

AGENDA
2:30 p.m. Thursday, December 19, 2013
Neatby-Timlin Theatre (Room 241) Arts Building

*In 1995, the **University of Saskatchewan Act** established a representative Council for the University of Saskatchewan, conferring on Council responsibility and authority “for overseeing and directing the university’s academic affairs.” The 2013-14 academic year marks the 19th year of the representative Council.*

1. Adoption of the agenda
2. Opening remarks
3. Minutes of the meeting of November 21, 2013
4. Business from the minutes
5. Report of the President
 - Graduate Education Review Committee phase 1 report on College of Graduate Studies and Research
6. Report of the Provost
7. Student societies
 - 7.1 Report from the USSU (oral report)
 - 7.2 Report from the GSA (oral report)
8. Nominations Committee
 - 8.1 Request for Decision: Replacement on the University Review Committee

That Council approve the nomination of Oon-Doo Baik, Chemical and Biological Engineering, to the University Review Committee for a term ending June 30, 2014.
9. Academic Programs Committee
 - 9.1 Request for Decision: Dentistry – changes to admission requirements

That Council approve the addition of a human physiology (such as PHSI 208 Human Body Systems or its equivalent) as a required prerequisite course for admission into the DMD program, effective for admissions in August 2015.

That Council approve the College of Dentistry admission requirement for completion of three full-time (30-credit-unit) years of university course work completed between the September to April academic year leading to an undergraduate level degree as a condition of admission to the DMD program, effective for admissions in August 2015.

That Council approve the implementation of a criminal record check as an admission requirement, effective for admissions in August 2015.

9.2 Report for Information: Academic Calendar 2014-15

10. Planning and Priorities Committee

10.1 Request for Decision: Disestablishment of the Environmental Engineering Division and related Council Bylaw amendment

That Council approve the disestablishment of the Division of Environmental Engineering, and

That Council's bylaws be amended to reflect the disestablishment.

10.2 Item for Information: TransformUS task force reports

-The reports are available at www.transformus.usask.ca

11. Other business

12. Question period

13. Adjournment

Please note there will be a holiday reception following the meeting in the foyer of 241 Arts.

Please note the TransformUS reports have not been included due to their length. They can be accessed at www.transformus.usask.ca.

Attendance: J. Kalra (Chair). See appendix A for listing of members in attendance.

The chair called the meeting to order at 2:32 p.m., observing that quorum had been attained.

1. Adoption of the agenda

The chair noted that item 14 of the proposed agenda, nominations committee report, had been withdrawn from the agenda.

MEDA/KALYNCHUK: To adopt the agenda as circulated with item 14, nominations committee report, deleted.

CARRIED

2. Opening remarks

Dr. Kalra welcomed members and visitors, and noted the items coming before Council today. He advised that he will step down for agenda item 10.1 as the item relates to the College of Medicine, and Hans Michelmann, vice-chair, will chair the meeting for that item.

3. Minutes of the meeting of October 24, 2013

Three amendments were requested to the minutes: (a) to replace “provided properly” with “taken into account properly” in the third line of the fifth paragraph on page 2; (b) to replace the word “teaching” with “work” at the bottom of page 2; and (c) to replace “suggested that these are outcomes” with “commended the President for including these as outcomes” in the fifth paragraph on page 5.

KALYNCHUK/DETERS: That the Council minutes of October 24, 2013 be approved as circulated with the amendments noted.

CARRIED

4. Business from the minutes

There was no business arising from the minutes.

5. Report of the President

President Ilene Busch-Vishniac provided updates in addition to her written report. Regarding the College of Medicine, she noted that the University and Faculty Association have signed an agreement that removes the clinical heads from scope.

The president reported that she has personally engaged with over 600 people regarding the Vision 2025: *From Spirit to Action* document, and has also received feedback electronically. She encouraged those who had not already done so, to read and comment upon the draft Vision document.

The president also provided an update about the review of graduate education. The review committee is planning to seek input and hopes to have an interim report provided to Council at

the December meeting. Two significant changes relate to: moving to a role of advocacy rather than assurance of compliance; and moving from a separate college to a model found at our peer institutions that more resembles an administrative unit.

The president informed Council of several extraordinary awards given by the Royal Society of Canada to members of our university community. In November, Marie Battiste (Educational Foundations), James [Sákéj] Youngblood Henderson (Native Law Centre) and Keith Hobson (adjunct professor with the School of Environment and Sustainability) were inducted into the Royal Society of Canada, and John Giesy (Veterinary Biomedical Sciences and Toxicology Centre) was awarded the Miroslaw Romanowski Medal from the Royal Society of Canada.

The president reported that the U15 has been developing a proposal to establish an Advantage Canada Research Excellence fund requesting \$100 million in funds to be allocated next year, and up to \$400 million in the future, open to all universities based on their percentage of Tri-agency funding. Finance Minister Jim Flaherty has been supportive, and meetings have also been held with Industry Minister James Moore and Minister of State for Science and Technology Greg Rickford.

The president noted that there has recently been tension between the U15 and AUCC. She thought it was important for the U15 to be identified and separate because they are responsible for the overwhelming majority of research funds and graduate students that complete degrees in Canada and therefore the issues they face are different as compared to other Canadian universities; secondly, virtually every country with a major research effort has a group of research intensive universities and they look to partner with equivalent groups.

A Council member referred to an article in the *Star Phoenix* newspaper regarding a report on research produced by Canadian Association of University Teachers and asked for a report to University Council on University of Saskatchewan research contracts with agencies, such as pharmaceutical companies. The president advised that the vice-president research periodically provides a report to Council and that would be the appropriate time for such a response.

A Council member inquired about the President's trip to China. The President advised that she participated in two alumni events and met with a number of donors as well as with the Consul General to Hong Kong. Follow-up is planned by a few of our colleges regarding increasing student exchanges between some of the best schools in China and the University of Saskatchewan.

6. Report of the Provost

Brett Fairbairn, provost and vice-president academic, referred members to his written report in the meeting materials. He also noted the recent opening of Graduate House in the College Quarter, which will provide spectacular facilities for graduate students.

A Council member inquired about the three-phase process for TransformUS and the deadlines for each process. Dr. Fairbairn noted that the phases have been announced by the president in a communication earlier this Fall. The Council member disagreed with the reference to "institutional psyche" in the provost's written report. Dr. Fairbairn commented that while the university consists of individuals who think freely and debate, it is also a community with a culture with systems and processes in common, and he believed that is what is eluded to in the sentence.

A Council member inquired about the search for the dean of the College of Medicine. The provost described the process underway and noted that no public announcement will be made until the Board has approved the appointment.

A Council member inquired about the specific mechanisms and criteria for decisions following the TransformUS process and whether the implementation plan will be brought to University Council for discussion. The provost advised that decisions will be made by the usual decision-making processes in the university and based on their usual criteria. PCIP will co-ordinate actions so that there are not parts of the university acting in conflicting manners. An implementation document will map out which decisions will come to Council, to deans and to other unit leaders. The plan will be shared for discussion with the planning and priorities committee. Council will determine how they would like to review the implementation plan. He acknowledged that it is an aggressive timeline, but that he believes that consultation can be done within two months and the implementation plan within another two months.

7. Student Societies

7.1 Report from the USSU

Max FineDay, president of the University of Saskatchewan Students' Union, presented an oral report on work the USSU is doing to encourage implementation of a Fall reading week.

- A survey from 2011 found that nine out of ten students from the University of Saskatchewan felt overwhelmed at times. A Queens University report on student health and wellness suggested a Fall reading week would improve student mental health. Students could go home, study or just debrief.
- Resources currently used to deal with problems that result from stress could be invested elsewhere.
- It would create a model for other institutions in the province to follow. A number of Ontario universities and a university in British Columbia have implemented a first term reading week.
- The first term reading week would improve academic performance and retention.

Mr. FineDay advised that he has been in conversations with the registrar. The USSU will be conducting a survey to determine whether students support a first term reading week to provide preferences on possible dates, and to determine if students would agree to an altered exam schedule in order to have such a break.

A Council member asked whether there is evidence that a first term reading week is effective in assisting with mental health and reducing stress. Mr. FineDay noted that anecdotally students have said they have as much stress in the first term as the second term, and therefore having a reading week applies to the first term as much as to the second term. Mr. FineDay was also asked to group the survey responses by college or program.

7.2 Report from the GSA

Kiri Staples, vice-president operations and communications for the Graduate Students' Association, presented the GSA report to Council and noting the following highlights:

- The GSA has recently launched a new website that is more aligned with the university's website design, function and interface. It is easier to use and provides more space for publicity for student events and advertising.
- The bursary selection committee provided 15 students with \$1,000 each based largely on financial need. The successful applicants represent a variety of programs and students and the program has confirmed the need for the bursary and the extent of the financial need of many graduate students.
- Two GSA vice-presidents attended the Canadian Association of Graduate Students conference.
- Review is underway to confirm that the GSA's policies conform with best practice, including more timely communications and training for incoming executive.

8. Item for Information: Fall Census Day Enrolment Report

David Hannah, associate vice-president, student affairs, presented this report to Council as Russell Isinger, registrar, was unable to attend. Dr. Hannah noted that a Fall enrolment snapshot summary sheet was made available at the beginning of the meeting.

Based on the census that is taken at the end of the fifth week of classes, overall enrolment is down 0.6% which is the first year of decline since 2008. Dr. Hannah advised that more students are taking Spring and Summer classes than in previous years. Graduate students represent approximately 15% of total enrolment, undergrads 81% and the rest is represented by students in other categories. Enrolment of graduate students is up 3.2% and undergraduate enrolment is down 1.2%. There has been a decline in Saskatchewan high school graduates. The first and second year retention rate in direct entry programs has declined. With the elimination of Open Studies there has been a loss of some students required to discontinue during the transition from Open Studies to other colleges. There has also been a decline in continuing Nursing students due to the graduation of a larger NEPS cohort and fewer students entering the new BSN program. Also the Professional Association of Foreign Service Officers (PAFSO) job action negatively affected some incoming international students.

Dr. Hannah provided information on undergraduates by origin noting that 77% of undergraduates are from Saskatchewan, 12% out of province and 7.5% are international students, with the information on the remainder continuing to be unknown. A decline is expected in the number of Chinese students studying overseas.

The graduate student enrolment increased 3.2%. However, the rate of growth has declined over the past few years indicating that we need to continue to focus on this area. Dr. Hannah provided information on the graduate numbers by program type noting that there has been an increase in course-based master's program which is up over 106% since 2009. Looking at the origin of graduate students, 66% are domestic students and 34% international, which is the highest level of international students the university has ever had. Dr. Hannah illustrated that our international graduate students come from a cross-section of countries.

Regarding Aboriginal students, Dr. Hannah reported there has been some increase, but not to the extent reported as most of the gains are likely due to students now self-declaring in response to a major campaign to encourage Aboriginal students to self-declare and improvements in our tracking systems to capture this information. Approximately 2,000 Aboriginal students attend on campus and a greater percentage of these students are graduating.

The gender breakdown at the university is 57% female and 42% male across all student groups. First and second year retention rates have decreased a bit this year and remain a focus. In contrast, international and Aboriginal student retention rates have increased slightly. Although total enrolment is down, the total number of credit units increased slightly indicating that students are taking more classes which is good from a revenue-generating perspective. There is approximately the same number of first-time students in direct entry programs as last year. The number of students from Alberta has increased 25% and from Calgary almost 33% as compared to last year.

Dr. Hannah provided information on off-campus activity including online and regional colleges noting that there has been a dramatic increase since last year and this trajectory is expected to continue. These numbers are included in the overall enrolment data reported.

Dr. Hannah provided information on the enrolment reporting methodology advising that SESD has moved to term-based reporting with preliminary high level data being released in early September and more detailed reporting provided to University Council in November and March and to Senate in April. The enrolment report is now replaced by a highlight sheet and presentation. Detailed enrolment data is provided through the Data Services website, uView at www.usask.ca/isa. Dr. Hannah concluded by thanking the individuals who compiled the information in the report.

9. Planning and Priorities Committee

Dr. Fran Walley, chair of the planning and priorities committee, presented these reports to Council.

9.1 Item for information: Strategic Enrolment Management (SEM) Report Summary

Dr. Walley provided an introduction to the strategic enrolment summary report. She noted that the planning and priorities committee met with the academic programs committee jointly in October to discuss the SEM report highlights with Dr. Hannah. Though the SEM report is being presented to Council for information only, any academic policy changes that may result from the adoption of any recommendations in the report will also come to Council for approval in the future.

The report recommends modest undergraduate growth targets and aggressive targets for graduate students, with a total enrolment by 2015-16 of approximately 23,000 students, comprised of 18,500 undergraduate students and 4,450 graduate students. The report contains ten key recommendations which address student recruitment in an environment of increasing competition among universities. Dr. Walley invited David Hannah, vice-president, student affairs, to provide more detailed comments on the report.

Dr. Hannah reported that Council approved an enrolment plan in 2003 that projected and called for a goal of 21,000 students by 2010, which was met. The plan also called for 3,500 graduates by 2010, which goal was exceeded; as well as 18,640 undergraduates which was not met until 2012. The goal of 15% of domestic undergraduates, and international goals of 7-8% of undergraduates have not yet been met and work continues on these.

Dr. Hannah advised that they are now working towards strategic enrolment management which is defined as “a set of concepts, strategies and systematic practices,

grounded in solid institutional data that enables an institution to define and achieve its desired enrolment”.

Dr. Hannah described the history of enrolment at the university over the past few decades noting that it has gone from a relatively crude approach of opening the gate until the program is full and then closing the gate to one in which more attention is paid to recruitment. Then as program demand began to decrease in response to enrolment pressures, more attention was paid to retention. Strategic enrolment management is about paying attention to the other factors that affect enrolment: what are students looking for; what are employers seeking; what is the external market; what are we doing about financial aid; and others.

The SEM project began in 2011 with PCIP approving a set of enrolment goals for the end of the third planning cycle (2015/16) in 2012. These include numerical goals for undergraduates, graduates and total enrolment, but also goals for the composition of the student body, and address questions such as how many Aboriginal and international students do we want; what about others; what quality of students are we attracting; etc.

Once PCIP had determined the 2015/16 enrolment goals, three teams were established to discuss undergraduate recruitment, undergraduate retention and the graduate life cycle. Each of these teams developed, reviewed and prioritized a set of recommendations which then went to a steering committee that reviewed and prioritized the enrolment strategies from all of the teams and identified the top ten to focus on which are included in the written materials and are reiterated here for convenience:

1. Create administrative processes for graduate students that are better than our U15 peers.
2. Establish a coordinating infrastructure for undergraduate student retention.
3. Determine principles, priorities and authority for making decisions around the strategic allocation of graduate student funding.
4. Clarify student recruitment roles.
5. Select and implement a customer relationship management system.
6. Prioritize and ensure implementation of a university-wide transfer credit policy and accompanying procedures.
7. Establish an expanded centralized student experience function.
8. Create competitive graduate and undergraduate admission packages for targeted student groups.
9. Select and implement “early alert” system to identify undergraduate and graduate students experiencing difficulties and promote timely and effective intervention.
10. Establish a centralized strategic enrolment intelligence team.

Dr. Hannah advised that the provost has established a small working group to take these top ten recommendations and propose to the provost who should be tasked with each recommendation, at which point the project will move forward to an implementation phase.

A Council member asked whether retention goals are also part of enrolment management. Dr. Hannah advised that a combination of attraction and retention, as

well as progressing graduate students through their programs more quickly, will aid enrolment. Also enrolment is being assisted through colleges and departments sharing what is working in their areas.

10. Academic Programs Committee

As this item involves the College of Medicine, Jay Kalra stepped down as chair because he is a member of the College of Medicine, and vice-chair Hans Michelmann became acting chair.

Prof. Roy Dobson, chair of the academic programs committee presented the reports to Council.

10.1 Request for Decision: College of Medicine replacement program

Prof. Dobson referred to the information in the written meeting materials and explained the rationale for the College of Medicine revising its curriculum from two and one-half years of courses to one and one-half years of clerkship to two years of courses and two years of clerkship.

DOBSON/KROHL: That Council approve the revised Doctor of Medicine program for the College of Medicine.

CARRIED

Jay Kalra returned as chair.

10.2 Request for Decision: School of Environment and Sustainability Certificate in Sustainability

Prof. Dobson noted that this is a new certificate of proficiency in sustainability which is intended to give students a theoretical and substantive experience in sustainability-related practice.

DOBSON/KROL: That Council approve the Certificate in Sustainability as a certificate of proficiency from the School of Environment and Sustainability.

CARRIED

11. Teaching, Learning and Academic Resources Committee

Jay Wilson, vice-chair of the teaching, learning and academic resources committee, presented this item to Council.

11.1 Item for Information: Academic Advising Charter

Prof. Wilson noted that the Advising Charter defines the focus of academic advising as student success, with the purpose of academic advising as assisting students to complete their program and achieve their academic goals. Dr. Wilson invited Dr. Patti McDougall, Vice-Provost, Teaching and Learning, to provide further detail on the Charter.

Dr. McDougall explained that the Academic Advising Charter represents the implementation of an action item stemming from a campus review that occurred in 2010. The intent is to define the academic advising experience that the university aims

to provide students and create an understanding of what academic advising is. Dr. McDougall noted the contribution of others to the Charter.

12. Joint Committee on Chairs and Professorships

Jim Germida, vice-provost, faculty relations, presented these reports to Council.

12.1 Request for Decision: Global Institute for Food Security (GIFS) Enhancement Chairs Program

Dr. Germida explained the purpose of the GIFS enhancement chairs program is to retain or re-direct duties of a faculty member who is a leading scientist at the university and to attract new scientific talent to the university.

A Council member asked whether a teaching stipend will be included in the GIFS chairs program And Dr. Germida advised that that is not currently part of the funding for the chairs program.

SINGH/BUHR: That Council authorizes the Board to establish the GIFS Enhancement Chairs Program.

CARRIED

12.2 Request for Decision: University of Saskatchewan Centennial Enhancement Chair

Dr. Germida noted that the purpose of the program is to assist in retaining faculty. SINGH/PARKINSON: That Council authorizes the Board to establish a University of Saskatchewan Centennial Enhancement Chair.

CARRIED

13. Policy Oversight Committee

13.1 Item for Information: Policy Oversight Committee Year-end Report

Elizabeth Williamson, university secretary, noted the report contained in the written meeting materials and advised that it lists the policies that were introduced or amended at the university between July 2012 and June 2013 as well as those that were being reviewed as of the end of June 2013. There were no questions or comments.

14. Other business

There was no other business.

15. Question period

There were no questions.

16. Adjournment

D'EON/DESBRISSAY: That the meeting be adjourned at 4:00 p.m.

CARRIED

Next meeting – 2:30 pm, December 19, 2013

COUNCIL ATTENDANCE 2013-14

Voting Participants

Name	Sept 19	Oct 24	Nov 21	Dec 19	Jan 23	Feb 27	Mar 20	Apr 17	May 22	June 19
Albritton, William	P	P	R							
Anand, Sanjeev	R	P	P							
Bartley, William	P	P	A							
Baxter-Jones, Adam	P	P	P							
Berlinic, Wyatt	R	P	R							
Berry, Lois	P	P	A							
Bonham-Smith, Peta	P	P	P							
Brenna, Bev	P	P	P							
Brenna, Dwayne	P	P	P							
Brooke, James	P	P	P							
Buhr, Mary	P	R	P							
Busch-Vischniac, Ilene	R	P	P							
Calvert, Lorne	R	R	P							
Chang, Gap Soo	P	P	R							
Chibbar, Ravindra	P	P	R							
Crowe, Trever	P	P	P							
Daum Shanks, Signa	P	P	P							
Day, Moira	P	A	A							
de Boer, Dirk	P	P	P							
D'Eon, Marcel	P	P	P							
DesBrisay, Gordon	R	P	P							
Deters, Ralph	A	P	P							
Deutscher, Tom	A	A	P							
Dick, Rainer	P	P	P							
Dobson, Roy	P	P	P							
Eberhart, Christian	A	A	A							
Fairbairn, Brett	P	P	P							
Findlay, Len	A	P	P							
Flynn, Kevin	R	P	A							
Freeman, Doug	P	R	A							
Gabriel, Andrew	A	R	P							
Ghezelbash, Masoud	P	A	P							
Gobbett, Brian	A	P	A							
Goncalves Sebastiao, Bruno	A	A	A							
Greer, Jim	A	P	P							
Gyurcsik, Nancy	NYA	P	P							
Hamilton, Murray	P	P	A							
Harrison, Liz	P	P	A							
Heidel, Steven	P	P	A							
Heinz, Shawn	P	A	A							
Herriot, Jon	A	A	A							
Hill, David	P	P	P							
James-Cavan, Kathleen	P	P	R							
Johanson, Robert	P	P	P							
Jones, Paul	P	P	P							
Kalra, Jay	P	P	P							
Kalynchuk, Lisa	P	P	P							
Khandelwal, Ramji	P	P	P							
Kipouros, Georges	A	P	P							
Klaasen, Frank	P	P	A							
Konchak, Peter	NYA	P	P							
Krol, Ed	P	P	P							
Kulshreshtha, Surendra	P	P	P							

Name	Sept 19	Oct 24	Nov 21	Dec 19	Jan 23	Feb 27	Mar 20	Apr 17	May 22	June 19
Ladd, Ken	P	P	P							
Langhorst, Barbara	P	R	P							
Lee, Deborah	P	P	P							
Lieverse, Angela	P	A	P							
Lin, Yen-Han	R	A	P							
Lindemann, Rob	A	A	A							
Luo, Yu	P	R	P							
MacGregor, Michael	A	R	P							
Makaroff, Dwight	P	P	P							
Makarova, Veronika	P	P	A							
Meda, Venkatesh	P	P	P							
Michelmann, Hans	P	P	P							
Miller, Borden	A	A	A							
Montgomery, James	A	P	R							
Noble, Bram	P	R	P							
Ogilvie, Kevin	A	A	A							
Ohiozebau, Ehimai	P	P	P							
Ovsenek, Nick	A	P	P							
Parkinson, David	A	R	P							
Phoenix, Aaron	P	R	P							
Pozniak, Curtis	P	P	R							
Pritchard, Stacy	R	R	A							
Prytula, Michelle	P	P	R							
Pywell, Rob	P	P	P							
Racine, Louise	P	R	P							
Radomske, Dillan	A	A	A							
Rangacharyulu, Chary	P	P	R							
Regnier, Robert	A	A	A							
Rigby, John	P	P	P							
Robertson, Jordan	P	P	P							
Rodgers, Carol	P	R	P							
Sarjeant-Jenkins, Rachel	R	P	P							
Schwab, Benjamin	R	P	A							
Schwier, Richard	A	P	P							
Singh, Jaswant	P	P	P							
Solose, Kathleen	P	P	A							
Smith, Colum	NYA	NYA	P							
Still, Carl	P	P	P							
Stoicheff, Peter	R	P	P							
Sutherland, Ken	R	P	P							
Taras, Daphne	P	P	P							
Taylor-Gjevre, Regina	P	P	R							
Tyler, Robert	P	P	P							
Van Kessel, Andrew	A	A	A							
Vassileva, Julita	A	P	P							
Voitkovska, Ludmilla	A	A	A							
Waldram, James	P	P	P							
Walker, Keith	P	P	P							
Walley, Fran	P	P	P							
Wang, Hui	P	R	P							
Wilson, Virginia	P	P	P							
Wotherspoon, Terry	P	A	R							

COUNCIL ATTENDANCE 2013-14

Non-voting participants

Name	Sept 19	Oct 24	Nov 21	Dec 19	Jan 23	Feb 27	Mar 20	Apr 17	May 22	June 19
Chad, Karen	A	R	R							
Cram, Bob	p	P	P							
Downey, Terrence	P	P	P							
FineDay, Max	R	P	P							
Fowler, Greg	P	R	R							
Isinger, Russ	P	P	R							
Krismer, Bob	P	P	P							
Magotiaux, Heather	P	R	R							
Schriml, Ron	A	A	A							
Sherbino, Jordan	P	P	P							
Vlahu, Isabela	A	A	A							
Williamson, Elizabeth	P	P	P							

PRESIDENT'S REPORT TO UNIVERSITY COUNCIL

December 2013



Vision 2025 Consultations

The end of November brings with it the end of the lion's share of public consultations on Vision 2025 being conducting this fall. In total, I've had the opportunity to connect with approximately 700 faculty, staff, students and alumni face-to-face and have received numerous comments from individuals across campus. A particular thank you to those senior leaders who coordinated specific consultations with individuals in their areas and provided summaries of those conversations to my office. We have received input from a broad section of the campus community and are able to move forward with the next steps in this process.

Throughout January, I plan to further review comments and produce a new version of Vision 2025 for further circulation. It is my hope that we will be able to bring a final version out in the spring for endorsement by our three governing bodies.

TransformUS

On Dec. 9th the TransformUS reports were released to the campus community. I know a discussion of the reports will be on the agenda for the University Council meeting so I thought I would take this opportunity in my report to specifically thank the members of the task forces.

The task forces consisted of members of the campus community who volunteered much time and effort to this project. The task forces estimate putting in between 120 and 140 hours of meetings since March. This does not take into account the many hours individuals spent reviewing and commenting on draft documents and reviewing and assessing close to 900 program templates.

Although I am unable to comment on the contributions of specific individuals, I do want to particularly thank two groups amongst these dedicated volunteers. Firstly, the student members of the task forces should be specially thanked for their time and efforts. True volunteers in the process, they were able to put in the same time as other members while still maintaining their dedication to their studies. I'm told one of the graduate students on the task force even successfully completed her comprehensive examinations during this period.

Secondly, I would like to specifically thank the co-chairs of the task forces. Beth Bilson, Bob Tyler, Lisa Kalynchuk, and Kevin Schneider selflessly took on leadership roles to help guide this process over the last year. Their diligence and perseverance contributed greatly to keeping the task force members to their tight timelines.

With the role of the task forces complete, the next phase begins with time dedicated to consultations on the prioritization and recommendations outlined in the reports. In January, Provost Fairbairn, Vice-

President Fowler, and I will participate in individual meetings with senior leaders to consult on the recommendations outlined in the reports. In addition, we have three town halls scheduled to allow members of the campus community to provide feedback. Throughout this period comments may also be received online through www.usask.ca/finances.

Government Relations

In early December I travelled to Ottawa to meet with government regarding a number of issues relevant to the University of Saskatchewan. I was pleased to meet with the Clerk of the Privy Council, a couple of Ministers, a few Deputy Ministers, and a couple of Chiefs of Staff. I also met with the Saskatchewan Caucus, including four of the Senators from Saskatchewan. In each of these meetings, I was able to provide an update on the U of S and to emphasize matters of importance to us, such as funding of operating costs for national labs, increased funding to the indirect cost program, the creation of a research excellence fund, innovation strategies, and First Nations, Métis and Inuit education opportunities.

Graduate Education Review

You will find a report of the Graduate Education Review committee attached to my report to Council. I will speak to its content at Council but I did want to thank the committee members for the time and thought they put into the discussions regarding the future of graduate education at the University of Saskatchewan.

Graduate Education Review Committee Phase 1 Report – November 27th, 2013

As a result of its deliberations over the last year, the Graduate Education Review Committee (GERC) has arrived at a set of conclusions and recommendations that it would like to present to the University of Saskatchewan faculty, staff and students. The conclusions and recommendations fall into three categories: (1) a proposal that graduate education at the U of S should be transformed from its current academic structure to an administrative structure; (2) a set of principles that the GERC believes should guide any re-visioning of graduate education and restructuring of the College of Graduate Studies and Research (CGSR); and (3) a set of suggestions regarding the activities that a centralized administrative structure might carry out.

The GERC believes there is widespread support for a major restructuring of graduate education at the U of S. To both gauge this support and to obtain additional ideas and suggestions, the GERC is asking faculty, staff and students to comment on the conclusions and recommendations presented in this document. Following a short consultation period and assuming there is indeed widespread support for the changes outlined in this document, a GER Transition Committee will be established to work out the details associated with the changes that are proposed. The activities of the Transition Committee will allow – and indeed require – additional opportunities for faculty, staff and student input. At the conclusion of the Transition Committee’s work, a detailed plan will be taken to University Council for approval.

Proposal for Graduate Education at the University of Saskatchewan

The GERC has come to the conclusion that the CGSR should be transformed from a centralized academic unit to a centralized administrative unit that would support graduate education and graduate students across the campus. Given the affinity that graduate students feel to their academic programs and the academic homes of their supervisors, this new unit **would not be a college**.

Principles to Guide the Restructuring

In developing the new administrative unit, the following principles will be observed:

- As a member of the U15, the U of S must assume a leadership role in graduate education. Therefore, a key principle will be that we will always aim to lead in graduate education rather than simply catch up to our peers.
- The U of S needs a centralized graduate administrative unit focused on and facilitating the success of department, college and school-driven programs. Such an administrative unit should be sufficiently flexible so as to provide wide-ranging support to academic units in achieving their desired goals and outcomes.
- Policies and decisions from the central graduate administrative unit must promote innovation while retaining simplicity and coherence.

- A central graduate administrative unit should focus on the needs of students.
- Decisions regarding structure should be made on the basis of which functions are better served by the central structure and which functions are better carried out at the program, college, or school level.

Suggested Responsibilities

Some of the possible responsibilities of the centralized graduate administrative unit could be to:

- Perform collective advocacy for graduate studies and for graduate students and postdoctoral fellows, both internal to the University and externally,
- Establish campus-wide standards and coordinate policies and procedures related to graduate student and postdoctoral fellow supervision,
- Facilitate and support quality assurance and assessment processes,
- Provide strategic advice to units regarding developmental opportunities for graduate programs,
- Advocate for graduate students and postdoctoral fellows in dispute resolution,
- Facilitate strategic programming and services for graduate student and postdoctoral fellow matters that cut across academic units,
- Raise funds in support of graduate students and postdoctoral fellows,
- Provide support to the Graduate Students' Association to aid it in achieving its goals and to ensure continuity as leadership of GSA changes,
- Facilitate professional development activities for graduate students and postdoctoral fellows.

Some of the responsibilities of the decentralized academic units could be:

- Supervision of graduate students and postdoctoral fellows,
- Coordination of decentralized graduate student funding,
- Establishment of appropriately populated graduate student supervisory and examining committees,
- Conduct of appropriate qualifying and comprehensive exams for graduate students,
- Coordination of course offerings associated with the graduate academic program,

Examples of the responsibilities to be shared between the centralized administrative unit and academic units could include:

- Admissions to academic unit graduate programs
- Action on matters of non-academic discipline, in coordination with the Office of the University Secretary.

Next Steps

- Receive feedback from the faculty, staff and students on the conclusions and recommendations in this report. This consultation – which is estimated to conclude in early 2014 – will focus on determining support for the proposal that graduate education at the U of S be transformed from its current academic structure to an administrative structure.
- Assemble a GER Transition Committee that will develop a detailed implementation plan following the guidelines expressed above. The Transition Committee will include selected GERC members, plus additional members chosen to provide representation from the campus community.
- The Transition Committee, through wide consultations, will examine issues such as: how current Graduate Council committees can be restructured to work within this new structure; how best to address the graduate application process; how best to structure the appointment and support for postdoctoral fellows; how a new centralized administrative office might be structured (including job descriptions and titles of its executive); and the role of a centralized unit in the process of faculty recruitment.
- Present a detailed plan to University Council for approval.

PROVOST'S REPORT TO COUNCIL

December 2013

INSTITUTIONAL PLANNING

Provost's Committee on Integrated Planning (PCIP)

The Provost's Committee on Integrated Planning met on November 25 and discussed items to be included in the December Board of Governors meeting, and the process that will be used to consult on, analyze and operationalize recommendations from the TransformUS task forces.

Fall Planning Parameter meetings

Meetings with the colleges and schools to discuss the *Planning Parameters for the Third Planning Cycle* were completed on November 19. In these meetings, the colleges and schools discussed their progress against their plans and signaling their current priorities. We also discussed a process for periodic review of college/school budgets. In anticipation of TransformUS reports and the associated workload, the support unit planning parameters meetings have been deferred until spring.

OPERATING BUDGET ADJUSTMENTS (OBA)

The changes we undertake through OBA will transform our university and entrench financial sustainability and prioritization within our institutional psyche. The result will be a stronger university – more focused, more accountable and ultimately more successful in fulfilling our mission and resourcing our priorities. Three updates related to specific initiatives within the overall OBA project are important for council this month: TransformUS, revenue generation and diversification, and organizational design.

TransformUS: Reallocating resources for future success

The task force reports with recommendations were provided to the president on November 30 and were released to the campus community on December 9. The reports can be found on the [TransformUS](#) website. On December 9, we embarked on a three-staged process that will result in decisions regarding changes to academic programs and academic and administrative support services at the University of Saskatchewan.

1. **Consultation and feedback:** The president provided the reports to the campus community on December 9, kicking off eight weeks of listening to the campus community. Several opportunities will be provided to share reactions to the reports. We encourage you to take advantage of these opportunities to share your thoughts and concerns. Consultation and feedback will close on January 30, 2014.
2. **Analysis and implementation plan:** From February to April 2014, the Provost's Committee on Integrated Planning (PCIP) will work with leaders of the university to analyze all possible decisions and the impact of these decisions on other areas of the university, to ensure we are making evidence-informed decisions. At the conclusion of this phase, an implementation plan will be developed in coordination with unit leaders that will outline decisions and how they will be coordinated and implemented. This plan will be shared with the campus community in late April.

3. **Decisions and action (coordinated):** Decisions will be implemented through the normal governance procedures beginning May 1, 2014. We expect there will be some decisions the university can implement immediately, while others may take until the end of the planning cycle - April 2016 - and beyond to see full implementation. Decision makers include unit leaders, PCIP, University Council, Board of Governors and Senate.

Key dates

November 30	Task force reports with recommendations due to president
December 9	Reports released and campus consultation opens
January 31	Campus consultation closes
April 30	Implementation plan announced
May 1	Implementation begins

Organizational design and revenue generation and diversification - *Online Courses Revenue Generation Project*

Review of the ideas submitted by the campus community highlighted “increasing online delivery” as a strategy to generate additional revenue. As a response, members of the Academic Quadrants Committee (Q3/Q4) developed the **Online Courses Revenue Generation Project**, designed to explore what benefits might accrue if the University of Saskatchewan takes steps to offer more online courses and programs. The project will be led by the vice-provost, teaching and learning, Patti McDougall, executive director of CCDE, Bob Cram, and Peter Stoicheff, dean of the College of Arts and Science. The focus of the online project is on analyzing whether increased activity in online delivery will in fact increase revenue (for instance bringing in new revenue) and/or will create cost savings (for example by creating efficiencies). As such, the scope of the project falls under both revenue generation/diversification and organizational design strategies and is reflected in the project team’s membership to ensure greater synergy between the work of these two strategies.

Conscious Change Leadership

Since Spring 2013, Conscious Change Leadership sessions have been offered to senior leaders, the Operating Budget Adjustments Steering Committee, exempt leaders and executive assistants to senior leaders. These sessions focus on developing transformational change leadership skills in support of college or unit initiatives and building organizational capacity for change. By January 2014, over 300 attendees will have been through a combination of “part one” and “part two” of the conscious change series. Work with several units on structural dynamics-a concept explored in the conscious change leadership sessions-has also been further applied in individual sessions with those unit’s leadership teams. A practical example of the outcome this work is the change in Facilities Management to transform their service delivery model on campus.

DEPARTMENT HEAD NETWORKING SESSIONS

During the past few months department head networking sessions focused on discussions around work of the red tape commission, TransformUS; copyright compliance and update on a new on-line tracking resource; and a talk by the president on vision 2025. In the new year we will partner with FSD to offer a series of workshops on financial management and planning.

VICE-PROVOST, TEACHING AND LEARNING

A small working group led by the vice-provost, teaching and learning (including USSU president, Max FineDay and ULC director, Jim Greer) is exploring the interest of U of S faculty members in the adoption of open textbooks. Organized activity in open textbooks began in British Columbia last year with a major investment from the provincial government (see <http://bccampus.ca/open-textbook-project/> for more information about activity in BC).

An Experiential Learning Concept paper was recently completed and will inform actions taken to meet the IP3 goal of increasing experiential learning activity by 20% over the next three years. The concept paper, tabled at the Teaching, Learning, and Academic Resources Committee, outlines the primary forms of experiential learning and related benefits, highlights best practices underway at U15 comparators, and documents findings from a recent experiential learning inventory conducted through the ULC.

COLLEGE OF MEDICINE RESTRUCTURING

The university has reached an agreement with the Faculty Association (USFA) to take the Unified Heads out of scope of the Faculty Association. The Unified Headship positions are unique in that the individuals hold a province wide Academic Headship in one of nine clinical departments in the college while jointly holding the clinical headship in their particular health region. They are key figures in ensuring the seamless integration of clinical and academic activities within their given department and are also key drivers of accountability. The current heads will move out of scope effective July 1, 2014 while any appointments made from November 19th 2013 onwards will be out of scope. This agreement represents a significant step forward in the CoM Restructuring as the Unified Heads will play a key role in ensuring accountability under the proposed new Academic Clinical Funding Plan for the province, currently under development with the Provincial Government. As part of the agreement reached with USFA these Unified Headships will now come under the Search and Review Procedures for Senior Administrators (2011).

The College of Medicine was visited by the LCME/CACMS Secretariat in late November. This was an informal visit to provide feedback and advice on the College's Action Plan on Accreditation. The Final version of the Action Plan will be submitted to LCME/CACMS on December 20, 2013.

COLLEGE AND UNIT UPDATES

College of Arts and Science

The following report is provided by the College of Arts and Science:

Ingrid Pickering (Geological Sciences) had her Canada Research Chair upgraded from a Tier 2 to a Tier 1 and she will be awarded \$1.4 million - \$200,000 per year over seven years - from her CRC in Molecular Environmental Science, as well as \$195,000 in associated Canada Foundation for Innovation (CFI) equipment funding, to use synchrotron light at facilities such as the Canadian Light Source to look at selenium's role in living systems. **John Giesy** (Toxicology) has received a renewal of his previous Tier 1 CRC and he will be awarded a total of \$1.4 million—\$200,000 per year over seven years—from his CRC in Environmental Toxicology, to focus on dynamics and effects of novel chemicals in the environment.

The **Department of Native Studies** held a day-long event last month to celebrate Louis Riel Day. Presenters included authors and artists.

Fall convocation this year marked the graduation of the first students from the College of Arts & Science's **Master of Fine Arts (MFA) in Writing** program.

The **Social Sciences Research Laboratories 2012-2013 Annual Report: Collective Beginnings** is now available. It highlights the many accomplishments and early impacts of the SSRL in its first full year of operation: <http://ssrl.usask.ca>.

The College of Arts & Science's **Aboriginal Student Achievement Program (ASAP)** was featured in an article in *The New York Times* about how Canadian universities include indigenous cultures: <http://artsandscience.usask.ca/news/news.php?newsid=3918>

University Library

The University Library, along with Facilities Management Division and the College of Arts and Science, was contacted in late October by David Hannah, Associate Vice-President, Student Affairs regarding the possibility of having a 24-hour study space during exams. Dr. Hannah had been approached by the USSU on this issue. We have been working with various groups since then to see what might be possible. As of late November, we have been able to put together a plan for a pilot project.

The Murray Library will be offering extended hours of operation (24/7) for the Safe Study program from December 4 through to and including December 20. During Safe Study, the ground floor of the Murray Library is open after the library closes for student study space. The Safe Study program is a partnership between the USSU and the Murray Library and is available to students of all colleges. The pilot, a partnership with Student Enrolment Services Division, Consumer Services, and USSU, provides students with a safe study environment during peak exam periods.

Plans are being put in place to continue the pilot for the term two mid-term exam period and for final exams in April. At the end of the pilot project a review will be conducted to examine its success, whether there is a need for this type of service, and if so, how it might be sustained.

More information about the Safe Study program can be found on the University Library website at Safe Study at the Murray Library, University of Saskatchewan Library.

OFFICE OF THE VICE-PRESIDENT RESEARCH

The research highlights for the month of November are reported in the attachment by the office of the vice-president, research.

SEARCHES AND REVIEWS

Search, Dean, College of Medicine

The search committee for the Dean, College of Medicine met in mid-November.

Search, Dean, College of Education

The search committee for the Dean, College of Education met in mid-November and will meet again in January.

Search, Dean, College of Pharmacy and Nutrition

Candidates for the search of Dean, College of Pharmacy and Nutrition were on campus in mid-late November.

Search, Chief Information Officer and Associate Vice-President, Information and Communication Technology

Candidates for the Chief Information Officer and Associate Vice-President, Information and Communication Technology were on campus in late November and early December.

Review, Dean, College of Agriculture and Bioresources

The review committee for the Dean, College of Agriculture and Bioresources met in early December.

Office of the Vice President Research

December Update

Reputational Successes

SHR Joins the Top 40

The Office of the Associate Vice President Research-Health is excited to announce that the Saskatoon Health Region (SHR) ranked 35th on Research Infosource's list of **Canada's Top 40 Research Hospitals**. This is the first year SHR has made the list and follows a year in which they experienced the highest growth in health research income in the country. A news release is available at: <http://ow.ly/rfqKE>

Partnerships

Improving Western Technology Transfer

The federal Minister of Western Economic Diversification has selected the U of S as the lead institution in an initiative to improve technology transfer in the western provinces. This decision follows a meeting the minister held with the U of S President, VP Research and Industrial Liaison Office.

Four International Agreements Signed

The U of S signed agreements with four international partners including an agreement signed November 1st to become a member of the Consortium of Canadian Universities within the **Transatlantic Science Student Exchange Program**. Additional agreements were:

- A *General Agreement of Academic Cooperation and Technical, Scientific and Cultural Exchange* signed November 1st with **HAS University** in the Netherlands.

- A *Memorandum of Understanding* signed November 12th with **Southwest University** in China.
- An *Agreement of Cooperation* signed November 15th with the School of Medicine of the **University of Bologna**.

High Commissioner Visits U of S

A delegation including the South African High Commissioner visited the U of S on November 6th, holding several meetings facilitated by the International Office.

Strategies to Reduce ER Wait Times

The Office of the Associate Vice President Research-Health completed an environmental scan and literature review identifying strategies for **increasing patient flow and reducing emergency department wait times**. The project was undertaken with members of the Provincial Kaizen Operational Team, ED Waits and Patient Flow Initiative. Results were presented at the Provincial Visioning Session on November 14th and 15th.

Funding Successes

A U of S Star in Global Health

Grand Challenges Canada's "Stars in Global Health" Program supports researchers whose work can have a significant impact on global health.

- **Jo-Anne Dillon** (VIDO) was awarded \$113,000 for "*A Rapid Test for Simultaneous Identification and Detection of Antimicrobial Resistance at Point of Care for Bacterial Infections: Neisseria gonorrhoeae as a*

Office of the Vice President Research

December Update

Prototype. This project involves collaboration with the Vardhman Mahavir Medical College & Safdarjung Hospital in India.

Canada Research Chairs Appointed

Three U of S researchers were appointed or renewed as **Canada Research Chairs (CRC)** in an announcement by the Minister of State on November 14th, 2013. These researchers will bring a total of \$3.3M in federal funding to the U of S over seven years.

- **Dwight Newman** (Law) was appointed as a Tier 2 CRC in Indigenous Rights in Constitutional and International Law.
- **Ingrid Pickering** (Geological Sciences) was promoted to a Tier 1 CRC in Molecular Environmental Science.
- **John Giesy** (Veterinary Biomedical Sciences/Toxicology Centre) was renewed as a Tier 1 CRC in Environmental Toxicology.

CFI Supports Infrastructure

CRC **Ingrid Pickering** was also awarded \$195,533 in associated Canada Foundation for Innovation (CFI) infrastructure funding through the John R. Evans Leaders Fund for *“Laboratory equipment to complement synchrotron-based studies of heavier elements in biological and environmental samples.”*

\$1 Million for Cattle Research

John Campbell (Large Animal Clinical Sciences) has received \$1,067,200 over five years for the project *“Implementation of a Longitudinal Disease Surveillance Network for Cow-Calf Operations in Western Canada.”* Funding comes from the **Canadian Cattlemen’s Association**

which is administering funds from the Growing Forward 2 program.

Developing a One Health Network

Baljit Singh (Veterinary Biomedical Sciences) was awarded \$25,000 from the **Networks of Centres of Excellence** Letter of Intent competition. The funding will assist with the travel and networking expenses of developing a full proposal for a *“One Health Network (OHN)”*.

U of S Researchers Awarded Funds for Nuclear Innovation

14 U of S researchers received **Fedoruk Canadian Centre for Nuclear Innovation** grants for a total of **\$2,386,519** in research funding.

- **Paul Babyn** (Medical Imaging) was awarded \$108,790 for the project *“Improving the Measurement of Renal Function with Radionuclide Techniques”* with co-investigator **Carl Wesolowski** (Medical Imaging).
- **Scott Bell** (Geography and Planning) was awarded \$108,641 for the project *“Nuclear Industry Policy Research Unit (NIPRU): Individual and Corporate Opinions of Nuclear Industry”* with co-investigator **Loleen Berdahl** (Political Studies).
- **Loleen Berdahl** (Political Studies) was awarded \$151,513 for the project *“Evidence and Nuclear Policy in Saskatchewan.”*
- **Richard Bowles** (Chemistry) was awarded \$105,074 for the project *“Molecular Simulation Studies of Nuclear Waste Materials.”*
- **Ian Burgess** (Chemistry) was awarded \$84,525 for the project *“Neutron Reflectometry Studies of Electrified Interfaces.”*

Office of the Vice President Research

December Update

- **David Cooper** (Anatomy and Cell Biology) was awarded \$155,710 for the project *“Synchrotron-Based Imaging as a Stable Platform for the Study of Bone-Seeking Radionuclides.”*
- **Grant Ferguson** (Civil and Geological Engineering) was awarded \$415,048 for the project *“Probabilistic Risk Assessment of Groundwater Flow and Contaminant Transport.”*
- **Humphrey Fonge** (Medical Imaging) was awarded \$172,500 for the project *“Targeted Molecular Imaging and Therapy of Insulin Growth Factor Type 1 (IGF-1R) Positive Tumors.”*
- **David Palmer** (Chemistry) was awarded \$281,713 for the project *“Chemical and Enzymatic Synthesis of Novel Medical Imaging Probes.”*
- **Chilakamari Rangacharyulu** (Physics & Engineering Physics) was awarded \$112,240 for the project *“An Integrated Approach to Nuclear Materials Selection for the Fuel Cladding for the Advanced High-Temperature Reactor.”*
- **Gordon Sparks** (Civil and Geological Engineering) was awarded \$113,163 for the project *“Lifecycle Analysis of Greenhouse Gas Emission from the Mining and Milling of Uranium in Saskatchewan.”*
- **Baljit Singh** (Veterinary Biomedical Sciences) was awarded \$284,237 for the project *“Domestic Animal Models for Human Disease.”*
- **Jerzy Szpunar** (Mechanical Engineering) was awarded \$113,965 for the project *“Prediction of Structural Transformation of Properties of Inconel X-750 Related to Helium Formation.”*
- **Chijin Xiao** (Physics and Engineering Physics) was awarded \$64,400 for the project *“Studies on Innovative Fueling and Instability Suppression in the STOR-M Tokamak”* with

co-investigator **Akira Hirose** (Physics and Engineering Physics).

- **Chijin Xiao** (Physics and Engineering Physics) was awarded \$115,000 for the project *“Feasibility Studies on Production of Short-Lived Radioisotopes Using a Dense Plasma Focus Device for Positron Emission.”*

**UNIVERSITY COUNCIL
NOMINATIONS COMMITTEE
REQUEST FOR DECISION**

PRESENTED BY: Ed Krol Chair,
Nominations Committee of Council

DATE OF MEETING: December 19, 2013

SUBJECT: **Nomination for University Review Committee**

DECISION REQUESTED:

That Council approve the nomination of Oon-Doo Baik, Chemical and Biological Engineering, as a member of the University Review Committee for a term ending June 30, 2014.

Due to a resignation, another member is needed for the University Review Committee.

ATTACHMENT: list of members

UNIVERSITY REVIEW COMMITTEE

Reviews College recommendations for awards of tenure, renewals of probation, and promotions to Professor. Its recommendations are made to the Board of Governors.

This committee is mandated by the **Collective Agreement (15.9.4)**:

The University shall have a review committee to consider tenure and other matters specifically assigned to this committee in the Agreement. The University Review Committee shall be made up of nine tenured or continuing employees plus the Vice-President Academic and Provost who shall be chair. The nine employees shall be nominated to this committee by the Nominations Committee of Council and approved by Council with the length of their term specified so as to ensure a reasonable turnover of membership. Employees shall not be nominated for membership if they have served on the University Review Committee in the previous three years or if they have agreed to serve on a College review committee in that academic year. In addition to those members mentioned above, two nominees of the Association shall serve as observers on the University Review Committee with voice, but without vote.

Chair: Jim Germida, Vice-Provost, Faculty Relations

Oon-Doo Baik	Chemical and Biological Engineering	2014
Dwight Newman	Law	2014
Roger Pierson	OBGYN	2014
Rob Pywell	Physics and E P	2015
Donna Rennie	Nursing	2015
Eric Salt	Electrical and Computer Engineering	2014
Bob Tyler	Food and Bioproduct Sciences	2016
Cheryl Waldner	Large Animal Clinical Sciences	2016
Scott Walsworth	HR and Organizational Behaviour	2016
Barry Ziola	Pathology	2015

Secretary: Anna Okapiec, Assistant to the Vice-Provost, Faculty Relations

UNIVERSITY COUNCIL
ACADEMIC PROGRAMS COMMITTEE
REQUEST FOR DECISION

PRESENTED BY: Roy Dobson, Chair, Academic Programs Committee of Council

DATE OF MEETING: December 19, 2013

SUBJECT: College of Dentistry admission qualification changes

DECISION REQUESTED:

It is recommended:

That Council approve the addition of a human physiology course (such as PHSI 208 Human Body Systems or its equivalent) as a required prerequisite course for admission into the DMD program, effective for admissions in August 2015.

That Council approve the College of Dentistry admission requirement for completion of three full-time (30-credit-unit) years of university course work completed between the September to April academic year leading to an undergraduate level degree as a condition of admission to the DMD program, effective for admissions in August 2015.

That Council approve the implementation of a criminal record check as an admission requirement, effective for admissions in August 2015.

PURPOSE:

Under the University of Saskatchewan Act 1995, decisions regarding admission qualifications and enrolment quotas for university programs are to be approved by Council and confirmed by Senate. Admission qualifications are defined in the Admissions Policy as follows:

These are the credentials that an applicant must present in order to establish eligibility for admission. They include but are not restricted to objective qualifications such as high school subjects, secondary or post-secondary standing, minimum averages, English proficiency, and minimum scores on standardized tests. Qualifications may vary for some admission categories.

The motions if approved by Council will be presented to the Spring, 2014 meeting of University Senate for confirmation.

SUMMARY:

The College of Dentistry is proposing three changes to its admission qualifications:

1. Changes in the Medicine curriculum, which were approved by Council in November, will affect several aspects of the Dentistry curriculum. Following discussions between the colleges, it was agreed that the human physiology component of the Dentistry program should be dealt with

by requiring students to complete a human physiology course as a prerequisite for admission to the College of Dentistry.

2. The College is proposing to change its admission qualifications to replace the current requirement for “60 credit units of university-level work within two standard academic terms” with a requirement for “three full-time (30 credit unit) years of university-level course work towards a degree program”. The rationale for this change and specific implementation procedures are described in the attached material.

3. The College is proposing to require submission of a Criminal Record Check as a condition of admission. The rationale for this change is described in the attached materials.

REVIEW:

The Academic Programs Committee discussed the changes in admission qualifications with Acting Associate Dean Garnet Packota and Kelly Mulligan at its meeting on November 6. The committee requested some additional information regarding comparisons with other universities, and letters of support for this change.

Also, as the ramifications of the curricular changes in the College of Medicine were clarified, the committee asked for additional consultation with the College of Dentistry. Following these meetings, several curricular changes were agreed to in the Dentistry program. The requirement by Dentistry for preparation in human physiology was resolved by agreement that prospective dentistry students could complete a human physiology course as a prerequisite course for admission. Additional information is provided in the attached materials.

ATTACHMENTS:

Background information:

Dentistry admission qualifications and selection criteria as of October, 2013 [pages 1-3]

Proposal documentation:

1. Proposal for addition of human physiology to required pre-dentistry courses [pages 4 to 12]
2. Proposal for three 30-credit-unit years and for criminal record check [pages 13-19]

2014-2015 Admission Requirements

College: Dentistry

Program(s): D.M.D.

Admission Qualifications:

- Minimum average of 70% in required pre-dentistry courses:

BIOL 120.3 and BIOL 121.3 or BIOL 224.3 or BMSC 224.3 - General Biology

CHEM 112.3 – General Chemistry I

CHEM 250.3 – Introduction to Organic Chemistry

PHYS 115.3 and 117.3 or 125.3 – General Physics (formerly 111.6 or PHYS 121.6)

BMSC 200.3 – Biomolecules (formerly BIOC 200.3)

BMSC 230.3 – Metabolism (formerly BIOC 211.3)

Six credit units (full course equivalent) in Social Sciences/Humanities

Note that these are University of Saskatchewan courses: equivalents from other post-secondary institutions will be considered.

- At least 60 credit units of university level work within two standard academic terms (30 credit units taken between September - April) with a minimum average of 75% in two best 30-credit years. **IMPORTANT NOTICE: The College of Dentistry has requested the approval of the University of Saskatchewan to change the qualifications for admission to require applicants to have completed three full time (30 credit unit) years of university level course work towards a degree program between September and April prior to admission effective for the 2015-2016 admission cycle. The results of this request will be posted to the website as soon as they are available.**
- Dental Aptitude Test
- Proficiency in English

Selection Criteria:

1. Academic Record – 65%

- Average in the best two 30-credit years

2. Dental Aptitude Test – 15% weighting

- Reading Comprehension (1/3)
- Academic Average (1/3)
- Perceptual Ability (1/3)

3. Interview – 20% weighting

Categories of Applicants

The College of Dentistry welcomes applications from all students. Of the 28 first-year spots, 22 are reserved for Saskatchewan residents, including 3 spaces for persons of Aboriginal descent. The other 6 spaces are open to all other applicants, regardless of residency.

1. Saskatchewan Residents

- Applicants must be Canadian citizens or landed immigrants at the time of application.
- Applicants normally must have resided in Saskatchewan for at least four years immediately prior to September 1st of the year in which admission is being sought. Applicants who left the province, but who previously lived in Saskatchewan for an accumulated period of 15 years (permanent residency), will be treated as residents. Applicants who have previously lived in Saskatchewan for an accumulated period of less than 15 years and who do not qualify under the four-year condition will receive credit of one year toward the four year requirement for every four years of residency in the province. There are no exceptions to the four-year Saskatchewan residency rule.

2. Canadian and International Applicants

- There are up to 6 spaces set aside for non-SK residents, either out of province Canadian, or international.

3. Aboriginal Equity Access Program

- There is a separate category in which three first year spaces are reserved for persons of Canadian Aboriginal ancestry.
- Applicants must meet the minimum Admission Qualifications, above.
- Applicants must achieve an acceptable rating on the interview and complete the Dental Aptitude Test (DAT).
- Applicants must provide proof of Aboriginal ancestry.

4. Foreign Trained Dentists

- There is a separate category in which ONE first year space is reserved for a foreign trained dentist. Applicants in this stream will compete in a separate pool for this position.
- Applicants must have earned a dental degree from a recognized dental college other than Canada or the United States of America.
- Applicants must meet the Saskatchewan residency rules
- If applicable, applicants must present satisfactory evidence of proficiency in English.
- Applicants must take the Dental Aptitude Test (DAT) administered by the Canadian Dental Association.
- Applicants must be interviewed at the University of Saskatchewan for the year in which admission is being sought.
- Applicants must provide a **one-page** biography (curriculum vita) on relevant dental experiences and other information that would be helpful to the Admissions Committee

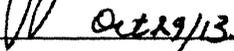
5. Special Case Category

- The College of Dentistry may consider students with special circumstances with regard to one or both of the 30 credit unit years, such that one or both years may have been completed over twelve consecutive months as part of a program requirement.
- All "special case" applicants will be considered by the Admissions Committee and will compete with all other applicants in the general pool of candidates. Applicants must have met all other requirements. Applicants are to submit a letter with their application form that explains their special circumstances.

Dean's Signature:



Date:





UNIVERSITY OF
SASKATCHEWAN

Proposal for Academic or Curricular Change

1. PROPOSAL IDENTIFICATION

Title of proposal:

Addition of human physiology as an admission requirement for the DMD program

Degree(s): Doctor of Dental Medicine (DMD)

Field(s) of Specialization: Dentistry

Degree College: Dentistry

Contact person(s) (name, telephone, fax, e-mail):

Dr. Garnet Packota, Acting Associate Dean, garnet.packota@usask.ca, 966-5068

Ms. Kelly Mulligan, Director of Academic & Student Affairs, kelly.mulligan@usask.ca, 966-2760

Proposed date of implementation: 2015-2016 Academic Year (admissions August 2015)

Proposal

The College of Dentistry is requesting approval to include human physiology (such as PHSI 208 Human Body Systems or its equivalent) as a required prerequisite course for admission into the DMD program.

3. RATIONALE

The rationale for this change is a result of the implementation of the new curriculum in the College of Medicine. Currently, Year 1 dental students receive instruction in human physiology through inclusion in the MED 109 Form & Function of the Human Body course offered in Year 1 of the UGME program. As a result of the new medical curriculum, the MED 109 course will no longer be offered and the human physiology component of the replacement course (MEDC 115) is not sufficient to meet our needs. The option of adding the PHSI 208 course to our program was explored but the current course structure does not work with our Year 1 timetable, primarily due to the timing of the MEDC 115 replacement course that our students will take. We were advised that the course structure of PHSI 208 cannot be changed due to commitments with the College of Nursing and the College of Pharmacy & Nutrition. As a result there is the need for a human physiology course to be a prerequisite.

4. DESCRIPTION OF PROGRAM CHARACTERISTICS

Not applicable. The DMD program is an established degree program. Proposed change is for an existing policy.

5. RESOURCES

Not applicable. Additional resources are not required.

6. RELATIONSHIPS AND IMPACT OF IMPLEMENTATION

1. Impact on Departmental Activities

Not applicable. The proposed change will not impact any departmental activities.

2. Impact on Students/Applicants

The proposed change to add a human physiology course as a required prerequisite for admission to the DMD program will not have significant impact on applicants. Although it will be an additional prerequisite course, it is currently a recommended course that approximately 20% of applicants already take. In addition, many students complete degrees (~20% over the past five years), or portions of degrees, in Physiology prior to admission, as students interested in dentistry are encouraged to pursue degrees in the natural sciences. Removal of physiology from the DMD program will also open up the heavy Year 1 timetable to allow room for much needed independent study time as well as enable to College of Dentistry to focus on curriculum unique to dentistry.

Á

3. Impact on Other Colleges/Departments

The impact of this proposed change will affect the College of Arts and Science in that additional students will be registering for the Physiology course. However, as previously mentioned, physiology is currently a recommended course for admission and some students already pursue degrees in Physiology (~20% over the past five years) so the impact is anticipated to be minimal. We have discussed this option with Dr. Michel Desautels, Department Head of Physiology, and he is supportive of this proposal.

7. BUDGET

Not applicable. Budgetary changes are not required for the proposed change.

College Statement

The College of Dentistry is requesting approval to include a human physiology course (PHSI 208 or its equivalent) as a required prerequisite course for admission to the DMD program effective the 2015-2016 admissions cycle. As a result of the revisions to the College of Medicine's UGME curriculum, teaching in physiology that has been traditionally provided to dental students will be drastically reduced. As a result, the College of Dentistry is required to find an alternate way to ensure dental students have a strong foundation in physiology.

In discussions between the College of Medicine and the College of Dentistry, it was determined that the most effective strategy is to require human physiology as a prerequisite to the program rather than a recommended course. The College of Dentistry presented the proposed change to the admission requirements to the Admissions Committee for a vote and the majority of the committee members voted in favour.

The prerequisite course requirements of other Canadian dental programs were reviewed and it was found that only two other schools out of eight English speaking schools require prerequisite course work in physiology. However, many of the other dental schools in Canada are closely linked with the Faculties of Medicine at their institutions and are able to take advantage of the basic science teaching available with such a relationship similar to what has traditionally been done in the past at the UofS.

In addition, the College of Dentistry has also submitted a proposal requesting approval for other changes to the admission requirements (minimum of three years of pre-dentistry course work towards a degree and criminal record check), which is currently being reviewed by the Academic Programs Committee. If both proposals are approved, the intent is that the changes from both would be effective at the same time for the 2015-2016 admissions cycle.

Dentistry and the Proposed 2+2 Curriculum

Required for the November 21st University Council meeting: a one-page “Summary of associated changes to the Dentistry curriculum”.

College of Medicine understanding to date:

1. Inclusion in the new UGME course, MEDC 115.18 Principles in Biomedical Science starting August, 2014 for 1 term (replacing DENT 294 Form and Function of the Human Body for Dental Students)
2. Removal of: DENT 292 General Pathology; DENT 293 Introductory Neuroanatomy; DENT391 Pharmacology.
3. Microbiology content in Principles course may not suffice for Dental students.

Updated November 20, 2014

Dr. Ken Sutherland, Acting Dean and Kelly Mulligan met with Dr. Colum Smith, Acting Dean of Medicine on November 20, 2014. Dr. Smith advised that the College of Medicine will honour all existing teaching commitments following the implementation of the 2+2 curriculum. All proposed solutions were reviewed and deemed reasonable and acceptable. Dr. Smith requested that Kelly contact the respective Department Heads to work out the arrangements. Any challenges that cannot be resolved should be directed to Dr. Gill White, Acting Vice-Dean of Education, College of Medicine.

Possible options for Dentistry students:

Neuroanatomy:

1. Inclusion in preexisting undergraduate courses: PTH 818.3 Functional Neuroanatomy for Physical Therapy Students OR ACB 334.3 Introductory Neuroanatomy designed mainly for non-medical undergraduate students.
2. Create a modified version of PTH 818.3 for Dent students (the instructor Dr. Tom Langer is willing to do this but the issue of how he is paid for the extra course needs to be resolved)

Updated November 27, 2013

The College of Dentistry has chosen to add the ACB 334 – Introductory Neuroanatomy course to the Year 1 curriculum to replace the DENT 293 Introductory Neuroanatomy course. The Department of Anatomy & Cell Biology was very flexible with the scheduling of the course and accommodated a change required for the course to fit in the Year 1 Dentistry timetable.

Pharmacology:

1. Inclusion in preexisting undergraduate course

Updated November 27, 2013

Dentistry students require a full course in Pharmacology. The preexisting PCOL 350 course in the Pharmacy program would be suitable as it covers all relevant content. However, the timing of this course does not fit with the Year 2 dentistry timetable due to clinic/lab times and would require extensive disruptions. If the timing of this course offering is flexible and we could negotiate to work with our timetable, we would pursue this option.

2. Create a specific course just for Dent students (DENT 391) (Department head would prefer the inclusion in a current course)

If the timing of the PCOL 350 course is not flexible or we can't work out a time that works for both Pharmacy and Dentistry, this would be the only option.

Updated November 20, 2014

Received commitment from the College of Medicine that the Pharmacology teaching will be delivered through either of the above options, depending on timetabling. Details will be worked out at a later date as the impact of this change is not until the 2015/2016 academic year.

Microbiology:

1. Inclusion in preexisting undergraduate course
2. Create a specific course just for Dent students (Department head is willing to talk about this)

Dental students currently take the first 8 weeks (~24 hours) of Microbiology with the medical students in MED 203 and then transition to a Dent only microbiology course. The new Principles in Medical Science will provide only 4 hours of teaching and thus we will require additional teaching in the following areas as the bare minimum:

Options could certainly be inclusion in an existing microbiology course for these specific areas or having faculty from Medicine guest lecture in the Dent microbiology course for the identified topics. Inclusion in an existing microbiology course would be dependent upon review of the timing of the course and if it could be worked into our timetable.

Updated November 20, 2014

The following lectures have been identified as being required for Dentistry students.

- The biology of microorganisms. How Do Bugs Cause Disease?
- How Do You Know You Have an Infection
- How Do You Use Antibiotics?
- How do you diagnose Infectious Diseases?
- Antiviral Therapy
- Antifungal Therapy
- Toxin-mediated diseases

Updated November 27, 2013

The above mentioned topics will be rolled into the existing DENT 306 course and microbiology faculty from the College of Medicine (clinical and/or basic science) will guest lecture in the course to deliver the content. Proposed that Dentistry will compensate the guest faculty at the College of Medicine Part Time Faculty teaching rate (rate to change annually). Details will be worked out at a later date as the impact of this change is not until the 2015/2016 academic year.

Pathology:

Unsure of Dentistry plans for this topic.

Updated November 20, 2014

The Pathology topics outlined for the Principles of Medical Science course are very similar to what is currently being taught in the MED 102 General Pathology course and are sufficient for our needs. No further instruction in Pathology is required.

Physiology

Notified November 4th, 2013 that Physiology content will not suffice within our new curriculum so an option for this to be covered in another way becomes urgent.

Dentistry requires a human body system physiology course to cover normal functioning of all body systems. Two pre-existing courses exist, PHSI 208 for Nursing and PHSI 208 for Arts and Science. Dr. Desautels, DH for Physiology advised that both iterations of the course are multi-term 6 credit courses offered in T1&T2. This does not work for the Dentistry timetable due to the Medicine Principles of Medical Science course in Term 1. If we opt out of the Principles course to take PHSI 208, we lose other required content in genetics, nutrition, immunology, pathology etc. that would be much more difficult to obtain through other courses. Dr. Desautels advised that a course specifically for dentistry in term 2 of the 2014-2015 academic year is required. Work is underway to recruit an instructor to be in place for January 2015.

Updated November 27, 2013

Approval by Admissions Committee

Committee Membership

G. Packota (Acting Assoc Dean) – yes
 K. Sutherland (Acting Dean)
 R. Wright (Fac Rep)
 J. Monteith (Fac Rep)
 D. Anholt (Fac Rep) – seconder; yes
 L. Shepard (UofS Registrar designate) – yes
 B. White (Registrar, CDSS) – yes
 B. Thibodeau (Part Time Fac Rep) – mover and yes
 D. Briere (Student Rep)
 K. Mulligan (DASA; non voting)
 M. McCormick (Recording Secretary; non voting)

Good Morning Admissions Committee,

I hope this email finds you well.

As many of you are likely aware, the College of Medicine is implementing a new curriculum in the Fall of 2014. As a result, there will be significant impacts to the courses that the College of Medicine offers to our dental students. One of the major impacts is a drastic reduction in the physiology teaching that will be provided in Year 1. As a result, the College of Dentistry is required to find alternate ways to ensure dental students have a solid foundation in physiology. In discussions between the College of Medicine and Dentistry, it has been determined that the most effective strategy is to require physiology as a prerequisite course instead of a recommended course.

The support of the Admissions Committee is very important for the final decision. Below is a motion to include physiology as a required pre-req for admission. We require a mover, seconder and then overall vote. Please respond ASAP as we are required to submit our paperwork by Dec 2.

MOTION: That Physiology be a required prerequisite course for admission to the College of Dentistry effective the 2015-2016 admission cycle.

Kind Regards,
 Kelly

📧 **Kelly Mulligan** Director of Academic & Student Affairs
 College of Dentistry
 Ph: (306) 966-2760
 Fax: (306) 966-5126
 Email: kelly.mulligan@usask.ca

Dentistry

In the first year and a half of the four-year dental program, the basic science courses are closely integrated, physically and academically, with those of the College of Medicine.

Students must successfully complete all courses in a given year in the program to progress to the next year and to graduate.

Program Requirements

Doctor of Dental Medicine (D.M.D.) (total 203 credit units)

Year 1

~~47 credit units~~ 50 credit units

- [DENT 208.3](#)
- [DENT 210.2](#)
- [DENT 214.2](#)
- [DENT 220.6](#)
- [DENT 221.2](#)
- [DENT 225.2](#)
- [DENT 226.3](#)
- [DENT 288.3](#)
- ~~[DENT 292.1](#)~~
- ~~[DENT 293.4](#)~~ ACB 334.3
- ~~[DENT 294.19](#)~~
- DENT 291.18 (new course, see outline below)
- PHSI 208.6

Year 2

48 credit units

- [DENT 301.2](#)
- [DENT 306.6](#)
- [DENT 310.2](#)
- [DENT 314.3](#)
- [DENT 317.3](#)
- [DENT 319.4](#)
- [DENT 320.5](#)
- [DENT 321.2](#)
- [DENT 324.3](#)
- [DENT 330.5](#)
- [DENT 340.4](#)
- [DENT 348.3](#)

- [DENT 353.2](#)
- [DENT 391.4](#)

Year 3

56 credit units

- [DENT 401.3](#)
- [DENT 417.4](#)
- [DENT 419.5](#)
- [DENT 420.5](#)
- [DENT 424.4](#)
- [DENT 430.6](#)
- [DENT 440.5](#)
- [DENT 448.3](#)
- [DENT 450.5](#)
- [DENT 455.2](#)
- [DENT 463.3](#)
- [DENT 466.2](#)
- [DENT 475.4](#)
- [DENT 480.2](#)
- [DENT 486.3](#)

Year 4

49 credit units

- [DENT 501.2](#)
- [DENT 517.4](#)
- [DENT 519.5](#)
- [DENT 520.3](#)
- [DENT 524.4](#)
- [DENT 530.5](#)
- [DENT 540.5](#)
- [DENT 542.2](#)
- [DENT 548.3](#)
- [DENT 550.3](#)
- [DENT 563.3](#)
- [DENT 575.3](#)
- [DENT 580.2](#)
- [DENT 585.5](#)

New Course:

DENT 291.18 (with all details to follow)

December 6, 2013

Ms. Cathie Fornssler,
Academic Program Committee of University Council,
University of Saskatchewan

Dear Ms. Fornssler,

I received a request from the College of Dentistry for confirmation that a 6cu Physiology course will be available as a prerequisite for admission to the DMD program effective 2015-16. We receive a similar request from the College of Pharmacy and Nutrition that PHSI208.6 (Human Body Systems) which is currently a course requirement in the Pharmacy and Nutrition programs to become a prerequisite course for admission to the revised program in Pharmacy, while remaining a course requirement in Nutrition. At the moment, we have two sections of PHSI208.6, one reserved for students in Pharmacy and Nutrition and one section reserved for students in the College of Nursing. The latter section is provided in "distributed education" mode to students in Saskatoon and four other sites across the Province of Saskatchewan.

It is our intention to lift the restriction on section 1 of PHSI208.6 to allow all students needing 6cu of Human Physiology and Anatomy as prerequisite for admission to Dentistry, Pharmacy and other Health related Professional Colleges access to this course.

If you need further information, please do not hesitate to contact me.

Best regards,



M. Desautels, Ph.D.
Professor and Head,

(306) 966 6538
michel.desautels@usask.ca



UNIVERSITY OF
SASKATCHEWAN

Proposal for Academic or Curricular Change

1. PROPOSAL IDENTIFICATION

Title of proposal: College of Dentistry Admission Requirement Changes

Degree(s): Doctor of Dental Medicine (DMD)

Field(s) of Specialization: Dentistry

Degree College: Dentistry

Contact person(s) (name, telephone, fax, e-mail):

1. Dr. Ken Sutherland, Acting Dean, ken.sutherland@usask.ca; 306-966-5088
2. Kelly Mulligan, kelly.mulligan@usask.ca; 306-966-2760

Proposed date of implementation: 2015-2016 Admissions Cycle [for admissions August 2015]

Proposal Document

3. RATIONALE

1. The College of Dentistry is requesting approval to change the admission requirements such that applicants are required to complete three full 30 credit unit years of university course work leading to an undergraduate level degree as a condition of admission.

The rationale for this change is as follows:

- 1. To better align the College with the offer dates of other English speaking Canadian dental schools.*** *Currently the UofS College of Dentistry is the second to last dental school to offer seats in a dental program. As a result, many of the top ranked students have already accepted offers at other institutions (6 declined offers to interview and several declined offers for this reason). Requiring three years of university course work will enable us to make our offers earlier in the admission cycle based on years without the need to wait for final grades to be submitted during the year in which admission is being sought.*
- 2. To better align the College with the admission practices of other English speaking Canadian dental schools.*** *The admission requirements of dental schools across*

Canada were examined and it was determined that four of eight schools require three or more years of university course work prior to admission, two of which require the completion of a degree program. In addition, other professional programs at the UofS are moving towards increasing their required pre-admission course work. The College of Medicine now requires the completion of a degree for entry into medicine.

3. **To provide a more mature applicant pool with a greater likelihood of success.** Requiring three full years of university course work will level the playing field of all applicants as very few applicants are successfully admitted by meeting the current minimum requirement of two full years of university course work. Over the past five years, 83% of students accepted into the program have had a minimum of three years of university; 61% of those have had four or more years with 32% having had completed a degree.
4. **To encourage planning of alternative career options for applicants.** The College of Dentistry receives over 400 applications for the 29 seats available in the program. Consequently, less than 10% of applicants get accepted into dental school each year. Adding the condition that the 3 years of university level coursework must be towards a degree program will result in unsuccessful applicants being that much closer to having completed the requirements of a degree which provides a broader spectrum of available career opportunities.

2. The College of Dentistry is requesting approval to change the admission requirements to include submission of a Criminal Record Check (CRC) as a condition of admission.

The rationale for this change is as follows:

1. **To align the College of Dentistry with the requirements of the dental licensing bodies across Canada.** The College of Dental Surgeons of Saskatchewan (CDSS) as well as most other provincial dental licensing bodies requires completion of a CRC as a condition of licensure. As a result, it is important for the College of Dentistry to only admit applicants to the program who are able to complete their degree and be successfully licensed to practice dentistry in Canada. An applicant with serious criminal history/charges may not be licensable under provincial regulations and thus should not enter the program.
2. **Patient Safety.** A significant portion of the dental program involves students treating patients in the clinic setting. This can and does involve treatment of vulnerable individuals, which requires a significant amount of trust on the part of the patient in the student. All patients are entitled to receiving care in a safe environment and a CRC will ensure this.
3. **To better align the College with the admission practices of other English speaking Canadian dental schools.** The admission requirements of dental schools across Canada were examined and it was determined that three of eight schools require that applicants submit a CRC as a condition of admission.

4. **To better align the College with the admission practices of other health sciences programs at the UofS.** The College of Nursing and more recently, the College of Medicine, require applicant to complete a CRC upon admission.

4. DESCRIPTION OF PROGRAM CHARACTERISTICS

Not applicable. The DMD program is an established degree program. Proposed changes are for existing policies.

5. RESOURCES

Not applicable. Additional resources are not required for the proposed changes.

6. RELATIONSHIPS AND IMPACT OF IMPLEMENTATION

1. Impact on Departmental Activities

Not applicable. The proposed changes will not impact any departmental activities.

2. Impact on Students/Applicants

The proposed change to increase the number of required years of university course work will not have a significant impact on students applying to the dental program. As previously mentioned, 83% of students accepted into the program over the past five have had a minimum of three years of university level course work which means that this change will affect a small percentage of students. At the same time, an extra year of study will better prepare students to be successful in the program and on the same level as the majority of other applicants accepted into the program.

Requiring that the course work be towards a degree program is a benefit to applicants. As previously mentioned, seats in a dental program are highly competitive with many more applications received than spots available. Having course work towards a degree program will broaden the students' career opportunities and ensure that applicants have a back-up plan should they not be successful at being accepted into a dental program.

The proposed change to require a Criminal Record Check (CRC) benefits students as well as patients being treated by students. A CRC is required for licensure in many Canadian provinces and accepting and graduating a student from a dental program who is not able to obtain a license is not good for either the student or the program. Patient safety must be a priority and a CRC will ensure that all patients receive care in a safe environment.

3. Impact on other Colleges/Departments

Given that the majority of applicants accepted into the program already have at least three years of university level course work, consultation with other Colleges/Departments was not done. Discussions took place at length with the College of Medicine, which advised that all Colleges surveyed across campus for their move to requiring a degree unanimously agreed with the proposal and had no concerns. Students completing pre-dentistry requirements in other Colleges will actually be more engaged in the courses if they are working towards a goal (completion of a degree) rather than a collection of courses with no purpose..

7. BUDGET

Not applicable. Budgetary changes are not required for the proposed changes.

College Statement

The College of Dentistry is requesting approval for two changes to be implemented for the 2015-2016 admissions cycle: (1) increasing the admission requirement from two 30 credit unit years of university course work to three years that must be towards a degree program; (2) requiring applicants to submit a Criminal Record Check (CRC) as a condition of admission. The proposed changes were reviewed extensively and approved at three College Level Committees, Admissions Committee, Undergraduate Education Committee, and Executive Committee. Please see attached documentation for these discussions/decisions. The proposed changes will not be effective until the 2015-2016 admissions cycle to allow potential applicants time to plan for the change. Notice of the impending change has been posted to the College of Dentistry website.

Admissions policies of other dental programs were reviewed and it was determined that the College of Dentistry would be much better aligned with those practices by implementing the proposed changes. In addition, the proposed changes are in the best interests of the applicants. Increasing the prerequisite course work requirement levels the playing field and gives applicants an extra year of academic course work at a higher level to better prepare them for the rigorous demands of a dental program. Requiring that the course work be towards a degree program offers a broader choice of career options should the applicant not be successful at entering dentistry. Requiring a CRC ensures patient safety and that a student is eligible for licensure at the end of the program.

Related Documentation

Letters of support – Saskatchewan Dental Students Society; College of Dental Surgeons of Saskatchewan

Comparison with admission requirements of other dental colleges

Consultation Forms

Required for all submissions:

Consultation with the Registrar form [submitted]

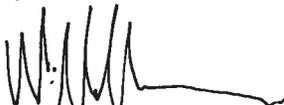
November 23, 2013

We the SDSS (Saskatchewan Dental Students Society) are in agreement with the College of Dentistry's proposed changes for the 2015-2016 admissions cycle.

- 1) Increasing the admission requirement from two 30 credit unit years of University course work to three years that must be towards a degree program.
- 2) Requiring applicants to submit a Criminal Record Check as a condition of admission.



Gregory Trischuk
President



Woody Neilson
Vice-president



November 21, 2013

Dr. Roy Dobson
C/o Cathy Fornsseler
Committee Coordinator
Office of the University Secretary
218 Peter McKinnon Building
University of Saskatchewan
Saskatoon, SK S7N 5A2

Dear Dr. Dobson;

The College of Dental Surgeons of Saskatchewan (CDSS) has had representation on the College of Dentistry Admissions Committee throughout the discussion of these proposals and has reviewed the document 'Proposal for Academic or Curricular Change' relating to application for the College of Dentistry DMD Program.

The CDSS fully supports the proposals in the above document.

Sincerely,



Dr. Bernie White
Registrar

BEW/ml

Survey of Canadian Dental Schools, 2012-2013 – Response Summary

Survey Questions	Alberta	British Columbia	Dalhousie	Laval (French)	Manitoba	McGill	Montreal (French)	Saskatchewan	Toronto	Western
APPLICATION TIMELINE, METHODS AND STATISTICS										
Length of Degree Program	Minimum 2 years Preprofessional study plus 4 years in DDS program = 6 years minimum	Minimum 3 years pre-admission + 4 program = minimum 7 years total	2 pre-admission + 4 program = 6 yrs total	4 years Pre-admission years are not university based	2 pre-admission + 4 program = 6 yr total	4 pre-admission (degree required) + 4 program = 8 yrs total	1- year Dental Preparatory Program and 4-year DMD Program = 5 yrs total	2 pre-admission + 4 program = 6 yrs total	3 pre-admission + 4 program = 7 yrs total	4 pre-admission (degree required) + 4 program = 8 yrs*
Application and Document Deadlines	November 1 Application deadline; November 15 grades to date & Fall term registration; February 1 Fall term grades and Winter term registration; June 15 final transcripts, all required admission documents.	For entry to 2012-2013 first year class, November 2, 2012 application on-line, http://www.dentistry.ubc.ca	December 1; Documents - February 1; Final transcripts - May 1.	March 1	January 21, 2013 See website: http://umanitoba.ca/student/admissions/application/application.html	January 15 - Quebec; November 15 - Out-of-province; documents required by these deadlines; final transcripts by June 30; Four re-applications permitted coinciding with academic progress. March 1st for CEGEP applicants.	February 1 st for University candidate March 1 st for College graduates (CEGEP)	January 15; Documents - February 1 st	December 2, 2013 - applications and documents.	December 1; final transcripts - June 15.
Application Methods	Online application only.	On-line application only; no paper applications accepted	On line only	Written & On Line	Online and paper	Online application http://www.mcgill.ca/dentistry/prospective/undergrad/application-procedures	Online and Written applications are accepted. Motivation letters are web-based (online) only.	Applicants apply online at http://www.usask.ca/dentistry/admissions/apply_online.php?heading=menuAdmissions	Paper format	On-line application – link only accessible from Schulich Dentistry website: http://www.schulich.uwo.ca/dentistry/ddsadmissions
Offers of Admission	May	Mid-March	Early June	End of May	End of June	End of March	Early May	Mid-June	End of April	Mid-May
Admission Application Statistics	Dental Hygiene - 183 apps DDS – 399 apps Advanced Placement - 56 apps	Applications rec'd: 361 (DMD Program only) Applications rec'd: 69 (IDDCP Program only) Applications rec'd: 186 (Dental Hygiene Program only)	Total applications to: Dental Hygiene = 79 (class size = 32) Qualifying Program = 130 (class size = 9) Dentistry = 387 (class size = 38)	Total number of application for Sept 2012: 618	1st year DMD admissions: 285 apps for 29 positions 1st year DH admissions: 62 apps for 26 positions 1st year IDDP (qualify program) 131 apps for 7 positions	A total of 456 applications were received for the Fall 2012 term. 361 to the DMD Program and 95 to the Dental Preparatory Program	A total of 742 applications were received for academic year 2011-12.	first year admissions: 403 (2012 2013 application cycle)	DDS - 479 IDAPP - 127	DDS - 507 applicants: 262 Females/245 Males ITD - 170
ADMISSION SEATS AND ELIGIBILITY										
Quota	Limited to 32; selected on a competitive basis; 85% of places for Alberta residents, 5% for International, 10% to other Canadians	Limited to 48; No international applicants considered; must be Canadian citizens or permanent residents.	Up to 38; preference given to residents of Atlantic provinces but will consider well qualified applicants from other provinces and countries.	Limited to 48 seats by University Council. Priority is given to Quebec residents, some seats available for New-Brunswick residents (5 in all for Montreal and Quebec city), some seats available for Ontario residents.	Limited to 29; (with a 25 dedicated spaces for Manitobans, will consider out-of-province applicants for the 4 remaining spaces if competitive)	Up to 35. Most seats are for recognised Quebec residents, but we do consider applicants from other provinces and countries.	A total of 90 seats are available for admission to preparatory year. Seats available for French-speaking New Brunswick residents (a total of 5 for Montreal and Laval universities). Seats available for French-speaking Ontario residents (a total of 5 for Montreal and Laval universities).	Limited to 28; 22 allocated to Saskatchewan applicants (19 to top ranking Saskatchewan applicants; 3 to the Aboriginal Access Program; 1 to a foreign trained dentist). 6 to all other applicants (out of province, Saskatchewan residents not in the top ranking, and International).	Limited to 64 Canadian or permanent residents; maximum of 10% of places may be offered to out-of-province applicants; up to 6 international applicants if applicant can obtain a student authorization.	52 available for Canadian applicants; up to 4 for international applicants.
Criminal Record Check	No	Yes	No		Yes	No		No	No	Yes

AGENDA ITEM NO: 9.2

UNIVERSITY COUNCIL
ACADEMIC PROGRAMS COMMITTEE
FOR INFORMATION ONLY

PRESENTED BY: Roy Dobson, Chair, Academic Programs Committee of Council

DATE OF MEETING: December 19, 2013

SUBJECT: **Item for Information: Academic Calendar 2014-15**

COUNCIL ACTION: **For information only**

SUMMARY:

The Academic Calendar was developed in consultation with the Academic Deans of the colleges, and is based on last year's Calendar, adjusting for yearly calendar changes.

Highlights include:

- Orientation will be held on Tuesday and Wednesday following Labour Day. Classes for the Fall Term will begin on Thursday, September 5th.
- The Fall Break Day is scheduled on the Friday before Thanksgiving where no classes will be held (with the exception of Dentistry, Medicine, Veterinary Medicine, and the University Language Centre.) No week-long fall break is scheduled for the fall, 2014 term.
- At the end of the Fall term, there will be only one day between last day of classes and the first day of final examinations. The office of the Registrar will endeavor not to schedule a large number of examinations into this day.
- Winter Break Week is scheduled for February 16th to 21st, 2015.

Update for Council about the proposal for a Fall Break Week

The USSU has recommended that the university implement a week-long break in the fall term, as is scheduled for the winter term. The Academic Programs Committee noted the discussion about the benefits of such a break at the November meeting of Council.

Such a break will be difficult to schedule because there is very little flexibility in the start and end dates of the fall term. When it was designing the 2014-15 academic calendar, the Office of the Registrar found it was not possible this fall to discuss and resolve all of the difficulties of implementing such a break.

There appear to be two possible ways to make time available for a fall break: to schedule a shorter exam period before Christmas (which would require holding exams on Sundays) or to take a different approach to orientation in September (so that classes would start immediately after Labour Day) or both. The registrar and the USSU are undertaking a student survey to determine whether there would be support for either approach, and also discussing the issues

with the Associate Deans Group to determine if there are any other alternatives. The committee is looking forward to learning the results of these consultations.

While the committee agreed to approve the proposed 2014-15 academic calendar without a week-long fall break, it also made a commitment that it would undertake a substantive discussion of this issue in the next six months, so that such a break could be implemented for the following year if the university community supports this change.

ATTACHMENTS:

Academic Calendar for 2015-16, letter to colleges, and summary of teaching days

Galley - Academic Calendar 2014-2015

Date	Description	Notes
Thu May 01, 2014	First day of spring classes for second and third-year BSN and first-year Post Degree BSN	
Fri May 02, 2014	Last day of classes for fourth-year Nutrition and fourth-year Pharmacy	
Mon May 05, 2014	First day of final examinations for first-year Medicine	
Mon May 05, 2014	First day of final examinations for first- and third-year Dentistry	
Wed May 07, 2014	Spring Term 1, Quarter 1 and multi-term (May to August) classes begin	
Fri May 09, 2014	Deadline to pay Term 1 Spring and Summer tuition	
Mon May 12, 2014	Convocation Faculty meetings	
Tue May 13, 2014	Convocation Faculty meetings	
Wed May 14, 2014	Last day of classes for second-year Dentistry and second-year Medicine	
Wed May 14, 2014	Deadline for submitting Winter Term and Fall and Winter two-term supplemental and deferred exam authorizations.	
Thu May 15, 2014	First day of final examinations for second-year Dentistry	
Fri May 16, 2014	Last day of final examinations for first-year and third-year Dentistry and first-year Medicine	
Mon May 19, 2014	First day of final examinations for second-year Medicine	
Mon May 19, 2014	Victoria Day - University closed	
Thu May 22, 2014	University Council meeting	
Wed May 28, 2014	Spring Term 1, Quarter 1 ends	
Thu May 29, 2014	Spring Term, Quarter 1 final examinations begin. Mid-term break begins for Spring Term 1 and multi-term classes - no classes.	

Fri May 30, 2014	Spring Term, Quarter 1 final examinations end. Mid-term break ends for Spring Term 1 and multi-term classes.
Fri May 30, 2014	Last day of final examinations for second-year Dentistry and second-year Medicine
Mon Jun 02, 2014	Spring Term 1, Quarter 2 begins
Tue Jun 03, 2014	Convocation
Wed Jun 04, 2014	Convocation
Thu Jun 05, 2014	Convocation
Fri Jun 06, 2014	Convocation
Thu Jun 12, 2014	Winter Term and Fall and Winter two-term deferred and supplemental examinations begin
Thu Jun 19, 2014	University Council meeting
Fri Jun 20, 2014	Spring Term 1, Quarter 2 ends
Mon Jun 23, 2014	Spring Term 1 and Quarter 2 final examinations begin. Mid-term break begins for multi-term classes.
Wed Jun 25, 2014	Spring Term 1 and Quarter 2 final examinations end. Mid-term break ends for multi-term classes.
Thu Jun 26, 2014	Summer Term 2, Quarter 3 begins
Tue Jul 01, 2014	Canada Day - University closed
Thu Jul 17, 2014	Summer Term 2, Quarter 3 ends
Fri Jul 18, 2014	Summer Term 2, Quarter 3 final examinations begin. Mid-term break begins for Summer Term 2 and multi-term classes - no classes.
Mon Jul 21, 2014	Summer Term 2, Quarter 3 final examinations end. Mid-term break ends for Summer Term 2 and multi-term classes.
Tue Jul 22, 2014	Summer Term 2, Quarter 4 begins
Mon Aug 04, 2014	Saskatchewan Day - University closed
Tue Aug 12, 2014	Spring and Summer Term ends
Wed Aug 13, 2014	Summer Term 2 and multi-term (May to August) final examinations begin
Thu Aug 14, 2014	Orientation for first-year Medicine

Fri Aug 15, 2014	Orientation for first-year Medicine
Fri Aug 15, 2014	Summer Term 2 and multi-term (May to August) final examinations end
Sun Aug 17, 2014	Last day of classes for third-year Medicine
Mon Aug 18, 2014	Classes begin for all years of Physical Therapy
Mon Aug 18, 2014	Classes begin for all years of Medicine
Mon Aug 25, 2014	Classes begin for first, second, and third-year Veterinary Medicine
Sun Aug 31, 2014	Closing date for submission of applications for Fall Convocation
Mon Sep 01, 2014	Labour Day - University closed
Tue Sep 02, 2014	Orientation for second-year BSN
Tue Sep 02, 2014	1st day of rotations for fourth-year Veterinary Medicine
Tue Sep 02, 2014	Registration for all years Law; Orientation for first year Law
Tue Sep 02, 2014	Orientation
Wed Sep 03, 2014	Orientation
Wed Sep 03, 2014	Orientation for second-year BSN
Wed Sep 03, 2014	Classes begin for Law
Thu Sep 04, 2014	Classes begin for: Agriculture and Bioresources, Arts and Science, Edwards School of Business, Education, Engineering, Graduate Studies and Research, Kinesiology, and Pharmacy and Nutrition (except fourth-year Nutrition students)
Thu Sep 04, 2014	Classes begin for third and fourth-year NEPS, second-year Post Degree BSN, second, third, and fourth-year BSN [revision: for MN and Ph.D. Nursing, classes will begin Sept 8]
Tue Sep 09, 2014	Clinical rotations begin for third-year BSN
Sat Sep 13, 2014	Spring & Summer Terms deferred and supplemental examinations
Wed Sep 17, 2014	Last day to withdraw from Fall Term 1 (September to December) and multi-term (September to April) classes with 100% tuition credit
Thu Sep 18, 2014	University Council meeting
Fri Sep 19, 2014	Last day for Master's and Ph.D. students to submit approved thesis to ETD site and for departments to submit all supporting documentation, indicating completion of the graduate degree, in

order to graduate at Fall Convocation

Wed Sep 24, 2014	Last day to withdraw from Fall Term 1 (September to December) classes with 75% tuition credit	
Tue Sep 30, 2014	Tuition payment deadline for Fall Term 1 (September to December) classes	
Wed Oct 01, 2014	Last day to withdraw from multi-term (September to April) classes with 75% tuition credit	
Wed Oct 01, 2014	Last day to withdraw from Fall Term 1 (September to December) classes with 50% tuition credit	
Fri Oct 03, 2014	Last day for MPT program to submit all requirements for students to graduate at Fall Convocation	
Fri Oct 03, 2014	Convocation Faculty meetings	
Mon Oct 06, 2014	Convocation Faculty meetings	
Tue Oct 07, 2014	Convocation Faculty meetings	
Fri Oct 10, 2014	Fall Term 1 Break Day - no classes for all colleges except Dentistry, Medicine, Veterinary Medicine and University Language Centre.	
Mon Oct 13, 2014	Thanksgiving - University closed	
Fri Oct 17, 2014	Last day to withdraw from multi-term (September to April) classes with 50% tuition credit	
Sat Oct 18, 2014	University Senate meeting	
Thu Oct 23, 2014	University Council meeting	
Sat Oct 25, 2014	Fall Convocation	
Tue Nov 11, 2014	Remembrance Day - University closed	
Sat Nov 15, 2014	Last day to withdraw from Fall Term 1 (September to December) classes	Fixed date. When the dates occur on a Saturday or Sunday, any questions or concerns will be dealt with on the next business day.
Thu Nov 20, 2014	University Council meeting	
Fri Nov 28, 2014	Last day of Fall Term 1 classes for first-, second-, and third-year Dentistry and first-, second-, and third-year Medicine	
Mon Dec 01, 2014	First day of Fall Term 1 (September to December) final examinations for first, second, and third-year Dentistry and first, second, and third-year Medicine	
Wed Dec 03, 2014	Last day of Fall Term 1 (September to December) classes except for	

Dentistry, Medicine, fourth-year Nutrition and all years Veterinary Medicine

Fri Dec 05, 2014	Last day of classes for fourth-year Dentistry
Sat Dec 06, 2014	Fall Term 1 (September to December) final examinations begin, including night class examinations
Mon Dec 08, 2014	Last day of classes for third-year Veterinary Medicine
Mon Dec 08, 2014	First day of final examinations for second and third-year Veterinary Medicine
Mon Dec 08, 2014	First day of Fall Term 1 (September to December) final examinations for fourth-year Dentistry
Tue Dec 09, 2014	Last day of classes for second-year Veterinary Medicine
Fri Dec 12, 2014	Last day of classes for first-year Veterinary Medicine
Fri Dec 12, 2014	Last day of Fall Term 1 (September to December) final examinations for all years Dentistry and first, second and third-year Medicine
Mon Dec 15, 2014	Last day of clinical rotations for fourth-year Veterinary Medicine
Mon Dec 15, 2014	First day of examinations for first-year Veterinary Medicine
Thu Dec 18, 2014	University Council meeting
Thu Dec 18, 2014	Last day of final examinations for second-year Veterinary Medicine
Fri Dec 19, 2014	Last day of classes for fourth-year Nutrition
Fri Dec 19, 2014	Last day of Fall Term 1 (September to December) examinations for first and third-year Veterinary Medicine
Mon Dec 22, 2014	Last day of Fall Term 1 (September to December) final examinations for all colleges except Dentistry, Medicine and Veterinary Medicine
Mon Dec 22, 2014	Last day of clinical rotations for fourth-year Veterinary Medicine
Thu Dec 25, 2014	Christmas Day - University closed
Fri Dec 26, 2014	Boxing Day - University closed
Mon Dec 29, 2014	University closed
Tue Dec 30, 2014	University closed
Wed Dec 31, 2014	University closed
Thu Jan 01, 2015	New Year's Day

Mon Jan 05, 2015	Classes resume for fourth-year Pharmacy and fourth-year Nutrition	
Mon Jan 05, 2015	Clinical rotations begin for fourth-year BSN and second-year Post Degree BSN	
Mon Jan 05, 2015	Classes resume for all colleges	
Mon Jan 05, 2015	Clinical rotations resume for fourth-year Veterinary Medicine	
Fri Jan 16, 2015	Last day to withdraw from Winter Term 2 (January to April) classes with 100% tuition credit	
Tue Jan 20, 2015	Deadline for submitting Fall term supplemental and deferred exam authorizations.	
Thu Jan 22, 2015	University Council meeting	
Fri Jan 23, 2015	Last day withdraw from Winter Term 2 (January to April) classes with 75% tuition credit	
Fri Jan 30, 2015	Last day to withdraw from Winter Term 2 (January to April) classes with 50% tuition credit	
Fri Jan 30, 2015	Tuition payment deadline for Winter Term 2 (January to April) classes	
Fri Feb 13, 2015	Last day of Term 2 Session A for fourth-year Dentistry	
Sun Feb 15, 2015	Last day to withdraw from multi-term (September to April) classes	Fixed date. When the dates occur on a Saturday or Sunday, any questions or concerns will be dealt with on the next business day.
Mon Feb 16, 2015	Family Day - University closed	
Mon Feb 16, 2015	Mid-term Break with no classes begins for all colleges except fourth-year Veterinary Medicine, fourth-year Nutrition, fourth-year Pharmacy, and third and fourth-year Medicine	
Tue Feb 17, 2015	Fall Term deferred and supplemental examinations begin	
Wed Feb 18, 2015	Registration for Spring and Summer classes opens	
Sat Feb 21, 2015	Mid-term Breaks ends for all colleges except fourth-year Veterinary Medicine, fourth-year Nutrition and fourth-year Pharmacy	
Mon Feb 23, 2015	First day of Comprehensive Examinations for fourth-year Dentistry	
Thu Feb 26, 2015	University Council meeting	
Fri Feb 27, 2015	Last day of Comprehensive Examinations for fourth-year Dentistry	
Fri Feb 27, 2015	Mid-term break begins for fourth-year Veterinary Medicine - no clinical rotations	

Mon Mar 02, 2015	Mid-term break ends for fourth-year Veterinary Medicine	
Mon Mar 02, 2015	First day of Term 2 Session B for fourth-year Dentistry	
Sun Mar 15, 2015	Last day to withdraw from Winter Term 2 (January to April) classes	Fixed date. When the dates occur on a Saturday or Sunday, any questions or concerns will be dealt with on the next business day.
Thu Mar 19, 2015	University Council meeting	
Tue Mar 31, 2015	Closing date for submission of applications for Spring Convocation	
Thu Apr 02, 2015	Last day of clinical rotations for fourth-year BSN and second-year Post Degree BSN	
Fri Apr 03, 2015	Good Friday - University closed	
Sat Apr 04, 2015	Easter Saturday	
Sun Apr 05, 2015	Easter Sunday	
Mon Apr 06, 2015	Seminars for second-year Post Degree BSN	
Tue Apr 07, 2015	Last day of classes for Law	
Tue Apr 07, 2015	Seminars for second-year Post Degree BSN	
Wed Apr 08, 2015	General Academic Assembly meeting	
Wed Apr 08, 2015	Last day of classes except Dentistry, Law, Medicine, fourth-year Nutrition, fourth-year Pharmacy and all years Veterinary Medicine	
Thu Apr 09, 2015	First day of final examinations for Law	
Fri Apr 10, 2015	Last day for Master's and Ph.D. students to submit approved thesis to ETD site and for departments to submit all supporting documentation, indicating completion of the graduate degree, in order to graduate at Spring Convocation	
Fri Apr 10, 2015	Last day of classes for second-year Veterinary Medicine	
Sat Apr 11, 2015	Winter Term 2 (January to April) and multi-term (September to April) final examinations begin, including night-class examinations	
Mon Apr 13, 2015	First day of final examinations for second-year Veterinary Medicine	
Thu Apr 16, 2015	University Council meeting	
Fri Apr 17, 2015	Last day of classes for first- and third-year Veterinary Medicine	
Fri Apr 17, 2015	Last day of classes for final-year Medicine	

Fri Apr 17, 2015	Last day of classes for fourth-year Dentistry
Mon Apr 20, 2015	First day of final examinations for first and third-year Veterinary Medicine
Mon Apr 20, 2015	First day of final examinations for fourth-year Dentistry
Wed Apr 22, 2015	Last day of final examinations for third-year Veterinary Medicine
Fri Apr 24, 2015	Last day of final examinations for Law
Sat Apr 25, 2015	University Senate meeting
Mon Apr 27, 2015	Last day of clinical rotations for fourth-year Veterinary Medicine
Tue Apr 28, 2015	Last day of final examinations for second-year Veterinary Medicine
Wed Apr 29, 2015	Last day of final examinations for fourth-year Dentistry
Wed Apr 29, 2015	Last day of final examinations for first-year Veterinary Medicine
Thu Apr 30, 2015	Last day of classes for first-year Medicine
Thu Apr 30, 2015	Last day of final examinations for all colleges except for Dentistry, Law, first and second-year Medicine, fourth-year Nutrition, fourth-year Pharmacy, and third-year Veterinary Medicine
Fri May 01, 2015	Last day of classes for fourth-year Nutrition and fourth-year Pharmacy
Fri May 01, 2015	Last day of classes for first and third-year Dentistry
Fri May 01, 2015	First day of spring classes for second-year BSN
Mon May 04, 2015	First day of spring classes for first and second-year Post Degree BSN and third-year BSN
Mon May 04, 2015	First day of final examinations for first-year Medicine
Mon May 04, 2015	First day of final examinations for first and third-year Dentistry
Wed May 06, 2015	Spring Term 1, Quarter 1 and multi-term (May to August) classes begin
Fri May 08, 2015	Deadline to pay Term 1 Spring and Summer tuition
Mon May 11, 2015	Convocation Faculty meetings
Tue May 12, 2015	Convocation Faculty meetings
Thu May 14, 2015	Deadline for submitting Winter Term 2 and multi-term (September to April) supplemental and deferred exam authorizations.

Fri May 15, 2015	Last day of classes for second-year Dentistry and second-year Medicine
Fri May 15, 2015	Last day of final examinations for first and third-year Dentistry and first-year Medicine
Mon May 18, 2015	Victoria Day - University closed
Tue May 19, 2015	First day of final examinations for second-year Medicine
Tue May 19, 2015	First day of final examinations for second-year Dentistry
Thu May 21, 2015	University Council meeting
Wed May 27, 2015	Spring Term 1, Quarter 1 ends
Thu May 28, 2015	Spring Term 1, Quarter 1 final examinations begin. Mid-term break begins for multi-term classes - no classes.
Fri May 29, 2015	Spring Term 1, Quarter 1 final examinations end. Mid-term break ends for Spring Term 1 and multi-term classes.
Fri May 29, 2015	Last day of final examinations for second-year Dentistry and second-year Medicine
Mon Jun 01, 2015	Spring Term 1, Quarter 2 begins
Mon Jun 01, 2015	Convocation
Tue Jun 02, 2015	Convocation
Wed Jun 03, 2015	Convocation
Thu Jun 04, 2015	Convocation
Thu Jun 11, 2015	Winter Term 2 and multi-term (September to April) deferred and supplemental examinations begin
Thu Jun 18, 2015	University Council meeting
Fri Jun 19, 2015	Spring Term 1, Quarter 2 ends
Mon Jun 22, 2015	Spring Term 1, Quarter 2 final examinations begin. Mid-term break begins for multi-term classes.
Wed Jun 24, 2015	Spring Term 1, Quarter 2 final examinations end. Mid-term break ends for multi-term classes.
Thu Jun 25, 2015	Summer Term 2, Quarter 3 begins
Wed Jul 01, 2015	Canada Day - University closed

Thu Jul 16, 2015	Summer Term 2, Quarter 3 ends
Fri Jul 17, 2015	Summer Term 2, Quarter 3 final examinations begin. Mid-term break begins for Summer Term 2 and multi-term classes - no classes.
Mon Jul 20, 2015	Summer Term 2, Quarter 3 final examinations end. Mid-term break ends for Summer Term 2 and multi-term classes.
Tue Jul 21, 2015	Summer Term 2, Quarter 4 begins
Mon Aug 03, 2015	Saskatchewan Day - University closed
Tue Aug 11, 2015	Spring and Summer ends
Wed Aug 12, 2015	Summer Term 2 and multi-term (May to August) final examinations begin
Fri Aug 14, 2015	Summer Term 2 and multi-term (May to August) final examinations end
Sun Aug 16, 2015	Last day of classes for third-year Medicine

TO | Deans, Executive Directors, and Administrative Officers

FROM | Russell Isinger, Registrar and Director of Student Services

SUBJECT | 2014-2015 Tentative Academic Calendar

DATE | October 22, 2013

Memorandum

Dear colleagues,

Please refer to the attached document to view the tentative Academic Calendar (previously known as the Academic Schedule) for the 2014-2015 Academic Year.

This Calendar was developed according to existing practices in consultation with the Academic Deans of all the colleges, and is based on last year's Academic Calendar, adjusting for yearly calendar changes. This Calendar achieves a balance between the number of teaching days in each term, two days for new student orientation in September, and a sufficient number of days to accommodate December final examinations.

Please review this Calendar carefully, particularly as it concerns your college or unit, to ensure that the dates are correct and appropriate and that they properly reflect any changes in procedures that you have made in the last year. Non-direct entry colleges are asked to pay particular attention to start and end dates of classes and examinations.

Please note that for 2014, Orientation will be held on Tuesday and Wednesday following Labour Day. Classes for the Fall Term will begin on Thursday, September 5th.

The Academic Courses Policy allows for 24-48 hours between the last day of lectures and the first day of final examinations. Since there are fewer teaching days and final examinations days available for 2014, the 24 hour period between the last day of classes and the first day of final examinations will have to be utilized, though we will endeavor not to schedule a large number of examinations into this day.

The Fall Break Day is scheduled on the Friday before Thanksgiving where no classes will be held, with the exception of Dentistry, Medicine, Veterinary Medicine, and the University Language Centre. Winter Break Week is scheduled for February 16th – 21st.



Please respond by e-mail to melissa.kyrejto@usask.ca by **October 29, 2013** stating any required changes or providing any general feedback.

Yours respectfully,

A handwritten signature in black ink that reads "Russell Isinger". The signature is written in a cursive style with a large, looping initial 'R'.

Russell Isinger
University Registrar

LM
Encl.



+ Midterm break – Feb. 21-25 (includes Family Day – M. Feb. 21)
 # Good Friday – Apr. 22

2009 Sept. 3 (Th) – Dec. 4 (F)	11*	13	12**	14	14	64		14 (Dec. 7-22)
2010 Jan. 4 (M) – Apr. 8 (TH) * Thanksgiving – M. Oct. 12 ** Remembrance Day – W. Nov. 11 + Midterm break – Feb. 15-19 # Good Friday – Apr. 2	13+	13+	13+	13+	11+#	63)127	18 (Apr. 10-30)
2007 Sept. 5 (W) – Dec. 3 (M)	11**	12	13	13	13	62		15 (Dec. 5-21)
2008 Jan. 3 (Th) – Apr. 7 (M) * Thanksgiving-M. Oct. 8 * Remembrance Day – Sun. Nov. 11 + Midterm break – Feb. 18-23 # Good Friday, Mar. 21	13+	12+	12+	13+	12+#	62)124	18 (Apr. 10-30)
	M	T	W	Th	F	Total		Exam Days
2006 Sept. 6 (W) – Dec. 4 (M)	12*	12	13	13	12**	62		14 (Dec. 7-22)
2007 Jan. 3 (W) – Apr. 9 (M) * Thanksgiving – M. Oct. 9 ** Remembrance Day-Sat. Nov. 11 + Midterm break-Feb. 12-17 # Good Friday, April 6	13+	12+	13+	13+	12+#	63)125	15 (Apr. 12-30)
2005 Sept. 7 (W) – Dec. 5 (M)	12*	12	13	13	12**	62		13 (Dec. 8-22)
2006 Jan. 4 (W) – Apr. 7 (F) * Thanksgiving-M. Oct. 10 ** Remembrance Day-F. Nov. 11 + Midterm break-Feb. 13-18 # Good Friday-April 14	12+	12+	13+	13+	13+	63)125	17 (Apr. 10-29)
2004 Sept. 8 – Dec. 6	12*	12	13	12**	13	62		13 (Dec. 9-23)
2005 Jan. 5 – Apr. 8 * Thanksgiving-M. Oct 11 ** Remembrance Day-Th. Nov. 11 + Midterm break-Feb. 14-19 # Good Friday-March 25	12+	12+	13+	13+	12+#	62)124	17 (Apr. 12-30)
2003 Sept. 4 – Dec. 3	12*	12**	13	13	13	63)125	13 (Dec. 6-20)

2004 Jan. 5 - Apr. 6 * Thanksgiving-M. Oct. 13 ** Remembrance Day-T. Nov. 11 + Midterm break-Feb. 16 – 21 # Good Friday-April 9	13+	13+	12+	12+	12+	62		16 (Apr. 10-28)
<hr/>								
2002 Sept. 5 – Dec. 4	11*	13	13	13	13	63	}125	14 (Dec. 7-21)
2003 Jan. 6 - Apr. 8 * Thanksgiving-M. Oct. 14 * Remembrance Day-M. Nov. 11 + Midterm break-Feb. 17 – 23 # Good Friday-April 18	13+	13+	12+	12+	12+	62		17 (Apr. 11-30)

UNIVERSITY COUNCIL
PLANNING AND PRIORITIES COMMITTEE
REQUEST FOR DECISION

PRESENTED BY: Fran Walley, chair, planning and priorities committee

DATE OF MEETING: December 19, 2013

SUBJECT: **Disestablishment of the Division of Environmental Engineering and related Council bylaw amendment**

DECISION REQUESTED:

It is recommended:

That Council approve the disestablishment of the Division of Environmental Engineering, and

That Council's bylaws be amended to reflect the disestablishment.

PURPOSE:

The disestablishment of the Division of Environmental Engineering is taken in response to the new management structure adopted for the graduate-level degree programs housed within the division. This new structure will provide more effective administration and representation of these multidisciplinary graduate programs by a department head and graduate chair in the College of Engineering, as opposed to a division head.

As the division functions as a department, Council approval of the disestablishment is required. The definition of a division in the nomenclature report which applies is that of an administrative or organizational unit, much like a department, which reflects the unit's disciplinary or interdisciplinary approach towards program delivery and research and scholarly work.

DISCUSSION SUMMARY:

The College of Graduate Studies and Research (CGSR) is responsible for the Division of Environmental Engineering, with operational responsibility devolved to the College of Engineering. In 2011, an administrative review of the division was commissioned in response to perceived weaknesses in the governance, mandate and administrative structure of the division. In response to the review report, the CGSR, supported by the College of Engineering, elected to transfer the responsibility for the program from the chair of the division to one of the existing department heads in the College of Engineering. Graduate Council approved the new management structure at its meeting on October 8, 2013, and then voted to disestablish the division.

The program, and the environmental engineering graduate students currently enrolled in the program, continue to have a primary individual serving as the administrative head, and continue to be housed in the Engineering Building. Due to low enrolment and low admissions, new student admissions have been suspended pending the academic review of the program by the CGSR and the results of TransformUS. This has no effect upon current students, who continue to have every opportunity to complete and graduate from their program.

FURTHER ACTION

If Council approval is granted, the proposal will be presented to Senate, with the request that Senate confirm Council's decision.

ATTACHMENTS:

1. Proposal to disestablish the Division of Environmental Engineering and covering correspondence



**UNIVERSITY OF
SASKATCHEWAN**
College of Graduate Studies and Research

MEMORANDUM

TO: Sandy Calver

FROM: Dr. Trever Crowe
Associate Dean, and Acting Chair of the Graduate Programs Committee, College
of Graduate Studies and Research

DATE: October 10, 2013

RE: Proposal for change of management for the Graduate Program in Environmental
Engineering

At its October 8th meeting, the Graduate Council of the College of Graduate Studies and Research approved an alternate management structure for the graduate programs in environmental engineering. The new structure does not incorporate the Division of Environmental Engineering, and therefore, members of Graduate Council also passed a second motion to disestablish the Division of Environmental Engineering. The College of Graduate Studies and Research requests the proposal to disestablish this division be reviewed for university-level approval. Please find attached documentation associated with the proposal.

Sincerely,

Trever Crowe,

ab for TC



**UNIVERSITY OF
SASKATCHEWAN**
College of Graduate Studies and Research

MEMORANDUM

TO: Graduate Executive Committee

FROM: Dr. Trever Crowe
Associate Dean, and Acting Chair of the Graduate Programs Committee, College of Graduate Studies and Research

DATE: August 30, 2013

RE: Proposal for change of management for the Graduate Program in Environmental Engineering

At its May 7 meeting the Graduate Programs Committee of the College of Graduate Studies and Research considered the proposal for a change of management of the Graduate Program in Environmental Engineering. At its May 7, 2013 meeting, the committee passed the following motions:

“To accept the proposed model for Environmental Engineering programs”. J. Soltan/ S. Whiting. All in favour. Carried.

“To disestablish the division of Environmental Engineering”. J. Soltan/ R. Cooley. All in favour. Carried.

Please find attached documentation associated with the proposal for a change of management for the Graduate Program in Environmental Engineering considered by the Graduate Programs Committee.

Sincerely,

Trever Crowe,
Acting Chair, Graduate Programs Committee, College of Graduate Studies and Research

ab for TC

Proposal to Disestablish the Division of Environmental Engineering

Name of the Unit being Disestablished

Division of Environmental Engineering

Overview

It is requested that University Council authorize the dissolution of the Division of Environmental Engineering, a department-like and 'type A' centre-like unit currently administered by the College of Engineering.

The dissolution will be preceded by the Dean of Engineering transferring administrative responsibility for the graduate program in Environmental Engineering to a department head in the College; namely, Ding-Yu Peng, Department Head, Chemical & Biological Engineering.

The program will be administered as an interdepartmental program within a departmentalized college. The department head will oversee program administration, while academically the program will be supported and championed by faculty from several departments. This mirrors the approach used to administer the undergraduate environmental engineering program: that program is administered by the Department Head, Civil & Geological Engineering and is provided academic leadership and is delivered by faculty from multiple departments.

The dissolution of the division follows a thorough review. The College commissioned a review of the Division in December 2011, which involved the faculty of the division through consultation and a self-study. The review concluded that the graduate program in Environmental Engineering remains viable, but the division is struggling with unclear governance, mandate and administrative structure. The lack of a champion for the program and an unclear connection to the university's administrative structure, including the College of Engineering Executive and the College of Graduate Studies and Research, was a challenge for the division.

To resolve these administrative challenges, the College is proposing to adopt the same approach that is working successfully (although not perfectly) to administer other graduate programs: a graduate chair supervised by a department head with a connection to CGSR and its faculty council.

Academic Rationale

No program changes are proposed. The review of the Division was limited to the governance and the administrative structure. Reviewing this graduate program remains a priority. Since the program was created, the University's suite of programming relating to environmental studies has changed considerably (for example, the School of Environment and Sustainability has been created). It is expected that the program will be reviewed in the coming years through the CGSR program review process and/or TransformUS and changes will be proposed to continue it as a viable program.

Consultation & Support

The proposed dissolution was discussed with the College Executive on September 11, 2012 and with the Division of Environmental Engineering on October 15, 2012. The college was informed of the intent to disband the division in an email from the Dean on October 19, 2012 and the item was discussed at Faculty Council on November 13, 2012. The College of Engineering Faculty Council endorsed the proposal on December 4, 2012.

The College of Graduate Studies and Research considered the proposal in December 2012 and requested further information.

Management

Academic Leadership

The faculty who deliver a program have a collective academic responsibility for the program content, supervision of students, and for providing general academic leadership. As with other graduate programs, a group of faculty work under the authority of the CGSR Faculty Council to exercise academic oversight and authority for the program and the students within the program. To facilitate this work, the Graduate Chair will convene and oversee a program committee, which will be comprised of the faculty who supervise students and/or support the program from several departments in the College of Engineering.

The dissolution of the division will not have any direct impact on the number of faculty who support and deliver the program. The program is supported by faculty from many engineering disciplines; currently Gordon Putz, Huiqing Guo, Ajay Dalai, Hui Wang, Moh Boulfiza, Jian Peng and Richard Evitts are supervising students in this program. Going forward, a list of faculty who support the Environmental Engineering graduate program, complete with their current supervisory activity level, will be maintained and reported to the deans of Engineering and CGSR and made publicly available. This will ensure there is greater clarity about the faculty complement that is supporting the graduate program.

The College will ensure there are adequate faculty in place to deliver the graduate program for as long as there are students enrolled in the program. The Associate Dean – Faculty Relations works collaboratively with college academic leaders through the assignment of duties process to ensure there are sufficient faculty resources to meet the needs of students enrolled in all programs delivered by the college.

Administrative Leadership

The College of Engineering understands the general approach to graduate programs administration to be as follows:

- The Dean of Engineering is accountable for the success of graduate programs delivered by the College of Engineering and for the success of the graduate students enrolled in these programs. This

responsibility is delegated from the Dean, College of Graduate Studies and Research, and is typically delegated to a department head for each program.

- The Department Head ensures that programs are effectively administered. Reporting to the Dean of Engineering, the head's responsibilities include:
 - appointing a graduate chair and supporting his or her success
 - assigning faculty to teach graduate courses
 - ensuring clerical/administrative support for the program and students is in place
 - ensuring facilities and resources are available
 - administering devolved scholarships
 - ensuring CGSR and other university policies are followed.
- The Graduate Chair is responsible for the day-to-day operations of the program. Reporting to the department head, the chair ensures the program is delivered and that students are supported. The details of these responsibilities are expanded on in greater detail in the CGSR policy manual.

The division structure has been challenging to administer as it doesn't confirm to the model articulated above. The Division Chair was intended to take the role of a department head but this has been difficult in practise. Without the ability to assign duties to faculty or connect into the college's financial, human resource and space management processes, division chairs have struggled to understand and exercise their accountabilities.

Before the division is dissolved, the Dean of Engineering will assign program management to an administrative lead within the College of Engineering. The letter of delegation is attached. Over time, the department head responsible for the program may change to reflect changing workloads, competencies, and other factors in the College.

This department head will oversee program administration including appointing a graduate chair effective July 1, 2013. This will mirror the model that is used to oversee other graduate programs in the College of Engineering. The Department Head responsible for Environmental Engineering will have the additional responsibility of working collaboratively with other department heads to ensure that faculty from across the college continue to support program delivery through teaching graduate classes and supervising students, and will be responsible for bringing challenges to the attention of other heads in the College.

The Division is currently managed by an Acting Chair. This term ends on June 30, 2013, and at that point the department head will take over the role of providing administrative oversight.

Resources and Budget

Dissolving the division will have no impact on the resources that support this graduate program. The College of Engineering remains committed to ensuring all graduate programs are fairly and adequately resourced within the financial parameters of the College. This includes providing operating funding and space to support students and assigning a graduate secretary with responsibility for supporting students and faculty affiliated with the program. The College will ensure all Engineering graduate programs are sufficiently and fairly supported with the available resources.

Systematic Assessment

An assessment of the division began in December 2011 and concluded in September 2012. The self-assessment and the final report are available on the College of Engineering website. The College will monitor the program administration and undertake further administrative reviews as necessary to ensure the College continues to function effectively and efficiently.

It is evident that the program should be reviewed: it has not been reviewed since the School of Environment and Sustainability was created and adjustments are likely required to ensure a coordinated approach to interdisciplinary environmental studies at the U of S. The environmental engineering graduate program was scheduled for review in 2012/13 but that review was subsequently postponed by the CGSR.

UNIVERSITY COUNCIL
PLANNING AND PRIORITIES COMMITTEE
REPORT FOR INFORMATION

PRESENTED BY: Fran Walley, Chair, Planning and Priorities Committee

DATE OF MEETING: December 19, 2013

SUBJECT: TransformUS Task Force Reports

COUNCIL ACTION: For information only

PURPOSE:

The TransformUS task force reports are presented to Council to facilitate the discussion of the process used to develop the reports, which is planned to occur at the December Council meeting. It is appropriate that the task force reports be tabled with Council as ultimately Council will be asked to provide input and feedback regarding the reports to assist in the analysis of the recommendations within the reports by the provost's committee on integrated planning (PCIP).

CONTEXT AND BACKGROUND:

On January 24, 2013, Council approved in principle the undertaking of a process for program prioritization for all academic and administrative programs, in recognition of the fact that Council will ultimately be asked to approve any forthcoming recommendations that affect academic programs. This priority ranking of all university programs (academic and service/support) against defined criteria was undertaken to enable the university to allocate operating resources to programs on the basis of priority and to facilitate operating budget adjustments over the next three years without invoking *across-the-board* reductions.

DISCUSSION SUMMARY:

The reports were prepared by two task forces: the Academic Programs Transformation Task Force (APT) and the Support Services Transformation Task Force (SST). The task forces were tasked to develop criteria for ranking programs, develop weightings for the criteria, develop the categorization system for determining outcomes, collecting data from all programs to complete the ranking recommendations, and completing a report with recommendations on the outcomes for consideration by the president and provost by November 30, 2013. The task force reports group programs reviewed into five quintiles as follows:

1. candidate for enhanced resourcing;
2. maintain with current resourcing;
3. retain with reduced resourcing;
4. reconfigure for efficiency/effectiveness;
5. candidate for phase out, subject to further review.

ATTACHMENTS:

1. Academic Programs Transformation Task Force Report
2. Support Services Transformation Task Force Report

The task force reports are available at <http://words.usask.ca/transformus/reports/>