

**UNIVERSITY COUNCIL  
ACADEMIC PROGRAMS COMMITTEE  
FOR INFORMATION ONLY**

**PRESENTED BY:** Roy Dobson, Chair

**DATE OF MEETING:** June 18, 2015

**SUBJECT:** Annual Report to Council for 2014-15

**COUNCIL ACTION:** For information only

**ANNUAL REPORT OF THE  
ACADEMIC PROGRAMS COMMITTEE OF COUNCIL  
2014-15**

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.
12. Designating individuals to act as representatives of the committee on any other bodies, when requested, where such representation is deemed by the committee to be beneficial.
13. Carrying out all the above in the spirit of a philosophy of equitable participation and an appreciation of the contributions of all people, with particular attention to rigorous and supportive programs for Aboriginal student success, engagement with Aboriginal

communities, inclusion of Indigenous knowledge and experience in curricular offerings, and intercultural engagement among faculty, staff and students.

The Academic Programs Committee of Council held 13 meetings this year (compared to 15 last year.) The Committee has dealt with 38 proposals for new programs, program revisions and policy revisions this year (compared to 22 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:

#### **September, 2014**

*Request for input:*      Academic Courses Policy revisions  
                                 Recommendations on Program Evaluation and Approval Processes

**November, 2014**

*Request for Decision:* Deletion of the Bachelor of Science in Engineering – Biological Engineering

*Item for Information:* Change to Academic Calendar

**December, 2014**

*Request for Decision:* Certificate of Proficiency in Classical and Medieval Latin

*Report for Information:* 2015/16 Academic Calendar

**January, 2015**

*Request for Decision:* Graduate Certificate in Social Economy and Co-operatives  
Graduate Certificate in One Health  
Certificate in Practical and Applied Arts

*Request for input:* Articulation and Transfer Credit Policy

*Report for information:* Native Studies Program Name Change  
Certificate in Jazz  
Geological Engineering Mining Option  
Mechanical Engineering Mining Option  
Chemical Engineering Mining Option  
Termination of the Postgraduate Diploma (PGD) in French  
Termination of the Master of Agriculture (M.Agr.) non-thesis option  
Termination of the Minor in Jazz Studies  
Termination of the Four-year B.Sc. in Computing  
Termination of the Post-degree Specialization Certificate in Computer Science

**February, 2015**

*Request for Decision:* Articulation and Transfer Credit Policy  
Master of Arts in Applied Linguistics

*Item for Information:* Certificate Programs - subcommittee  
Master of Public Administration (MPA): program modification (increase in credit units)  
Termination of Industrial Arts and Home Economics teaching area  
Certificate of Proficiency in Applied and Professional Ethics: approval of new certificate  
Certificate of Proficiency in Ethics, Justice and Law: approval of new certificate

**March, 2015**

*Request for Decision:* Certificate of Proficiency in Indigenous Languages

*Report for Information:* 2015-16 Admissions Templates

Termination of Post-graduate Diploma in Computer Science

**April, 2015**

*Request for Decision:* Termination of the International Business Administration Certificate  
College of Education Direct Admission

**May, 2015**

*Request for Decision:* Certificate of Leadership in Post-Secondary Education

*Request for input:* Academic Courses Policy

*Item for Information:* M.A project-option in Political Studies  
Program Template Revisions

**June, 2015**

*Request for Decision:* Academic Courses Policy

Master of Water Security

Joint Masters of Governance in Northern and Indigenous Areas

*Item for Information:* Year-End Report

Master of Arts in Teaching English to Speakers of Other Languages

**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 [http://www.usask.ca/secretariat/governing-bodies/council/committee/academic\\_programs/index.php](http://www.usask.ca/secretariat/governing-bodies/council/committee/academic_programs/index.php)

During the 2014-15 year, a total of 11 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, Kinesiology, Law, and Nursing.

The University Course Challenge is posted on a regular schedule, so that items posted on approximately the 15<sup>th</sup> 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.

Under the approval authority delegated by Council, the appropriate Dean and/or the Provost can approve changes to non-university-level programs, such as certificates of successful completion

and certificates of attendance. There were no new certificates of successful completion or certificates of attendance this year.

The following certificates were approved by APC this year, as reported above:

- Certificate in Jazz
- Certificate of Proficiency in Classical and Medieval Latin
- Certificate of Proficiency in Applied and Professional Ethics
- Certificate of Proficiency in Ethics, Justice and Law

The following certificates have been recommended for approval to University Council, as reported above:

- Certificate of Leadership in Post-Secondary Education
- Certificate of Proficiency in Indigenous Languages
- Graduate Certificate in Social Economy and Co-operatives
- Graduate Certificate in One Health
- Certificate in Practical and Applied Arts

### **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:

- Articulation and Transfer Credit Policy
- Academic Courses Policy

### **Student Enrolment and Services Division**

The following item was presented to Council for information, as shown above:

- 2014-15 Admissions Template Update Report (at the February meeting)

### **Academic calendar**

The APC reviewed and approved the 2015-16 Academic Calendar. This was reported to the December, 2014 meeting of Council.

### **Subcommittees**

Along with the Planning and Priorities Committee, the APC formed two subcommittees in 2014/15. The enrolment subcommittee was struck in February 2015 to revisit the viable enrolments document approved by Council in 2007, with the goal of building upon that report and to set out principles for by which lower enrolment programs and courses should be considered. The certificates subcommittee, struck in February 2015, is conducting a review of certificate programs at other U15 institutions to determine the standards that they have for new certificates of proficiency and to develop an understanding of the role of certificates at post-secondary institutions. The certificates subcommittee will aim to bring a report to Council early in the 2015/16 year.

### **Members of the Academic Programs Committee**

#### **Council Members**

<b>Roy Dobson (Chair)</b>	Pharmacy & Nutrition	2017
Kevin Flynn	English	2015
Robert Johanson	Electrical and Computer Engineering	2015
Ian McQuillan	Computer Science	2016

#### General Academic Assembly Members

Sina Adl	Soil Science	2015
Alec Aitken	Geography and Planning	2015
Mary Longman	Art and Art History	2017
Som Niyogi	Biology	2017
Elisabeth Snead	Small Animal Clinical Sciences	2017
Matthew Paige	Chemistry	2017
Ganesh Vaidyanathan	Accounting	2017

#### Sessional Lecturer

Leslie Ehrlich	Sociology	2015
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#### Other members

Patti McDougall	[Provost designate] Vice-Provost, Teaching & Learning ( <i>ex officio</i> )
Russ Isinger	University Registrar and Director of Student Services ( <i>ex officio</i> )
Mike Sander	[VP Finance designate] Associate Director, Payments and Receivables (Financial Services) ( <i>ex officio</i> )
Desiree Steele	[USSU designate] VP Academic, USSU
Ranjan Datta	[GSA designate] VP Academic, GSA

#### Resource members (non-voting)

Alison Pickrell	Director of Enrolment and Student Affairs
John Rigby	Interim Assistant Provost, Institutional Planning and Assessment
Jacquie Thomarat	Acting Director, Budget Strategy and Planning
Andrew Manovich	Financial Strategy and Planning Analyst ( <i>standing guest</i> )
Secretary:	Committee Coordinator, Office of the University Secretary

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 John Rigby, Patti McDougall, Jacquie Thomarat, Jeff Dumba, Jason Doell and SEDS staff, and the committee secretaries Sandy Calver and Amanda Storey for the assistance and advice they have provided to the committee this year.

Respectfully submitted on behalf of the Committee,

Roy Dobson, Chair