

**SENATE AGENDA**

1:30 p.m., Friday, October 17, 2014  
University Community Centre, **Room 56**

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1. **Minutes of the Meeting of September 19, 2014**
2. Business Arising from the Minutes
3. Report of the President (A. Chakma)
  - President's Priorities
4. Reports of Committees:
  - Operations/Agenda - **EXHIBIT I** (J. Weese)
  - Academic Policy and Awards - **EXHIBIT II** (B. Timney)
  - University Planning – **EXHIBIT III** (B.A. Younker)
5. Enquiries and New Business
6. Adjournment

Senate meetings are scheduled to begin at 1:30 p.m. and normally will end by 4:30 p.m. unless extended by a majority vote of those present.

**APPROVAL OF MINUTES**

**REPORT OF THE PRESIDENT**

FOR INFORMATION

President's Priorities for 2014-15

**OPERATIONS/AGENDA COMMITTEE**

FOR ACTION

Revisions to the Senate Election Procedures

FOR INFORMATION

Candidates for Degrees and Diplomas

**SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS (SCAPA)**

FOR ACTION

Richard Ivey School of Business: Revisions to the Admission Requirements of the HBA program

Faculty of Health Sciences, Arthur Labatt School of Nursing: Revision to the Compressed Time-frame BScN program

School of Graduate and Postdoctoral Studies, Faculty of Education: Ph.D. in Educational Studies – Modifying and renaming a field

King's University College: Revision to the Social Justice and Peace Studies program description

Policy revision - Course load

Undergraduate Sessional dates for 2016

FOR INFORMATION

New Scholarships and Awards

Report on the Quality Assurance Audit of Western University

**SENATE COMMITTEE ON UNIVERSITY PLANNING (SCUP)**

FOR ACTION

CanWest Global Fellowship in Media – Name Change



## **MINUTES OF THE MEETING OF SENATE**

**September 19, 2014**

The meeting was held at 1:30 p.m. in Room 56, University Community Centre

SENATORS: 71

J. Aitken Schermer	Y. Huang	C. Olivier
N. Banerjee	G. Hunter	B. Palin
D. Belliveau	C. Jones	P.P. Pare
C. Brown	R. Kennedy	B. Paxton
L. Brown	G. Kulczycki	N. Pilo
J. Burkell	J. Lamarche	D. Rogers
S. Camiletti	B. Leipert	P. St. Pierre
J. Capone	J. Malkin	P. Scala
A. Chakma	S. McClatchie	I. Scott
C.L. Chambers	C. McGarvey	K. Siddiqui
M. Clapton	T. McMurrrough	R. Sookraj
D. Coward	K. Mequanint	V. Staroverov
M. Crossan	R. Mercer	C. Steeves
J. Cuciurean	M. Milde	B. Steinbock
J. Deakin	J.-F. Millaire	T. Sutherland
C. Dean	L. Miller	D. Sylvester
G. Dekaban	S. Mischler	B. Timney
D. Dodgson	D. Mok	J. Toswell
J. Eberhard	D. Murdoch	T. Townshend
A. El-Boraie	A. Nelson	N. Wathen
A. Fedyk	T. Newson	G. Westwood
B. Garcia	C. Nolan	C. Wilkins
C. Hanycz	V. Nolte	B.A. Younker
B. Hovius	C. O'Connor	

Observers: E. Chamberlain, J. Doerksen, A. Hearn, M. Helfand, J. Inoue, A. Mandich, A. Weedon

S.14-153 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of June 6, 2014 were approved as circulated.

S.14-154 **REPORT OF THE PRESIDENT**

Prior to presenting his report, Dr. Chakma welcomed the new and returning Senators to the meeting.

Dr. Chakma reported on the following items:

- Western's first-year enrolment is 5,300, including 554 international students. This is a clear signal that Western's reputation is strong and continues to attract many of the best and brightest students

- Government update including the new provincial budget, the Strategic Mandate Agreement, announcement of the new Minister of Training, Colleges & Universities, and a majority Liberal government at Queen's Park
- Royal Society and Vanier Canada Graduate Scholar award winners
- 2014 Homecoming

Overhead slides used to highlight his presentation are attached as [Appendix 1](#).

**REPORT OF THE OPERATIONS/AGENDA COMMITTEE** [Exhibit I]

S.14-155 **Senate Membership: SGPS – Health Sciences Constituency**

It was moved by J. Aitken Shermer, seconded by T. Sutherland,

That the seat held by Elizabeth Skarakis-Doyle, representative of the School of Graduate and Postdoctoral Studies – Health Sciences constituency on Senate, be declared vacant effective July 1, 2014, and that Karen Danylchuk (Kinesiology) be elected to take up her seat until June 30, 2016.

CARRIED

S.14-156 **Revisions to the Senate Election Procedures**

Senate was informed that the Faculty of Science Students Council will seek further consultation regarding the revisions to the Senate Election Procedures. Consideration of the revisions is deferred to the October meeting.

S.14-157 **Observer Status on Senate: Representative from the Librarians/Archivists Group**

It was moved by J. Aitken Schermer, seconded by J. Toswell,

That a representative from the UWOFA-LA group be granted separate observer status on Senate.

CARRIED

S.14-158 **Revision to the Terms of Reference of the Honorary Degrees Committee**

It was moved by J. Aitken Schermer, seconded by J. Eberhard,

That the Terms of Reference of the Honorary Degrees Committee be amended to include the following sentence: "To select a candidate to receive the President's Medal for Distinguished Service" as shown in Exhibit I, Appendix 2.

CARRIED

S.14-159 **Officers of Convocation**

The following Officers of Convocation have been reappointed (terms to June 30, 2016 unless otherwise noted):

Donna Peterson – Director (to June 30, 2015)  
Dan Shrubsole – Marshal  
Rick Semmens – Chief Public Orator  
Shelley Clark – Chief Head Usher  
Margaret McGlynn – Assistant Chief Public Orator (**new appointment**)

S.14-160 **2015 Convocation Dates**

Convocation ceremonies scheduled in 2015 are:

Huron University College Theological Convocation - Thursday, May 7  
MBA Spring Convocation – Friday, June 5  
Schulich School of Medicine & Dentistry - MD Program - Friday, May 15  
Hong Kong Convocation - Sunday, May 31  
Spring Convocation (305) - Tuesday, June 9 to Friday, June 12 and Monday, June 15 to  
Wednesday, June 17  
Autumn Convocation (306) - Thursday, October 22 and Friday, October 23

S.14-161 **Senate Election Schedule 2015**

Senate received for information the Senate Election Schedule for 2015, detailed in Exhibit I, Appendix 3.

**REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS** [Exhibit II]

S.14-162 **Faculty of Arts and Humanities, Department of English and Writing Studies: Introduction of a Minor and Major in Theatre Studies**

It was moved by B. Timney, seconded by M. Milde,

That a Minor and a Major in Theatre Studies be introduced in the Faculty of Arts and Humanities, Department of English and Writing Studies effective September 1, 2014, as shown in Exhibit II, Appendix 1.

CARRIED

S.14-163 **Policy Revision: Adding and Dropping Courses**

It was moved by B. Timney, seconded by C. Brown,

That effective September 1, 2015 the policy on “Adding and Dropping Courses” be revised as shown in Exhibit II, Appendix 3.

CARRIED

S.14-164 **Policy Revision: Application for Graduation and Notification of Eligibility to Graduate**

It was moved by B. Timney, seconded by J. Aitken Schermer,

That the deadline for application to graduate be revised to April 30 from March 15 effective September 1, 2014,

and

That the Sessional Dates for 2015 be revised to reflect this change.

CARRIED

S.14-165 **Policy Revisions: Amending Policies to Accommodate Distance Education**

It was moved by B. Timney, seconded by D. Mok,

That effective September 1, 2014 the various academic policies referencing Distance Education be revised as shown in Exhibit II, Appendix 5.

CARRIED

S.14-166 **Report of the Subcommittee on Program Review – Undergraduate (SUPR-U): Cyclical Review of the Mechatronics Systems Engineering Program**

Senate was advised that SCAPA approved the recommendations of the Subcommittee on Program Review – Undergraduate (SUPR-U) with respect to the cyclical review of the undergraduate program in Mechatronics Systems Engineering. The Final Assessment Report was attached as Exhibit II, Appendix 6.

S.14-167 **Report of the Subcommittee on Program Review – Graduate (SUPR-G): Cyclical Reviews**

Senate was informed that SCAPA approved the recommendations of the Subcommittee on Program Review – Graduate (SUPR-G) with respect to the cyclical reviews of the graduate programs in Orthodontics and Mechanical and Materials Engineering. The Final Assessment Reports were attached as Exhibit II, Appendix 7.

S.14-168 **New Scholarships and Awards**

SCAPA has approved on behalf of the Senate, for recommendation to the Board of Governors through the President & Vice-Chancellor, the Terms of Reference for the new scholarships and awards set out in Exhibit II, Appendix 8.

**REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING** [Exhibit III]

S.14-169 **Dr. James Roth Research Chair in Musculoskeletal Measurement and Knowledge Translation**

It was moved by B.A. Younker, seconded by R. Kennedy,

That the Dr. James Roth Research Chair in Musculoskeletal Measurement and Knowledge Translation be established with academic appointment in the Faculty of Health Sciences, as detailed in Exhibit III, Appendix 1.

CARRIED

S.14-170 **Echo Chair in Rural Women's Health Research – Name Change**

It was moved by B.A. Younker, seconded by J. Cuciurean,

That the existing Echo Chair in Rural Women's Health Research in the Faculty of Health Sciences and the Schulich School of Medicine & Dentistry be renamed the Women's Health Research Chair in Rural Health.

CARRIED

S.14-171 **Research Chair in Better Kidney Health – Name Change**

It was moved by B.A. Younker, seconded by M. Milde,

That the existing Research Chair in Better Kidney Health established in June 2014 at the Schulich School of Medicine & Dentistry be renamed the Dr. Adam Linton Chair in Kidney Health Analytics and adhere to the terms already established.

**Donors and Funding:**

A total of \$3 million has been contributed by Lawson Health Research Institute and the Department of Medicine, together with matching funds from the University to create the endowment to support the Dr. Adam Linton Chair in Kidney Health Analytics.

CARRIED

S.14-172 **Extension of the CIBC Chair in Human Capital and Productivity and the CIBC Fellowships in Human Capital and Productivity**

It was moved by B.A. Younker, seconded by B. Timney,

That the CIBC Chair in Human Capital and Productivity and the CIBC Fellowships in Human Capital and Productivity be extended for an additional one year (to June 2015) with appointment in the Faculty of Social Science.

**Donor and Funding:**

In 2004, CIBC pledged \$1,000,000 to support the CIBC Chair in Human Capital and Productivity and the CIBC Fellowships in Human Capital and Productivity. Currently, the Faculty of Social Science has donor funds remaining from the original expendable gift, based on the use of other sources of funding for the Chair and Fellowships.

The Faculty of Social Science will continue to ensure that minimum funding is available to support the Chair and the fellows. The extension of these namings recognizes that donor funds will continue to be used, and recognizes the generosity of CIBC.

**Effective Date:** July 1, 2014

CARRIED

**REPORT OF THE HONORARY DEGREES COMMITTEE** [Exhibit IV]

S.14-173 **Honorary Degree Recipients - Autumn Convocation 2014**

The report of the Honorary Degrees Committee, announcing the individuals who will receive honorary degrees at Autumn Convocation 2014, detailed in Exhibit IV, was received for information.

S.14-174 **REPORT OF THE ACADEMIC COLLEAGUE** [Exhibit V]

Senate received for information the Report of the Academic Colleague detailed in Exhibit V. Topics covered included the Provincial election, Strategic Mandate Agreements, Credential Review, Ontario Online Initiative and Faculty at Work.

S.14-175 **ANNOUNCEMENTS & COMMUNICATIONS**

Announcements and Communications, detailed in Exhibit VI, were received for information.

**ENQUIRIES AND NEW BUSINESS**

S.14-176 **Increased Enrolment and Construction Related Issues**

R. Sookraj asked what steps the administration is taking to deal with the increased enrolment and construction related issues on campus. Ms. Kulczycki noted the following:

- First- year class size is 5,300 which is larger than intended. The total room capacity for 2014-15 is 4,869; through various measures Housing was able to increase capacity on a one-time basis to 4,918. The Affiliated University Colleges also assisted with housing students.
- Delaware Hall will be ready September 2015 which will bring the total residence room capacity to 5,322
- Traffic on Western Road and all roads surrounding and through campus during early morning and afternoon hours is heavy. This is not new. Short-term measures have been taken such as changes in light timing and operation of signals. The City advocated in their budget that road improvements for Western, Sarnia, and Philip Aziz roads are a priority, putting those roads on a path to construction in 2017.
- With regard to parking, only a small portion of first-year students come to campus via personal vehicles. Most are within walking distance or use the LTC bus pass. Green permit spaces for students have declined slightly.
- With the construction of the joint Huron/Western entrance for the Springett lot, 237 spaces were temporarily lost, but next year the Springett lot will be expanded. The long term parking plan is near completion. Long term systems and capacity strategies and improvements will be addressed in that plan.
- The LTC bus service is looking at a Bus Rapid Transit Strategy and how the university might accommodate a node on the route.
- With regard to food services on campus, residence dining halls generally seem to be able to cope with the volume. Other food units outside the residences are extremely busy. Additional food service staff will be hired in order to improve service. Technology improvements and physical modifications in the Centre Spot have helped, but the food infrastructure does need to be reviewed for expansion opportunities.
- Student Health Services is reporting steady and manageable volumes at this point.

**ADJOURNMENT**

The meeting adjourned at 2:10 p.m.

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A. Chakma  
Chair

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E. Hegedues  
Associate University Secretary





**President's Report  
to Senate**

September 19, 2014

Western 

**New Royal Society of Canada Fellows**  
*Congratulations to...*

<b>Gail Atkinson,</b> <i>Dept. of Earth Sciences</i> CRC, Earthquake Hazards & Ground Motions	<b>Brock Fenton,</b> <i>Dept. of Biology</i> Emeritus Professor
<b>Frank Davey,</b> <i>Dept. of English</i> Emeritus Professor	<b>Vladimir Hachinski,</b> <i>Schulich School of Medicine &amp; Dentistry</i> Distinguished University Professor
<b>Julia Emberley,</b> <i>Dept. of English</i> Chair, Undergraduate Studies in English	<b>Wayne Hocking,</b> <i>Dept. of Physics &amp; Astronomy</i> Professor

Western 

**Inaugural members of the RSC's  
College of New Scholars,  
Artists & Scientists**  
*Congratulations to...*

<b>Daniel Ansari,</b> <i>Dept. of Psychology</i> CRC, Developmental Cognitive Neuroscience	<b>Valerie Oosterveld,</b> <i>Faculty of Law</i> Assoc. Dean (Research & Administration)
<b>Isaac Luginaah,</b> <i>Dept. of Geography</i> CRC, Health Geography	<b>Robert Ventresca,</b> <i>King's University College, Dept. of History</i> Professor

Western 

**New Vanier Canada Graduate Scholars**  
*Congratulations to...*

<b>Raechelle Gibson,</b> <i>Sensory Systems &amp; Perception</i>	<b>Katerina Rnic,</b> <i>Psychology</i>
<b>Tanya Harrison,</b> <i>Earth Sciences</i>	<b>Alexandre Sannen,</b> <i>Literature, French</i>
<b>Sarah Mason,</b> <i>Geography</i>	<b>Ayden Scheim,</b> <i>Population Health</i>
<b>Dibikar Mondal,</b> <i>Chemical &amp; Biochemical Engineering</i>	

Western 



## MEMORANDUM

To: Board of Governors  
From: Amit Chakma  
Date: September 23, 2014  
Re: Priorities for 2014-15

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Each September, I outline high-level priorities to pursue in the academic year ahead that will help achieve the broader teaching, research and service mission of our university. These priorities are informed through my ongoing interaction with individual colleagues and groups within our campus community, as well as with key external stakeholders who play important roles in Western's success. My 2014-15 report continues this tradition.

This year, my overarching priority is to ensure that appropriate steps are undertaken to implement our recently approved Strategic Plan, "Achieving Excellence on the World Stage." By design this plan is aspirational in nature. As such, translating its aspirations into actionable items will require significant attention on the part of our leadership team. Our Strategic Plan has four key pillars: 1) Raise our expectations by creating a world class research and scholarship culture; 2) Lead in learning by providing Canada's best education for tomorrow's global leaders; 3) Reach beyond campus by engaging alumni, community, institutional and international partners; 4) Take charge of our destiny by generating and investing new resources in support of excellence. Work on the first two pillars is well advanced through the leadership of the vice-presidents, especially the Provost and the Vice-President (Research), and other members of the senior leadership team who have responsibility for implementing particular elements of the plan. I will continue to focus on these two pillars at a high level, but, by virtue of the external leadership role of my position, I'll be devoting considerable time to the latter two pillars with a special emphasis on building and strengthening partnerships with both public and private sector partners.

The following are continuing priorities from previous years.

1. Build Western's capacity to attract the best students from across Ontario, Canada, and around the world through the high quality, innovation, breadth and reputation of our academic programs, research, scholarship, and outstanding learning environment.
2. Cultivate a more research-intensive culture through continued emphasis on graduate enrolment expansion, development of innovative course-based Master's programs, and strategic investment in interdisciplinary areas of strength.
3. Strengthen Western's internationalization efforts through increased engagement with alumni, community and institutional partners in all areas of our teaching, learning, research and service mission.
4. Monitor and contribute to Ontario's post-secondary education policy discussions while anticipating and managing the impact of policy shifts that may emerge.

5. Play a leadership role in advocating for greater public support of the post-secondary research and internationalization agendas with the Federal government.
6. Review and manage resource allocation and utilization in light of the changing fiscal and education policy environment while pursuing income diversification strategies, with a particular focus on the development of Western's next four year fiscal plan.
7. Raise Western's visibility through media, communication, public affairs, and events activities.

**REPORT OF THE OPERATIONS/AGENDA COMMITTEE**

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**Revisions to the Senate Election Procedures**

**Candidates for Degrees and Diplomas – Autumn Convocation 2014**

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FOR APPROVAL

1 **Revisions to the Senate Election Procedures**

**Recommended:** That effective immediately the Senate Election Procedures be revised as shown in **Appendix 1**.

**Background**

BMSc students have been traditionally represented on Senate in the Faculty of Science constituency since the establishment of the program. BMSc students running for an undergraduate Senate seat have been automatically nominated in the Faculty of Science Constituency, even though their home faculty designation changes, depending on their year of enrollment in the program. Year 1 and 2 students are registered in the Faculty of Science, while Year 3 and 4 students are registered in the Schulich School of Medicine & Dentistry. The voters' list provided by the Registrar's office is solely based on the students' faculty of registration, which means that the upper-year BMSc students were not able to vote for a BMSc candidate running in the Faculty of Science constituency. During the Spring 2014 elections, this discrepancy resulted in a complaint from the BMSc students, which was addressed by a manual correction to the voters' list to allow upper-year BMSc students to vote for their candidate in the Science constituency.

The Secretariat's Office and the Associate Deans in the Faculty of Science and the Schulich School of Medicine & Dentistry met in May 2014 to discuss potential solutions to the problem. It was determined that the best resolution at this point would be to allow BMSc students registered in Year 1 and 2 to be nominated and vote in the Faculty of Science constituency, while upper-year BMSc students would be nominated and vote in the Faculty of Health Sciences and Schulich School of Medicine & Dentistry constituency. The decision will split the BMSc student population between two separate constituencies, but will ensure that all BMSc students will be able to vote for a candidate running in the constituency in which they are registered.

Subsequent to the September meeting of Senate from which agenda this item was withdrawn, staff in the Secretariat met with representatives of the Science Students' Council and the USC to review the proposal and received their concurrence.

FOR INFORMATION

2. **Candidates for Degrees and Diplomas – Autumn Convocation 2014**

On behalf of the Senate the Provost approves the list of Candidates for Degrees and Diplomas upon the recommendation of the Registrar [S.96-124]. The list of Candidates approved by the Provost will be appended to the Official Minutes of the October 17, 2014 meeting of Senate.

## **SENATE ELECTION PROCEDURES**

[The University of Western Ontario Act \(1988\)](#) defines in Sections 24 and 25 the composition of Senate, general provisions for election of members, including eligibility for candidacy and voting, the establishment of a staggering of terms at the time of first elections, and a provision for the designation of constituencies within units.

### **A. CONSTITUENCIES: FACULTY, ADMINISTRATIVE STAFF, UNDERGRADUATE STUDENTS, GRADUATE STUDENTS**

#### **A.1 General**

1. The Secretary of the Senate shall be the Chief Returning Officer.
2. The schedule for calling of nominations, publication of candidates' names, and time lines for balloting shall be as published by the Secretary of the Senate.
3. Elections of faculty from the Affiliated University Colleges are conducted by each Affiliated University College, with the winners' names being forwarded to the Secretary of Senate.
4. With the exception of faculty elected from the Affiliated University Colleges, candidates for election must be nominated by means of an official nomination form available from the Secretary of the Senate and accessible on the Secretariat's website: <http://www.uwo.ca/univsec/>
5. Nomination forms for staff and students must be signed by 10 persons eligible to vote in the constituency concerned. A nominator may not nominate more candidates than there are seats to be filled in the constituency.
6. Nomination forms for faculty from the Constituent University shall be signed in one of the following ways:
  - (a) by 10 members eligible to vote in the academic unit or constituency to be represented; or
  - (b) by the Nominating Committee of the Council of the Faculty or School through the Chair of the Nominating Committee or the Dean.
7. Nominees must declare on the nomination form:
  - (a) that they are willing to stand as candidates for election and to serve if elected; and
  - (b) that they meet the eligibility requirements for the constituency.
8. Any person nominated who is not available to sign the nomination form is permitted to notify the Secretary of Senate by mail, fax or email of his/her intention to be a candidate up until the final deadline for call for nominations.
9. Nominees may submit with the nomination form a biographical statement or other comments up to a limit of 75 words and/or a digital photograph for publication. The Secretary shall have discretion in restricting the published statement to 75 words should that submitted be in excess of this limit. The statement and/or the digital photograph of the candidate will be posted on the election website and linked to the ballot, and by submitting the statement and/or photograph, candidates agree to such posting.
10. Errors or irregularities on a nomination form constitute grounds for rejection of the nomination by the Secretary of the Senate.
11. When only sufficient nominations to fill the vacancies for any unit or constituency are received, the Secretary of Senate shall declare the person or persons nominated elected by acclamation.

12. Except where election is by acclamation, election shall be by secret ballot by those eligible to vote in the constituency concerned.
13. Balloting will be conducted during a designated period at an election site linked to Western's homepage : <http://www.uwo.ca>
14. Where more than one seat is vacant in any constituency, voters may vote for candidates up to the maximum number of seats available. Candidates with the most votes will be the winners and will fill the vacant seats in order of plurality.
15. If in any election there is a tie vote, the election shall be determined by lottery conducted by the Secretary of Senate in the presence of the candidates concerned or their agents.
16. An election shall not be invalidated by any irregularity which does not affect the outcome of such election. Notification of any irregularity must be received by the Secretary of Senate within five business days of the closing of the polls.
17. The results of the election shall be announced as soon as possible after the close of balloting. The number of votes received by each candidate will be made public.
18. All election data will be retained for a period of thirty days following publication of the election results, and then destroyed if no appeal is pending.
19. A list of voting results, validated by the Secretary of Senate, shall be retained for a period of two years.
20. In accordance with the UWO Act, the following pertains with respect to terms for the various constituencies represented on Senate:
  - (a) Faculty, Administrative Staff and Members of the General Community are elected to two-year terms. They may serve two consecutive terms, following which they are not eligible for further election until a lapse of two years.
  - (b) Students are elected to one-year terms. They may serve four consecutive terms, following which they are not eligible for further election until a lapse of two years.
  - (c) When an individual is elected to complete the term of another Senator, that time is not included in the individual's eligibility to serve in his/her own right.
  - (d) Eligibility for re-election to Senate is unaffected by a Leave of Absence taken during a regular membership term. That is, the period of Leave shall not be construed as a break in the continuity of a regular membership term.

## A.2 **Elected Representatives – Distribution of Seats**

### A.2.1 ***Faculty***

<b>Constituency</b>	<b>Seats</b>
School of Graduate and Postdoctoral Studies (One from each of the following disciplinary groupings: Arts & Humanities/Music; Social Science; FIMS & Business; Education; Health Sciences; Medicine & Dentistry; Engineering; Science. Two from SGPS At-Large)	10
Faculty of Arts & Humanities	5
Schulich School of Medicine & Dentistry (4 from Medicine; 1 from Dentistry)	5
Faculty of Science	5

Faculty of Social Science	5
Faculty of Health Sciences	4
Faculty of Information and Media Studies	2
Faculty of Education	2
Faculty of Engineering	2
Faculty of Law	2
Don Wright Faculty of Music	2
Richard Ivey School of Business	2
Each Affiliated University College	2

### A.2.2 **Administrative Staff**

Two members of the full-time administrative staff elected thereby.

### A.2.3 **Students**

Constituency	Seats
<i>Undergraduate Students:</i>	
Faculty of Social Science and FIMS	2
Faculty of Science	1
Faculty of Arts & Humanities and Don Wright Faculty of Music	1
Faculties of Education, Engineering and Law, and the Richard Ivey School of Business	1
Faculty of Health Sciences and the Schulich School of Medicine & Dentistry	1
Affiliated University Colleges	2
At-Large	6
<i>Graduate Students</i>	4

## A.3 **Eligibility**

### A.3.1 **Faculty**

- (a) To be eligible for election to the Senate, a faculty member (includes those holding Clinical Academic appointments) must be a member, either full-time or part-time, at the rank of Assistant Professor or higher, of the academic unit or constituent parts thereof as designated by the Senate or affiliated university college to be represented, and must have held an academic appointment in the University or affiliated university college for at least two academic years.
- (b) To vote for representatives of constituent university Faculties and Schools, members of faculty of the University must be listed as such in the records of the Division of Human Resources. To vote for faculty representatives of affiliated university colleges, members of the faculty of the colleges must be listed as such in the relevant records of the Affiliated University College in question.
- (c) A member of faculty holding an appointment in more than one academic unit (or constituency within that unit) other than the School of Graduate and Postdoctoral Studies may be nominated only in the unit designated as the "Home Faculty/School". Such a member of faculty is, however, eligible to vote in each academic unit in which he or she is a member.

### A.3.2 **Administrative Staff**

All employees of the University in full-time continuing positions who are not members of the faculty, and who are listed as such in the records of the Division of Human Resources, are eligible for election and to vote. A member of full-time administrative staff who is registered as a student is not eligible to vote in the undergraduate or graduate student constituencies.

### A.3.3 *Students*

Any full- or part-time student who is registered, at the time of the call for nominations, in one of the academic units comprising the constituency is eligible to be a candidate and to vote in the constituency except that those who are otherwise included in a Faculty or Administrative Staff constituency shall not be eligible to be a candidate for election or vote. In any given Senate election, a student may not be a candidate in more than one constituency.

## A.4 Procedures

### A.4.1 *Faculty and Staff*

- (a) The Secretary of Senate shall call for nominations, normally within the first three weeks of January each year.
- (b) Completed nomination forms must be submitted to the Secretary of Senate not less than seven but not more than 14 consecutive days from the official date of call for nominations. The Secretary of Senate shall then publish official lists of the valid nominations on the Secretariat's website as soon as possible after the close of nominations. The official lists shall be organized by constituency and by last name alphabetically, showing the rank (for faculty), title and academic/administrative unit of each nominee.
- (c) Elections shall be conducted by electronic ballot.
- (d) If at any annual election no nominations are received for a faculty constituency, Senate may appoint a member upon the recommendation of the unit/constituency concerned.
- (e) If at any annual election no nominations are received for the administrative staff constituency, the Secretary of Senate shall issue as soon as possible after the close of nominations a second call for nominations, followed by a by-election. The timeline and procedures for the by-election will be as given in paragraphs (b), (c) and (f) of this section. In the event that a by-election fails to yield a candidate, the seat(s) shall be filled in accordance with the procedures for filling of mid-year vacancies (see section C.7, below).
- (f) The Secretary of Senate shall publish the names of the successful candidates in an official notice of the Senate to be posted at the University Secretariat's Office and on its website, as soon as possible after the close of the balloting. The successful candidates for each unit/constituency shall be those who obtain the largest number of votes in each unit/constituency concerned.

### A.4.2 *Students*

- (a) Elections to the Undergraduate and Graduate Student Constituencies are normally timed to run in conjunction with the USC Elections. The Secretary of Senate will normally issue a call for nominations during the second week of classes in January. Completed nomination forms must be submitted to the Secretary of Senate not less than seven but not more than 14 consecutive days from the official date of call for nominations in the case of undergraduate academic faculty constituencies and graduate student constituencies. In the case of the undergraduate student At Large constituency, the completed nomination forms must be submitted to the Secretary of Senate within 21 consecutive days from the official date of call for nominations.
- (b) [Students registered in Years 1 and 2 of the Bachelor of Medical Science \(BMSc\) program will be nominated and vote in the "Faculty of Science Constituency", while students registered in Years 3 and 4 of the BMSc program will be nominated and vote in the "Faculty of Health Sciences and Schulich School of Medicine & Dentistry Constituency".](#)



- (c) If, at any annual election, an undergraduate academic constituency fails to nominate a representative(s), the seat(s) thus unfilled shall be added to the six of the undergraduate "At Large" constituency for that year only and filled at the subsequent "At Large" election.
- (de) If one or more "At Large" seats are not filled, the Senate may appoint the required number of members upon the recommendation of the University Students' Council.
- (de) If at any annual election insufficient nominations are received for the graduate student constituency, Senate may appoint member(s) to fill vacant seat(s) upon the recommendation of the *ad hoc* Nominating Committee outlined in the procedure for the Filling of Mid-Year Vacancies and Leaves of Absence (see section C.6(c)).
- (fe) A mandatory all-candidates meeting will be scheduled for student candidates during the week following the close of nominations. Student nominees who do not attend or have not made arrangements to send an alternate will be disqualified from candidacy. Following the all-candidates meeting, the Secretary of the Senate shall publish a list of valid nominations on the Secretariat's website for each constituency. The official list shall be by last name alphabetically, and show for each candidate the academic program and year of registration as recorded in the official student records of the University or the relevant affiliated university college.
- (gf) The Secretary of the Senate may employ the USC Election Committee to supervise campaigning by candidates but any decision that a candidate be disqualified may be appealed to the Secretary of the Senate by 4:00 p.m. of the second working day following the date of the letter notifying the candidate of the Election Committee's decision that the candidate be disqualified. Where there is inconsistency between the policies and procedures stated in [USC By-Law #2](#) and those of the Senate, the policies and procedures of the Senate shall take precedence and the final authority for resolving all disputes in such matters shall rest with the Secretary of the Senate.
- (hg) The Secretary of Senate shall publish the names of the successful candidates in an official notice of the Senate to be posted at the University Secretariat's Office and on its website, as soon as possible after the close of the balloting. The successful candidates shall be those who obtain the largest number of votes in each constituency concerned.

## **B. CONSTITUENCIES: REPRESENTATIVES OF THE GENERAL COMMUNITY**

1. Senate membership includes five persons from the general community, one of whom shall be active in or associated with the field of secondary school education, consisting of
  - (a) The President of the Alumni Association of the University or a person designated by the President of the UWAA, and two members of the Association appointed by the Association, and
  - (b) two persons elected by Senate.
2. The Senate shall elect the members of a Subcommittee of the Nominating Committee composed of five members of Senate and the Chair of the Nominating Committee, who shall be Chair of the Subcommittee.
3. The Subcommittee shall, after receiving advice from such bodies or individuals as it may deem appropriate and in knowledge of the appointments to be made by the Alumni Association, present to Senate the nominees for representatives of the general community.
4. Members of the General Community are elected to two-year terms. They may serve two consecutive terms, following which they are not eligible for further election until a lapse of two years.

**C. FILLING OF MID-YEAR VACANCIES AND APPOINTMENT OF ALTERNATES**

1. Vacancies are created either through resignation or requests for leaves of absence.
2. The appointee to fill a vacancy must meet all criteria for Senate membership as defined in the UWO Act and these Procedures.
3. Where a vacancy on the Senate occurs before the term of office for which a person has been appointed or elected has expired,
  - (a) If the vacancy is that of an appointed member, the vacancy may be filled by the same authority which appointed the person whose membership is vacant;
  - (b) If the vacancy is that of an elected member, the Senate in its sole discretion shall determine if the vacancy is to be filled; and
  - (c) A person appointed or elected to fill a vacancy shall hold office for the remainder of the term of office of the person whose membership is vacant.
4. When a vacancy has been declared in respect of an elected member and if Senate has determined that the vacancy is to be filled, it shall do so by appointing a replacement from among the candidates of that unit/constituency who were unsuccessful in the last election in a priority determined by their plurality in that election.

When no appointment can be made by the above procedures:

**5. *Faculty***

Senate may appoint a member upon the recommendation of the unit concerned.

**6. *Students***

- (a) In the case of a vacant seat in an undergraduate student constituency, if the vacancy occurs between July 1st and April 30th: (i) where there is no runner up in the constituency from the last election or when the runner(s) up are unable to or unwilling to fill the vacancy, the replacement will be appointed from among the At Large runners up registered in the relevant Faculty in a priority determined by their plurality in that election; (ii) when no appointment can be made by this procedure, the *ad hoc* Nominating Committee will nominate a replacement from the relevant constituency.
- (b) In the undergraduate student constituency, an *ad hoc* Nominating Subcommittee comprised of the undergraduate student Senators and chaired by the Chair of the Senate Nominating Committee, shall nominate a replacement to Senate through the Operations/Agenda Committee
- (c) In the graduate student constituency, if the vacancy occurs between July 1<sup>st</sup> and April 30<sup>th</sup> of the following year, an *ad hoc* Nominating Subcommittee comprised of the graduate student Senator(s) and to include at least one representative of general graduate students (to be named by the Society of Graduate Students if that group is not represented by a continuing Senator) and MBA students (to be named by the Master of Business Administration Association if that group is not represented by a continuing Senator) and chaired by the Chair of the Senate Nominating Committee, shall nominate a representative or a replacement to Senate through the Operations/Agenda Committee.
- (d) If a student vacancy occurs subsequent to April 30th and prior to July 1<sup>st</sup> of the same year, the Senator-elect in the constituency will be invited by the Secretary of Senate to assume the vacant seat. In the case of undergraduate constituencies where there is more than one Senator-elect, the

invitations will be extended to candidates in an order determined by their plurality in that election.

**7. Administrative Staff**

An *ad hoc* Nominating Subcommittee comprised of five members of the administrative staff, appointed by the Senate Nominating Committee and chaired by the Chair of the Senate Nominating Committee, shall nominate a replacement to Senate, through the Operations/Agenda Committee.

**8. General Community Members Elected by Senate**

The members of the Nominating Subcommittee for Representatives from the General Community shall be reconvened. A replacement shall be nominated to Senate through the Operations/Agenda Committee.

**REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS**  
**(SCAPA)**

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**Faculty of Health Sciences, Arthur Labatt School of Nursing: Revision to the Compressed Time-frame BScN program**

**School of Graduate and Postdoctoral Studies, Faculty of Education, Ph.D. in Educational Studies program: Discontinuing the field “Educational Psychology/Special Education” and introducing the field “ School and Applied Child Psychology”**

**King's University College: Revision to the Social Justice and Peace Studies program's description**

**Policy Revision: Course load**

**Undergraduate Sessional Dates for 2016**

**Report of the Quality Assurance Audit of Western University**

**New Scholarships, Awards and Bursaries**

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FOR APPROVAL

1. **Faculty of Health Sciences, Arthur Labatt School of Nursing: Revision to the Compressed Time-frame BScN program**

**Recommended:** That effective September 1, 2014, the description of the Compressed Time-frame BScN program be revised as shown below

REVISED CALENDAR COPY  
<http://www.westerncalendar.uwo.ca/2014/pg449.html>

**PROGRAMS IN NURSING**

**The Western-Fanshawe Collaborative BScN Program**  
*Unchanged*

**Compressed Time-frame BScN Program**

This is a concentrated 5-term program requiring students to study in the fall, winter and summer terms over 19 months. The program is offered at Western and must be completed on a full-time basis. **Transfer into a part-time stream is only allowed under exceptional circumstances and subject to the approval of the Dean.**

Students in this program would **normally** graduate in June after the second year. Students entering this program need to give serious consideration to outside responsibilities related to finances, work and family, as they will need to study year round.

**Background**

The proposed amendment will allow for registration of part-time students under exceptional circumstances.

2. **School of Graduate and Postdoctoral Studies, Faculty of Education, Ph.D. in Educational Studies program: Discontinuing the field “Educational Psychology/Special Education” and introducing the field “School and Applied Child Psychology”**

**Recommended:** That, the field “Educational Psychology/Special Education” in the Ph.D. in Educational Studies program be discontinued and a new field “School and Applied Child Psychology” be introduced effective September 1, 2015

**Background:**

The Faculty of Education is moving forward on a strategic direction to strengthen its research-intensive PhD programs and proposes to rename the field “Educational Psychology/Special Education” to “School and Applied Child Psychology”. Effective September 1, 2015 and after Senate approval, the following fields will be recognized within the Ph.D. in Educational Studies program:

- Curriculum Studies
- Equity & Social Justice
- Education Policy Studies
- *School and Applied Child Psychology*

The mission of the renamed field is to prepare school psychologists to create and use the knowledge of psychological science in ways that enhance the well-being of children, youth, and families in schools and communities. Students graduating from the “School and Applied Child Psychology” program can apply to provincial regulatory bodies to attain registration as a licensed psychologist. There is no impact on other graduate programs or students in the Faculty of Education and introduction of the PhD in School Psychology will optimize opportunities for students enrolled in the MA (Counselling Psychology) within the Faculty and other MA (Psychology) graduates from Western to apply for entry into an accredited Doctoral program.

The PhD in Education Studies - School and Applied Child Psychology will take 4 years to complete. In the first two years, students are required to attend courses in Fall, Winter, and Spring. To meet the Canadian Psychological Association accreditation criteria for School Psychology, students in this field will be required to complete successfully:

- 2 Required Research Courses (2 half courses) (Years I and II)
- 7 Required half-courses and 2 full-courses
- 1 Required non-credit Case/Professional Seminar
- 4 Milestones
  - PhD Qualifying Examination (End of Year II)
  - PhD Thesis (Year III)
  - Required Non-credit 600 hour Practicum (Throughout program)
  - Required Non-credit one-year APPIC Internship (Year IV)

3. **King's University College: Revision to the Social Justice and Peace Studies program's description**

**Recommended:** That effective September 1, 2015, the description of the Social Justice and Peace Studies program be revised as shown in [Appendix 1](#).

**Background:**

The program description is revised to better reflect current requirements.

4. **Policy Revision: Course load**

**Recommended:** That effective September 1, 2014 the policy on “Course load” be revised as shown in [Appendix 2](#).

**Background:**

The proposed amendments will clarify the intent of the policy. Students may not be able to take more than 2.5 courses in each of the fall and winter terms, in order to balance their course load and thus improve their academic success.

5. **Undergraduate Sessional Dates for 2016**

**Recommended:** That the 2016 Undergraduate Sessional dates be approved for 2016 as outlined in [Appendix 3](#).

**Background:**

The undergraduate sessional dates for 2016 are submitted for approval. Undergraduate sessional dates for 2015 were approved in November 2013 and are included in [Appendix 3](#) for information only.

FOR INFORMATION

6. **Report of the Quality Assurance Audit of Western University**

The Quality Assurance Audit of Western took place November 18-20, 2013. The detailed report of the Auditors is posted at [http://www.uwo.ca/univsec/pdf/senate/minutes/2014/IQAP\\_Audit\\_Report.pdf](http://www.uwo.ca/univsec/pdf/senate/minutes/2014/IQAP_Audit_Report.pdf)

7. **New Scholarships and Awards**

SCAPA has approved on behalf of the Senate, for recommendation to the Board of Governors through the President & Vice-Chancellor, the Terms of Reference for the new scholarships and awards as set out in [Appendix 4](#).

**King's University College: Revision to the Social Justice and Peace Studies program's description**

REVISED CALENDAR COPY

<http://www.westerncalendar.uwo.ca/2014/pg1203.html>

**SOCIAL JUSTICE AND PEACE STUDIES**

Social Justice and Peace Studies is an interdisciplinary program that addresses students of all religious and political persuasions in a spirit of open and free dialogue. There is a mandatory community-based course that engages students in local issues of social justice and peace, service component in second year that engages students in local issues of Social Justice and Peace and an optional overseas service component offering a variety of opportunities that may be undertaken at any time after first year. After the first year, students are eligible to apply for international experiential learning courses. For placements lasting less than a month students may apply in 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> year, however, for placements lasting a month or longer, students may only apply in 2<sup>nd</sup> or 3<sup>rd</sup> year. The program addresses students of all religious and political persuasions in a spirit of open and free dialogue.

**Records Check and Vulnerable Sector Screening**

In placements where students are in contact with vulnerable populations, a criminal record check is required in order for students to work at these sites; placements are available that do not engage with vulnerable populations and therefore do not require a criminal background check. When necessary, students are responsible for applying for their own criminal record checks. Students are also responsible for fulfilling the requirements of the internship with the local agency or organization. Students should check with their Program Coordinator for details as to the policy on course access and to the time frame within which a screening must be completed.

The Social Justice and Peace Studies program at King's University College at The University of Western Ontario does not require a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screening (VSS)) as a condition of admission into its programs. However, prospective students should be aware that a criminal record check or VSS may be required by other facilities used for practicum placements, or experiences related to an academic course assignment. It is the student's responsibility to have the necessary procedure completed. In some programs, students will not be permitted access to such courses without having completed this requirement.

Students will share VSS or other record check information directly with the facility or agency for which they have been assigned a placement and may, if they wish, disclose the results to their Program Coordinator. Students unable to complete a placement requirement because they are unable to meet a facility's requirement for such a screening, or because a facility refuses to accept them on the basis of the information contained in the record check or other screening procedure, will not be eligible for progression or graduation. Those students registered in an internship placement, clinical practice placement or co-op as a course requirement may not be able to pass the course if they have not met an agency's requirement, or if the agency refuses to accept them on the basis of the information contained in the record check or other screening procedure. Students should check with their Program Coordinator for details as to the policy on course access and to the time frame within which a screening must be completed.

### Policy Revision: Course load

The current policy is posted at:

[http://www.uwo.ca/univsec/pdf/academic\\_policies/registration\\_progression\\_grad/courseload.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/courseload.pdf)

## Course Load

### COURSE LOAD FOR UNDERGRADUATE STUDENTS

#### Normal Course Load

- 1) The normal course load for a first-year program is 5.0 courses numbered 1000 to 1999.
- 2) Students enrolled in 3.5 courses or more in Fall/Winter session are considered full-time students; students enrolled in fewer than 3.5 courses in any term are considered part-time students.
- 3) For students in second year and above, the normal course load is 5.0 courses, but 1.0 additional course may be included in any academic year with the consent of the Dean of the faculty in which the student is registered.
- 4) ~~In each of the Fall and Winter terms, the number of half (0.5) courses, in relation to a normal course load, shall be limited to five (totalling 2.5 courses for the term), except with the permission of the Dean of the faculty in which the student is registered.~~ **In order to maintain a balanced course load, students may not take more than 2.5 courses in each of the Fall (September – December) and Winter (January – April) terms, unless the Dean of the student's faculty provides an exemption, or the student is also registered in a course that is offered outside of a regular session (i.e. X, Y course)**
- 5) **Students may not take more than 3.0 courses by distance studies during fall/winter session. Students wishing to take more than the permitted number of distance studies course must receive permission from the dean of their academic faculty before course selection.**

#### Spring/Summer Sessions, **including Distance Education**

- 5) The workload for the Spring/Summer/**Distance** Sessions\* (i.e., May to August) at this University or any other shall be restricted to a maximum of ~~3.0~~ **2.5** courses, with no more than 2.0 courses to be taken simultaneously (**excluding Distance Education courses**). In the case where 2.0 courses are taken simultaneously, only 1.0 of them may be a laboratory course.
- 6) The Dean of the faculty in which the student is registered ~~shall be empowered to~~ **may** authorize enrolment ~~in a pattern outside of~~ **different from** the above.

\* Because the Summer Evening Session runs concurrently with Intersession and the regular Summer Day Session, the significance of "simultaneously" is that the limit of two courses applies whether the two courses are taken in a single session or in two concurrent sessions.

#### **Distance Studies Courses**

- ~~7) Students may not take more than 1.0 course by distance studies during the Spring/Summer session and 2.0 courses during the fall/winter session. Students wishing to take more than the permitted number of distance studies course must receive permission from the dean of their academic faculty before course selection.~~

~~Distance Studies courses are restricted to students who will be resident in Canada and the United States during the session. Exceptions from this restriction require special permission from the Office of the Dean of the Faculty in which the student is registered.~~



The following Guidelines apply only to those faculties, schools and colleges which operate on a 26 week teaching term.

See Sessional Dates for the Faculty of Education, Faculty of Law, and Schulich School of Medicine & Dentistry printed in those sections of this Calendar. Richard Ivey School of Business dates may also differ. Please consult the Dean's Office, Business School.

\* Note: Any of the following deadlines that occur on a Sat or Sun or Statutory Holiday will be extended to the next working day.

January	4	Classes resume.
January	8	Last day to add a second-term first quarter ('S') course (Kinesiology).
January	12	Last day to add a second-term half course, or a second-term full course.
January	15	Last day to receive admission applications from non-Western and International students for the Diploma in Marketing and the Diploma in Public Relations offered through Western Continuing Studies.
January	15	Last day to drop a second-term first quarter ('S') course without academic penalty (Kinesiology).
January	22	Last day to receive applications for graduation: In Absentia February Convocation.
January	29	Last day to receive admission applications: Business Administration.
* January	31	Deadline to apply for relief against a final grade in a first-term course.
January	31	Last day to receive admission applications from current students or Western Alumni for the Diploma in Marketing and the Diploma in Public Relations offered through Western Continuing Studies.
* February	1	Last day to receive admission applications: Social Work (King's University College).
February	15	Last day to receive admission applications: Collaborative Nursing Program.  Family Day.
February	15 - 19	Reading Week.
February	22	First day of second-term second quarter ('T') course (Kinesiology).
February	26	In Absentia February Convocation.  Last day to add a second-term second quarter ('T') course (Kinesiology).
March	1	Last day to receive admission applications for Spring/Summer Distance Studies, Summer Evening and Intersession courses from students applying for the first time. All supporting documentation must be submitted within seven days of this date.  Last day to receive admission applications from non-Western and International students for Diplomas in: Arts Management, Clinical Trials, Computer Science, Game Development, History, Not-for-Profit, Pedorthics and Occupational Health and Safety offered through Western Continuing Studies.  Early Consideration admission application deadline for full-time first year studies for the Fall/Winter 2015-16 term.  Last day to receive admission applications: Compressed Time Frame BScN Program.  Last day to receive admission applications from CEGEP applicants.

March	1	First day for web registration for Summer Evening and Spring/Summer Distance Studies.
March	3	First day for web registration for Intersession.
March	4	Last day to drop a second-term second quarter ('T') course without academic penalty (Kinesiology).
* March	7	Last day to drop a second-term half course, or a second-term full course without academic penalty.
March	8	First day for web registration for Summer Day.
March	25	Good Friday
March	27	Easter Sunday
March	31	Last day to receive admission applications from current Western students and Western Alumni for Diplomas in: Arts Management, Clinical Trials, Computer Science, Game Development, History, Not-for-Profit, Pedorthics and Occupational Health and Safety offered through Western Continuing Studies.
April	6	Fall/Winter Term classes end.
April	7 - 8	Study Days.
April	9-30	Final examination period.
April	30	Second term ends for all Faculties except Dentistry, Education, Law, and Medicine.  Last day to receive applications for graduation: Spring Convocation.
* May	1	Last day to withdraw an application for graduation: Spring Convocation.
May	1	Last day to receive admission applications for Summer Day courses from students applying for the first time. All supporting documentation must be submitted within seven days of this date.
May	9	Summer Evening and Spring/Summer Distances Studies courses begin.
May	13	Last day to add a full course, a first-term half course, a first-term first quarter ('Q') course, and a full year half-course in Summer Evening.  Last day to add a Spring/Summer Distance Studies Course
* May	15	Last day for students on exchange or a letter of permission to submit transcripts for graduation at Spring Convocation.
May	15	Last day to receive admission applications for full-time general studies for 2015-16 Fall/Winter Term from candidates outside Canada.

May	16	Intersession courses begin.  Trois-Pistoles courses begin.
May	17	Last day to add a full course, or a 6-week half course, a first-term first quarter ('Q') course, or a full-year half course in Intersession.
May	18	Last day to add or drop a course at Trois-Pistoles Intersession.
May	19	Last day to drop a 3-week first-term half course in Intersession without academic penalty.
May	23	Victoria Day.
May	26	Last day to drop a full course, or a 6-week half course, a first-term, first quarter ('Q') course, or a full-year half course in Intersession without academic penalty.
May	TBA	Hong Kong Convocation.  Huron University College Theology Convocation.  Doctor of Medicine Convocation.
June	1	Last day to receive admission applications from new students for Fall/Winter Term 2015-16 for full-time studies, provided that the program requested is open. All supporting documentation must be submitted within seven days of this date.
June	3	Last day to drop a full course or full-year half course in Summer Evening and Spring/Summer Distance Studies course without academic penalty.
June	6	Second-term half courses in Intersession begin.
June	7	Last day to add a second-term half course in Intersession.
June	9	Last day to drop a second-term half course in Intersession without academic penalty.
June	10	Master of Business Administration Convocation.
June	14 - 17 20 - 22	Spring Convocation.
June	17	Trois-Pistoles Intersession Ends.

June	20	Second term half courses in Summer Evening and Spring/Summer Distance Studies begin.
June	24	Intersession courses end.  Last day to add a second-term half course in Summer Evening and Spring/Summer Distance Studies.
June	27 - 28	Examinations: Intersession.
* June	30	Deadline to apply for relief against a final grade in a second-term or a full-year course.  Deadline to apply for relief against a program eligibility decision.  Deadline requesting a waiver of the progression requirements.
July	1	Canada Day.  Last day to receive admission applications from new students for Fall/Winter Term 2015-16 for courses taught by Distance Studies and for part-time studies in courses taught on campus during the day and evening provided that the program requested is open. All supporting documentation must be submitted within seven days of this date. New students wishing to pursue part-time studies after July 1, should contact the Admissions Office to arrange for an appointment.
July	4	Summer Day Term begins.  Last day to drop a second term half course, or a second-term, first quarter ('S') course, in Summer Evening and Spring/Summer Distance Studies without academic penalty.
July	5	Last day to add a full course, a first-term half course (3-week or 6-week), or a full-year half course in Summer Day.
July	7	Last day to drop a 3-week first-term half course in Summer Day without academic penalty.
July	11	Trois-Pistoles Summer Day Term begins.
July	13	Last day to add or drop a course at Trois-Pistoles Summer Day.
July	13	Last day to drop a full course, or a 6-week half course, or a full-year half course in Summer Day without academic penalty.
July	25	Second-term half courses in Summer Day begin.
July	26	Last day to add a second-term half course in Summer Day.
July	28	Last day to drop a second-term half course in Summer Day without academic penalty.

July	29	Summer Evening and Spring/Summer Distance Studies Terms end.
* July	31	Deadline to apply for relief against a final grade in an Intersession course.
August	1	Civic Holiday
August	2-3	Examinations: Summer Evening Term.
August	2-5	Examinations: Spring/Summer Distance Studies courses.
August	12	Trois-Pistoles Summer Day courses end.  Summer Day courses end.
August	15 - 16	Examinations: Summer Day courses.
* August	31	Deadline to apply for relief against a final grade in a Summer Evening course.
September	5	Labour Day.
September	8	Last day to receive applications for graduation: Autumn Convocation.
September	8	Fall/Winter Term classes begin.
September	12	First day of first-term, first-quarter ('Q') courses. (Kinesiology)
* September	15	Deadline to apply for relief against a final grade in a Summer Day course.
September	16	Last day for late registration.  Last day to add a first-term first quarter ('Q') course (Kin).  Last day to add a full course, a first-term half course, a first-term full course, or a full-year half course on campus and Distance Studies.
September	23	Last day to drop a first-term first quarter ('Q') course without academic penalty (Kinesiology).
* October	1	Last day for students on exchange or a letter of permission to submit transcripts for graduation at Autumn Convocation.

October	1	Last day to withdraw application for graduation: Autumn Convocation.  <i>(Note: If this date falls on a Saturday or Sunday, the deadline will be the Friday before)</i>  Last day to receive admission applications: Medicine for 2016.
October	10	Thanksgiving Holiday.
* October	15	Deadline to apply for relief against a final grade in a Spring/Summer Distance Studies course.
October	24	First day of first-term second quarter ('R') courses (Kin).
October	27 - 28	Autumn Convocation
October	27 - 28	Fall Study Break
October	28	Last day to add a first-term second quarter ('R') course (Kin).
* November	1	Last day that students registered in 'W' accelerated language courses may transfer to the equivalent full-year course with the permission of their Faculty.  Last day to receive official transcripts for courses taken on Letters of Permission during the academic year 2014-15 and the Spring/Summer Terms of 2015.
November	1	Last day to receive admission applications: Law for 2016.
November	4	Last day to drop a first-term second quarter ('R') course without academic penalty (Kin).
* November	5	Last day to drop a first-term half course or a first-term full course (2016-17 Fall/Winter Term) without academic penalty.
* November	30	Last day to drop a full course and full-year half course [on campus day and evening and Distance Studies] without academic penalty.
December	1	Last day to receive admission applications, transcripts, and supporting documentation: Education for 2016. (If December 1st falls on a weekend or holiday, then the deadline date will be decided by the Association of Education Registrar's of Ontario)  Last day to receive admission applications: Dentistry for 2016.
December	7	Fall/Winter Term classes end.
December	8 - 9	Study Days.
December	10 - 21	Mid-year examination period.
December	22	First term ends for all Faculties except Dentistry, Education, Law and Medicine.

The following Guidelines apply only to those faculties, schools and colleges which operate on a 26 week teaching term.

See Sessional Dates for the Faculty of Education, Faculty of Law, and Schulich School of Medicine & Dentistry printed in those sections of this Calendar. Richard Ivey School of Business dates may also differ. Please consult the Dean's Office, Business School.

\* Note: Any of the following deadlines that occur on a Sat or Sun or Statutory Holiday will be extended to the next working day.

January	5	Classes resume.
January	9	Last day to add a second-term first quarter ('S') course (Kinesiology).
January	13	Last day to add a second-term half course, or a second-term full course.
January	15	Last day to receive admission applications from non-Western and International students for the Diploma in Marketing and the Diploma in Public Relations offered through Western Continuing Studies.
January	16	Last day to drop a second-term first quarter ('S') course without academic penalty (Kinesiology).
January	22	Last day to receive applications for graduation: In Absentia February Convocation.
January	30	Last day to receive admission applications: Business Administration.
* January	31	Deadline to apply for relief against a final grade in a first-term course.
January	31	Last day to receive admission applications from current Western students or Western Alumni for the Diploma in Marketing and the Diploma in Public Relations offered through Western Continuing Studies.
* February	1	Last day to receive admission applications: Social Work (King's University College).
February	15	Last day to receive admission applications: Collaborative Nursing Program.
February	16	Family Day.
February	16 - 20	Reading Week.
February	23	First day of second-term second quarter ('T') course (Kinesiology).
February	27	In Absentia February Convocation.  Last day to add a second-term second quarter ('T') course (Kinesiology).
March	1	Last day to receive admission applications for Spring/Summer Distance Studies, Summer Evening and Intersession courses from students applying for the first time. All supporting documentation must be submitted within seven days of this date.  Last day to receive admission applications from non-Western and International students for Diplomas in: Arts Management, Clinical Trials, Computer Science, Game Development, History, Not-for-Profit, Pedorthics and Occupational Health and Safety offered through Western Continuing Studies.  Early Consideration admission application deadline for full-time first year studies for the Fall/Winter 2015-16 term.  Last day to receive admission applications: Compressed Time Frame BScN Program.  Last day to receive admission applications from CEGEP applicants.

March	3	First day for web registration for Summer Evening and Spring/Summer Distance Studies.
March	5	First day for web registration for Intersession.
March	6	Last day to drop a second-term second quarter ('T') course without academic penalty (Kinesiology).
* March	7	Last day to drop a second-term half course, or a second-term full course without academic penalty.
March	10	First day for web registration for Summer Day.
March	31	Last day to receive admission applications from current Western students and Western Alumni for Diplomas in: Arts Management, Clinical Trials, Computer Science, Game Development, History, Not-for-Profit, Pedorthics and Occupational Health and Safety offered through Western Continuing Studies.
April	3	Good Friday
April	5	Easter Sunday
April	8	Fall/Winter Term classes end.
April	9 - 10	Study Days.
April	11 - 30	Final examination period.
April	30	Second term ends for all Faculties except Dentistry, Education, Law, and Medicine.  Last day to receive applications for graduation: Spring Convocation.
* May	1	Last day to withdraw an application for graduation: Spring Convocation.
May	1	Last day to receive admission applications for Summer Day courses from students applying for the first time. All supporting documentation must be submitted within seven days of this date.
May	4	Summer Evening and Spring/Summer Distances Studies courses begin.
May	7	Huron University College Theology Convocation.
May	8	Last day to add a full course, a first-term half course, a first-term first quarter ('Q') course, and a full year half-course in Summer Evening.  Last day to add a Spring/Summer Distance Studies Course
May	11	Intersession courses begin.  Trois-Pistoles courses begin.
May	12	Last day to add a full course, or a 6-week half course, a first-term first quarter ('Q') course, or a full-year half course in Intersession.
May	13	Last day to add or drop a course at Trois-Pistoles Intersession.



May	14	Last day to drop a 3-week first-term half course in Intersession without academic penalty.
* May	15	Last day for students on exchange or a letter of permission to submit transcripts for graduation at Spring Convocation.
May	15	Last day to drop a first-term half course, or a first-term first quarter ('Q') course in Summer Evening and Spring/Summer Distance Studies without academic penalty.  Last day to receive admission applications for full-time general studies for 2015-16 Fall/Winter Term from candidates outside Canada.  Doctor of Medicine Convocation.
May	18	Victoria Day.
May	21	Last day to drop a full course, or a 6-week half course, a first-term, first quarter ('Q') course, or a full-year half course in Intersession without academic penalty.
May	29	Last day to drop a full course or full-year half course in Summer Evening and Spring/Summer Distance Studies course without academic penalty.
May	31	Hong Kong Convocation.
June	1	Last day to receive admission applications from new students for Fall/Winter Term 2015-16 for full-time studies, provided that the program requested is open. All supporting documentation must be submitted within seven days of this date.
June	1	Second-term half courses in Intersession begin.
June	2	Last day to add a second-term half course in Intersession.
June	4	Last day to drop a second-term half course in Intersession without academic penalty.
June	5	Master of Business Administration Convocation.
June	9 - 12 15 - 17	Spring Convocation.
June	12	Trois-Pistoles Intersession Ends.

June	15	Second term half courses in Summer Evening and Spring/Summer Distance Studies begin.
June	19	Intersession courses end.  Last day to add a second-term half course in Summer Evening and Spring/Summer Distance Studies.
June	22-23	Examinations: Intersession.
June	26	Last day to drop a second term half course, or a second-term, first quarter ('S') course, in Summer Evening and Spring/Summer Distance Studies without academic penalty.
* June	30	Deadline to apply for relief against a final grade in a second-term or a full-year course.  Deadline to apply for relief against a program eligibility decision.  Deadline requesting a waiver of the progression requirements.
July	1	Canada Day.  Last day to receive admission applications from new students for Fall/Winter Term 2015-16 for courses taught by Distance Studies and for part-time studies in courses taught on campus during the day and evening provided that the program requested is open. All supporting documentation must be submitted within seven days of this date. New students wishing to pursue part-time studies after July 1, should contact the Admissions Office to arrange for an appointment.
July	6	Summer Day Term begins.  Trois-Pistoles Summer Day Term begins.
July	7	Last day to add a full course, a first-term half course (3-week or 6-week), or a full-year half course in Summer Day.
July	8	Last day to add or drop a course at Trois-Pistoles Summer Day.
July	9	Last day to drop a 3-week first-term half course in Summer Day without academic penalty.
July	15	Last day to drop a full course, or a 6-week half course, or a full-year half course in Summer Day without academic penalty.

July	24	Summer Evening and Spring/Summer Distance Studies Terms end.
July	27	Second-term half courses in Summer Day begin.
July	27 - 28	Examinations: Summer Evening Term.
July	27 - 30	Examinations: Spring/Summer Distance Studies courses.
July	28	Last day to add a second-term half course in Summer Day.
July	30	Last day to drop a second-term half course in Summer Day without academic penalty.
* July	31	Deadline to apply for relief against a final grade in an Intersession course.
August	3	Civic Holiday
August	7	Trois-Pistoles Summer Day courses end.
August	14	Summer Day courses end.
August	17 - 18	Examinations: Summer Day courses.
* August	31	Deadline to apply for relief against a final grade in a Summer Evening course.
September	7	Labour Day.
September	8	Last day to receive applications for graduation: Autumn Convocation.
September	10	Fall/Winter Term classes begin.
September	14	First day of first-term, first-quarter ('Q') courses. (Kinesiology)
* September	15	Deadline to apply for relief against a final grade in a Summer Day course.
September	18	Last day for late registration.  Last day to add a first-term first quarter ('Q') course (Kin).  Last day to add a full course, a first-term half course, a first-term full course, or a full-year half course on campus and Distance Studies.
September	25	Last day to drop a first-term first quarter ('Q') course without academic penalty (Kinesiology).
* October	1	Last day for students on exchange or a letter of permission to submit transcripts for graduation at Autumn Convocation.

October	1	Last day to withdraw application for graduation: Autumn Convocation. <i>(Note: If this date falls on a Saturday or Sunday, the deadline will be the Friday before)</i>  Last day to receive admission applications: Medicine for 2016.
October	12	Thanksgiving Holiday.
* October	15	Deadline to apply for relief against a final grade in a Spring/Summer Distance Studies course.
October	22 - 23	Autumn Convocation.
October	26	First day of first-term second quarter ('R') courses (Kin).
October	29 - 30	Fall Study Break
October	30	Last day to add a first-term second quarter ('R') course (Kin).
* November	1	Last day that students registered in 'W' accelerated language courses may transfer to the equivalent full-year course with the permission of their Faculty.  Last day to receive official transcripts for courses taken on Letters of Permission during the academic year 2014-15 and the Spring/Summer Terms of 2015.
November	1	Last day to receive admission applications: Law for 2016.
* November	5	Last day to drop a first-term half course or a first-term full course (2015-16 Fall/Winter Term) without academic penalty.
November	6	Last day to drop a first-term second quarter ('R') course without academic penalty (Kin).
* November	30	Last day to drop a full course and full-year half course [on campus day and evening and Distance Studies] without academic penalty.
December	1	Last day to receive admission applications, transcripts, and supporting documentation: Education for 2016. (If December 1st falls on a weekend or holiday, then the deadline date will be decided by the Association of Education Registrar's of Ontario)  Last day to receive admission applications: Dentistry for 2016.
December	9	Fall/Winter Term classes end.
December	10	Study Day.
December	11 - 22	Mid-year examination period.
December	23	First term ends for all Faculties except Dentistry, Education, Law and Medicine.

### **New Scholarships and Awards**

#### **Lambda Chi Alpha Switzer Memorial Award (Any Undergraduate Faculty)**

Awarded annually to an undergraduate student in any year of any program, who is a current member of the Lambda Chi Alpha Fraternity at Western, and who is also involved in community and volunteer activities. Candidates must complete a one-page statement outlining their volunteer activities and involvement in the Lambda Chi Alpha Fraternity, with submission to the Office of the Registrar by September 30th. The Office of the Registrar will select the recipient. This award has been established by the family and friends of Joshua Switzer (BA '12).

*Joshua lost his life in a hit and run collision in London, Ontario in May 2012 at age 22. He was a graduate of Catholic Central High School's French Immersion program, a student of Economics at Western, and a proud member of Lambda Chi Alpha Fraternity.*

Value: 1 at \$1,000

Effective: 2014-2015 academic year

#### **Scotiabank Graduate Award for Studies in Violence Against Women and Children (School of Graduate and Postdoctoral Studies)**

Awarded annually to a graduate student, in any year of any program, who demonstrates strong academic achievement, and financial need. Candidates must have an interest in research and education regarding violence against women and children and involvement with the Centre for Research & Education on Violence Against Women and Children (CREVAWC). Preference will be given to a student in the Faculty of Education who is involved with a community agency, whose work addresses issues relating to violence against women and children. The CREVAWC will consult with the School of Graduate and Postdoctoral Studies to select the recipient. This award was established by a generous gift from Scotiabank (previously known as The Bank of Nova Scotia).

*This award has received matched funding from the Ontario Government through the Ontario Student Opportunity Trust Fund (OSOTF) program, and students must meet Ontario residency requirements.*

Value: 1 at \$3,250

Effective: May 2014

**REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING**  
**(SCUP)**

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**CanWest Global Fellowship in Media – Name Change**

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FOR APPROVAL

1. **CanWest Global Fellowship in Media – Name Change**

**Recommended:** That the existing CanWest Global Fellowship in Media established in 2005 at the Faculty of Information and Media Studies be renamed The Asper Fellowship in Media and adhere to the terms already established.

**Donors and Funding:** A total of \$920,313 was originally made by the CanWest Global Foundation to support the The Asper Fellowship in Media and it continues to be supported through an endowment held at the University.

**Background:**

The name change has been requested by the donor.