

**Deputy Provost (Student Life and Learning)**

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**TO:** Senate

**FROM:** Professor Ollivier Dyens, Deputy-Provost  
**REQUIRED:**

**ISSUE:** Presentation of the annual report of the Committee on Enrolment and Student Affairs 2012-2013 and of plans and priorities for 2013-2014.

**BACKGROUND  
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**Committee on Enrolment and Student Affairs (CESA)**  
**2012-2013 Annual Report**

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**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;

**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

## **Report on CESA activities, 2012-2013**

The Committee met on 5 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 sections 3.4.3 and 8.1.1 of the University Student Assessment Policy, which were approved by Senate at its January 23, 2013 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**

- a) The Committee reviewed the 2014-2015 and 2015-2016 academic calendar of dates, which was approved by Senate at its May 15, 2013 meeting.

### **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 2012-2013:

New Non-Template awards approved:	37
New awards conforming to an approved template:	47
Revisions to awards conforming to an approved template:	34

#### **3.2 The admissions standards and policies of the University**

- a) The Committee approved the admissions policy for the MasterCard Foundation Scholars Program at its December 18, 2012 meeting.
- b) The Committee approved an amended admissions criteria to the joint MD-OMFS between the faculties of Medicine and Dentistry at its February 19, 2013 meeting.
- c) The Committee approved a revised mature student policy for the Bachelor of Theology in the Faculty of Religious Studies at its April 16, 2013 meeting.

#### **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, besides the ones reported above.

##### **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 2013-2014**

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.
2. Review the calendar of dates for 2016-2017.

CESA will meet at least three times during the 2013-2014 academic year.