Faculty of Education
Master’s of Education in Educational Studies
Advisory Board

1. Terms of Reference

1.1 Advise the Dean of Education and the Master’s of Education in Educational Studies Director in all matters related to the Master’s of Education in Educational Studies program.

1.2 Review new Courses or Programs prior to submission to the Graduate Academic Affairs Council.

1.3 Review Calendar changes prior to submission to the Graduate Academic Affairs Council.

2. Composition

2.1 Statutory Members

2.1.1 Director, Master’s of Education in Educational Studies, who shall be Chair

2.1.2 Associate Dean (Research and Graduate Studies) Faculty of Education

2.1.3 Department Chairs from Educational Policy Studies, Educational Psychology, Elementary Education and Secondary Education

2.1.4 The Dean of Education

3. Procedures

3.1 An annual report will be presented to the Dean of Education in July of each year.

3.2 The terms of reference shall be reviewed on an annual basis with revisions presented to the Dean of Education.

3.3 Quorum will be those in attendance

3.4 The Advisory Board will meet a minimum of two times per year, more if required.

Approved
MES Advisory Board November 22, 2011
Faculty Council December 6, 2011
(Board reports directly to the Dean for future revisions)