

Subcommittee on Program Review – Undergraduate (SUPR-U)

Effective Date: November 8, 2024

Supersedes: July 1, 2021; July 2014

Date of Next Review: Spring 2027

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 Curriculum and Awards (ACA) 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 ACA 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 ACA and Senate.

To carry out all such reviews and appraisals, for Western University and the Affiliated University Colleges, in accordance with University Guidelines (<https://www.uwo.ca/pvp/vpacademic/iqap//quicklinks/iqap.html>) 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, the Annual Report of the Office of Academic Quality and Enhancement through ACA to Senate and the Board of Governors.

To be mindful of the Truth and Reconciliation Commission's Calls to Action on Education (no. 62 – 65) and principles of Equity, Diversity, Inclusion, Decolonization and Accessibility (EDIDA) as set out in Western's EDI Strategic Plan and Indigenous Strategic Plan in fulfilling its responsibilities, particularly the ways that approaches to decision-making can promote or impede the advancement of EDIDA principles.

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COMPOSITION

Elected/Appointed:

One faculty member with experience in interdisciplinary undergraduate education, appointed by the Vice-Provost (Academic Programs) for a two-year term

Three undergraduate students elected by Senate

Ex officio (voting):

Vice-Provost (Academic Programs), who shall be Chair
The Associate Dean (Academic) (or equivalent) for each Faculty, School and Affiliated University College (excluding the School of Graduate and Postdoctoral Studies)
Chair, ACA (or designate)*
Vice-Provost and Associate Vice-President (Indigenous Initiatives)
Associate Vice-President (Equity, Diversity & Inclusion)

Ex officio (non-voting):

University Registrar
Vice-Provost and Chief Librarian
Director, Academic Quality & Enhancement
Director, Centre for Teaching and Learning
Vice-President (University Affairs), University Students' Council
University Secretary

* the designate must be a member of ACA

Committee members receive learning resources to orient their work on EDIDA principles. The September meeting of SUPR-U will normally include EDIDA training for the committee so that it can carry out its role in supporting program design and renewal that address the diverse needs, backgrounds, and identities of all students, especially those from EDIDA groups.

GENERAL PROCESS FOR SENATE SUBCOMMITTEES

Designates: Per Senate By-Law VI. 8. a), an *ex officio* member may designate two persons to act on their behalf. The designates shall occupy official positions in the same unit and be able to fully represent the *ex officio* member at the meeting. The Secretariat's Office must be notified about the names of the designates by September 1 each year.

Terms: Per Senate By-Law VI. 10. a), unless otherwise specified, the terms of office for elected members shall be one year (renewable) for students and two years (renewable) for faculty/others.

Quorum: Per Senate By-Law VI. 11. b), the 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: 11 members

Quorum June to August: 8 members