

Subcommittee for Western Approved Micro-credentials (SWAM)

Effective Date: July 1, 2021

Supersedes: *

Date of Next Review: Spring 2024

TERMS OF REFERENCE

To formulate policy and procedure concerning Western Approved Micro-credentials, including pathways across different credentials, and to report to the Senate Committee on Academic Curriculum and Awards (ACA) on an annual basis.

To review and approve applications for Western Approved Micro-credentials.

To review on a three-year cycle Western Approved Micro-credentials through a robust and rigorous internal quality assurance process including an on-going self-assessment strategy.

To monitor the need for Western Approved Micro-credentials by industry, employers, and/or the community.

COMPOSITION

Seven members elected by Senate:

- Five faculty members, one of whom shall be an Associate Dean (Undergraduate or Graduate), and one of whom shall be a Department Chair (or equivalent). No two members may be from the same faculty/school.
- Two students: one graduate and one undergraduate.

One representative of the Affiliated University Colleges, appointed on a one-year rotational basis, in consultation with the Principal/President concerned.

One member of ACA appointed by ACA for a one-year term.

One representative, appointed on a two-year term, by the London Economic Development Corporation (LEDC).

Subcommittee for Western Approved Micro-credentials

Ex officio (voting):

Director, Western Continuing Studies
Director, Centre for Teaching and Learning
Chair, Senate Committee on Academic Curriculum and Awards (or designate)

Ex officio (non-voting):

University Registrar
University Secretary

The Committee shall elect a Chair and a Vice-Chair annually from among the five faculty members elected by Senate.

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: 6 voting members
Quorum June to August: 4 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).