MINUTES

Attendees: S. Spector (Vice-Chair), M. Bhakthan, R. Dawson, S. Easton, J. Hinchliffe (secretary), R. Khan Hemani, J. Lewthwaite, C. Percival

Regrets: P. Tupper
Absent: J. Derksen, D. Ng, M. Parent

1. Approval of the Agenda

The Agenda was approved as presented.

2. Approval of the Minutes of October 16, 2017

Amend motions to show Stephen Easton as the member making the motion for 6a and as a seconder for 7A. The minutes were approved as amended.

3. Chair’s Report

The Vice-Chair stated the Annual SPCSAB Report will be ready to be submitted for the Senate January meeting. He will circulate a final version to the members for any further revisions or feedback. S. Spector will have it complete by the end of the month.

4. Old Business

a. Revised Disbursement Summary (SPCSAB 17-04)

   (i) Disbursement Summary of Funding Administered or Supported through Financial Aid and Awards Comparative Report: Fiscal Year 2015/2016 vs 2016/2017

M. Bhakthan spoke to this agenda item stating this is a final version and that there were no revisions made since the October SPCSAB meeting. Discussion ensued with M. Bhakthan answering queries posed by the committee members.

5. New Business

a. Graduate Studies (SPCSAB 17-05)
R. Dawson spoke to this agenda item and asked if Grad Studies continue presenting a three year comparison. Some recommended changes were requested by the committee for their report. The members posed questions and discussion ensued.

6. Other Business

There was some discussion as to who would become the new Chair for SPCSAB given some changes to the role that S. Spector would be having given retirement. M. Parent was approached but had indicated teaching conflicts and could not be Chair. S. Spector was nominated by the committee to continue on as acting Vice-Chair until such time that an official Chair could be determined.

R. Khan Hemani announced that this was J. Hinchliffe’s last SPCSAB meeting and the committee thanked Jo Hinchliffe for her dedication to the SPCSAB committee over the past 15 years. You will be greatly missed.

Meeting adjourned at 11:00 am
Minutes prepared by R. Balletta