UNIVERSITY COUNCIL

ACADEMIC PROGRAMS COMMITTEE

FOR INFORMATION ONLY

PRESENTED BY:	Len Proctor, Chair, Academic Programs Committee of Council
DATE OF MEETING:	June 21, 2012. Some of the items in this report have been brought forward from the May, 2012 meeting
SUBJECT:	**Items for Information:**

**Pharmacy and Nutrition: Change to Academic Calendar for
fourth-year students**
CGSR: Increase in Physical Therapy program credit units
CGSR: Change of program name to Biological Engineering
**Education: Change of name for Vocational Education
Certificate**
**Veterinary Medicine: Increase in Veterinary Medicine Year
Four program**
Nomenclature Report: Addition of mobility terminology
Annual Report of the committee for 2011-12

COUNCIL ACTION: For information only

SUMMARY:
The following items were approved by the Academic Programs Committee at its meeting of April 25, 2012 and are reported to Council for information:

1. Pharmacy and Nutrition: The Academic Calendar for fourth-year pharmacy students has been changed to accommodate clinical program requirements

2. CGSR Physical Therapy program: The number of credit units required for the Master of Physical Therapy program has been increased by 1 credit unit due to an additional credit for PTH 818 Functional Neuroanatomy

3. CGSR Agricultural and Bioresource Engineering program name change: The name for these graduate programs has been changed to "Biological Engineering" to more closely reflect the name of the department.

The following items were approved by the Academic Programs Committee at its meetings of May 9 and May 23, 2012 and are reported to Council for information:

4. Education: Change of name for Vocational Education Certificate. The name of this certificate of proficiency was changed to " Certificate in Secondary Technical Vocational Education" as an editorial revision to the Calendar in 2007 but it was determined this year that

the name change had not been approved by Council. The Academic Programs Committee agreed to authorize this name change retroactively by committee motion.

5. Veterinary Medicine: Increase in Veterinary Medicine Year elective requirements. The increase of between 2 to 4 credit units in required electives was approved for students beginning in 2013, with existing students also eligible to take an increased number of electives.

6. Nomenclature Report: Addition of mobility terminology.

7. Annual Report of the Academic Programs Committee for 2011-12

ATTACHMENTS:
Email from Pharmacy and Nutrition
CGSR Physical Therapy program change summary
CGSR Name Change form
Memo from Education
VCVM memo
Mobility terminology list from SESD
Annual report

Change to Academic Calendar regarding Pharmacy fourth year schedule

Email regarding change of term end date for fourth-year Pharmacy, to May 3, 2013

The second term of 4th year for pharmacy students is all experiential . It is three 5 week placements with a week in between each because students sometimes have to move to a different city or different part of the province or sometimes even out of province. We normally try to start around January 3 or 4th. Starting on the 4th in 2013 does not make sense- it is a Friday and not good for health regions. The health regions (where more than 1/3 of our students will be starting) are really opposed to starting on January 3rd because they are not up to full staffing and hospital patient capacity is also not up after the Christmas break. This year looking at the schedule, we decided to try to accommodate them and start the following week.
Our schedule will now look like this:
    Block 1   Jan 7 – Feb 8, 2013
    Break Feb 11 – Feb 15
    Block 2   Feb 18 – Mar 22
    Break Mar 25 – 29th
    Block 3 – Apr 1 – May 3

Yvonne Shevchuk
College of Pharmacy and Nutrition

Change to total number of credit units in Physical Therapy program:

School of Physical Therapy

From: PTH 818.2 – Functional Neuroanatomy
To: PTH 820.3 – Same title
Rationale: The School of Physical Therapy's (SPT) Executive Curriculum Committee (ECC) received feedback from student course evaluations and through student representation on the committee, questioning the rationale for PTH 818 Functional Neuroanatomy to be only two credit units. It was felt that the workload of this class was not adequately represented by the credit units. This initiated a review by the ECC beginning in January 2010 which included consultation with the Biomedical Sub-committee of ECC and the PTH. 818 instructor, Thomas Langer (minutes supported). On review of the original Graduate Course Proposal Form, it notes the total course hours from lectures to be 24 and the labs 24. Student feedback noted that there were considerably less hours of lab time. In discussion with the instructor, a lab defined in neuroanatomy is related to clinical cases. The number of hours in PTH. 818 in the 2011-12 academic year devoted to actual time spent in the anatomy lab is 6 hours (occasionally eight depending on statutory holiday). The rest of the time spent in the course is within the classroom in lecture or working through clinical cases, which is another teaching method used in this course. The SPT understands that lab hours are weighted less when calculating the credit units. It is recommended that the credit units of this course be recalculated based on 6 hours of actual lab time and 42 hours of lecture. It is felt that 3 cu will more appropriately represent the workload of this course and be consistent with the approach used in other PTH courses with respect to lab and lecture hours.

Master of Physical Therapy - Required Credit Units Increase
With approval of PTH 820.3 the total required credit units for the Master of Physical Therapy would increase from 137 to 138.

Contact Person: cathy.arnold@usask.ca
Approval: Graduate Programs Committee, March 21, 2012

MEMORANDUM

To: Cathie Fornssler, Committee Coordinator
Academic Programs Committee of University Council

From: Trever Crowe, Associate Dean
College of Graduate Studies and Research

Copies: O. Baik, L. McIntyre, P. Skilnik

Date: April 19, 2012

Re: Recommendation for APC review of the proposal for Program, Degree, Field of Specialization, and
Course Label changes to the PGD, M.Eng., M.Sc., and Ph.D. in Agricultural and Bioresource Engineering

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Consistent with the Curricular Changes – Authority for Approval chart approved by University Council April 2002, attached is a report that describes the review of the proposed name changes in Agricultural and Bioresource Engineering.

This report includes three appendices: CGSR committees' recommendations for approval, correspondence associated with the review process (most recent to earliest), and the CGSR approved version of the proposal. The formal review started with the Graduate Programs Committee on December 6, 2011 and the final motion to recommend to the Academic Programs Committee was made by the College Executive Committee on April 19, 2012.

The College of Graduate Studies and Research supports the proposal for Program, Degree, Field of Specialization, and Course Label changes to the PGD, M.Eng., M.Sc., and Ph.D. in Agricultural and Bioresource Engineering . If questions or concerns arise during the review by the Academic Programs Committee, I would be happy to respond.

Trever Crowe

TC/ls

Graduate Programs and Graduate Executive Committees Discussion and Approvals

Graduate Programs Committee

The proposal for Program, Degree, Field of Specialization, and Course Label changes to the PGD, M.Eng., M.Sc., and Ph.D. in Agricultural and Bioresource Engineering was reviewed by Graduate Programs Committee on December 6, 2011 and on March 21, 2012. A motion to recommend the proposal for Graduate Executive review was made on March 21, 2012.

MOTION: "that the *Request for Change of Name* proposal for the Program, Degree, Field of Specialization, and Course Label names for the PGD, M.Eng. M.Sc. and Ph.D. in Agricultural and Bioresource Engineering be recommended to Graduate Executive committee for review." G. Putz/B. Nelson. All in favour. Carried.

Graduate Executive Committee
The proposal was reviewed, as submitted to APC, by Graduate Executive on April 19, 2012. A motion to recommend to APC for review was made on April 19, 2012.

AGRICULTURAL AND BIORESOURCE ENGINEERING - Proposed Name Change

MOTION: *"To approve the proposed program and degree name change from Agricultural and Bioresource Engineering to Biological Engineering."* **McIntyre/Zellar CARRIED 1 abstention**

Crowe summarized that previously the department and College of Engineering had changed its undergraduate program name but had not changed the graduate program name. To be consistent with the undergraduate programs and in line with other naming standards across North America, the department recommends the graduate program and degree name be changed to 'Biological Engineering'.

Office of the University Secretary

<u>Request for Change of Name</u>

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

Submitted by: Oon-Doo Baik, Graduate Chair of ABE program   Date: March 6, 2012 (revised version) and, Nov. 2011 (first submission)_____

College: _College of Graduate Studies and Research_____

College approval date:_____

Proposed effective date of the change: _May. _2013 or earlier if possible_____

1. Proposed change of name

	From:	To:
College		
Department		
Program name	**Agricultural and Bioresource Engineering**	**Biological Engineering**
Degree name	**PGD, M.Eng., M.Sc. and Ph.D. in Agricultural and Bioresource Engineering**	**PGD, M.Eng., M.Sc. and Ph.D. in Biological Engineering**
Name of Field of Specialization (major, minor, concentration, etc)	**Agricultural and Bioresource Engineering**	**Biological Engineering**
Course label (alphabetic)	**ABE**	**BLE**
Building		
Street		
Other		

Template – October, 2008

2. Documentation

Rationale

- Since July 1, 2010 our Department name has been changed to "Chemical and Biological Engineering (CBE)". Thereafter, one of our undergraduate program names was changed from "Agricultural and Bioresource Engineering (ABE)" to "Biological Engineering (BLE)". After significant consideration, we found our graduate program "Agricultural and Bioresource Engineering' should also be named as "Biological Engineering" to move forward and to be consistent with our current undergraduate program name and further department identity. This would also bring the name of the program in line with other programs of similar origin and current content across North America conforming to the wishes of the ED-210 committee vote (July 2005) to have all programs associated with American Society of Agricultural and Biological Engineers (ASABE) and CSBE (Canadian Society of Bioengineering) to be named *Biological Engineering*.

- Graduate students strongly support the name change although a few students expressed concerns about the weak identity and popularity of the new program name. These days, majority of our potential applicants search and contact their potential supervisors from web sources, often googling with key words related to their fields of interest, for example "food and bioprocess engineering", thus the concerns might be resolved by enhancing our website contents on program descriptions, courses and fields of research, and job opportunities. Many applicants outside the North America are now getting familiar with the name change trend in North America through ASABE or Institute of Biological Engineering (IBE) and other related academic journals (Journal of Biological Engineering, Biosystems Engineering, Trans of ASABE, etc.)

- The name opens opportunities to enhance synergies with the Chemical Engineering program.

- This name change was approved during the CBE Department meeting on Nov. 15, 2011.

- This is not a change in the content of the program content but only a name change.

Background

- In North America, Biological Engineering has covered Agricultural Engineering plus more according to the definition by IBE: "Biological engineering is the biology-based engineering discipline that integrates life sciences with engineering in the advancement and application of fundamental concepts of biological systems from molecular to ecosystem levels." (IBE, 2011). Currently, our graduate program covers bioenergy production systems, machine design for food production, food processing and system design, nutraceutical isolation and purification, pharmaceutical manufacturing, bio-composite material utilization, animal and plant environmental design, soil and water utilization for food production, and biomass collection and densification, and has been expanding to human and animal health as well.

- In 1966 North Carolina State University changed its curriculum and department names from Agricultural Engineering to *Biological and Agricultural Engineering*. Shortly thereafter Mississippi State University in 1968 created the first *Biological Engineering* curriculum to add to its Agricultural Engineering curriculum. Names of programs still remained predominantly Agricultural Engineering through the 1970s and 1980s. As can be seen in Figure 1, academic programs of traditional agricultural origin started evolving substantially toward 'bio'-type names in the mid-1980s. In 1997, the number of 'bio'-type curricula exceeded the number of agricultural engineering curricula for the first time (26 versus 22). Five years later in 2002, 85% of the curricula of agricultural origin had converted to 'bio'-type names (Young, 2006).
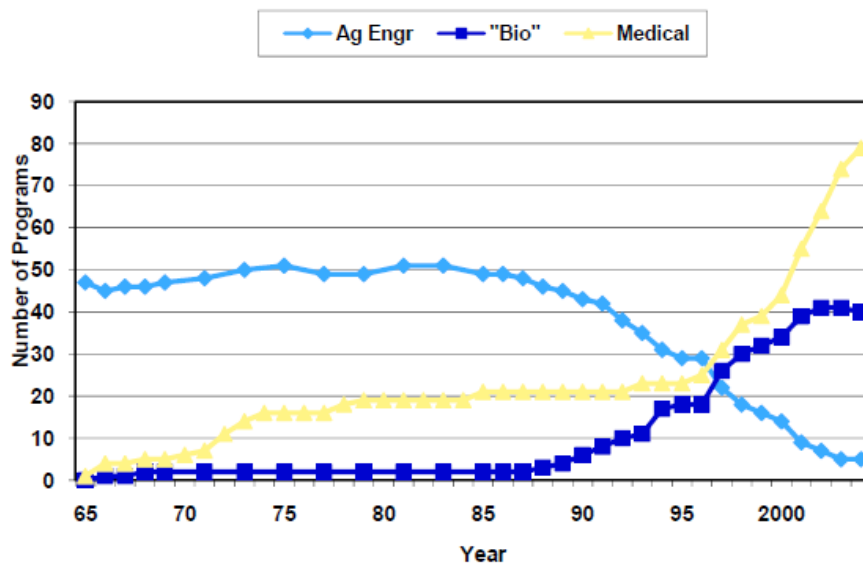
Figure 1: Chronological numbers of undergraduate programs with 'bio'-type engineering names (Young, 2006). Data derived from ASABE and the Whitaker Foundation.

Impact of the change

- **Impact on students:** Graduate students will graduate with a discipline name which better reflect their field of specialization. The name of "Agricultural and Bioresource Engineering" has been perceived to be limited to only agricultural sector which has prevented them to market themselves outside of agricultural sector.

- **Impact on faculty:** None.

- **Impact on staff:** None.

- **Affect on other programs, departments, colleges, centres:** It will not have an impact on other programs, departments, colleges, centres. Renaming the program to Biological Engineering better aligns the program name with its new department, the Department of Chemical and Biological Engineering.

- **Impact on university-wide systems (e.g. SiRIUS, UniFi, PAWS, U-Friend, Library, About US, etc.):** All the program indication should be changed from "Agricultural and Bioresource Engineering" or "ABE" to "Biological Engineering" or "BLE" in the course calendars, admission, program management, and course websites.

- **Resource areas such as library resources, physical facilities, and information technology:** It will not have any impact on library resources as the scope of the graduate work remains mainly the same. Although the research scope in the program has been recently broadened to biomedical and biochemical engineering, library resources (i.e. journals, data bases, books, etc.) for these fields are already existing and adequate in terms of quality and quantity.

- **External impact (e.g. reputation, accreditation, other institutions, high schools, community organizations, professional bodies):** Compared to "Agricultural and Bioresource Engineering", "Biological Engineering" reflects broader areas of research which can attract top students from different fields including Medicine, Engineering, Biotechnology to pursue their graduate studies in the program. As the number of

quality graduate students in Biological Engineering increases, the reputation of the program will be enhanced.

References:

IIBE. (2011). Home. Retrieved November 1, 2011, from Institute of Biological Engineering: http://www.ibe.org/engineering-for-life.html

Young, R. E. 2006. Comparison of 'Bio'-Type Engineering Undergraduate Curricula from Agricultural, Medical, and Chemical Origins. *Int. J. Engng. Ed*. 22(1):14-22.

MEMORANDUM

To: Cathie Fornssler, Committee Coordinator Academic Programs Committee

From: Lynn Lemisko, Assistant Dean, College of Education
                Sherry Pederson, Programs Director, College of Education

Date: May 11, 2012

Re: Name Change – Secondary Technical Vocational Education Certificate

I am writing to confirm that the certificate of proficiency that was once titled "Vocational Teaching Certificate" was renamed "Certificate in Secondary Technical Vocational Education".

The College of Education feels it more appropriate to refer to "vocational education" rather than "vocational teaching" because the "education" terminology is broader and more accurate. The term "teaching certificate" is a provincially-used accreditation terminology and therefore using it on a university credential could potentially be confusing. At present the name of this certificate is indicated in the course catalogue as "Certificate in Secondary Technical Vocational Education". This name more accurately reflects the idea that this is a certificate of proficiency rather than a post-degree certificate.

The renaming of this certificate does not appear to have been taken through any official College of Education approval process. Instead, it appears that the name change occurred during the yearly course catalogue/calendar update process (in 2004/2005) when a memo, written by Helen Aikenhead (most likely in consultation with the then-Assistant Dean Undergraduate Program & Research), indicated this as a calendar change.

We confirm that name change reflects the content of this certificate program and that, in our understanding, there has been no significant revision of content that would require approval. We request that the renaming of this certificate be approved by the Academic Programs Committee.

It should also be noted that another program, the certificate of successful completion titled "Post-Secondary Technical Vocational Education Certificate" has been discontinued since 2005/2006.

Proposal for Curriculum Change
University of Saskatchewan
to be approved by University Council or by Academic Programs Committee

1. PROPOSAL IDENTIFICATION
Title of proposal: **Total number of credit units required for graduation.**
Increase required elective credit unts to 16

Degree(s):   Doctor of Veterinary Medicine
Field(s) of Specialization:
Level(s) of Concentration: Option(s):
Degree College: Western College of Veterinary Medicine
Department: Dean's Office
Home College: Western College of Veterinary Medicine
Contact person(s) (name, telephone, fax, e-mail): Karen MacDonald, PH: 7326 FAX: 8747
Date: May 2012
Approved by the Degree College and/or home college: 3rd Year Teachers and Examiners
Committee, Curriculum Committee, WCVM Faculty
Proposed date of implementation: November 2012

2. Type of change
Requiring approval by Council

A new Degree-Level program or template for program.
A new Field of Specialization at the Major or Honours Level of Concentration or template for a major or honours program
Conversion of an existing program from regular to special tuition program.
A change in the requirements for admission to a program
A change in quota for a college
Program revisions that will use new resources
A replacement program, including program deletion
A program deletion (consult Program Termination Procedures, approved by Council in May 2001)

Requiring approval by Academic Programs Committee

Addition of a higher Level of Concentration to an existing Field of Specialization.
Addition of a new Field of Specialization at the Minor Level of Concentration.
A change in program options
A change in the name of a Degree-level Program or Field of Specialization.
X   A change in the total number of credit units required for an approved degree program.

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UNIVERSITY OF
SASKATCHEWAN

Western College of
Veterinary Medicine

Office of the Dean
Western College of Veterinary Medicine

52 Campus Drive
Saskatoon SK S7N 5B4 Canada
Telephone: (306) 966-7447
Facsimile: (306) 966-8747

May 22, 2012

Office of the University Secretary
Academic Programs Committee
College Building
107 Administration Place
University of Saskatchewan
Saskatoon SK S7N 5A2

Attention: Cathy Fornsler

Dear Cathy:

RE: Doctor of Veterinary Medicine degree program credit unit increase

Preamble: In 2006, the Western College of Veterinary introduced a new Doctor of Veterinary Medicine curriculum. The curriculum was introduced to Year 1 in 2007, Year 2 in 2008 and Year 3 in 2009. New to the DVM degree was the opportunity for students to select electives in Year 3. The elective credit unit requirement was a minimum of 14 credit units to a maximum of 16 credit units. Making the DVM graduation requirements:

Year 1   40 credit units
Year 2   44 credit units
Year 3   30 credit units of Core
          14-16 credit units of Elective
Year 4   32 credit units
Total = 160 minimum required credit units for graduation

One of the mandates and suggestions of the *Curriculum Revision Committee when the new curriculum was introduced* was to continue to review process and adjust the curriculum as it rolled out.
Findings: By 2010 it was determined that most students in the 3rd Year of the program, were taking the maximum number of elective credits, 16, and those that had not enrolled in 16 indicated that the minimum was too low. The college employees Insightrix to perform an exit survey with our graduating students and based on those findings and the college's observations, an increase to the minimum number of elective credits was put forward.

Objective: A proposal to increase the minimum / maximum elective credits to 16 – 20 has been approved by the WCVM 3rd Year Teachers and Examiners Committee, the WCVM Curriculum Committee and the WCVM Faculty.

Summary: Electives have become an intricate and necessary component of the Doctor of Veterinary Medicine degree. Students in North America graduate with the Doctor of Veterinary Medicine degree as a 'Generalist'. Elective courses provide a vehicle for specialization.

Proposed Credit Unit Requirements

Year 1   40 credits

Year 2   44 credits

Year 3   30 credit units of Core

   16-20 credit units of Elective

Year 4   32 credit units

Total = 162 minimum required credit units for graduation

Students in the 3rd year of the DVM program are not allowed to register for elective courses until November. The Western College of Veterinary Medicine would like this requirement in place for November 2012.

If you have any questions or require additional information, please do not hesitate to contact our office.

With Regards,

Karen MacDonald,

Coordinator of Student Services

/enclosure

At its meeting of May 23, 2012, the Academic Programs Committee of Council agreed to add the following new and revised definitions for student mobility terminology to the University Nomenclature Report 2011

University of Saskatchewan
Student Mobility Terminology

A set of definitions has been established by the Canadian Information Centre for International Credentials (CICIC) to create a common language for discussion and activity related to student mobility. As a principle the U of S will align with this national guide (terminologies.cicic.ca/app/). Definitions for some of the key terms will be added to the University Nomenclature document to facilitate adaptation by the U of S community.

Transfer Credit Terminology

Credit Transfer (Transfer Credit)
Courses taken by a student at one post-secondary institution (the sending institution) that are transferred to another postsecondary institution (the receiving institution). Transfer credit is sometimes also called advanced standing. The University of Saskatchewan accepts, for transfer of credit, courses from accredited institutions in Canada and internationally. The purpose of transfer credit is to give students fair and reasonable credit for academic work which has been undertaken at another institution, and to reduce the likelihood of a student repeating academic work for which he or she has already demonstrated competence.

Block Transfer
The process of granting of credit for a group of completed courses from one institution to another without requiring course-by-course assessments. An example would be granting a block of 30 to 60 transfer credits for a completed postsecondary diploma at a recognized institution.

Course-by-Course Transfer
The process of granting credit for a course (or courses) from one institution to another by completing a comparison of course content and learning outcomes for each individual course. Credit can be awarded for a specific U of S course (or courses) or non-specific credit for a subject area or an elective at the junior-level, senior-level, or unspecified-level.

Program Terminology

Joint Degree Program[*]
A student pursues a degree at both the University of Saskatchewan and another post-secondary institution, with the student receiving only one degree at the end of the program either from the University of Saskatchewan or from the partner institution. The University of Saskatchewan parchment, if awarded, and transcript reflect the joint nature of the program. The degree can be at the undergraduate or graduate level.

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[*] Already in University Nomenclature document

Joint Student Program
A student pursues a graduate degree from another university, with a portion of their research and/or course work being completed at the U of S. The student receives only one degree and it is from the partner university. This is also sometimes referred to as a Sandwich Program.

Dual Degree Program*
A student pursues a degree both at the University of Saskatchewan and another post-secondary institution, with the student receiving two degrees at the end of the program, one from the University of Saskatchewan and one from the partner institution. The University of Saskatchewan parchment and transcript reflect the dual nature of the program. The degree can be at the undergraduate or graduate level.   The student must complete the degree requirements of both institutions.

Cotutelle Program
A French legal term for a PhD program offered jointly by two higher education institutions: one in France and one elsewhere.   The degree is jointly awarded and recognized by both institutions. It can be for dual degree programs or joint degree programs.   Students are jointly supervised by faculty at each institution and they attend the universities alternately.

Laddering*
Seamless movement of a student between certificate, diploma and degree studies with no or limited loss of coursework.   Typically a student would complete two years in a diploma program and then move into a degree program, completing their studies in an additional two years.

Agreement terminology

Articulation Agreement
An agreement between two institutions that authorizes studies undertaken at one institution to be credited toward studies undertaken at another institution   Articulation agreements can be bilateral (with each institution agreeing to recognize the other's courses) or one-way. Credit transfer can be established on a course-by-course or block transfer credit basis.

2+2, 1+3, or 3+1 Agreement
A type of articulation agreement between the U of S and another academic institution which allows a student to complete 1, 2 or 3 years at the sending institution and the balance of coursework at the U of S. This type of agreement goes beyond an articulation agreement because it specifies that the completion of specific courses or completion of a specific credential will fulfill the requirements of a particular program at the U of S.   Students would receive their final credential from the U of S.

References

Canadian Information Centre for International Credentials (CICIC). English Terminology Guide for Academic Credential Assessment in Canada. http://terminologies.cicic.ca/app/

Council of Ministers of Education (CMEC) Working Group on Credit Transfer.   In 2002, the CMEC Working Group on Credit Transfer was established to develop pan-Canadian strategies on credit transfer

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* Already in University Nomenclature document

between colleges and universities among provinces and territories. Every year, each jurisdiction reports on progress in its credit transfer systems and articulation agreements within its post-secondary sectors. These reports are available on the CMEC website: www.cmec.ca/163/Programs-and-Initiatives/Postsecondary-Education/Credit-Transfer

Joint and Double Degree Programs in the Global Context
http://www.iie.org/Research-and-Publications/Publications-and-Reports/IIE-Bookstore/Joint-Degree-Survey-Report-2011

Ministerial Statement on Credit Transfer in Canada. In 2002, the Council of Ministers of Education, Canada (CMEC) approved a strategy to improve credit transfer systems and promote mobility for students across Canada. As part of the strategy, CMEC endorsed and released a Ministerial Statement on Credit Transfer in Canada that sets out expectations for credit transfers to guide institutions, students, and governments.

Pan-Canadian Consortium on Admissions and Transfer (PCCAT). The Pan-Canadian Consortium on Admissions and Transfer (PCCAT) is a membership-based organization intended to bring together stakeholders from across Canada to collaborate on ways to increase transferability of credit between post-secondary institutions across Canada. PCCAT meets annually to bring together experts in the field of student mobility. Further information can be found on the PCCAT website: http://www.uwindsor.ca/pccat/

Pan-Canadian Protocol on the Transferability of University Credits. At their meeting from August 30 to September 1, 1994, provincial premiers endorsed the CMEC proposal to work with partners on an action plan to increase accessibility, equity, and mobility for postsecondary students, and agreed that CMEC should consider the feasibility of setting a target date for the recognition of postsecondary credits across Canada. In July 2009, the statement was updated and approved by ministers of post-secondary education in each Canadian jurisdiction. The statement lists six principles recognizing that credit transfer can occur between different types of post-secondary institutions, and that there is variation in credit transfer agreements between provinces and territories. Each Canadian jurisdiction has make progress in its credit transfer system. Those with the most well-developed transfer systems are the British Columbia Council on Admissions and Transfer (BCCAT), and the Alberta Consortium on Admissions and Transfer (ACAT)

Saskatchewan Post-secondary Online Transfer Guide – Glossary of terms
http://www.psotg.ca/

Western Canadian Consortium on Admissions and Transfer (WestCAT). WestCAT is a voluntary consortium whose purpose is to encourage and facilitate inter-provincial access, mobility, and transfer of credits for students moving among British Columbia, Alberta, Saskatchewan, and Manitoba. Its work is guided by the principles stated in the Council of Ministers of Education (CMEC) (2009) *Ministerial Statement on Credit Transfer in Canada* and is compatible with the mandate and role of the Pan-Canadian Consortium on Admissions and Transfer (PCCAT).   Membership includes government, council, and/or institutional representatives as determined by each province.

Australian Qualifications Framework - AQFC Project to develop a Common Terminology for Credit Transfer and Articulation
http://www.csu.edu.au/acad_sec/academicsenate/docs/CSU_Submission_to_MCEETYA_Project.pdf

ANNUAL REPORT OF THE
ACADEMIC PROGRAMS COMMITTEE OF COUNCIL
2011-12

The terms of reference for the Academic Programs Committee are as follows:

1) Recommending to Council policies and procedures related to academic programs and sustaining program quality.

2) Recommending to Council on new programs, major program revisions and program deletions, including their budgetary implications.

3) Approving minor program changes, including additions of new courses and revisions to or deletions of existing courses and reporting them to Council.

4) Considering outreach and engagement aspects of programs.

5) Reporting to Council processes and outcomes of academic program review, following consultation with Planning and Priorities and other Council committees as appropriate.

6) Undertaking the academic and budgetary review of proposals for the establishment, disestablishment or amalgamation of any college, school, department or any unit responsible for the administration of an academic program and forwarding recommendations to the Planning and Priorities Committee.

7) Undertaking the academic and budgetary review of the proposed or continuing affiliation or federation of other institutions with the University and forwarding recommendations to the Planning and Priorities Committee.

8) Reporting to Council on the academic implications of quotas and admission standards.

9) Approving the annual academic schedule and reporting the schedule to Council for information and recommending to Council substantive changes in policy governing dates for the academic sessions.

10) Approving minor changes (such as wording and renumbering) to rules governing examinations and reviewing and recommending to Council substantive changes.

11) Recommending to Council classifications and conventions for instructional programs.

The Academic Programs Committee of Council held 12 meetings this year (compared to 13 last year.) The Committee has dealt with 28 proposals for new programs, program revisions and policy revisions this year (compared to 26 last year.)

Curricular Changes

Council's curricular approval process. As indicated in the Terms of Reference, the Academic Programs Committee has responsibility for oversight of curricular changes at the University of Saskatchewan. Before 1995, the U of S system required that every change, even so much as a course title, had to be approved by a university-level committee. The resulting complexity and gridlock were disincentives for curricular renewal. Approval authority has been devolved so that colleges are now in substantial control of their own curriculum.

University-level approval procedures now focus on major curricular changes or changes which may affect the students or programs in other colleges. Many curricular changes can be approved quickly and, for the most part, automatically through the Course Challenge. This

allows the Academic Programs Committee to focus on the major curricular innovations and improvements which colleges propose. The Committee also deals with wider academic and curricular policy issues, and acts as a reference and approval body for various academic policies and policy exemptions for the Student and Enrolment Services Division.

New programs, major program revisions, and program terminations.   The Academic Programs Committee reviews major curricular innovations and improvements and makes recommendations to Council regarding approval.   The Academic Programs Committee has also been delegated the authority to approve several types of program changes from colleges, including new Options and Minors in new fields of specialization. This improves Council's ability to handle these types of program changes more quickly and efficiently, while still maintaining a university-level review of the changes to maintain quality and resolve any conflicts with other colleges.

The following proposals and policies were dealt with by APC this year and forwarded to Council for decision or for information:

November, 2011
Request for Decision:
　　　Arts and Science: Termination of BA Three-year programs in Ukrainian
Items for Information:
　　　Minor in Ukrainian Studies
　　　Change to Moribund Course deadlines

December, 2011
Request for decision:
　　　Arts and Science Replacement program for Bachelor of Music in Music Education and termination of combined Bachelor of Music in Music Education/Bachelor of Education program
Item for information:
　　　Termination of minor and recognition in Russian

January, 2012
Requests for decision:
　　　Graduate Studies and Research: Revised admission qualifications for Master of Business Administration
　　　Engineering: Revisions to Engineering programs in Electrical Engineering, Computer Engineering, and Engineering
　　　Arts & Science: Increased language requirement for B.A. Humanities majors
　　　Arts & Science: Program termination of BA Four-year and Honours Sociology (Indigenous Peoples and Justice Program) major and the Minor in Indigenous Peoples and Justice
　　　University of Saskatchewan Admissions Policy
　　　Revisions to Academic Calendar Procedures
　　　Item for Information:
　　　2012-13 Academic Calendar

March, 2012

Requests for Decision:

Edwards School of Business revision to admission requirements and related program changes for Aboriginal Business Administration Certificate

Academic Courses Policy late withdrawals from courses and Withdraw Fail grade comment

Items for Information:

Change of name of Minor to Minor in Agribusiness Entrepreneurship

Temporary change in Nutrition admission quota

Change in program credit units due to change in genetics course

April, 2012

Request for Decision:

Agriculture and Bioresources: B.Sc. in Animal Bioscience

June, 2012

Requests for Decision:

Graduate Studies and Research: Education Technology and Design as a field of study in the M.Ed. program

Graduate Studies and Research: Post-Graduate Degree Specialization Certificate in Corrections

Medicine: Change in admission qualifications for the College of Medicine for out-of-province residents

Items for Information:

Increase in Physical Therapy program by one credit unit

Change of Academic Schedule for Pharmacy fourth year

Change of name for graduate programs to Biological Engineering.

Change of name for Vocational Education Certificate

Increase in Veterinary Medicine Year Four program

Addition of mobility terminology to Nomenclature Report 2011

A workshop for departments and colleges was held in September with the Planning & Priorities Committee to describe the Program Approval process.

University Course Challenge. The University Course Challenge is a process mandated by University Council which allows for efficient but collegial review and approval of curricular revisions. University Course Challenge documents are posted on the UCC website at www.usask.ca/university_secretary/council/committees/academic_programs/course_challenge.php

During the 2011-12 year, a total of 13 Course Challenge documents have been posted. These included new courses, prerequisite changes, course deletions and program revisions for programs in Agriculture & Bioresources, Arts & Science, Education, Edwards School of Business, Engineering, Dentistry, Graduate Studies & Research, Law, Medicine, Nursing and Veterinary Medicine.

The University Course Challenge is now posted on a regular schedule, so that items posted on approximately the 15th of each month are considered to be approved by the end of the month. No proposed curricular changes were challenged this year.

Other curricular changes, Council has delegated authority for approval of many other curricular changes, such as course titles and descriptions, to colleges. In some cases, such as changes of course labels, this should be done in consultation with SESD. Changes of this type which affect the Catalogue listings of other colleges can be posted for information in a course challenge posting.

Council has delegated the authority to approve changes to non-university-level programs, such as certificates of successful completion and certificates of attendance, to the appropriate Dean and/or the Provost. This year, there were no new certificates approved by the Provost or by deans.

Policies and Procedures
There are a number of areas of Council policy and procedures which are reviewed on a regular basis by the Academic Programs Committee. These include issues around implementation of the enrolment plan, exam regulations, admission policies and procedures, and other areas of interest to students and faculty. This year, the Academic Programs Committee dealt with the following:

Student Enrolment and Services Division
The following policies were presented to Council for approval, as shown above:
>   University Admissions Policy
>   Revisions to Academic Calendar policies

The Admissions Policy was also approved by Senate at their spring meeting.

Academic calendar
The Committee reviewed and approved the 2012-13 Academic Calendar. This was reported to the January, 2012 meeting of Council.

This year, the committee also was asked to approve several late requests for revisions to the calendar after it was published. These changes were approved but in cases where the change resulted in an extension to the length of the program as described in the approved calendar, the committee asked colleges to make sure that students were supportive of the change, or that individual arrangements could be made for students who had already made plans based on the approved calendar.

Policy exemptions
In specific situations and based on academic rationale, the Academic Programs Committee can permit exemptions to policies. No exemptions were requested this year.

Streamlining procedures

An online management system to streamline the approval process for curricular changes is being developed, so that the process for submitting, approving and implementing changes will be more transparent. Discussions are also being held to determine whether the forms used for developing program proposals and for making program funding requests can be coordinated. The new courses form is also being revised to be used for proposal and implementation.

Proposal forms, examples, and other information about program approval procedures are available on the Committee's website at www.usask.ca/university_secretary/council/committees/academic_programs/index.php

Updating is also underway for the Approval Authority chart www.usask.ca/university_secretary/council/committees/academic_programs/report_files/changes _chart.php

Memberships

The Academic Programs Committee sends representatives to several other committees. This year. The Unit Plans Review Committee representatives were Len Proctor and Jim Greer, the Centres Subcommittee representative was Roy Dobson, and the Undergraduate Forum representative was Len Proctor.

Members of the Academic Programs Committee

Council Members

Len Proctor (Chair)	**Curriculum Studies**	**2012**
Roy Dobson	Pharmacy and Nutrition	2014
Jim Greer	University Learning Centre	2013
Xiao Qiu	Food and Bioproduct Sciences	2012
Ludmilla Voitkovska	English	2013
Yandou Wei	Biology	2014

General Academic Assembly Members

Michael Bradley	Physics and Engineering Physics	2014
Angela Kalinowski	History	2013
Dean McNeill	Music	2014
George Tannous	Finance and Management Science	2012
Fang Xiang Wu	Mechanical Engineering	2012

Sessional Lecturer

Artin Lahaji	Education (ITEP)	2012

Other members

Undergraduate Student Member Kelsey Topola **/** Ruvimbo Kanyemba   VP Academic
Graduate Student Member   Sunisha Neupan   / Dylan Beach   VP Academic
Angela Ward / Dan Pennock [Provost designate] Vice-Provost, Teaching & Learning
Russ Isinger   Registrar

Marion Van Impe   [VP Finance designate] Director, Student Accounts & Treasury
Peter Krebs   [Assistant Provost designate] Graduate Program Review
                         Coordinator
Jacquie Thomarat   [Budget Director designate] Financial Planning and Projects
                         Officer

Secretary: Cathie Fornssler, Committee Coordinator, Office of the University Secretary

By invitation: Jason Doell, Assistant Registrar; Alison Pickrell, Director of Enrolment

I wish to thank Committee members for their willingness to undertake detailed and
comprehensive reviews of program proposals. Their commitment to excellence and high
standards resulted in improved programs for the University of Saskatchewan.

I also wish to thank Jacquie Thomarat, Peter Krebs, Marion Van Impe, Jason Doell and SESD
staff, and the committee secretary Cathie Fornssler for the assistance and advice they have
provided to the committee this year.

Respectfully submitted on behalf of the Committee,

Len Proctor, Chair