

SIMON FRASER UNIVERSITY

S. 361a

MEMORANDUM

To: Deans
Chairmen
Members of Senate

From: K. Strand

K. Strand

Subject: Graduate Studies

Date: April 20, 1970

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For Information

REGISTRAR'S OFFICE
(OFFICE OF SECRETARIAT)

This is to advise that Dr. John Webster of the Department of Biological Sciences will be assuming duties in the area of graduate studies formerly carried by the Acting Vice-President, Academic. This appointment will be effective immediately and will extend through the Summer semester. This appointment was made after consultation with the Executive Committee of the Senate Committee on Graduate Studies and with the Senate Nominating Committee.

Dr. Webster's duties would include:

1. The Chairmanship of the Senate Committee on Graduate Studies.
2. The Chairmanship of the Executive Committee of the Senate Committee on Graduate Studies.
3. If approved by Senate, the Chairmanship of the Senate Committee on Graduate Admissions.
4. Administration of Canada Council grants.
5. Recommendations to the President in respect of the Presidential Research Funds and Teaching Assistants' stipends.
6. Continuation of the development of regulations, policies and procedure statements as needed in the area of graduate studies.

Dr. Webster's Office, while pursuing these duties, will be in Room 412 of the Library Building, telephone local 4255.

c.c. Mr. H. Evans, Registrar

Dr. J. Webster, Graduate Studies

C. M. McGinnis