

## **Policy Subcommittee of APPC Terms of Reference (May 16, 2016)**

### **Chair:**

- A member of the subcommittee, selected by the subcommittee.

### **Members:**

- One senior administrator, selected by the Provost and Vice-President Academic;
- Associate Vice President, Strategic Enrolment and University Registrar;
- Current or past Chair, Educational Programs Committee (EPC);
- Current or past Chair, Graduate Studies Committee (GSC);
- Three campus or OLFM (at least one of which is an OLFM and at least one of which is from campus);
- A student representative nominated by TRU Student Union (TRUSU) and selected by APPC.

Members are selected based on their knowledge of, and experience with, TRU governance, and their passion for policy revision and creation. Members are not selected to 'represent' any TRU group.

All members of the sub-committee are appointed by APPC.

### **Operations:**

- Administrative support for the committee will be provided from the office of one of the administrators on the committee;
- Whenever possible, decisions will be reached by consensus, but when this is not possible, voting will ensue.
- The subcommittee may create ad-hoc working groups that may or may not include non-subcommittee members.

### **Responsibilities**

- Responsible to the Academic Planning and Priorities Committee (APPC) of Senate;
- Monitors all Senate policies to ensure they are reviewed within the frequency required in the policy "Policy Development and Approval";
- Following consultation with the TRU Community, drafts new and amends or deletes existing ED policies that fall under the jurisdiction of Senate;
- On behalf of APPC, shepherds all new and amended policies through the Senate approval process.