

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

**Effective Date:** July 1, 2021

**Supersedes:** September 2018; July 2014

**Date of Next Review:** Spring 2024

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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 Curriculum and Awards (ACA) 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 ACA 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 ACA and Senate.

To carry out all such reviews and appraisals, for Western University and the Affiliated University Colleges, in accordance with University Guidelines ([http://www.uwo.ca/pvp/vpacademic/iqap/doc/western\\_iqap.pdf](http://www.uwo.ca/pvp/vpacademic/iqap/doc/western_iqap.pdf)) and the Quality Assurance Framework adopted by the Council of Ontario Universities (<http://oucqa.ca/resources-publications/quality-assurance-framework/>).

To provide annually, for information, Western's Graduate Institutional Quality Assurance Report through ACA to the Senate and the Board of Governors.

### **COMPOSITION**

The Associate Dean (Graduate Studies) (or equivalent) for each Faculty/School\* (the School of Graduate and Postdoctoral Studies is not considered a School in this context)

One faculty member with experience in interdisciplinary graduate education, appointed by the Vice-Provost (School of Graduate and Postdoctoral Studies) for a two-year term

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One representative of the Affiliated University Colleges who is responsible for graduate studies, appointed in consultation with the Principal/President concerned, on a two-year rotational basis \*

Three graduate students elected by the Graduate Education Council (GEC)

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

### **Ex officio (voting):**

The Associate Vice-Provosts (School of Graduate and Postdoctoral Studies), who shall be Co-Chairs and who shall together cast one vote  
Vice-Provost (School of Graduate and Postdoctoral Studies)  
Vice-Provost and Associate Vice-President (Indigenous Initiatives)  
Associate Vice-President (Equity, Diversity & Inclusion)  
Chair of ACA (or designate)\*\*

### **Ex officio (non-voting):**

Vice-Provost and Chief Librarian  
Director, Academic Quality & Enhancement  
Director, Centre for Teaching and Learning  
Vice-President Academic, Society of Graduate Students  
University Secretary

\*an Associate Dean (Graduate Studies) (or equivalent) may appoint a designate. The designate must be appointed for one year (June 1 to July 30) and must be knowledgeable about graduate studies at the Faculty, School or Affiliated University College.

\*\* the designate must be a member of ACA

## **GENERAL PROCESS FOR SENATE COMMITTEES AND SUBCOMMITTEES**

**Quorum:** As set out in Senate By-Law VI.11.(b), quorum shall be one-half of all voting members during September to May, and one-third of all voting members during June, July and August.

Quorum September to May: 12 voting members  
Quorum June to August: 8 voting members

**Terms:** The terms of office for elected members shall be one year (renewable) for students and two years (renewable) for faculty/others, as set out in Senate By-Law VI.10.(a).