

SIMON FRASER UNIVERSITY  
University Secretariat  
MEMORANDUM

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**To:** Senate  
**From:** Alison Watt  
**Subject:** Quorum requirements for committees  
**Date:** 16 May, 2003

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Action undertaken by the Senate Committee on Agenda and Rules at its meeting on May 20, 2003 gives rise to the following motion:

**Motion:**

"that Senate approve that the following quorum requirements be adopted for the following committees.

- |    |                                                      |                   |
|----|------------------------------------------------------|-------------------|
| 1. | Senate Committee on University Priorities            | Quorum 6 members  |
| 2. | Senate Committee on Undergraduate Studies            | Quorum 5 members  |
| 3. | Senate Committee on Continuing Studies               | Quorum 5 members  |
| 4. | Senate Graduate Awards Adjudication Committee        | Quorum 6 members  |
| 5. | Senate Committee on University Teaching and Learning | Quorum 5 members" |

These quorum recommendations are consistent with the recommendations of the 1999/2000 Senate Review Committee. SCUP and SCUS have approved these quorum levels.

With the adoption of these quorum levels, all Senate committees will have quorum levels specified in their terms of reference.

