FACULTY OF MEDICINE & DENTISTRY

UA-Shantou Steering Committee (Graduate Programs)

Original Approval Date: June 17, 2010
Approved by: Dean’s Executive Committee

<table>
<thead>
<tr>
<th>Office of Accountability:</th>
<th>Dean of Faculty of Medicine &amp; Dentistry</th>
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</thead>
<tbody>
<tr>
<td>Office of Administrative Responsibility:</td>
<td>Vice Dean Research</td>
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<td>Approver:</td>
<td>Dean’s Executive Committee</td>
</tr>
<tr>
<td>Scope:</td>
<td>Terms of Reference</td>
</tr>
</tbody>
</table>

1. Purpose
The UA-Shantou Steering Committee (Graduate Programs) has the overall responsibility of advising the Vice-Dean, Research as well as the Dean of their respective faculties on important strategic, operational and recruitment matters related to graduate programs funded by Li Ka Shing (LKS) Sino-Canadian Exchange Program. These include (1) the Medical Sciences Graduate Program-Shantou, (2) a 4-year fellowship program funding the doctoral studies at UAlberta for graduates of the 7 year Masters of Medicine program of Shantou University Medical College (SUMC), as well as (3) short term visits by SUMC faculty members with PhDs.

2. Responsibilities:

1. Pre-approving collaborative projects under the MSGP-Shantou program
2. Pre-selection of trainees for admission to programs administered by the LKS Sino-Canadian Exchange Program.
3. The setting of admission requirements to MSGP-Shantou.
4. Approving extensions to the funding of trainees of the LKS Sino-Canadian Exchange Program.
5. Evaluate and approve potential changes to the LKS Sino-Canadian Exchange Program.

3. Composition:
The UA-Shantou Steering Committee (Graduate Programs), referred herein as “the Committee”, comprises a minimum a Chair as well as three members from both the UA-FoMD and SUMC selected by their respective Deans (or his/her delegate). The committee will also include the Vice-Deans, Research (or his/her delegate), and/or Deans (or his/her delegate) of SUMC and FoMD. The Chair is a UA member of the FoMD and will be appointed by the Dean, FoMD.
Voting Members from UAlberta
i) Chair, UA-Shantou Steering Committee
ii) the three selected members of the UA-Shantou Steering Committee (Graduate Programs)

Voting Members from SUMC
i) the three selected members of the UA-Shantou Steering Committee (Graduate Programs)

Non-voting Members from UAlberta
i) Vice-Dean Research (or his/her delegate)
ii) Dean (or his/her delegate)

Non-voting Members from SUMC
i) Vice-Dean Research (or his/her delegate)
ii) Dean (or his/her delegate)

4. Procedures
4.1 The Chair and committee members are appointed for a three-year term that may be renewed. Committee members are appointed by the Dean (or his/her delegate).

4.2 Consultation can take place either through electronic exchange (email) or through meetings arranged by the secretary of the committee.

5. Meetings:
5.1 The committee should meet at least once per year. Additional meetings will be scheduled when needed.

5.2 Quorum will consist of 5 voting members, with a minimum of 2 members from each institution. The Chair will only vote in the event of a tie.

5.3 Minutes of the Committee with actions will be kept and distributed to members of the committee.

6. Membership

Position
Chair (voting)
3 representative each from SUMC and FoMD (voting)
Vice-Dean, Research (or his/her delegate) (non-voting)
Dean (or his/her delegate) (non-voting)

Approved By:
Dean’s Executive Council – April 28, 2014