

1.0 ASSOCIATED POLICY

- Student Advisory Committees

2.0 DEFINITIONS

Academic Year

The Academic Year spans September 1-August 31.

Student

Any individual registered in any program, Ministry-approved or not, while on University premises, participating in a University activity, or representing the University, on or off campus.

3.0 PROCEDURE ELEMENTS

- 3.1 The Dean of the School of Business or designate is responsible for satisfying the requirements of the Student Advisory Committees policy and administration of procedures pursuant to the policy.
- 3.2 A minimum of one Student Advisory Committee for the entire School of Business will be formed each Academic Year. The Dean or designate will determine the maximum size of the Student Advisory Committee. Additional Student Advisory Committees may be formed at the discretion of the Dean or designate.
- 3.3 The Student Advisory Committee will meet at least once each Academic Year. The meeting schedule is jointly determined by the Student Advisory Committee Chair and the Dean or designate. Unless otherwise determine or agreed by the Dean or designate, the Student Advisory Committee will meet before May 30.
- 3.4 By October 31, the Dean or designate will issue a call to Students for volunteers to serve on the Student Advisory Committee. To be eligible to serve a Student must be in good academic standing. The Dean or designate will form the Student Advisory Committee by appointing volunteers to the Student Advisory Committee.
- 3.5 The Dean or designate is an *ex officio* member of the Student Advisory Committee. Additional non-Student members may be requested and appointed to the Student Advisory Committee at the discretion of the Dean or designate (i.e., Associate Deans, Department Chairs, faculty, and staff).

4.0 RELATED POLICIES, PROCEDURES, FORMS AND OTHER DOCUMENTS

N/A

5.0 ACCOUNTABILITY

Responsible Office

Office of the Dean, School of Business

6.0 HISTORY

Relevant Dates

Approved: **24.10.21**

Effective: **24.10.21**

Next Review: **2029.10**

Modification History

- 15.10.01:** Reviewed and recommended by School of Business Council.
- 15.12.07:** Approved by Academic Governance Council Executive Committee motion EC-01-12-07-2015.
- 24.10.21:** Comprehensively revised to align with the Student Advisory Committees policy and reduce element duplications and restatements of that policy document. Approved by General Faculties Council Executive Committee motion# GFCEC-02-10-21-2024/25.