



## **SENATE AGENDA**

1:30 p.m., Friday, November 15, 2019  
**Arts and Humanities Building, Rm 1R40**

*A Land Acknowledgment will be read at the beginning of the meeting.*

1. **Minutes of the Meeting of October 18, 2019**
2. Business Arising from the Minutes
3. Report of the President – **EXHIBIT I** (A. Shepard)
4. Unanimous Consent Agenda – **EXHIBIT II**
5. Reports of Committees:
  - Operations/Agenda – **EXHIBIT III** (M. Milde)
  - Academic Policy and Awards – **EXHIBIT IV** (J. Cuciurean)
  - Senate Committee on University Planning – **EXHIBIT V** (D. Laird)
6. Report of the Academic Colleague – **EXHIBIT VI** (E. Chamberlain)
7. Discussion and Question Period
8. New Business
9. 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.

**SUMMARY OF AGENDA ITEMS: November 15, 2019**

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**APPROVAL OF MINUTES**

**REPORT OF THE PRESIDENT**

**UNANIMOUS CONSENT AGENDA**

FOR ACTION

**OPERATIONS/AGENDA COMMITTEE**

FOR ACTION

Disbandment of the University Council on Animal Care (UCAC) and Animal Care Committee (ACC)  
Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Addition of a Vice-Provost & Associate Vice-President (Indigenous Initiatives)  
Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Change of Title in Section I: Vice-President (External)

FOR INFORMATION

Senate Election Schedule for 2020

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

FOR ACTION

School of Graduate and Postdoctoral Studies:

- Revisions to Academic Awards in the Ivey EMBA Program
- Revisions to the Master of Public Administration (MPA) Program
- Revisions to the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study
- Revisions to the Master of Arts in Music Theory

Faculty of Science, Department of Computer Science:

- Revisions to the Admission and Progression Requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science
- Withdrawal of the Diploma in Game Development and the Diploma in Computer Science

King's University College:

- Introduction of a Certificate in the Teaching and Practice of Writing

FOR INFORMATION

Undergraduate Sessional Dates

- Revision to the 2020 Undergraduate Sessional Dates to Accommodate Western Hosting the Congress of the Humanities and Social Sciences (May 30 – June 5, 2020)
- Undergraduate Sessional Dates for 2020 and 2021

New Scholarships and Awards

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

FOR ACTION

Diabetes Canada Chair in Diabetes Management: Name Change  
John F. Wood Chair in Innovation in Business Education: Name Change

**REPORT OF THE ACADEMIC COLLEAGUE**

FOR INFORMATION

Report on the September 25, 2019 meeting



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

**October 18, 2019**

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The meeting was held at 1:30 p.m. in Room 1R40, Arts and Humanities

Building. SENATORS: 66

R. Andersen	L. Ghattas	C. Ma
M. Baker	M. Goodman	A. Matchen
S. Basu	M. Grenier	C. McLeod
A. Baxter	L. Melnyk Gribble	M. Milde
G. Belfry	C. Harasym	S. Mumm
L. Beres	M. Heath	A. Nelson
A. Borchert	L. Henderson	J. Nord
L. Bot	K. Hibbert	N. Nuimat
H. Boyi	H. Hill	K. Olson
L. Briens	V. Hocke	I. Paul
D. Brou	S. Hodgson	P. Peddle
C. Burghardt-Jesson	A. Holm	V. Radcliffe
S. Burke	A. Hrymak	G. Rezai-Rashti
A. Chant	D. Jeffrey	S. Roland
M. Cleveland	L. Jiang	A. Rozovsky
K. Coley	V. Joe	A. Shepard
J. Cuciurean	R. Kennedy	S. Taylor
S. Datars Bere	K. Kirkwood	J. Toswell
M. Davison	G. Koehn	S. Trosow
L. Frederking	R. Konrad	G. West
M. Garabedian	K. Kwan	K. Yeung
J. Garland	L. Logan	R. Zitakis

Observers: R. Bgeginski, K. Campbell, R. Chelladurai, J. Doerksen, L. Gribbon, B. Jalayer

### **Land Acknowledgement**

S. Roland read a Land Acknowledgement.

### S.19-162 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of September 20, 2019 were approved as circulated.

### S.19-163 **REPORT OF THE PRESIDENT** [Exhibit I]

The President's report distributed with the agenda contained information on the following topics:

- Purple Fest and the Broughdale Street Party
- Nature Index, Times Higher Education, and Maclean's rankings released
- Personal accolades
- Kathy Hibbert appointed Acting Dean, Faculty of Education, effective October 1, 2019
- Update on leadership review and selection committees

Additional items reported by the President included:

- Invitation to all Senate members to the Dual Installation Ceremony (October 22, 2019)
- Institute for Earth and Space Exploration (Western Space) opening

A Senator noted concern that the alternative programming offered at Purple Fest carried misogynistic themes. B. Jalayer, USC President recognized the Senator's concern. He said that in an attempt to create alternative programming the USC may have inadvertently contributed to the problem by providing entertainment that perpetuated sexist and misogynistic themes. He advised Senators that the USC will work with University moving forward to better position Purple Fest.

A Senator requested clarification on whether there would be any consequences for students for these actions under the Code of Student Conduct. The President advised Senate that the provisions within the Code of Student Conduct would be used only for serious violations (e.g., sexual assault) and that sanctions with respect to the signs would not be considered at this time.

S.19-164 **UNANIMOUS CONSENT AGENDA** [Exhibit II]

It was moved by P. Peddle, seconded by V. Joe,

That the 13 items listed in the Unanimous Consent Agenda (Exhibit II), be approved or received for information by Senate by unanimous consent.

CARRIED

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

S.19-165 **Nominating Committee – Alternate Member**

A. Rozovsky (Student) was acclaimed to the Nominating Committee as an alternate member for a term to June 30, 2020.

S.19-166 **Information Items Reported by the Operations/Agenda Committee**

Exhibit III, Report of the Operations/Agenda Committee, contained the following items that were received for information by unanimous consent:

- Senate Membership – Undergraduate Students
- Senate Membership – Graduate Students
- Senate Membership – Schulich School of Medicine & Dentistry (Dentistry)
- Senate Membership – Huron University College
- Senate Membership – Vacancies Filled by Appointment

**REPORT OF THE NOMINATING COMMITTEE** [Exhibit IV]

S.19-167 **Selection/Review Committee for the Vice-Provost and Associate Vice-President (International)**

M. Garabedian (Student Senator) was acclaimed to the Selection/Review Committee for the Vice-Provost and Associate Vice-President (International), to replace Y. Hassan (Student Senator) who resigned.

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

S.19-168 **Faculty of Education: Revisions to the Progression Requirements for the Bachelor of Education Program to include a Pass/Fail Grading Basis**

It was moved by A. Chant, seconded by L. Beres,

That effective September 1, 2020, the “Education – Progression Requirements” Policy be revised as shown in Exhibit V, Appendix 1.

CARRIED

In response to a question, K. Hibbert (Acting Dean, Faculty of Education) clarified that the Master Teacher Mentors, hired to support the development of a Professional Practice Record, would not take the place of potential staff or faculty hires.

S.19-169 **School of Graduate and Postdoctoral Studies: Introduction of the new Collaborative Graduate Specialization in Hazards, Risk and Resilience**

It was moved by A. Chant, seconded by M. Davison,

That the new Collaborative Graduate Specialization in Hazards, Risks and Resilience be introduced effective September 1, 2020 as outlined in Exhibit V, Appendix 3.

CARRIED

S.19-170 **School of Graduate and Postdoctoral Studies: Revisions to the Master of Arts in Media Studies**

It was moved by P. Peddle, seconded by V. Joe,

That the Master of Arts in Media Studies be revised effective September 1, 2020 as shown in Exhibit V, Appendix 5.

CARRIED (Unanimous Consent)

S.19-171 **School of Graduate and Postdoctoral Studies: Revisions to the PhD in Biology**

It was moved by P. Peddle, seconded by V. Joe,

That the PhD in Biology be revised effective September 1, 2019 as shown in Exhibit V.

CARRIED (Unanimous Consent)

S.19-172 **King’s University College: Introduction of a New Subject Area, Major, and Minor in Human Rights Studies**

S.19-172a **Introduction of a New Subject Area in Human Rights Studies**

It was moved by A. Chant, seconded by S. Burke,

That effective September 1, 2019, “Human Rights Studies be introduced as a new subject area at King’s University College, Department of History, and included in Category A for Breadth Requirements for Graduation as shown in Exhibit V, Appendix 6.

CARRIED

S.19-172b Introduction of a Major in Human Rights Studies

It was moved by A. Chant, seconded by S. Burke,

That a Major in Human Rights Studies at King's University College be introduced effective September 1, 2019, as shown in Exhibit V, Appendix 7, pending Quality Council approval.

CARRIED

S.19-172c Introduction of a Minor in Human Rights Studies

It was moved by A. Chant, seconded by S. Burke,

That a Minor in Human Rights Studies at King's University College be introduced effective September 1, 2019, as shown in Exhibit V, Appendix 8.

CARRIED

S.19-173 **Renewal of the Articulation Agreement Between Western University, King's University College, Huron University College, and Fanshawe College Regarding the Transfer of Credit for Students in the Business-Accounting Diploma Program**

It was moved by P. Peddle, seconded by V. Joe,

That Senate approve and recommend to the Board of Governors the renewal of the Articulation Agreement between Western University, King's University College, Huron University College and Fanshawe College regarding the transfer of credits for students in the Business-Accounting Diploma Program effective September 1, 2019, as shown in Exhibit V, Appendix 10.

CARRIED (Unanimous Consent)

S.19-174 **Revisions to the "Policy on Academic Consideration for Student Absences – Undergraduate Students in First Entry Programs"**

It was moved by A. Chant, seconded by L. Henderson,

That effective September 1, 2019, the "Policy on Academic Consideration for Student Absences – Undergraduate Students in first Entry Programs" be revised as shown in Exhibit V, Appendix 11.

CARRIED

S.19-175 **Information Items Reported by the Senate Committee on Academic Policy and Awards**

Exhibit V, Report of the Senate Committee on Academic Policy and Awards, contained the following items that were received for information by unanimous consent:

- Report of the Subcommittee on Program Review – Undergraduate (SUPR-U): Cyclical Review of Political Science – King's University College
- Report of the Subcommittee on Program Review – Graduate (SUPR-G): Cyclical Reviews of Graduate Programs in Health Information Science and Biomedical Engineering
- Report on Scholastic Offences
- New Scholarships and Awards

S.19-176 **ANNOUNCEMENTS AND COMMUNICATIONS** [Exhibit VI]

Exhibit VI, Announcements and Communications was received for information. The following items were included in the report:

- Election Results – Selection/Review Committee for Dean of the Faculty of Education
- Report from the Board of Governors (September 24, 2019)

S.19-177 **DISCUSSIONS AND QUESTION PERIOD**

Senator J. Toswell, raised an issue as follows:

The module system for undergraduate studies at Western came into use in 2004, after an extensive discussion in Senate, in SCAPA, in several SCAPA subcommittees, and on the campus at large. It was intended to give students much greater freedom to take programs that were in two different faculties, freely and without difficulty.

Initially the minor was to include 3-5 courses, the major 5-7, and the honours specialization 8-10. (Students could graduate with two minors, a major and a minor, an honours specialization and a minor, and so on.) Over the years the number of courses in each module has shifted upwards, such that now we have honours specializations that are habitually 11 or more courses, and even 13.5.

The result is that now we have uncertainty about the border between minors and diplomas or certificates, and also a real sense that precisely the constraint that the module system was brought in to end--the freedom to take courses and even a program in another faculty--is unavailable to our students because to complete the requirements of their degrees they have to take every course in the home department or program.

Given that the system has been in place without review since 2004 (and was already being put in place in 2001 and 2002), is it time to review the module system and ancillary matters?

J. Doerksen, Vice-Provost (Academic Programs) acknowledged that the number of courses in some modules have shifted upwards, but said that overall the size of most modules is consistent with what the University intended. He noted that Western will undergo a Quality Assurance Audit in 2020 or 2021 and suggested that any review of the modular system be conducted after this time.

**ADJOURNMENT**

The meeting adjourned at 2:14.

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A. Shepard  
Chair

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K. Kwan  
Secretary



President & Vice-Chancellor

## REPORT OF THE PRESIDENT

To: Senators  
From: Alan Shepard  
Date: November 8, 2019  
Re: President's Report to Senate

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Dear Senators,

This report summarizes some noteworthy developments since my last report to Senate of October 8, 2019.

**Anti-racism task force:** As announced last week, I am striking a working group to better understand and counter racism on campus. The recent incidence of online attacks targeted at a student is deplorable and has galvanized members of our community to take action in making our campus a safer and more respectful place to learn, work and live.

**Homecoming, installation and convocation:** October will stand out as a memorable month for me for many positive reasons, including my first experience of Western's homecoming. The weekend saw more than 10,000 alumni and their families drawn to campus to celebrate Western's 70<sup>th</sup> Homecoming. Among its highlights we marked the 50<sup>th</sup> anniversary of Saugeen-Maitland Hall, Brescia University College celebrated its centennial, alumnus **David Malloy** (BA'83, MA'86) was installed as King's University College's 9<sup>th</sup> principal, our Mustang football team defeated the Ottawa Gee-Gees to cap an undefeated regular season, and more than 80 reunions took place in London and around the world. Following closely on the weekend's festivities, I was honoured to be installed as Western's 11<sup>th</sup> president and vice-chancellor together with **Linda Hasenfratz** who was installed as our new chancellor. This was a thrilling day for me and I'm grateful to the many family, friends and colleagues who made this such a special occasion. Installation was immediately followed by convocation and my first opportunity to celebrate the achievements of our most recent graduates together with their families and friends. Thanks to the many staff, faculty and students whose efforts contributed to the success this trio of celebratory events.

**Ministry name change:** On October 21, the provincial government announced that our home Ministry will be renamed the Ministry of Colleges and Universities. The Training portfolio will be moved to the newly renamed Ministry of Labour, Training and Skills Development. **Ross Romano** remains the Minister responsible for universities.

**Federal election:** October 21 also saw the election of the federal Liberals to a minority government. We congratulate all newly elected and re-elected Members of Parliament, including several local and regional members who are alumni or have other ties to Western, including **Peter Fragiskatos** (London North Centre), **Kate Young** (London West), **Lindsay Mathyssen** (London Fanshawe), **Karen Vecchio** (Elgin Middlesex London) and **John Nater** (Wellington Perth). Further afield, other Ontario-based elected members with Western ties include **Bill Morneau** (Toronto Centre), **Filomena Tassi** (Hamilton West Ancaster), **Diane Finley** (Haldimand Norfolk), **Pam Damoff** (Oakville North Burlington) and **Anita Anand** (Oakville). Western and the U15 will continue to advocate for postsecondary education as a member of Universities Canada through a variety of federal venues, including at Universities Canada Day on the Hill scheduled in February.



**Accolades:** Please join me in congratulating the following faculty, staff, students and alumni who, among others, were recognized with special honours in recent weeks:

- Professor emeritus **Duncan Hunter** (Chemistry) named by Western's WORLDDiscoveries as 2019's Vanguard Innovator of the Year for his work in developing the cancer drug Azedra.
- Special Advisor to the Provost (Indigenous Initiatives) **Candace Brunette-Debassige** and Professor emeritus **Jerry White** (Sociology) honoured with 2019 Atlohsa Peace Awards for their outstanding contributions to the Truth and Reconciliation process through education and advocacy.
- Professor **Ruth Lanius** (Psychiatry) honoured with the Banting Award for Military Health Research for her work to enhance the personalized treatment of veterans suffering from post-traumatic stress disorder.
- Recent graduates **Michael Iacocca** (MSc, Biochemistry), **Ryan Marr** (PhD, Chemistry) and **Kirsten Stefanik** (PhD, Law) named among the Governor General's 2019 Academic Gold Medal recipients.
- Staff members **Andrea Legato** (Health Studies), **Angelica Lucaci** (Geography), **Rebecca Northcott** (History), **Fred Ross** (Schulich School of Medicine & Dentistry), **Julaine Hall** (Research Western), **Robin Keirstead** (Libraries), and the eLearning Technology Team of **Deanna Grogan**, **Shawn Foster**, **Adam Pypstra**, **Jen Sadler** and **Ramon Sanchez** named recipients of the 2019 Western Award of Excellence.
- Fourteen students and young alumni were named among *Business London's* 2019 list of "20 In Their 20s," while another fifteen Western graduates and faculty members were named among *London Inc.'s* 2019 list of "20 Under 40."

**Leadership review and selection:** The work of selection committees for the next Deans of the Schulich School of Medicine & Dentistry, Faculty of Education and Faculty of Social Science, as well as the next Vice-President (Research) and the next Vice-Provost & Associate Vice-President (International) either remain underway or are getting underway. Meanwhile, the work of the review committee for the Vice-Provost (Academic Planning, Policy & Faculty) also remains underway.

**UNANIMOUS CONSENT AGENDA**

**FOR APPROVAL**

*Any member who wishes to ask a question, discuss, or oppose an item that is listed below may have it removed from the consent agenda by contacting the Secretary of Senate prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the following motion.*

**Recommended:** That the following items be approved or received for information by the Senate by unanimous consent:

**Report of the Operations/Agenda Committee – EXHIBIT III**

1.	Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Change of Title in Section I: Vice-President (External)	ACTION
2.	Senate Election Schedule 2020	INFORMATION

**Report of the Senate Committee on Academic Policy and Awards – EXHIBIT IV**

3.	School of Graduate and Postdoctoral Studies: Revisions to Academic Awards in the Ivey EMBA Program	ACTION
4.	School of Graduate and Postdoctoral Studies: Revisions to the Master of Public Administration (MPA) Program	ACTION
5.	School of Graduate and Postdoctoral Studies: Revisions to the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study	ACTION
6.	School of Graduate and Postdoctoral Studies: Revisions to the Master of Arts in Music Theory	ACTION
7.	Faculty of Science, Department of Computer Science: Revisions to the Admission and Progression requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science	ACTION
8.	Faculty of Science, Department of Computer Science: Withdrawal of the Diploma in Game Development and the Diploma in Computer Science	ACTION
9.	King's University College: Introduction of a Certificate in the Teaching and Practice of Writing	ACTION
10.	Undergraduate Sessional Dates: Revision to the 2020 Undergraduate Sessional Dates to Accommodate Western Hosting the Congress of the Humanities and Social Sciences (May 30 – June 5, 2020)	INFORMATION
11.	Undergraduate Sessional Dates for 2020 and 2021	INFORMATION
12.	New Scholarships and Awards	INFORMATION

**Report of the Senate Committee on University Planning – EXHIBIT V**

13.	Diabetes Canada Chair in Diabetes Management: Name Change	ACTION
14.	John F. Wood Chair in Innovation in Business Education: Name Change	ACTION

### The Unanimous Consent Agenda

The Senate's parliamentary authority -- *Sturgis Standard Code of Parliamentary Procedure* -- explains the consent agenda:

Organizations having a large number of routine matters to approve often save time by use of a *consent agenda*, also called a *consent calendar* or *unanimous consent agenda*. This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions.

Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved *en bloc* without discussion, saving the time that would be required for individual votes.

While approval of an omnibus motion saves time at Senate meetings, Senate members will want to review the agenda materials carefully in order that they properly discharge their responsibilities.

#### **How it works:**

In consultation with Committee chairs and principal resource persons, the Secretary identifies action and information items that are routine and/or likely non-controversial. In each Committee's report, these items are noted in the list of items at the beginning of the report. Action and information items on the agenda and in committee reports that are not noted on the consent agenda will be presented singly for discussion and voting (when appropriate).

When members receive their Senate agendas, they should review all reports in the usual manner. **If any member wants to ask a question, discuss, or oppose an item that is marked for the consent agenda, he or she can have it be removed from the consent agenda** by contacting the Secretary of the Senate prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.

At the Senate meeting, before the unanimous consent motion is presented for approval, the Chair of the Senate (1) will advise the Senate of items that are to be removed from the list, based on prior requests from Senate members; and (2) will ask if there are any other items that should be removed from the list. The remaining items are then unanimously approved *en bloc* without discussion, saving the time that would be required for individual presentation and voting. Those matters that have been struck from the consent agenda will be handled in the usual way as each Committee's report is presented.

The minutes of the Senate meeting will report matters approved as part of the consent agenda as "carried by unanimous consent". Information items received as part of the consent agenda will be reported as received.

**REPORT OF THE OPERATIONS AGENDA COMMITTEE**

Contents	Consent Agenda
<b>Disbandment of the University Council on Animal Care (UCAC) and the Animal Care Committee (ACC)</b>	No
<b>Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Addition of a Vice-Provost &amp; Associate Vice-President (Indigenous Initiatives)</b>	No
<b>Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Change of Title in Section I: Vice-President (External)</b>	Yes
<b>Senate Election Schedule for 2020</b>	Yes

**FOR APPROVAL**

1. **Disbandment of the University Council on Animal Care (UCAC) and the Animal Care Committee**

**Recommended:** That Senate approve that the University Council on Animal Care (UCAC) be disbanded, effective immediately, and,

That, as a consequence, the Animal Care Committee (ACC) be disbanded as a Senate Subcommittee with the recommendation that it be reconstituted as a Committee under the Vice-President (Research).

**Background:**

The University Council on Animal Care (UCAC) was initially established to oversee and advise on all matters pertaining to the procurement, maintenance and use of live vertebrates and cephalopods in animal-based science associated with Western's Research Community.

As a Senate-level committee, the UCAC's main responsibilities have included:

- assisting the Animal Care Committee (ACC) in resolving non-compliance issues;
- hearing appeals of decisions made by Western's ACC;
- as of June 5<sup>th</sup>, 2015, reviewing and approving internal policies directly associated with animal-based science, and;
- advising Senate on policy matters.

There are both structural and operational reasons for the proposal to disband the University Council on Animal Care. The current structure of the University Council on Animal Care (UCAC) and the Animal Care Committee (ACC) does not meet the external regulatory requirements outlined by the Canadian Council on Animal Care and Ontario's *Animals for Research R.S.O. 1990*. Specifically, as a subcommittee of UCAC, Western's ACC fails to meet the external requirement that the ACC be responsible directly to the senior administrator responsible for animal care and use for the institution – the Vice-President (Research).

Operationally, two concerns have emerged. First, with the exception of hearing appeals and approving institutional policies, all UCAC responsibilities are mirrored in principle and undertaken in practice by the ACC. Second, with respect to hearing appeals, the UCAC's membership places it at a conflict of interest. These structural and operational reasons to disband UCAC and ACC, and reconstitute ACC as a Committee under the Vice-President (Research), are outlined in further detail in the sections below.

### Structural Considerations

The Canadian Council on Animal Care (CCAC) requires that institutional Animal Care Committees be responsible directly to the senior administrator responsible for animal care and use for the institution. Currently, as a subcommittee of the University Council on Animal Care (UCAC), Western's ACC fails to meet this requirement, as it's accountability is not solely and directly responsible to the Vice-President (Research). The fact that the current ACC is accountable to the UCAC rather than the Vice-President (Research) has been identified by a CCAC Director during the past three CCAC assessments (2009, 2012, 2015).

No external regulators mandate a tiered Senate-level advisory body to oversee the animal ethics and care program related to animal-based science. Rather, as per the Canadian Council on Animal Care's (CCAC) policy statement for senior administrators responsible for animal care and use programs, "...a single, senior institutional official must be appointed to coordinate efforts and ensure that all organizational/institutional responsibilities are met," including ensuring "...one or more appropriately composed and structured and well-functioning Animal Care Committees (ACC) is in place for the institution," which is tasked with "the responsibility for overseeing all animal care and use undertaken by members of the institution, and ensuring compliance with institutional and CCAC standards."

Therefore, to more effectively align with external regulatory requirements, Western's ACC should be directly accountable to the Vice-President (Research).

### Operational Considerations

#### *(1) Redundancy in Responsibilities*

With the exception of hearing appeals and approving associated policies, the core responsibilities of UCAC, as outlined by its Terms of Reference (see [Appendix 1](#)), have been undertaken in principle and practice by Western's ACC, as defined by its Terms of Reference (see [Appendix 2](#)). A detailed account of this redundancy in responsibilities is provided in [Appendix 3](#).

Further, according to the Canadian Council on Animal Care, all of UCAC's stated responsibilities should be the direct responsibility of either the senior administrator responsible for the entire animal ethics and care program (Western's Vice-President (Research)), or the institutional Animal Care Committee (Western's ACC). Therefore, UCAC's operational contributions to the animal ethics and care program (AECF) are considered to be redundant by Western's external and internal regulators (those directly involved 'in practice' with overseeing animal-based science).

#### *(2) Conflict of Interest*

Concerns exist regarding conflict of interest associated with UCAC members hearing appeals of ACC decisions. Consequently, it is proposed that, in alignment with Western's Office of Research Ethics current framework for appeals associated with research involving human participants, an external, impartial body be retained as needed for appeals filed with the Vice-President (Research).

### Reporting / Policy Approval Accountabilities

The MAPP Policies associated with animal-based research will continue to require approval from the University Research Board, Senate, and the Board of Governors (MAPP 7.10 – Institutional Animal User Training Program; MAPP 7.12 – Policy for the Use of Animals in Research, Testing and Teaching; MAPP 7.15 – Post Approval Monitoring (PAM) Program). Proposals for these MAPP policies would be sent directly to the University Research Board from the Animal Care Committee. Animal Ethics and Care Program (AECF) reporting would also be sent directly to the University Research Board from the ACC.

### Summary

In conclusion, to align with CCAC's external regulatory requirements and to eliminate operational impediments, it is proposed that the University Council on Animal Care be disbanded as a Senate-level committee, and that the Animal Care Committee be made directly accountable to the senior administrator responsible for the animal ethics and care program, the Vice-President (Research).

## 2. **Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Addition of a Vice-Provost & Associate Vice-President (Indigenous Initiatives)**

**Recommended:** That Senate approve, and recommend to the Board of Governors, that the *Appointment Procedures for Senior Academic and Administrative Officers of the University* be revised to include the Vice-Provost and Associate Vice-President (Indigenous Initiatives) as shown below.

### **Vice-Provost and Associate Vice-President (Indigenous Initiatives)**

#### Composition of Selection Committee

A committee to select a Vice-Provost and Associate Vice-President (Indigenous Initiatives) shall consist of:

- (a) the Provost & Vice-President (Academic), who shall be Chair
- (b) the Vice-President (Research)
- (c) 3 faculty members elected by Senate, one of whom shall be a Dean
- (d) 1 member of the Indigenous faculty or staff university community to be appointed by the Provost & Vice-President (Academic)
- (e) 1 undergraduate student elected by Senate
- (f) 1 graduate student elected by Senate
- (g) Community Co-Chair of the Indigenous Postsecondary Education Council (IPEC) or designate

#### Procedure

- 1. The Chair shall convene the Committee.
- 2. The Chair shall undertake negotiations with prospective candidates.
- 3. The Chair shall report to Senate through the President & Vice-Chancellor.

#### Terms

The term of the Vice-Provost and Associate Vice-President (Indigenous Initiatives) is five years, renewable. In the case of renewal of an appointment where the incumbent takes a Study Leave at the end of the first term, the term of reappointment will be six years.

**Background:**

In the 2017-18 academic year, the Provost and Vice-President (Academic) assembled a *Task Force on the Implementation of the Indigenous Strategic Plan*, which culminated with a final report released on June 26, 2018. Among key recommendations in the report was an urgent call to create a Senior Role to the Provost Office. Such new senior administrative roles are on the rise across Canadian universities. Fifty percent of Ontario universities and seventy percent of U15 institutions have an Indigenous senior leader in place. In response, the Provost appointed a Special Advisor (Indigenous Initiatives) in September 2018 to outline the mandate and structure for the creation of such an office and senior role at Western.

The Vice-Provost and Associate Vice-President (Indigenous Initiatives) will be responsible for acting as the institutional champion driving ongoing implementation, renewal, reporting and communications related to Western's Indigenous Strategic Plan. The Vice-Provost and Associate Vice-President (VP/AVP, Indigenous Initiatives) will report directly to the Provost and have indirect reporting relationship to the President.

This Office will move Western from an Indigenous student services model to an institution-wide approach, which would move the emphasis from one that is focused on the services provided to Indigenous students, to one where there is a more holistic approach to advancing Indigenous initiatives across broad areas including: governance and decision-making; policy and practice; teaching, learning and curriculum; research and scholarship; physical space planning; workforce planning and student affairs. This approach also provides an administrative structure that elevates Indigenous voices to the executive level and maximizes potential for advocacy, consultation and persuasion. With this change, it is important to understand how Indigenous peoples and ways of knowing (e.g. languages, theories, epistemologies, and methodologies) are systemically marginalized in academic disciplines and organizational hierarchies. This Office will help redress structural inequities and proactively create space for Indigenous peoples and ways of knowing to grow and thrive in our university.

The VP/AVP, Indigenous Initiatives Office will lead system-wide change required to advance truth and reconciliation efforts, achieve equitable outcomes for Indigenous peoples, and implement Western's Indigenous Strategic Plan. The Office will be committed to building and strengthening relationships with Indigenous communities locally, provincially, nationally and internationally, and fostering an academic environment, where all students, staff, faculty and community members experience the university as a welcoming, supportive, culturally-safe environment in which Indigenous languages, ways of knowing, being and doing are respected and supported.

The VP/AVP's Office will lead and/or support the following priority areas:

- strategic planning and implementation
- communications and reporting
- community engagement
- policy development and practice
- space planning and management
- curriculum and training development
- student affairs, access and recruitment strategies
- faculty and staff recruitment and retention strategies
- research and scholarship strategies

3. **Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Change of Title in Section I: Vice-President (External)**

**Recommended:** That Senate approve, and recommend to the Board of Governors, that the title of the Vice-President (External) in the *Appointment Procedures for Senior Academic and Administrative Officers of the University (Section I)* be changed to Vice-President (University Advancement).

**Background:**

The President wishes to ensure that the title for the Vice-President is clearly reflective of the portfolio's responsibilities.

**FOR INFORMATION**

4. **Senate Election Schedule for Spring 2020**

The Senate Election Schedule for Spring 2020 is attached as [Appendix 4](#).



**University Council on Animal Care (UCAC)**

**Effective Date:** June 2018

**Supersedes:** December 2015

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**TERMS OF REFERENCE**

- 1) **Purpose** - The University Council on Animal Care's (UCAC) purpose is to oversee and advise on all matters pertaining to the procurement, maintenance and use of animals as defined by the Canadian Council on Animal Care (CCAC), hereafter referred to as "animals," for research, testing, teaching and display associated with the University and its affiliated bodies.
  - a) As necessary, the UCAC shall deliver its mandate through the following sub-committees and/or department:
    - i) Animal Care Committee(ACC);
    - ii) Department of Animal Care & Veterinary Services (ACVS);
    - iii) Other subcommittees as developed by UCAC.
- 2) **Responsibilities** - With the assistance of its ACC and ACVS, the UCAC has overall responsibility to:
  - a) Ensure that all animals are procured, cared for and used in a manner that maintains animal-based science activities of the University and its affiliates in accordance with all Federal, National, Provincial, Institutional and U.S. (as applicable) policy statutory requirements, regulations and guidelines, including:
    - i) The Canadian Council on Animal Care (CCAC) – Policy statements, guidelines, and other standards
    - ii) Tri-Agency's "*Agreement on the Administration of Agency Grants and Awards by Research Institutions*"
    - iii) Other Federal agencies whose policies apply to the use of animals and/or materials used in research involving animals, including but not limited to:
      - (1) Canadian Food Inspection Agency;
      - (2) Health Canada;
      - (3) Public Health Agency of Canada;
      - (4) Environment Canada;
      - (5) Transport Canada.
    - iv) *CALAM Standards of Veterinary Care* – Canadian Association for Laboratory Animal Medicine;
    - v) The *Animals for Research Act* – Ontario Ministry of Agriculture, Food and Rural Affairs;
    - vi) For animal-based science involving U.S. funding, *Policy on Humane Care and Use of Laboratory Animals* – Public Health Service – Office of Laboratory Animal Welfare (OLAW);
    - vii) University Policies – Academic Integrity in Research Activities [MAPP 7.0]; Policy and Procedures for the Use of Animals in Research, Testing and Teaching [MAPP 7.12]; Standardized Training in Animal Care and Use [MAPP 7.10]; Post Approval Monitoring Program [MAPP 7.15]; UCAC policies; ACC's Terms of Reference; ACC-approved procedures, including Standard Operating Procedures (SOPs).

**University Council on Animal Care (UCAC)**

- b) Ensure that the University's and its affiliates' animal facilities and personnel provide appropriate welfare, care, and supervision of all animals before, during and after the course of experimental procedures and/or teaching exercises and/or displays in accordance with the aforementioned regulatory policy statutory requirements, regulations, and guidelines.
- c) Work with the University community to ensure that all animal users and care givers are informed of and comply with institutional animal care and use policies.
- d) Address any individual or organizational submissions or complaints relating to the operation of the Animal Care Committee (ACC), the Department of Animal Care and Veterinary Services (ACVS), and/or the care and use of animals within its jurisdiction.
- e) Use its authority as delegated by the Vice President (Research) to:
  - i) Stop any procedure it considers objectionable on the basis that unnecessary distress or pain is being experienced by an animal;
  - ii) Stop immediately any use of animals which deviates from the approved use, any non-approved procedure, or any procedure causing unforeseen pain or distress to animals; and
  - iii) Have an animal euthanized humanely if pain or distress caused to the animal is not part of the approved Animal Use Protocol and cannot be alleviated; and
  - iv) Delegate authority to treat or euthanize animals to an ACVS veterinarian.
- f) Hear and decide appeals from decisions of the ACC in accordance with appeal mechanisms established in the Policy and Procedures for the Use of Animals in Research, Testing and Teaching [\[MAPP 7.12\]](#).
- g) Support the ACC in promptly resolving non-compliance as described within the *Concerns Identification, Project Refinement and Corrective Response* policy and related procedures.
- h) Review and approve internal policies directly associated with animal-based science at Western and its affiliates.
- i) Advise on or direct
  - i) future requirements for animal facilities and foster the orderly development of such facilities by reviewing all developmental plans for additions, expansions, consolidations and renovations of animal facilities and determine that adequate professional advice has been sought with respect to their design and equipment;
  - ii) city-wide health surveillance strategies;
  - iii) disease outbreak and other disaster response;
  - iv) strategies for proactively and reactively managing activism and protests against animal research;
  - iv) other animal-science related issues with potential for significant impact upon the program.
- j) Advise the President & Vice-Chancellor, who shall bring to Senate via the University Research Board those matters requiring Senate's attention.
- k) Report on its activities to Senate through the University Research Board at least annually.
- l) Ensure that enquiries from the public and the news media regarding the procurement, care and use of animals at this University and affiliated institutions are directed to a Communications Response Team of the UCAC, chaired by the Vice President (Research).

**University Council on Animal Care (UCAC)**

**3) Composition & Terms of Office –**

Voting members shall represent all of Western's animal-based science programs:

- a) Vice President (Research), or designate, who will serve as Chair
- b) Vice-Provost (Graduate & Postdoctoral Studies), or designate
- c) Scientific Director, Lawson Health Research Institute, or designate
- d) Director, Animal Care and Veterinary Services, or designate
- e) Chair, Basic Sciences Committee from Schulich School of Medicine & Dentistry, or designate
- f) Chair, Animal Care Committee, or designate (The designate must be a member of ACC at the time of appointment)
- g) Dean of Schulich School of Medicine and Dentistry, or designate
- h) Dean of Science, or designate
- i) Dean of Social Science, or designate
- j) Dean of Health Sciences, or designate
- k) Four faculty members elected by Senate: two who conduct animal-based research and two who do not conduct animal-based research. None of these faculty shall be members of the ACC.
- l) One student, appointed by the President & Vice-Chancellor.
- m) Ex officio Members – non-voting:
  - i) ACVS Veterinarian appointed by the ACVS Director
  - ii) Secretary of Senate
- n) With the exception of the Director ACVS, other ACVS veterinarians, and the ACC Chair, no member of UCAC may at the same time be a member of the ACC.
- o) The Council shall select a Vice-Chair from the voting members of Council for a two-year term, once renewable.

\*The list of the most up to date internal policies is posted on Research Western's web page:  
[http://uwo.ca/research/services/animalethics/animal\\_care\\_and\\_use\\_policies.html](http://uwo.ca/research/services/animalethics/animal_care_and_use_policies.html)

### **Animal Care Committee (ACC)**

**Effective Date:** May 30, 2018

**Supersedes:** April 2017; October 2015

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#### **1. ACC Responsibilities and Authority**

As the working subcommittee of the University Council on Animal Care (UCAC) on behalf of The University of Western Ontario, and as defined by the Canadian Council on Animal Care (CCAC), the Animal Care Committee (ACC) is responsible:

##### **1.1 To assume all responsibilities mandated by:**

- 1.1.1 The Canadian Council on Animal Care, policy statements, guidelines and other standards
- 1.1.2 Animals for Research Act (R.S.O. 1990), Ontario Ministry of Agriculture and Rural Affairs (OMAFRA)
- 1.1.3 Tri-Agency's "Agreement on the Administration of Agency Grants and Awards by Research Institutions"
- 1.1.4 CALAM Standards of Veterinary Care – Canadian Association for Laboratory Animal Medicine
- 1.1.5 Other Federal agencies whose policies apply to the use of animals and/or materials used in research involving animals, including but not limited to:
  - 1.1.5.1 Canadian Food Inspection Agency
  - 1.1.5.2 Health Canada
  - 1.1.5.3 Public Health Agency of Canada
  - 1.1.5.4 Environment Canada, and
  - 1.1.5.5 Transport Canada.
- 1.1.6 For animal-based science involving U.S. funding - Policy on Humane Care and Use of Laboratory Animals – Public Health Service – Office of Laboratory Animal Welfare (OLAW);
- 1.1.7 University policies
  - 1.1.7.1 MAPP 7.0 – Academic Integrity in Research Activities
  - 1.1.7.2 MAPP 7.10 – Standardized Training in Animal Care and Use
  - 1.1.7.3 MAPP 7.12 – Policy and Procedures for the Use of Animals in Research, Testing and Teaching
  - 1.1.7.4 MAPP 7.15 – Post Approval Monitoring Program

**Animal Care Committee (ACC)**

- 1.1.7.5 UCAC-approved policies
- 1.1.7.6 ACC-approved procedures, including Standard Operating Procedures
- 1.2 To ensure that the care and use of animals, as defined by the CCAC, hereafter referred to as “animals,” throughout all stages of their life and in all experimental situations associated with all facilities operated by the University and its affiliated institutions, are in compliance with all Federal, National, Provincial, and University policy statutory requirements, regulations, and guidelines.
- 1.3 To stop or limit the use of animals associated with animal-based science in accordance with Federal, National, Provincial, and University policy statutory requirements, regulations and guidelines as per 1.1 above.
- 1.4 To ensure that animal-based scientists working off-site, such as field researchers, those collaborating at other sites or institutions (including sabbaticals and other periods of academic leave), and those conducting studies or teaching with animals owned by them or the public, are in compliance with the same.
- 1.5 To support unrestricted access by ACC leaders and Institutional Veterinarians at all times to all areas where animals are held or used.
- 1.6 To use its authority as delegated by the Vice-President (Research) to:
  - 1.6.1 stop any procedure it considers objectionable on the basis that unnecessary distress or pain is being experienced by an animal;
  - 1.6.2 stop immediately any use of animals which deviates from the approved use, any non-approved procedure, or any procedure causing unforeseen pain or distress to animals;
  - 1.6.3 have an animal euthanized humanely if pain or distress caused to the animal is not part of the approved Animal Use Protocol (AUP) and cannot be alleviated; and
  - 1.6.4 delegate authority to treat or euthanize animals to an Institutional Veterinarian, where in the veterinarian’s opinion and judgment 1.6.1 – 1.6.3 are met.
- 1.7 To review and determine the approval status and/or require the modification of an Animal Use Protocol in alignment with the Animal Use Protocols Policy (POL-002) and related procedures (PROC-002).
- 1.8 To review and approve all animal-based-science related procedures, including Standard Operating Procedures (SOPs), as per SOP Administration (ADM 500).
- 1.9 As necessary, to establish other working groups in order to undertake specific projects on behalf of the full ACC, and to include the following working groups (Section 6):
  - 1.9.1 An Executive,
  - 1.9.2 Animal Use Protocol (AUP) Review,
  - 1.9.3 Training Exemption, and
  - 1.9.4 Animal Care Facility Supervisors.
- 1.10 To draft policies for review and approval by the UCAC.

**Animal Care Committee (ACC)**

- 1.11 To ensure that all animals used by the University and its affiliated institutions, with the exception of wildlife studies, and those conducted on animals owned by the public, are sourced only from ACC-approved commercial and non-commercial sources licensed in their jurisdiction and that operate in an ethical manner in keeping with National and Provincial regulatory guidelines as per section 1.1. above.
  - 1.11.1 In the event that non-invasive behavioural studies are proposed on pets owned by the public, such public member(s) must acknowledge in writing that they have read the associated AUP and agree to the participation of their pet(s) in the study. Additionally, CCAC-mandated safety review and staff health assessment must be completed prior to authorization.
- 1.12 To undertake post-approval monitoring as per MAPP 7.15 – Post Approval Monitoring Program.
- 1.13 To ensure that all individuals involved in animal-based science activities receive CCAC-mandated animal training as per MAPP 7.10 – Institutional Animal User Training Program.
- 1.14 To ensure that relevant Federal, National, Provincial, and University policy statutory requirements and guidelines are communicated to animal-based scientists.
- 1.15 To bring to the attention of the University Council on Animal Care any matters requiring its special attention, and to make recommendations as appropriate:
  - 1.15.1 to report to the UCAC minimum annually, or as necessary; and
  - 1.15.2 to provide the UCAC with materials and information as required by them for the consideration of appeals to ACC decisions.
- 1.16 To undertake specific duties as may be requested by the UCAC.

**2. ACC Meetings**

- 2.1. A face-to-face meeting is the principal forum used for full ACC discussion and decision-making.
- 2.2. Meeting Frequency
  - 2.2.1. The full ACC will meet at minimum 11 times per year.
  - 2.2.2. ACC working groups will determine meeting frequency based upon need (Section 6).
- 2.3. Meetings will consist of Agenda topics that arise from the ACC's accountabilities, as outlined in Section 1. including but not limited to:
  - 2.3.1. Review, discussion and approval determination of Animal Use Protocol forms as outlined within the Animal Use Protocols Policy (POL-002);
  - 2.3.2. Post approval monitoring updates arising from MAPP 7.15 Post Approval Monitoring Program; and
  - 2.3.3. Review of ACC working group decisions and actions brought forward by the ACC Chair or designate.
- 2.4. Minutes describing all discussions and decisions taken during any ACC meeting will be produced and made available to the ACC, the Vice-President (Research) and the UCAC.

**Animal Care Committee (ACC)**

**3. Decision Making**

- 3.1. Typically decisions will be made by consensus, where consensus is defined as widespread rather than unanimous agreement. Opportunity will be given for individual members to register their opposition.
- 3.2. From time-to-time where consensus cannot be reached, the ACC Chair may call for a vote or may defer the decision.
  - 3.2.1. In the event that a vote is taken, approval of a decision will require 60% representing four of the six ACC member categories and an Institutional Veterinarian (see Section 5.4), and to include Category 2 (see Section 5.4.2), of those present at the meeting.
- 3.3. As brought forward by the Chair, decisions made by ACC working groups will be disclosed to the full ACC.

**4. ACC Member Terms of Office & Quorum**

- 4.1. Terms of Office - The term of elected or appointed members of faculty, staff or the general community will be three years, once renewable, unless otherwise granted by the Vice-President (Research) or as identified below.
  - 4.1.1. The term of the Chair will be three years, once renewable.
  - 4.1.2. The term of Vice Chairs will be three years, once renewable.
  - 4.1.3. The term of students will be one year, renewable a maximum of two times.
  - 4.1.4. The term of Animal Care Facility Supervisor representatives will be one year, three times renewable.
  - 4.1.5. All within-term changes to the membership will be reported to the Vice-President (Research) within 30 days.
    - 4.1.5.1. Members may resign from the ACC at any time by advising the Chair in writing with a minimum two-month notification period. The Chair will advise the Vice-President (Research) of the resignation.
    - 4.1.5.2. On the recommendation of the ACC, the Vice-President (Research) may request a member of the ACC to resign from the ACC.
- 4.2. Quorum
  - 4.2.1. Quorum requirements will be one half plus one members at full ACC meetings.
  - 4.2.2. Quorum must include at minimum one of each of the following roles: Chair/Acting Chair, Community Representative, ACC Coordinator, and an Institutional Veterinarian.

## **Animal Care Committee (ACC)**

### **5. ACC Composition**

The ACC must have adequate active membership to allow it to fulfill its Terms of Reference, to include:

- 5.1. A Chair, who will be appointed by the Vice-President (Research) in consultation with ACC and ACVS leadership.
  - 5.1.1. The Chair should be a tenured faculty member with at least ten years' experience within Western's research community who has been an active ACC member and who has served at least two years on the ACC.
- 5.2. Two Vice Chairs must be appointed by the Western and Lawson Vice-Presidents (Research) in consultation with the ACC and ACVS Director.
  - 5.2.1. As a general guideline, one Vice Chair should be affiliated primarily with Lawson and the other affiliated primarily with Western.
- 5.3. Ex officio members will include:
  - 5.3.1. The ACVS Director,
  - 5.3.2. The ACVS Assistant Director-Compliance Assurance,
  - 5.3.3. Research Western's Research Animal Safety Consultant,
  - 5.3.4. The ACC Coordinator,
  - 5.3.5. The ACVS Operations Manager, and
  - 5.3.6. Animal Care Facility Supervisors.
- 5.4. In addition to the above mentioned members, the ACC must be comprised of at least 21 persons, including at least one separate person appointed to each of the following categories:
  - 5.4.1. Category 1 – Animal-Based Scientists – At least 12 suitably qualified persons with substantial experience in the use of animals in animal-based science activities within Western's research community.
    - 5.4.1.1. Members from this category will be representative of the animal-based science undertaken within and the organizational structures associated with Western's research community.
      - 5.4.1.1.1. Animal-based scientists associated with Lawson and St. Joseph's will be appropriately represented on the ACC.
  - 5.4.2. Category 2 – Community Representatives – Minimum two persons who represent the community who are not employed by this institution, who are not involved in the care and use of animals associated with animal-based science, and who are not otherwise in a conflict of interest.
  - 5.4.3. Category 3 – Non-Animal User - Minimum two employees of Western or Lawson who are not involved either directly or indirectly in the care and use of animals for animal-based science activities.



**Animal Care Committee (ACC)**

- 5.4.4. Category 4 – Technical Representative - Minimum two employees of Western or Lawson with veterinary technician (VT) or registered laboratory animal technician (RLAT) qualifications, expertise and experience.
  - 5.4.4.1. One technician should be affiliated primarily with Lawson and the other affiliated primarily with Western.
- 5.4.5. Category 5 – Student - Minimum two students involved in animal-based science.
  - 5.4.5.1. Preferentially students will be at the PhD level.
- 5.4.6. Category 6 – Animal Care Facility Supervisor Representatives - Two with adequate research animal housing and husbandry qualifications, expertise and experience.
  - 5.4.6.1. These members will be arms-length from the related animal-based science activities within their affiliated facility.
  - 5.4.6.2. One representative should be affiliated primarily with Lawson and the other affiliated primarily with Western.
- 5.5. With the exception of Category 2, all nominations will be sought from Deans of Faculties, Directors or Chairs of Departments/Schools/Institutes/Units as membership opportunities become available.
- 5.6. For Category 2, potential Community Representatives will be recommended by the ACC and other institutional stakeholders.
- 5.7. Nominees will meet with ACC Chair and ACVS Director in the first instance and then meet with the ACC Executive to ensure compatibility with the mission.
- 5.8. Prior to appointment, all category members must first
  - 5.8.1. Attend a formal orientation session;
  - 5.8.2. Acknowledge in writing that they will accept and support:
    - 5.8.2.1. The ACC Terms of Reference;
    - 5.8.2.2. An ACC member-specific Confidentiality Agreement;
    - 5.8.2.3. An ACC member role-specific responsibilities outline;
    - 5.8.2.4. UCAC policies and related ACC procedures; and
  - 5.8.3. Attend an ACC full meeting as an observer.
- 5.9. All members of the ACC will be appointed by the Vice-President (Research).
- 5.10. With the exception of the Chair of the ACC, the Director of ACVS, and the Assistant Director-Compliance Assurance, no voting member of UCAC may at the same time be a member of the ACC.

**6. ACC Working Groups**

- 6.1. As necessary, working groups will be/are established in order to undertake specific projects on behalf of the full ACC.
- 6.2. Decision-making by working groups will be made by consensus during face-to-face meetings or via the AUP management system.

**Animal Care Committee (ACC)**

- 6.3. Minutes from working group meetings will be recorded, and made available to the ACC Executive or the full ACC, as requested.
- 6.4. Currently four working groups exist
  - 6.4.1. ACC Executive - An Executive of the ACC will be appointed by the ACC by nomination at the beginning of each academic year (July 1<sup>st</sup>).
  - 6.4.2. The ACC Executive will consist of at least two and no more than four representatives from Category 1, at least one representative from Categories 2 and 3 of the full ACC, and to include the ACC Chair, Vice Chairs, ACVS Director, ACC Coordinator, ACVS Operations Manager, and the ACVS Assistant Director-Compliance Assurance.
  - 6.4.3. The ACC Executive will meet at minimum 10 times per year.
  - 6.4.4. The ACC Executive will be comprised of ACC members responsible to:
    - 6.4.4.1. provide real-time feedback and support to institutional stakeholders accountable for the animal ethics and care program;
    - 6.4.4.2. provide leadership for animal ethics reviews;
    - 6.4.4.3. act as front-line responders to Concerns brought to its attention, as outlined within UCAC's Concerns Identification, Project Refinement and Corrective Response Policy (POL-004);
    - 6.4.4.4. receive updates from ACC designates regarding their mandated activities; and
    - 6.4.4.5. provide direction and support to ACC working groups.
  - 6.4.5. The Animal Use Protocol (AUP) Review working group will consist of six roles to include Categories 1 through 4 (Section 5), an Institutional Veterinarian, and the ACC Coordinator.
    - 6.4.5.1. Participation will be rotational on an as-needs basis (Section 5) for roles represented by more than one individual.
    - 6.4.5.2. These working groups will review AUP forms with the exception of those reviewed by the full ACC and designates, as per the Animal Use Protocols Policy (POL-002).
    - 6.4.5.3. AUP Review working groups will use the AUP management system to communicate and make decisions, as per the Animal Use Protocols Policy (POL-002).
  - 6.4.6. A Training Exemption working group will consist of an Institutional Veterinarian, an animal-based scientist (Category 1), and an Animal User Trainer, as per MAPP 7.10 – Institutional Animal User Training Program.
    - 6.4.6.1. This working group will fulfill the responsibilities as outlined within Procedure for Policy 7.10.
  - 6.4.7. An Animal Care Facility Supervisor working group involving individuals directly accountable for vivarium operations within Western's research community will act as an advisory group to the ACC.

**Animal Care Committee (ACC)**

- 6.4.7.1. This working group will appoint two representatives to act as an ACC member to fill Category 6 (Section 5).
  - 6.4.7.2. This working group will meet face-to-face at least three times per year.
- 7. Other institutional stakeholders and ACVS support staff will be called upon by the ACC or its Executive to provide consultation and support on an as-needs basis.
  - 7.1. In situations where a non-ACC member wishes to attend an ACC meeting in order to provide information or receive clarification on specific elements associated with the committee or its meeting-specific Agenda, the Chair will review the request and grant permission on a case-by-case basis.
  - 7.2. Any non-member attendees at ACC meetings will be considered to have a 'non-consensus/non-voting' role, and will be required to sign a confidentiality agreement, as deemed appropriate by the Chair.

<b>Responsibilities of UCAC as defined by its Terms of Reference</b>	<b>Responsibilities of ACC as defined by its Terms of Reference / Responsibilities of Senior Administrator Responsible for Animal Ethics and Care Program (AEC) or the Institutional Animal Care Committee (ACC)</b>
a) Alignment of practice with external regulatory requirements	See ACC's ToR 1.1
b) Alignment of institutional resources and animal oversight with external regulatory requirements	See ACC's ToR 1.2, 1.3, and 1.4 and CCAC's policy statement for senior administrators 2. c), e) and f), a responsibility of the Vice-President (Research).
c) Inform community of requirements; ensure compliance	See ACC's ToR 1.14; 1.12 and CCAC's Terms of Reference for ACCs, p.9. Sect. 3 j), k), l), a responsibility of the ACC.
d) Address institutional complaints	See ACC's ToR 1.15. Currently directed to UCAC, but should be directed to the Senior Administrator responsible, Vice-President (Research). See CCAC's policy statement for senior administrators Sect. 2 e), a responsibility of the VPR.
e) Authorization to stop animal procedures / intervene / delegate authority to an institutional veterinarian	See ACC's ToR 1.6 and CCAC's Terms of Reference for ACCs Sect. 2 'Authority' P. 3, a responsibility of the ACC.
f) Hear / decide upon appeals of ACC decisions	Concerns exist regarding conflict of interest associated with UCAC members acting in this capacity. CCAC's Terms of Reference for ACCs p.9 sect.3. i) "Define an institutional appeal mechanism" to include "appropriate expertise and ensure a separate, fair and impartial process." <sup>1</sup> In order to align with the current framework associated with the Research Ethics Board that oversees the ethical conduct of research involving human participants, the UCAC's function of hearing appeals can be reassigned to an external Appeal Committees, eliminating any real, potential or perceived conflict of interest, towards resolution of non-compliance issues.
g) Support the ACC in resolving non-compliance	In practice, the Senior Administrator and applicable department/research institute leaders are directly engaged in situations of non-compliance, as per policy POL-004 Concerns Identification, Project Refinement and Corrective Response and related procedures. See CCAC's Terms of Reference for ACCs Sect. 2 'Authority' P. 3, a responsibility of the ACC and Vice-President (Research).
h) Review related policies	See ACC's ToR 1.10 – The ACC is responsible to develop and review, in consultations with key stakeholders, animal ethics and care policies, as per CCAC's Terms of Reference for Animal Care Committees, Sect. 3 m), a responsibility of the ACC.

<sup>1</sup> Canadian Council on Animal Care. Terms of Reference for Animal Care Committees. Page 9. (2006)

<p>i) Advise on / direct future infrastructure requirements, citywide health surveillance strategies, disease outbreak/disaster response, activism response.</p> <p>j) Advise the President / Vice-Chancellor. The VPR should act in this capacity as the single person responsible for the animal ethics and care program.</p>	<p>These responsibilities should rest with the VPR in consultation with key stakeholders including, but not limited to, Faculties, Facility managers, the University Veterinarian, the ACC, OHS and Communications.</p>
<p>k) same as j)</p>	
<p>l) same as j)</p>	



## **Senate Election Schedule for 2020**

Elections will be held for representatives of the Faculty, Administrative Staff, Graduate and Undergraduate Student Constituencies, as outlined below. The term of the Faculty and Administrative Staff representatives will be for two years (July 1, 2020 - June 30, 2022). The term of the Graduate and Undergraduate students will be for one year (July 1, 2020 - June 30, 2021).

<b>Faculty and Administrative Staff Constituencies</b>	
Nominations Open	9:00 a.m., Monday, January 6
Nominations Close	4:00 p.m., Thursday, January 16
Posting of Nominations	Friday, January 17
Balloting on the Web - Polls Open	8:00 a.m., Tuesday, January 28
Balloting on the Web - Polls Close	8:00 p.m., Wednesday, January 29
Posting of Results	Thursday, January 30

<b>Graduate and Undergraduate Student Constituencies</b>	
Nominations Open	9:00 a.m., Monday, January 6
Nominations Close for Graduate and Undergraduate – Academic Constituencies	4:00 p.m., Wednesday, January 15
Nominations Close for Undergraduate – At-Large Constituencies	4:00 p.m., Thursday, January 16
Mandatory All Candidates' Advisory Meeting (Organized by the USC - Place TBA)	5:00 p.m., Friday, January 17
Posting of Nominations	Friday, January 17
Campaign Period begins	12:01 a.m. Monday, January 20
Campaign Period ends	11:59 p.m., Monday, February 3
Balloting on the Web - Polls Open	8:00 a.m., Tuesday, February 4
Balloting on the Web - Polls Close	8:00 p.m., Wednesday, February 5
Posting of Results	Thursday, February 6

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

Contents	Consent Agenda
<b>Faculty of Science, Department of Computer Science:</b>	
Revisions to the Admission and Progression Requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science	Yes
Withdrawal of the Diploma in Game Development and the Diploma in Computer Science	Yes
<b>School of Graduate and Postdoctoral Studies:</b>	
Revisions to Academic Awards in the Ivey EMBA Program	No
Revisions to the Master of Public Administration (MPA) Program	Yes
Revisions to the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study	Yes
Revisions to the Master of Arts in Music Theory	Yes
<b>King's University College: Introduction of a Certificate in the Teaching and Practice of Writing</b>	No
<b>Undergraduate Sessional Dates for 2020 and 2021:</b>	
Revision to the 2020 Undergraduate Sessional Dates to Accommodate Western Hosting the Congress of the Humanities and Social Sciences (May 30 – June 5, 2020)	Yes
Undergraduate Sessional Dates for 2020 and 2021	Yes
<b>New Scholarships and Awards</b>	Yes

FOR APPROVAL

- Faculty of Science, Department of Computer Science: Revisions to the Admissions and Progression Requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science**

**Recommended:** That the Admission and Progression Requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science be revised effective September 1, 2019 as shown in [Appendix 1](#).

**Background**

Currently, CS1027A/B prerequisite is Computer Science 1025A/B or Computer Science 1026A/B, in each case with a mark of at least 65%. To make it clear, the Computer Science department would like to have the same condition appear at the module admission requirement related to Computer Science 1025A/B, Computer Science 1026A/B, and Engineering Science 1036A/B.

2. **Faculty of Science, Department of Computer Science: Withdrawal of the Diploma in Game Development and the Diploma in Computer Science**

2a. Withdrawal of the Diploma in Game Development

**Recommended:** That effective September 1, 2019, admission to the Diploma in Game Development be discontinued, and

That the diploma be withdrawn and all registration discontinued.

2b. Withdrawal of the Diploma in Computer Science

**Recommended:** That effective September 1, 2019, admission to the Diploma in Computer Science be discontinued, and

That students enrolled in the Diploma prior to September 1, 2019 be permitted to continue with the understanding that they must complete the requirements prior to September 2021, and

That effective September 1, 2021, the diploma be withdrawn and all registration discontinued.

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<http://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21126&Keywords=diploma%20in%20computer%20science&SelectedCalendar=Live&ArchiveID=>

**DIPLOMA IN COMPUTER SCIENCE**

Admission to this diploma is discontinued effective September 1, 2019. Students enrolled in the diploma will be allowed to graduate until August 31, 2021, upon fulfillment of the diploma requirements.

**Background**

Due to the lack of interest from students, the Department is requesting to discontinue these diplomas. Currently, there are no students enrolled in the Diploma in Game Development, and two students enrolled in the Diploma in Computer Science.

3. **School of Graduate and Postdoctoral Studies: Revisions to Academic Awards in the Ivey EMBA Program**

**Recommended:** That effective September 1, 2019, and beginning with the Ivey EMBA Fall 2020 cohort, a Gold Medal be awarded for each cohort, to the student with the highest overall average, as shown in [Appendix 2](#).

**Background**

Currently the only academic honour in the Ivey EMBA program is the Ivey Scholar award, granted to students who achieve a final average that places them in the top 10% of the graduating class. All other Ivey programs – HBA, MBA, and MSc (with the exception of the PhD program) – have Gold Medal designations. The purpose of the proposal is to put the Ivey EMBA program on par with other Ivey programs in terms of academic awards. It is proposed that a Gold Medal will be awarded in each graduating cohort; as the program has two intakes each year, resulting in two graduating cohorts in each calendar year.

The Ivey EMBA Gold Medals are not donor funded; the Gold Medals will be provided through Ivey EMBA operating funds.

There will be no change to the criteria and awarding of the Ivey Scholar designation.



4. **School of Graduate and Postdoctoral Studies: Revisions to the Master of Public Administration (MPA) Program**

**Recommended:** That the Master of Public Administration (MPA) program be revised effective January 1, 2020, as shown below.

Current program	Proposed Change(s)
Full-time MPA students take <b>six</b> courses in the fall, five in the winter, and two in the summer.  The Final Research Paper is due during the summer.	Human Resources Management will be deleted from the curriculum. A course currently taught during the fall (Municipal Law – PA 9911) will be moved to the winter semester.  Full-time MPA students will take <b>five</b> courses in the fall, five in the winter, and two in the summer.  The Final Research Paper will be due during the summer semester.

**Background**

The Program proposes to remove Public Administration 9922 – Human Resource Management, reducing the total course requirement of the MPA program from 13.0 credits to 12.0 credits.

Full-time MPA students currently take six courses in the fall, five in the winter, and two in the summer. Pending approval of the proposed modification, full-time students will take five courses in both the fall and winter terms and two in the summer. This will make the workload more manageable for the students and free up time for them to work on their Final Research Paper. Many of the students require approval though the Non-Medical Research Ethics Board for these research projects. Feedback from students and supervisors indicates that the time demands associated with this process are significant. Students must begin working diligently on their Final Research Paper during the fall and winter semesters to produce high-quality work and finish on time. This change creates some additional space for them to do that.

Historically, there has also been overlap between Human Resources Management and two other courses: Organizational Behaviour and Local Government Management. This change will allow the Program to clarify the boundaries between these two remaining courses and redistribute relevant material from Human Resources Management between them. Legal aspects of human resources management will also now be more fully covered in the Municipal Law course.

There will be no changes to the learning outcomes. Current students may take one less course than they anticipated. All current students will have the option of completing on their current path and timelines.

5. **School of Graduate and Postdoctoral Studies: Revisions to the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study**

**Recommended:** That the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study be revised effective September 1, 2020, as shown in [Appendix 3](#).

**Background**

The Advanced Nursing Practice (MN-ANP) field is one of two fields within the Master of Nursing (MN) degree preparing graduates to assume a variety of roles across health care sectors. The Advanced Nursing Practice (MN-ANP) field prepares graduates to work in roles that include education, health policy, administration and advanced clinical practice. Students in the MN-ANP field currently focus in one of three areas of study – nursing education, health services, or health promotion.

Modification of the MN-ANP field is proposed for four reasons. First, it is proposed that the field name be changed to Master of Nursing – Leadership in Professional Nursing Practice (MN-Leadership) to reduce

confusion between the program name and a nursing professional role title. Second, the proposed modifications aim to realign curriculum with changes in health systems delivery and emerging nursing rules. Third, the modifications will improve access to and provision of post-graduate education for practicing nurses. And lastly, the modifications will support student learning through changes to program delivery that include onsite residency periods with specific course content linked with online course modules.

6. **School of Graduate and Postdoctoral Studies: Revisions to the Master of Arts in Music Theory**

**Recommended:** That the Master of Arts in Music Theory be revised effective September 1, 2020 as shown below.

Current program	Proposed Change(s)
Proficiency in a language other than English, usually German or French	No language requirement

**Background**

The Faculty of Music wishes to eliminate the language requirement for the Master of Arts in Music Theory. The language requirement for the MA in Music Theory was once a common element of this degree at numerous universities, but that is no longer the case. A number of strong competitor programs in the United States and Canada no longer require language proficiency outside English for the MA in Music Theory. Furthermore, the Faculty of Music wishes to streamline the MA in Music Theory to bring it into closer alignment with the MA in Musicology, which has never included a language requirement.

The Faculty of Music values the acquisition of proficiency in foreign languages, particularly German and French, as these provide invaluable skills in reading primary texts related to Western art music. However, the Faculty feels that as a program requirement at the Master's level, this requirement today is excessive and impedes some students' progress.

The learning outcomes will not be altered by this modification. Students currently enrolled in the program will be able to choose between the old and new requirement.

7. **King's University College: Introduction of a Certificate in the Teaching and Practice of Writing**

**Recommended:** That effective September 1, 2020, a Certificate in the Teaching and Practice of Writing be introduced at King's University College, as shown in [Appendix 4](#).

**Background**

The Certificate in the Teaching and Practice of Writing, to be offered at King's University College, was approved for recommendation to Senate at the May 1, 2019 SCAPA. The item was subsequently withdrawn from the June 7, 2019 Senate agenda and brought back to SCAPA for further consultation.

The Certificate in the Teaching and Practice of Writing will complement King's programs in the Humanities (including Catholic Studies for Teachers), as well as in Social Work, Childhood and Social Institutions, Thanatology, Social Justice, Disability Studies, and other disciplines that are used as preparation for teaching careers and helping professions. Intended to enhance awareness of widely applicable pedagogic methods as well as of best practices in communication, the Certificate courses will also provide active and experiential learning opportunities: students will work with peers (through peer tutoring and teaching assistance placements) and with community leaders on real-life professional tasks. This program will give students exposure to research and theory, while helping them build transferable and career-related skills in communication, teaching, tutoring, and editing, thus enhancing their job-readiness.

FOR INFORMATION

8. **Undergraduate Sessional Dates for 2020 and 2021**

8a. **Revision to the 2020 Undergraduate Sessional Dates to Accommodate Western Hosting the Congress of the Humanities and Social Sciences (May 30 – June 5, 2020)**

The Undergraduate sessional dates for 2020 are being revised to accommodate Western hosting the Congress of the Humanities and Social Sciences. The classes scheduled between June 1 and June 5 2020, will be rescheduled, as shown in [Appendix 5](#).

During the seven-day period, it is expected that 10,000 delegates will be in attendance. As there will be very high use of classrooms and audio-visual equipment, classes are being postponed during this period in order to adequately serve faculty, student classroom and equipment requirements, as well as the Congress.

In 2004, Western also postponed classes when campus hosted the May 28 – June 5, 2005 Congress of the Humanities and Social Sciences.

Summer Evening, Summer Distance Studies and Intersession classes are affected, however, there will be no impact on either Summer Day courses or June Convocation Ceremonies.

The impact of the change will be the following:

- 1) Summer Evening and Distance Studies sessions end a week later, with a week cessation of classes for first-term and full Session courses.
- 2) Second-Term Intersession, Summer Evening and Distance Studies courses begin a week later.

8b. **Undergraduate Sessional Dates 2020 and 2021**

The Undergraduate sessional dates for 2020 (revised) and 2021 are provided for information in [Appendix 6](#) (2020) and [Appendix 7](#) (2021).

9. **New Scholarships and Awards**

SCAPA approved on behalf of the Senate, the Terms of Reference for the new scholarship and award as shown in [Appendix 8](#).

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## **HONOURS SPECIALIZATION IN COMPUTER SCIENCE**

The Honours Specialization in Computer Science leads to a Computer Science degree that is accredited by the Computer Science Accreditation Council, the academic arm of the Canadian Information Processing Society. This specialization, in combination with the department's Minor in Software Engineering, leads to degree that is accredited by CSAC as a Software Engineering degree.

### **Admission Requirements**

Completion of first-year requirements with no failures. Students must have an average of at least 70% in 3.0 principal courses, with no mark in these principal courses below 60%, including:

0.5 course from: Computer Science 1025A/B, or Computer Science 1026A/B, or Engineering Science 1036A/B **(in each case with a mark of at least 65%)**;

0.5 course from: Computer Science 1027A/B or Computer Science 1037A/B (in either case with a mark of at least 65%);

1.0 course from: Applied Mathematics 1201A/B, Applied Mathematics 1413, Calculus 1000A/B, Calculus 1301A/B, Calculus 1500A/B, Calculus 1501A/B, Mathematics 1600A/B.

### **Module**

9.0 courses:

5.5 courses: Computer Science 2208A/B, Computer Science 2209A/B, Computer Science 2210A/B, Computer Science 2211A/B, Computer Science 2212A/B/Y, Computer Science 3305A/B, Computer Science 3307A/B/Y, Computer Science 3331A/B, Computer Science 3340A/B, Computer Science 3342A/B, Computer Science 3350A/B.

0.5 course from: Computer Science 2214A/B, Mathematics 2155F/G or the former Mathematics 2155A/B.

0.5 course from: Writing 2101F/G, Writing 2111F/G, Writing 2125F/G, Writing 2131F/G.

0.5 course: Computer Science 4490Z.

1.0 additional course in Computer Science at the 4000 level.

0.5 additional course from: Mathematics 2156A/B, Computer science courses at the 3000 level or above, Science 3377A/B, Mathematics 3159A/B.

0.5 course from: Statistical Sciences 2141A/B, Statistical Sciences 2244A/B, Statistical Sciences 2857A/B, Biology 2244A/B the former Statistical Sciences 2657A.

Note: Students who are also pursuing the Software Engineering Minor or the Game Development Minor must take Computer Science 4470Y or 4480Y respectively. If either minor is taken, Computer Science 4490Z must be replaced in the Honours Specialization with a 0.5 course in Computer Science at the 4000 level. Students completing this Honours Specialization must include at least 5.0 courses offered by departments other than Computer Science, Applied Mathematics, Mathematics, and Statistical and Actuarial Sciences in order to graduate.

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**SPECIALIZATION IN COMPUTER SCIENCE**

The Specialization in Computer Science leads to a Computer Science degree that is accredited by the Computer Science Accreditation Council, the academic arm of the Canadian Information Processing Society. This specialization, in combination with the department's Minor in Software Engineering, leads to degree that is accredited by CSAC as a Software Engineering degree.

**Admission Requirements**

Completion of first-year requirements, including the following courses with a mark of at least 60%:

- 0.5 course from: Computer Science 1025A/B, or Computer Science 1026A/B, or Engineering Science 1036A/B (in each case with a mark of at least 65%);
- 0.5 course from: Computer Science 1027A/B or Computer Science 1037A/B (in either case with a mark of at least 65%);
- 1.0 course from: Applied Mathematics 1201A/B, Applied Mathematics 1413, Calculus 1000A/B, Calculus 1301A/B, Calculus 1500A/B, Calculus 1501A/B, Mathematics 1600A/B.

**Module**

9.0 courses:

5.0 courses: Computer Science 2208A/B, Computer Science 2209A/B, Computer Science 2210A/B, Computer Science 2211A/B, Computer Science 2212A/B/Y, Computer Science 3305A/B, Computer Science 3307A/B/Y, Computer Science 3331A/B, Computer Science 3342A/B, Computer Science 3350A/B.

0.5 course from: Computer Science 2214A/B, Mathematics 2155F/G or the former Mathematics 2155A/B.

0.5 course from: Writing 2101F/G, Writing 2111F/G, Writing 2125F/G, Writing 2131F/G.

1.5 additional courses in Computer Science at the 4000 level.

1.0 additional course from: Mathematics 2156A/B, Computer science courses at the 3000 level or above, Science 3377A/B, Mathematics 3159A/B.

0.5 course from: Statistical Sciences 2141A/B, Statistical Sciences 2244A/B, Statistical Sciences 2857A/B, Biology 2244A/B, the former Statistical Sciences 2657A.

Note: Students completing this Specialization must include at least 5.0 courses offered by departments other than Computer Science, Applied Mathematics, Mathematics, and Statistical and Actuarial Sciences in order to graduate.

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**MAJOR IN COMPUTER SCIENCE**

**Admission Requirements**

Completion of first-year requirements, including the following courses with a mark of at least 60%:

- 0.5 course from: Computer Science 1025A/B, or Computer Science 1026A/B, or Engineering Science 1036A/B (in each case with a mark of at least 65%);
- 0.5 course from: Computer Science 1027A/B or Computer Science 1037A/B (in either case with a mark of at least 65%);
- 1.0 course from: Applied Mathematics 1201A/B, Applied Mathematics 1413, Calculus 1000A/B, Calculus 1301A/B, Calculus 1500A/B, Calculus 1501A/B, Mathematics 1600A/B.

**Module**

6.0 courses:

3.5 courses: Computer Science 2208A/B, Computer Science 2209A/B, Computer Science 2210A/B, Computer Science 2211A/B, Computer Science 2212A/B/Y, Computer Science 3305A/B, Computer Science 3307A/B/Y.

0.5 course from: Computer Science 2214A/B, Mathematics 2155F/G or the former Mathematics 2155A/B.

2.0 additional courses from: Mathematics 2156A/B, Computer Science courses at the 3000 level or above, Science 3377A/B, Mathematics 3159A/B.

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<http://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21113&SelectedCalendar=Live&ArchiveID=>

**MINOR IN COMPUTER SCIENCE**

**Admission Requirements**

Completion of first-year requirements, including the following courses with a mark of at least 60%:

- 0.5 course from: Computer Science 1025A/B, or Computer Science 1026A/B, or Engineering Science 1036A/B (in each case with a mark of at least 65%);
- 0.5 course from: Computer Science 1027A/B or Computer Science 1037A/B (in either case with a mark of at least 65%);
- 1.0 course from: Applied Mathematics 1201A/B, Applied Mathematics 1413, Calculus 1000A/B, Calculus 1301A/B, Calculus 1500A/B, Calculus 1501A/B, Mathematics 1600A/B.

**Module**

4.0 courses:

1.5 courses: Computer Science 2208A/B, Computer Science 2210A/B, Computer Science 2211A/B.

0.5 course from: Computer Science 2214A/B, Mathematics 2155F/G or the former Mathematics 2155A/B.

2.0 courses from: Computer Science 2209A/B, Computer Science 2212A/B/Y, Mathematics 2156A/B, Computer Science courses at the 3000 level or above, Science 3377A/B, Mathematics 3159A/B.

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

*The first part of the policy is unchanged.*

**ELIGIBILITY FOR HONOURS DESIGNATIONS AT THE IVEY GRADUATE PROGRAMS**

If an Ivey graduate student is found in breach of the Ivey Student Code of Conduct, the student may be ineligible to receive any of the Honours designations listed below.

**MBA PROGRAM**

**Dean's Honour List**

To be included on the Dean's Honour List, a student must complete a full year's course work as defined by the program and attain an average grade in the top 25% of the class, or have special recommendation from the Dean. "Dean's Honour List" will be designated on Western transcripts. The Dean's Honour List calculation excludes non-Ivey and exchange courses. Non-Ivey exchange students are not eligible.

**Graduation "With Distinction"**

A student who attains an average grade in the top 10% of the class in both MBA1 and MBA2 (excluding MBA Directs) will be designated "With Distinction" on Western transcripts and the graduation diploma. Students must complete a full course load as defined by the program. The Ivey Scholar calculation excludes non-Ivey and exchange courses.

**Robert Johnson Gold Medal**

The Robert Johnson Gold Medal will be awarded to the student with the highest combined average of MBA1 and MBA2. The student must have completed a full course load in both MBA1 and MBA2 as defined by the program. The combined average is calculated by adding the student's MBA1 and MBA2 averages and dividing by two. The Gold Medal calculation excludes non-Ivey and exchange courses.

**Ivey MBA Direct Scholar**

An MBA Direct student that achieves an average grade equal to the top 10% of the MBA2 class (as defined by the Ivey Scholar qualification) will be designated as Ivey MBA Direct Scholar. Ivey MBA Direct Scholars will be designated "With Distinction" on all Western transcripts and the graduation diploma. The Ivey MBA Direct Scholar calculation excludes non-Ivey and exchange courses.

**Ivey MSc Gold Medals**

To be awarded by field, the recipients must complete all courses as defined by the Ivey MSc program and achieve the highest average within their field. The average is calculated by a simple average of the student's average over all courses taken at Ivey as defined by the Ivey MSc program and by the relevant field. The average excludes exchange and non-Ivey courses while also excluding non-Ivey visiting exchange students.

**Ivey EMBA Gold Medals**

One gold medal to be awarded per cohort, the recipients must complete all courses as defined by the Ivey EMBA program and achieve the highest average within their cohort. The average is calculated by a simple average of the student's average over all courses taken at Ivey, as defined by the Ivey EMBA program.

Proposed changes to the MN-ANP field include:

- Field name change from the Master of Nursing – Advanced Nursing Practice (MN-ANP) to Master of Nursing – Leadership in Professional Nursing Practice (MN-Leadership)
- Reduction in full-time study from 16 months to 12 months and part-time study from 36 months to 24 months
- Reduction in required number of courses from 9 to 7, of which 5 are required courses and 2 are electives
- As part of the 5 required courses, there will be a new required nursing course – Course number to be determined – titled Critical Appraisal of Evidence for Nursing Practice
- Adjustment to the title of one course from Health Informatics: Theory and Application in Nursing to Digital Health: Theory and Application in Nursing
- On-site residency periods each term in addition to online course delivery - the residency periods complement and are affiliated with specific core courses.

Modification of the MN-ANP field is proposed for four reasons:

#### 1) Field Name Change

The field name change is proposed because of confusion between the current title of Advanced Nursing Practice and the professional designation of Advanced Practice Nurses. The latter term is commonly used in North America to indicate specific roles within nursing practice, i.e. Nurse Practitioners, Clinical Nurse Specialists, Nurse Midwives, and Nurse Anesthetists. While the field name was different than this designation, it has created confusion.

The field name 'MN-Leadership in Professional Practice Nursing' was chosen to more accurately represent the outcome of the MN degree, i.e. graduates who are prepared to assume leadership across a range of roles in health policy, administration, education and practice.

#### 2) Content Realignment

Modifications to the MN-ANP field focus on transferrable core knowledge for masters-prepared nurses. Health care delivery is increasingly complex requiring practitioners with knowledge to synthesize, implement and evaluate evidence-informed solutions, manage complex situations and develop innovative strategies to improve health outcomes. Masters-prepared nurses have been identified as one of the key practitioners that attend to such health care delivery complexities.

Curriculum updates will focus on the multiple areas of practice required by a masters-prepared nurse (i.e., educator, clinical expert, leader/manager with expertise in clinical quality improvement and health systems, and policy development) versus the previous articulation of fields of study. The practice for Masters prepared nurses requires skills across multiple domains and the proposed changes reflect this reality. Electives enable students to focus on individual areas of interest to gain greater expertise for future roles.

By refocusing curriculum content and delivery strategies of essential knowledge and skills, the number of courses will be reduced from nine to seven. Key areas of curriculum included within modified courses include: foundational advanced nursing knowledge; research utilization and evaluation; digital health application in practice; leadership and management in practice. The previous core courses in the MN-ANP field focused heavily on theoretical aspects of research. For instance, in two core required methodology courses students developed full research proposals, which aligned well with MScN student needs for their thesis work, but was not strongly aligned with roles that MN-ANP students would be undertaking upon graduation. The proposed curriculum will stress that Masters prepared nurses gain theoretical and experiential learning to implement evidence-informed change based on critical analysis of evidence for nursing practice, i.e. utilization and application of research rather than research proposal development. In addition, with the increase in importance of digital health, nurses must acquire a more sophisticated understanding of the impact and deployment of information technology tools used in



communication and service delivery in health care, as well as recognition of the ways in which determinants of health are impacted when access to, or literacy using information technology tools, are issues for individuals, families, and community members in various practice contexts. The final knowledge synthesis practicum course will allow students to have practice-based mentors assist with transition to new leadership roles, including application for research implementation.

### 3) Accessibility

The students, who are Registered Nurses, have identified the biggest challenge to full-time study is the duration of the current 16-month MN-ANP field (4 terms), and the requirement for being onsite several days per week. Continuing to work while attending graduate school is driven by financial need, seniority and a professional desire to continue to practice. While a variety of strategies have been developed in the current MN-ANP field to assist students, all have limitations related to on-site delivery. Students have identified that concentrated classroom face-to-face instruction coupled with asynchronous flexible online delivery would be most effective to reduce barriers and enhance their learning opportunities. To address these concerns and barriers, the proposed modifications for this field include three residency periods of five consecutive days in each of three consecutive terms, or across 24 months of part-time study, which will be linked with courses that begin during these onsite face-to-face residencies and continue online after residency to enable students to have more control over schedules, to balance work and school. The residency periods will allow students to interact with colleagues, faculty and experts in practice settings (i.e., acute care settings, public health contexts) to support integration of their learning from multiple sources.

### 4) Delivery

In addition to improvements in accessibility, the delivery of courses as a hybrid of on-site (residency periods) and online will facilitate learning. Currently the courses in the MN-ANP field of study are delivered in a variety of ways: face-to-face, hybrid with face-to-face and online discussions and intermittent workshops with periods of facilitated learning occurring between on-site classes. The MN-Leadership will be more consistent with residency periods comprising approximately one-third of the total course content of all of the core courses. The material delivered in the on-site format will be designed to be interactive and include opportunities for expert presenters, panel discussions, co-operative learning among students, mentored discussions and other strategies that are considered of most benefit to be done in real time. The online components of the core courses will be designed and delivered in ways that allow students to access material at their own pace, to take more time in some areas depending on their own learning needs and to still have co-operative opportunities for student learning. Carefully designed online modules will be an important part of the delivery.

## **Brief description of the proposed Leadership in Professional Nursing Practice field of the MN degree**

### Overview

The focus of the MN-Leadership field is the development of leadership knowledge and skills that are integrated into each of the core courses and can be utilized by graduates across multiple health care situations. This includes in-depth understanding of how to implement the advanced nursing role in health and social care, be a key participant and instigator of effective change management, utilize and apply evidence in practice, and engage in management of health care services. Multiple delivery strategies will be used to involve students in the MN-Leadership field to support learning because health services education requires not only theoretical understanding but also opportunities for application of learning. Students will have opportunities to learn foundational knowledge and be supported by faculty and mentors from practice settings to apply this knowledge, which enables students to integrate core principles of leadership. In addition, strategic cooperative learning with peers will facilitate students' ability to work with others, an essential skill for health care leaders.

Key attributes of graduates of the MN-Leadership field include: understanding how people (students, patients, and clients) learn effectively (teaching and learning); dynamic engagement with others to solve

every day problems (application); creation of connections across disciplines to reveal data in meaningful ways (integration); and to contribute to knowledge and the intellectual climate of institutions (scholarship). The core field courses are designed to develop students' leadership capacity and evidence-informed decision-making.

The MN-Leadership field is designed to enhance students' autonomy through core courses focusing on the theoretical understanding of professional nursing practice. This includes challenging assumptions and critically examining the implementation of nursing knowledge through critical analysis of research literature, reflection on theoretical and real situations, experiential learning with experts in practice settings, and cooperative learning with peers. Specifically, experiential learning opportunities will occur in two core courses, N9676 Leadership and Management in Nursing and Health Services and N9693 Knowledge Synthesis. Students in these courses will have a mentor to guide them through service learning and project development as well as a faculty member to support didactic and experiential learning.

Courses are designed to increase the understanding of the impact of nursing leadership on organizations and health outcomes (e.g. development of inter-professional relationships, use of change management, cooperative engagement with clients and families, and patient safety). Students will apply theoretical knowledge of leadership and change management through service learning with a mentor situated in a variety of nursing practice contexts. Critical examination of the real, and potential, impact of digital technologies in healthcare will place these graduates at the forefront of utilizing health information technologies. Residency periods allow for mentorship and professional formation by faculty, peers and practice-based experts from a variety of professions who are engaged in practice-based and non-practice roles. The Knowledge Synthesis course enables students to demonstrate integration of the learning outcomes of the program. The development of graduates as scholars and life-long learners are key attributes of the approach taken in this field.

#### Program Description

The Nursing Program includes a Master of Nursing degree with a Leadership in Professional Nursing Practice (MN-Leadership) field. The non-thesis MN-Leadership field provides the basis for development of leadership roles in a variety of practice settings. Students are prepared across multiple domains of practice to develop roles as educators, clinical experts and leaders/managers with expertise in knowledge translation, quality improvement, health systems and policy development. This field is offered for both full-time (Table 3B) and part-time (Table 4B) students.

#### Field Specific Learning Outcomes

To prepare nursing professionals with the ability to:

1. Analyze and integrate theories, models, concepts, and frameworks for leadership in nursing within multiple domains of practice.
2. Develop an in-depth theoretical and experiential understanding of leadership in nursing practice.
3. Contribute to development of knowledge for leadership in nursing within multiple domains of practice.
4. Apply knowledge that contributes to the nursing discipline.
5. Value differing perspectives to knowledge development in the nursing discipline, and
6. Support the evolution of the health system and health policy through the use of research findings.

#### Faculty Members Roles

Graduate Program faculty will lead the core courses and integration of material. This learning will be supported by mentors from practice sites who may be adjunct faculty members at the School of Nursing or other programs at affiliated Schools or Faculties at Western or other universities. The faculty at the School of Nursing have a long history of working with leaders in the local practice community who are excited to continue to have a role in mentoring our students. The role of these mentors will be similar to

what exists now, they will advise and guide students and submit verbal and written feedback on student performance to course instructors. This will be used to evaluate student's performance.

#### Course Sequence

Of the 5 core courses, one new required nursing course is titled Critical Appraisal of Evidence for Nursing Practice. This online course will be developed by drawing from modules available through the APPLHSCI online program (i.e., APPLHSCI9011: Introduction to Research Methods in Health Science and APPLHSCI9013-Critical Appraisal of the Health Care Literature) with content tailored to the MN-Leadership field and facilitated by School of Nursing faculty. Three core courses are currently part of the existing MN-ANP field and will need minor modifications to be utilized for the MN-Leadership field. The Digital Health course is currently the Health Informatics course and will need minor modifications for the MN-Leadership field. The electives are listed below and will not change in the modified MN-Leadership field.

#### Core Course Requirements

N9661 Foundations of Nursing Science  
N9XX Critical Appraisal of Evidence for Nursing Practice (course number/code to be determined)  
N9676 Leadership and Management in Nursing and Health Services  
N9651 Digital Health: Theory and Application to Nursing (course name to be modified from Health Informatics: Theory and Application to Nursing)  
N9693 Knowledge Synthesis

#### Electives (2 are required for program completion)

Electives must be 0.5 weight, graduate level courses, and can be selected from any of the following:

- A. Any course from nursing currently identified as an elective or field course, including, but not limited to:
  - N9674 Theoretical Foundations of Nursing Education
  - N9678 Theoretical Foundations of Health Promotion in Nursing
  - N9685 Canadian Health Policy
  - N9638 Interdisciplinary Perspectives on Global Health
  - N9600 Issues and Concepts in Advanced Nursing Practice
- B. Any courses from the Applied Health Sciences graduate program, including, but not limited to:
  - APPLHSCI9002 Equity and Health
  - APPLHSCI9004 Determinants of Mental Health and Trauma-Informed Practice
  - APPLHSCI9005 Indigenous Health
  - APPLHSCI9006 Health and Aging
  - APPLHSCI9007 Motivational Interviewing
  - APPLHSCI9008 Health and Wellbeing in Childhood and Youth
  - APPLHSCI9009 Project Management
  - APPLHSCI9012 Program Evaluation
  - APPLHSCI9010 Health Services, Systems and Policy
- C. Courses offered through SGPS, as approved by the Associate Director, Graduate Programs
- D. Other courses from Nursing, Applied Health Sciences, or other graduate programs as approved by the Associate Director, Graduate Programs.

In Table 1, the current MN-ANP field and requested modifications for the MN-Leadership field are outlined. In Table 2, A and B, the progression through the current FT MN-ANP and proposed FT MN-Leadership fields are outlined. Table 3 A and B illustrates the part-time progression through the courses in the MN-ANP and the proposed MN-Leadership fields, respectively.

Table 1: Field Comparison MN-ANP and MN-Leadership

<b>Course Requirements</b>	<b>MN-ANP Current Field</b>	<b>MN-Leadership Modified Field</b>
<b>Core Courses</b>	N9661 Foundations of Nursing Science N9611 Statistical Analysis & Application N9662 Post-Positivist Research Methodology N9663 Interpretive and Critical Research Methodologies N9693: Knowledge Synthesis <b>5 core courses</b>	N9661 Foundations of Nursing Science N9XX Critical Appraisal of Evidence for Nursing Practice N9676 Leadership and Management in Nursing and Health Services N9651 Digital Health-Theory and Application to Nursing N9693 Knowledge Synthesis <b>5 core courses</b>
<b>Required Field Courses</b>	<b>One field course</b> <b>If Health Promotion</b> N9678 Theoretical Foundations of Health Promotion in Nursing <b>If Health Services</b> N9676 Leadership and Management of Nursing & Health Services <b>If Nursing Education</b> N9674 Theoretical Foundations of Nursing Education	<b>No requirement for field course</b>  <b>As noted above under the 'Core Courses' area, the N9676 Leadership and Management of Nursing &amp; Health Services course will be considered a core course, while the remainder of what would have previously been considered as 'field' courses in Nursing will be approved for students to take as electives.</b>
<b>Research Practicum</b>	<b>One research practicum</b>	<b>Residency periods linked to core courses</b> <b>No research practicum</b>
<b>Electives</b>	<b>Electives (2)</b>	<b>Electives (2)</b>

Table 2: Course Sequence for Full-Time (FT) Study

**A: MN-ANP FT Study (Current Field Progression)**

Year 1 Fall	Year 1 Winter	Year 1 Spring/Summer
N9661 Foundations of Nursing Science	N9662 Post-Positivist Research Methodology	N9665 Research Practicum
N9611 Statistical Analysis & Application	N9663 Interpretive and Critical Research Methodologies	Elective (if remaining)
One field elective from: N9674 Theoretical Foundations of Nursing in Education N9676 Leadership in Nursing and Health Services N9678 Theoretical Foundations of Health Promotion in Nursing <b>OR</b> Elective	One field elective from: N9674 Theoretical Foundations of Nursing in Education N9676 Leadership in Nursing and Health Services N9678 Theoretical Foundations of Health Promotion in Nursing <b>OR</b> Elective	
Year 2 Fall		
N9693 Knowledge Synthesis		

**B: MN- Leadership FT Study (Proposed Field Progression)**

Fall	Winter	Spring
N9661 Foundations of Nursing Science Residency 1 (2.5 days)	N9676 Leadership and Management in Nursing and Health Services Residency 1 (2.5 days)	N9693 Knowledge Synthesis Residency 3 (5 days)
N96xx Critical Appraisal of Evidence for Nursing Practice Residency 1 (2.5 days)	N9651 Digital Health: Theory and Application to Nursing Residency 1 (2.5 days)	Elective
	Elective	

Table 3: Course Sequence for Part-Time (PT) Study

**A: MN-ANP for PT Study (Current Field Progression)**

Year 1 Fall	Year 1 Winter	Year 1 Spring/Summer
N9661 Foundations of Nursing Science	N9663 Interpretive and Critical Research Methodologies	Elective
Year 2 Fall	Year 2 Winter	Year 2 Spring/Summer
N9611 Statistical Analysis & Application	N9662 Post-Positivist Research Methodology	N9665 Research Practicum
Year 3 Fall	Year 3 Winter	Year 3 Spring/Summer
One field elective from: N9674 Theoretical Foundations of Nursing in Education N9676 Leadership in Nursing and Health Services N9678 Theoretical Foundations of Health Promotion in Nursing	Elective	N9693 Knowledge Synthesis

**B: MN-Leadership in Professional Nursing Practice for PT Study<sup>1</sup> (Proposed Field Progression)**

<b>Year 1 Fall</b>	<b>Year 1 Winter</b>	<b>Year 1 Spring</b>
N9661 Foundations of Nursing Science Residency 1 (2.5 days)	N9676 Leadership and Management in Nursing and Health Services Residency 1 (2.5 days)	Elective No residency
N96xx Critical Appraisal of Evidence for Nursing Practice Residency 1 (2.5 days)		
<b>Year 2 Fall</b>	<b>Year 2 Winter</b>	<b>Year 2 Spring</b>
Elective No residency	N9651 Digital Health: Theory and Application to Nursing Residency 1 (2.5 days)	N9693 Knowledge Synthesis Residency 1 (5 days)

<sup>1</sup> Residency Periods are adjusted for PT students. They will participate in course material relevant to the courses they are taking in each term. The total amount of residency time spent is equal to FT students.

The duration of both the FT and PT MN-Leadership program has been shortened: i.e. FT - 16 months to 12 months, and PT - from 36 months to 24 months. The rationale for being able to make this change comes from alignment and delivery of courses. In the current MN-ANP field, courses are delivered in accordance with the FT program schedule and if a PT student cannot take a course, they need to skip a term. As well, students in the MN-ANP field must take 3 courses in two terms, a requirement which results in many moving to PT studies because of the difficulty of balancing multiple demands. The proposed MN-Leadership has two courses in one term for PT students, which will be more easily managed because of the changes to the course delivery.

**Scholarly Product**

The students will have several opportunities throughout the MN-Leadership field to develop a scholarly product. Students will be guided to develop publishable short papers (e.g., critical appraisal of subjects of interest, case analyses, opinion papers, editorials) for submission to practice journals. This type of applied learning represents an important contribution to the profession that may be underestimated; often these sources are where practicing nurses obtain information.

The opportunity across two terms in separate courses to have a service-learning project and the project in the Knowledge Synthesis course represent an important aspect of the field. These courses provide students with experiential and theoretical learning with the support from faculty and practice mentors to learn techniques in implementing research in practice, leading change and affecting future practice. The Professional Portfolio represents a product whereby students can share their development and serves as a communication tool for future goal development as scholarly practitioners.

**Admission Requirements**

The admission criteria for the proposed MN-Leadership field will remain unchanged from the previous MN-ANP field.

**An explanation of how current students will be affected by the modification and a plan for ensuring current students are not negatively affected by the change**

Students enrolled full-time in the MN-ANP field in September 2019 will be in their last term in September 2020 and will complete the current MN-ANP field. Students will complete the requirements of the MN-ANP field by the end of December 2020.

If any students who were enrolled in September 2019 experience a delay (i.e., LOA), they will complete the Knowledge Synthesis course in the summer term instead of the fall term, and if the formerly required field courses are not available as an elective (i.e., N9678 Theoretical Foundations of Health Promotion in

Nursing, N9676 Leadership and Management of Nursing & Health Services, N9674 Theoretical Foundations of Nursing Education) then they can take any other approved elective available at that time.

In September 2020, part-time students who were enrolled in Year 1 of the current MN-ANP field in 2019 will be advised of the new MN-Leadership field and given the option of remaining in the current version of the MN-ANP field or switching to the modified version of MN-Leadership. Students will be advised on appropriate course selection, based on their decision. Those who choose to remain in the current MN-ANP field will complete the field in August 2022. Students who switch to the modified MN-Leadership field will complete the field in August 2021.

Students enrolled full-time in the 2<sup>nd</sup> year of the non-modified field in September 2019 will not experience a change, and will graduate in December 2019.

Students enrolled part-time in the 2<sup>nd</sup> year of the current MN-ANP field in September 2019 will continue with the current program, they will be given the option of completing an elective of their choice in lieu of a current field elective, as all of the field courses will be offered based on demand. Students will complete in August 2021. Given that they will be more than halfway completed the current MN-ANP program, they will be advised of the modifications. They will be offered a choice to transfer to the modified field or remain in the non-modified field. If students wish to switch to the modified MN-Leadership field, they may have an individualized course plan developed in partnership with the program office. Students who remain in the non-modified field will graduate in August 2021. Students who choose the modified MN-Leadership field and have developed an individualized course plan will graduate in accordance to the timings associated with their course plan.

Students who remain in the non-modified fields (full-time or part-time) will have all courses offered to them without interruption, with the possible exception of the field electives. If students' chosen field elective is not offered, they will be able to select an elective from those that are available (i.e. pg. 11 elective options).

At the present time, the parchment and transcript both note the degree name as Master of Nursing. This will remain unchanged for those completing the program in December 2020, December 2021 and onward.

NEW CALENDAR COPY

**Certificate in the Teaching and Practice of Writing**

The Certificate in the Teaching and Practice of Writing, restricted to students currently enrolled at the Affiliate Colleges, is designed to support and complement King's programs such as Social Work, Social Justice and Peace Studies, Thanatology, Catholic Studies for Teachers, Childhood and Social Institutions, and Disability Studies. It aims to provide students with theoretical frameworks and practical experiences related to rhetoric and composition, with a view to improving both their own communication skills and their ability to provide pedagogic, critical, and editorial feedback to others. The courses will include both lectures and practica. All degree courses may be credited toward other undergraduate programs. Undergraduate students from the Affiliate Colleges may apply for admission, subject to prerequisites and general admission requirements.

**Admission Requirements**

Restricted to students enrolled at the Affiliate Colleges. Completion of first year requirements, including Writing 1020F/G or Writing 1022F/G with a minimum grade of 65% or Writing 2101F/G with a minimum grade of 60%, or permission of the Department. This is a limited enrolment program and possession of the minimum admission requirements does not guarantee admission.

**Program Requirements**

To qualify for the Certificate in the Teaching and Practice of Writing, students must achieve an overall average of 65% in the following **3.0 courses**:

**2.0** courses from: Writing 2260F/G, Writing 2301F/G, Writing 2208F/G, and 0.5 additional course from Writing at the 2000 level or higher.

**1.0** course from: Any Writing at the 2000 level or higher, Speech 2001, English 3998E, English 3999F/G and any 0.5 English course at the 2200 level or higher. Students may substitute a maximum of 1.0 approved non-Writing essay course toward this requirement, and should contact the Writing Program Coordinator (Department of English, French and Writing) for further information and specific course approvals.



2020 Sessional Dates (Revised)	Date(s) per Guidelines in Academic Policy	Revised Date(s)
<b>Intersession:</b> 3-week second-term half-courses (0.5) in begin.	June 1	June 8
<b>Intersession:</b> Last day to drop a 6-week full-course (1.0) or half-course (0.5) without academic penalty.	June 1	June 8
<b>Summer Distance Studies:</b> Last day to drop a 6-week first-term half-course (0.5) without academic penalty. <b>Summer Evening:</b> Last day to drop a 6-week first-term half-course (0.5) without academic penalty.	June 1	June 8
<b>Intersession:</b> Last day to add a 3-week second-term half-course (0.5).	June 2	June 9
<b>Summer Distance Studies:</b> Last day to drop a 12-week full-course (1.0) or half-course (0.5) without academic penalty. <b>Summer Evening:</b> Last day to drop a 12-week full-course (1.0) or half-course (0.5) without academic penalty.	June 8	June 15
<b>Intersession:</b> Last day to drop a second-term 3-week half-course (0.5) without academic penalty.	June 11	June 19
<b>Summer Distance Studies:</b> Second-term 6-week half-courses (0.5) begin. <b>Summer Evening:</b> Second-term 6-week half-courses (0.5) begin.	June 15	June 22
<b>Intersession:</b> 6-week full courses (1.0) or half-courses (0.5), and 3-week second-term half-courses (0.5) end.	June 19	June 26
<b>Summer Distance Studies:</b> Last day to add a 6-week second-term half-course (0.5). <b>Summer Evening:</b> Last day to add a 6-week second-term half-course (0.5).	June 19	June 26
<b>Intersession:</b> Examinations.	June 22-23	June 29-30
<b>Summer Distance Studies:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week second-term half-courses (0.5) end. <b>Summer Evening:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week second-term half-courses (0.5) end.	July 24	July 31
<b>Summer Evening:</b> Examinations.	July 27-28	August 4-5
<b>Summer Evening:</b> Examinations.	July 27-30	August 4-7
<b>Summer Distance Studies:</b> Examinations.		

**The University of Western Ontario**  
Undergraduate Sessional Dates, Western Application & Graduation Dates  
2020

These dates are derived from University approved guidelines and academic policies.

**Note:**

- \* Any of the following deadlines that occur on a Saturday, Sunday or Statutory holiday will be extended to the next working day.
- \*\* The following dates diverge from prescribed guidelines as stated in academic policy in order to accommodate Western hosting the [Congress of the Humanities and Social Sciences](#).
- + Administrative dates. Subject to change.

January	6	Classes resume.
January	10	Last day to add a second-term first quarter ('S') course (Kinesiology).
January	14	Last day to add a second-term half-course, or a second-term full-course.
January	17	Last day to drop a second-term first-quarter ('S') course without academic penalty (Kinesiology).
January	22	Deadline for applications for graduation: In Absentia February Convocation.
January	31	Deadline for admission applications: Business Administration.
*January	31	Deadline to apply for relief against a final grade in a first-term course.
February	15	Deadline for admission applications: Compressed Time Frame BScN Program.
February	15	Deadline for admission applications: Collaborative Nursing Program.
February	15-23	Spring Reading Week.
February	17	Family Day.
February	24	First day of second-term second-quarter ('T') course (Kinesiology).
February	28	Last day to add a second-term second-quarter ('T') course (Kinesiology).
February	28	In Absentia February Convocation.

March	1	Deadline for admission applications for Summer Distance Studies, Summer Evening and Intercession courses from students applying for the first time. All supporting documentation must be submitted within seven days of this date.
March	1	Deadline for admission applications from CEGEP applicants.
March	1	Early Consideration admission application deadline for full-time first-year studies for the Fall/Winter 2020-21 term.
March	1	Deadline for admission applications: Social Work (King's University College).
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.
April	3	Fall/Winter Term classes end.
April	4-5	Study Days.
April	6-26	Final examination period.
April	10	Good Friday.
April	12	Easter Sunday.
April	30	Deadline for applications for graduation: Spring Convocation.
May	TBD	Doctor of Medicine Convocation.
May	TBD	Huron University College Theology Convocation.
May	1	Deadline for 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	<b>Summer Distance Studies:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week first-term half-courses (0.5) begin.
May	4	<b>Summer Evening:</b> 12-week full-courses (1.0) or half-courses (0.5), 6-week first-term half-courses (0.5) begin.
May	8	<b>Summer Distance Studies:</b> Last day to add a 12-week full-course (1.0) or half-course (0.5), or a 6-week first-term half-course (0.5).
May	8	<b>Summer Evening:</b> Last day to add a 12-week full-course (1.0) or half-course (0.5), or a 6-week first-term half-course (0.5).
May	11	<b>Intercession:</b> 6-week full-course (1.0) or half-course (0.5), and 3-week first-term half-course (0.5) begin.

May	12	<b>Intersession:</b> Last day to add a 6-week full-course (1.0) or half-course (0.5), and 3-week first-term half-course (0.5).
May	15	Deadline for admission applications for full-time general studies for 2020-21 Fall/Winter Term from candidates outside Canada.
*May	15	Last day for students on exchange or a letter of permission to submit transcripts for graduation at Spring Convocation.
May	18	Victoria Day.
May	25	<b>Intersession:</b> Last day to drop a 3-week first-term half-course (0.5) without academic penalty.
May	29	<b>Intersession:</b> 3-week first-term half-courses (0.5) end.
June	1	Deadline for admission applications from new students for Fall/Winter Term 2020-21 for full-time studies provided that the program requested is open. All supporting documentation must be submitted within seven days of this date.
**June	8	<b>Intersession:</b> 3-week second-term half-courses (0.5) in begin.
**June	8	<b>Intersession:</b> Last day to drop a 6-week full-course (1.0) or half-course (0.5) without academic penalty.
**June	8	<b>Summer Distance Studies:</b> Last day to drop a 6-week first-term half-course (0.5) without academic penalty.
**June	8	<b>Summer Evening:</b> Last day to drop a 6-week first-term half-course (0.5) without academic penalty.
June	8-12, 15-19	Spring Convocation.
**June	9	<b>Intersession:</b> Last day to add a 3-week second-term half-course (0.5).
**June	15	<b>Summer Distance Studies:</b> Last day to drop a 12-week full-course (1.0) or half-course (0.5) without academic penalty.
**June	15	<b>Summer Evening:</b> Last day to drop a 12-week full-course (1.0) or half-course (0.5) without academic penalty.
**June	19	<b>Intersession:</b> Last day to drop a second-term 3-week half-course (0.5) without academic penalty.
**June	19	<b>Summer Distance Studies:</b> First-term 6-week half-courses (0.5) end.
**June	19	<b>Summer Evening:</b> First-term 6-week half-courses (0.5) end.

**June	22	<b>Summer Distance Studies:</b> Second-term 6-week half-courses (0.5) begin.
**June	22	<b>Summer Evening:</b> Second-term 6-week half-courses (0.5) begin.
**June	26	<b>Intersession:</b> 6-week full courses (1.0) or half-courses (0.5), and 3-week second-term half-courses (0.5) end.
**June	26	<b>Summer Distance Studies:</b> Last day to add a 6-week second-term half-course (0.5).
**June	26	<b>Summer Evening:</b> Last day to add a 6-week second-term half-course (0.5).
**June	29-30	<b>Intersession:</b> Examinations.
*June	30	Deadline to apply for relief against a final grade in a second-term or a full-year course.
*June	30	Deadline to apply for relief against a program eligibility decision.
*June	30	Deadline to request a waiver of the progression requirements.
July	1	Canada Day.
July	1	Deadline for admission applications from new students for Fall/Winter Term 2020-21 for courses taught by Distance Studies and for part-time studies in courses taught on campus during the day and evening, provided the requested program 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.
July	6	<b>Summer Day:</b> 6-week full-courses (1.0) or half-courses (0.5), and 3-week first-term half-courses (0.5) begin.
July	7	<b>Summer Day:</b> Last day to add a 6-week full-course (1.0) or half-course (0.5), or 3-week first-term half-course (0.5).
July	17	<b>Summer Day:</b> Last day to drop a 3-week first-term half-course (0.5) without academic penalty.
July	20	<b>Summer Distance Studies:</b> Last day to drop a 6-week second-term half-course (0.5) without academic penalty.
July	20	<b>Summer Evening:</b> Last day to drop a 6-week second-term half-course (0.5) without academic penalty.
July	24	<b>Summer Day:</b> 3 week first-term half-courses (0.5) end.
July	24	<b>Summer Day:</b> Last day to drop a 6-week full-course (1.0) or half-course (0.5) without academic penalty.

July	27	<b>Summer Day:</b> 3-week second-term half-courses (0.5) begin.
July	28	<b>Summer Day:</b> Last day to add a 3-week second-term half-course (0.5).
**July	31	<b>Summer Distance Studies:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week second-term half-courses (0.5) end.
**July	31	<b>Summer Evening:</b> 12-week full-courses (1.0) or half-courses (0.5), 6-week second-term half-courses (0.5) end.
*July	31	Deadline to apply for relief against a final grade in an Intersession course.
August	3	Civic Holiday.
**August	4-5	<b>Summer Evening:</b> Examinations.
**August	4-7	<b>Summer Distance Studies:</b> Examinations.
August	10	<b>Summer Day:</b> Last day to drop a 3-week second-term half-course (0.5).
August	14	<b>Summer Day:</b> 6-week full-courses (1.0) or half-courses (0.5), and 3-week second-term half-courses (0.5) end.
August	17-18	<b>Summer Day:</b> Examinations.
*August	31	Deadline to apply for relief against a final grade in a Summer Evening course.
September	7	Labour Day.
September	8	Deadline for applications for graduation: Autumn Convocation.
September	9	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	17	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	18	Last day to add a first-term first-quarter ('Q') course (Kinesiology).
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	Deadline for admission applications: Medicine for 2021.
October	12	Thanksgiving Holiday.
*October	15	Deadline to apply for relief against a final grade in a Spring/Summer Distance Studies course.
October	27	First day of first-term second-quarter ('R') courses (Kinesiology).
October	28-30	Autumn Convocation.
November	1	Deadline for admission applications: Law for 2021.
*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.
*November	1	Deadline for official transcripts for courses taken on Letters of Permission during the academic year 2019-20 and the Spring/Summer Terms of 2020.
November	2-8	Fall Reading Week.
November	9	Last day to add a first-term second-quarter ('R') course (Kinesiology).
*November	12	Last day to drop a first-term half-course or a first-term full-course (2020-21 Fall/Winter Term) without academic penalty.
November	16	Last day to drop a first-term second-quarter ('R') course without academic Penalty (Kinesiology).
*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	Deadline for admission applications: Dentistry for 2021.
+December	1	Deadline for admission applications, transcripts, and supporting documentation: Education for 2021. (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).
December	9	Fall/Winter Term classes end.
December	10	Study Day.
December	11-22	Mid-year examination period.

**The University of Western Ontario**  
Undergraduate Sessional Dates, Western Application & Graduation Dates  
2021

These dates are derived from University approved guidelines and academic policies.

\* Any of the following deadlines that occur on a Saturday, Sunday or Statutory holiday will be extended to the next working day.

+ Administrative dates. Subject to change.

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 drop a second-term first-quarter ('S') course without academic penalty (Kinesiology).
January	22	Deadline for applications for graduation: In Absentia February Convocation.
January	29	Deadline for admission applications: Business Administration.
*January	31	Deadline to apply for relief against a final grade in a first-term course.
March	1	Deadline for admission applications: Social Work (King's University College).
February	13-21	Spring Reading Week.
February	15	Family Day.
February	15	Deadline for admission applications: Compressed Time Frame BScN Program.
February	15	Deadline for admission applications: Collaborative Nursing Program.
February	22	First day of second-term second-quarter ('T') course (Kinesiology).
February	26	Last day to add a second-term second-quarter ('T') course (Kinesiology).
February	26	In Absentia February Convocation.



March	1	Deadline for admission applications for 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.
March	1	Deadline for admission applications from CEGEP applicants.
March	1	Early Consideration admission application deadline for full-time first-year studies for the Fall/Winter 2021-22 term.
March	5	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.
April	2	Good Friday.
April	4	Easter Sunday.
April	5	Fall/Winter Term classes end.
April	6-7	Study Days.
April	8-24	Final examination period.
April	30	Deadline for applications for graduation: Spring Convocation.
May	TBD	Doctor of Medicine Convocation.
May	TBD	Huron University College Theology Convocation.
May	1	Deadline for 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	3	<b>Summer Distance Studies:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week first-term half-courses (0.5) begin.
May	3	<b>Summer Evening:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week first-term half-courses (0.5) begin.
May	7	<b>Summer Distance Studies:</b> Last day to add a 12-week full-course (1.0) or half-course (0.5), and 6-week first-term half-course (0.5).
May	7	<b>Summer Evening:</b> Last day to add a 12-week full-course (1.0) or half-course (0.5), and 6-week first-term half-course (0.5).
May	10	<b>Intersession:</b> 6-week full-courses (1.0) or half-courses (0.5), and 3-week first-term half-courses (0.5) begin.

May	11	<b>Intersession:</b> Last day to add a 6-week full-course (1.0) or half-course (0.5), or 3-week first-term half-course (0.5).
May	15	Deadline for admission applications for full-time general studies for 2020-21 Fall/Winter Term from candidates outside Canada.
*May	15	Last day for students on exchange or a letter of permission to submit transcripts for graduation at Spring Convocation.
May	21	<b>Intersession:</b> Last day to drop a 3-week first-term half-course (0.5) without academic penalty.
May	24	Victoria Day.
May	28	<b>Intersession:</b> 3-week first-term half-courses (0.5) end.
May	31	<b>Summer Distance Studies:</b> Last day to drop a 6-week first-term half course (0.5) without academic penalty.
May	31	<b>Intersession:</b> 3-week second-term half-courses (0.5) begin.
May	31	<b>Intersession:</b> Last day to drop a 6-week full-course (1.0) or half-course (0.5) without academic penalty.
May	31	<b>Summer Evening:</b> Last day to drop a 6-week first-term half-course (0.5) without academic penalty.
June	1	<b>Intersession:</b> Last day to add a 3-week second-term half-course (0.5).
June	1	Deadline for admission applications from new students for Fall/Winter Term 2020-21 for full-time studies provided that the program requested is open. All supporting documentation must be submitted within seven days of this date.
June	7	<b>Summer Distance Studies:</b> Last day to drop a 12-week full-course (1.0) or half-course (0.5) without academic penalty
June	7	<b>Summer Evening:</b> Last day to drop a 12-week full-course (1.0) or half-course (0.5) without academic penalty
June	11	<b>Summer Distance Studies:</b> First-term 6-week half-courses (0.5) end.
June	11	<b>Intersession:</b> Last day to drop a second-term 3-week half-course (0.5) without academic penalty.
June	11	<b>Summer Evening:</b> First-term 6-week half-courses (0.5) end.
June	14	<b>Summer Distance Studies:</b> Second-term 6-week half-courses (0.5) begin.
June	14	<b>Summer Evening:</b> Second-term 6-week half-courses (0.5) begin.

June	14-18, 21-25	Spring Convocation.
June	18	<b>Intersession:</b> 6-week full-courses (1.0) or half-courses (0.5), and 3-week second-term half-courses (0.5) end.
June	18	<b>Summer Distance Studies:</b> Last day to add a 6-week second-term half-course (0.5).
June	18	<b>Summer Evening:</b> Last day to add a 6-week second-term half-course (0.5).
June	21-22	<b>Intersession:</b> Examinations.
*June	30	Deadline to apply for relief against a final grade in a second-term or a full-year course.
*June	30	Deadline to apply for relief against a program eligibility decision.
*June	30	Deadline to request a waiver of the progression requirements.
July	1	Canada Day.
July	1	Deadline for admission applications from new students for Fall/Winter Term 2020-21 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.
July	5	<b>Summer Day:</b> 6-week full-courses (1.0) or half-courses (0.5), and 3-week first-term half-courses (0.5) begin.
July	6	<b>Summer Day:</b> Last day to add a 6-week full-course (1.0) or half-course (0.5), and 3-week first-term half-course (0.5).
July	12	<b>Summer Distance Studies:</b> Last day to drop a 6-week second-term half-course (0.5) without academic penalty.
July	12	<b>Summer Evening:</b> Last day to drop a 6-week second-term half-course (0.5) without academic penalty.
July	16	<b>Summer Day:</b> Last day to drop a 3-week first-term half-course (0.5) without academic penalty.
July	23	<b>Summer Day:</b> Last day to drop a 6-week full-course (1.0) or half-course (0.5) without academic penalty.
July	23	<b>Summer Distance Studies:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week second-term half-courses (0.5) end.
July	23	<b>Summer Evening:</b> 12-week full-courses (1.0) or half-courses (0.5), and 6-week second-term half-courses (0.5) end.

July	23	<b>Summer Day:</b> 3 week first-term half-courses (0.5) end.
July	26	<b>Summer Day:</b> 3-week second-term half-courses (0.5) begin.
July	26-27	<b>Summer Evening:</b> Examinations.
July	26-29	<b>Summer Distance Studies:</b> Examinations.
July	27	<b>Summer Day:</b> Last day to add a 3-week second-term half-course (0.5).
*July	31	Deadline to apply for relief against a final grade in an Intersession course.
August	2	Civic Holiday.
August	9	<b>Summer Day:</b> Last day to drop a 3-week second-term half-course (0.5) without academic penalty.
August	13	<b>Summer Day:</b> 6-week full-courses (1.0) or half-courses (0.5), and 3-week second-term half-courses (0.5) end.
August	16-17	<b>Summer Day:</b> Examinations.
*August	31	Deadline to apply for relief against a final grade in a Summer Evening course.
September	6	Labour Day.
September	8	Fall/Winter Term classes begin.
September	8	Deadline for applications for graduation: Autumn Convocation.
September	13	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 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	17	Last day to add a first-term first-quarter ('Q') course (Kinesiology).
September	24	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	Deadline for admission applications: Medicine for 2022.
October	11	Thanksgiving Holiday.

*October	15	Deadline to apply for relief against a final grade in a Spring/Summer Distance Studies course.
October (Tues)	26	First day of first-term second-quarter ('R') courses (Kinesiology).
October	27-29	Autumn Convocation.
November	1	Deadline for admission applications: Law for 2022.
*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.
*November	1	Deadline for official transcripts for courses taken on Letters of Permission during the academic year 2020-21 and the Spring/Summer Terms of 2021.
November	1-7	Fall Reading Week
November	8	Last day to add a first-term second-quarter ('R') course (Kinesiology).
*November	12	Last day to drop a first-term half-course or a first-term full-course (2021-22 Fall/Winter Term) without academic penalty.
November	15	Last day to drop a first-term second-quarter ('R') course without academic Penalty (Kinesiology).
*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	Deadline for admission applications: Dentistry for 2022.
+December	1	Deadline for admission applications, transcripts, and supporting documentation: Education for 2022. (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).
December	8	Fall/Winter Term classes end.
December	9	Study Day.
December	10-21	Mid-year examination period.

### **New Scholarships and Awards**

#### **George P. DeKay Award in Music (Music)**

Awarded annually to a full-time undergraduate student in the Don Wright Faculty of Music, based on a minimum 70% average and demonstrated financial need. Preference will be given to a student in 2nd, 3rd, or 4th year. Online financial assistance applications are available through Student Center and must be completed by September 30th. The scholarship/awards committee in the Don Wright Faculty of Music will select the recipient after the Office of the Registrar assesses the financial need. This award was established with a generous gift from the Estate of Mr. George P. DeKay (BA '72, Psychology).

Value: 1 at \$3,800

Effective Date: 2019-2020 academic year

*George began his teaching career in Thorold, ON and taught in London, ON for many years before retiring in 1993. One of the highlights of his career was teaching in Germany for three years on an RCAF base. During those years he travelled extensively throughout Europe and in parts of Asia and northern Africa. George enjoyed working with all his students and considered them extended family members. His motto was "firm - but fair". George enjoyed many interests; among them music (piano), genealogy and family history, art, and gardening. He also enjoyed spending time at his cottage on Lambton Shores. George died in 2016 at the age of 78.*

#### **George P. DeKay Award in Education (Education)**

Awarded annually to a full-time undergraduate student in the Faculty of Education, based on academic achievement and demonstrated financial need. Preference will be given to a student in 1<sup>st</sup> year. Online financial assistance applications are available through Student Center and must be completed by September 30th. The scholarship/awards committee in the Faculty of Education will select the recipient after the Office of the Registrar assesses the financial need. This award was established with a generous gift from the Estate of Mr. George P. DeKay (BA '72, Psychology).

Value: 1 at \$3,800

Effective Date: 2019-2020 academic year

*George began his teaching career in Thorold, ON and taught in London, ON for many years before retiring in 1993. One of the highlights of his career was teaching in Germany for three years on an RCAF base. During those years he travelled extensively throughout Europe and in parts of Asia and northern Africa. George enjoyed working with all his students and considered them extended family members. His motto was "firm - but fair". George enjoyed many interests; among them music (piano), genealogy and family history, art, and gardening. He also enjoyed spending time at his cottage on Lambton Shores. George died in 2016 at the age of 78.*

#### **George P. DeKay Award in Visual Arts (Visual Arts)**

Awarded annually to a full-time undergraduate student in the Faculty of Arts and Humanities registered in either a Major or Specialization in the Department of Visual Arts, based on a minimum 70% average and demonstrated financial need. Online financial assistance applications are available through Student Center and must be completed by September 30th. The scholarship/awards committee in the Faculty of Arts and Humanities will select a recipient after the Office of the Registrar assesses the financial need. This award was established with a generous gift from the Estate of Mr. George P. DeKay (BA '72, Psychology).

Value: 1 at \$3,800

Effective Date: 2019-2020 academic year

*George began his teaching career in Thorold, ON and taught in London, ON for many years before retiring in 1993. One of the highlights of his career was teaching in Germany for three years on an RCAF base. During those years he travelled extensively throughout Europe and in parts of Asia and northern Africa. George enjoyed working with all his students and considered them extended family members. His*

*motto was "firm - but fair". George enjoyed many interests; among them music (piano), genealogy and family history, art, and gardening. He also enjoyed spending time at his cottage on Lambton Shores. George died in 2016 at the age of 78.*

**Dutkevich Memorial Trust Travel Award (Pathology)**

Awarded annually to full-time or part-time graduate students in Pathology to assist with the costs of attending and presenting at a National or International meeting for which an abstract has been accepted for presentation. Applications will be accepted twice per year (June 15 and December 15) and must be submitted to the Chair of Pathology, Graduate Education Committee. At least one representative of the selection committee must hold membership in the School of Graduate and Postdoctoral Studies. Full application details can be found online. This award was established through generous donations from the Dutkevich Memorial Trust.

Value: Up to 4 at up to \$1,000 each  
Effective Date: May 2019 to April 2029

**RBC Scholarship in Data Science (Science)**

Awarded annually to students in year three of the Computer Science, Data Sciences, Mathematics, Applied Mathematics, or Statistical and Actuarial Sciences program within Western Science based on academic achievement and an interest in pursuing a career in big data, data science, artificial intelligence, or advanced analytics. Students will be required to complete an application form in accordance with the deadline announced annually by Science (approx. mid-February). A limited number of applicants will be chosen to participate in an interview. Candidates must be Canadian citizens or eligible to work in Canada. This scholarship will continue for fourth year provided the recipient maintains an 80% average with a full course load. If a recipient selected in year three does not qualify to maintain the scholarship, a replacement recipient in year four will be selected. A selection committee made up of representatives from the Faculty of Science will short list applicants for the scholarship. Short listed candidates will be interviewed by representatives of the Sponsor, members of Undergraduate Services and the Director of the Computer and Data Science Programs, or designate. Final selection of recipients will be made by the Faculty of Science. Recipients will have an opportunity to interview for a work term or internship with the Sponsor in a technology position following year three. Students are not guaranteed a work term or internship with the Sponsor. An offer of full-time employment with the Sponsor may also be extended pending successful completion of the program and work term, at the Sponsor's sole discretion. A recipient is not obligated to participate in the work term or accept employment with the Sponsor following graduation to receive or retain the scholarship. This scholarship was established by the Sponsor to promote and encourage students in STEM to pursue technology careers in banking.

Value: 6 at \$12,500 each, continuing for two years for a total of \$25,000 per recipient  
Effective Date: 2019-2020 to 2020-2021 academic years

**RBC Scholarship in Software Engineering (Engineering)**

Awarded annually to students in year three of the Software Engineering program within Western Engineering based on academic achievement and an interest in pursuing a career in big data, technology, or software engineering. Students will be required to complete an application form in accordance with the deadline announced annually by Engineering (approx. mid-February). A limited number of applicants will be chosen to participate in an interview. Candidates must be Canadian citizens or eligible to work in Canada. This scholarship will continue for fourth year provided the recipient maintains an 80% average with a full course load. If a recipient selected in year three does not qualify to maintain the scholarship, a replacement recipient in year four will be selected. A selection committee made up of representatives from the Faculty of Engineering will short list applicants for the scholarship. Short listed candidates will be interviewed by representatives of the Sponsor, a member of Undergraduate Services, Chair of Electrical & Computer Engineering, and the Director of the Software Engineering Program, or designate. Final selection of recipients will be made by the Faculty of Engineering. Recipients will have an opportunity to interview for a work term or internship with the Sponsor in a technology position following year three. Students are not guaranteed a work term or internship with the Sponsor. An offer of full-time employment with the Sponsor may also be extended

pending successful completion of the program and work term. A recipient is not obligated to participate in the work term or accept employment with the Sponsor following graduation to receive or retain the scholarship. This scholarship was established by the Sponsor to promote and encourage students in STEM to pursue technology careers in banking.

Value: 7 at \$12,500 each, continuing for two years for a total of \$25,000 per recipient  
Effective Date: 2019-2020 to 2020-2021 academic years

**David Eansor Football Award (Any Undergraduate or Graduate Program)**

Awarded annually to a full-time undergraduate or graduate student in any year of any degree program at Western, including the Affiliated University Colleges, who is making a significant contribution as a member of the Men's Football Team. As per OUA and CIS regulations, an entering student athlete must have a minimum admission average of 80% and a non-entering student must have an in-course average of 70%. Candidates must be in compliance with current OUA and CIS regulations. The Western Athletic Financial Awards Committee will select the recipients. This committee will base its decision on its evaluation of academic performance/potential (20%) and the written recommendations from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20%, respectively). This award was established Mr. N. David Eansor (BSc '81).

Value: 1 at \$1,500  
Effective Date: 2019-2020 to 2023-2024 academic years inclusive



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

Contents	Consent Agenda
<b>Diabetes Canada Chair in Diabetes Management: Name Change</b>	Yes
<b>John F. Wood Chair in Innovation in Business Education: Name Change</b>	Yes

**FOR APPROVAL**

1. **Diabetes Canada Chair in Diabetes Management: Name Change**

**Recommended:** That Senate approve that the existing Canadian Diabetes Association Chair in Diabetes Management established in 2006 at the Schulich School of Medicine & Dentistry be renamed the Diabetes Canada Chair in Diabetes Management.

**Background:**

**Donors and Funding:**

The Chair was originally funded through a lead contribution of \$1 million from the Canadian Diabetes Association and was named in the organization's honour as a result of this generous gift. The organization has since changed its name to Diabetes Canada hence the request to change the name of the Chair.

**Effective Date:**

December 1, 2019

2. **John F. Wood Chair in Innovation in Business Education: Name Change**

**Recommended:** That Senate approve that the existing John F. Wood Chair in Innovation in Business Learning established in 2018 at the Ivey Business School be renamed the John F. Wood Chair in Innovation in Business Education.

**Background:**

**Donors and Funding:**

The Chair was originally funded through a donation from John F Wood, MBA '64. Mr. Wood's donation of \$7 million funded the Chair as well as other entities at the Ivey Business School. The Ivey Business School has recently updated the naming of other entities to reflect "Business Education" instead of "Business Learning" and has requested the same update to the Chair name. The donor's family (Mr. Wood is now deceased) was consulted and offered no objection to the name change.

**Effective Date:**

December 1, 2019

**REPORT TO SENATE OF THE ACADEMIC COLLEAGUE**  
**COUNCIL OF ONTARIO UNIVERSITIES**

Contents	Consent Agenda
<a href="#">Report of the Academic Colleague</a>	No

**FOR INFORMATION**

The COU Academic Colleagues and Executive Heads met on 25 September 2019 in Toronto. The following discussion items might be of interest to Senators.

**Update on Strategic Mandate Agreements 3 (SMA3)**

The MTCU has provided a timeline for the SMA3 process:

- October-early December: first round of bilateral discussions with individual institutions
- December 17: institutional draft submissions
- January 27-February 7, 2020: second round of bilateral discussions
- February 18, 2020: final draft submissions
- March 30, 2020: final document approval

With respect to the performance-based metrics, the current sector-wide priorities for discussion are the “skills and competencies” metric (proposed to be measured by standardized testing) and the “innovation” metric (research revenue derived from private sector sources).

There is also concern about the “faculty workload” metric. Although this is currently being requested for reporting purposes only, it is unclear how it might be used in the future. This metric could be misleading to the public if it is not contextualized appropriately.

**Report on Affiliate Review**

The COU is conducting a review of its Affiliated bodies, which are numerous and diverse, and have varying levels of reporting back to the COU. While the members of Affiliates appreciate the opportunity to exchange ideas and share best practices, they expressed a desire for greater direction from Executive Heads and better communication across affiliates. In general, there is a hope that the university sector will be more proactive, rather than reactive, in policy development. At the same time, it is difficult to set collective priorities given the differences in size, program mix, and communities/regions served by member universities.

It was generally agreed that better data collection and data sharing processes are needed. A COU data group is being formed to develop a data strategy.