T H E U N I V E R S I T Y O F B R I T I S H C O L U M B I A

Enrolment Services
Senate & Curriculum Services
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January 10, 2007

Memo to: Vancouver Senate

From: Nominating Committee

Re: Changes to Admissions Committee Terms of Reference

A concern was raised by the student caucus at a meeting of the Nominating Committee regarding the addition to the Senate Admissions Committee of Assistant or Associate Deans as ex-officio members (May 2006). The concern related only to the hearing of student appeals and the student caucus expressed concern that the student/faculty ratio was changed with the addition of these new members. Since the knowledge and experience of the Assistant or Associate Deans has proven to be valuable to the discussions of the Committee, it was agreed that the Assistant or Associate Deans could only vote on student appeals if they were also members of Senate. The Terms of Reference for the Committee have been amended to reflect this change.

Current Terms of Reference

1. To examine and rule on applications for admission and transfer that are not clearly resolvable under the regulations governing admission, and to review and rule on appeals related to admission, re-admission, and transfer to the University.
2. To consider and review admissions and transfer policy. To review performance in relation to admissions and transfer policy, and to make recommendations to Senate.
3. To review advancement requirements (Senate minutes September 14, 1994).
4. To consider and review University and faculty enrolments of new and continuing students (Senate minutes May 20, 1998).
5. Assistant or Associate Deans are normally requested to recuse themselves from the hearing of student appeals.

Updated Terms of Reference

1. To examine and rule on applications for admission and transfer that are not clearly resolvable under the regulations governing admission, and to review and rule on appeals related to admission, re-admission, and transfer to the University.
2. To consider and review admissions and transfer policy. To review performance in relation to admissions and transfer policy, and to make recommendations to Senate.
3. To review advancement requirements (Senate minutes September 14, 1994).
4. To consider and review University and faculty enrolments of new and continuing students (Senate minutes May 20, 1998).
5. Assistant or Associate Deans are to excuse themselves from the hearing of student appeals if the Faculty decision under appeal was one of their own Faculty.
6. Only Committee members who are also members of Senate may vote on motions related to student appeals.

The Nominating Committee recommends:

That Senate approves the new Terms of Reference for the Senate Admissions Committee as circulated.

Respectfully submitted,

Dr. Rhodri Windsor-Liscombe, Chair
Senate Nominating Committee