

**FACULTY OF GRADUATE STUDIES AND RESEARCH  
COMMITTEE MEMBERSHIP AND  
TERMS OF REFERENCE**

**Program Development Advisory Panel (PDAP)**

**Purpose:** The Program Development Advisory Panel (PDAP) was established in 2017 as part of the Faculty of Graduate Studies and Research's 2017 Academic Unit Review (AUR) Self Study and implementation of the external review recommendations. The PDAP serves as an Advisory Committee to provide guidance and support with developing or changing graduate programs. The PDAP will provide faculties/units guidance as well as a discussion forum, creating efficiency in the approval process.

**Membership:** *Ex officio:* Dean, FGSR, Chair of this committee  
Associate Dean(s), FGSR  
*Appointed:* 2 members of the Associate Deans Research (ADR) group  
3 Graduate Chairs or Coordinators of faculties/academic units offering graduate programs  
*Resources:* FGSR Executive Assistant  
FGSR Faculty Administrator  
FGSR Manager of Admissions and Registration

**Term length:** Two years, staggered

**Roles and Responsibilities:**

1. To meet with faculties/academic units developing new, or changing existing, graduate programs.
2. To undertake specific reviews including making recommendations concerning continuance, modification, or discontinuance of existing programs at the request of the Council Committee of the Faculty of Graduate Studies and Research (CCFGSR) or the Dean of the Faculty of Graduate Studies and Research.
3. To keep CCAM informed of such graduate program reviews.
4. To serve as an advisory body to the Dean of the Faculty of Graduate Studies and Research.

This committee will meet as needed. An annual activity report will be made available to CCFGSR.