

SIMON FRASER UNIVERSITY

MEMORANDUM

To: Senate

From: SCAR

Subject: Change to Terms of Office- SPCSAB- Date: January 31, 1994
Senate Policy Committee on
Scholarships, Awards and Bursaries

Action undertaken at SCAR gives rise to the following motion:

Motion: "that Senate approve the following changes to the terms of office on the Senate Policy Committee on Scholarships, Awards and Bursaries:

- 1) that the term of office for the Chair of the Committee shall expire on May 31 rather than September 30; and
- 2) that the two year terms of office for the faculty members should be staggered so that all three do not expire in the same calendar year".

The current membership and the rationale for these changes, including the procedures for implementation, are attached.

SIMON FRASER UNIVERSITY

MEMORANDUM

To: SCAR From: Senate Nominating Committee (SNC)

Subject: Change to Terms of Office- SPCSAB- Date: January 26, 1994
Senate Policy Committee on
Scholarships, Awards and Bursaries

The SNC proposes the following changes to the terms of office on the Senate Policy Committee on Scholarships, Awards and Bursaries.

- 1) The term of office for the Chair of the Committee should expire on May 31 rather than September 30.

Rationale: The date of May 31 conforms to the normal expiry date of faculty and student positions on the Senate. The election of the new chair would take place at the June Senate meeting from among the Senate membership. Currently, with other positions on the Committee expiring on September 30 at the same time as the position of Chair, elections are awkward since members could end up running for two different positions on the same committee. Separating the elections facilitates the election process and supports a perceived desirability to have some continuity of membership on the Committee.

- 2) The terms of office for the faculty members (currently two years) should be staggered so that all three do not expire in the same calendar year.

Rationale: There is considerable benefit to having some continuity of membership on the Committee but the current terms of office could lead to all three faculty positions being replaced in the same year. At the first available opportunity, the end date of the term of office for one of the faculty positions on the Committee shall be adjusted so it is different by one year from the other two faculty positions.

12. SENATE POLICY COMMITTEE ON SCHOLARSHIPS, AWARDS & BURSARIES (SPCSAB) - (Reporting Category "B")

<u>Members</u>	<u>Conditions</u>	<u>Term</u>	<u>Expiry Date</u>	<u>Name</u>
Faculty Senator	Chair, Elected by and from Senate	3 yrs	Sep 30/96	
Assoc. Vice- President Academic	Ex-officio			
Dean, Graduate Studies	Ex-officio			
Registrar (or designate)	Secretary (non-voting)			
Faculty Member	Elected	2 yrs	Sep 30/95	
Faculty Member	by	2 yrs	Sep 30/95	
Faculty Member	Senate	2 yrs	Sep 30/95	
Undergraduate Student	Named by the	1 yr	Sep 30/94	
Graduate Student	Student Society	1 yr	Sep 30/94	
Lay Member	Elected by and from Senate	2 yrs	Sep 30/95	

Responsibilities:

1. To set terms of reference for all University administered award programs.
2. To recommend to Senate all changes to programs.
3. To set terms of reference for adjudication.
4. To establish budget requests.
5. To integrate award programs with recruiting.
6. To report annually to Senate in June of each year.
7. To establish University policies relative to Student Funding from non-University sources.

Note: In the event no lay member of Senate is available to serve, Senate may elect a general member of the community to serve in that position.

Responsibilities of the Registrar (or designate):

1. Secretary and active in policy development.
2. To administer the programs and budgets and to provide support services as required.

Reorganization of the Senate Committee on Scholarships, Awards and Bursaries into the Senate Policy Committee on Scholarships, Awards and Bursaries (SPCSAB), the Senate Undergraduate Awards Adjudication Committee (SUAAC), and the Senate Graduate Awards Adjudication Committee (SGAAC) with memberships and responsibilities approved by Senate at its meetings of December 1985 (S.85-66) and May 12, 1986 (S.86-26). Candidates elected (by mail election) to the SPCSAB, SUAAC, and the SG AAC June 27, 1986. Change in annual reporting date from April to June approved by Senate on April 11, 1988 (S.88-14). Change in membership with regard to Student Representation approved by Senate November 7, 1988 (S.88-40).