

Rules & Procedures Committee

Faculty of Arts

Terms of Reference

AUTHORITY:

Established by Arts Faculty Council as a standing committee of Faculty Council that will make recommendations to Faculty Executive Council for approval by Faculty Council.

PURPOSE:

The Committee shall recommend to Faculty Council standing rules according to which meetings of the Council shall be conducted.

In addition, it shall consider and advise on any matter relating to rules and procedures referred to it by Faculty Council, the Executive Committee, or by any other Committee of the Council.

TERMS OF REFERENCE:

1. The committee will, on its own initiative, take under advisement any action which may have been taken by Faculty Council, or Committees of Faculty Council, relating to rules and procedures, and to make recommendations thereon.
2. The committee shall report to Faculty Council at least once per year.

COMPOSITION:

1. Dean of Arts (or designate) *ex officio*ⁱ and Chair
2. 4 (four) Arts Faculty members elected by Faculty Council for two-year terms; two members shall be elected annually
3. 1 (one) undergraduate student in Arts nominated by the Senior Stick of the Arts Student Body Council to serve a one year term

Established and approved by Faculty Council (November 2, 1982)
Revisions approved by Faculty Council (date)

ⁱ All *ex officio* members of standing committees have voting rights unless otherwise stipulated