

# Academic Council

PURPOSE:	The Academic Council is an advisory group for the Provost which helps to develop policies and procedures, and provides guidance on the operations of the Colleges and Academic Affairs.
MEMBERSHIP:	<ul style="list-style-type: none"><li>• Officers<ul style="list-style-type: none"><li>○ Chaired by the Provost</li><li>○ The Executive Assistant to the Provost acts as secretary. The Secretary shall record and transmit minutes of all committee meetings and assist the Chairperson with correspondence of the committee as requested.</li></ul></li><li>• Ex-officio<ol style="list-style-type: none"><li>1. Provost</li><li>2. College Deans</li><li>3. Assistant Provost / Dean of the Graduate School</li><li>4. Assistant Vice President for Institutional Effectiveness and Quality Improvement</li><li>5. Assistant Provost for Internationalization and Strategic Initiatives</li><li>6. Assistant Provost for Teaching Innovation and Learning Technologies</li><li>7. Dean of the Library</li><li>8. Assistant VP for Student Affairs, Enrollment Management</li><li>9. Administrative Assistant to the Provost</li></ol></li></ul>
HOW APPOINTED:	All members are Ex-Officio
ROTATION:	NA
WHEN APPOINTED:	NA
MEETING FREQUENCY:	The committee shall meet bi-weekly.
PARLIAMENTARY PROCEDURE	NA