

UNIVERSITY COUNCIL
ACADEMIC PROGRAMS COMMITTEE
REPORT FOR INFORMATION

PRESENTED BY: Carolyn Augusta , Chair, Academic Programs Committee

DATE OF MEETING: December 15, 2022

SUBJECT: Program Name Changes – Bachelor of Arts
Archaeology and Anthropology to Bachelor of Arts
Anthropology and Bachelor of Science in Archaeology
to Bachelor of Science in Anthropology

COUNCIL ACTION: **For Information Only**

SUMMARY:

At its meeting of November 16, 2022, the Academic Programs Committee passed the following motions:

- *That the Academic Programs Committee approve the name change for the Bachelor of Science in Archaeology to the Bachelor of Science in Anthropology, effective September 2024.*
- *That the Academic Programs Committee approve the name change for the Bachelor of Arts in Archaeology and Anthropology to the Bachelor of Arts in Anthropology, effective September 2024.*

The Academic Programs committee has the authority to approve name changes for fields of specialization.

The name change reflects the norm in the discipline, with Anthropology being the parent discipline, with subfields of specialization which includes Archaeology.

ATTACHMENTS:

1. Request for Name Change – Archaeology and Anthropology/Archaeology to Anthropology



UNIVERSITY OF
SASKATCHEWAN

Request for Change of Name

This Request form and attachments will be the basis for decision-making about this change.

Submitted by:

Date

College

College approval date

Proposed effective date of the change

1. Proposed change of name

	<i>From:</i>	<i>To:</i>
College	<input type="text"/>	<input type="text"/>
Department	<input type="text"/>	<input type="text"/>
Program name	<input type="text"/>	<input type="text"/>
Degree name	<input type="text"/>	<input type="text"/>
Name of Field of Specialization (major, minor, concentration, etc)		
	<input type="text"/>	<input type="text"/>
Course label (alphabetic)		
	<input type="text"/>	<input type="text"/>
Building	<input type="text"/>	<input type="text"/>
Street	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>

2. Documentation

Rationale

Provide a rationale for the change and describe the background leading to this decision.

Impact of the change

Please describe any potential impact of this change, including any of the following areas if relevant:

- impact on students
- impact on faculty
- impact on staff
- impact on alumni
- effect on other programs, departments, colleges, centres
- impact on university-wide systems (e.g. SiRIUS, UniFi, PAWS, U-Friend, Library, About US, etc.)
- resource areas such as library resources, physical facilities, and information technology
- external impact (e.g. reputation, accreditation, other institutions, high schools, community organizations, professional bodies).

Please attach any statements or opinions received about this change.

Attachments

Costs

Please describe whether this change will result in any additional costs for the university (ie, repainting signs, technical changes in SiRIUS, PAWS, financial services, etc.)

Consultation

Please describe any consultation undertaken with other university offices, such as Student and Enrolment Services, Institutional Strategy and Analytics, Institutional Planning and Assessment, Financial Services, Facilities Management, Office of the University Secretary, Information Technology Services, etc. Please attach any memos or emails received about this consultation

Attachments

3. Review and Approval Authority

All changes of names for academic entities must be requested by the responsible college, following internal approval by its own approval procedures.

After submission of the Request by the College, the following approval procedures are used, and must be initiated by the College:

- **Changes of course labels** are approved by the Registrar in consultation with the college offering the courses. Any disputes arising over course label changes will be referred to the Academic Programs Committee for resolution. Course label changes are to be distributed for information through the Course Challenge system.
- **Changes of names for colleges and departments** are approved by University Council (following recommendation by the Planning & Priorities Committee) and by the Board of Governors, if the name is honorific.
- **Changes of names for degrees or a degree-level programs** are approved by University Council
- **Changes of names for fields of specialization** are approved by the Academic Programs Committee of Council.
- **Changes of names for buildings, streets and other physical entities** are approved by the Board of Governors (following recommendation by the Naming Committee).

If you have any questions about this form or these procedures, please contact the Office of the University Secretary or email university.secretary@usask.ca

Name and phone number of person completing this form:

ARCH courses to be relabeled and renumbered where necessary:

Minor course revisions (effective 202405):

ARCH 112 The Human Journey Introduction to Archaeology and Biological Anthropology

ARCH 116 Introduction to Near Eastern and Classical Archaeology

ARCH 250 Introduction to Archaeological Science

ARCH 251 Introduction to Archaeological Interpretation

ARCH 252 Near Eastern Archaeological Field Work

ARCH 257 Archaeology of Ancient Egypt

ARCH 258 Archaeology of Ancient Mesopotamia

ARCH 259 Archaeology of North America

ARCH 270 Human Evolution

ARCH 350 Introduction to Boreal Forest Archaeology

ARCH 352 Historical Archaeology

ARCH 353 Plains Archaeology

ARCH 356 Development of Complex Cultures in Eastern Mediterranean and Near Eastern Regions

ARCH 357 The Archaeology of Prairie Settlement

ARCH 359 Archaeology of Northwest Coast and Plateau

ARCH 360 Archaeological Resource Management

ARCH 361 Archaeological Field Methods

ARCH 383 Career Internship in Cultural Resource Management

ARCH 459 Geoarchaeology

ARCH 462 Contemporary Archaeological Theory

ARCH 465 Spatial Analysis of Archaeological Data

ARCH 470 Human Osteology

ARCH 471 Forensic Anthropology

ARCH 472 Paleopathology

ARCH 475 Bioarchaeology

Relabel to ANTH (no change to number).

Rationale: The label change corresponds with a broader name change for the department and all undergraduate programs, with the "Department of Archaeology and Anthropology" becoming the "Department of Anthropology." The new department name is simpler, further integrates our programs, and aligns with most other anthropology/archaeology departments at universities across North America (archaeology being one of several subdisciplines of anthropology). The BA programs in Archaeology and Anthropology will be similarly re-named "Anthropology." All undergraduate Archaeology (ARCH) courses will therefore be renamed "Anthropology" (ANTH).

ARCH 244 Archaeology and Cultural Development Ancient Israel and Syria Late Bronze Age to Hellenistic Period

Relabel/Renumber to **ANTH 241**

Rationale: See above. Number is being changed as ANTH 244 already exists.

ARCH 330 The Archaeology of Human Environmental Impact

Relabel/Renumber to **ANTH 331**

Rationale: See above. Number is being changed as ANTH 330 already exists.

ARCH 354 The Archaeology of Culture Contact

Relabel/Renumber to **ANTH 355**

Rationale: See above. Number is being changed as ANTH 354 existed until 202205 (number not yet available).

ARCH 385 Computer Applications in Archaeology

Relabel/Renumber to **ANTH 386**

Rationale: See above. Number is being changed as ANTH 385 existed until 201305 (number not yet available).

ARCH 403 Analysis and Public Exhibition of Cultural Artifacts

Relabel/Renumber to **ANTH 405**

Rationale: See above. Number is being changed as ANTH 403 already exists.

Course split (effective May 2023)

This is included here for information only, as course splits are approved at the college level.

ARCH 458.6 Zooarchaeology into

ANTH 457.3 Zooarchaeology I

Term 1; 1.5 Lecture hours and 1.5 Lab/practicum hours

This course is designed to expose you to the basic elements of zooarchaeology, which is the study of faunal remains from archaeological sites. It will focus on specimen identification, quantification, taphonomy, modification, age and sex estimations, seasonality, and other contemporary techniques in this discipline. You will be exposed to a wide variety of animal taxa from large and small-bodied ungulates, to carnivores, fishes, and birds. The presentation of course material is based on lectures, laboratory activities, and discussions of methods, approaches, and case studies. A heavy emphasis is placed on learning through hands-on experience and developing practical skills in working with large faunal assemblages. Please note that this is NOT a course in comparative vertebrate or invertebrate anatomy, nor this is a course in human or non-human mammalian anatomy.

Prerequisite(s): ARCH 250.3

Note: Students with credit for ARCH 458.6 may not take this course for credit.

Instructor(s): Tatiana Nomokonova

ANTH 458.3 Zooarchaeology II

Term 2; 1.5 Lecture hours and 1.5 Lab/practicum hours

This course is designed to expose you to advanced issues and discourses in the field of zooarchaeology related to contemporary methods and theoretical approaches. It will address a range of topics that cover different aspects of human-animal studies including subsistence, foraging strategies, domestication, bone chemistry, use of biometrics, animal life histories, integration of Indigenous knowledge, and other contemporary techniques and approaches applied in the discipline. The presentation of course material is based on lectures, laboratory activities with a sample faunal assemblage, and discussions of methods, theoretical approaches, and case studies. A heavy emphasis is placed on learning through hands-on experience and developing practical skills in working with large faunal assemblages.

Prerequisite(s): ANTH 457.3

Note: Students with credit for ARCH 458.6 may not take this course for credit.

Instructor(s): Tatiana Nomokonova

Rationale: Eliminates a 6 credit unit course, and allows students to take only the first half of the old course. The prerequisites have been changed to no longer require a class in human anatomy, which gives students the opportunity to train in handling only animal remains if they are uncomfortable handling human remains. The Department has submitted proposals to the appropriate committees of Council to rename the Department, rename the department's programs, and relabel all undergraduate ARCH courses to ANTH courses. As this course split is effective 1 year earlier than the request for the other courses, it makes sense to apply the new label now.

ANTH 457.3 and 458.3 (together) will be equivalent to ARCH 458.6.

Consultation with the Registrar Form – Record of Approvals

On Oct 20, 2022, at 9:00 AM, Warrington, Seanine <seanine.warrington@usask.ca> wrote:

Dear Russ and Lorin,

As noted by Alexis in the academic_programs@usask.ca email, several proposals are forthcoming from the College of Arts & Science. They are outlined, as follows:

1. Department of Archaeology and Anthropology Name Change, BSc Archeology Programs Name Changes, and BA Archaeology and Anthropology Programs Name Changes
2. Termination of Aboriginal Public Administration Major
3. Certificate in Foundations of Drama
4. Certificate in Geology Fundamentals
5. Certificate in Hard Rock Geoscience
6. Certificate in Quantitative Geosciences
7. Certificate in Sedimentary Geology

IPA has confirmed that no further analysis or approval from the Provost is necessary. These proposals use existing courses, resources, and standard tuition, or otherwise have no financial implications.

Please review the completed Consultation with the Registrar (CWR) forms and “reply-all” with your confirmation that the details are correct. Your confirmation email will replace a signature of approval.

Thank you,

Seanine

Seanine Warrington, M.A.
Senior Editor and Coordinator
Catalogue and Academic Programs
Registrarial Services
University of Saskatchewan
Teaching, Learning and Student Experience
Ph: 306-966-1874

I acknowledge that I live and work on Treaty 6 Territory and the Homeland of the Métis. I pay respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

From: Elias, Lorin <lorin.elias@usask.ca>
Sent: Tuesday, October 25, 2022 11:24 AM
To: Warrington, Seanine <seanine.warrington@usask.ca>; Isinger, Russ <russell.isinger@usask.ca>
Cc: Doell, Jason <jason.doell@usask.ca>; Dahl, Alexis <alexis.dahl@usask.ca>; Zagiell, Eileen <eileen.zagiell@usask.ca>; Storey, Amanda <amanda.storey@usask.ca>
Subject: RE: Consultation with the Registrar Forms - College of Arts and Science Proposals

Greetings Seanine,

Many thanks for consulting about this.

I can confirm that the details are correct, and am happy to approve the changes.

Cheers,

Lorin

Lorin Elias, PhD (he/him)

Vice-Dean Academic & Professor of Psychology

College of Arts and Science | University of Saskatchewan
Treaty 6 Territory and the Homeland of the Métis

Office Phone: 306-966-6670

Email: Lorin.Elias@usask.ca

<https://artsandscience.usask.ca/profile/LElias#/profile>

From: Isinger, Russ <russell.isinger@usask.ca>

Sent: Tuesday, October 25, 2022 1:39 PM

To: Warrington, Seanine <seanine.warrington@usask.ca>; Elias, Lorin <lorin.elias@usask.ca>

Cc: Doell, Jason <jason.doell@usask.ca>; Dahl, Alexis <alexis.dahl@usask.ca>; Zagiel, Eileen <eileen.zagiel@usask.ca>; Storey, Amanda <amanda.storey@usask.ca>

Subject: RE: Consultation with the Registrar Forms - College of Arts and Science Proposals

Approved.

Russ

Russell Isinger, BA, MA

University Registrar

Professional Affiliate, Department of Political Studies, College of Arts and Science

University Registrar's Office

Teaching, Learning and Student Experience

Room E-34, 105 Administration Place

University of Saskatchewan

Saskatoon, Saskatchewan, Canada

S7N 5A2

Office: 306-966-6723

Cell: 306-280-6178

Fax: 306-966-6730

Consultation with the Registrar Form

This form is to be completed by the Registrar (or his/her designate) during an in-person consultation with the faculty member responsible for the proposal. Please consider the questions on this form prior to the meeting.

Section 1: New Degree / Diploma / Certificate Information or Renaming of Existing

- 1 Is this a new degree, diploma, or certificate? Yes No
- Is an existing degree, diploma, or certificate being renamed? Yes No
- If you've answered NO to each of the previous two questions, please continue on to the next section.

- 2 What is the name of the new degree, diploma, or certificate?
- [60 character maximum for the long description; 30 character maximum for short description; 6 character maximum for code]

- 3 What is the credential of this new degree, diploma, or certificate? [Example - D.M.D. = Doctor of Dental Medicine]

- 4 If you have renamed an existing degree, diploma, or certificate, what is the current name?

- 5 Does this new or renamed degree / diploma / certificate require completion of degree level courses or non-degree level courses, thus implying the attainment of either a degree level or non-degree level standard of achievement?

- 6 If this is a new degree level certificate, can a student take it at the same time as pursuing another degree level program? Yes No

- 7 If YES, a student attribute will be created and used to track students who are in this certificate alongside another program. The attribute code will be:

- 8 Which College is responsible for the awarding of this degree, diploma, or certificate?

- 9 Is there more than one program to fulfill the requirements for this degree, diploma, or certificate? If yes, please list these programs.

- 10 Are there any new majors, minors, or concentrations associated with this new degree / diploma / certificate? Please list the name(s) and whether it is a major, minor, or concentration, along with the sponsoring department.
- One major is required on all programs [4 characters for code and 30 characters for description]

11 If this is a new graduate degree, is it thesis-based, course-based, or project-based?

Section 2: New / Revised Program for Existing or New Degree / Diploma / Certificate Information

1 Is this a new program?

Yes No

Is an existing program being revised?

Yes No

If you've answered NO to each of the previous two questions, please continue on to the next section.

2 If YES, what degree, diploma, or certificate does this new/revised program meet requirements for?

3 What is the name of this new/revised program?

4 What other program(s) currently exist that will also meet the requirements for this same degree(s)?

5 What College/Department is the academic authority for this program?

6 Is this a replacement for a current program?

Yes No

7 If YES, will students in the current program complete that program or be grandfathered?

8 If this is a new graduate program, is it thesis-based, course-based, or project-based?

9 If this is a new non-degree or undergraduate level program, what is the expected completion time?

Section 3: Mobility

Mobility is the ability to move freely from one jurisdiction to another and to gain entry into an academic institution or to participate in a learning experience without undue obstacles or hindrances.

1 Does the proposed degree, program, major, minor, concentration, or course involve mobility?

Yes No

If yes, choose one of the following?

Domestic Mobility (both jurisdictions are within Canada)

International Mobility (one jurisdiction is outside of Canada)

2 Please indicate the mobility type (refer to Nomenclature for definitions).

- Joint Program
- Joint Degree
- Dual Degree
- Professional Internship Program
- Faculty-Led Course Abroad
- Term Abroad Program

3 The U of S enters into partnerships or agreements with external partners for the above mobility types in order to allow students collaborative opportunities for research, studies, or activities. Has an agreement been signed?

Yes No

4 Please state the full name of the agreement that the U of S is entering into.

5 What is the name of the external partner?

6 What is the jurisdiction for the external partner?

Section 4: New / Revised Major, Minor, or Concentration for Existing Degree Information (Undergraduate)

1 Is this a new or revised major, minor, or concentration attached to an existing degree program?

Yes No Revised

If you've answered NO, please continue on to the next section.

NOTE: Detailed information on name changes is in Section 6.

2 If YES, please specify whether it is a major, minor, or concentration. If it is more than one, please fill out a separate form for each.

3 What is the name of this new / revised major, minor, or concentration?

4 Which department is the authority for this major, minor, or concentration? If this is a cross-College relationship, please state the Jurisdictional College and the Adopting College.

5 Which current program(s), degree(s), and/or program type(s) is this new / revised major, minor, or concentration attached to?

Section 5: New / Revised Disciplinary Area for Existing Degree Information (Graduate)

1 Is this a new or revised disciplinary area attached to an existing graduate degree program?

Yes No Revised

If you've answered NO, please continue on to the next section.

2 If YES, what is the name of this new / revised disciplinary area?

3 Which Department / School is the authority for this new / revised disciplinary area? (NOTE - if this disciplinary area is being offered by multiple departments see question below.)

4 Which **multiple** Departments / Schools are the authority for this new / revised disciplinary area?

4a Of the **multiple** Departments / Schools who are the authority for this new / revised disciplinary area and what allocation percentage is assigned to each? (Note - must be whole numbers and must equal 100.)

4b Of the **multiple** Departments / Schools who is the primary department? The primary department specifies which department / school policies will be followed in academic matters (ex. late adds, re-read policies, or academic misconduct). If no department / school is considered the primary, please indicate that. (In normal circumstances, a department / school with a greater percentage of responsibility - see question above - will be designated the primary department.)

5 Which current program(s) and / or degree(s) is this new / revised disciplinary area attached to?

Section 6: New College / School / Center / Department or Renaming of Existing

1 Is this a new college, school, center, or department?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Is an existing college, school, center, or department being renamed?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Is an existing college, school, center, or department being deleted?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If you've answered NO to each of the previous two questions, please continue on to the next section.

2 What is the name of the new (or renamed or deleted) college, school, center, or department?

3 If you have renamed an existing college, school, center, or department, what is the current name?

4 What is the effective term of this new (renamed or deleted) college, school, center, or department?

5 Will any programs be created, changed, or moved to a new authority, removed, relabelled?

- All BA programs with major of Archaeology and Anthropology are being renamed to major of Anthropology [ANTH - exists in Banner) (includes BA3Y, BA4Y, BAHON, BAHOND, and UTRANSITION programs)
- All BSc programs with major of Archaeology are being renamed to major of Anthropology [ANTH - exists in Banner) (includes BSC4Y, BSCHON, BSCHOND, and UTRANSITION programs)
- Archaeology and Anthropology minor is being renamed to minor of Anthropology [ANTH - exists in Banner)

6 Will any courses be created, changed, or moved to a new authority, removed, relabelled?

All Archaeology [ARCH] undergraduate courses will be relabelled to Anthropology [ANTH]
The department on both undergraduate and graduate courses will change to the renamed department of "Anthropology"

7 Are there any ceremonial consequences for Convocation (ie. New degree hood, adjustment to parchments, etc.)?

No

Section 7: Course Information - SEE SECTION 6 FOR RELABELLED COURSES

1 Is there a new subject area(s) of course offering proposed for this new degree? If so, what is the subject area(s) and the suggested four (4) character abbreviation(s) to be used in course listings?

2 If there is a new subject area(s) of offerings what College / Department is the academic authority for this new subject area?

3 Have the subject area identifier and course number(s) for new and revised courses been cleared by the Registrar?

4 Does the program timetable use standard class time slots, terms, and sessions?

Yes No

If NO, please describe.

5 Does this program, due to pedagogical reasons, require any special space or type or rooms?

Yes No

If YES, please describe.

NOTE: Please remember to submit a new "Course Creation Form" for every new course required for this new program / major. Attached completed "Course Creation Forms" to this document would be helpful.

Section 8: Admissions, Recruitment, and Quota Information - AS PER CURRENT SET-UP

1 Will students apply on-line? If not, how will they apply?

- 2 What term(s) can students be admitted to?
- 3 What is the application deadline for each term(s) students can be admitted to?
- 4 For undergraduate programs, will students be admitted to one of the approved majors or an undeclared major?
- 5 For undergraduate programs, if there's more than one degree proposed (ex. 3Y and 4Y), which program/degree will students be admitted to?
- 6 Does this impact enrollment?
- 7 How should Marketing and Student Recruitment handle initial inquiries about this proposal before official approval?
- 8 Can classes towards this program be taken at the same time as another program?
- 9 What is the application deadline?
- 10 What are the admission qualifications? (IE. High school transcript required, grade 12 standing, minimum average, any required courses, etc.)
- 11 What is the selection criteria? (IE. If only average then 100% weighting; if other factors such as interview, essay, etc. what is the weighting of each of these in the admission decision.)
- 12 What are the admission categories and admit types? (IE. High school students and transfer students or one group? Special admission? Aboriginal equity program?)
- 13 What is the application process? (IE. Online application and supplemental information (required checklist items) through the Admissions Office or sent to the College/Department?)
- 14 Who makes the admission decision? (IE. Admissions Office or College/Department/Other?)
- 15 Letter of acceptance - are there any special requirements for communication to newly admitted students?
- 16 Will the standard application fee apply?

17 Will all applicants be charged the fee or will current, active students be exempt?

18 Are international students admissible to this program? If YES, see Section 18 for Tuition and Fees information.

Yes No

Section 9: Government Loan Information - AS PER CURRENT SET-UP

NOTE: Federal / provincial government loan programs require students to be full-time in order to be eligible for funding. The University of Saskatchewan defines full-time as enrollment in a minimum of 9 credit units (operational) in the fall and/or winter term(s) depending on the length of the loan.

1 If this is a change to an existing program, will the program change have any impact on student loan eligibility?

2 If this is a new program, do you intend that students be eligible for student loans?

Section 10: Convocation Information (only for new degrees) - NOT APPLICABLE

1 Are there any 'ceremonial consequences' of this proposal (ie. New degree hood, special convocation, etc.)?

2 If YES, has the Office of the University Secretary been notified?

3 When is the first class expected to graduate?

4 What is the maximum number of students you anticipate/project will graduate per year (please consider the next 5-10 years)?

Section 11: Schedule of Implementation Information - SEE SECTION 6 FOR EFFECTIVE TERM

1 What is the start term?

2 Are students required to do anything prior to the above date (in addition to applying for admission)?

Yes No

If YES, what and by what date?

Section 12: Registration Information - AS PER CURRENT SET-UP

1 What year in program is appropriate for this program (NA or a numeric year)?
(General rule = NA for programs and categories of students not working toward a degree level qualification;
undergraduate degree level certificates will use numeric year.)

2 Will students register themselves? Yes No
If YES, what priority group should they be in?

Section 13: Academic History Information - AS PER CURRENT SET-UP

1 Will instructors submit grades through self-serve? Yes No

2 Who will approve grades (Department Head, Assistant Dean, etc.)?

Section 14: T2202 Information (tax form) - AS PER CURRENT SET-UP

1 Should classes count towards T2202s? Yes No

Section 15: Awards Information - AS PER CURRENT SET-UP

1 Will terms of reference for existing awards need to be amended? Yes No

2 If this is a new undergraduate program, will students in this program be eligible for College-specific awards?

Section 16: Government of Saskatchewan Graduate Retention (Tax) Program - AS PER CURRENT SET-UP

1 Will this program qualify for the Government of Saskatchewan graduate retention (tax) program? Yes No

- To qualify the program must meet the following requirements:
- be equivalent to at least 6 months of full-time study, and
 - result in a certificate, diploma, or undergraduate degree.

Section 17: Program Termination

1 Is this a program termination? Yes No

If yes, what is the name of the program?

2 What is the effective date of this termination?

3 Will there be any courses closed as a result of this termination? Yes No

If yes, what courses?

4 Are there currently any students enrolled in the program? Yes No

If yes, will they be able to complete the program?

5 If not, what alternate arrangements are being made for these students?

6 When do you expect the last student to complete this program?

7 Is there mobility associated with this program termination? Yes No

If yes, please select one of the following mobility activity types.

- Dual Degree Program
- Joint Degree Program
- Internship Abroad Program
- Term Abroad Program
- Taught Abroad Course
- Student Exchange Program

Partnership agreements, coordinated by the International Office, are signed for these types of mobility activities. Has the International Office been informed of this program termination?

Yes No

Section 18: Proposed Tuition and Student Fees Information - AS PER CURRENT SET-UP

1 How will tuition be assessed?

Standard Undergraduate per credit

Standard Graduate per credit

Standard Graduate per term

Non standard per credit*

Non standard per term*

Other *
Program Based*

* See attached documents for further details

2 If fees are per credit, do they conform to existing categories for per credit tuition? If YES, what category or rate?

3 If program based tuition, how will it be assessed? By credit unit? By term? Elsehow?

4 Does proponent's proposal contain detailed information regarding requested tuition? Yes No
If NO, please describe.

5 What is IPA's recommendation regarding tuition assessment? When is it expected to receive approval?

6 IPA Additional comments?

7 Will students outside the program be allowed to take the classes?

8 If YES, what should they be assessed? (This is especially important for program based.)

9 Do standard student fee assessment criteria apply (full-time, part-time, on-campus versus off-campus)?

10 Do standard cancellation fee rules apply?

11 Are there any additional fees (e.g. materials, excursion)? If yes, see NOTE below.

12 Are you moving from one tuition code (TC) to another tuition code? Yes No
If YES, from which tuition code to which tuition code?

13 If international students are admissible to the program, will they pay the international tuition differential? If YES, explain the amount. Yes No

14 If YES, what is the tuition amount for the first 12 months for a full-time international student? This information is required for the Immigration, Refugees and Citizenship Canada [IRCC] form (this form is for students who need to get a visa to study here).

NOTE: Please remember to submit a completed "Application for New Fee or Fee Change Form" for every new course with additional fees.

Section 19: TLSE - Information Dissemination (internal for TLSE use only)

- | | | | | | |
|----|---|-----|--|----|--|
| 1 | Has TLSE, Marketing and Student Recruitment, been informed about this new / revised program? | Yes | | No | |
| 2 | Has TLSE, Admissions, been informed about this new / revised program? | Yes | | No | |
| 3 | Has TLSE, Student Finance and Awards, been informed about this new / revised program? | Yes | | No | |
| 4 | Has CGPS been informed about this new / revised program? | Yes | | No | |
| 5 | Has TLSE, Transfer Credit, been informed about any new / revised courses? | Yes | | No | |
| 6 | Has ICT-Data Services been informed about this new or revised degree / program / major / minor / concentration? | Yes | | No | |
| 7 | Has the Library been informed about this new / revised program? | Yes | | No | |
| 8 | Has ISA been informed of the CIP code for new degree / program / major? | Yes | | No | |
| 9 | Has Room Scheduling/Scheduling Hub/Senior Coordinator of Scheduling been informed of unique space requirements for the new courses and/or informed of program, course, college, and department changes? | Yes | | No | |
| 10 | Has the Convocation Coordinator been notified of a new degree? | Yes | | No | |
| 11 | What is the highest level of financial approval required for this submission? Check all that apply. | | | | |
| | a. None - as it has no financial implications | | | | |
| | <u>OR</u> | | | | |
| | b. Fee Review Committee | | | | |
| | c. Institutional Planning and Assessment (IPA) | | | | |
| | d. Provost's Committee on Integrated Planning (PCIP) | | | | |
| | e. Board of Governors | | | | |
| | f. Other | | | | |

SIGNED

Date:

Registrar (Russell Isinger):

College Representative(s):

IPA Representative(s):