

## **EXCERPT FROM GFC POLICY MANUAL**

### **42.3 DEPARTMENT COUNCILS**

1. For each Department of a Faculty there shall be a Department Council.

A Department Council shall consist of

- a. the Department Chair, who shall be Chair;
- b. the Dean of the Faculty;
- c. all continuing academic staff members (Category A1.0) of the academic staff of the Department (see 5. below);
- d. such other persons as may be appointed thereto by the Faculty Council on the recommendation of the Department Council;
- e. undergraduate students from the programs offered by the department concerned, the exact numbers to be determined by the Faculty Council on recommendation from the appropriate Department Council, as selected by the appropriate Student Association using whatever method the Association deems suitable. If the Department Student Association does not exist, then the appropriate Faculty Student Association will be responsible for selecting the undergraduate students. (GFC 28 MAY 2001) (EXEC 29 JUNE 2001)

Once selected, the names and contact information of these student representatives must be forwarded by the appropriate Department or Faculty Student Association to the Department Office, and the Students' Union. (GFC 28 MAY 2001) (EXEC 29 JUNE 2001)

If the Department Student Association (or the student Faculty Association) is unable to fill the required number of undergraduate students by September 30 of each year, then the Students' Union will be responsible for the selection of the undergraduate representatives. (GFC 28 MAY 2001) (EXEC 29 JUNE 2001)

- f. graduate students (the exact numbers to be determined by the Faculty Council on recommendation from the appropriate Department Council). (GFC 28 MAY 2001) (EXEC 29 JUNE 2001)
2. Subject to the policies and regulations of the appropriate Faculty Councils, a Department Council is empowered to determine such policy as may come within its purview by delegation of a Faculty Council.
  3. A Department Council is empowered to determine policy on internal department matters consistent with Faculty and University policy and providing the Department policy does not contravene the duties and responsibilities of the Chair as stipulated by the appropriate Dean, the Vice-Presidents, the President,

the appropriate Faculty Council, General Faculties Council or the Board of Governors.

4. Meetings of a Department Council shall be held upon the summons of the Chair or at the written request of a majority of members of the Department Council.

(GFC 26 OCT 1981)	(GFC 28 NOV 1988)
(BG 04 DEC 1981)	(EXEC 19 MAR 1998)
(GFC 20 SEP 1982)	(GFC 28 MAY 2001)
(BG 01 OCT 1982)	(EXEC 29 JUNE 2001)
(EXEC 09 JAN 1984)	(CC 04 JUNE 2002)
(GFC 30 JAN 1984)	(EXEC 05 MAY 2008)