Council Committee on the Faculty of Graduate Studies and Research

**Purpose:** Responsible for advising Council on graduate academic programs, policy, regulations and standards

**Membership:**

Appointed:
- Federated Colleges (one accredited Faculty member from each)
- *Accredited Faculty members (base of 2 from each Faculty (staggered by one year re termination date)
  - Faculties with >100 graduate students -3 members
- *4 Graduate students who are representative of thesis and professional programs at master’s and doctoral levels

*Selection process to be determined by Faculties and GSA, respectively.

Elected:
- 3 members of Senate

**Ex officio:**
- President (an *ex-officio* member on all Council Committees)
- Dean, FGSR as Chair
- Associate Dean of FGSR
- Vice-President (Research)
- Provost and Vice-President (Academic)
- University Secretary
- Director, Graduate Student Services, FGSR
- Manager, Graduate Scholarships & Awards, FGSR
- Chairs, Standing Committees of FGSR
- University Librarian or designate
- Registrar or designate
- President, Graduate Students’ Association
- The Associate Dean responsible for Graduate Studies & Research or designate from each faculty offering graduate programs
- The Director or Associate Director of the Johnson-Shoyama Graduate School-Regina campus or designate
- The Director of La Cité universitaire francophone or designate

**Terms of Office:**
- 2 years for accredited Faculty members and members of Senate
- 1 year for graduate student representatives

**Quorum:**
- Is set at sixteen (16) voting members

**Resources:**
- FGSR Dean’s Office
Roles and Responsibilities:

Note: According to the Guidelines for the Academic Program Approvals, the council committee will have the option to defer new, or substantially revised, graduate academic programs to the Council Committee on Academic Mission (CCAM) or Council Committee on Budget (CCB) when necessary.

1. To promote and coordinate graduate education at the University.
2. To establish and maintain high academic standards across all graduate programs by:
   a) Ensuring that policies and procedures are available for the assessment of teaching/supervisory faculty members and for curriculum and resources; and
   b) By adopting and implementing regulations governing academic standards for admission, academic performance within the program and degree requirements.
3. To assess major new program proposals forwarded through the Council Committee on Budget.
4. To recommend proposals for new, revised and deleted graduate degree programs to Executive of Council.
5. To review graduate programs in consultation with Academic Units undergoing unit review, while maintaining a continuing review of existing graduate programs and periodically undertaking specific studies including making recommendations concerning continuance, modification, or discontinuance of existing programs.
6. To enact such procedures, regulations and policies as may be necessary to carry out the mandate of the FGSR.
7. To review proposals for new, revised and historical graduate courses.
8. To serve as an advisory body to the Dean of FGSR.

Administrative Matters:

Academic matters constitute the core of a Faculty’s function and the processes within faculties and their corresponding committees effectively administer to the scope of the academic aspects.

The Council Committee on the Faculty of Graduate Studies and Research receives materials that have been critically assessed and approved by individual academic units and as a consequence of the broad representation in the FGSR Council from Academic Units with graduate programs, these submissions are, in turn, duly evaluated by a cross section of academics, paralleling the Executive of Council process. Accordingly, Executive of Council should receive major programs and policies for approval, whereas other matters will be taken to Executive of Council for information. Course forms and similar materials will be approved and forwarded from the Council Committee on the Faculty of Graduate Studies and Research to the Registrar.

1. The Council Committee on the Faculty of Graduate Studies and Research will report directly to Executive of Council and a member of the Faculty Council will serve as a member of the Council Committee on Student Appeals.
2. The Scholarship and Awards Committee and the PhD Committee are standing committees of the Council Committee on the Faculty of Graduate Studies and Research.
3. As necessary, the Ph.D. Committee may be called upon to assist in matters related to FGSR Accreditation.
4. The Council Committee on the Faculty of Graduate Studies and Research is responsible for decision-making on academic policy, procedures and regulations.
5. The Council Committee on the Faculty of Graduate Studies and Research can delegate authority for some matters to the standing committee(s) and will periodically review the work of each committee.
6. As necessary, sub-committees may be formed to deal with non-routine matters; and that from time to time, and as necessary, Faculty members, or others, who are not on the Council Committee on the Faculty of Graduate Studies and Research, may be invited to attend meetings.