

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

PRESENTED BY: Kevin Flynn, Chair

DATE OF MEETING: May 19, 2016

SUBJECT: Annual Report to Council for 2015-16

COUNCIL ACTION: For information only

**ANNUAL REPORT OF THE
ACADEMIC PROGRAMS COMMITTEE OF COUNCIL
2015-16**

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 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 in this regard.
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, as well as intercultural engagement among faculty, staff, and students.

The Academic Programs Committee of Council held 11 meetings this year (compared to 13 last year.) The Committee has dealt with 22 proposals for new programs, program revisions, and policy revisions to date (compared to 38 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 that 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 that 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, 2015

Request for Input: English Proficiency Policy

October, 2015

Request for Decision: English Proficiency Policy

Item for Information: Program Revision: Revision of Bachelor of Music (B. Mus) in Music Education Programs in the College of Arts and Science

November, 2015

Request for Decision: Cross-departmental Ph.D. in the College of Education

Item for Information: Thesis option for the Master of Public Health

Program Revision: Revision of the Doctor of Veterinary Medicine
Program in the Western College of Veterinary Medicine

Program Termination:

- Project option for the Master of Public Administration degree
- Veterinary Microbiology Field of Student in the Master of Veterinary Science project program

December 2015

Request for Decision: Doctor of Pharmacy (Pharm. D.) program
Post-degree Certificate in English as an Additional Language Education
Post-degree Certificate in Career and Guidance Studies

Items for Information: 2016-17 Academic Calendar
Kanawayithetaytan Askiy Certificate (“Let us take care of the Land”)
program changes

January 2016

Request for Decision: Master of Education (M.Ed.) in Leadership in Post-Secondary Education
Certificate in Professional Communication in the College of Engineering
Addition of the Graduate Record Examination (GRE) as an Admission
Qualification to the Master of Arts (M.A.) program in Economics

March 2016

Request for Decision: Certificate of Proficiency in One Health
Item for Information: 2016-17 Admissions Template Update Report

April 2016

Item for Information: Combined Juris Doctor (J.D.)/Master of Business Administration (M.B.A.)
Program

May 2016

Request for Decision: Admissions Template for Visiting Research Scholars (*anticipated*)
Nomenclature Report (*anticipated*)

Item for Information: Annual Report from Academic Program Committee

June 2016 (anticipated)

Request for Decision: Admissions Templates from SESD

University Course Challenge. The University Course Challenge is a process mandated by University Council that allows for efficient 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

During the 2015-16 year, a total of 11 Course Challenge documents will 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, Medicine, Nursing, and the Western College of Veterinary Medicine.

The University Course Challenge is 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.

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:

- Changes to the Kanawayithetaytan Askiy Certificate

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

- Post-degree Certificate in English as an Additional Language Education
- Post-degree Certificate in Career and Guidance Studies
- Certificate in Professional Communication in the College of Engineering
- Certificate of Proficiency in One Health

Policies and Procedures

There are a number of areas of Council policy and procedures that 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:

- English Proficiency Policy

Student Enrolment and Services Division

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

- 2016-17 Admissions Template Update Report (at the March meeting)

Academic calendar

The APC reviewed and approved the 2016-17 Academic Calendar. This was reported at the December 2016 meeting of Council.

Subcommittees

Along with the Planning and Priorities Committee, 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 2016/17.

Members of the Academic Programs Committee

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.

Council Members

Kevin Flynn (Chair)	English	2018
Roy Dobson	Pharmacy and Nutrition	2017
Nathanial Osgood	Computer Science	2018
Tammy Marche	Psychology, STM	2018

General Academic Assembly Members

Sina Adl	Soil Science	2018
Jeff Park	Curriculum Studies	2018
Robin Hansen	Law	2018
Susan Shantz	Art and Art History	2017
Som Niyogi	Biology	2017
Matthew Paige	Chemistry	2017
Ganesh Vaidyanathan	Accounting	2017

Sessional Lecturer

Clayton Beish	Linguistics and Religious Studies	2016
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Other members

Patti McDougall	[Provost designate] Vice-Provost, Teaching and Learning (<i>ex officio</i>)
Russ Isinger	University Registrar and Director of Student Services (<i>ex officio</i>)
Lucy Vuong	[VP Finance designate] Associate Director, Payments and Receivables (<i>ex officio</i>)
Jordan Robertson	USSU designate
KumKum Adaz	GSA designate

Resource members

Alison Pickrell	Director of Enrolment and Student Affairs
John Rigby	Interim Associate Provost, Institutional Planning and Assessment
CeCe Baptiste	Director, Resource Allocation and Planning

Secretary: Committee Coordinator, Office of the University Secretary

I also wish to thank John Rigby, Patti McDougall, Jacquie Thomarat, CeCe Baptiste, Jason Doell and SEDD staff for the assistance and advice they have provided to the committee this year.

Thanks are due also to the many proponents for program changes who attended APC meetings and answered questions from the committee.

Special thanks are due to the committee secretary, Amanda Storey, whose competence, knowledge, and good will were much appreciated by all committee members.

Respectfully submitted on behalf of the Committee,

Kevin Flynn, Chair