

Policy No.	Officer Responsible		
S2011-01	Senate		
Policy Name			
Senate Academic Planning and Program Review Committee			
Approved by	Replaces	Category	Next Review
Senate			2021
Date Issued	Date Revised	Related Policies, Reference	
June 2011	May 2016		

1. PURPOSE

The Senate Academic Planning and Program Review Committee (SAPPRC) is a standing committee of Senate and makes recommendations to Senate.

2. MANDATE

- To review and make recommendations on program and course review.
- To review performance measure data and recommend needed actions.
- To review and make recommendations on matters of academic planning.

3. MEMBERSHIP

The Chair

The Chair will be a member of Senate who is elected by SAPPRC for a one-year term. The duties of the Chair are as follows:

- To chair the meetings of SAPPRC, to prepare agendas, and to ensure that the recommendations of the SAPPRC are taken to Senate.

Members

The voting members consist of:

- fifteen members appointed by Senate as follows:
 - Chair of Senate
 - Vice-chair of Senate (see Bylaw Article 8.2)
 - Fourteen additional members, which includes:
 - Eight faculty members, which will include at least one faculty member from each Faculty
 - Two staff members
 - Two students
 - VP Academic & Provost
 - One Dean

Resource Members

The non-voting members consist of:

- Two additional administrators are invited to sit on the committee as non-voting members; and,
- The Manager of Institutional Research (or designate) is invited to sit on the committee as a non-voting member

Term of Office

Each member is appointed annually. If vacancies occur, appointments are made to complete the term.

4. CONDUCT OF MEETINGS**Schedule**

At least once per month during the Fall and Spring semesters.

Quorum

A majority of voting members

Tie Votes

In the event of a tie, the Chair may vote to break the tie.

Visitors to Meetings

Meetings are usually open to visitors whom the Chair may recognize to speak to specific issues.