

**Subcommittee on Program Review – Undergraduate (SUPR-U)**

**Effective Date:** July 2014

**Revised:** \*

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**TERMS OF REFERENCE**

To coordinate and assume responsibility for reviewing proposals for new undergraduate 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 undergraduate programs, and to recommend approved proposals to SCAPA for consideration by Senate.

To coordinate and assume responsibility for periodic reviews of existing undergraduate 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 in accordance with University Guidelines [http://www.uwo.ca/pvp/vpacademic/igap/doc/western\\_igap.pdf](http://www.uwo.ca/pvp/vpacademic/igap/doc/western_igap.pdf) and the Quality Assurance Framework adopted by the Council of Ontario Universities <http://oucqa.ca/resources-publications/quality-assurance-framework/>

To report annually for information, through SCAPA, to Senate and the Board of Governors.

**COMPOSITION**

The Associate Dean (Academic) (or equivalent) for each Faculty, School and Affiliated University College.

Ex Officio:

Vice-Provost (Academic Programs), who shall be the Chair

Chair of SCAPA (or designate)\*

Registrar (non-voting)

Vice-Provost and Chief Librarian (non-voting)

Director of the Teaching Support Centre (non-voting)

Secretary of Senate (non-voting)

Vice-President of the University Students Council (non-voting)

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

Resource:

Administrative Coordinator – Office of the Vice-Provost (Academic Programs) (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.

The Guidelines and Template for Library Documentation for SUPR-U Reviews is at:  
<http://www.lib.uwo.ca/files/aboutwl/UndergraduateProgramReview.pdf>