

SIMON FRASER UNIVERSITY
MEMORANDUM

TO: Senate

**FROM: Senate Committee on
Agenda & Rules**

SUBJECT: Membership - SGAAC

DATE: December 14, 1989

The Senate Committee on Agenda and Rules recommends the following motion:

"that Senate approve the following change to the composition of the Senate Graduate Awards Adjudication Committee:

- 1) addition of the Assistant to the Dean of Graduate Studies as ex-officio, non-voting Secretary;
- 2) retention of the Director of Financial Aid as ex-officio, non-voting member"

SIMON FRASER UNIVERSITY

MEMORANDUM

To: W.R. Heath
Registrar

From: Vern Loewen
Secretary, SPCSAB

Re: Proposed changes to the
Secretariat function of the SGAAC

Date: December 12, 1989

With regard to the proposed changes to the secretariat function for the Senate Graduate Awards Adjudication Committee, please note the memo attached. The Senate Policy Committee on Scholarships, Awards and Bursaries approved these changes at their last meeting on November 30th and asked that you be informed.

SIMON FRASER UNIVERSITY

MEMORANDUM

DEAN OF GRADUATE STUDIES

TO: Policy Committee
SGAAC

FROM: B.P. Clayman

SUBJECT: Secretariat of the SGAAC

DATE: August 9, 1989

I wish to recommend to the Senate Policy Committee on Scholarships, Awards, and Bursaries (SPCSAB) a minor change to the composition of the Senate Graduate Awards Adjudication Committee (SGAAC).

At present, the Director of Financial Aid is, ex-officio, nonvoting "Secretary" to the SGAAC. However, almost all business that comes to the Committee and almost all business that arises from actions of the Committee is carried out in the Office of the Dean of Graduate Studies under the direction of the Assistant to the Dean. In addition, in recent months, the full secretariat function of the Committee has been performed by the Assistant to the Dean. Integration and centralization of these functions have improved both efficiency and effectiveness.

It seems logical to recognize this functional change by modifying the SGAAC membership as follows:

- (1) Addition of the Assistant to the Dean of Graduate Studies as ex-officio, nonvoting Secretary;
- (2) Retention of the Director of Financial Aid as ex ex-officio, nonvoting member.

Retention of the Director of Financial Aid is necessary for exactly the reasons he was included in the membership originally: his knowledge of the history of the graduate awards programs of SFU; coordination of the merit-based and need-based graduate awards program; coordination with undergraduate awards programs. I have consulted with the Director of Financial Aid and he agrees to this change.

This matter will be on the agenda of the next SPCSAB meeting. I hope the SPCSAB will approve this change and recommend it to Senate for implementation.



BPC:vb

cc: V. Loewen (for distribution with SPCSAB agenda)

MAU09SGA