

AGENDA ITEM NO:

UNIVERSITY COUNCIL
Academic Programs Committee of Council
REQUEST FOR DECISION

PRESENTED BY: Roy Dobson
Chair, academic programs committee

DATE OF MEETING: April 16, 2015

SUBJECT: Program Termination – International Business
Administration Certificate

DECISION REQUESTED: *It is recommended:*

That Council approve the termination of the International
Business Administration Certificate, effective May 1, 2015.

PURPOSE:

CONTEXT AND BACKGROUND:

The International Business Administration Certificate (IBAC) was designed as a pathway for international students who did not qualify for direct entry to the B. Comm. Program and was developed in partnership with St. Peter's College – which was the intended site for the program. However, there were unexplored issues (including the fit of the location with the target market and the policies for students to get a visa for a non-degree program) and as a result, there have been zero (0) students enrolled in the program since it was approved in 2009.

IMPLICATIONS:

The termination of the IBAC program will have no impact on students, faculty, or staff, as there has never been a student enrolled in the program. There will be no impact on existing programs or departments, either in the Edwards School of Business or the wider university community resulting from this termination.

CONSULTATION:

The following consultations have occurred regarding the termination of the IBAC program:

- Edwards School of Business faculty meeting – December 17, 2014
- Academic programs committee of Council – February 18, 2015

ATTACHMENTS:

- IBAC Termination Proposal



UNIVERSITY OF
SASKATCHEWAN

Report Form for Program Termination

Program(s) to be deleted: **International Business Administration Certificate Program (IBAC)**

Effective date of termination: **December 12, 2014**

1. List reasons for termination and describe the background leading to this decision.

This program was designed as a pathway for international students who did not qualify for direct entry to the B. Comm. Program and was developed in partnership with St. Peter's College – which was the intended site for the program. However, there were unexplored issues (including the fit of the location with the target market and the policies for students to get a visa for a non-degree program) and as a result, there have been zero (0) students enrolled in the program since it was approved in 2009.

2. Technical information.

2.1 Courses offered in the program and faculty resources required for these courses.

International Business Administration Certificate (IBAC)

International Business Administration Certificate (IBAC)

No new applicants will be accepted into this program in 2014-15.

Term 1, 2 and 3 are taken at St. Peter's College.

Term 4 and 5 at the Edwards School of Business, U of S; conditions of admission lifted upon successful completion.

Term 1 (Fall)

- ESL training
- COMM 112.0
- COMM 115.0

Term 2 (Winter)

- ESL training

- [ECON 111.3](#)
- [MATH 121.3](#)

Term 3 (Spring/Summer)

- ESL training
- [ECON 114.3](#)
- [STATS 244.3](#)
- [COMM 101.3](#)

Term 2 and Term 3

- TOEFL Exam

Term 4 (Fall)

- [COMM 201.3](#)
- [COMM 204.3](#)
- [COMM 205.3](#)
- [COMM 110.0](#)
- [COMM 109.0](#)

Choose **3 credit units** from the following:

- [ENG 111.3](#)
- [ENG 112.3](#)
- [ENG 113.3](#)
- [ENG 114.3](#)

Choose **3 credit units** from the following:

- [100-Level ANTH Courses](#)
- [100-Level ARCH Courses](#)
- [100-Level IS Courses](#)
- [100-Level LING Courses](#)
- [100-Level NS Courses](#)
- [100-Level PLAN Courses](#)
- [100-Level POLS Courses](#)
- [100-Level PSY Courses](#)
- [100-Level SOC Courses](#)
- [100-Level SOSC Courses](#)
- [100-Level WGST Courses](#)
- [GEOG 130.3](#)

If you have questions about a class that is not listed here, but appears to be a Social Science class, or would like to take a senior-level class, please contact the Edwards School of Business.

- Please note that PSY 101 will not be accepted for credit.

Term 5 (Winter)

- COMM 100.3
- COMM 105.3
- COMM 203.3
- COMM 306.3
- COMM 209.0

Term 4 and Term 5

- COMM 120.0

2.2 Other resources (staff, technology, physical resources, etc) used for this program.

NA

2.3 Courses to be deleted, if any.

Comm 112.3 University Life – developed only for this course and St Peters College students.
The course was never offered.

2.4 Number of students presently enrolled.

0

2.5 Number of students enrolled and graduated over the last five years.

0

3. Impact of the termination.

Internal

3.1 What if any impact will this termination have on undergraduate and graduate students?
How will they be advised to complete their programs?

No impact – no students enrolled.

3.2 What impact will this termination have on faculty and teaching assignments?

None.

3.3 Will this termination affect other programs, departments or colleges?

No

3.4 If courses are also to be deleted, will these deletions affect any other programs?

No

3.5 Is it likely, or appropriate, that another department or college will develop a program to replace this one?

No.

3.6 Is it likely, or appropriate, that another department or college will develop courses to replace the ones deleted?

No

3.7 Describe any impact on research projects.

None

3.8 Will this deletion affect resource areas such as library resources, physical facilities, and information technology?

No

3.9 Describe the budgetary implications of this deletion.

None

External

3.10 Describe any external impact (e.g. university reputation, accreditation, other institutions, high schools, community organizations, professional bodies).

None

3.11 Is it likely or appropriate that another educational institution will offer this program if it is deleted at the University of Saskatchewan?

No

Other

3.12 Are there any other relevant impacts or considerations?

None

3.13 Please provide any statements or opinions received about this termination.

None

(Optional)

4. Additional information. *Programs which have not undergone recent formal reviews should provide additional relevant information about quality, demand, efficiency, unique features, and relevance to the province.*

This program was slated for termination through the TransformUS process.

Consultation with the Registrar Form
(New Programs and New Majors / Minors / Concentrations)

Title: Certificate in International Business Administration

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

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

1 Is this a new degree, diploma, or certificate?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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.

2 What is the name of the new degree, diploma, or certificate?

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

4 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?

5 What is your suggested credential abbreviation for this new or renamed degree, diploma, or certificate (please consult with Academic Services)? What is the Banner code for this new or renamed degree, diploma, or certificate?

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

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

8 Are there any new majors, minors, or concentrations associated with this new degree / diploma / certificate? Please list the name(s) and whether it is a major, minor, or concentration, along with the sponsoring department.

One major is required on all programs [4 characters for code and 30 characters for description]

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

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

1 Is this a new program?

Yes ☐ No ☒

Is an existing program being revised?

Yes ☐ No ☒

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

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

3 What is the name of this new program?

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

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

6 Is this a replacement for a current program?

Yes ☐ No ☐

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

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

Section 3: 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 4: 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?

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

Section 5: 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?

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

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

2 What is the name of the new (or renamed) 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) 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 6: Course Information

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

2

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

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

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

Yes ☐ No ☐

If NO, please describe.

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 7: Admissions, Recruitment, and Quota Information

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

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

3 Does this impact enrollment?

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

Section 8: Tuition Information

1 How will tuition be assessed?

Per Course ☐
Per Credit Unit ☐
Program Based ☐
Standard Term ☐
Other * ☐
Current Set-Up ☐

* See attached documents

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

3 If program-based, will students outside the program be allowed to take the classes?

4 If YES, what should the per credit fee be?

Section 9: 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?

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

Section 10: Convocation Information (only for new degrees)

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

2 When is the first class expected to graduate?

3

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

Section 11: Schedule of Implementation Information

1 What is the start term?

2 Are students required to do anything prior to the above date?

Yes ☐ No ☐

If YES, what and by what date?

Section 12: Registration Information

1 Will students register themselves?

Yes ☐ No ☐

If YES, what priority group should they be in?

Section 13: Academic History Information

1 Will instructors submit grades through self-serve?

Yes ☐ No ☐

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

Section 14: T2202 Information (tax form)

1 Should classes count towards T2202s? Yes ☐ No ☐

Section 15: Awards Information

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

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

Section 16: Program Termination

1 Is this a program termination? Yes ☒ No ☐

If yes, what is the name of the program?

Certificate in International Business Administration

2 What is the effective date of this termination?

201605 (May 2016)

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

If yes, what courses?

COMM 112

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

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

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

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

Section 17: SESD - Information Dissemination (internal for SESD use only)

1 Has SESD, Marketing and Student Recruitment, been informed about this new / revised program? Yes ☐ No ☐

2 Has SESD, Admissions, been informed about this new / revised program? Yes ☐ No ☐

3 Has CGSR been informed about this new / revised program? Yes ☐ No ☐

4 Has SESD, 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 ☐

SIGNED

Date: January 28, 2015

Registrar: Russell J. Smith

College / Department Representative: [Signature]

