

**SIMON FRASER UNIVERSITY**  
**Office of the Vice-President, Academic**  
**MEMORANDUM**

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**To:** Senate Committee on Agenda and Rules  
**From:** David Gagan *David Gagan*  
**Subject:** Administrative changes affecting Senate and Senate Committees  
**Date:** 25 April, 1996

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The reorganization of responsibilities affecting the Associate Vice-President, Academic and the change of the title and responsibilities of Ron Heath from Registrar to Dean of Student Services and Registrar affects a number of Senate committees.

In addition, the terms of reference of SCUS need to be expanded to include linkages to the Diverse Qualifications Admissions Committee and the Committee to Review Undergraduate Admissions.

I recommend that Senate approve the changes which are outlined on the attached paper S.96-

## **A. Changes**

1. SCAP The membership should be amended to include the Chair of SCUS, *as a non-voting member.*
2. SCUS The Dean of Student Services and Registrar should be a full member of the committee.  
  
Director, Secretariat Services would be added as a non-voting Secretary.
3. SCAR The Director, Secretariat Services should replace the Registrar as Secretary.
4. SNC The Director, Secretariat Services should be added as a non-voting Secretary of the committee.
5. SPCSAB The Associate Vice-President, Academic should be changed to Chair of SUAAC.
6. SUAAC The Associate Vice-President, Academic should be changed to Associate Vice-President, Academic or designate
7. SCEMP The Associate Vice-President, Academic should be removed as a member of this committee.

## **B. Changes in Terms of Reference**

1. To add to SCAP's terms of reference:
  6. To receive and review, as appropriate, recommendations from SCUS and SGSC.
2. To add to SCUS's terms of reference:
  - F. To receive and review recommendations from the Committee to Review Undergraduate Admissions.
  - G. To receive and review recommendations from Diverse Qualifications Admissions Committee.
3. To Amend the terms of reference of the Electoral Standing Committee (ESC)
  - i) and v) To change the Registrar to the Director, Secretariat Services and to delete the sentence "The Registrar will not vote in these appeals."

**C. Title changes**

1. For the Senate and the following committee listings, the title Registrar will be changed to Dean of Student Services and Registrar or designate

SCAP  
SGSC  
ACNGP  
SCHD  
SPCSAB  
SUAAC  
SGAAC  
SAB  
CRUA  
SCUS  
SCEMP  
ESC  
IUSEC

2. For SCAP, the secretary's title Director, Academic Planning Services will be changed to Director, Secretariat Services.
3. For IUSEC, the secretary's title Coordinator, International Education will be changed to Director, International and Exchange Student Services.