

Minutes of the meeting of the **Committee on Enrolment and Student Affairs** held on Tuesday, January 28, 2014, from 10:00am to 11:30am in Room 302, James Administration Building.

Present: Nicole Allard, Vikram Bhatt, Andre Costopoulos, Elaine Davis, Danielle Donnelley, Jaye Ellis, Allan Hepburn, Louise Kierans, Ruth Kuzaitis, Kathleen Massey, Andre Mayrand, Laura Nilson, Joey Shea, Kate Sheridan, Benjamin Wiles, Jon Nordland (*Secretary to the Committee*).

Regrets: Ollivier Dyens, Shahrokh Esfandiari.

Guests: Kim Bartlett, Karen J'bari, Cara Piperni, Glenn Zabowski

1. Administrative

Adoption of Agenda

The Dean of Students informed the Committee that he would chair the meeting due the absence of the Deputy- Provost (Student Life and Learning). The Committee approved the agenda.

Approval of Minutes

The Committee approved the minutes.

Business Arising

a. Presentation on Awards

The Secretary informed the Committee that the presentation on student awards would take place at a future date once the awards criteria changes were resolved.

b. Awards Criteria

The Secretary informed the committee that in the absence of the Deputy-Provost (Student Life and Learning), the presentation on awards and discussion about awards criteria would be deferred to the next meeting.

2. Meeting Objectives

The Chair noted the objectives as indicated on the agenda.

3. Action Items

a. Policy Allowing Students with Advanced Standing to Complete a Four Year Program (14-CESA-01-01)

The Committee discussed the proposed policy and asked that wording be included to clarify the level of flexibility that students will have in declaring that they will be taking more credit hours. Members also noted that students would need to be made aware that extending their program may have financial and visa implications. They suggested that there be language that students consult a faculty advisor, as well as Career and Placement Services, International Student Services and Student Aid where appropriate. Members also noted that the policy would need to be communicated properly so that students are aware.

The Associate Dean of Students agreed to make the revisions and redistribute the policy by email for final approval.

Secretary's note: The revised policy was distributed and approved by email subsequent to the meeting.

b. Student Assessment Policy 3.1.5 (14-CESA-01-02)

The revision to the Student Assessment Policy was approved.

c. Awards (14-CESA-01-03)

The Committee approved the James A. Woods Scholarship in Civil Litigation. The Committee asked for clarification and changes to other awards as follows:

Redpath Museum Excellence Award - The committee asked the terms of the award be altered to include all graduating students in the Minor in Natural History. The donor agreed to the change, and the new text reads as follows:

Established in 2013 by the Redpath Museum to a graduating student in the Minor Natural History program who has demonstrated a combination of outstanding leadership qualities, service and academic standing. Nominations should be sent to the Redpath Museum Curriculum Committee by January 30 of the graduating year. Awarded by the Faculty of Science Scholarships Committee on the recommendation of the Director of the Redpath Museum.

Arthur Dalfen Entrance Scholarship - The Committee asked that DAR explain the Student International Program and reword the funding to specify the total amount more clearly.

DAR proposed that the wording for the award's funding be changed to: Total endowment of \$200,000; \$100,000 from Arthur Dalfen and a 1:1 match of \$100,000 from the Student International Program (Source: Schull / Yang matching funds). In addition, an explanation of the program was provided, as follows:

The Student International Program was established in 2013 to support extended international study and research projects, and provide for matching of funds donated from other sources. The Arthur Dalfen Entrance Scholarship will be part of the Student International Program to support international students entering the Desautels Faculty of Management, under the Student Life and Learning component of this Program.

Parent-Maclaren Bursary - The Committee asked that DAR clarify if the donor did not intend for student with permanent residency in Canada be included. DAR replied that the donor wished the preference to be for Canadian citizens.

Sham Chellaram Entrance Scholarship - The Committee asked if permanent residency could be verified so that the award can be administered. In discussion with SSAO, DAR noted that if the applicant denotes place of birth and residence as Hong Kong on the application for admission and the transcripts are from a school in Hong Kong, then we assume that the applicant is a resident thereof.

Secretary's note: Subsequent to the meeting, the following awards were approved by email:

*Sham Chellaram Entrance Scholarship
Parent-Maclaren Bursary
Arthur Dalfen Entrance Scholarship
Redpath Museum Excellence Award*

2. Other Business

No other business was discussed.

Meeting was adjourned at 11:30 a.m.
Jon Nordland, Secretary to the Committee