

**Subcommittee on Enrolment Planning and Policy (SUEPP)**

**Effective Date:** July 2014

**Revised:** \*

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**TERMS OF REFERENCE**

To formulate enrolment projections and policies, including admissions targets and program capacities, for submission to and approval by SCUP.

To report annually on enrolment forecasts for UWO and the Ontario University System as a context for University enrolment policy.

To perform other tasks similar to the above, as may assigned by SCUP.

**COMPOSITION**

Ex Officio:

Provost & Vice-President (Academic) (Chair)  
Vice-Provost (Academic Programs) (Vice-Chair)  
Vice-Provost (Graduate & Postdoctoral Studies)  
Chairs of SCUP and SCAPA  
President & Vice-Chancellor  
Vice-President (Operations & Finance)  
Deans of the Faculties of Arts and Humanities, Science, and Social Science  
One other Dean, appointed annually by the Provost & Vice-President (Academic)  
One member (and an alternate) from an Affiliated University College, appointed by the Provost in consultation with the Principal concerned. Representation by the Affiliated University Colleges is on a rotational basis (two year cycles).

Policy Planning Officer (non-voting)  
Associate Vice-President (Housing & Ancillary Services) (n-v)

Resource Persons (non-voting):

Associate Vice-President (Planning, Budgeting, and Information Technology)  
Manager, Institutional Analysis (Secretary)  
Manager, Applicant Services

***ADMINISTRATIVE NOTES***

Membership Cycle: July 1 - June 30 for appointed members; Chair of SCUP and SCAPA for term of office only.

Meetings: As required. Usually one meeting is held in January and one in October.

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