☐

a) Develop common standards for the establishment of Program Advisory Committees.

b) Establish a means to recognize the efforts of the Program Advisory Committees.

Each School Department will

a) Identify the programs or areas for which a program advisory committee will be established and submit a list of their advisory committees to the Vice President Education for information.

b) Establish a formal process for the appointment of Program Advisory Committee members.

c) Ensure an appropriate level of contact with and support for the Program Advisory Committee Chairs.

d) Ensure an appropriate level of financial resources is available to support committee -of-pocket expenses.

e) Ensure the provision of administrative support as a minimum to

   i.

i) Provide Program Advisory Committees with updates on action taken related to advice given by the Program Advisory Committee.

a) Assist the Program Advisory Committee Chair in the establishment of agendas and the running of meetings.

b) Chair the annual election for the Program Advisory Committee Chair and Vice-Chair.

c) Communicate recommendations and information arising from the Program Advisory Committee to department/program personnel and others as appropriate.

d)