

## Senate Committee on University Teaching Awards (SUTA)

**Effective Date:** September 13, 2024

**Supersedes:** July 1, 2022

**Date of Next Review:** Spring 2027

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### **TERMS OF REFERENCE**

To consider annually nominations for awards for teaching excellence submitted according to procedures established by Senate.

To consult, when requested, with Deans and Chairs (or equivalents) regarding nominations and the preparation of dossiers.

### **COMPOSITION**

**Elected:**

Four members of faculty, elected by Senate, for three-year terms (renewable once). To be eligible for election, faculty members must hold full-time appointments or be Academic Clinicians appointed under *Conditions of Appointment*

## Senate Committee on University Teaching Awards (SUTA)

One graduate student, elected by Senate, for a one-year term.

### **Ex officio (voting):**

President & Vice-Chancellor  
Vice-Provost (Academic Planning, Policy & Faculty), who shall be Chair  
USC Grants and Recognition Coordinator

### **Ex officio (non-voting):**

University Secretary

Members of SUTA may not, during their term of membership, stand for the awards or prepare dossiers or write letters of support for nominees for the awards.

### **GENERAL PROCESS FOR SENATE COMMITTEES AND BOARDS**

**Designates:** Per Senate By-Law VI. 8. a), an *ex officio* member may designate two persons to act on their behalf. The designates shall occupy official positions in the same unit and be able to fully represent the *ex officio* member at the meeting. The Secretariat's Office must be notified about