

**Subcommittee on Program Review – Graduate (SUPR-G)**

**Effective Date:** July 2014

**Revised:** \*

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**TERMS OF REFERENCE**

To coordinate and assume responsibility for reviewing proposals for new graduate programs, and to recommend approved proposals to the Senate Committee on Academic Policy and Awards (SCAPA) for consideration by Senate.

To coordinate and assume responsibility for reviewing proposals for major modifications to existing graduate programs, and to recommend approved proposals to SCAPA for consideration by Senate.

To coordinate and assume responsibility for periodic reviews of existing graduate programs, with a view to assessing their overall quality and making appropriate recommendations in light of these reviews to SCAPA and Senate.

To carry out all such reviews and appraisals, for the Constituent University and the Affiliated University Colleges, in accordance with University Guidelines <http://www.uwo.ca/pvp/vpacademic/iqap/index.html> and the Quality Assurance Framework adopted by the Council of Ontario Universities <http://www.cou.on.ca/publications/reports/pdfs/quality-assurance-framework-and-guide>

To report annually, for information, to the Graduate Education Council (GEC), and through SCAPA to the Senate and the Board of Governors.

**COMPOSITION**

The Associate Dean (Graduate Studies) (or equivalent) for each Faculty/School\*

The Associate Dean responsible for graduate studies at the Affiliated University Colleges (on a rotational basis)\*

Two Graduate Students elected by GEC

Two faculty members elected by GEC, who are Graduate Chairs or Graduate Committee members at the time of their election

Ex Officio:

Associate Vice-Provosts (School of Graduate and Postdoctoral Studies) – who shall be co-chairs

Vice-Provost (School of Graduate and Postdoctoral Studies)

Chair of SCAPA (or designate)\*\*

Manager, Student Academic Services (School of Graduate and Postdoctoral Studies) (non-voting)

Senior Data Analyst (School of Graduate and Postdoctoral Studies) (non-voting)

Vice-Provost and Chief Librarian (non-voting)

Director of the Teaching Support Centre (non-voting)

Secretary of Senate (non-voting)

Vice-President Academic of the Society of Graduate Studies (non-voting)

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\* an Associate Dean may appoint a designate. The designate must be appointed for a minimum of two years and must be knowledgeable about Graduate Studies at the Faculty/School or Affiliated College

\*\* the designate must be member of SCAPA at the time of his/her appointment

Resource:

Administrative Coordinator – Office of the Vice-Provost, School of Graduate and Postdoctoral Studies (non-voting)

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### **ADMINISTRATIVE NOTES:**

The Teaching Support Centre is available to Deans/Chairs/Directors to assist in the preparation of self-study documents for reviews.