



The Senate Committee on Planning shall:

1. Study, and submit recommendations to Senate concerning, proposals for the creation or discontinuation of programs, faculties, schools, departments, centres and institutes and major modifications of existing programs;
2. Approve, on behalf of Senate and the Board of Governors, the creation of micro-certificate programs and report annually on programs created;
3. Assist and advise Senate, after due consultation with the faculties, in the formulation of appropriate academic policy; and
4. Advise Senate and the President on academic issues as required.

The types of proposals to be considered by the Senate Committee on Planning are described in sections 12.00, 45.00, and 47.00 of the Procedures on Curriculum Submissions accompanying Senate Policy AC1120.

The definition of a micro-certificate is described in Senate Policy AC1135, Establishment of Micro-Certificate, Certificate and Diploma Programs.

Senate standing and *ad hoc* committee meetings are normally closed. A committee may determine that the whole or part of any committee discussion or document presented to the committee shall be held in confidence.

Interaction between the Deans and committee

The agenda and minutes of all meetings will be sent to all the Deans.

The Dean of any Faculty or Division (or designate) involved in a matter being discussed by the Senate Committee on Planning should attend the presentation.

Committee composition

- 10 faculty members representing the faculties (at least 2 of whom shall be members of Senate) (voting)
- 2 members representing the divisions (Continuing Studies and Medical Sciences) (voting)
- 2 students - including at least 1 student member of Senate; 1 undergraduate student representative, 1 graduate student representative; the student who is not a member of Senate is to be nominated by the UVSS or the GSS as appropriate (voting)
- 1 Dean, other than the Dean of the Faculty of Graduate Studies, nominated by the Deans (voting)*

- Dean, Faculty of Graduate Studies (*ex officio*, voting)
- President or nominee (*ex officio*, voting)
- Vice-President Academic and Provost or designate (*ex officio*, voting)
- Associate Vice-President Academic Programs (Chair) (*ex officio*, voting)
- Vice-President Research or designate (*ex officio*, voting)
- Registrar (*ex officio*, non-voting)
- Executive Director or designate, Co-operative Education and Career Services (*ex officio*, non-voting)
- University Secretary or designate (*ex officio*, non-voting)

Total membership – 23 (20 voting members)

The secretary of the committee is a representative from the Office of the Vice- President Academic and Provost.

**the Dean will be nominated by and from the Deans for a three-year term, the nomination being sent to the Senate Committee on Agenda and Governance for approval by Senate. It is understood that a Dean may be re-appointed for a second and final term, if the Deans so desire.*

Approved and Revised by Senate:

September 14, 1983
 September 16, 1987
 November 16, 1992
 November 3, 1994
 March 1, 2000
 February 4, 2005
 February 6, 2006
 October 5, 2007
 May 4, 2012
 October 5, 2012
 October 4, 2013
 December 6, 2013
 April 4, 2014
 December 1, 2017
 March 5, 2021
 May 5, 2023 (Board of Governors May 30, 2023)