



GRADUATE PROGRAM IN CLINICAL PSYCHOLOGY	
POLICY:	University of Saskatchewan Psychology Clinic (USPC) Advisory Committee
DATE APPROVED BY CEC:	2024-03-05
REVISION DATES:	

Purpose

The purpose of the USPC advisory committee is to provide oversight, guidance, feedback and support to the Clinic Director and staff of the clinic. The committee consists of faculty members, staff, students, and community representatives who have expertise and interest in the training of clinical psychologists. The committee meets regularly to review the clinic’s policies, procedures, and activities, and to offer feedback and suggestions for improvement. The committee also helps to promote the clinic’s services and research within the university and the broader community.

Authority

1. The Committee is a committee of the Graduate Program of Clinical Psychology as established through the Clinical Executive Committee (CEC).

Membership

1. The composition of the Committee consists of:
 - a. Two members from the CEC with one member being designated as Chair.
 - b. One USPC staff psychologist.
 - c. Two community psychologists.
 - d. One senior student from the clinical graduate program
 - e. Clinic Director of the USPC.
 - f. Clinic Administrator as recording secretary.
2. The CEC will appoint members of the Committee from categories a, b, c and d, each to serve for two-year terms.
3. The CEC shall fill vacancies on the Committee.
4. The CEC may remove Committee member from categories a, b, c, and d at any time, with cause.
5. Appointments to and removals from the Committee require a properly constituted vote of the CEC.

Operations

1. The Committee shall meet three times per year or with greater frequency as it may determine. The Chair of the Committee will preside over Committee meetings. A majority of Committee members (excluding the recording secretary) will constitute a quorum. Committee approvals will require a vote of a majority of the Committee members present at a meeting at which a quorum is present.



2. The Committee will report its activities to the CEC on a regular basis and will keep minutes of its meetings.
3. The Committee may invite any non-Committee member to attend meetings or meet with Committee members.
4. The Committee will review this charter periodically and recommend any proposed changes to the CEC for review. The CEC may amend this charter at any time.

Responsibilities

1. To consult, advise and provide strategic direction to the Clinic Director on all matters related to the operation of the USPC as they pertain to the mission and mandate of the clinic.
2. To advise on the curriculum, supervision, and evaluation of the trainees.
3. To provide input on the clinic's budget, resources, and facilities.
4. To advocate for the clinic's interests and needs within the university and the broader community.
5. To receive, evaluate and provide recommendations on matters submitted in writing from the CEC.
6. To provide an annual report to the CEC on clinic finances, outcomes and challenges.