

## **AD HOC SCHOLARSHIP COMMITTEE**

Excerpt taken from May 6, 2003 Full Faculty minutes

### **Scholarship Committee Report**

At the conclusion of last year's Scholarship report concerns were highlighted regarding Banner and the program's inability to limit Dean's List consideration to the top 15% of students. Part-time eligibility and term-based Dean's list led the Dean to raise these issues with the University and these issues remain unresolved. Monitoring Dean's List has resulted in considerable work and questionable added value. The Scholarship Committee proposes that it cease submitting Dean's List reports to Faculty Council. Pharmacy would submit its Dean's List directly to Faculty Council for approval.

The Scholarship Committee recommended to Faculty Council that the Scholarship Committee devolve from a Standing Committee to an *ad hoc* committee.

**It was moved that:**

**"Full Faculty accept the recommendation that the Committee devolve from a Standing Committee to an *ad hoc* committee".**

## **Faculty of Health Professions - Terms of Reference for Ad Hoc Scholarship Committee -**

### **Functions**

The Scholarship Committee is responsible for executing awards policy for undergraduate programs as it falls under the jurisdiction of the Faculty of health Professions. The Committee will review scholarship policy and procedures and where appropriate recommend changes to Faculty council.

### **Membership**

The Committee shall be composed of one representative of each School/College in the Faculty of Health Professions which offer undergraduate programs. The Dean of the Faculty is an ex officio member. Members serve for a three year term and may be appointed for subsequent terms of office.

### **Executive**

The Committee is responsible for choosing its own chairperson and secretary who serve two year terms of office.

### **Authority**

The Committee is a Standing Committee of the Faculty of Health Professions responsible to Faculty Council. It reports to Faculty council twice yearly. Through Faculty Council it submits its report to Full Faculty once yearly.

### **Meetings**

The chairperson is responsible for convening meetings as needed. Minutes of these meetings are sent to committee members and the Dean of the Faculty.

### **Quorum**

At least two-thirds of the membership must be present before any business is conducted.

### **Procedures**

1. The Committee administers the awards policies of the Faculty of Health Professions by dealing with recommendations from each School/College.
2. Recommendations for awards from the Committee are submitted to Faculty Council for approval as appropriate.
3. The chair person of the Committee represents the Committee as a member of the University Scholarship Committee.
4. The Committee deals with matters forwarded to it by Faculty Council.

*Approved by Faculty Council April 4, 1983*

*Amended September 22, 1983*

*Approved unrevised by Faculty Council, September, 1993*