



**University
of Manitoba**

SENATE COMMITTEE ON THE CALENDAR

Terms of Reference:

1. To prepare the calendars of the University of Manitoba;
2. To review the calendar material submissions from academic and administrative units on an ongoing basis according to procedures established by the Committee;
3. To provide advice to all units on matters referred to it from time to time concerning the *University Calendar*;
4. To undertake on its own initiative, or on request, periodic reviews of sections of the *Calendar*;
5. To recommend to Senate on matters concerning the *University Calendar*.

Composition:

1. University Registrar and Executive Director of Enrolment Services
 2. Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies (or designate) (*ex officio* - voting)
 3. Chair of Senate Committee on Rules and Procedures (or designate)
 4. Two members of the academic staff elected by and from Senate
 5. One student who shall be a student Senator
 6. *Calendar* editor (*ex officio* - non-voting)
 7. University Secretary as Chair
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Amended by Senate April 5, 2000