



Memorandum

Deputy Provost (Student Life and Learning)
James Administration Building, Room 621
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TO: Senate
FROM: Professor Ollivier Dyens, Deputy-Provost (Student life and Learning)
SUBJECT: Annual Report of the Committee on Enrolment and Student Affairs (2015-16)
DATE: November 23, 2016
DOCUMENT #: D16-23
ACTION REQUIRED: INFORMATION APPROVAL/DECISION

ISSUE Presentation of the annual report of the Committee on Enrolment and Student Affairs 2015-2016 and of plans and priorities for 2016-2017.

BACKGROUND & RATIONALE The Terms of Reference of the Committee on Enrolment and Student Affairs provide that the Committee shall report annually to Senate about:

- Policy recommendations;
- Actions taken in the name of Senate;
- Awards and financial aid provided to McGill students.

CESA will continue to address issues pertaining to admissions, the academic calendar, academic integrity, and scholarships and student aid.

PRIOR CONSULTATION CESA

SUSTAINABILITY CONSIDERATIONS N/A

IMPACT OF DECISION AND NEXT STEPS N/A

MOTION OR RESOLUTION FOR APPROVAL N/A

APPENDICES Appendix A: 2015-2016 Annual Report of the Committee on Enrolment and Student Affairs

Committee on Enrolment and Student Affairs (CESA)
2015-2016 Annual Report

Terms of reference:

1. The Committee shall review and recommend to Senate:
 - a. policies as they affect course timetabling, student records, and student affairs in general;
 - b. principles regarding sessional dates and specific sessional dates for all faculties and for the Centre for Continuing Education, including the beginning and end of the session, holidays, and examinations.

2. The Committee shall review and recommend to Senate, where appropriate in collaboration with the faculties and Academic Policy Committee:
 - a. policies related to academic integrity;
 - b. policies related to student advising and orientation.

3. The Committee shall review and approve in the name of Senate:
 - a. new awards and changes in the conditions of existing awards made by the University to its students; awards include scholarships, fellowships, prizes, medals, bursaries, loans, and the work-study program;
 - b. the admissions standards and policies of the University.

4. The Committee shall report annually to Senate about:
 - a. policy recommendations;
 - b. actions taken in the name of Senate;
 - c. awards and financial aid provided to McGill students.

5. The Committee shall strike a subcommittee with the Dean of Students as Chair that would make recommendations regarding procedures for review of admissions decisions and, as needed, review the application of such procedures in individual cases. The subcommittee shall report annually to the Committee.

6. The Committee shall meet at least three times during the academic year.

Approved by Senate on May 20, 2009

Composition (approved by Senate, 20 May 2009)

Deputy-Provost (Student Life and Learning), Chair
Associate Provost (Graduate Education) or delegate
Dean of Students or delegate
Three (3) delegates of Deans from among the large faculties
One (1) delegate of a Dean from among the small faculties
One (1) representative of Senate from the administrative and support staff
Three (3) representatives of Senate from the academic staff
One (1) representative named by the Alumni Association
Two (2) undergraduate student representatives
One (1) graduate student representative
One (1) student representative of Macdonald Campus
Secretary

2015-2016 membership

Ex-officio:

Ollivier Dyens	Deputy-Provost (Student Life and Learning) - Chair
Josephine Nalbantoglu	Associate Provost (Graduate Education) delegate
Andre Costopoulos	Dean of Students

Delegates of Deans from among the large faculties:

Danielle Donnelly	Agricultural & Environmental Sciences
Nicole Allard	Science
Elaine Davis	Medicine

Delegate of a Dean from among the small faculties:

Hoi Kong	Law
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Representative of Senate from the administrative and support staff

Ruth Kuzaitis	Arts
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Representatives of Senate from the academic staff

Lucyna Lach	Arts
Caroline Riches	Education
Shahrokh Esfandiari	Dentistry

Representative of the Alumni Association

Louise Kierans

Student representatives:

Devon Sanon	Undergraduate student, SSMU
Geoffrey Nicholson	Undergraduate student, SSMU
KM Tanvir Ahmed	Graduate student, PGSS
Mathieu Rouleau	Undergraduate student, Macdonald Campus

Secretary to the Committee:

Jonathan Nordland	Academic Planning Officer, Office of the Deputy Provost
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Report on CESA activities, 2015-2016

The Committee met on 3 occasions with the following issues being addressed:

1. Reviewed and recommended to Senate:

1.1 Policies as they affect course timetabling, student records, and student affairs in general

- a) The Committee recommended changes to the Student Assessment Policy, including articles 3.1.5, 3.1.7, 5.8, and 6.1.3. The changes were presented to Senate at the March 23, 2016 meeting.

1.2 Principles regarding sessional dates and specific sessional dates for all faculties and for the Centre for Continuing Education, including the beginning and end of the session, holidays, and examinations

No recommendations were made.

2. Reviewed and recommended to Senate in collaboration with the faculties and APC:

2.1 Policies related to academic integrity

No policy recommendations were made.

2.2 Policies related to student advising and orientation

No policy recommendations were made.

3 Reviewed and approved in the name of Senate:

3.1 New awards and changes in the conditions of existing awards made by the University to its students; awards include scholarships, fellowships, prizes, medals, bursaries, loans, and the work-study program.

The following summarized the activities of CESA, with regard to new and revised awards for the year 2014-2015:

New Non-Template awards approved:	12
New awards conforming to an approved template:	50
Revisions to awards conforming to an approved template:	55

3.2 The admissions standards and policies of the University

No admissions standards or policies were reviewed or approved.

4 Report annually to Senate about:

4.1 Policy recommendations

No policy recommendations were made, except the one noted above.

4.2 Actions taken in the name of Senate

No actions were taken in the name of Senate.

4.3 Awards and financial aid provided to McGill students

No awards and financial aid were provided by this committee.

5 Subcommittee on Admissions Review:

- a) Approved the membership of the Subcommittee on Admissions Review.

Plans for 2016-2017

In addition to the regular business of the committee, CESA will continue to work on the following items:

1. Continue to provide oversight for scholarships and admission criteria.

CESA will meet at least three times during the 2016-2017 academic year.

Jon Nordland