

AGENDA - PUBLIC
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
 November 13, 2019
 3:00 – 4:30pm | Room A225

1. CALL to ORDER
2. ITEMS for ADOPTION
 - 3:00 2.1. Agenda
 - 2.2. Minutes – October 16, 2019..... pg. 2
3. BUSINESS
 - 3:05 3.1. New Program - Chemistry honours (Lucy Lee) pg. 5
All other documents located S:\Public\UFVinfo\APPC
 - 3:20 3.2. New Program – International Business major and minor (Mary Saudelli)..... pg. 8
All other documents located S:\Public\UFVinfo\APPC
 - 3:35 3.3. New Program – Adult Education minor (Chris Campbell) pg. 12
All other documents located S:\Public\UFVinfo\APPC
 - 3:50 3.4. Discontinuation – Certificate in Extended Studies in Child and Youth Care: Child Protection
 Specialization (Christine Slavik) pg. 15
 - 4:00 3.5. Discontinuation – Certificate in Extended Studies in Social Work (Alison Reeves)..... pg. 19
 - 4:10 3.6. Provost’s Report
 - 4:20 3.7. New Process for Program Development– revision pg. 22
4. ADJOURN - Next Meeting: December 11, 2019, 2:30 – 4:30pm, A225
5. INFORMATION ITEMS
 - 5.1. APPC website: ufv.ca/senate/standing-committees/appc/

ACTION ITEMS			
Meeting date	Item #	Action Item	Status
October 16, 2019	3.5	PD&QA office: Revise the process and procedures of the proposed new program development procedure to include APPC during the Stage 1 process	Completed
September 18, 2019	3.2	Melinda: Inquire with the Secretariat office to see if the Vice-Chair could be a non-voting member.	In progress
September 18, 2019	3.5	Provost Office: Send Melissa W. a thank you card noting that the APPC members recognized her hard work and dedication to the APPC and the Terms of Reference subcommittee.	Completed

Draft Minutes
ACADEMIC PLANNING AND PRIORITIES COMMITTEE (APPC)

October 16, 2019
2:55 – 4:30pm | Room A225

Present: James Mandigo (Chair), Adrianna Bakos, Al Wiseman, Alastair Hodges, Bruce Kirkley, David McGuire, Fiona MacDonald, Garry Fehr, Gerry Palmer, Jackie Hogan, Jon Thomas, Maureen Wideman, Nicola Mooney, Patti Wilson, Peter Geller, Sandra Smith, Shahbaig Boparai, Shelley Canning, Shelley Stefan, Sylvie Murray, Vlada Dvoracek, Melinda Saretzky (recorder)

Regrets: Derek Ward-Hall, Emilio Landolfi, Lorne McKenzie, Shirley Hardman

1. CALL to ORDER

2. ITEMS for ADOPTION

2.1. Agenda

MOTION: That APPC approve the October 16, 2019 agenda as presented.
Gerry/2nd Sandra. Carried.

2.2. Minutes

MOTION: That APPC approve the September 18, 2019 as presented.
Alastair/2nd Nicola. Carried.

3. BUSINESS

3.1. Provost's Report

Strategic Planning Process will be launched next week and introduced at each of the President's Town Halls on Oct. 22nd. The first half will focus on the President's Task Force on Equity, Diversity and Inclusion and the second half will introduce the Strategic Planning Process.

- The goal is to bring a draft of the Strategic Planning Process to APPC for feedback and direction with endorsement of the report going to Senate in June
- Ken Steele (Eduvation) will be attending UFV on Nov 15th to present on higher education trends and will be live streamed with interactive polling
- A review of various themes will be conducted
- Will seek community responses in January
- Committee consensus supports APPC endorsing the Strategic Planning Process report for Senate

3.2. Vice-Chair Appointment

MOTION

That APPC approve Emilio Landolfi as Vice-Chair of APPC with a term of October 16, 2019 – August 31, 2020.
Gerry/2nd Jon. Carried.

3.3. APPC Expedited Review Standing Subcommittee – Call for Expressions of Interest

MOTION

That APPC approve Adrianna Bakos/Shelley Stefan/Gerry Palmer as members of the Expedited Review Standing Subcommittee with a term of November 1, 2019 – September 30, 2020.
Alastair/2nd Jackie. Carried.

3.4. Terms of Reference Review (Al Wiseman)

Report is in progress.

3.5. Proposal to Revise the Process and Procedures for New Program Development

Memo and documents supporting the revised process and procedures were distributed and an overview of the new process and procedures was given. The new process would align with other institutions and the Ministry requirements while improving efficiency throughout the UFV approvals process.

Discussion and notes:

- Discussion was had regarding the Stage 1 Proposal that is to be approved by the Senate Budget Committee (SBC). It was suggested that APPC be involved in some capacity in this stage in order to review the complete Stage 1 proposal for non-budget related content before Ministry submission, noting that the new procedure states that APPC would no longer approve the Full Program Proposal (Stage 2) and in the rare case that SBC would reject the proposal
- It was noted that the new concept paper template includes the social and economic benefits and that Stage 1 just includes more details and that all of the degree quality standards will be fully addressed by going through UEC, GSC, etc.
- It was noted that the concept papers will still be reviewed by Deans and Faculty Councils and stage Stage 1 and 2 proposals will be sent to APPC for information and can be brought into discussion at any time
- Stage 1 is an overall fuller demonstration of the Concept Paper
- Other suggestions were made to streamline the process and procedures
- Committee consensus agrees that the new process seems logical that we seek Ministry approval before Stage 2 is complete

MOTION

That the Academic Planning and Priorities Committee supports the revision of the Concept Paper template, with the addition of the Library Resources, to further align with the Ministry of Advanced Education, Skills and Training Stage 1 standards and criteria.
Jackie/Sylvie. Carried.

MOTION

That the Academic Planning and Priorities Committee supports Senate giving responsibility to the Undergraduate Education Committee and the Graduate Studies Committee to verify that the Stage 2 for proposals meet degree quality standards, prior to submission to the Ministry.
Sandra/2nd Sylvie. Carried.

Note: The PDQA office will submit all motions from each committee to Senate at the same time.

MOTION (DEFERRED)

That the Academic Planning and Priorities Committee supports Senate giving responsibility to the Senate Budget Committee to verify that the Stage 1 for new program proposals address the required standards and criteria, prior to submission to the Ministry.

ACTION: That the PDQA office revise the process and procedures to include APPC during the Stage 1 process

3.6. Generative Discussion for Agenda Topics

4. ADJOURN – 4:30pm

Nicola/2nd Sylvie.

Next Meeting: November 13, 2019, 2:30 – 4:30pm, A225

5. INFORMATION ITEMS

5.1. APPC website: ufv.ca/senate/standing-committees/appc/



To: James Mandigo, Chair, APPC
Cc: Lucy Lee, Dean, Faculty of Science; Bruce Kirkley, Assoc. Director, Program Development and Quality Assurance
From: Jason Thomas, Program Working Group Chair
Date: October 30, 2019
Re: Chemistry honours degree

For the proposed Chemistry honours degree, please find attached the program proposal, Budget Analysis Part A, and budget memo in lieu of Budget Analysis Part B.

On May 24, 2019, UEC voted to recommend the Chemistry honours for APPC approval (see attached memo).

On October 17, 2019, SBC reviewed the proposal and budget analysis and voted to recommend the Chemistry honours for approval to APPC (see attached memo).

Program Summary:

The Chemistry honours degree will provide exceptional students with an option for a more rigorous, research-intensive degree option that provides better preparation for graduate school. In comparison to the existing Chemistry major program, the Chemistry honours program requires more credits overall, and the completion of an original research project and undergraduate thesis (CHEM 499). All third year courses required in the major program are also required in the honours program, with the addition of a required introductory course in biochemistry (CHEM 350). An introductory biochemistry requirement will provide honours students with greater breadth of knowledge within chemistry as well as a better appreciation for the increasingly interdisciplinary nature of modern scientific research and practice.

Concept Paper:

A concept paper is not required for a new honours program in a field in which a major or degree is already approved.

SBC MEMORANDUMSBC Chair: Jackie Hogan
Local: 4676SBC Assistant: Sarah McLean
Local: 4029

TO: Dr. J. Mandigo, APPC Chair

FROM: Jackie Hogan, Senate Budget Committee Chair

DATE: October 18, 2019

RE: Chemistry Honours

At its October 17, 2019 meeting, the Senate Budget Committee reviewed the Chemistry Honours program proposal. Jason Thomas, Program Working Group Chair, and Bruce Kirkley, Associate Director, Program Development & Quality Assurance, provided an overview of the program proposal and addressed questions from the committee. The following comments were noted:

- The proposed program uses existing courses offered to fulfill program requirements with the exception of one new required course: CHEM 410: Honours Research and Thesis, which will run as a directed studies and will not have significant budgetary impact.
- No additional resources are required for the program, and space and equipment needs are the same as those already available and in use for the existing Chemistry major program.
- Currently, Chemistry is the only science that does not have an honours program at UFV. The program is intended to provide students with a competitive edge for admission to grad programs and is anticipated to generate three to five honours graduates per year.
- There is no significant budgetary impact expected.

The following motion was moved and seconded:

THAT the Senate Budget Committee reviewed the Chemistry Honours program proposal and confirms the cost of implementation is adequately reflected in the analysis.

CARRIED

UEC MEMORANDUM

UEC Chair: Samantha Pattridge
Phone: 4070

UEC Assistant: Amanda Grimson
Phone: 4571

TO: Dr. James Mandigo, Academic Planning and Priorities Committee Chair

FROM: Samantha Pattridge, Undergraduate Education Committee Chair

DATE: October 29, 2019

RE: Chemistry Honours

At its May 24, 2019 meeting, UEC voted to recommend the new Chemistry Honours program. UEC recommends that this be recommended by APPC and approved by Senate.



To: James Mandigo, Chair, Academic Planning and Priorities Committee
Cc: Tracy Ryder Glass, Dean, Faculty of Professional Studies; Bruce Kirkley, Assoc. Director, Program Development and Quality Assurance
From: Kevin deWolde, Program Working Group Chair
Date: November 5, 2019
Re: Proposed Bachelor of Business Administration, International Business Major and Minor (IB major and minor)

On behalf of the International Business Major and Minor Program Working Group, please accept the following attachments for submission to the November 13, 2019 meeting of APPC:

- International Business major and minor proposal
- International Business major and minor calendar copy
- Budget Analysis Part A
- Budget Memo (in lieu of Budget Analysis Part B)
- Letter from UFV International
- Memo from UEC
- Memo from SBC

On August 29, 2019, UEC voted to recommend the International Business major and minor for approval to APPC (see attached memo).¹

On October 17, 2019, SBC reviewed the proposal and budget analysis and voted to recommend the International Business major and minor for approval to APPC (see attached memo).

Program Summary:

The proposed International Business major and minor will encourage business students to learn in a cross-cultural environment; the program will require students to study in a foreign culture through study abroad semesters or shorter study tours, field schools or international internships. The proposed major in International Business will allow students to focus on the global aspects of

¹ UEC also recommended that a second language requirement be included in the program prior to implementation. After consultation with the Modern Languages department and the School of Business, a second language requirement has now been included, and was approved by the School of Business on September 10, 2019. The additional requirement was presented as an information item to FPS Curriculum Committee on September 20, and to PS Faculty Council on October 11, 2019, with no issues raised. It will now go to UEC as information for the November 2019 meeting.

business, while the minor is intended for BBA students seeking to complement their other chosen major with some international business knowledge and experience.

Program Working Group:

Kevin deWolde (Chair) – Associate Professor, School of Business

Don Miskiman – Associate Professor, School of Business

Frank Ulbrich – Director, School of Business

Michael Maschek – Associate Professor and Department Head, Economics

John Potts – Manager of International Partnerships and Programs, UFV International

Mary Gene Saudelli – Associate Dean, Faculty of Professional Studies

Concept Paper:

The concept paper for the International Business major and minor was approved in the 2018 Program Report and Plan at the June 2018 Board meeting.

SBC MEMORANDUMSBC Chair: Jackie Hogan
Local: 4676SBC Assistant: Sarah McLean
Local: 4029

TO: Dr. J. Mandigo, APPC Chair

FROM: Jackie Hogan, Senate Budget Committee Chair

DATE: October 18, 2019

RE: International Business Major and Minor, BBA

At its October 17, 2019 meeting, the Senate Budget Committee reviewed the International Business Major and Minor, BBA program proposal. Kevin deWolde, Program Working Group Chair, Mary Saudelli, Associate Dean, Professional Studies, and Bruce Kirkley, Associate Director, Program Development & Quality Assurance, provided an overview of the program proposal and addressed questions from the committee. The following comments were noted:

- The proposed program aligns with UFV's internationalization goals of increasing access to and participation in international mobility experiences.
- Majority of the FTE enrolment is initially expected to come from undeclared BBA students
- The proposal uses existing courses to fulfill program requirements, and there is capacity to accommodate any new students.
- There is no significant budgetary impact expected; the Dean acknowledges and accepts any budgetary risk.

The following motion was moved and seconded:

THAT the Senate Budget Committee reviewed the International Business Major and Minor, BBA program proposal and confirms the cost of implementation is adequately reflected in the analysis.

CARRIED

UEC MEMORANDUM

UEC Chair: Samantha Pattridge
Phone: 4070

UEC Assistant: Amanda Grimson
Phone: 4571

TO: Dr. James Mandigo, Academic Planning and Priorities Committee Chair

FROM: Samantha Pattridge, Undergraduate Education Committee Chair

DATE: October 29, 2019

RE: International Business major and minor

At its August 29, 2019 meeting, UEC voted to recommend the new International Business major and minor. UEC recommends that these be recommended by APPC and approved by Senate.



To: James Mandigo, Chair, Academic Planning and Priorities Committee
Cc: Tracy Ryder Glass, Dean, Faculty of Professional Studies; Bruce Kirkley, Assoc. Director, Program Development and Quality Assurance
From: Chris Campbell, Program Working Group Chair
Date: November 5, 2019
Re: Proposed Adult Education minor

On behalf of the Adult Education Minor Program Working Group, please accept the following attachments for submission to the November 13, 2019 meeting of APPC:

- Adult Education minor proposal
- Adult Education minor calendar copy
- Budget Analysis Part A
- Budget Memo (in lieu of Budget Analysis Part B)

On August 29, 2019, UEC voted to recommend the Adult Education minor for approval to APPC (see attached memo).

On October 17, 2019, SBC reviewed the proposal and budget analysis and voted to recommend the Adult Education minor for approval to APPC (see attached memo).

Program Summary:

The proposed Adult Education minor offers students a suite of knowledge and skills to engage and empower learners in their own specific academic, workplace, and community educational contexts. These skills include the development and application of theoretical knowledge and practical skills related to curriculum, instructional design, teaching, and assessment in formal, informal, and non-formal learning spaces. A minor in Adult Education will make this area of professional educational practice available to students in a wide variety of degree programs such as Arts, Integrated Studies (BIS), Computer Information Systems (CIS), and Kinesiology.

Program Working Group:

Chris Campbell (Chair) – Assistant Professor, Adult Education
Corinne Richardson – Program Advisor/Department Assistant, Adult Education
Maureen Wideman – AVP Teaching and Learning, Educational Technology Services
Ian Hunt – Professor Emeritus, Adult Education
Michelle Rhodes – Associate Professor, Geography and the Environment
Carl Janzen – Assistant Professor, Computer Information Systems

Concept Paper:

A concept paper is not required for a new minor program where a major or degree is already approved.

SBC MEMORANDUMSBC Chair: Jackie Hogan
Local: 4676SBC Assistant: Sarah McLean
Local: 4029

TO: Dr. J. Mandigo, APPC Chair

FROM: Jackie Hogan, Senate Budget Committee Chair

DATE: October 18, 2019

RE: Adult Education Minor

At its October 17, 2019 meeting, the Senate Budget Committee reviewed the Adult Education Minor program proposal. Chris Campbell, Program Working Group Chair, Mary Saudelli, Associate Dean, Professional Studies, and Bruce Kirkley, Associate Director, Program Development & Quality Assurance, provided an overview of the program proposal and addressed questions from the committee. The following comments were noted:

- The proposed program uses existing courses offered in the BA Adult Education program to fulfil program requirements.
- The minor is initially expected to allow existing degree students who take Adult Education courses as electives the additional option for completing their degree.
- A blended delivery model is offered using dedicated classroom space (evenings and weekends) 4-5 times a term.
- There is no significant budgetary impact expected.

The following motion was moved and seconded:

THAT the Senate Budget Committee reviewed the Adult Education Minor program proposal and confirms the cost of implementation is adequately reflected in the analysis.

CARRIED

UEC MEMORANDUM

UEC Chair: Samantha Pattridge
Phone: 4070

UEC Assistant: Amanda Grimson
Phone: 4571

TO: Dr. James Mandigo, Academic Planning and Priorities Committee Chair

FROM: Samantha Pattridge, Undergraduate Education Committee Chair

DATE: October 29, 2019

RE: Adult Education minor

At its August 29, 2019 meeting, UEC voted to recommend the new Adult Education minor. UEC recommends that this be recommended by APPC and approved by Senate.



SEPTEMBER 11, 2019

TO: JAMES MANDIGO, PROVOST & VICE PRESIDENT, ACADEMIC

FROM: TRACY RYDER GLASS, FACULTY OF PROFESSIONAL STUDIES

PROGRAM: CERTIFICATE IN EXTENDED STUDIES IN CHILD AND YOUTH CARE: CHILD PROTECTION SPECIALIZATION, CHILD, YOUTH AND FAMILY STUDIES, FACULTY OF PROFESSIONAL STUDIES

SUBJECT:

- PROGRAM REINSTATEMENT
- PROGRAM SUSPENSION
- PROGRAM SUSPENSION RENEWAL
- PROGRAM DISCONTINUANCE

PROGRAM DISCONTINUANCE

- 1) The Certificate in Extended Studies in Child and Youth Care: Child Protection Specialization allows students who have completed the Bachelor of Arts in Child and Youth Care to complete additional work to meet the requirements for the Child Protection specialization. However, the Extended Studies Framework was discontinued in 2016, having been replaced by the Subsequent and Concurrent Bachelor Degree Policy (98). The new policy allows for students to complete a "higher degree option" such as the Child Protection specialization under Regulation (f), as follows:

A UFV graduate may be permitted to take the courses to complete the requirements of a higher degree option in the same discipline (e.g., a major following a minor) provided the option is available within the same degree. Upon completion, a notation will be made on the transcript that the requirements of the higher option were completed. No adjustment will be made to the degree awarded.
- 2) The Child, Youth, and Family Studies department and the Dean's Office, Faculty of Professional Studies have been consulted, with consensus that the extended studies certificate should be discontinued, and the Child Protection specialization section of the calendar revised as follows: "Students who have completed the Bachelor of Arts in Child and Youth Care can subsequently apply for and receive the Child Protection specialization by completing any additional requirements for the program." The summary of consultation with stakeholders, including Faculty Council approval date;

MOTION:

That APPC recommends to Senate the discontinuance of the Certificate in Extended Studies in Child and Youth Care: Child Protection Specialization in the Faculty of Professional Studies, effective September 2020.

To: James Mandigo, Provost & Vice President, Academic

From: Christine Slavik, CYFS Department Head

Date: September 5, 2019

Subject: Discontinuance of Certificate in Extended Studies in Child and Youth Care: Child Protection Specialization

3. Rationale for change(s): The Certificate of Extended Studies in Child and Youth Care: Child Protection Specialization will need to be discontinued, given that the Extended Studies Framework was discontinued in 2016, having been replaced by the Subsequent & Concurrent Bachelor Degree policy (98) and the revised Credentials policy (64).

For the Child Protection Specialization, since it is an option in the BA (CYC), regulation (f) in the Subsequent and Concurrent Bachelor degree applies, and therefore students who have finished the BA can go on to complete additional requirements for the Child Protection specialization, noted on their transcripts.

The final paragraph in the calendar copy for the Child Protection specialization could be revised to the following:

Students who have completed the Bachelor of Arts in Child and Youth Care can subsequently complete the additional requirements needed to meet the Child Protection specialization and will have the specialization recognized with a notation on their transcripts.

4. Transition plan: The credential will be discontinued effective September 2020. Any students currently enrolled in the program will be allowed to complete the certificate. Since the ability to complete the Child Protection specialization is already available to students through the provisions of the Subsequent and Concurrent Bachelor Degree Policy (98), any students who wish to apply for the extended studies certificate should be redirected to apply for the specialization, effective immediately.



Proposal for Program Discontinuance Template

Section I: Program Information

Program (specify credential name, if different)

Faculty or College

Department or School (or unit with administrative responsibility for the program)

Date of Submission

If the credential here presented for discontinuance is being replaced by a new credential, with no impact on the criteria listed in Section III, provide a brief explanation and omit Section III from your submission.

Section II: Consultation

Provide brief summary of the consultation (maximum 250 words). Additional information can be attached.

Section III: Rationale

Refer to the instructions and include your findings as an attachment

Section IV: Transition Plan

Attach the transition plan for all students currently in the program. The transition plan should also indicate the date applications will no longer be accepted.



SEPTEMBER 11, 2019

TO: JAMES MANDIGO, PROVOST & VICE PRESIDENT, ACADEMIC

FROM: TRACY RYDER GLASS, FACULTY OF PROFESSIONAL STUDIES

PROGRAM: CERTIFICATE IN EXTENDED STUDIES IN SOCIAL WORK: CHILD WELFARE SPECIALIZATION, SCHOOL OF SOCIAL WORK & HUMAN SERVICES, FACULTY OF PROFESSIONAL STUDIES

SUBJECT:

- PROGRAM REINSTATEMENT
- PROGRAM SUSPENSION
- PROGRAM SUSPENSION RENEWAL
- PROGRAM DISCONTINUANCE

PROGRAM DISCONTINUANCE

- 1) The Certificate in Extended Studies in Social Work: Child Welfare Specialization allows students who have completed the Bachelor of Social Work to complete additional work to meet the requirements for the Child Welfare specialization. However, the Extended Studies Framework was discontinued in 2016, having been replaced by the Subsequent and Concurrent Bachelor Degree Policy (98). The new policy allows for students to complete a "higher degree option" such as the Child Protection specialization under Regulation (f), as follows:
 - A UFV graduate may be permitted to take the courses to complete the requirements of a higher degree option in the same discipline (e.g., a major following a minor) provided the option is available within the same degree. Upon completion, a notation will be made on the transcript that the requirements of the higher option were completed. No adjustment will be made to the degree awarded.
- 2) The School of Social Work & Human Services and the Dean's Office, Faculty of Professional Studies have been consulted, with consensus that the extended studies certificate should be discontinued, and the Child Welfare specialization section of the calendar revised as follows: "Students who have completed the Bachelor of Social Work degree can subsequently apply for and receive the Child Welfare specialization by completing any additional requirements for the specialization."

MOTION:

That APPC recommends to Senate the discontinuance of the Certificate in Extended Studies in Social Work: Child Welfare Specialization in the Faculty of Professional Studies, effective September 2020.



Proposal for Program Discontinuance Template

Section I: Program Information

Program (specify credential name, if different)

Faculty or College

Department or School (or unit with administrative responsibility for the program)

Date of Submission

If the credential here presented for discontinuance is being replaced by a new credential, with no impact on the criteria listed in Section III, provide a brief explanation and omit Section III from your submission.

Section II: Consultation

Provide brief summary of the consultation (maximum 250 words). Additional information can be attached.

Section III: Rationale

Refer to the instructions and include your findings as an attachment

Section IV: Transition Plan

Attach the transition plan for all students currently in the program. The transition plan should also indicate the date applications will no longer be accepted.

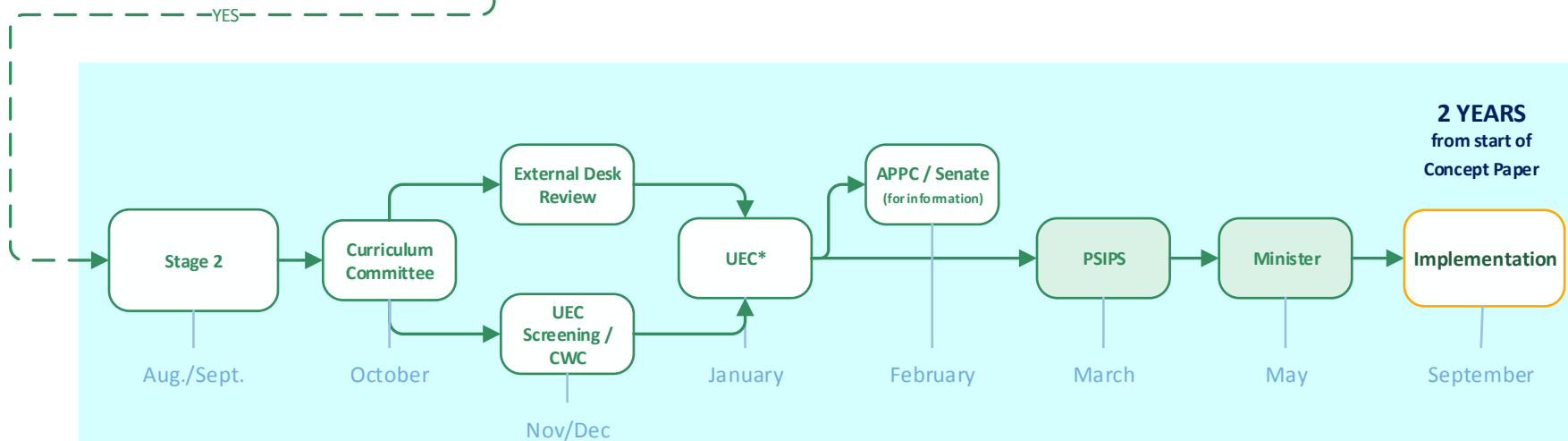
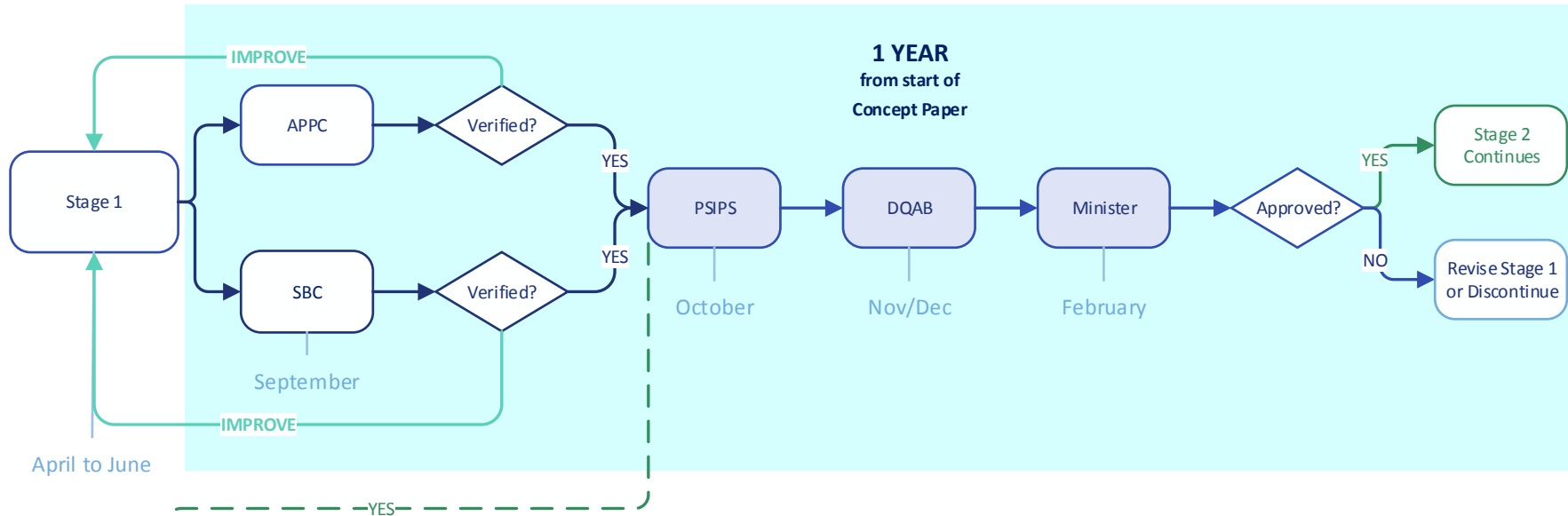
To: James Mandigo, Chair, Academic Planning and Priorities Committee
From: Bruce Kirkley, Associate Director, Program Development and Quality Assurance
CC: Peter Geller, Vice-Provost / AVP Academic
Date: November 5, 2019
Re: Amended procedures for proposed new program development process

In response to the feedback received at the October meeting of APPC, the Program Development and Quality Assurance office has amended the proposed revisions to UFV's process and procedures for the development and approval of new degree programs at both the undergraduate and graduate level. With the amended process, the Stage 1 for new degree programs will go to both APPC and SBC in the same month. Both committees will verify that the Stage 1 for proposals effectively addresses the criteria set forth in the program's Concept Paper with respect to the standards required by the Ministry. APPC will focus on criteria related to academic matters (i.e. Institutional Mandate, Social and Economic Benefit, System Coordination, and Student Outcomes). SBC will focus on criteria related to financial viability (i.e. Institutional Capacity, Labour Market Outlook, Program Duplication, and Student Demand). Both committees must verify the Stage 1 before it can be forwarded for Ministry review. Both committees will also have the option to send the Stage 1 back to Program Working Groups with requests for improvements, which will need to be addressed and the Stage 1 resubmitted for verification. Flowcharts showing the amended process are attached.

As presented at the October meeting, Senate giving responsibility to its standing committees to verify new program proposals at Stage 1 and Stage 2 will ensure both components are reviewed internally by committees (currently only the Stage 2 is reviewed), and will also significantly expedite UFV's internal program approval process. Given the respective roles of the APPC and SBC, it makes sense for these two committees to verify that the Stage 1 for proposals addresses the criteria as set forth in the concept paper, prior to submission to the Ministry. Similarly, since the role of both UEC and GSC is to assure that new program proposals effectively address Stage 2 degree quality standards, it makes sense for Senate to give responsibility to UEC and GSC to verify the Stage 2 proposal, prior to submission to the Ministry.

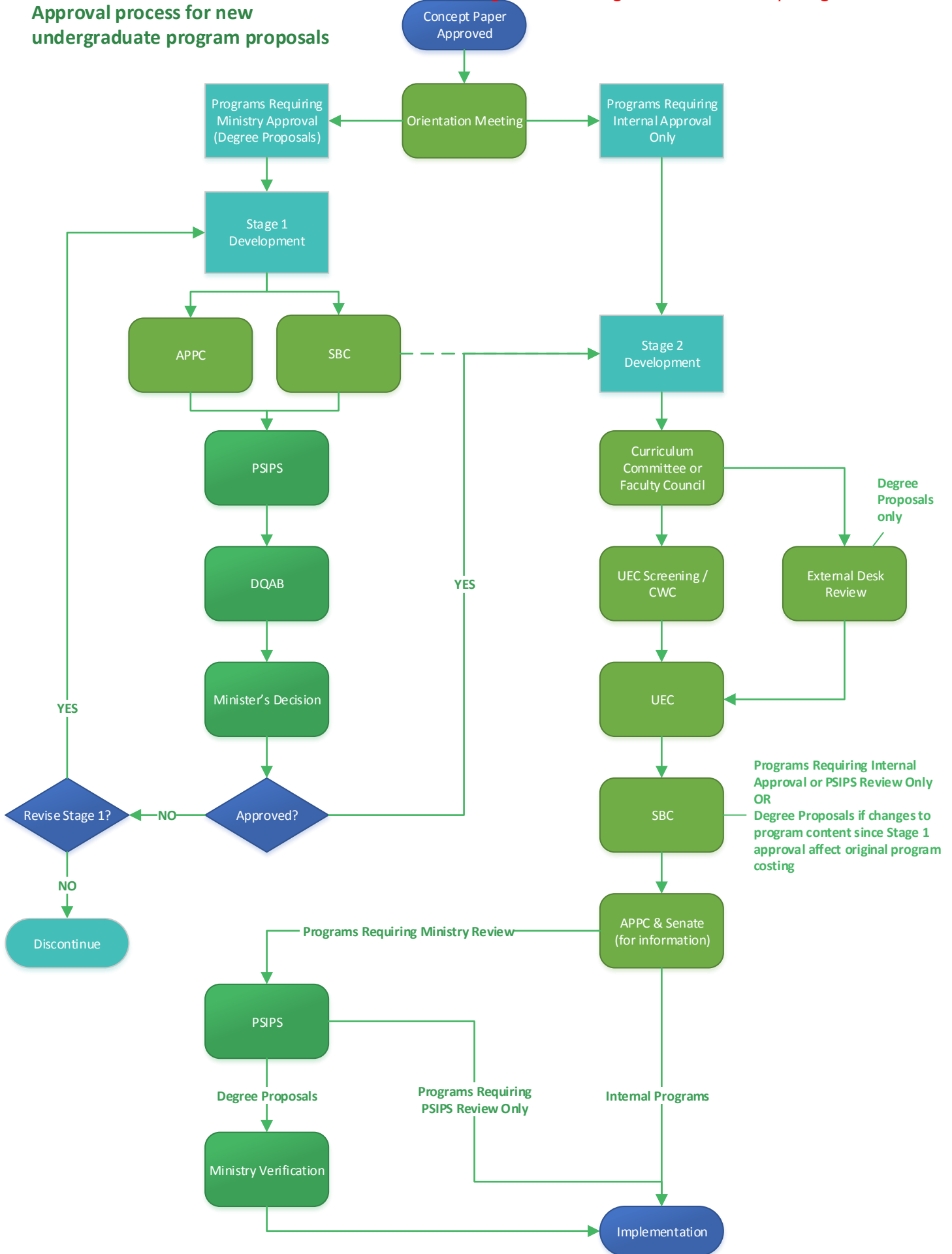
MOTION: That the Academic Planning and Priorities Committee supports Senate giving responsibility to the Academic Planning and Priorities Committee and Senate Budget Committee to verify that the Stage 1 for new program proposals addresses the required standards and criteria, prior to submission to the Ministry.

Revised Program Development and Approval Process – Undergraduate Degree Programs Stage 1 & 2 Approval

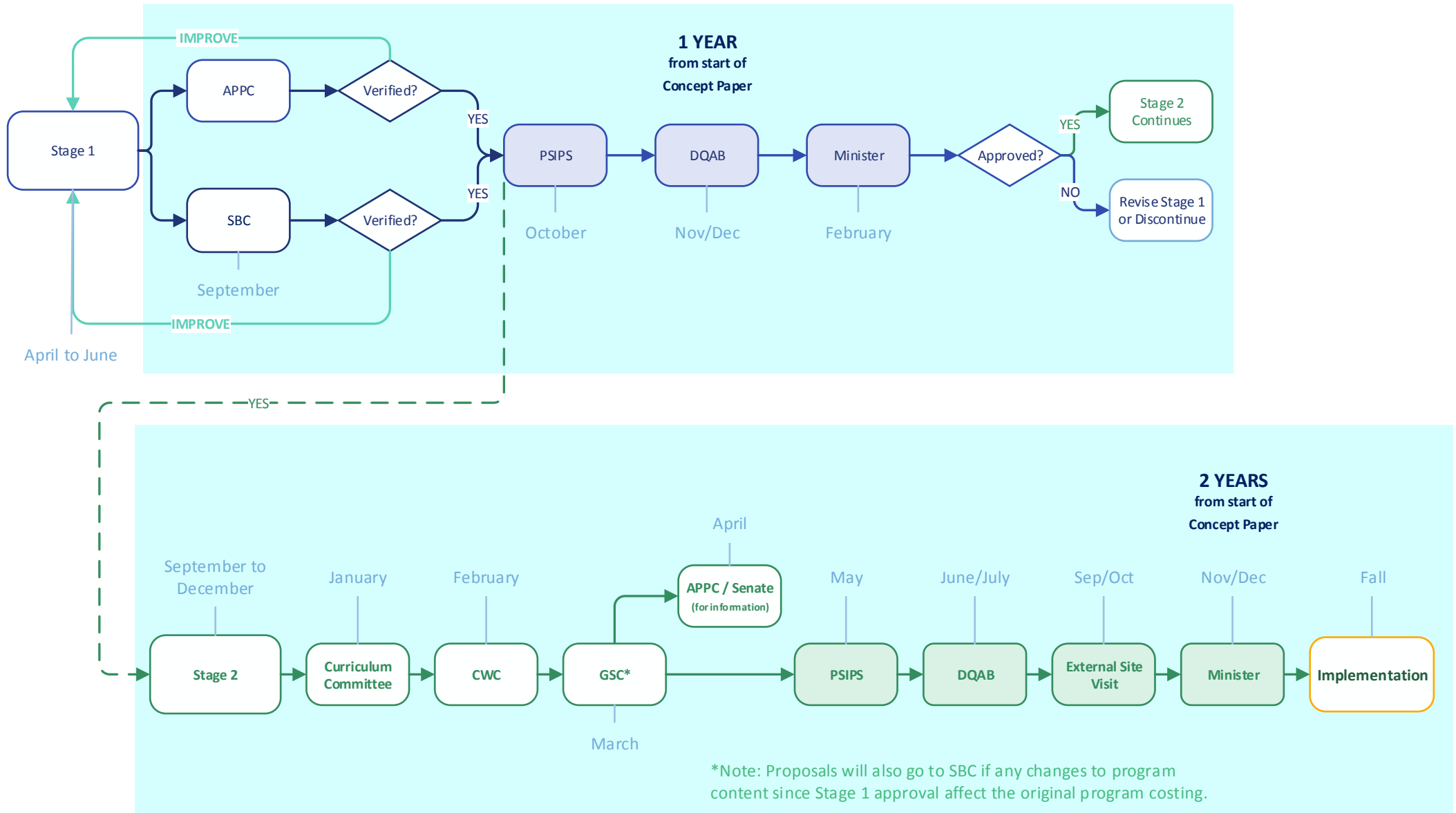


*Note: Proposals will also go to SBC if any changes to program content since Stage 1 approval affect the original program costing.

Approval process for new undergraduate program proposals



Revised Program Development and Approval Process – Graduate Degree Programs Stage 1 & 2 Approval



Approval process for new graduate program proposals

