

Subcommittee on Program Review – Undergraduate (SUPR-U)

Effective Date: July 1, 2021

Supersedes: July 2014

Date of Next Review: Spring 2024

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 (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 Undergraduate Institutional Quality Assurance Report through ACA to Senate and the Board of Governors.

COMPOSITION

The Associate Dean (Academic) (or equivalent) for each Faculty, School and Affiliated University College (excluding the School of Graduate and Postdoctoral Studies)*

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

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Three undergraduate students elected by Senate

Ex officio (voting):

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

*an Associate Dean (Academic) (or equivalent) may appoint a designate. The designate must be appointed for one year (June 1 to July 30) and must be knowledgeable about undergraduate 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: 11 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).