

# ACADEMIC LEADERSHIP COUNCIL (ALC) Terms of Reference

Academic Leadership Council (ALC) is a working group for senior academic leaders from the Provost and Vice-President (Academic) Portfolio.

## **Purpose**

- Advise the Provost and Vice-President Academic on academic matters affecting the Provost and Vice-President (Academic) portfolio.
- Provide a forum for members to have focused discussions that identify issues and propose solutions.
- Advise on matters related to the academic mission of the University, including strategic decisions, resource allocation, policies, and procedures.

### Membership

- Provost and Vice-President (Academic), Chair
- Deans of Faculties and Schools
- AVP Academic
- AVPA and Dean of Students
- AVPA and Dean of Graduate Studies
- AVPA Teaching and Learning
- Vice-Provost, Equity, Diversity, Inclusion and Anti-Racism
- Vice-Provost, Labrador Campus and Dean of School of Arctic and Subarctic Studies
- Resource: Director, Resource Allocation and Planning

### **Operations**

- The Chair of ALC shall be the Provost and Vice President (Academic) or delegate.
- Meetings are scheduled for one hour and are held bi-weekly except for a break in July and August.
- Special meetings may be called by the Chair if necessary.
- On occasion, invitations will be extended from the Chair to guests who are appropriately associated with particular agenda items.
- Agendas will be set by the Provost. Agenda items may be put forward by any member of the Council to the Provost. The number of agenda items per meeting shall be limited in order to allow for full discussion by the members.
- All meetings will be structured to include the opportunity for a Provost's Report.
- Discussions at the Council and Council minutes will normally be kept confidential, although the Vice-President (Academic) may request members to discuss issues with a broader audience to provide or to gain information.
- With prior notice to the Provost, members of the Council may send a delegate, who are not members of a bargaining unit, to the meetings.
- Minutes of these meetings that reflect the activity of the committee shall be recorded.

# Attendance: Members who cannot attend in person are encouraged to participate by telephone or video link. When a Dean is unable to attend, a designate may be invited to participate for a particular agenda item or items where representation of the unit is deemed necessary.