

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

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**PRESENTED BY:** Terry Wotherspoon, Chair, Academic Programs Committee

**DATE OF MEETING:** June 21, 2018

**SUBJECT:** **Annual Report to Council for 2017-18**

**COUNCIL ACTION:** For information only

**ANNUAL REPORT OF THE  
ACADEMIC PROGRAMS COMMITTEE OF COUNCIL  
2017-18**

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.

#### Council Members

|                           |                      |      |
|---------------------------|----------------------|------|
| Terry Wotherspoon (chair) | Sociology            | 2020 |
| Nathaniel Osgood          | Computer Science     | 2018 |
| Tammy Marche              | Psychology, STM      | 2018 |
| Kathleen Solose           | Music                | 2019 |
| Shelley Spurr             | Nursing              | 2020 |
| Susan Detmer              | Veterinary Pathology | 2020 |

#### General Academic Assembly Members

|                   |                            |      |
|-------------------|----------------------------|------|
| Sina Adl          | Soil Science               | 2018 |
| Michael Cottrell  | Educational Administration | 2020 |
| Longhai Li        | Mathematics and Statistics | 2019 |
| Ken Fox           | Accounting                 | 2020 |
| Angela Kalinowski | History                    | 2020 |

#### Sessional Lecturer

|               |                                   |      |
|---------------|-----------------------------------|------|
| Clayton Beish | Linguistics and Religious Studies | 2018 |
|---------------|-----------------------------------|------|

#### Other members

|  |  |
|--|--|
| Patti McDougall                          | [Provost designate] Vice-Provost, Teaching, Learning and Student Experience<br>( <i>ex officio</i> ) |
| Russell Isinger                          | University Registrar ( <i>ex officio</i> )   |
| Jessica Quan/Sheldon Moellenbeck         | [USSU designate]   |
| Naheda Sahtout/ Edgar Martinez Soberanes | [GSA designate]  |

#### Resource members

|                 |  |
|-----------------|--|
| Alison Pickrell | Assistant Vice-Provost, Strategic Enrolment Management           |
| John Rigby      | Interim Associate Provost, Institutional Planning and Assessment |
| Lucy Vuong      | Financial Analyst, Institutional Planning and Assessment         |
| Secretary:      | Amanda Storey, Office of the University Secretary                |

The Academic Programs Committee of Council held 12 meetings this year (compared to 14 last year.) The Committee has dealt with 37 proposals for new programs, program revisions, and policy revisions to date (compared to 30 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.

**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:

### **October 2017**

#### *Request for Decision:*

- Admissions Change for Certificate in Sustainability
- Change to Admissions Templates – Visiting Research Students

#### *Item for Information:*

- APC endorsement of Architecture Programs (B.Des in Architecture and the M.Arch)
- Jewish and Christian Origin Certificate of Proficiency and termination of the minor in Jewish and Christian Origins
- Admissions Templates 2018/19

### **November 2017**

#### *Request for Decision:*

- Certificate Guidelines
- Direct-entry Doctor of Philosophy (Ph.D.) in Chemistry
- Deletion of the Master of International Trade (M.I.T.) program

### **December 2017**

#### *Request for Decision:*

- Undergraduate Degree-level Certificate: Internationally Educated Teacher Certificate

#### *Items for Information:*

- Master of Physical Therapy- Removal of Major Project Option
- Degree-level Certificate in Indigenous Governance and Politics
- Deletions of Fields of Study
  - 1) Biochemistry and Biotechnology
  - 2) Biotechnology, Microbiology, and Immunology

## **January 2018**

### *Request for Decision:*

- Admissions Requirement Change – Bachelor of Education, Sequential Music Program (Secondary)

### *Item for Information:*

- Academic Calendar 2018/19
- French Common Law Option with tuition implications
- Name change and program change for Certificate in Aboriginal Theatre (now Certificate in wicêhtowin Theatre)

## **February 2018**

### *Requests for Decision:*

- Admissions Qualifications Change- Kanawayihetaytan Askiy diplomas in Aboriginal Lands Governance and Aboriginal Resource Management
- Admissions Qualifications Change – Doctor of Philosophy (Ph.D.) program in Biostatistics

### *Item for Information:*

- Deletion of the Northern Teacher Education Program (NORTEP)
- Second Degree Policy for the College of Agriculture and Bioresources
- Deletion of the Large Animal Clinical Sciences Field of Study for Master of Veterinary Science (M.Vet.Sci.) program

## **March 2018**

### *Request for Decision:*

- Changes to Admissions Requirements for the Master of Business Administration (M.B.A.) program

### *Item for Information:*

- Graduate Program Review 2016/17

## **April 2018**

### *Requests for Decision*

- Changes to Arts and Science program templates
- Admissions Qualifications change – English proficiency requirements for graduate programs in Plant Sciences

### *Item for Information*

- Project-option for the Master of Arts (M.A.) program in French

## **June 2018 (anticipated)**

### *Request for Decision:*

- Graduate Certificate in Public Policy Analysis
- Graduate Certificate in Non-Profit Management
- Graduate Certificate in Economic Analysis for Public Policy

- Graduate Certificate in Public Management
- Admissions Qualifications change – Doctor of Dental Medicine (DMD)

*Item for Information:*

- Annual Report from Academic Programs Committee

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

During the 2017-18 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, Graduate and Postdoctoral Studies, Kinesiology, Law, Medicine, Nursing, Pharmacy and Nutrition, and the Western College of Veterinary Medicine.

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.

One proposed curricular change was challenged this year. A meeting was held with representatives from the challenging college, the college proposing the curricular change, and the Office of the University Secretary and the Office of the Provost and a mutually agreeable resolution to the challenge was accepted by all parties.

**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 Teaching, Learning, and Student Experience (TLSE) Portfolio. 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 non-degree and community level certificates. There were no non-degree level certificates or community-level certificates approved

**Policies and Procedures**

Several areas of Council policy and procedures 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:

- Tuition and Fees Authorization Policy (consultation)

**Student Enrolment and Services Division**

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

- 2018-19 Admissions Templates

**Academic calendar**

The APC reviewed and approved the 2018-19 Academic Calendar. This was reported at the January 2018 meeting of Council.

**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.

I wish also to thank the many proponents and their administrative support who appeared at meetings of APC over the last year to present proposals and to answer questions of committee members. I offer thanks to Angela Kalinowski and Kenneth Fox for serving in the role of vice-chair this year and extend my thanks to Amanda Storey for her administrative support.

Respectfully submitted on behalf of the Committee,

Terry Wotherspoon, Chair