

**MOTION FOR CONSIDERATION**  

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**COLLEGE OF EDUCATION**  
**Academic Programs Committee of Council**

On **Friday, September 29, 2017**, the motion below was approved by the College of Education Faculty Council. This motion, including rationale, is being brought forward for consideration of the Academic Programs Committee of Council.

**PREAMBLE:** Previously, students admitted to the Bachelor of Education – Sequential Secondary program required a minimum Teaching Area 1 average of 60% and a minimum Teaching Area 2 average of 60%. To ensure similar requirements are implemented for Sequential Music applicants, a policy outlining a minimum 60% average on Teaching Area 2 requirements for Sequential Music admission is required. Currently, the policy is silent on the minimum average for Teaching Area 2; this motion will align minimum average expectations across program routes.

Note: All B.Mus.(Mus. Ed.) graduates will have a Teaching Area 1 of Music and it is assumed that their average in Music classes is at least 60% or greater since they have qualified to graduate.

**MOTION: To require a minimum of 60% on Teaching Area 2 classes for students to be admitted to the Sequential Music – Secondary Program.**

College: Education

Program(s): Bachelor of Education (B.ED.), Sequential Music Program, Elementary/Middle Years

Admission Qualifications:

- Completion of the Bachelor of Music degree in Music Education.

**Selection Criteria:**

- B.Mus. (Mus. Ed.) – 100% weighting

**Categories of Applicants:**

There are no distinct categories of applicants to this program.

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College: Education

Program(s): Bachelor of Education (B.ED.), Sequential Music Program, Secondary

Admission Qualifications:

- Completion of the Bachelor of Music degree in Music Education.
- Minimum average of 60% on Teaching Area 2 classes.
  - Teaching Area 2: minimum of 15 credit units with a minimum average of 60%.

**Selection Criteria:**

- B.Mus. (Mus. Ed.) – 100% weighting

**Categories of Applicants:**

There are no distinct categories of applicants to this program.

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There are no distinct categories of applicants to this program.

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

Title: Addition to Admission Requirement for Bachelor of Education - Sequential Music [BED-SEQMUS] and Secondary [SECD] Concentration Program

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  No   
Is an existing degree, diploma, or certificate being renamed? Yes  No   
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 If this is a new degree level certificate, can a student take it at the same time as pursuing another degree level program? Yes  No

6 If YES, a student attribute will be created and used to track students who are in this certificate alongside another program. The attribute code will be:

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

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

9 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.

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

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

1 Is this a new program?

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

Is an existing program being revised?

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	<input type="checkbox"/>	No	<input type="checkbox"/>
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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: Mobility**

Mobility is the ability to move freely from one jurisdiction to another and to gain entry into an academic institution or to participate in a learning experience without undue obstacles or hindrances.

1 Does the proposed degree, program, major, minor, concentration, or course involve mobility?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, choose one of the following?

Domestic Mobility (both jurisdictions are within Canada)

  


International Mobility (one jurisdiction is outside of Canada)

2 Please indicate the mobility type (refer to Nomenclature for definitions).

Joint Degree

  


Dual Degree

Professional Internship Program

Faculty-Led Course Abroad

Term Abroad Program

  
  
  


3 The U of S enters into partnerships or agreements with external partners for the above mobility types in order to allow students collaborative opportunities for research, studies, or activities. Has an agreement been signed?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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4 Please state the full name of the agreement that the U of S is entering into.

5 What is the name of the external partner?

6 What is the jurisdiction for the external partner?

**Section 4: 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 5: 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 6: New College / School / Center / Department or Renaming of Existing**

1 Is this a new college, school, center, or department?

Yes  No

Is an existing college, school, center, or department being renamed?

Yes  No

Is an existing college, school, center, or department being deleted?

Yes  No

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 (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 7: Course Information - Not Applicable**

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.

5 Does this program, due to pedagogical reasons, require any special space or type of rooms?

Yes  No

If YES, 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 8: 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?

5 Can classes towards this program be taken at the same time as another program?

6 What is the application deadline?

7 What are the admission qualifications? (IE. High school transcript required, grade 12 standing, minimum average, any required courses, etc.)

Addition of "with a minimum average of 60% on Teaching Area 2 classes".

New requirement would be: Completion of the Bachelor of Music degree in Music Education with a minimum average of 60% on Teaching Area 2 classes.

- 8 What is the selection criteria? (IE. If only average then 100% weighting; if other factors such as interview, essay, etc. what is the weighting of each of these in the admission decision.)

No change from current

- 9 What are the admission categories and admit types? (IE. High school students and transfer students or one group? Special admission? Aboriginal equity program?)

No change from current

- 10 What is the application process? (IE. Online application and supplemental information (required checklist items) through the Admissions Office or sent to the College/Department?)

No change from current

- 11 Who makes the admission decision? (IE. Admissions Office or College/Department/Other?)

No change from current

- 12 Letter of acceptance - are there any special requirements for communication to newly admitted students?

No change from current

- 13 Will the standard application fee apply?

No change from current

- 14 Will all applicants be charged the fee or will current, active students be exempt?

No change from current

**Section 9: Proposed Tuition and Student Fees Information - Not Applicable**

1 How will tuition be assessed?

Standard Undergraduate per credit	<input type="checkbox"/>
Standard Graduate per credit	<input type="checkbox"/>
Standard Graduate per term	<input type="checkbox"/>
Non standard per credit*	<input type="checkbox"/>
Non standard per term*	<input type="checkbox"/>
Other *	<input type="checkbox"/>
Program Based*	<input type="checkbox"/>

\* See attached documents for further details

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

9 If program based tuition, how will it be assessed? By credit unit? By term? Elsehow?

10 Does proponent's proposal contain detailed information regarding requested tuition?

Yes  No

If NO, please describe.

11 What is IPA's recommendation regarding tuition assessment? When is it expected to receive approval?

12 IPA Additional comments?

3 Will students outside the program be allowed to take the classes?

4 If YES, what should they be assessed? (This is especially important for program based.)

5 Do standard student fee assessment criteria apply (full-time, part-time, on-campus versus off-campus)?

6 Do standard cancellation fee rules apply?

7 Are there any additional fees (e.g. materials, excursion)? If yes, see NOTE below.

NOTE: Please remember to submit a completed "Application for New Fee or Fee Change Form" for every new course with additional fees.

**Section 10: Government Loan Information - Not Applicable**

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 11: Convocation Information (only for new degrees)**

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

2 If YES, has the Office of the University Secretary been notified?

3 When is the first class expected to graduate?

4

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

**Section 12: 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 13: Registration Information - Not Applicable**

1 What year in program is appropriate for this program (NA or a numeric year)?

2 Will students register themselves?

Yes  No

If YES, what priority group should they be in?

**Section 14: Academic History Information - Not Applicable**

1 Will instructors submit grades through self-serve?

Yes  No

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

Section 15: T2202 Information (tax form) - Not Applicable

1 Should classes count towards T2202s?

Yes  No

Section 16: Awards Information - Not Applicable

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 17: Program Termination

1 Is this a program termination?

Yes  No

If yes, what is the name of the program?

2 What is the effective date of this termination?

3 Will there be any courses closed as a result of this termination?

Yes  No

If yes, what courses?

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?

7 Is there mobility associated with this program termination?

Yes  No

If yes, please select one of the following mobility activity types.

Dual Degree Program

Joint Degree Program

Internship Abroad Program

Term Abroad Program

Taught Abroad Course

Student Exchange Program

Partnership agreements, coordinated by the International Office, are signed for these types of mobility activities. Has the International Office been informed of this program termination?

Yes  No

**Section 18: SESD - Information Dissemination (internal for SESD use only)**

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| 1 Has SESD, Marketing and Student Recruitment, been informed about this new / revised program?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 2 Has SESD, Admissions, been informed about this new / revised program?   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 3 Has CGSR been informed about this new / revised program?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 4 Has SESD, Transfer Credit, been informed about any new / revised courses?   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 5 Has ICT-Data Services been informed about this new or revised degree / program / major / minor / concentration?                     | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 6 Has the Library been informed about this new / revised program?   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 7 Has ISA been informed of the CIP code for new degree / program / major?   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 8 Has Room Scheduling/Scheduling Hub/Senior Coordinator of Scheduling been informed of unique space requirements for the new courses? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 9 Has the Convocation Coordinator been notified of a new degree?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 10 What is the highest level of financial approval required for this submission? Check all that apply.                                |     |                          |    |                          |
| a. None - as it has no financial implications   |     | <input type="checkbox"/> |    |                          |
| <u>OR</u>   |     |                          |    |                          |
| b. Fee Review Committee   |     | <input type="checkbox"/> |    |                          |
| c. Institutional Planning and Assessment (IPA)  |     | <input type="checkbox"/> |    |                          |
| d. Provost's Committee on Integrated Planning (PCIP)  |     | <input type="checkbox"/> |    |                          |
| e. Board of Governors   |     | <input type="checkbox"/> |    |                          |
| f. Other  |     | <input type="checkbox"/> |    |                          |

**SIGNED**

Date:

Registrar (Russell Isinger):

College / Department Representative(s):

IPA Representative(s):

**From:** [Wallin, Dawn](#)  
**To:** [Van Dyck, Arvelle](#)  
**Subject:** FW: Music Meeting with Education  
**Date:** Thursday, November 23, 2017 10:24:03 AM

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Here is the original notification sent June 27, 2017

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**From:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Date:** Tuesday, June 27, 2017 at 5:49 PM  
**To:** "Gillis, Glen" <glen.gillis@usask.ca>, "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>, "Lang, Jennifer" <jennifer.lang@usask.ca>, "Wilkinson, Melanie" <melanie.wilkinson@usask.ca>  
**Subject:** Re: Music Meeting with Education

There were two other points I forgot to bring up.

I know that Glen briefly brought up the EMUS 490 course but there wasn't much said other than it hasn't been offered, probably because of some tuition thing.

I looked into it, and the reality is that across all colleges on campus, the monetary distribution of tuition looks like the following:

75% tuition flows to the college offering the course.  
25% tuition flows to the college in which the students are enrolled.

So this means that because students are now in the Education program, 75% tuition would flow to Arts and Science, and 25% would flow to Education as the home program. I don't know how Arts and Science flows the tuition to departments, so you'd have to check it out, but it's still a pretty good deal in my mind. Students are technically finished the entire Music program, and this is an additional course for them within the Education program. We don't recoup too much of it, but given that they are now in the Education degree program, some comes our way for the additional administration, support services, etc...basic admin really. If there is more to discuss about that, just let me know.

And finally, in talking to the Program Coordinator, Arvelle Dyck, it was noted that the policies for movement into the Education program from the Music program are silent on the admissions requirements for the SECOND teaching area (not the music) for certification. Although this is unlikely to affect your students in any great fashion, we do need to put in the policy to cover that off as is similar to all other program routes. If you have any concerns about that, please let me know. Otherwise I think we would move both motions forward at the September UPC meeting.

Take care,  
Dawn

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**From:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Date:** Tuesday, June 27, 2017 at 4:27 PM



**To:** "Gillis, Glen" <glen.gillis@usask.ca>, "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>, "Lang, Jennifer" <jennifer.lang@usask.ca>, "Wilkinson, Melanie" <melanie.wilkinson@usask.ca>

**Subject:** Music Meeting with Education

Hello All!

I just thought I would beam in to say thank you for meeting with Melanie and I last week, and for starting the brainstorming that can work to make our programs sing a little better together. ☺

I am emailing to make certain you would all agree to the tentative plan we considered about removing EDST 321 from the Music Program Route in Education and replacing it with a course elective offering so that students might be able to take advantage of some of the new and exciting courses that we have in our direct entry program. We would then focus EDST 322 on the second teaching area for students, and they would move into the internship for a music placement. If that is agreeable, we will start working on a motion to move forward to our Undergraduate Program Committee for September. It would be lovely to have a letter of support for this change, and perhaps even a person who would come to the meeting when it gets planned to speak to the change. That last isn't necessary, but it is always good for our committees to see that we are working together with, and have support from, our partner departments.

It was also good to open the discussion to some shared resources so that you can see the teacher ed competencies (TECC) that flow through our Professional Growth Portfolio assessment during field experiences. Melanie spoke about the UBD lesson plans and such (that are all on the web under Field Experiences if you ever need them), so that we can also articulate those experiences with the general framework for teacher certification in the province.

Finally, I know there was discussion on how to proceed with this year's upcoming placement given the limitations we know exist for Music Ed students. I think Melanie, Jennifer and Darrin came up with some good ideas that can really do a better job of supporting those students. And if Darrin ever wants to open that door for music facilitation for the internship, we are likely going to jump all over it. Just sayin'.

At any rate, it was lovely to meet all of you, and I am embarrassed that we haven't met together as a group prior to this. This is the end of my second year, and I have been consumed with all of the changes to our direct entry. I am now in a place where I can work more closely with our partner program routes to make sure we are all working together to make these programs the best they can be.

Lovely to speak with all of you. Your turn for potluck. ☺

Take care,  
Dawn Wallin

**From:** [Wallin, Dawn](#)  
**To:** [Van Dyck, Arvelle](#)  
**Subject:** FW: Music Meeting with Education  
**Date:** Thursday, November 23, 2017 10:24:30 AM

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Notification of it passing through Faculty

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**From:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Date:** Friday, September 29, 2017 at 11:57 AM  
**To:** "Gillis, Glen" <glen.gillis@usask.ca>, "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>, "Lang, Jennifer" <jennifer.lang@usask.ca>, "Marion, Gregory" <gregory.marion@usask.ca>  
**Cc:** "Wilkinson, Melanie" <melanie.wilkinson@usask.ca>, "Van Dyck, Arvelle" <arvelle.vandyck@usask.ca>  
**Subject:** Re: Music Meeting with Education

Good morning All!

I thought I would send a note to let you know that our discussions from last spring came to a good fruition for our combined Music Ed/Sequential students. The motion that requested that the combined music ed/sequential students take an education elective rather than the field experience EDST 321.3 was approved at faculty council today. To that end, the strong field experiences already conducted by the Department of Music will no longer lead to the sense of disappointment as these students enter into EDST 321 that was not rigorous enough given their prior experience. Instead, as we talked about, they can improve on their educational pedagogy by taking an elective course in the program. They will still move into EDST 322 with a focus on their second teaching area, and an internship with a focus on music education.

In addition, we also approved the motion created to align the TA2 requirements to have a minimum average of 60%, similar across all of our programs. For some reason, the regs were silent on this for our combined program, so this was a calendar clean up.

I hope this makes for a happy day for you as we continue to work together to improve the educational experience for this group of students.

Take care,  
Dawn

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**Date:** Tuesday, June 27, 2017 at 4:27 PM  
**To:** "Gillis, Glen" <glen.gillis@usask.ca>, "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>, "Lang, Jennifer" <jennifer.lang@usask.ca>, "Wilkinson, Melanie" <melanie.wilkinson@usask.ca>  
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Lovely to speak with all of you. Your turn for potluck. ☺

Take care,  
Dawn Wallin

**From:** [Wallin, Dawn](#)  
**To:** [Van Dyck, Arvelle](#)  
**Subject:** FW: Music Meeting with Education  
**Date:** Thursday, November 23, 2017 10:24:45 AM

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Jennifer Lang Responds

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**From:** "Lang, Jennifer" <jennifer.lang@usask.ca>  
**Date:** Friday, September 29, 2017 at 11:56 AM  
**To:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Subject:** Re: Music Meeting with Education

Hi Dawn,

This is wonderful news! Thank you for everything you have done to enhance the experience of these students.

Best,

Jen

Jennifer Lang, Ph.D.  
Assistant Professor, Music Education  
University of Saskatchewan  
Department of Music  
[1049 Education Building](#)  
[28 Campus Drive](#)  
[Saskatoon, SK S7N 0X1](#)  
[jennifer.lang@usask.ca](mailto:jennifer.lang@usask.ca)  
(306) 966-6812

On Sep 29, 2017, at 11:48 AM, Wallin, Dawn <[dawn.wallin@usask.ca](mailto:dawn.wallin@usask.ca)> wrote:

Good morning All!

I thought I would send a note to let you know that our discussions from last spring came to a good fruition for our combined Music Ed/Sequential students. The motion that requested that the combined music ed/sequential students take an education elective rather than the field experience EDST 321.3 was approved at faculty council today. To that end, the strong field experiences already conducted by the Department of Music will no longer lead to the sense of disappointment as these students enter into EDST 321 that was not rigorous enough given their prior experience. Instead, as we talked about, they can improve on their educational pedagogy by taking an elective course in the program. They will still move into EDST 322 with a focus on their second teaching area, and an internship with a focus on music education.

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**From:** "Wallin, Dawn" <[dawn.wallin@usask.ca](mailto:dawn.wallin@usask.ca)>  
**Date:** Tuesday, June 27, 2017 at 4:27 PM  
**To:** "Gillis, Glen" <[glen.gillis@usask.ca](mailto:glen.gillis@usask.ca)>, "Oehlerking, Darrin" <[darrin.oehlerking@usask.ca](mailto:darrin.oehlerking@usask.ca)>, "Lang, Jennifer" <[jennifer.lang@usask.ca](mailto:jennifer.lang@usask.ca)>, "Wilkinson, Melanie" <[melanie.wilkinson@usask.ca](mailto:melanie.wilkinson@usask.ca)>  
**Subject:** Music Meeting with Education

Hello All!

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I am emailing to make certain you would all agree to the tentative plan we considered about removing EDST 321 from the Music Program Route in Education and replacing it with a course elective offering so that students might be able to take advantage of some of the new and exciting courses that we have in our direct entry program. We would then focus EDST 322 on the second teaching area for students, and they would move into the internship for a music placement. If that is agreeable, we will start working on a motion to move forward to our Undergraduate Program Committee for September. It would be lovely to have a letter of support for this change, and perhaps even a person who would come to the meeting when it gets planned to speak to the change. That last isn't necessary, but it is always good for our committees to see that we are working together with, and have support from, our partner departments.

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Lovely to speak with all of you. Your turn for potluck. ☺

Take care,  
Dawn Wallin

**From:** [Wallin, Dawn](#)  
**To:** [Van Dyck, Arvelle](#)  
**Subject:** FW: Music Meeting with Education  
**Date:** Thursday, November 23, 2017 10:25:03 AM

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Glen Gillis responds

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**From:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Date:** Friday, September 29, 2017 at 1:43 PM  
**To:** "Gillis, Glen" <glen.gillis@usask.ca>  
**Subject:** Re: Music Meeting with Education

Waiting for the potluck.... :)

Sent from my iPhone

On Sep 29, 2017, at 12:35 PM, Gillis, Glen <[glen.gillis@usask.ca](mailto:glen.gillis@usask.ca)> wrote:

Thank you for the update. This certainly makes sense for the EMUS students.

Glen  
<image001.png>  
Glen Gillis, Ph.D.  
Professor of Music  
Department of Music  
University of Saskatchewan  
Saskatoon, SK Canada S7N 0X1  
(306) 966-8356  
[glen.gillis@usask.ca](mailto:glen.gillis@usask.ca)

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In addition, we also approved the motion created to align the TA2 requirements to have a minimum average of 60%, similar across all of our programs. For some reason, the regs were silent on this for our combined program, so this was a calendar clean up.

I hope this makes for a happy day for you as we continue to work together to improve the educational experience for this group of students.

Take care,  
Dawn

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**To:** "Gillis, Glen" <[glen.gillis@usask.ca](mailto:glen.gillis@usask.ca)>, "Oehlerking, Darrin" <[darrin.oehlerking@usask.ca](mailto:darrin.oehlerking@usask.ca)>, "Lang, Jennifer" <[jennifer.lang@usask.ca](mailto:jennifer.lang@usask.ca)>, "Wilkinson, Melanie" <[melanie.wilkinson@usask.ca](mailto:melanie.wilkinson@usask.ca)>  
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**From:** [Wallin, Dawn](#)  
**To:** [Van Dyck, Arvelle](#)  
**Subject:** FW: Music Meeting with Education  
**Date:** Thursday, November 23, 2017 10:25:41 AM

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Darrin Oehlerking responds.

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**From:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Date:** Monday, October 2, 2017 at 11:17 AM  
**To:** "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>  
**Subject:** Re: Music Meeting with Education

As I have now mentioned to Glen and Jennifer...still waiting for the potluck.... ☺

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**From:** "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>  
**Date:** Monday, October 2, 2017 at 10:10 AM  
**To:** "Wallin, Dawn" <dawn.wallin@usask.ca>  
**Cc:** "Gillis, Glen" <glen.gillis@usask.ca>, "Oehlerking, Darrin" <darrin.oehlerking@usask.ca>, "Lang, Jennifer" <jennifer.lang@usask.ca>, "Marion, Gregory" <gregory.marion@usask.ca>, "Wilkinson, Melanie" <melanie.wilkinson@usask.ca>, "Van Dyck, Arvelle" <arvelle.vandyck@usask.ca>  
**Subject:** Re: Music Meeting with Education

Hi Dawn - thanks for providing this update. I look forward to continuing a great relationship with the College of Education to help support our MusEd students!

Have a great day,  
Darrin

Darrin Oehlerking, DMA  
President, Canadian Band Association  
Associate Professor  
University of Saskatchewan Department of Music  
306-966-1370 (Office)  
306-361-6665 (Cell)  
[darrin.oehlerking@usask.ca](mailto:darrin.oehlerking@usask.ca)

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Dawn Wallin

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

Title: Addition to Admission Requirement for Bachelor of Education - Sequential Music [BED-SEQMUS] and Secondary [SECD] Concentration Program

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 If this is a new degree level certificate, can a student take it at the same time as pursuing another degree level program?

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

6 If YES, a student attribute will be created and used to track students who are in this certificate alongside another program. The attribute code will be:

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

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

9 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.

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

**Section 2: New Program for Existing or New 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: Mobility**

Mobility is the ability to move freely from one jurisdiction to another and to gain entry into an academic institution or to participate in a learning experience without undue obstacles or hindrances.

- 1 Does the proposed degree, program, major, minor, concentration, or course involve mobility? Yes  No   
 If yes, choose one of the following:  
     Domestic Mobility (both jurisdictions are within Canada)   
     International Mobility (one jurisdiction is outside of Canada)
- 2 Please indicate the mobility type (refer to Nomenclature for definitions).   
     Joint Degree   
     Dual Degree   
     Professional Internship Program   
     Faculty-Led Course Abroad   
     Term Abroad Program
- 3 The U of S enters into partnerships or agreements with external partners for the above mobility types in order to allow students collaborative opportunities for research, studies, or activities. Has an agreement been signed? Yes  No
- 4 Please state the full name of the agreement that the U of S is entering into.
- 5 What is the name of the external partner?
- 6 What is the jurisdiction for the external partner?

**Section 4: 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 5: 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?  
If you've answered NO, please continue on to the next section.

Yes  No  Revised

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 6: New College / School / Center / Department or Renaming of Existing**

1 Is this a new college, school, center, or department?

Yes  No

Is an existing college, school, center, or department being renamed?

Yes  No

Is an existing college, school, center, or department being deleted?

Yes  No

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 (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 7: Course Information - Not Applicable**

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.

5 Does this program, due to pedagogical reasons, require any special space or type or rooms?

Yes  No

If YES, 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 8: 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?

5 Can classes towards this program be taken at the same time as another program?

6 What is the application deadline?

7 What are the admission qualifications? (IE. High school transcript required, grade 12 standing, minimum average, any required courses, etc.)

Addition of "with a minimum average of 60% on Teaching Area 2 classes".  
New requirement would be: Completion of the Bachelor of Music degree in Music Education with a minimum average of 60% on Teaching Area 2 classes.

8 What is the selection criteria? (IE. If only average then 100% weighting; if other factors such as interview, essay, etc. what is the weighting of each of these in the admission decision.)

9 What are the admission categories and admit types? (IE. High school students and transfer students or one group? Special admission? Aboriginal equity program?)

10 What is the application process? (IE. Online application and supplemental information (required checklist items) through the Admissions Office or sent to the College/Department?)

11 Who makes the admission decision? (IE. Admissions Office or College/Department/Other?)

12 Letter of acceptance - are there any special requirements for communication to newly admitted students?

13 Will the standard application fee apply?

14 Will all applicants be charged the fee or will current, active students be exempt?



**Section 9: Proposed Tuition and Student Fees Information - Not Applicable**

1 How will tuition be assessed?

Standard Undergraduate per credit	<input type="checkbox"/>
Standard Graduate per credit	<input type="checkbox"/>
Standard Graduate per term	<input type="checkbox"/>
Non standard per credit*	<input type="checkbox"/>
Non standard per term*	<input type="checkbox"/>
Other *	<input type="checkbox"/>
Program Based*	<input type="checkbox"/>

\* See attached documents for further details

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

9 If program based tuition, how will it be assessed? By credit unit? By term? Elsehow?

10 Does proponent's proposal contain detailed information regarding requested tuition?

Yes  No

If NO, please describe.

11 What is IPA's recommendation regarding tuition assessment? When is it expected to receive approval?

12 IPA Additional comments?

3 Will students outside the program be allowed to take the classes?

4 If YES, what should they be assessed? (This is especially important for program based.)

5 Do standard student fee assessment criteria apply (full-time, part-time, on-campus versus off-campus)?

6 Do standard cancellation fee rules apply?

7 Are there any additional fees (e.g. materials, excursion)? If yes, see NOTE below.

NOTE: Please remember to submit a completed "Application for New Fee or Fee Change Form" for every new course with additional fees.

**Section 10: Government Loan Information - Not Applicable**

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 11: Convocation Information (only for new degrees)**

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

2 If YES, has the Office of the University Secretary been notified?

3 When is the first class expected to graduate?

4

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

**Section 12: Schedule of Implementation Information**

1 What is the start term?

201805 [May 2018]

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

Yes  No

If YES, what and by what date?

**Section 13: Registration Information - Not Applicable**

1 What year in program is appropriate for this program (NA or a numeric year)?

2 Will students register themselves?

Yes  No

If YES, what priority group should they be in?

**Section 14: Academic History Information - Not Applicable**

1 Will instructors submit grades through self-serve?

Yes  No

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

**Section 15: T2202 Information (tax form) - Not Applicable**

1 Should classes count towards T2202s? Yes  No

**Section 16: Awards Information - Not Applicable**

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 17: Program Termination**

1 Is this a program termination? Yes  No

If yes, what is the name of the program?

2 What is the effective date of this termination?

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

If yes, what courses?

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?

7 Is there mobility associated with this program termination? Yes  No

If yes, please select one of the following mobility activity types.

- Dual Degree Program
- Joint Degree Program
- Internship Abroad Program
- Term Abroad Program
- Taught Abroad Course
- Student Exchange Program

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Partnership agreements, coordinated by the International Office, are signed for these types of mobility activities. Has the International Office been informed of this program termination? Yes  No

**Section 18: 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

8 Has Room Scheduling/Scheduling Hub/Senior Coordinator of Scheduling been informed of unique space requirements for the new courses? Yes  No

9 Has the Convocation Coordinator been notified of a new degree? Yes  No

10 What is the highest level of financial approval required for this submission? Check all that apply.

a. None - as it has no financial implications

OR

b. Fee Review Committee

c. Institutional Planning and Assessment (IPA)

d. Provost's Committee on Integrated Planning (PCIP)

e. Board of Governors

f. Other

**SIGNED**

Date:

Registrar (Russell Isinger):

College / Department Representative(s):

IPA Representative(s):