UNIVERSITY COUNCIL

ACADEMIC PROGRAMS COMMITTEE OF COUNCIL

REQUEST FOR DECISION

PRESENTED BY: Len Proctor, Chair, Academic Programs Committee

DATE OF MEETING: June 16, 2011

SUBJECT: **University Nomenclature Report 2011**

DECISION REQUESTED:

> **That Council approve the University Nomenclature Report, effective July 1, 2011.**

Background
University Nomenclature provides a consistent and cohesive language and framework for students, faculty, and administrators to discuss academic programming at all levels. As well as providing definitions of university academic units and programs, it also provides a structure to assist in determining approval authorities for various types of program and course proposals.

The 2011 Nomenclature Report was developed by the Nomenclature Subcommittee over a two year period. The Subcommittee undertook a broad consultation process with colleges and administrative units, and reported to the Academic Programs Committee in June, 2010, regarding various academic issues relating to Nomenclature. Their report is attached.   During the consultation phase, input was received from University Secretary Lea Pennock, Information Strategy and Analytics director Troy Harkot, ESB Associate Dean Alison Renny, CCDE director Bob Cram, School of Public Health director Allan Backman, the Program Committee of the Division of Biomedical Sciences, Integrated Planning analysts, and the Committees on Academic Programs and Standards in the College of Arts and Science. Suggested changes have been incorporated into the draft document.

In the fall of 2010, Jason Doell and the Student and Enrolment Services Division undertook additional consultation with administrative units, and developed further revisions of the report to cover the university's student information and information management systems.

The draft report was presented to Council as a Request for Input in March, 2011. The final version of the document was presented as a Notice of Motion in May, 2011.

Major revisions:

1. Field of Study and Level of Study
The report contains a large number of updates to definitions to reflect current university practices.   In terms of substantive changes to terminology, the former terminology of "Field of Specialization" and "Level of Concentration" is changed to the simpler terminology of "Field of Study" and "Level of Study". This change will reduce possible confusion about a broader use of the variety of terminology within colleges, as well as within degree monitoring programs.

2. Use of "term" rather than "session"
Though the terminology of "academic session" is still in place, university scheduling documents now usually refer to "terms" rather than "sessions" in describing academic time periods.   The timing, names and scheduling of academic terms should be discussed further.

3. Additional definitions
Definitions have been added or enhanced to provide additional information about Schools, Divisions, Platforms, Program Options, operational credit units, the difference between off-campus classes and off-campus sites, the degree parchment, the transcript, laddering, Selected Topics course, mutually-exclusive course, and federated college. Definitions from other documents such as the *University of Saskatchewan Act 1995*, the Special Topics policy, and so forth have been added where these are useful – for example, the fiscal year, definitions of faculty and governing bodies. Definitions for Junior College and Virtual College have been deleted.

The term "Academic Unit" has been added (p. 11) to clarify that for specific programs the academic authority could be a division, a research centre or an interdisciplinary administrative committee.

4. Credit for co-instructors and double-listing of courses
The student information system can permit proportional allocation of credit for teaching. This resolves the administrative difficulties of allocating teaching credit for courses co-taught by faculty in two or more departments.   Double listing of courses would continue to be permitted following circulation through the University Course Challenge and approval by APC, as outlined on page 17.

5. Student Transcripts policy
Additional standards should be established for the student academic transcript and record.

ATTACHMENTS:
Nomenclature Report 2011