

## Academic Planning and Priorities Committee Terms of Reference

### RESPONSIBILITIES

Following consultation with relevant standing committees and areas of the university, as deemed appropriate by the Academic Planning and Priorities Committee:

1. Advise Senate on the mission, goals, objectives, strategies, and priorities of the university.
2. Advise Senate on the planning and priorities for the establishment, renewal, and/or discontinuance of academic programs.
3. Verify program suspension and discontinuance effectively address the criteria as outlined in Policy 222-Program Suspension and Discontinuance.
4. Verify new program proposals effectively address standards and criteria for institutional and post-secondary system needs.
5. Advise Senate on the establishment or discontinuance of academic faculties of the university.
6. Advise Senate on enrolment management strategies and plans.
7. Advise Senate on:
  - a) Policies relating to the library.
  - b) Policies and procedures related to educational affiliations, transfer articulation agreements, and partnerships with other post-secondary institutions.
  - c) Policies and processes for the development, review, implementation, and communication of plans that support the academic priorities of the university.
  - d) Policies and procedures for the systematic review of courses, programs, and educational services.
  - e) Policies, guidelines, and process related to budget at the request of the President.
8. Advise the President annually on the University's budget.
9. Advise Senate on matters related to the university's property, buildings, and structures.
10. Advise Senate on the budgetary implications of matters within the jurisdiction of Senate and its committees, including the costs of developing, implementing, and delivering new educational, research, or other programs.
11. Review the reports and recommendations of program reviews and advise Senate on actions.
12. Establish such subcommittees as needed to fulfill the committee's responsibilities.
13. Other duties as assigned by Senate.
14. Provide annual written reports to Senate.
15. Review the committee's terms of reference and composition annually and submit proposed revisions to the Senate Governance Committee no later than the third week of April, to ensure approval by Senate before the end of the academic year.

## COMPOSITION

### Chair

Provost and Vice-President, Academic (*ex officio*, voting)

### Vice-Chair

A faculty voting member of the committee, nominated and approved by the committee

### Voting Members

Chief Financial Officer

Chair or designate from the following standing committees of Senate: Undergraduate Education, Graduate Studies, Research, and Governance\*

Seven faculty members, approved by Senate, at least three of whom shall be members of Senate<sup>†</sup>

Two staff members approved by Senate

Two students approved by Senate

Three deans or associate deans approved by Senate

### Ex Officio Non-Voting Members

Vice President, Students (or designate\*\*)

Associate Vice-President, Teaching and Learning

Associate Vice-President, Research & Graduate Studies (or designate)\*\*

Associate Vice-President, UFV International

Vice-Provost, Academic

Associate Vice-President, Xwexilmexwawt

Associate Vice-President, Institutional Research and Planning (or designate)\*\*

University Librarian (or designate)\*\*

University Registrar & Associate Vice President, Enrolment Management

University Secretary (or designate)\*\*

Associate Director, Program Development and Quality Assurance

Director, Equity, Diversity and Inclusion

Director, Budgets & Resource Planning

### Administrative Support

Office of the Provost and Vice-President, Academic

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\* In the case of a designate from these committees, only faculty can serve in this capacity.

\*\* Normally the designate shall be appointed for a minimum one-year term to ensure continuity.

† Normally, there shall be at least one member from each of the faculties, selected to ensure that the composition of the committee reflects the diversity of disciplines at the university.