



# Memorandum

**Secretariat**

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**TO:** Senate

**FROM:** Stephen Stroppe, Secretary-General

**SUBJECT:** Motion to Amend the Statutes of McGill University

**DATE:** November 16, 2011

**DOCUMENT #:** D11-22

**ACTION REQUIRED:**  INFORMATION  APPROVAL/DECISION

**ISSUE:** A proposal that the Statutes of McGill University be amended to add a new *ex officio* member of Senate, the University Registrar and Executive Director of Enrolment Services.

**BACKGROUND & RATIONALE:**

The University Registrar and Executive Director of Enrolment Services plays an active role in academic quality control, which is integral to the planning and support of the academic mission of the institution. As such, the individual who holds the position would bring an important perspective and voice to Senate on matters including:

- Development and implementation of admissions policy;
- Enrolment management;
- Scheduling and invigilation of exams;
- Fulfillment of degree requirements and the entitlement to graduate;
- Integrity of students' academic records; and
- Class scheduling.

The Registrar at a number of Canadian universities is a member of Senate or its equivalent, including at the University of British Columbia, the University of Toronto (Trinity College), and the University of Alberta, Western Ontario, Waterloo, Saskatchewan, and l'Université de Montréal.

Therefore, it is recommended that Article 6.1.1 of the McGill University Statutes be amended to allow for the University Registrar and Executive Director of Enrolment Services to be an *ex officio* member of Senate. As required by Section 15.1 of the Statutes, this proposal was presented as a notice of motion at the last Senate meeting, and the motion is now presented for approval. If approved by Senate, the resolution will be recommended to the Board of Governors for its approval.

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**MOTION OR  
RESOLUTION  
FOR APPROVAL:**

*Be it resolved that Senate approve, and recommend to the Board of Governors, that Article 6.1.1 of the McGill University Statutes be amended to add a new member of Senate, the University Registrar and Executive Director of Enrolment Services.*

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**PRIOR  
CONSULTATION:**

Provost, Deputy-Provost (Student Life and Learning)

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**NEXT STEPS:**

Approval by Board of Governors

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**APPENDICES:**

N/A

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