

**Simon Fraser University**Dean of Student Services & Registrar  
tel 291-4176; fax 291-5732; email heath@sfu.ca**Memorandum**

To: Senate Committee on Agenda and Rules

From: Ron Heath  
Dean of Student Services & Registrar

Subject: Quorum/Vice-Chair for SUAAC

Date: July 27, 2000

---

In response to the memorandum dated July 11, 2000 from Alison Watt, on behalf of the Senate Undergraduate Awards Adjudication Committee I wish to propose the following for approval:

Quorum

There are 11 members on SUAAC. It is recommended that the quorum be set at 6 members.

Vice-Chair

It is recommended that the Vice-Chair be elected annually by and from the members of the Committee.

While the Committee did not meet to discuss these recommendations, they were circulated for comment. They are now forwarded for approval with the support of the Committee.



Ronald Heath  
Dean of Student Services and Registrar  
Chair, Senate Undergraduate Awards Adjudication Committee

MOTION: "that Senate approve the recommendations of the Senate Undergraduate Awards Adjudication Committee with respect to quorum and Vice-Chair"