

ITEM FOR DECISION

Committee Name: Academic Programs Committee, University Council

Date: November 20, 2025

Presented by: Paul Jones, Chair, Academic Programs Committee

Subject: Forest Resources Certificate

MOTION

It is recommended by the Academic Programs Committee that Council approve the Forest Resources Certificate, effective Fall 2026.

CONTEXT AND BACKGROUND

The College of Agriculture and Bioresources is proposing new certificate in Forest Resources as a way to address a long-standing need for forestry education in Saskatchewan, as expressed by both industry and government. Agriculture and Bioresources offers many forest-related courses and attracts students interested in forestry careers, but currently lacks a formal way for students to highlight this academic focus. Introducing a Forest Resources certificate would allow students in various related programs to officially recognize their specialization, enhance their transcripts, and improve visibility to potential employers in the forestry sector.

CONSULTATION

The College of Agriculture and Bioresources submitted a proposal to the Academic Programs Committee (APC) on October 29, 2025. The Academic Programs Committee reviewed the proposal and engaged in a fulsome discussion, supporting the initiative and noting its potential to retain talent in Saskatchewan. The committee voted in favour of this proposal.

ATTACHMENTS

1. **Forest Resources Certificate Proposal**



UNIVERSITY OF SASKATCHEWAN

College of Agriculture and Bioresources

AGBIO.USASK.CA

Forest Resources Certificate New Program Proposal October 2025

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Proposal for New Programs or Curricular Changes

Title of proposal: New Certificate Proposal: Forest Resources Certificate

Degree(s):

Field(s) of Study: Renewable Resource Management

Level(s) of Concentration: Undergraduate Certificate

Option(s):

Degree College: College of Agriculture and Bioresources

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

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Department of Soil Science, College of Agriculture and Bioresources

Proposed date of implementation: Fall Term 2026

Proposal Document

Please provide information which covers the following subtopics. The length and detail should reflect the scale or importance of the program or revision. Documents prepared for your college may be used. Please expand this document as needed to embrace all your information.

Academic Justification:

- a. *Describe why the program would be a valuable addition to the university from an academic programming perspective.*

The College of Agriculture and Bioresources has a strong and growing presence of forest-related courses and undergraduates pursuing careers in the sector. However,

there is currently no mechanism for students to formally identify their academic concentration in this area. Students in B.S.A. and B.Sc.RRM. programs (especially Resource Science, Resource Economics and Policy, Applied Plant Ecology, Soil Science, and Environmental Science) as well as other environment-related programs in Arts and Science will directly benefit from the development of a certificate identifying their interest and coursework focused on forestry. The successful implementation of a Forest Resources certificate will offer students a new avenue and official recognition for their interest in this sector. Furthermore, it will provide potential employers with official transcripts showing their background and training in forest resources.

b. Considering strategic objectives, specify how the new program fits the university signature areas and/or institutional plans and/or the college/school and/or department plans.

The offering of a Forest Resources certificate is critical to support Saskatchewan's growing forest industry and will directly contribute to several University of Saskatchewan Signature Areas:

1. Indigenous People
2. Water
3. One Health
4. Communities and Sustainability

c. Is there a particular student demographic this program targets, and if so, what is that target? (e.g., Indigenous, mature, international, returning)

The Forest Resources certificate is designed for students in the B.S.A. Environmental Science, B.S.A. Applied Plant Ecology, B.S.A. Soil Science, B.Sc.RRM Resource Science, and B.Sc.RRM Resource Economics and Policy, and environment-related B.Sc. majors at the University of Saskatchewan. It is also designed to target potential undergraduate students from northern geographic areas (e.g., Boreal Plains and Boreal Forest ecozones) that may wish to complete a post-secondary education in Saskatchewan and study forestry.

d. What are the most similar competing programs in Saskatchewan and Canada? How is this program different?

The implementation of the Forest Resources certificate is strongly desired by the forest industry in Saskatchewan. Currently, no forest-related program is explicitly offered within the province and students interested in the discipline must attend schools in Alberta, British Columbia, Ontario, or New Brunswick to receive accreditation as a Registered Professional Forester (RPF) in Saskatchewan. The Department of Soil Science is actively working with the Association of Saskatchewan Forestry Professionals (ASFP) and Forest Professional Regulators of Canada (FPRC) to identify pathways to support accreditation within the province.

Two programs within Saskatchewan exist that directly support the forest industry: (1) Integrated Resource Management (IRM) at Saskatchewan Polytechnic's Prince Albert Campus and (2) the B.Sc.RRM Resource Science program at the University of Saskatchewan. Currently, neither program is accredited for RPF or RPFT. The implementation of the Forest Resource certificate is a first step in long-term vision with the ASFP to establish a program that may be used to support the Credential Assessment Process (CAP) with the Forest Professional Regulators of Canada (FPRC) eventually leading to accreditation as the forestry sector continues to grow. The goal of the Forest Resource certificate is not only to provide an official means of recognizing student subject matter interest for employment opportunities but also a mechanism to quantify interest in the forest sector for an evidence-based approach demonstrating both need and desire for a forest-related program in post-secondary education in Saskatchewan.

Admissions:

The **Admission Framework** document must be reviewed to determine how an applicant will be considered for admission. There are several factors to consider when creating a new program. The Manager, Admissions and Transfer Credit, can assist in the development of the criteria. Information determined here should then be used to inform the completion of an Admission Template as found on <https://programs.usask.ca/programs/admission-requirements.php>

- a. What are the admissions requirements of this program – high school subjects, secondary or post-secondary standing, minimum averages, English proficiency, and minimum scores on standardized tests?**

Regular Admission:

- Completion of at least 18 credit units of post-secondary coursework
- Minimum average of 60% on 18 or more transferable credit units or the cumulative weighted average from a recognized and/or accredited post-secondary institution; average calculated on all attempted courses (without breaking up an academic session) which are transferable to the University of Saskatchewan.
- Proficiency in English

- b. What are the selection criteria – how will you rank and select applicants? For example, ranking by admission average, admission test scores, interview scores, departmental recommendations, auditions, portfolios, letters of reference, admission essays, and definition of essential abilities for professional practice?**

Regular admission: Academic average—100% weighting

- Average is calculated on 18 or more transferable credits

- c. What are admission categories – regular admission, special admission, and Indigenous equity admission?**

Regular Admission

- Admission is based on the successful completion of at least 18 credit units of transferable university-level coursework at a recognized and/or accredited post-secondary institution, with an average of at least 60%.
- d. What are the admission models – direct entry, non-direct entry, ranked competitive or cut-off average? Is a confirmation of admission required?**

Non-direct entry: open to current USask students only.

- e. Intake - how many seats are required to be filled – for first year and transfer students, reserved for Indigenous, Saskatchewan, out-of-province, and international students?**

No reserved seats. Classes are established and capacity will be expanded to meet demand.

- f. What are the application process and timelines – September or January intakes, online application, application and document deadlines, and scholarship deadlines to consider?**

Fall term application deadline: August 15

Winter Term application deadline: December 1

The application process will be similar to that of our other degree, diploma, and certificate programs. Scholarship deadlines are not applicable.

- g. Which office will manage the admission process – TLSE, college, department, or a combination?*

TLSE Admissions and Transfer Credit

- h. Marketing and Promotion of New Program – consideration needs to be given to a communications plan and marketing of the new program.*

A communications and marketing strategy for the new program will be led by AgBio Communications in collaboration with TLSE. This includes a new program webpage, a media release, updating print materials, and creating digital content to promote the new certificate.

- i. Admissions Appeal – what will this process be.*

The admissions process will be managed by the TLSE Admissions and Transfer Credit office. As per the admissions policy of the University: “Grounds for an admission appeal shall be limited to (1) unit procedural errors, (2) evidence that the information used in the assessment of the decision was wrong or incomplete, or (3) evidence that the assessment was not made according to the published admission qualifications and selection criteria. A failure by the applicant to provide accurate and complete information in accordance with the established admission qualifications and selection criteria shall not be grounds for an appeal.”

- j. Transfer Credit – when will this be assessed and by which office?*

Transfer credit will be evaluated by TLSE Admissions and Transfer Credit as part of the admission process.

Description of the program:

a. What are the curricular objectives, and how are these accomplished?

The Forest Resources certificate will provide students with a strong understanding of forest resources in Saskatchewan complemented by experiential learning opportunities. The certificate consists of three core course requirements (9 cu) to promote ecological classification, landscape dynamics, and data collection in forested settings. Six additional credit units are required that augment student interests related to forest measurements and techniques, modelling, planning, hydrology, and ecological restoration which align with optional accreditation concentrations according to FPRC guidelines.

The objective of this program is to officially recognize students that take a forest-based certificate as part of their degree. The addition of the Forest Resource certificate will signify to potential employers that the student/applicant has the requisite knowledge and field skills to excel in a forestry-related position. Students enrolling in the certificate program will have competent skills in plant and soil classification, forest ecology, and field data collection techniques that are essential for forest industry employment.

The Forest Resource certificate will also serve to document and recognize student interest in the field where we can quantify interest from students at the University of Saskatchewan. If interest exists, it provides an evidence-based justification for additional capacity to support course development and continue toward an RPF accreditation.

b. Describe the modes of delivery, experiential learning opportunities, and general teaching philosophy relevant to the programming. Where appropriate, include information about whether this program is being delivered in a distributed format.

All courses, excluding SLSC 460.3, are lecture based with some containing additional field-based components or laboratory tutorials. SLSC 460.3 is an experiential learning course that occurs over 5-days during the first week of the Fall semester.

c. Provide an overview of the curriculum mapping.

Forestry professionals are expected to have a broad understanding of plant identification, ecological classification schemes, forest ecology, and data collection techniques. These criteria are covered as part of the three core course requirements (9CUs). Plant identification and ecological classification are specific learning outcomes for RRM 215.3: Identification of Saskatchewan Plants and Soils or PLSC 213.3: Principles of Plant Ecology. Forest ecology and all its facets are explored in PLSC 425.3: Forest Ecology within a classroom setting while hands-on experience collection of forest data and ecological classification are learned in SLSC 460.3: Forest Soils.

Standard Name:	Trees and Stands	Forest Landscapes	Information Acquisition and Analysis	Planning and Administration	Optional Standards		
					Forest Management	Natural Resources and Ecosystem Management	Ecosystem Restoration and Management
Required							
RRM 215 PLSC 213 BIOL 228	X	X					
PLSC 425	X	X	X				
SLSC 460	X	X	X	X	X	X	X
Optional							
AREC 238					X	X	
AREC 430				X	X	X	
BIOL 331	X	X					
BIOL 373				X	X	X	X
ENVE 432				X	X	X	X
GEOG 328		X				X	X
GEOG 385				X	X	X	X
GEOG 386				X	X	X	X
PLSC 413	X	X	X				
PLSC 427					X	X	X
RRM 321			X				
SLSC 350					X	X	X

d. Identify where the opportunities for synthesis, analysis, application, critical thinking, problem-solving are, and other relevant identifiers.

The required courses of this certificate provide a base-knowledge of forest ecology theory and applications in Saskatchewan and the science that supports it. The optional courses provide students with the opportunity to apply this knowledge to their specific area of interest (e.g., economics, conservation, restoration, and land management) that are important to individuals working within the environmental and forestry sector. RRM 215 and PLSC 213/BIOL 228 develop critical skills related to plant identification and understanding landscape scale processes for ecosystems related to energy flow and how they are affected by exogenous forces. PLSC 425 provides an overview of all facets of forest ecology with a focus on Saskatchewan that explores how different facets of forests are connected and the impacts of management decisions on these ecosystems. In this class, students synthesize and apply critical thinking to understand current issues in forest ecology. SLSC 460 provides students with an experiential learning opportunity to apply their knowledge from previous courses to a field setting. In this course, students are required to apply knowledge to solve problems associated with forest resources and measurements.

e. Explain the comprehensive breadth of the program.

The comprehensive breadth of the program is to ensure basic knowledge and student-specific interests related to the forest resources. The core courses introduce students to comprehensive

understanding of ground-level information associated with forest ecosystem functions while selected courses provide a broad overview of specific sub-concentrations that align with FPRC Standards guidelines (e.g., ecological restoration and management, forest management, natural resources and ecosystem management). Course materials from the optional selections are intended to complement current students and core courses to support different viewpoints and ways of knowing associated with forest resources.

- f. Referring to the university "Learning Charter", explain how the learning pursuits are addressed and what degree attributes and skills will be acquired by graduates of the program.*

Provide Opportunities: Through this certificate graduates will foster reciprocal learning collaborations by working with communities and industry in northern Saskatchewan as part of the SLSC 460.3 course that will promote research-enhanced and community-driven learning.

Support Students: The Forest Resources certificate directly supports students in selecting programs that are appropriate to their abilities and preparation. Students interested in forestry and forest environments will have their degrees augmented by official documentation of their interest in this subject matter which will prepare them for their chosen career.

Engage Respectfully: Certificate graduates will learn independently and experientially with other students through various course selections and field-based courses.

Think Broadly and Deeply: The interdisciplinary nature of the certificate has been designed to allow students to consider different viewpoints and worldviews other than their own. Furthermore, the requirement of a land-based course (SLSC 460) will provide additional understanding and respect for the land and the peoples that use it. PLSC 425 requires students to understand forest ecosystems from multiple, often competing, perspectives.

- g. Describe how students can enter this program from other programs (program transferability).*

Students must be enrolled in a USask degree program to enroll in this certificate program. The certificate will typically begin in the second year of a student's degree program but remains open to any student enrolled in a USask college.

- h. Specify the criteria that will be used to evaluate whether the program is a success within a specified timeframe*

Program success will be evaluated following 5 years of offering the certificate at the University of Saskatchewan. We will examine year-to-year variability and total enrollment in the certificate.

- i. *If applicable, is accreditation or certification available, and if so, how will the program meet professional standard criteria? Specify in the budget below any costs that may be associated.*

No accreditation is required.

Consultation:

- a. *Describe how the program relates to existing programs in the department, in the college or school, and with other colleges. Establish where students from other programs may benefit from courses in this program. Does the proposed program lead into other programs offered at the university or elsewhere?*

The program is designed to complement other programs within the College of Agriculture and Bioresources. Specifically, students in B.S.A Soil Science, Environmental Science, Agricultural Biology, or Applied Plant Ecology and B.Sc.RRM Resource Economics and Resource Science will be able to take the certificate to augment their degree outcomes. Students with an interest in forestry taking B.Sc. programs are also able to take the certificate (e.g., Environmental Biology or Hydrology).

- b. *List units that were consulted formally and provide a summary of how consultation was conducted and how concerns that were raised in consultations have been addressed. Attach the relevant communication in an appendix.*

Program advisors, affected instructors from Plant Science, Soil Science, and Agricultural Economics as well as college UAC were contacted to discuss the certificate. No concerns were raised outside of course-specific offerings that were adjusted in accordance with advisor requests.

- c. *Proposals that involve courses or other resources from colleges outside the sponsoring unit should include evidence of consultation and approval. Please give special consideration to pre- and co-requisite requirements when including courses from other colleges.*
- d. *List other pertinent consultations and evidence of support, if applicable (e.g., professional associations, accreditation bodies, potential employers, etc.).*

Budget:

The ***Budgetary and Financial Implications Form*** must be completed to determine the cost impact of the proposed program. **Information about budget and financial implications appears in that form.**

College Statement

Please provide here a statement from the College which contains the following:

- Recommendation from the College regarding the program
- Description of the College process used to arrive at that recommendation.
- Summary of issues that the College discussed and how they were resolved.

Related Documentation

In the submission, please attach any related documentation which is relevant to this proposal, such as:

- Relevant sections of the College's/School's plan
- Accreditation review recommendations
- Letters of support - if courses from colleges outside the sponsoring unit are required, please include letters of support for each.
- Memos of consultation
- External Agreements – if the new program or major revision is dependent upon an external partnership or agreement, this must be completed and included.

Consultation Forms Attach the following forms, as required.Required for all submissions:

- ☐ Consultation with the Registrar form (Note: this form will be completed by SIS during the Consultation with the Registrar meeting. Completion is based upon the proposal and the meeting discussion; no preliminary work from the college is required).
- ☐ Budget forms, including tuition.

- ☐ Complete Catalogue entry, if proposing a new program, or excerpt of existing program with proposed changes **marked in red**
 - o Please include admission requirements, complete program of study, and all new, deleted or changed courses in the entry.
- ☐ Entry for marketing website: admissions.usask.ca/programs/find-a-program OR gradprograms.usask.ca as appropriate.
- ☐ Entry for the Tuition website: students.usask.ca/money/tuition

Required for all new courses:

- ☐ New Course Proposal Form

Required if resources needed: Please consult the attached checklist below for a list of necessary forms to be completed and included in the application package.

Submission of Form:

Please submit all completed Proposal for Curricular Changes and other required forms to this email address: academic_programs@usask.ca

Academic Programs Approval Process
Checklist of forms and consultations to be completed before submission of a *Proposal for New Programs or Curricular Changes* to Academic Programs Committee of Council

	Required Consultation/Office	Required Form (as applicable)	Date completed (if not required, briefly explain why)	Who did you meet with
1	Consultation with other colleges re: impact or similar programs	N/A		
2	Financial Sustainability/Tuition Review	<i>Budgetary and Financial Implications Worksheet</i>		
3	Consultation with Manager, Admissions and Transfer Credit	<i>Admissions Template</i>		
4	Budget Consultation with Institutional Planning and Assessment	<i>Budgetary and Financial Implications Worksheet</i>		
5	Provost sign-off on Budgetary and Financial Implications Worksheet	<i>Budgetary and Financial Implications Worksheet</i>		
6	Secure College Faculty Council Approval	• <i>Proposal for Academic or Curricular Change Form</i> • <i>Completion of Physical Resource and Space Requirement Form</i> • <i>Completion of Library Requirement Form</i> • <i>Completion of ICT Requirement Form</i> • <i>Completion of New Course Creation Form</i> • <i>Completion of Catalogue Entry</i>		
7	(For graduate programs) Secure College of Graduate and Postdoctoral Studies Approval	(As above)		
8	Consultation with Registrar	<i>Consultation with the Registrar Form (completed during the consultation)</i>		

Updated August 2023

Consultation with the Registrar (CWR) – Proposal Highlights

Title of Proposal: Undergraduate Degree-Level Certificate in Forest Resources

General Description: The College of Agriculture and Bioresources proposes this undergraduate degree-level certificate using existing courses. This certificate will be open to existing degree-seeking USask students.

Degree College: College of Agriculture and Bioresources

College Approval: Pending College of Agriculture and Bioresources Faculty Council approval on June 18, 2025

Effective Term: 2026-27, September 2026

Course implications

- No new courses; using all existing courses

Registration and classes

- No change to standard class time slots, terms, and sessions.
- Based on the college's expectation of a "slight increase to enrolment," space booking needs will be similar to current needs. The college will alert the Registrar's Office if space needs change.

Convocation

- No new hood

Financial and Budget

- Standard, existing tuition rates and per credit unit method of assessment
- Provost's Office endorses the proposal and approves proceeding through the approval process.

Student Mobility

- Current USask international students are admissible to this program. It can only be completed as part of a USask degree-level program, so new international students would not be admissible.

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?

Is an existing degree, diploma, or certificate being renamed?

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

Yes	☒	No	☐
Yes	☐	No	☒

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]

Certificate in Forest Resources [long description]

Cert in Forest Resources [short description]

CFRS [suggested degree code] (NOTE: CFR is not available as already in use)

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

Cert.

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

N/A

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?

Degree level

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	☐
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7 Which College is responsible for the awarding of this degree, diploma, or certificate?

College of AB [Agriculture and Bioresources]

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

N/A

9 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.

NOTE: Minors and concentrations are listed on transcripts, but not on parchments (this note also applies to options which are built as concentrations in Banner).

One major is required on all programs [4 characters for code and 30 characters for description]
Renewable Resource Management [description]
RRM [suggested code]

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

N/A

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?

Certificate in Forest Resources [long description]

Cert in Forest Resources [short description]

CFRS [suggested degree code]

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

[30 character maximum for description; 12 character maximum for code]

Cert in Forest Resources [description]

CFRS [suggested program code]

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

N/A

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

College of AB [Agriculture and Bioresources] / Department of Soil Science [SLSC]

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?

N/A

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

N/A

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

1 year (total of 21 credit units)

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?
If yes, choose one of the following?
Domestic Mobility (both jurisdictions are within Canada)
International Mobility (one jurisdiction is outside of Canada)

Yes☐ No☒

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.

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: Program(s) Information for Tuition and/or Tuition Assessment Change with no Curricular Change

1 Is tuition or tuition assessment method changing without a curricular change?

Yes ☐ No ☒

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

2 If YES, what is the name of the program(s), major(s), minor(s), and/or concentration(s)?

Section 7: New College / School / Center / Department or Renaming of Existing

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

Is an existing college, school, center, or department being renamed?

Is an existing college, school, center, or department being deleted?

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

Yes	☐	No	☒
Yes	☐	No	☒
Yes	☐	No	☒

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?

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

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

Section 8: Course Information - AS PER CURRENT SET-UP

- 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?

No

- 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.

Current classes so using current set-up

If NO, a class schedule including the start and end dates, contact hours per week, and special requirements of classes, must be included in the submission package. Has a schedule been provided?

Yes ☐ No ☐

- 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 9: Admissions, Recruitment, and Quota Information**NOTE: This program is only open to current USask students.**

1 Which of the following applications do you expect this program to be included on? Choose ONE option only.

Graduate Certificate, Post-Graduate Diploma, Master's or PhD Degree	Yes	☐
Bachelor's Degree, Diploma or Certificate (includes Colleges of Agriculture and Bioresources, Arts and Science, Education, Edwards School of Business, Engineering, Kinesiology, and Certificate in Dental Assisting)	Yes	☒
Undergraduate program that requires previous post-secondary study (includes Colleges of Dentistry, Law, Medicine, Nursing, Nutrition, Pharmacy, and Veterinary Medicine)	Yes	☐
None of the above (this will require the creation of a new application)	Yes	☐

2 What term(s) can students be admitted to?

YYYY09 [September] and YYYY01 [January]

3 What is the application deadline for each term(s) students can be admitted to?

YYYY09 [September] - application deadline is August 15
 YYYY01 [January] - application deadline is December 1

4 Is this new program a certificate (graduate or undergraduate level) or a non-degree level program?

Yes ☒ No ☐

5 In which of the following situations can a student have this program on their record?

As their primary program.	Yes	☐	No	☒
As their secondary program.	Yes	☒	No	☐

6 For undergraduate programs, will students be admitted to one of the approved majors or an undeclared major?

N/A

7 For undergraduate programs, if there's more than one degree proposed (ex. 3Y and 4Y), which program/degree will students be admitted to?

N/A

8 Does this impact enrollment?

Anticipate a slight increase in enrollment

9 How should Marketing and Student Recruitment handle initial inquiries about this proposal before official approval?

Refer to Department of Soil Science or Amie Shirkie

10 Can classes towards this program be taken at the same time as another program?

Yes

11 What are the admission qualifications? (IE. High school transcript required, grade 12 standing, minimum average, any required courses, etc.)

Regular Admission
 - Completion of at least 18 credit units of post-secondary coursework
 - Minimum average of 60% on 18 or more transferable credit units or the cumulative weighted average from a recognized and/or accredited post-secondary institution; average calculated on all attempted courses (without breaking up an academic session) which are transferable to the University of Saskatchewan

- 12 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.)

Regular Admission

- Average is calculated on 18 or more transferable credits

- 13 What are the admission categories and admit types? (IE. High school students and transfer students or one group? Special admission? Aboriginal equity program?)

Regular admission

- 14 What is the application process? (IE. Online application and supplemental information (required checklist items) through the Admissions Office or sent to the College/Department?)

Process will be similar to that of other degree, diploma and certificate programs in the College of Agriculture and Bioresources.

- 15 Who makes the admission decision? (IE. Admissions Office or College/Department/Other?)

Process will be similar to that of other degree, diploma and certificate programs in the College of Agriculture and Bioresources.

- 16 Letter of acceptance - are there any special requirements for communication to newly admitted students?

No, regular admission letter

- 17 Will the standard application fee apply?

Will be on the current student application so no fee

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

Current, active students will be exempt

- 19 Is there a tuition deposit required?

Yes ☐ No ☒

NOTE: Tuition deposits are non-refundable.

If YES, what is the amount?

N/A

If YES, has it been approved by the Fee Review Committee?

N/A

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

Yes ☒ No ☐

NOTE

If YES and the program is an undergraduate program, a non-refundable tuition deposit of \$1,000.00 will be required to accept the offer of admission.

This is part of the new (Jan. 22, 2024) study permit application process which includes a requirement of a Provincial Letter of Attestation (PAL) be included in the application. USask has an institutional quota for PALs.

These programs will impact our PAL allocations and could also be a limiting factor in some programs and our Strategic Enrolment Management (SEM) plans.

Section 10: Government Loan Information

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?

N/A

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

Yes

Section 11: Convocation Information (only for new degrees)

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

No - is a certificate program

- 2 If YES, has the University Governance Office been notified?

- 3 When is the first class expected to graduate?

Fall Convocation 2026

4

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

Anticipate 30 graduating students per year would be the maximum (more reasonable estimate would be 10-15)

Section 12: Schedule of Implementation Information

- 1 What is the start term?

202609 [September 2026]

- 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 13: 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 14: 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 15: T2202 Information (tax form)

1 Should classes count towards T2202s?

Yes ☒ No ☐

Internship/Coop CRA Requirements

2 Is this an internship or coop program?

Yes ☐ No ☒

If yes, proceed to the following questions.

3 Is the coop a requirement of the student's degree program? If this is a requirement of their degree proceed to the below questions; otherwise, no months are to be provided.

Yes ☐ No ☐

4 Is the student required to work 10 hours per week on "work in the program" that is evaluated (i.e. graded) by someone from the University (for full time months) or 12 hours per month (for part-time months)? These hours would typically be over and above the hours worked for the 3rd party employer (see question 5 below).

Yes ☐ No ☐

5 Is the "work in the program that is graded by USask" a minimum of 3 consecutive weeks?

Yes ☐ No ☐

6

The work hours done in the coop for 3rd party employer typically, would not count unless it was graded by someone hired by USask. If it is graded by someone hired by USask, please explain exactly what is graded and how many hours approximately a student spends each week on these assignments (for full time months) or time spent each month (for part-time months).

Section 16: 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 17: Government of Saskatchewan Graduate Retention (Tax) Program

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 18: Program Termination

1

Is this a program termination?
If yes, what is the name of the program?

Yes

☐

No

☒

2

What is the effective date of this termination?

3

Will there be any courses closed as a result of this termination?
If yes, what courses?

Yes

☐

No

☐

4

Are there currently any students enrolled in the program?
If yes, will they be able to complete the program?

Yes

☐

No

☐

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

Yes

☐

No

☐

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 19: Proposed Tuition and Student Fees Information - AS PER CURRENT SET-UP**NOTE: All required courses currently exist and tuition will remain as currently 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 Has the Provost's Office and Strategic Finance Office reviewed the proposed tuition and fees as well as financial sustainability assessment and provided support to move this proposal forward to Academic Programs Committee?

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

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

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

9 Do standard cancellation fee rules apply?

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

11 Are you moving from one tuition code (TC) to another tuition code?

Yes ☐ No ☐

If YES, from which tuition code to which tuition code?

12 If international students are admissible to the program, will they pay the international tuition differential? If YES, explain the amount.

Yes ☐ No ☐

13

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 20: 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 TLSE, Transfer Credit, been informed about any new / revised courses?	Yes	☐	No	☐
5	Has ICT-Data Services been informed about this new or revised degree / program / major / minor / concentration?	Yes	☐	No	☐
6	Has the Library been informed about this new / revised program?	Yes	☐	No	☐
7	Has ISA been informed of the CIP code for new degree / program / major?	Yes	☐	No	☐
8	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	☐
9	Has the Convocation Coordinator been notified of a new degree?	Yes	☐	No	☐
10	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. Financial Strategy Office (FSA)		☐		
	d. Office of the Provost		☐		
	e. Board of Governors		☐		
	f. Other		☐		

SIGNED

Date: Email signatures June 9, 2025

Acting Registrar (Salomé Ries):

College Representative(s):

IPA Representative(s):

Forest Resources Certificate Admissions Framework

Admission Qualifications

Regular Admission

- Completion of at least 18 credit units of post-secondary coursework
- Minimum average of 60% on 18 or more transferable credit units or the cumulative weighted average from a recognized and/or accredited post-secondary institution; average calculated on all attempted courses (without breaking up an academic session) which are transferable to the University of Saskatchewan.
- Proficiency in English

Selection Criteria

- Regular admission: Academic average—100% weighting
 - o Average is calculated on 18 or more transferable credits

Categories of Applicants

Regular Admission

- Admission is based on the successful completion of at least 18 credit units of transferable university-level coursework at a recognized and/or accredited post-secondary institution, with an average of at least 60%.

Forest Resources

Certificate (Cert.)

The Forest Resources certificate will provide students with a strong understanding of forest resources in Saskatchewan complemented by experiential learning opportunities. The certificate consists of three core course requirements to promote ecological classification, landscape dynamics, and data collection in forested settings. 12 additional credit units are required that augment student interests related to forest measurements and techniques, modelling, planning, hydrology, and ecological restoration which align with optional accreditation concentrations according to Forest Professional Regulators of Canada guidelines.

Certificate Requirements (21 credit units)

Required Courses (9 credit units)

- RRM 215.3 Identification of Saskatchewan Plants and Soils or PLSC 213.3 Principles of Plant Ecology or BIOL 228.3 An Introduction to Ecology and Ecosystems (PLSC 213.3 Principles of Plant Ecology is preferred)
- PLSC 425.3 Forest Ecology
- SLSC 460.3 Forest Soils

Electives (12 credit units)

Choose 12 credit units from the following:

- AREC 238.3: Natural Resource Economics
- AREC 430.3: Advanced Natural Resource Economics
- BIOL 331.3: Plant Physiology
- BIOL 373.3: Community Ecology
- BIOL 470.3: Conservation Biology
- ENVE 432.3 Land Management and Reclamation
- GEOG 328.3 Groundwater Hydrology
- GEOG 385.3: Analysis of Environmental Management and Policy Making
- GEOG 386.3: Environmental Impact Assessment
- PLSC 413.3 Advanced Plant Ecology
- PLSC 427.3 Ecology and Management of Invasive Plants
- RRM 321.3 Resource Data and Environmental Modelling
- SLSC 350.3 Terrestrial Restoration

Library Requirements for New Programs and Major Revisions

This form is to be completed by the librarian assigned liaison responsibilities for the sponsoring college/department. Contact the [appropriate librarian](#) for assistance. Attach the completed form to the program proposal prior to submission to the Academic Programs Committee. Additional comments may also be attached if required.

1. Proposal Identification

- 1.1. Full name of program: Forest Resource Certificate
- 1.2. Short form (degree abbreviation): FR Certificate
- 1.3. Sponsoring college/department: College of Agriculture and Bioresources / Soil Sciences
- 1.4. Degree level: Undergraduate ☒ Graduate: ☐

2. Current library collections, services, and spaces to support this program

2.1. Current library collections

Books

Books play a significant role in learning and researching to College of Agriculture and Bioresources faculty and students. Members of the college are encouraged to participate in book selection by sending their recommendations to the Liaison Librarian. 2024/2025 allocation for Agriculture and Bioresources book acquisition is \$24,788, and it has remained stable over the past few years.

To ensure accessibility of books for students on and off campus, purchasing electronic version of the book has become more prevalent in recent years. Both electronic and print titles available in the University Library are indexed in the library catalogue. A broad catalogue search combining the terms “forest” and “resource” retrieved 1,520 e-books and 764 printed books; particularly, 304 resources were published in the last 5 years (2020-2025). The printed books on forest resource are mainly located in the Science Library. As the field covers interdisciplinary topics, resources are available in other branch libraries (i.e. Murray and Law Library).

The University Library also offers a broad range of e-book collections mostly funded through central university library collection fund in many disciplines from major academic publishers. The following e-book collections include a substantial number of books in the disciplines of agriculture and bioresources including forest resource:

[Canada Commons: Canadian Books & Think Tanks](#)
[eBook Central](#)

[EBSCOhost eBook Collection](#)

[ScienceDirect](#)

[SpringerLink: Books](#)

[Wiley Online Library](#)

In addition to e-books provided by traditional publishers, the University Library also supports open access movement and provides direct access to free peer-reviewed e-book collections such as [Directory of Open Access Books \(DOAB\)](#), and [MIT Press Direct to Open Ebooks](#), which also include a considerable number of e-books on agriculture and bioresources.

Journals

The University Library invests significantly in journal subscriptions, most of which are available online, to support the teaching, learning, and research at the University of Saskatchewan. The library subscribes to nearly complete collections of journals from major scholarly publishers, including Springer, Elsevier, Oxford University Press, Cambridge University Press, and selected subscriptions to journals of other publishers. The selection of journals at the University Library is sufficient to support the Agriculture and Bioresources undergraduate degree. As the proposed program is based on existing courses, the current selection of journals is sufficient to supporting the program.

Open access (OA) scholarly journals and scholarly material are becoming increasingly and freely available to the students and researchers of the University. The full-text of many of these OA journal articles can be identified and accessed through database and web searching.

Electronic Resources and Databases

Both subscription-based and publicly available subject databases are used by students and researchers in College of Agriculture and Bioresources to access full-text e-resources. “Find it” linking feature, embedded by the university library in subscription-based e-resources as well as publicly available web resources like Google Scholar, supports seamless access to our licensed full-text journals.

The University Library subscribes to approximately 660 databases. The major databases for agriculture and bioresources include the following:

[Web of Science Core Collection](#)

[ABI/INFORM Collection](#)

[AGRICOLA](#)

[CABI: CAB Abstracts & CAB Abstracts Archive](#)

[AgEcon Search](#)

[Scopus](#)

[GreenFILE](#)

[Academic Search Complete \(ASC\)](#)

[JSTOR Sustainability](#)

[Academic Search Complete \(ASC\)](#)

[Compendex and Engineering Index Backfile](#)

In addition to subject specific electronic resources, the library provides extensive resources on indigenous and northern studies. These resources are essential in supporting the northern and

indigenous perspectives focus on the program. Some relevant example of indigenous and northern studies resources include:

Informit Indigenous Collection
I-Portal - Indigenous Studies Portal
Bibliography of Indigenous Peoples in North America
Arctic & Antarctic Regions

Data Sets and Government Information

Data sets and government information is highly for the proposed program.

While increasing number of government publications, statistics, and GIS information resources are freely available on the internet, not everything is open access. The Library provides access to many licensed services. For example, the University Library subscribes to the Data Liberation Initiative License that allow its users to get access to a range of Statistics Canada datasets, including census data and specialized surveys. The Data and GIS Librarian and the Government Information Librarian at the University Library have specialized expertise to help users find specific data sets and government information.

InterLibrary Loan

The Interlibrary Loan (ILL) Service connects students, faculty and staff at University of Saskatchewan to materials not owned by the University Library free of charge. The service must align with the Fair Dealing Guidelines between the University Library and the other libraries. Both print and electronic ILL and scan requests are accepted. Electronic ILL requests are often delivered more quickly and are accessible on the requester's own device.

2.2. Current library services

The following library services are readily available to the College of Agriculture and Bioresources and would also support the Forest Resource Certificate.

Liaison Services

The College has a liaison librarian who is assigned to developing collection, providing research support and consultations, teaching information literacy skills and communicating library services and initiatives to students, faculty and staff in AgBio. The liaison librarian will continue to provide services to all members of the College, including those who are completing the certificate.

Student Academic Support

The Learning Specialists provide diverse services and supports to undergraduate students to improve their academic skills from a variety of perspectives including time management, writing skills, and preparing for exams. Each term, online and in-person workshops targeting undergraduate student academic skills are offered. Resources on academic skills (i.e. Library guides on writing) and help centers for writing, mathematics and statistics are also available. Students could also request individual appointments with the Learning Specialists and subject tutors to help with specific needs.

Research Support Services

The Library Research Support Services Division provides specialized services in scholarly publishing, research data management and synthesis reviews to further support the needs of students and researchers of the University of Saskatchewan.

The newly integrated Canadian Hub for Applied and Social Research (CHASR) offers research services that cover all phases of research on a cost-recovery basis. Their services include training (i.e. statistical software), research designing, data collection (i.e. interviewing, surveys), data processing, data analysis, and reporting.

Distance and Distributed Library Services

The library offers free distance and distributed services to all members of the University of Saskatchewan and will mail library materials directly to the library users at any address within Canada other than locations on the main campus in Saskatoon.

2.3. Current library spaces

The University Library has six branches across campus, offering diverse physical spaces for studying and learning to meet wide range of student needs. This includes social spaces (i.e. Engineering Learning Commons), open and private individual and group study spaces, quiet study spaces, and spaces with accessibility considerations (i.e. low-sensory room). The University Library also offers 43 bookable study rooms that is mostly equipped with screens that are PC and Mac compatible; they can be used for individual or group activities like practicing presentations. The University Library also offers technology support like the Library Desktop Computers with extensive list of software and applications installed for student and staff use.

3. Required revisions or additions to collections, services, or spaces to support this program

3.1. Required changes for library collections

The courses required to complete the certificate-based program are already offered at the College of Agriculture and Bioresources. The instructors of existing courses may request for course reserves and purchasing of course materials or resources, but the creation of the certificate program would not have instigated the need.

3.2. Required changes for library services

The current library services and online resources are sufficient for this certificate-based program. Promotion of library services and materials may be beneficial for the students and instructors.

3.3. Required changes for library spaces

The existing library spaces meet the certificate-based program's needs, and no changes are expected.

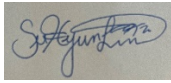
4. Summary assessment of library capacity and requirements to support the new program

As written in section 3.1, the certificate-based program is organized around courses that are already delivered at the College of Agriculture and Bioresources. Therefore, the current collections, collection services, library services and library spaces would sufficiently support this program.

While no concerns or increased need is expected, the introduction of the program may increase enrollment of courses required for the program; this may require adjustment to user restrictions on relevant electronic collections and course reserves. Ongoing support and monitoring may be required, particularly after the initial launch, but would not significantly impact the work of the liaison librarian, collection funding or library services.

Date: 2025-03-06

Liaison Librarian: Su Hyun Lim



Dean, University Library: Charlene Sorensen



Faculty member for the sponsoring college/dept: _____



Physical Resource & Space Requirements for New and Revised Academic Programs

This form is to be completed by the faculty member responsible for the program proposal in consultation with Registrarial Services and the Division of Facilities Management. Contact the Senior Coordinator of Scheduling, Registrarial Services (#4570) or Facilities Planning and Development (#4574) for assistance.

Attach the completed form to the Consultation with the Registrar form prior to submission to the Academic Programs Committee. Additional comments may be attached if required.

Name of program

1.0	Space and Renovations	
1.1	Does the new/revised program require space resources in addition to the college/department's present space allocation?	
No	X	Skip to question 1.3
Yes		Describe below
Type of space	Labs and Classrooms	
Amount of space	20-30 Students on average	
Occupants	20-30 Students on average	
Area or capacity	Teaching and Instruction	
Special requirements	No	

e.g. Fume hoods, cold rooms, A/C etc.

Some examples of types of space are: classroom, office (faculty, staff, graduate student), laboratory (teaching, research), workshop, studio, rehearsal room, field plot, animal facilities, etc.

1.2	Is the college/department aware of space outside of its resources which can accommodate needs?	
No		Skip to question 1.3
Yes		Describe below

1.3	Does the new/revised program require renovations to the college/department's current space?	
No	X	Skip to Question 1.3
Yes		Describe Below
Desc of renovations	N/A	
Rooms	N/A	
Present use	N/A	
Proposed use	N/A	

Note - including special installations, e.g. fume hoods

1.4	Has a Project Request form been submitted to Facilities Management for above additions or renos?	
No	X	
Yes		Please attach a copy of the form.

1.5	Can development of any of the proposed additions or renovations be phased or completed in stages?		
No	N/A		
Yes		Please attach a copy providing timeframe and costs for each	

2.0 Equipment

2.1	Does the new/revised program require additional equipment or upgrades to current equipment?		
	No	X	Yes
	Describe		
	Equipment required	N/A	
	Quantity required	N/A	
	Estimated unit cost	N/A	
	Estimated total cost	N/A	

Note - whether the installation of equipment will require additional space or renovations, or if there are special electrical, cooling, ventilation, plumbing, etc. requirements.

3.0 Funding

3.1	Are college/dept funds available for the required new space, renovations or equipment?		
	Initial costs N/A		
	No	X	Yes
	Ongoing operating/maintenance costs?		
	No	Yes	

3.2	Are funds available from non-base budget/external sources towards the cost of any of the new space, renovations, or equipment?		
	Initial costs N/A		
	No	X	Yes
	Ongoing operating/maintenance costs?		
	No	Yes	

3.3	Will there be a request to the Capital Planning Committee for capital funds to accommodate the program?		
No	X	Yes	

4.0 Additional comments

4.1	If relevant, please comment on issues such as adequacy of existing physical resources for delivering the proposed program, the feasibility of proposed additions or renovations, sources as funding, etc.
-----	---

The program does not require additional space on campus and will work within the areas in the building. Submitted on behalf of bryan.mood@usask.ca. Please contact with any questions

--

Associate Registrar

--

Date



UNIVERSITY OF
SASKATCHEWAN

Information Technology Requirements for New Programs and Major Revisions

This form is to be completed by the faculty member responsible for the program proposal in consultation with Information and Communications Technology. Contact ICT Client Services (phone 4827) for assistance.

Attach the completed form to the program proposal prior to submission to the Academic Programs Committee. Additional comments may also be attached if required.

1. Proposal Identification
Full name of program: **Forest Resources Certificate**
2. Distance Education
Does the new/revised program include courses that are delivered by 'distance education'? Yes **No**
Face-to-face off-campus Televised Multi-mode Independent Study
Web-based Other (specify)
3. Network Requirements
 - 3.1 Does the program have any new special network requirements?
No, network requirements are unchanged from existing program
Yes, the program has the following new network requirements:
Video transmission (specify)
General Web and e-mail usage
Large (10MB or more) file transfers
Other (specify)
 - 3.2 Does the program require any new access to the Internet or the Canadian Research network?
No, existing access and bandwidth (speed) are adequate
Yes, additional network access is required
Describe new requirements (e.g. type of access, room numbers, number of computers, bandwidth required):
 - 3.3 Will students require new access to University IT resources (e.g. library, e-mail, computer labs, etc.) from their homes?
No, home access requirements are unchanged from existing program
Yes, students will require new access to IT resources from home (please clarify the access required and how it should be provided):
4. Software Requirements Please list the software that will be required for the program (e.g. e-mail, web pages, SPSS, discipline-specific software, etc.), and indicate where it needs to be available. Include cost estimates for initial purchase and ongoing support/upgrading, if applicable.

N/A

5. Hardware Requirements
Please list any special IT hardware required for the program (e.g. high performance workstations, colour printers, scanners, large disk space, etc.) and indicate whether the new hardware will be provided by the college/department or centrally by the University. Include cost estimates for initial purchase and ongoing support/upgrading.

N/A

6. Computer Lab Access
Does the program have new computer lab access requirements?
Computer lab access requirements are unchanged from existing program
General ('walk-in') access is required hours/week/student
Access for classes/tutorials is required hours/week/student

Estimated number of students in program: **20 by year five**

7. Student IT Support
Please describe any new requirements for student IT support (e.g. number of hours training per term, training topics, number of hours of user support per week during office hours and evenings/weekends).

No additional training or support required.

8. Faculty IT Support
Please describe any new requirements for faculty IT support (e.g. number of hours training per year, training topics, number of hours of one-on-one support per year, support for course development, support for desktop hardware, software and peripherals, other).

No additional training or support required.

9. Impact on Institutional Systems
Please describe any changes that may be necessary to institutional systems in order to support the proposed program (e.g. student information system, telephone registration system, financial systems, etc.). Provide an estimate of the cost of systems modifications. Refer to modifications identified in the Office of the Registrar Consultation Form if applicable.

No additional impacts on system.

Date: **February 25, 2025**

Information and Communications Technology

Faculty Member (sponsoring college/dept) **Bryan Mood; Department of Soil Science; College of Agriculture and Bioresources**

June 17, 2025

College of Agriculture and Bioresources
University of Saskatchewan
51 Campus Drive,
Saskatoon, SK S7N 5A8

Subject: Letter of Support for the Proposed Forest Resources Certificate Program

Dear Dr. Bedard-Haughn:

The Association of Saskatchewan Forestry Professionals (ASFP) is pleased to provide this letter of support for the proposed Forest Resources Certificate program within the College of Agriculture and Bioresources at the University of Saskatchewan. As the professional regulator for forestry practitioners in Saskatchewan and a member of the Forest Professional Regulators of Canada (FPRC), we recognize the critical need for enhanced forestry education in our province and commend the strategic initiative to address this gap.

Addressing Industry and Professional Needs

Saskatchewan's forestry sector faces a significant labour shortage, particularly among individuals meeting the national competency standards required for professional registration (as established by FPRC). Currently, no post-secondary institutions in Saskatchewan offer FPRC-accredited forestry programs. Consequently:

1. A growing number of applicants for professional designation graduate from non-accredited programs and must register as *in-training practitioners*.
2. These individuals face challenges in accessing localized training to bridge competency gaps identified through ASFP's credential assessments.
3. Internationally trained professionals also frequently require accessible, high-quality education to bridge competency gaps to meet provincial registration requirements.

The absence of accredited forestry programs in Saskatchewan has created a pressing need for structured, province-based educational pathways. The Forest Resources Certificate represents a vital first step toward building this capacity and aligns with ASFP's mandate to support a competent, sustainable forestry workforce.

Commitment to Collaboration

ASFP is committed to supporting the development of this program and the College's long-term goal of achieving FPRC accreditation should this be a goal of the College. To facilitate this, we offer the following:

1. **Competency Gap Analysis:** Provision of feedback on common competency gaps observed among applicants for professional registration to inform curriculum design to address industry needs.
2. **Program Advisory Committee:** Willingness to appoint an ASFP delegate to serve on the program's advisory committee, if desired.

Box 331, Station Main Prince Albert, SK S6V 5R7

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3. **Professional Practice Education:** An ASFP representative will deliver sessions to certificate students on professional practice including the role of professional regulators and the value of lifelong learning.
4. **Advertising:** Provision of free advertising for the program on the ASFP member pages and in the newsletter as a continuing competence and gap filling program for members.

The Forest Resources Certificate holds considerable promise for strengthening Saskatchewan's forestry education ecosystem, supporting workforce development, and empowering future forest practitioners to meet the requirements for registering as forestry professionals in the province. ASFP enthusiastically endorses this initiative and looks forward to supporting the College to ensure the program's success. We are confident this program will catalyze further investment in forestry education and help address the industry's critical labour shortages.

Should you require further input or wish to discuss collaboration details, please contact ASFP at admin@asfp.ca or by phone at 587-557-2126 ext. 105.

Sincerely,



Darryl Sande, RPF
Past President and Admissions Committee Chair
Association of Saskatchewan Forestry Professionals
admin@asfp.ca

cc. Dr. Bryan Mood and Dr. Colin Laroque



“Proudly representing the Saskatchewan forest industry”

July 8th, 2025

College of Agriculture and Bioresources
University of Saskatchewan
51 Campus Drive,
Saskatoon, SK S7N 5A8

Subject: Letter of Support for the Proposed Forest Resources Certificate Program

Dear Dr. Bedard-Haughn:

Forest Saskatchewan Ltd. is pleased to provide this letter of support for the proposed Forest Resources Certificate program within the College of Agriculture and Bioresources at the University of Saskatchewan. As an industry association advocating for the forestry industry in Saskatchewan, we recognize the urgent need for enhanced forestry education in Saskatchewan and commend the strategic initiative to address this gap.

We are encouraged to see the initiative undertaken by the College in developing the proposed certificate. Offering this certificate to students will inform them of the career opportunities in forest management, provide them with more forest management specific learning's, and move the College further down the path of full accreditation.

A fully accredited program in Saskatchewan will go a long way in ensuring Saskatchewan's forests are managed by skilled professionals trained in Saskatchewan and recognized across Canada.

Yours truly,

Carl N Neggers

June 17, 2025

College of Agriculture and Bioresources
University of Saskatchewan
51 Campus Drive,
Saskatoon, SK S7N 5A8

Subject: Letter of Support for the Proposed Forest Resources Certificate Program

Dear Dr. Bedard-Haughn:

Forsite Consultants Ltd. is pleased to provide this letter of support for the proposed Forest Resources Certificate program within the College of Agriculture and Bioresources at the University of Saskatchewan. As an employer of forestry practitioners in Saskatchewan and across Canada, we recognize the urgent need for enhanced forestry education in Saskatchewan and commend the strategic initiative to address this gap.

As an employer of Renewable Resource Management graduates, we see first-hand the quality of education the students receive from the program; However, there are discernible gaps in their knowledge related to forest management objectives and practices. We are encouraged to see the initiative undertaken by the College in developing the proposed certificate. Offering this certificate to students will inform them of the career opportunities in forest management, provide them with more forest management specific learnings, and move the College further down the path of full accreditation.

A fully accredited program in Saskatchewan will go a long way in ensuring Saskatchewan's forests are managed by skilled professionals trained in Saskatchewan and recognized across Canada.

Yours truly,



Darryl Sande, RPF
Manager
Forestry Operations, Saskatchewan