and research intensification.

<p><b>23. STANDING COMMITTEES</b></p> <p>Standing committee duties shall be defined by Council from time to time. Standing committees will report at least annually to Council.</p> <ul style="list-style-type: none"> <li>a. Executive and Planning Committee</li> <li>b. Curriculum Committee</li> <li>c. Committee on Examinations and Academic Standards</li> <li>d. Committee on Research and Awards</li> <li>e. Petitions Committee</li> <li>f. Committee on Tenure and Promotions</li> </ul> <p><b>31b. Curriculum Committee</b> The Curriculum Committee shall review and recommend to Council</p>	<p><b>23. STANDING COMMITTEES</b></p> <p>Standing committee duties shall be defined by Council from time to time. Standing committees will report at least annually to Council.</p> <ul style="list-style-type: none"> <li>a. Executive and Planning Committee</li> <li>b. <b>Undergraduate</b> Curriculum Committee</li> <li>c. Committee on Examinations and Academic Standards</li> <li>d. Committee on Research and Awards</li> <li>e. Petitions Committee</li> <li>f. Committee on Tenure and Promotions</li> <li><b>g. Graduate Committee</b></li> </ul> <p><b>31b. Undergraduate Curriculum Committee</b> The <b>Undergraduate</b> Curriculum</p>
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approval or other appropriate action in relation to the Faculty's regulations and practices as required relating to degree requirements for all years of study and all programs and Faculty-level legislation including:

1. New or changes to certificates
2. New or changes to programs of study, and
3. Other matters relating to academic policy and planning

The Committee shall encourage the development of interdisciplinary and inter-Faculty programs; review and act on behalf of Council with regard to proposals for new or changes in requirements of existing programs and certificates, courses and programs at all levels including content and patterns of study. The Curriculum Committee will receive curricular submissions from the schools and department, and will report to Council on these matters according to Senate reporting requirements. It will forward proposals to Senate as appropriate, and report such actions to Council for information.

The Committee will review and report as appropriate to Council on the academic implications of the curriculum policy of all units responsible for instruction, that is, schools, departments, programs, and of the Faculty as a whole. The Committee will encourage the development of inter-disciplinary and inter-Faculty programs. It will collaborate with the Committee on Examinations and Academic Standards on issues of joint concern.

An Associate Dean (ex officio) shall be a member.

Committee shall review and recommend to Council approval or other appropriate action in relation to the Faculty's regulations and practices as required relating to degree requirements for all years of study and all **undergraduate** programs and Faculty-level legislation including:

1. New or changes to certificates
2. New or changes to programs of study, and
3. Other matters relating to academic policy and planning

The Committee shall **receive and review quality assurance, cyclical program, and other reviews**; review and act on behalf of Council with regard to proposals for new or changes in requirements of existing programs and certificates, courses and programs at all levels including content and patterns of study. The Curriculum Committee will receive **undergraduate** curricular submissions from the schools and department, and will report to Council on these matters according to Senate reporting requirements. It will forward proposals to Senate as appropriate, and report such actions to Council for information.

The Committee will review and report as appropriate to Council on the academic implications of the **undergraduate** curriculum policy of all units responsible for instruction, that is, schools, departments, **undergraduate** programs, and of the Faculty as a whole. **Reports provided to this committee may be subject to redaction for the purpose of removing personal, confidential and/or identifying information.** It will collaborate with the Committee on Examinations and Academic Standards on issues of joint concern.

<p><b>31d. Committee on Research and Awards</b></p> <p>The Committee on Research and Awards shall make recommendations and provide advice to Council on policy matters related to research and creative scholarship. It will promote and celebrate research and creative scholarship at the Faculty level. It will adjudicate Faculty level competitions and programs and adjudicate student research awards as applicable.</p> <p>An Associate Dean (ex officio) shall serve as chair.</p>	<p>An Associate Dean (ex officio) shall be a member.</p> <p><b>31d. Committee on Research and Awards</b></p> <p>The Committee on Research and Awards shall make recommendations and provide advice to Council on policy matters related to research and creative scholarship. It will promote and celebrate research and creative scholarship at the Faculty level. It will adjudicate Faculty level competitions and programs and adjudicate <b>undergraduate</b> student research awards as applicable.</p> <p>An Associate Dean (ex officio) shall serve as chair.</p> <p><b>31g. Graduate Committee</b>  The Graduate Committee shall review and recommend to Council approval or other appropriate action relating to degree requirements for all years of study and all graduate programs:</p> <ul style="list-style-type: none"> <li>• New or changes to diplomas</li> <li>• Proposals for new, deleted or changed Graduate Program</li> <li>• New course proposals, revised and deleted courses</li> <li>• Revised program, degree or Faculty regulations</li> <li>• Other matters relating to graduate policy and planning</li> </ul> <p>The Committee shall receive and review quality assurance, cyclical program, and other reviews.</p> <p>The Graduate Committee will receive graduate curricular submissions from the programs and will report to Council on these matters according to Senate reporting requirements. It</p>
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	<p>will forward proposals to Senate as appropriate and report such actions to Council for information. It will collaborate with the Faculty of Graduate Studies on issues of joint concern.</p> <p>The Committee will promote and celebrate graduate research and creative scholarship at the Faculty level. It will adjudicate Faculty level graduate competitions and awards as applicable.</p> <p>The Graduate Committee shall consist of an Associate Dean (ex officio), one member elected from each of the Faculty's Schools/Department who must be appointed to their graduate program, and 2 graduate student members.</p>
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**2. ITEM FOR ACTION (2)**

**Proposal to amend the Rules and Procedures of Faculty Council.**

Rationale: to provide clarity regarding student membership for Faculty Council.

<p><b>2. MEMBERSHIP</b></p> <p>The following may attend and participate in all meetings of Council and shall have the right to vote:</p> <ol style="list-style-type: none"> <li>a. The Dean, full time members of the faculty, contract faculty for the term during which they hold a teaching appointment and emeritus faculty (retirees) for the term during which they hold a teaching, administrative or supervisory position.</li> <li>b. Ten student members registered in the Faculty of Health. This number will include the Faculty of Health student senators (ex officio) and at least one student from each of the academic units elected annually by the students</li> </ol>	<p><b>2. MEMBERSHIP</b></p> <p>The following may attend and participate in all meetings of Council and shall have the right to vote:</p> <ol style="list-style-type: none"> <li>a. The Dean, full time members of the faculty, contract faculty for the term during which they hold a teaching appointment and emeritus faculty (retirees) for the term during which they hold a teaching, administrative or supervisory position.</li> <li>b. Ten undergraduate student members registered in the Faculty of Health. This number will include two Faculty of Health student senators (ex officio) and at least one student from each of the academic units selected annually</li> </ol>
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<p>in the Faculty of Health.</p> <ul style="list-style-type: none"> <li>c. Two members of the non-academic staff. These two members may not be from the same unit and will be elected by the non-academic staff to serve a one year term.</li> <li>d. The University Librarian (ex officio) or designate and the Health Librarian (ex officio).</li> <li>e. The Chair of Senate (ex officio) and the Secretary of Senate (ex officio).</li> <li>f. The President of the University (ex officio) and the Vice-President Academic (ex officio).</li> </ul> <p>The Council may issue invitations for either the full academic year or for a particular meeting to individuals who are not members of Council. Such individuals shall be entitled to participate in the meeting(s) of Council to which they have been invited but shall not have the right to vote.</p> <p><b>24. STANDING COMMITTEE MEMBERSHIP AND TERM OF OFFICE</b></p> <p>Unless otherwise specified, standing committee membership shall include, one member elected from each of the Faculty's schools/department, and two students. Terms of office shall normally be two years in duration.</p> <p>Members may be re-elected in subsequent years.</p> <p>Student members on standing committees shall be appointed from among the eight elected student members to Council. Their number shall be augmented by an additional eight students, selected on the basis of expressions of interest to serve on standing committees, in response to</p>	<ul style="list-style-type: none"> <li>c. by the students in the Faculty of Health. (Refer to Section 33 regarding the process for selecting students for Council membership)</li> <li>c. Four graduate student members registered in the Faculty of Health. (Refer to Section 33 regarding the process for selecting students for Council membership)</li> <li>d. Two members of the non-academic staff. These two members may not be from the same unit and will be elected by the non-academic staff to serve a one year term.</li> <li>e. The University Librarian (ex officio) or designate and the Health Librarian (ex officio).</li> <li>f. The Chair of Senate (ex officio) and the Secretary of Senate (ex officio).</li> <li>g. The President of the University (ex officio) and the Vice-President Academic (ex officio).</li> </ul> <p><b>24. STANDING COMMITTEE MEMBERSHIP AND TERM OF OFFICE</b></p> <p>Unless otherwise specified, standing committee membership shall include, one member elected from each of the Faculty's schools/department, and two students. Terms of office shall normally be two years in duration.</p> <p>Members may be re-elected in subsequent years.</p> <p>Student members on standing committees may be appointed from among the student Council members. Students not serving on Council may also be appointed to standing committees based on expressions of interest</p>
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<p>Faculty of Health governance volunteer opportunities for students. Student members on standing committees shall serve one year terms and may be re-elected or reappointed in subsequent years.</p>	<p>Student members on standing committees shall serve one year terms and may be re-elected or reappointed in subsequent years.</p> <p><b>33. SELECTION OF STUDENTS FOR COUNCIL MEMBERSHIP</b></p> <p><b>Undergraduate Student Council Membership – 10 members</b></p> <ul style="list-style-type: none"><li>a. 2 student senators – elected by HH student body vote in March to start term following September.</li><li>b. 5 members, one each selected by members of the following Faculty of Health affiliated student clubs – KAHSSO, UPSA, SAHMPI, GHSA, NSAY</li><li>c. FHSC Chair</li><li>d. FHSC Vice Chair</li><li>e. FHSC Director of Finance</li></ul> <p><b>Graduate Student Council Membership – 4 members</b></p> <p>Four members, one each selected by the graduate programs in the following areas: KAHS, PSYC, Health, NURS.</p>
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