

Terms of Reference – Graduate Studies Committee

To review, consider and recommend matters pertaining to graduate degrees and other post graduate level programs. The TRU-GSC may strike subcommittees to address specific issues.

Membership and Roster

Voting Members
Chair (a Senate approved Faculty Member, elected by the Committee)
Director of Research and Graduate Studies
Graduate Program Coordinators (Faculty Members) of AVED approved programs
Senate approved Dean (2)
Senate approved staff member (1)
2 Graduate students nominated by TRUSU and appointed by the Senate Steering Committee
Senate approved faculty member involved in graduate education (4)
Senate approved Open Learning faculty member involved in graduate education (1)
Ex-Officio Non-Voting Members
Provost & Vice-President, Academic (or designate)
Associate Vice-President, Open Learning (or designate)
Registrar (or designate)
Associate Vice-President, Research & Graduate Studies
University Librarian (or designate)
Associate Vice-President, International and Chief Executive Officer Global Operations (or designate)
Graduate Program Coordinators from TRU Board approved graduate programs awaiting AVED approval
Administrative Support: Office of Research and Graduate Studies

- Advise Senate on all matters related to graduate-level education degrees programs of the University.
- Advise Senate on policies and practices related to the development, review, approval, delivery and evaluation of graduate-level courses and programs of the University.
- Review and receive new program proposals, and consider program, course and/or curriculum changes, from the Graduate Program Committees and make recommendations to the APPC, for those items that require Senate approval. Identify commonality between programs and make recommendations that foster collaboration and exchange among academic units to enhance the graduate program and to facilitate the sharing of courses, expertise, and other resources.
- Advise Senate on Student Academic Policies including but not limited to policies, practices and criteria for the admission, evaluation and promotion of students

except for those matters within the jurisdiction of the Planning Council for Open Learning.

- Ensure and coordinate regular and systematic external assessment and review of graduate programs.
- Receive and recommend to APPC any graduate programs for deletion and review the phase out process.
- Develop and oversee policies related to compliance with standards of academic integrity and ethics, promotion of cultural diversity and intellectual collegiality.
- Advise Senate on the criteria for awarding graduate certificates, diplomas and degrees.
- Consult the Budget Committee of Senate for advice on the budgetary implications of recommendations brought forward to the TRU-GSC requiring additional resources.
- Promote best practices for graduate student engagement including but not limited to graduate teaching and research assistants, internal scholarships, travel bursaries, and other internal awards, including awards for outstanding graduate student supervision.
- Review and approve or deny applications for faculty participation as Full, Adjunct and Associate Graduate Instructor/Supervisor following approval of the Dean.
- Engage in strategic planning for graduate education in a way that is consistent with the university academic plan and research plan.
- Submit to Senate an annual report on graduate studies at the University.
- Other duties as assigned by Senate.