

SENATE AGENDA

**Friday, April 22, 2022, 1:30 p.m. – 4:30 p.m.
Arts & Humanities Building, Room 1R40**

Members of the public who wish to attend Senate are invited to
contact the University Secretary at senate@uwo.ca

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|-----|--|-------------|
| 1.0 | Land Acknowledgement | |
| 2.0 | Minutes of the Meeting of March 18, 2022 | Approval |
| 3.0 | Business Arising from the Minutes | |
| 4.0 | Report of the President | Information |

AGENDA

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| 5.0 | Report of the Operations / Agenda Committee (E. Chamberlain) | |
| 5.1 | Report of the ad hoc Working Group | Information |
| | 5.1(a) Repositioning of the SCAPA Subcommittee on Teaching Awards (SUTA) as a Senate Committee | Approval |
| | 5.1(b) Creation of a SCAPA Subcommittee on Undergraduate Academic Courses (SOC) and Disbandment of the Deans' Academic Program (DAP) | Approval |
| | 5.1(c) Renaming and Revision to the Mandate of SCAPA and Creation of a Senate Committee on Academic Policy | Approval |
| 6.0 | Report of the Nominating Committee (K. Yeung) | |
| 6.1 | Membership – Vice-Chair of Senate | Action |

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| 7.0 | Report of the Senate Committee on Academic Policy and Awards
(J. Cuciurean) | |
| 7.1 | Revisions to the “Structure of the Academic Year” and Related Policies (“Adding and Dropping Courses”, “Convocation; Graduation Diplomas and Certificates”, “Progression Requirements – Dentistry”) | Approval |
| 7.2 | Extension of the Policy on Academic Consideration for Student Absences – Undergraduate Students in First Entry Programs | Approval |
| 8.0 | Report of the Senate Committee on University Planning (M. Davison) | |
| 8.1 | 2022-23 University Operating and Capital Budgets | |
| 8.1(a) | 2022-23 University Operating and Capital Budgets | Approval |
| 8.1(b) | Program Specific Tuition and Other Supplemental Fees | Information |
| 9.0 | Report of the University Research Board (L. Rigg) | |
| 9.1 | Areas of Research Activity | Information |
| 10.0 | Report of the Academic Colleague (P. Barmby) | Information |
| 11.0 | Consent Agenda | |
| 11.1 | Items from the Operations / Agenda Committee | |
| 11.1(a) | Order of Ceremony – Spring Convocation 2022 (#319) | Information |
| 11.1(b) | Order of Ceremony – Autumn Convocation 2022 (#320) | Information |
| 11.1(c) | Senate Membership – Vacancies Filled by Appointment | Information |
| 11.2 | Items from the Senate Committee on Academic Policy and Awards | |
| 11.2(a) | Faculty of Arts and Humanities, Department of English and Writing Studies: Introduction of a Minor in Page, Stage and Screen | Approval |
| 11.2(b) | Faculty of Law: | |
| 11.2(b)(i) | Revisions to the Progression Requirements | Approval |
| 11.2(b)(ii) | Administrative Updates to Policies and Program Requirements to Use Gender-Neutral Language | Information |

11.2(c)	Schulich School of Medicine & Dentistry: Revisions to the Admission Requirements of the Doctor of Medicine (MD) Program (International Applicant Pathway)	Approval
11.2(d)	Faculty of Science and Schulich School of Medicine & Dentistry: Introduction of Medical Sciences 1000Y and Revisions to Medical Sciences First Entry	Approval
11.2(e)	Faculty of Science, Department of Mathematics: Withdrawal of Modules	Approval
11.2(f)	Huron University College: Introduction of a Minor in Global Great Questions in Arts and Music	Approval
11.2(g)	School of Graduate and Postdoctoral Studies:	
11.2(g)(i)	Revisions to the MSc in Clinical Medical Biophysics	Approval
11.2(g)(ii)	Revisions to the PhD in Neuroscience (New Required Course)	Approval
11.2(g)(iii)	Revisions to the MSc and PhD in Neuroscience (Withdrawal of Fields)	Approval
11.2(h)	Policy Revisions:	
11.2(h)(i)	Academic Records and Student Transcripts	Approval
11.2(h)(ii)	Course Credit	Approval
11.2(h)(iii)	Course Numbering Policy; Essay Courses, and Hours of Instruction	Approval
11.2(h)(iv)	Part-Time Admission for Ontario Secondary School Diploma (OSSD) Students: WISE and SWAU	Approval
11.2(i)	Report of the Subcommittee on Teaching Awards (SUTA): Recipients of Western's Excellence in Teaching Awards for 2021-22	Information
11.2(j)	New Scholarships, Awards and Prizes	Information
11.2(k)	New Scholarships, Awards and Prizes Funded by Operating	Information

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11.3 Announcements and Communications

11.3(a) [Academic Administrative Appointments](#)

Information

12.0 [Items removed from Consent Agenda](#)

13.0 [Discussion and Question Period](#)

14.0 New Business

15.0 Adjournment

ITEM 1.0 – Land Acknowledgement

ACTION: ☐ APPROVAL ☐ INFORMATION ☐ DISCUSSION

A land acknowledgement will be offered at the start of the Senate meeting.

Offering a land acknowledgment was adopted as a standard practice at Senate on December 9, 2016.

Dr. Christy Bressette, the Vice-Provost and AVP (Indigenous Initiatives), has indicated that it is important to remind ourselves regularly of our commitment to reconciliation and decolonisation, and to ensure that these objectives remain central in our collegial decision-making.

In the spring of 2021, the recommendation to offer a land acknowledgement was extended to Senate's committees.

Members of OAC were broadly supportive of this practice, while also being mindful that land acknowledgments should be meaningful and dynamic, and not simply a rote exercise.

Some suggestions for practices that might be most meaningful and relevant to Senate and committee meetings are:

- a land acknowledgement
- a reminder of one or more of the TRC Calls to Action, particularly those relating to education
- a reminder of elements of Western's Indigenous Strategic Plan
- a reference to local Indigenous culture or narratives

ITEM 2.0 – Minutes of the Meeting of March 18, 2022

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That the minutes of the meeting held on March 18, 2022,
be approved as circulated.

MINUTES OF THE MEETING OF SENATE

March 18, 2022

The meeting was held at 1:30 p.m. via Zoom.

SENATORS:

K. Arora	S. Hodgson	A. Nelson
P. Barmby	V. Jaremek	J. Nord
A. Baxter	T. Jenkyn	J. O'Hagan
J. Baxter	T. Joy	A. Pahargarh
I. Berry	S. Kadish	T. Peace
E. Boussoulas	E. Kalaydjian	P. Peddle
D. Brou	G. Kelly	S. Powell
S. Burke	R. Kennedy	A. Pyati
C. Burghardt-Jesson	M. Kim	V. Radcliffe
C. Burucúa	D. Kotsopoulos	A. Robin
E. Chamberlain	J. Lacefield	S. Roland
M. Cleveland	D. Laird	E. Sapurdis
J. Compton	J. Langille	A. Shami
S. Constas	M. Lebo	A. Shepard
J. Cuciurean	W. Lehmann	Z. Sinel
S. Datars Bere	J. Li	V. Smye
M. Davison	L. Logan	B. Sriharan
G. De Viveiros	M. Longtin	C. Steeves
R. DeKoter	M. H. McMurran	L. Stephenson
M. Fahmida	M. Milde	L. Stoyles
C. Gallant	L. Miller	G. Tigert
J. Garland	J. Minac	J. Watson
K. Gibbons	K. Mooney	K. Yeung
N. Harney	S. Morrison	J. Yoo
L. Henderson	I. Namukasa	S. Zivkovic
R. Heydon		

Observers: Z. Fakirani, J. Hutter, R. Isard, M. McGlynn,
N. Narain, O. Oloya, k. seanor

LAND ACKNOWLEDGEMENT

V. Smye offered a Land Acknowledgement.

S.22-57 **MINUTES OF PRIOR MEETING**

It was moved by M. Longtin, seconded by M. Milde,

That the minutes of the meeting of February 17, 2022, be approved as circulated.

CARRIED

S.22-58 **REPORT OF THE PRESIDENT**

The Report of the President, distributed with the agenda, contained information on the following topics: COVID-19 update, statement of solidarity with Ukraine, strategic priorities fund update, 450 Talbot Street, strategic mandate agreement update, and gender-based and sexual violence.

The President additionally commented on the following items:

- President A. Shepard's return from medical leave.
- Western's United Way campaign raised over \$617,000.
- Approximately 35 Western students have been directly affected by the ongoing conflict in Ukraine. L. Laporte, Senior Director, Western International provided an update on support provided by Western including direct outreach, immigration support, immediate and long-term financial support, and partnerships with a variety of community groups and two Ukrainian universities. O. Oloya confirmed that the ongoing support aligns well with Western's values and suggested that there should be an action committee for emergency preparedness, which was being explored.
- Upcoming open house for future Western students.
- Goal of in-person convocation, including make-up convocation for students whose ceremonies were impacted by the pandemic.
- Honoured the passing of Sonia Labatt, wife of Arthur Labatt, Western's chancellor from 2004-2008.
- Plan for the April Senate meeting to take place in person.

REPORT OF THE NOMINATING COMMITTEE

S.22-59 **ITEM 6.1 – Membership – Selection Committee for the Dean of the Faculty of Science**

Ken Coley was acclaimed to the Selection Committee for the Dean of the Faculty of Science as a member of faculty who is a Dean. Carolyn McLeod and Art Poon were acclaimed as the remaining two faculty members.

S.22-60 **ITEM 6.2 – Membership – Selection Committee for the Dean of the Faculty of Arts & Humanities**

Lisa Henderson was acclaimed to the Selection Committee for the Dean of the Faculty of Science as a member of faculty who is a Dean. Geoff Wild and Andrew Nelson were acclaimed as the remaining two faculty members.

REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS

S.22-61 **ITEM 7.1 – Introduction of a Policy and Related Procedures on Establishing Senate Academic Policies and Procedures**

It was moved by S. Burke, seconded by S. Roland,

That effective March 18, 2022, a Policy on Establishing Senate Academic Policies and Procedures be introduced as shown in Item 7.1.

CARRIED

REPORT OF THE UNIVERSITY RESEARCH BOARD

S.22-62 **ITEM 9.1 – Revisions to MAPP 7.6 – Guideline for Postdoctoral Fellows and Postdoctoral Associates**

It was moved by J. Baxter, seconded by J. Li,

That Senate approve and recommend to the Board of Governors that MAPP 7.6 – Guideline for Postdoctoral Fellows and Postdoctoral Associates be revised as shown in Item 9.1.

CARRIED

S.22-63 **ITEM 10.0 – Report of the Academic Colleague**

Senate received the Report of the Academic Colleague for the February 2022 meeting for information.

A. Shepard added that with respect to the strategic mandate agreement, the government has been changing their position. Western's careful analysis is that Western would receive additional funding if performance-based funding was imposed.

S.22-64 **UNANIMOUS CONSENT AGENDA**

It was moved by M. Milde, seconded by J. Garland,

That the items listed in the Consent Agenda, be approved or received for information by the Senate by unanimous consent.

CARRIED

S.22-65 **CONSENT AGENDA ITEMS**

REPORT FROM THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS

S.22-66 **ITEM 11.1(a) – Faculty of Health Sciences, School of Kinesiology: Revisions to the Admission and Program Requirements of the Honours Specialization in Kinesiology – BSc**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, the admission and program requirements of the Honours Specialization in Kinesiology – BSc be revised as shown in Item 11.1(a).

CARRIED BY UNANIMOUS CONSENT

S.22-67 **ITEM 11.1(b) – Faculty of Science: Introduction of an Honours Specialization in Integrated Science with Synthetic Biology**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, an Honours Specialization in Integrated Science with Synthetic Biology be introduced by the Faculty of Science as shown in Item 11.1(b).

CARRIED BY UNANIMOUS CONSENT

S.22-68 **ITEM 11.1(c) – King’s University College: Renaming of the Subject Area in “Western Thought and Civilization”, the Foundations in Western Thought and Civilization Program and the King’s Scholar Program Theme in Western Thought and Civilization**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, the subject area in “Western Thought and Civilization” be renamed as the subject area in “The New Liberal Arts”, and

That the “Foundations in Western Thought and Civilization” program be renamed as “Foundations in the New Liberal Arts” program, and that the program description be revised as shown in Item 11.1(c), and

That the King’s Scholar Program Theme in “Western Thought and Civilization” be renamed as the King’s Scholar Program Theme in “The New Liberal Arts”, and that the program description be revised as shown in Item 11.1(c).

CARRIED BY UNANIMOUS CONSENT

S.22-69 **ITEM 11.1(d)(i) – School of Graduate and Postdoctoral Studies: Renaming of and Revisions to the Master of Professional Education (MPed), International Education**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, the Master of Professional Education (MPed), International Education be renamed as the Master of Professional Education (MPed), Global and International Education and that the program be revised as shown in Item 11.1(d)(i).

CARRIED BY UNANIMOUS CONSENT

S.22-70 **ITEM 11.1(d)(ii) – School of Graduate and Postdoctoral Studies: Introduction of a field of Leadership in Indigenous Education in the Master of Professional Education (MPed)**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, a field in Leadership in Indigenous Education be introduced in the Master of Professional Education (MPed) as shown in Item 11.1(d)(ii).

CARRIED BY UNANIMOUS CONSENT

S.22-71 **ITEM 11.1(d)(iii) – School of Graduate and Postdoctoral Studies: Revisions to the Master of Engineering (MEng) and the Combined Master of Engineering (MEng) and Graduate Diploma (GDip) in Engineering Leadership and Innovation**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, the Master of Engineering (MEng) and the Combined Master of Engineering (MEng) and Graduate Diploma (GDip) in Engineering Leadership and Innovation be revised as shown in Item 11.1(d)(iii).

CARRIED BY UNANIMOUS CONSENT

S.22-72 **ITEM 11.1(d)(iv) – School of Graduate and Postdoctoral Studies: Revisions to the Master of Science (MSc) in Statistics, Financial Modelling**

It was moved by M. Milde, seconded by J. Garland,

That effective May 1, 2022, the Master of Science (MSc) in Statistics, Financial Modelling be revised as shown in Item 11.1(d)(iv).

CARRIED BY UNANIMOUS CONSENT

S.22-73 **ITEM 11.1(d)(v) – School of Graduate and Postdoctoral Studies: Renaming of the MA, MSc and PhD in Geography**

It was moved by M. Milde, seconded by J. Garland,

That effective May 1, 2022, the MA, MSc and PhD in Geography be renamed as the MA, MSc and PhD in Geography and Environment.

CARRIED BY UNANIMOUS CONSENT

S.22-74 **ITEM 11.1(e) – Revisions to the Registration and Progression in Three-Year, Four-Year and Honours Programs Policy (Progression Requirements)**

It was moved by M. Milde, seconded by J. Garland,

That effective September 1, 2022, the “Registration and Progression in Three-Year, Four-Year and Honours Programs” Policy be revised as shown in Item 11.1(e).

CARRIED BY UNANIMOUS CONSENT

S.22-75 **ITEM 11.1(f) – Revisions to Western’s Institutional Quality Assurance Process (IQAP)**

It was moved by M. Milde, seconded by J. Garland,

That Senate approve the revised Institutional Quality Assurance Process (IQAP) for Western University as shown in Item 11.1(f).

CARRIED BY UNANIMOUS CONSENT

S.22-76 **Information Items Reported by the Senate Committee on Academic Policy and Awards on Unanimous Consent**

The following items reported by the Senate Committee on Academic Policy and Awards were received for information by unanimous consent:

- ITEM 11.1(g) – SUPR-G Report: Cyclical Program Reviews of Mechanical and Materials Engineering and Occupational Therapy
- ITEM 11.1(h) – New Scholarships, Awards and Prizes
- ITEM 11.1(i) – New Scholarships, Awards and Prizes Funded by Operating

ANNOUNCEMENTS AND COMMUNICATIONS

S.22-77 **Information Items Reported through Announcements and Communications on Unanimous Consent**

The following items were reported through Announcements and Communications and were received for information by unanimous consent:

- ITEM 11.2(a) – Election Results – Selection Committees for the Vice-Provost (Students) and the Vice-Provost and Associate Vice-President (International)
- ITEM 11.2(b) – Academic Administrative Appointments

S.22-78 **DISCUSSION AND QUESTION PERIOD**

The full text of questions submitted in advance of the meeting were posted in the Agenda at Item 13.0 prior to the meeting. The questions and responses are summarized below.

1. **Faculty Extension to Submit Final Grades**

A Senator asked if Western could extend the seven-day deadline for faculty to submit final grades.

J. Doerksen responded that the Senate Committee on Academic Policy and Awards (SCAPA) currently has a subcommittee looking at academic accommodations (SRA, SIRT, etc.). He added that there should be an update on the use of SRAs soon. He mentioned that 2,200-2,300 students had used the SIRT process with approximately 95 current active cases. J. Doerksen discussed the new AODA requirements to be put in place by 2025, mainly the move from accommodations to accessibility and group responses as opposed to one-off situations.

G. Tigert acknowledged the challenges that the University has faced due to the pandemic. He responded regarding the timeline to submit final grades and explained the process used in the Registrar's Office to prepare for convocation. He confirmed that there are only five weeks to prepare the final grades which includes adjudication by academic advisors, collation of the final grades, printing and collation of final degrees, communication for convocation programs, and verifying the information.

The Senator understood the tight timelines but added that there has been an increase in faculty burnout and a negative impact on morale.

2. **Graduate Student Pandemic-Related Bursary**

A Senator asked if there were any plans to provide a 2022 graduate student bursary to help students cope with pandemic-related delays to their studies.

L. Miller acknowledged there are issues for graduate students whose studies have been affected by the pandemic. She advised that departments have been creative in finding TA opportunities but there is an ongoing need for graduate students to catch up on their studies. She discussed a needs-based bursary program, which G. Tigert confirmed is available for students in year "X".

G. Tigert added that students would need to apply through a graduate student bursary application and the Office of the Registrar will seek the help of the School of Graduate and Postdoctoral Studies to verify the eligible students. He felt it would be a fairly timely process as the ability to use the current application process is available.

3. **Strategic Priorities Fund Applications**

A Senator asked for information on how applications for the strategic priorities fund are adjudicated, as well as if more meaningful feedback could be provided in the future.

A. Shepard advised that Western was able to devote \$20M for the strategic priorities fund to give funding for the ideas coming forward. There have been two rounds completed and one left to go. In the first round, \$12M was allocated and the second round was approximately \$2M. He added that there is still money left for future rounds in the coming academic year. This money comes out of the University's surplus fund and they are not base funds.

A. Shepard mentioned that in some cases, new academic programs or certificate programs were proposed through the strategic priorities fund, which was not the purpose of the fund. He was concerned about those proposals not coming through Senate or through the regular approval process.

A. Shepard confirmed that applicants were offered an opportunity for feedback on their proposals. In the first round, feedback was automatically sent, sometimes before the decision letter, which didn't go well. In the second round, contact information was provided for feedback. A. Shepard mentioned that they realized the mistake during the first round and aimed to correct the process during the second round. He apologized for any confusion.

4. **450 Talbot Street**

A Senator asked about the vision for 450 Talbot Street and how proposals are being prioritized. The Senator asked how transparent the process would be and if there was any opportunity for collaboration across proposals.

A. Shepard responded and advised that the decision for 450 Talbot Street was ongoing. The criteria for proposals were published and he reviewed these points for the Senators. He estimated that they had received 19 proposals, 17 of which were viable due to the size and space of the location. Of the 17 viable proposals, A. Shepard advised that they would try to do as many as they could in a way that makes sense. He discussed a core facility model which would not be owned by a particular program or department so the rooms could be reserved by others. He mentioned the possibility of a small café in the building. He added that he was pleased with the efforts of the Western community and the city, which may provide a possibility for more downtown projects in the future.

ADJOURNMENT

The meeting adjourned at 2:22 p.m.

A. Shepard
Chair

A. Bryson
University Secretary

ITEM 3.0 – Business Arising from the Minutes

ACTION: ☐ APPROVAL ☐ INFORMATION ☐ DISCUSSION

There is no business arising at this time.



REPORT OF THE PRESIDENT

To: Senators
From: Alan Shepard
Date: April 14, 2022
Re: Monthly report for April 2022

Dear Senators,

The following report highlights some noteworthy developments since my last report to Senate of March 18, 2022. First, I want to acknowledge that this will be **Sarah Prichard's** last Senate as Acting Provost & Vice-President (Academic) as we prepare to welcome **Florentine Strzelczyk** as our new Provost on May 1. Since joining Western as Acting Vice-President (Research) in 2019, Sarah has provided exceptional leadership in all the senior roles she has played during the past three years, and she has been a steadfast colleague who has helped guide us through one of the most challenging periods in Western's history. I'm deeply grateful for Sarah's commitment and wise counsel, and I hope you will join me in thanking her for her ongoing service.

COVID-19 update: As Ontario enters its sixth wave of the pandemic, Western remains diligent in protecting the health and safety of our community. We are watching closely how other Ontario universities are adapting their policies in response to the government's lifting of vaccine and mask mandates. While several schools have announced they will lift their mandates on May 1, we will continue consulting with our internal community and campus health care experts to determine what's right for Western. Please watch <https://www.uwo.ca/coronavirus/> for the latest news and updates on our pandemic response.

Update on Gender-Based & Sexual Violence: The work of the [Action Committee on Gender-Based & Sexual Violence](#) has now been completed and I recently received their final report. I want to thank [all members of the Committee](#) (including co-chairs **Professor Nadine Wathen** and **Dr. Terry McQuaid**) for their important work during the past several months to consult with the community and develop recommendations for improving campus safety and changing the culture at Western. Meanwhile, the final report emerging from the [independent investigation led by Nathalie Des Rosiers and Sonya Nigam](#) is imminent. I look forward to sharing a formal public response to both reports in the coming weeks.

New support for international students and scholars at risk: Moved by the tragedy in Ukraine, Western has made a new financial commitment of \$600,000 to support students and scholars affected by global crisis. This new funding builds upon [existing support programs](#) (e.g., [Afghan Student Refugee Scholarship](#)) that enable students and scholars facing dire humanitarian circumstances and forcible displacement to come to Western to pursue their degree or continue their academic studies and research. Also new is a [fundraising campaign launched by Ivey](#) to offer up to 10 displaced graduate students from Ukraine with free tuition, housing, learning materials, and a monthly stipend while pursuing their MBA. The initiative is led by Ivey in partnership with the Lviv Business School and National University of Kyiv-Mohyla Academy. For more information on Western's program, see: <https://international.uwo.ca/globalatrisk/>

Strategic Priorities Fund (SPF) update: Deadline for the final round of the SPF competition is April 14. Adjudication will happen during the next several weeks with outcomes announced in May. So far, 24 projects have been awarded a total of \$13.3M, with another \$6.7M available for allocation. We look forward to reviewing the latest submissions and thank all faculty and staff who have developed in support of the goals and priorities outlined in [Towards Western at 150](#).

450 Talbot Street project update: Adjudication of the 17 proposals has recently been completed and the projects moving forward will be announced shortly. I want to thank all community members who submitted proposals for this important initiative to help Western put its best foot forward in downtown London. Design and construction are scheduled to begin later this spring, with a target date for completion and programming beginning in the fall of 2023.

Ontario announces extension to tuition freeze: On March 23, the [provincial government confirmed](#) that the current freeze on college and university tuition rate increases will extend through the 2022-23 academic year. This marks the third consecutive year that fees have remained unchanged, following a 10-percent reduction implemented in 2019-20.

New support announced for medical and nursing education: As part of its [Plan to Stay Open](#) announced March 29, the Ontario government is adding 295 medical postgraduate positions system-wide to increase doctor training over the next five years, including 28 for Western. The plan also features new investments for nursing education, including tuition reimbursements for up to 1,500 nurse graduates who commit to practicing in underserved communities.

Accolades: Congratulations to the following campus community members who, among others, have received special honours in recent weeks:

- **Subrata Chakrabarti** (Pathology), **Pauline Barmby** (Physics & Astronomy), and **Isaac Luginaah** (Geography & Environment) named *2022 Distinguished University Professors*; each will give public lectures on a topic of their choosing on April 21 at Conron Hall, starting at 4:00 pm.

- **Named 2022 Faculty Scholars:** **Kirsty Robertson** (Visual Arts), **Charles Stocking** (Classical Studies), **Ying Zheng** (Chemical & Biochemical Engineering), **Wenxing Zhou** (Civil & Environmental Engineering), **Susan Hunter** (Physical Therapy), **Treena Orchard** (Health Studies), **Romayne Smith Fullerton** (FIMS), **Deishin Lee** (Ivey), **Hubert Pun** (Ivey), **Sharon Wei (Music)**, **Nathalie Berube** (Anatomy & Cell Biology), **Jimmy Dikeakos** (Microbiology & Immunology), **Dan Hardy** (Obstetrics & Gynecology), **Jamie Noël** (Chemistry), **Lindi Wahl** (Mathematics), **Kate Choi** (Sociology), and **Ryan Stevenson** (Psychology and Brain & Mind Institute).
- **Shauna Burke** (Health Studies), **Maria Ferraro** (Management & Organizational Studies), **Joe Gilroy** (Chemistry), and **Sarah McLean** (Anatomy & Cell Biology) named 2022 recipients of the *Edward G. Pleva Award for Excellence in Teaching*.
- **Julie Theurer** (Communication Sciences & Disorders) named 2022 recipient of the *Marilyn Robinson Award for Excellence in Teaching*.
- **Anita Cramp** (Health Studies) named 2022 recipient of the *Angela Armitt Award for Excellence in Teaching by Part-Time Faculty*.
- Anatomy Education Team members **Michele Barbeau**, **Brian Allman**, **David Creces**, **Charys Martin**, **Tyler Beveridge**, **Haley Linklater** and **Tim Wilson** named 2022 recipients of the *Vice-Provost (Academic Programs) Award for Excellence in Online Teaching & Learning*.
- **Tricia Johnson** (Visual Arts) named 2022 recipient of *Vice-Provost (Academic Programs) Award for Excellence in Online Teaching & Learning*.
- **Cheryle Séguin** (Physiology & Pharmacology) and **Trevor Birmingham** (Physical Therapy) named 2022 recipients of the *Vice-Provost (Academic Programs) Award for Excellence in Collaborative Teaching*.
- Ivey professors **Martha Maznevski** (Organizational Behaviour) and **Matthew Sooy** (Accounting) named among North America's top 50 undergraduate business school professors of 2021 by *Poets & Quants*.
- **Nina Zitani** (Biology), **Donna Sasges** (WTS), and Western Sustainability Leaders Program student members **Brian Yang**, **Brittany Lau**, **Allison Pert**, **Grace Farrow** and **Rebecca Streef** named 2022 recipients of the *Western Green Award* recognizing their efforts as grassroots environmental change-makers.
- Students **Grace Tse**, **Samantha Tse** and **Ayumi Lam** named winners of the 2022 *Western Ideas for Sustainability and the Environment (WISE)* competition.

- Alumni **Sarah Landstreet** (MBA'13), **Denis Nagasaki** (HBA'11), and **Shadi Mclsaac** (BA'08) named among the *Globe & Mail's Report on Business Changemakers for 2022*.
- Alumnus and Western Board member **David Simmonds** (BA'07) named recipient of the *2022 Harry Jerome Leadership Award* from the Black Business & Professional Association.

ITEM 5.1 – First Report of the *ad hoc* Working Group

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

In June 2021 the Operations/Agenda Committee (OAC) formed an *ad hoc* Working Group to review the structure and remit of the Senate Committee on Academic Policy and Awards (SCAPA) and its subcommittees.

The First Report of the *ad hoc* Working Group is attached.

ATTACHMENT(S):

[First Report of the *ad hoc* Working Group to the Operations/Agenda Committee](#)

**First Report of the *ad hoc* Working Group to the Operations/Agenda Committee
April 2022**

In June 2021 the Operations/Agenda Committee (OAC) formed an *ad hoc* Working Group to review the structure and remit of the Senate Committee on Academic Policy and Awards (SCAPA) and its subcommittees.

The composition of the *ad hoc* Working Group includes:

Chair of OAC, who serves as Chair	Erika Chamberlain
Chair of SCAPA	John Cuciurean
Chair of SUPR-U	Jeff Hutter
Co-Chair of SUPR-G	Ruth Martin
Chair of SWAM	John Doerksen

The *ad hoc* Working Group met to review the structure and remit of SCAPA and its subcommittees over a series of six meetings: August 31, 2021; October 1, 2021; October 29, 2021; November 26, 2021; January 19, 2022; March 3, 2022.

RECOMMENDATIONS

This report presents three overarching recommendations:

1. Repositioning of the SCAPA Subcommittee on Teaching Awards (SUTA) as a Senate Committee reporting to Senate through the Operations/Agenda Committee (OAC).
2. Introduction of a SCAPA Subcommittee on Undergraduate Academic Courses (SOC) to replace the current Deans' Academic Program (DAP) approval process.
3. A three-year pilot to divide the mandate of SCAPA between two committees:
(i) a renamed SCAPA with a mandate to focus on academic curriculum and student awards and (ii) a new Senate committee for academic policy.

The recommendations, presented in detail below, are unanimously supported by the Working Group.

A second report of the Working Group relating to the review and approval of graduate-level academic policy is pending.

RECOMMENDATION 1

It is recommended that the Subcommittee on Teaching Awards (SUTA) be disbanded as a subcommittee of SCAPA and established as a Senate Committee reporting to Senate through the Operations/Agenda Committee.

Rationale

It is recommended that the Subcommittee on Teaching Awards (SUTA) be disbanded as a subcommittee of SCAPA and established as a Senate Committee reporting to Senate through the Operations/Agenda Committee. The newly restructured committee could be named the Senate Committee on University Teaching Awards, retaining the SUTA acronym.

The proposed reporting structure for SUTA is in alignment with two other Senate Committees that report to Senate through the Operations/Agenda Committee: Convocation Board and the Senate Review Board Academic (SRBA).

The repositioning of SUTA will accomplish two objectives:

1. Committee members will be elected by Senate rather than by SCAPA; and
2. Reduce the load carried by the Chair of SCAPA.

The repositioning of SUTA will also facilitate a more open nominations process for committee membership by utilizing the Nominating Committee process rather than members being elected by SCAPA alone.

No changes are proposed to the mandate of the SUTA.

The restructuring of SUTA as a Senate committee will require that the President (or designate) be included as an ex officio member of the committee, as per the Senate By-Laws (s. 4b). Given the addition of the President as an ex officio member, it is recommended that the Provost & Vice-President (Academic) be removed from the composition.

Additionally, the following changes to the composition of SUTA are recommended:

- Addition of the Vice-Provost (Academic Planning, Policy & Faculty).
- Removal of the Chair of SCAPA.

It is recommended that rather than the Chair of SCAPA serving as SUTA Chair, this responsibility transition to the Vice-Provost (Academic Planning, Policy & Faculty), whose office is already responsible for Emeriti determination and awarding of Distinguished University Professor (DUP) and Faculty Scholar awards.

Equally, with the recent recommendations of Convocation Board relating to a more modernized approach to Convocation, Western will celebrate the achievements of

Professor Emeriti, DUPs, Faculty Scholars and Teaching Award recipients in separate ceremonies or events at Gibbons Lodge rather than as part of Convocation.

Proposed Terms of Reference for SUTA are attached as [Appendix 1](#).

RECOMMENDATION 2

It is recommended that a new Subcommittee on Undergraduate Academic Courses (SOC) be introduced as a subcommittee of SCAPA to replace the current Deans' Academic Program (DAP) approval process.

Rationale

A number of concerns were identified in relation to the current Deans' Academic Program (DAP) approval process. These concerns are outlined below.

1. Composition

DAP was initially comprised of the Deans of all faculties. The membership has changed over the years to include many administrative roles, including academic counsellors, administrative assistants and program assistants. Concerns were raised as to whether the membership contains the appropriate expertise for the assessment of submissions related to academic curriculum.

2. Approval frequency

DAP submissions are approved every two weeks. The necessity of approving course and curriculum changes on the current biweekly approval schedule is not clear. A monthly approval schedule is seen as more appropriate and in alignment with other Senate committees and subcommittees.

3. Monitoring and negative approval process

Under the current email list format silence means approval. It is not clear if DAP submissions are receiving appropriate consideration and scrutiny. Transitioning to an in-person committee meeting format would allow for submissions to be collated and posted as a single agenda, rather than to be received on a continuous piecemeal basis on an email list. Further, consideration of submissions at an in-person meeting would allow for adequate review and approval of submissions.

4. Reporting and Oversight

Concerns were expressed regarding the oversight of DAP. At present, Deans are authorized to propose for direct endorsement by all other Deans the items presented under the remit of DAP. However, unlike SCAPA approving a scholarship on behalf of Senate and then reporting the details to Senate for information, DAP does not report to SCAPA or Senate (unless a DAP submission is removed from DAP and re-directed to SCAPA). The reporting structure should

be addressed by requiring DAP to provide a regular report to SCAPA (e.g., semi-annual, quarterly).

5. Achieving major modifications by stealth

Concerns were raised that under the current DAP process significant changes to a program could be achieved through a series of successive submissions, resulting in a major modification being approved on DAP without any higher form of approval from SCAPA or Senate. This raises a serious concern with respect to Western's IQAP obligations, which require that major modifications be approved by Senate and reported to Quality Council.

6. Learning outcomes

It was observed that a consideration of learning outcomes is largely absent in DAP submissions for course or module changes. Development of a template for submissions that would prompt academic units to consider the broader context in which the changes are being brought forward would be beneficial. Such a template might include: rationale for the change; consideration of how the proposed changes relate to learning outcomes; consideration of how the proposal relates to important priorities for the University such as EDI and decolonization; and planning and resource allocation for new courses (e.g., expected enrollment).

7. Administration

DAP is presently managed within the Office of the Registrar. DAP has been observed to have morphed into more of an administrative process to facilitate data entry/programming through the PeopleSoft student system rather than being a guardian of an academic governance process.

Moving the administrative work of the Subcommittee to the Secretariat would be in alignment with the governance of all other Senate committees and subcommittees. The Office of the Registrar could continue to be responsible for updating the Academic Calendar and filtering the information through to a Student Records Officer for programming to the student system.

Recommendation for a Subcommittee on Undergraduate Academic Courses (SOC)

It is recommended that for the undergraduate level, a new Subcommittee on Undergraduate Academic Courses (SOC) be introduced as a subcommittee of SCAPA to replace the current Deans' Academic Program (DAP).

Proposed terms of reference for the Subcommittee on Undergraduate Academic Courses (SOC) are attached as [Appendix 2](#).

As detailed in the proposed terms of reference, the composition of SOC is structured to include the appropriate expertise for the assessment of submissions relating to

academic curriculum. Importantly, the proposed terms of reference acknowledge SOC as a subcommittee of SCAPA and reposition the subcommittee within the governance framework at Western. SOC would function in alignment with other Senate committees and subcommittees, meeting in-person on a monthly basis.

The proposed process for SOC is outlined below.

Proposed Process for SOC

The Subcommittee on Undergraduate Academic Courses (SOC) will meet monthly to consider undergraduate course curriculum.

Submission Process

- Following appropriate review and approval within their Faculty, Deans may submit proposals to the Subcommittee through the Secretariat.

Monthly Subcommittee Meeting

- The Secretariat will compile an agenda which will be posted on the Subcommittee's OWL site, usually one week prior to the meeting.
- The Subcommittee will meet monthly to review and make decisions on the submissions included in the agenda.
- Following the Subcommittee's approval, items will be actioned by the Office of the Registrar for inclusion in the Academic Calendar.

Reporting

- The Subcommittee will provide a semi-annual report to SCAPA.
- The report could include summary statistics of the submissions received from each faculty (e.g., number of course introductions, withdrawals, and module changes).

Administration of the Subcommittee and the Academic Calendar

- The Subcommittee will be administered by the University Secretariat. The Academic Calendar will continue to be administered by the Office of the Registrar.
- The Secretariat will receive submissions, prepare meeting agendas, host meetings, and coordinate reporting to SCAPA.
- The Office of the Registrar will be responsible for updating the Academic Calendar based on SOC's agenda and filtering this information through to a Student Records Officer for programming in the student system.

RECOMMENDATION 3

It is recommended that a three-year pilot restructuring be implemented to (i) revise SCAPA's mandate to focus the committee on academic curriculum and student awards and (ii) introduce a new Senate Committee for academic policy.

Rationale

The terms of reference for the Senate Committee on Academic Policy and Awards (SCAPA) provide that the committee is responsible for formulating, reviewing and recommending to Senate, academic policy affecting all students at the University, whether undergraduate or graduate.

At present, the only route for academic policy to be recommended to Senate is through SCAPA.

Western currently has 89 academic policies, many of which have numerous sections that could be considered distinct policies. See [Academic Policies](#). The policies are organized into six overarching categories: General Policy; Scholarships and Awards; Admission; Registration, Progression, Graduation; Examinations; and Rights and Responsibilities.

The table below summarizes the 'last revised' dates for the 89 academic policies. Over half of them haven't been revised in five years or more. An inventory of the policies with the 'last revised' date for each indicated is attached as [Appendix 5](#).

Policy Last Revised Date	Number of Policies
2022	6
2021	11
2020	7
2019	13
2018	6
2017	5
2016	1
2015	7
2014	5
2013	6
2012	0
2011	4
2010	2
2009	6
2008	9
1996	1

It is important to note that the ‘last revised date’ simply indicates the last time any change was made to the policy. This can range from a minor editorial or administrative change to a substantial revision.

The University Secretariat reviewed SCAPA agendas from 2017-2021 and identified any proposal that constituted either the introduction of a new academic policy or a substantial review and revision of an existing academic policy. This information is summarized in the table below.

Year	SCAPA Agenda Item: Introduction/Significant Review and Revision of Academic Policy
2021	<ul style="list-style-type: none"> • Introduction of a “General Definition of Approved Western Micro-Credentials” Policy • Revisions to the “Course Credit” Policy (Discovery Credits)
2020	None
2019	<ul style="list-style-type: none"> • Revisions to the Structure of the Academic Year • Revisions to the Evaluation of Academic Performance policy • Introduction of the Policy on Academic Consideration for Student Absences – Undergraduate Students in First Entry Programs • Revisions to the “Senior Citizens” Policy • Introduction of the Policy on Admissions Fraud • Introduction of a New Policy and Procedures for Academic Accommodation for Students with Disabilities • Revisions to the Policies on “Graduation Diplomas and Certificates” and “Academic Records and Transcripts” – Recording Students’ Names • Revisions to the “Career-Related Learning: Internships, Co-Ops, Placements, etc.” Policy • Revisions to the Gold Medals Policy • Revisions to the Undergraduate Academic Appeals Policy
2018	<ul style="list-style-type: none"> • Revisions to the International Dual-Credential Degree Programs Policy • Revisions to the “Course Credit” Policy – Introduction of Discovery Credits • Revisions to the “Structure of the Academic Year” Policy – Scheduling Reading Weeks
2017	<ul style="list-style-type: none"> • Structure of the Academic Year

The above shows that SCAPA has conducted a relatively small amount of policy work in recent years. During this same period, SCAPA has generally had full agendas primarily comprised of proposals relating to curriculum, and the meetings last the full 90 minutes allotted and occasionally longer.

Given the full load of curriculum proposals under its current terms of reference, SCAPA has generally not had adequate time to dedicate to formulating, reviewing and recommending policy to Senate. There are curriculum items that SCAPA has not had time to address as well, such as the modular system, which has not had a significant review since its initial implementation.

It is noted that the lull in major policy revision and presentation is also due in part to the impacts of the pandemic. With a return to in-person learning, it is anticipated that policy work should again take priority.

Recommendation for a 3-Year Trial Revision to SCAPA's Mandate and Introduction of a Policy Committee

A revision of SCAPA's mandate to separate policy and curriculum matters would allow for one committee to be fully focussed on oversight of program, module, course and general curriculum at Western. The separation of policy and curriculum matters would allow for a new policy committee to be formed with a mandate to review the full scope of Western's academic policies in a timely manner.

It is recommended that for a three-year trial period:

1. The Senate Committee on Academic Policy and Awards (SCAPA) be renamed as the Senate Committee on Academic Curriculum and Awards (ACA) and that the committee's mandate be revised to focus on academic curriculum.

Proposed Terms of Reference for the Senate Committee on Academic Curriculum and Awards (ACA) are provided in [Appendix 3](#).

2. That a new Senate Committee on Academic Policy (Policy) be formed.

Proposed Terms of Reference for the Senate Committee on Academic Policy (Policy) are provided in [Appendix 4](#).

The recommended change to the Senate Committee structure is shown in [Appendix 6](#). The current Senate Committee Structure is shown in [Appendix 7](#).

ACA will have under its jurisdiction the following subcommittees:

- Subcommittee on Program Review – Undergraduate (SUPR-U)
- Subcommittee on Program Review – Graduate (SUPR-G)
- Subcommittee on Undergraduate Academic Courses (SOC) (*DAP replacement*)
- Subcommittee for Western Approved Micro-credentials (SWAM)
- Administrative Subcommittee to Review Scholarships (SRS)

The overall proposed reorganization of committees is partly modelled from a similar committee structure at the University of British Columbia that includes separate standing Senate committees for academic policy and curriculum.

ATTACHMENT(S):

Appendix 1:

Proposed Terms of Reference for the Senate Committee on University Teaching Awards (SUTA)

Appendix 2:

Proposed Terms of Reference for the Subcommittee on Undergraduate Academic Courses (SOC)

Appendix 3:

Proposed Terms of Reference for the Senate Committee on Academic Curriculum and Awards (ACA)

Appendix 4:

Proposed Terms of Reference for the Senate Committee on Academic Policy (Policy)

Appendix 5:

Inventory of Academic Policies – Last Revised Dates

Appendix 6:

Recommended change to the Senate Committee Structure

Appendix 7:

Current Senate Committee Structure

Subcommittee Senate Committee on University Teaching Awards (SUTA)

Effective Date: TBD

Supersedes: *

Date of Next Review: *

TERMS OF REFERENCE

To consider annually nominations for awards for teaching excellence submitted according to procedures established by Senate.

To consult, when requested, with Deans and Chairs (or equivalents) regarding nominations and the preparation of dossiers.

To seek additional information regarding nominees when necessary.

On behalf of Senate, to select recipients for the awards.

To recommend to the **Operations/Agenda Committee** ~~Senate Committee on Academic Policy and Awards (SCAPA)~~ changes in the policies, procedures and criteria governing the teaching awards.

To report to **Senate** ~~SCAPA~~ annually **through the Operations/Agenda Committee**.

COMPOSITION

Four members of faculty, elected by **Senate** ~~SCAPA~~, for three-year terms (renewable). To be eligible for election, faculty members must hold full-time appointments or be Academic Clinicians appointed under Conditions of Appointment: *Physicians Appointed in Clinical Departments and Clinical Divisions of the Basic Sciences Departments*.

One graduate student, elected by **Senate** ~~SCAPA~~, for a one-year term.

Ex officio (voting):

President & Vice-Chancellor, or designate
~~Provost & Vice-President (Academic), or designate~~
Vice-Provost (Academic Planning, Policy & Faculty), who shall be Chair

~~Subcommittee~~ Senate Committee on University Teaching Awards (SUTA)

~~Chair of SCAPA, who shall be Chair~~

USC Recognition & Awards Program Coordinator

Ex officio (non-voting):

University Secretary

Members of SUTA may not, during their term of membership, prepare dossiers or write letters of support for nominees for the awards.

Subcommittee on Undergraduate Academic Courses (SOC)

Effective Date: TBD

Supersedes: *

Date of Next Review: *

The Subcommittee on Undergraduate Academic Courses (SOC) is a subcommittee of the Senate Committee on Academic Policy and Awards (SCAPA).

TERMS OF REFERENCE

1. On behalf of SCAPA, the Subcommittee has delegated authority to approve, on the recommendation of the Faculty, School or Affiliated University College:
 - (a) the establishment, revision and discontinuation of undergraduate courses;
 - (b) revisions to the admission requirements of established undergraduate modules and programs that involve changes to the courses required for admission; and
 - (c) revisions to established undergraduate modules and programs that involve course substitution, amendment or addition/withdrawal and that do not impact the total number of courses specified for the module or program.
2. To refer to SCAPA any proposal that the Subcommittee deems may have broader implications and require curriculum or Quality Council approval.
3. To make recommendations to SCAPA relating to potential areas to address in academic policy.
4. To report to SCAPA at least twice annually.

Subcommittee on Undergraduate Academic Courses (SOC)

COMPOSITION

One representative from each Faculty, School or Affiliated University College, appointed by the Dean/President, who is either an Associate Dean Academic (or equivalent) or a faculty member familiar with course/module development.*

Six members elected by Senate:

Four faculty members who are familiar with course/module development, elected by Senate, at least two of whom have served as an Undergraduate Chair (or equivalent).

Two undergraduate students.

One Academic Counsellor, appointed by the Academic Counsellors.*

Ex officio (voting):

Chair of SCAPA
Director, Western Continuing Studies

Ex officio (non-voting):

University Registrar
University Secretary

The Committee shall elect a Chair and Vice-Chair annually from among the representatives appointed by the Dean/President of each Faculty, School or Affiliated University College.

GENERAL PROCESS FOR SENATE COMMITTEES AND SUBCOMMITTEES

Quorum: As set out in Senate By-Law VI.11(b), quorum shall be one-half of all voting members during September to May, and one-third of all voting members during June, July and August.

Quorum September to May:	12 voting members
Quorum June to August:	8 voting members

Terms: The terms of office for elected members shall be one year (renewable) for students and two years (renewable) for faculty/others, as set out in Senate By-Law VI.10(a).

*The terms of the appointed members are two years.

Senate Committee on Academic Curriculum and Awards (ACA)

Effective Date: TBD

Supersedes: June 5, 2020; September 2018; July 2014

Date of Next Review: Spring 2024

The primary responsibilities of the Senate Committee on Academic Curriculum and Awards (ACA) are to:

- review proposals for new academic programs and changes to existing programs;
- review proposals for new undergraduate courses or changes to existing undergraduate courses;
- appraise cyclical reviews of academic programs;
- review the academic content of agreements with external institutions, and
- approve the establishment of terms of reference for student scholarships, medals or awards, for recommendation to the Board of Governors.

The Senate Committee on Academic Curriculum and Awards (ACA) has under its jurisdiction the following subcommittees:

- Subcommittee on Program Review – Undergraduate (SUPR-U)
- Subcommittee on Program Review – Graduate (SUPR-G)
- Subcommittee on Undergraduate Academic Courses (SOC)
- Subcommittee for Western Approved Micro-credentials (SWAM)
- Administrative Subcommittee to Review Scholarships (SRS)

Academic Curriculum and Awards (ACA)

TERMS OF REFERENCE

Establishment of and Revisions to Academic Programs

1. To review, and approve for recommendation to Senate, proposals for the establishment of new programs, degrees, modules and/or subject areas and for their discontinuation or renaming.
2. To review, and approve for recommendation to Senate, module/program admission requirements relating to course averages.

Establishment of and Revisions to Undergraduate Courses

3. To review and consider any proposal referred to the Committee by SOC in respect of any of the following:
 - (a) the establishment, revision and discontinuation of undergraduate courses;
 - (b) revisions to the admission requirements of established undergraduate modules and programs that involve changes to the courses required for admission; and
 - (c) revisions to established undergraduate modules and programs that involve course substitution, amendment or addition/withdrawal and that do not impact the total number of courses specified for the module or program.

Cyclical Reviews of Academic Programs

4. To receive from SUPR-U, reports of cyclical reviews of existing undergraduate programs assessing the overall quality of the programs and making appropriate recommendations in light of those reviews. To approve such cyclical review reports and to forward them to Senate for information.
5. To receive from SUPR-G, reports of cyclical reviews of existing graduate programs assessing the overall quality of the programs and making appropriate recommendations in light of those reviews. To approve such cyclical review reports and to forward them to Senate for information.

Agreements with External Institutions

6. To examine and review, for recommendation to the Senate, the academic content of agreements with external institutions.

Academic Curriculum and Awards (ACA)

Student Scholarships, Medals and Awards

7. On behalf of the Senate, the Committee has delegated authority to approve the establishment of terms of reference for scholarships, medals or awards, for recommendation to the Board of Governors through the President & Vice-Chancellor.

Additional Responsibilities

8. To receive reports from the Subcommittee on Western-approved Micro-credentials.
9. To receive for information and transmittal to Senate, reports from the Subcommittee on Undergraduate Academic Courses (SOC).
10. To receive for information and transmittal to Senate, the annual Scholastic Offences Report.
11. To receive for information and transmittal to the Senate and the Board of Governors, the annual Institutional Quality Assurance Report from SUPR-U and SUPR-G.
12. To form such other subcommittees and working groups as necessary.

COMPOSITION

Thirteen members elected by Senate:

- Eleven faculty members, at least seven of whom are members of Senate. No more than two faculty members may be from the same Faculty, School, or Affiliated University College. No more than one faculty member may be a Dean. At least four faculty members must have membership in the School of Graduate and Postdoctoral Studies.
- two students: one graduate and one undergraduate.

One representative of each Affiliated University College, appointed by the respective Affiliated University College President for a two-year term. The representatives of the Affiliated University Colleges shall have one vote, with the voting member to be determined on a one-year rotating basis.

Ex officio (voting):

President & Vice-Chancellor
Provost & Vice-President (Academic)
Vice-Provost (Academic Programs)
Vice-Provost (Graduate and Postdoctoral Studies)
Vice-Provost and Associate Vice-President (Indigenous Initiatives)

Academic Curriculum and Awards (ACA)

Associate Vice-President (Equity, Diversity & Inclusion)
USC Vice-President (University Affairs)
SOGS Vice-President (Academic)

Ex officio (non-voting):

University Registrar
University Secretary

Observers (non-voting):

Appointed on a one-year rotational basis:

One Academic Counsellor (and an alternate) from the faculties with first-entry programs

One administrative representative (and an alternate) from the pool of individuals managing second-entry programs.

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

GENERAL PROCESS FOR SENATE COMMITTEES

Quorum: As set out in Senate By-Law VI.11.(a), quorum shall be one-half of the voting members, including at least one-half of the elected or appointed members, during September to May, and one-third of the voting members, including one-third of the elected or appointed members, during June, July and August.

Quorum September to May: 11 members, including 7
elected/appointed

Quorum June to August: 7 members, including 5
elected/appointed

Terms: The terms of office for elected members shall be one year (renewable) for students and two years (renewable) for faculty/others, as set out in Senate By-Law VI.10.(a).

Senate Committee on Academic Policy (Policy)

Effective Date: TBD

Supersedes: *

Date of Next Review: *

TERMS OF REFERENCE

1. To oversee, and periodically review existing Senate academic policies, except those matters for which responsibility is specifically assigned to another Senate committee.
2. To propose new Senate academic policies in areas when and where there is no current policy and it is advisable, prudent and/or necessary that there be policy.
3. To consider proposals for new, and modifications to existing, Senate academic policies that are submitted in accordance with the Policy on Establishing Senate Academic Policies and Procedures.
4. To establish such ad hoc policy review working groups as the committee may determine necessary, to undertake a periodic review or special review of a new or existing academic policy or policies. The membership of any such working group shall include appropriate experience and expertise in the policy area.
5. To report to Senate with a committee recommendation on all matters referred to the Senate Committee on Academic Policy by Senate or any Senate committee.

COMPOSITION

Ten members elected by Senate:

Eight faculty members. No more than two faculty members may be from the same Faculty, School, or Affiliated University College. At least four faculty members must have membership in the School of Graduate and Postdoctoral Studies.

Two students: one graduate and one undergraduate.

Academic Policy (Policy)

One representative of each Affiliated University College, appointed by the respective Affiliated University College President for a two-year term. The representatives of the Affiliated University Colleges shall have one vote, with the voting member to be determined on a one-year rotating basis.

Ex officio (voting):

- President & Vice-Chancellor
- Provost & Vice-President (Academic)
- Vice-Provost (Academic Programs)
- Vice-Provost (Graduate and Postdoctoral Studies)
- Vice-Provost (Students)
- Vice-Provost and Associate Vice-President (Indigenous Initiatives)
- Associate Vice-President (Equity, Diversity & Inclusion)
- Chair of the Senate Committee on Academic Curriculum and Awards (ACA)

Ex officio (non-voting):

- University Registrar
- University Secretary

Observers (non-voting):

Appointed on a one-year rotational basis:

- One Academic Counsellor (and an alternate) from the faculties with first entry programs

- One administrative representative (and an alternate) from the pool of individuals managing second entry programs.

- One Graduate Assistant (and an alternate) identified by the School of Graduate and Postdoctoral Studies

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

Academic Policy (Policy)

GENERAL PROCESS FOR SENATE COMMITTEES

Quorum: As set out in Senate By-Law VI.11.(a), quorum shall be one-half of the voting members, including at least one-half of the elected or appointed members, during September to May, and one-third of the voting members, including one-third of the elected or appointed members, during June, July and August.

Quorum September to May: 10 members, including 6
elected/appointed

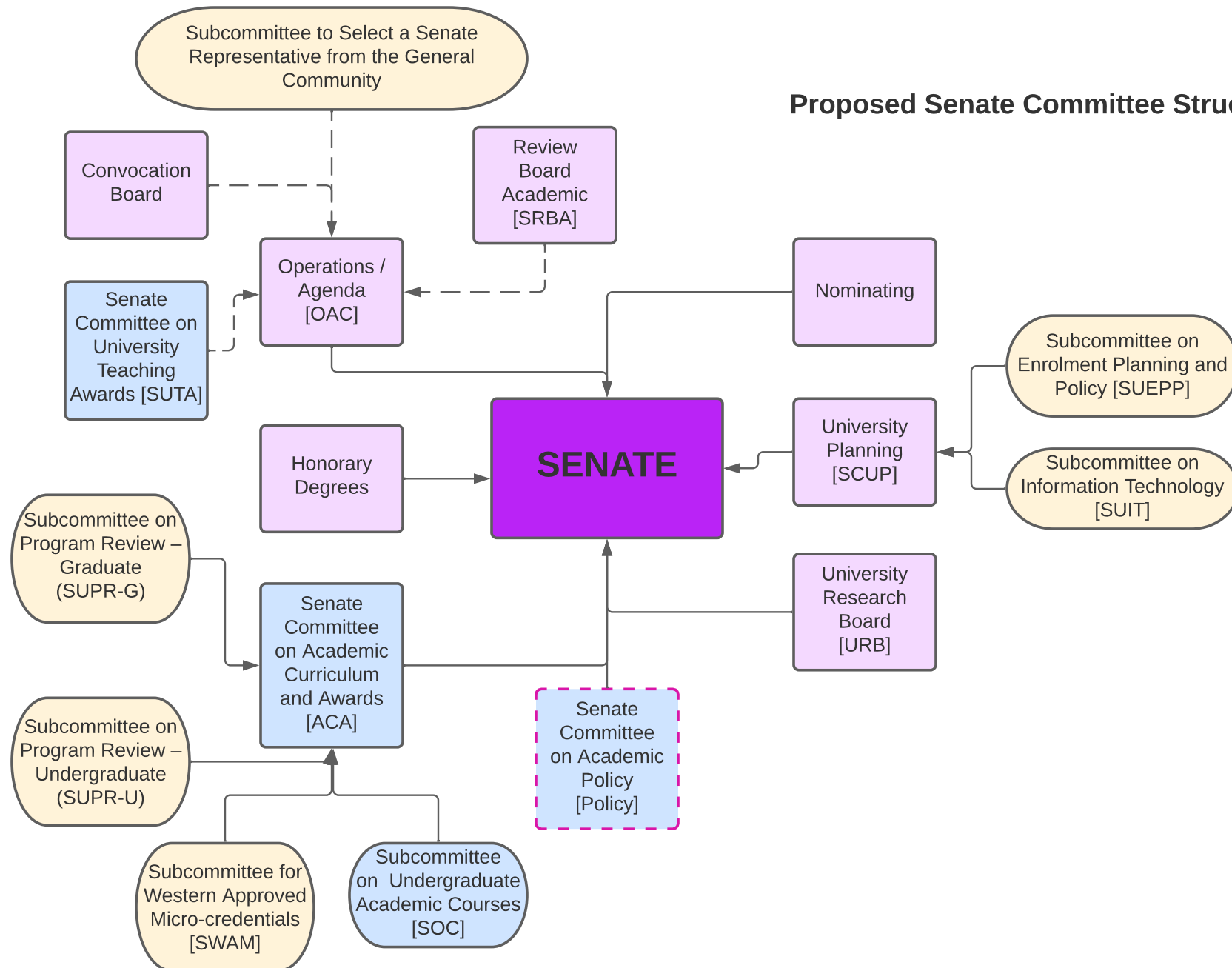
Quorum June to August: 7 members, including 4
elected/appointed

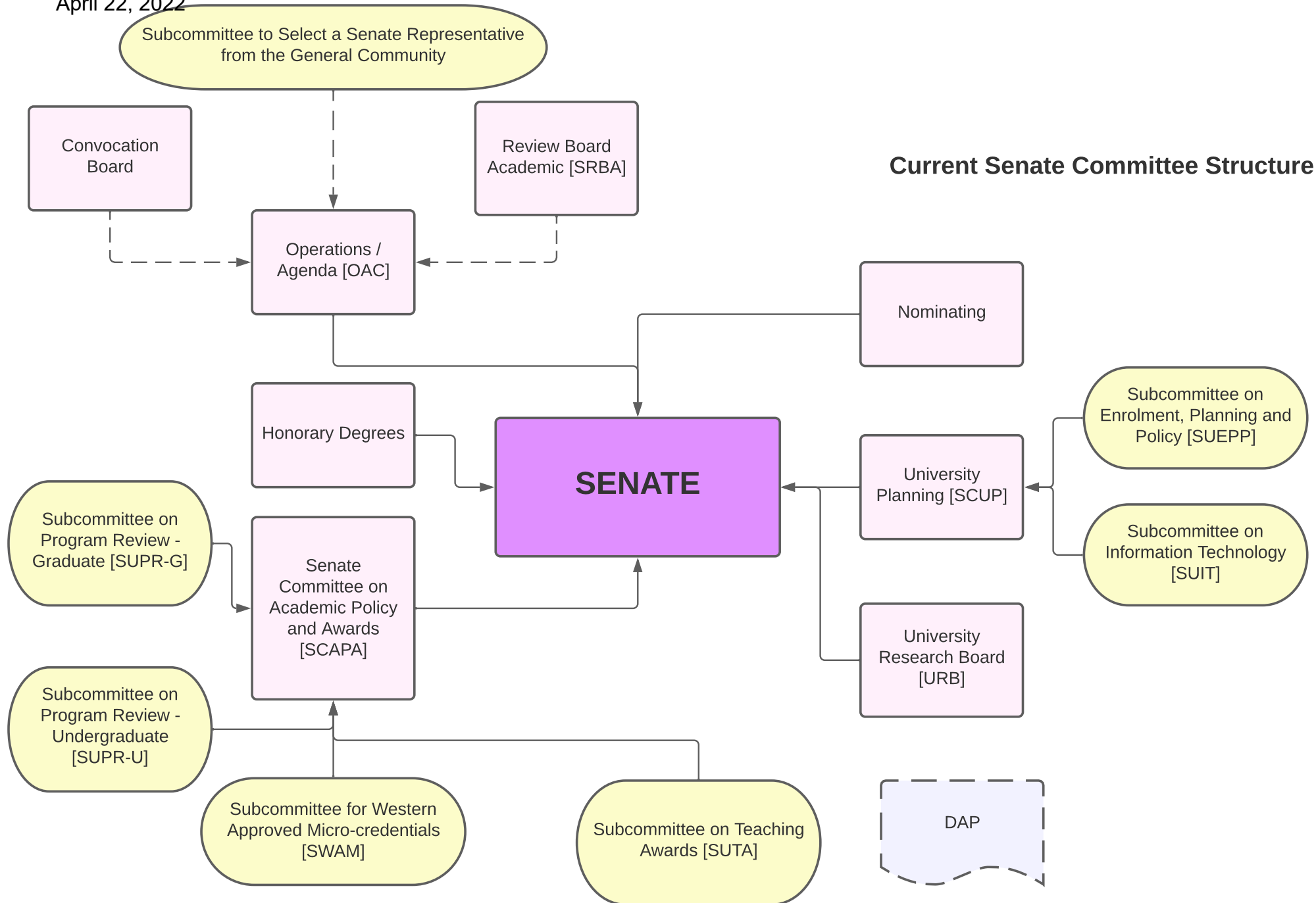
Terms: The terms of office for elected members shall be one year (renewable) for students and two years (renewable) for faculty/others, as set out in Senate By-Law VI.10.(a).

CATEGORY	POLICY	LAST REVISED
General	Policy on Use of Teaching Dossiers in Faculty Evaluation of Teachers and Courses	1996
General	Grading Scale for Graduate Students	2008
General	Official Student Record Information Privacy Policy	2008
Admission	Mature Student Applicants	2008
Admission	Professional Upgrading and Non-Degree Credit Admissions	2008
Reg, Prog, Grad	Prior Learning Assessment	2008
Examinations	English Language Proficiency for Assignment of Grades	2008
Rights & Resp.	Academic Accommodation for Students in the Reserve Forces	2008
Rights & Resp.	Accommodation for Religious Holidays	2008
Rights & Resp.	Instructor-Student Conflict of Interest	2008
General	Academic Counselling for Undergraduate Students	2009
Admission	Admission of Students from Provinces other than Ontario	2009
Admission	Offers of Admission, Deferred Registration	2009
Admission	Readmission	2009
Examinations	Access to and Retention of Exam Papers and Other Work	2009
Examinations	Timing of Submission of Final Marks, Informing Students of Their Final Grades	2009
General	Framework to Establish Dual Doctorate (Cotutelle) Agreements with Universities in France	2010
Admission	Transfer Credit for Courses Taken at Other Universities	2010
Reg, Prog, Grad	Vulnerable Sector Screening (Criminal Records Check for Placements)	2011
Rights & Resp.	Graduate Student Academic Appeals	2011
Rights & Resp.	Graduate Students - Scholastic Discipline	2011
Rights & Resp.	Undergraduate Students - Scholastic Discipline	2011
Admission	Colleges of Applied Arts and Technology (CAATs)	2013
Admission	Engineering Excellence Admission Program	2013
Admission	Potential Health Risks/Immunization Requirements	2013
Reg, Prog, Grad	Exchange Course Grades	2013
Examinations	Examination Conflicts	2013
Examinations	Posting of Preliminary and Final Examination Timetables	2013
Reg, Prog, Grad	Application for Graduation and Notification of Eligibility to Graduate	2014
Reg, Prog, Grad	Course Load	2014
Reg, Prog, Grad	Part-Time Students - Registration	2014
Examinations	Administration of Examinations	2014
Examinations	Attendance Regulations for Examinations	2014
General	Academic Calendar (Undergraduate)	2015
General	Marks/Grades; Definitions of Grades; Grading Scale for Undergraduate Students	2015
Scholar/Awards	Admission and In-Course Scholarships	2015
Scholar/Awards	Athletic Financial Awards	2015
Admission	Part-Time Admission for OSSD Students (WISE and SWAU)	2015
Examinations	Definitions of Types of Examinations	2015

Rights & Resp.	Academic Sanctions (for non-payment of fees/fines)	2015
Admission	Preliminary Year at Brescia University College	2016
General	Articulation Agreements with External Colleges	2017
Admission	Deadlines: General Policies on Admission and Application Deadlines	2017
Admission	International Applicants' Admission Requirements	2017
Admission	Scholar's Electives Program and Western Scholars	2017
Reg, Prog, Grad	Adding and Dropping Courses	2017
General	International Dual-Credential Degree Programs (Undergraduate and Doctoral Programs)	2018
Scholar/Awards	General Policy on Scholarships, Awards and Prizes	2018
Admission	Ontario Applicants: General Admission Requirements to Western's Programs and Credit Acceptable	2018
Admission	UWO Faculty - Admission	2018
Reg, Prog, Grad	Program Progression - Law	2018
Examinations	Scheduling of Examinations and Responsibility for Printing	2018
Admission	Admission Fraud	2019
Admission	Senior Citizen Applicants	2019
Admission	Specialized Program Admission - Nursing Applicants	2019
Reg, Prog, Grad	Course Numbering Policy, Essay Courses, and Hours of Instruction	2019
Reg, Prog, Grad	Experiential Learning	2019
Reg, Prog, Grad	Graduation Requirements	2019
Reg, Prog, Grad	Program Progression - Dentistry	2019
Reg, Prog, Grad	Program Progression - Medicine(MD)	2019
Examinations	Course Outlines (Undergraduate and Graduate); Use of "Clickers"	2019
Examinations	Evaluation of Academic Performance	2019
Rights & Resp.	Undergraduate Student Academic Appeals	2019
Rights & Resp.	Academic Accommodation for Students with Disabilities	2019
Rights & Resp.	Policy on Academic Consideration For Student Absences - Undergraduate Students in First Entry Programs	2019
General	Convocation and Graduation Diplomas	2020
Admission	Specialized Program Admission - Education	2020
Admission	Specialized Program Admission - Law	2020
Reg, Prog, Grad	Letter of Permission	2020
Reg, Prog, Grad	Program Progression - Business Administration	2020
Reg, Prog, Grad	Program Progression - Education	2020
Reg, Prog, Grad	Program Progression - Engineering	2020
General	Academic Records and Student Transcripts	2021
General	Certificates, Diplomas and Micro-credentials	2021
Scholar/Awards	Gold Medals	2021
Admission	Specialized Program Admission - Business Administration	2021
Admission	Specialized Program Admission - Medicine (MD)	2021
Reg, Prog, Grad	Course Credit	2021
Reg, Prog, Grad	Registration and Progression in Three-Year, Four-Year and Honours Programs	2021

Reg, Prog, Grad	Program Progression - Medical Sciences First Entry (Years 1 and 2)	2021
Reg, Prog, Grad	Program Progression - Admission to the BMSc Program (Years 3 and 4)	2021
Reg, Prog, Grad	Program Progression - Information and Media Studies	2021
Reg, Prog, Grad	Program Progression - Social Science	2021
General	Structure of the Academic Year	2022
Admission	English Language Proficiency - Admission Requirement	2022
Admission	Specialized Program Admission - Dentistry	2022
Reg, Prog, Grad	Dean's Honour List and Graduation with Distinction	2022
Reg, Prog, Grad	Doctoral Flex Time Registration	2022
Reg, Prog, Grad	Program Progression - Nursing	2022





ITEM 5.1(a) – Repositioning of the SCAPA Subcommittee on Teaching Awards (SUTA) as a Senate Committee

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective July 1, 2022, the SCAPA Subcommittee on Teaching Awards (SUTA) be repositioned as the Senate Committee on University Teaching Awards (SUTA), with terms of reference as set out in Item 5.1 (Appendix 1).

EXECUTIVE SUMMARY:

At its meeting on April 7, 2022, the Operations/Agenda Committee (OAC) reviewed the First Report of the *ad hoc* Working Group, as presented in Item 5.1.

OAC is recommending that the SCAPA Subcommittee on Teaching Awards (SUTA) be repositioned as the Senate Committee on University Teaching Awards (SUTA) reporting to Senate through the Operations/Agenda Committee.

Members currently elected to SUTA with continuing terms will continue their terms on the newly positioned committee.

ITEM 5.1(b) – Creation of a SCAPA Subcommittee on Undergraduate Academic Courses (SOC) and Disbandment of the Deans' Academic Program (DAP)

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective July 1, 2022, a SCAPA Subcommittee on Undergraduate Academic Courses (SOC) be introduced to replace the current Deans' Academic Program (DAP), with terms of reference as set out in Item 5.1 (Appendix 2).

EXECUTIVE SUMMARY:

At its meeting on April 7, 2022, the Operations/Agenda Committee (OAC) reviewed the First Report of the *ad hoc* Working Group, as presented in Item 5.1.

OAC is recommending the creation of a SCAPA Subcommittee on Undergraduate Academic Courses (SOC) to replace the current Deans' Academic Program (DAP) approval process.

This recommendation is supported by the Associate Deans (Academic).

ITEM 5.1(c) – Renaming and Revision to the Mandate of SCAPA and Creation of a Senate Committee on Academic Policy

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective July 1, 2022, on a three-year pilot basis, the mandate of SCAPA be divided between two committees:

a renamed SCAPA with the mandate to focus on academic curriculum and student awards, with terms of reference as set out in Item 5.1 (Appendix 3), and

a new Senate Committee on Academic Policy, with terms of reference as set out in Item 5.1 (Appendix 4).

EXECUTIVE SUMMARY:

At its meeting on April 7, 2022, the Operations/Agenda Committee (OAC) reviewed the First Report of the *ad hoc* Working Group, as presented in Item 5.1.

OAC is recommending that, on a three-year pilot basis, the mandate of SCAPA be divided between two committees: a renamed SCAPA with the mandate to focus on academic curriculum and student awards and a new Senate committee for academic policy.

ITEM 6.1 – Membership – Vice-Chair of Senate

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

In each membership year, the Senate elects a Vice-Chair of Senate who will chair Senate meetings in the absence of the President. The Vice-Chair of Senate is the chair of the Senate Operations/Agenda Committee.

Required: One member of Senate to serve as Vice-Chair of Senate (term from July 1, 2022 to June 30, 2023)

Nominee: Erika Chamberlain

ITEM 7.1 – Revisions to the “Structure of the Academic Year” and Related Policies (“Adding and Dropping Courses”, “Convocation; Graduation Diplomas and Certificates”, “Progression Requirements – Dentistry”)

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022, the following policies be revised as shown in Item 7.1:

Structure of the Academic Year
Adding and Dropping Courses
Convocation; Graduation Diplomas and Certificates
Program Requirements – Dentistry

EXECUTIVE SUMMARY:

In November 2021, SCAPA considered a Notice of Motion to effectively delay the start of the winter 2022 term by one week. SCAPA ultimately did not support the motion but at the December 3, 2021 meeting of Senate, SCAPA committed to reviewing the Structure of the Academic Year policy to provide for discretion for the scheduling of sessional dates.

At present, sessional dates are compiled by the Office of the Registrar in accordance with Senate-approved academic policies such as the *Structure of the Academic Year*, *Adding and Dropping Courses* and *Scheduling of Examinations and Responsibility for Printing*. The compiled sessional dates are forwarded to SCAPA and Senate for information only, effectively removing the oversight role that these bodies can contribute.

The proposed amendment to the Structure of the Academic Year policy recommends that the Office of the Registrar, in consultation with the academic community and appropriate administrative offices, compile all applicable sessional dates for the academic year and recommend them to SCAPA for approval. SCAPA will subsequently report the sessional dates to Senate for information. The proposed route will position SCAPA to provide oversight of sessional dates.

In addition, SCAPA is recommending amendments to the Structure of the Academic Year policy to provide more flexibility, when needed, and to remove sections that would be better placed in other Senate academic policies. The proposed amendments also separate the current Structure of the Academic Year policy into policy and procedure, per the new Policy on Establishing Senate Academic Policies and Procedures.

At a future point, a more fulsome review of the “Structure of the Academic Year” and related policies is necessary. The changes proposed currently are within the narrower purview of creating policy and procedure while also introducing flexibility.

A summary of the currently proposed amendments to the Structure of the Academic Year and related policies is provided below.

Proposed revisions to the “Structure of the Academic Year” policy include:

- Clarification that each undergraduate fall/winter teaching term will be comprised of at least 60 ‘lecture days’.
- Addition of guidelines for the scheduling of Thanksgiving Weekend.
- Addition of guidelines for the structure of the academic year for the School of Graduate and Postdoctoral Studies.
- Addition of a National Day for Truth and Reconciliation policy.
- Removal of details relating to the scheduling of Convocation ceremonies (content moved to the “Convocation; Graduation Diplomas and Certificates” policy).
- Removal of guidelines relating to the organization of the academic year for Dentistry (content moved to the Dentistry – Progression Requirements policy).
- Addition of a ‘Sessional Dates’ policy requiring the Office of the Registrar to compile all applicable sessional dates for the academic year and recommend them to SCAPA for approval.
- Introduction of a Procedure for the five-year table of dates.

Proposed revisions to the “Adding and Dropping Courses” policy include:

- Removal of details relating to the setting of Sessional Dates (revised details have been included in the Structure of the Academic Year policy).
- Introduction of a Procedure for the table of add/drop dates.

Proposed revisions to the “Convocation; Graduation Diplomas and Certificates” policy include:

- The addition of details relating to the scheduling of Convocation ceremonies (previously included in the Structure of the Academic Year policy).
- Administrative reorganization for clarification and grammatical changes i.e., honors → honours.
- Addition of the Vice-Provost (Graduate and Postdoctoral Studies) within the posthumous award of degree process
- Removal of details relating to the Ivey Fall convocation as a separate event (Ivey has been subsumed within the Spring Convocation ceremonies) and the Spring Hong Kong ceremony that is no longer offered.
- Removal of reference to *New Academic Choices*.
- Addition of details relating to the process in practice to exchange an LLB for a JD.
- Addition of more general terminology relating to the degree parchment

Proposed revisions to the Progression Requirements for Dentistry policy include:

- The addition of details relating to the Guidelines for the Organization of the Academic Year in Dentistry (previously included in the Structure of the Academic Year policy).
- Administrative updates to correct typos and grammar.

ATTACHMENT(S):

Revisions to the Policy on the Structure of the Academic Year

Procedure for the Policy on the Structure of the Academic Year (for information only)

Revisions to the Policy on Adding and Dropping Courses

Procedure for the Policy on Adding and Dropping Courses (for information only)

Revisions to the “Convocation; Graduation Diplomas and Certificates” Policy

Revisions to Progression Requirements – Dentistry

Structure of the Academic Year

Policy Category:	General
Subject:	Structure of the Academic Year
Subsections:	Hours of Instruction; Guidelines for the Structure of the Academic Year; Remembrance Day Policy; National Day for Truth and Reconciliation Policy; Guidelines for the Structure of Undergraduate Spring/Summer Sessions; Sessional Dates; Trois-Pistoles Sessional Dates
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	Procedures for the Structure of the Academic Year Policy
Officer(s) Responsible for Procedures:	Vice-Provost (Academic Programs), Vice-Provost (Graduate & Postdoctoral Studies), University Registrar
Related Policies:	*
Effective Date:	TBD
Supersedes:	January 1, 2022

HOURS OF INSTRUCTION

The hours of instruction at The University of Western Ontario will be:

8:00 a.m. to 11:00 p.m. Monday to Thursday
8:00 a.m. to 6:00 p.m. Friday

As a subcategory of the above, the hours of instruction for first-entry undergraduate programs at The University of Western Ontario will be:

8:30 a.m. to 10:00 p.m. Monday to Thursday
8:30 a.m. to 5:30 p.m. Friday

Structure of the Academic Year

Notes:

- Exceptions, for sound academic reasons, may be made for make-up classes with the consent of the Dean of the Faculty.
- Classes during the 5:30 p.m. to 7:00 p.m. time period are scheduled only at the request of the department.
- Evening classes begin at 6:30 p.m. or 7:00 p.m. (6:00 p.m. start time is possible only in exceptional cases with the approval of the Dean).
- Graduate and second-entry professional programs and **Scholar's Electives** programming may have classes that deviate from this schedule from time to time based on the needs of the instructor or students.
- Class lectures, laboratories, tutorials, clinics and seminars always finish 10 minutes before the end times that appear in the Master Timetable, e.g., the timetable may indicate that a class begins at 8:30 a.m. and ends at 9:30 a.m. but, in fact, the class will end at 9:20 a.m. to allow students 10 minutes to get to the next class.
- **For scheduling of examinations see:**
https://www.uwo.ca/univsec/pdf/academic_policies/exam/scheduling.pdf

GUIDELINES FOR THE STRUCTURE OF THE ACADEMIC YEAR

Undergraduate Fall/Winter Teaching Terms

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

Not applicable to: Ivey Business School, ~~they do not apply to the Richard Ivey School of Business,~~ Faculty of Education, Faculty of Law, **certain programs in the Schulich School of Medicine & Dentistry, and School of Graduate and Postdoctoral Studies.**

1. Scheduling ~~the Start Date of Classes~~ and Length of the First and Second Terms

- ~~• Classes in the first term will begin on the Thursday following Labour Day.~~
- ~~• Classes in the second term will begin on the first Monday following January 2. Second term classes will begin no earlier than twelve days following the last day of the mid-year examination period.~~
- **Each term will be comprised of at least 60 "lecture days."**
- The last day of registration for either the Fall or Winter term will **normally** be seven days from and including the start date of the session (excluding weekends).
- The first day of classes in the fall term in all teaching divisions should not be scheduled on the first or second day of Rosh Hashanah (the Jewish new year) or

Structure of the Academic Year

on Yom Kippur (the Day of Atonement), unless the cancellation of classes on those days **would** results in a term of less than 60 “lecture days.” In that case, classes will proceed as usual.

2. Scheduling Study Days and Examinations

- There will be at least one study day (including Saturdays and Sundays) between the completion of lectures and the first scheduled final examination **in December and April**.
- The final day of examinations will be no later than December 22 in the first term and April 30 in the second term.
- The final examination period will be at least 12 days in the first term and at least 17 days in the second term.
- No examinations are to be scheduled on Good Friday or Easter Sunday.
- No examinations are to be scheduled on the first two days of Passover unless the avoidance of those dates would extend the final examination period beyond the end of April. In years where examinations are scheduled on the first two days of Passover, affected students ~~are required to~~ **may** request accommodation and arrange with their instructor(s) and/or Dean for an alternative examination.

3. Scheduling Thanksgiving Weekend, Fall Reading Week and Spring Reading Week Scheduling Spring and Fall Reading Week

- **Thanksgiving Weekend will be scheduled to begin as of 6:00 p.m. on the Friday prior to Thanksgiving and end at 11:59 p.m. on Thanksgiving. No lectures, tutorials, labs or other regularly scheduled course-related academic activities or evaluations may be held during Thanksgiving Weekend. No undergraduate evaluations may be scheduled or have a deadline during Thanksgiving Weekend. This includes essays, quizzes, tests, examinations, lab reports, or evaluations of any other kind.**
- A Fall Reading Week will be scheduled to begin **as of 12:00 a.m.** on the **3rd** third Monday after Thanksgiving and end at **11:59 p.m.** ~~midnight~~ on the subsequent Sunday.
- A Spring Reading Week will be scheduled to begin as of 6:00 p.m. on the Friday prior to the third Monday in February and end at **11:59 p.m.** ~~midnight~~ on the subsequent Sunday.
 - a) No lectures, tutorials, labs or other regularly scheduled course-related academic activities may be held during either Reading Week.

Structure of the Academic Year

- b) No undergraduate evaluations may be scheduled or have a deadline during either Reading Week. This includes essays, quizzes, tests, examinations, lab reports, or evaluations of any other kind.
- c) Learning activities such as field work, experiential learning, and clinical placements that are an integral part of the course, and for practical purposes (e.g., travel abroad) must take place during one of the Reading Weeks may be exempt from the restrictions outlined in points a) or b) upon approval of the Dean.

~~4. Scheduling Convocation Ceremonies~~

- ~~• The in absentia February Convocation will be scheduled for the last Friday in February.~~
- ~~• June Convocation ceremonies will be scheduled from Monday to Friday in the second and third full week in June.~~
- ~~• October Convocation ceremonies will normally be scheduled on the Wednesday, Thursday and Friday on the first full week following Thanksgiving.~~

School of Graduate and Postdoctoral Studies

- **The academic year in the School of Graduate and Postdoctoral Studies consists of three terms:**
 - **Fall term, normally beginning September 1 and ending December 31;**
 - **Winter term, normally beginning January 1 and ending April 30;**
 - **Summer term, normally beginning May 1 and ending August 31.**
- **Term dates do not necessarily coincide with the beginning of classes, therefore students should contact their program for the specific date when courses start.**

REMEMBRANCE DAY POLICY

That two minutes of silence be observed on November 11 at 11:00 a.m. throughout the University and that, where this is not possible, two minutes of silence be observed between 11:00 a.m. and 12:00 noon.

That students be permitted to be absent from class to attend a Remembrance Day Service, provided the instructor is informed in advance of the intended absence.

Structure of the Academic Year

NATIONAL DAY FOR TRUTH AND RECONCILIATION POLICY

That September 30 be recognized as a day that honours the survivors of the Canadian residential school system, their families, and communities. Acknowledgement of the horrendous abuses committed at the schools is a critical part of establishing collective awareness of our history, but it must be accompanied by broader reflection and response to the legacy of colonization and disenfranchisement that spans centuries. We observe this day as an opportunity to advance the work of 'Truth and Reconciliation' as we reflect on the meaning of decolonization, and the actions required by the Western community to achieve it. Where possible, flexibility for observance relating to academic activity should be supported, alongside efforts to keep the University community informed and engaged in work to advance reconciliation with Indigenous communities.

-	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Labour Day	Sept. 7	Sept. 6	Sept. 5	Sept. 4	Sept. 2
Rosh-Hashanah	Sept. 19	Sept. 7	Sept. 26	Sept. 16	Oct. 3
First Term	Sept. 9- (Wed) - Dec. 9 (60 days)	Sept. 8* (Wed) - Dec. 8 (60 days)	Sept. 8- Dec. 8 (60 days)	Sept. 7- Dec. 7 (60 days)	Sept. 5- Dec. 5 (60 days)
Thanksgiving	Oct. 12	Oct. 11	Oct. 10	Oct. 9	Oct. 14
October Convocation	Oct. 21-23	Oct. 20-22	Oct. 19-21	Oct. 18-20	Oct. 23-25
Fall Study-Break	Nov. 2-8	Nov. 1-7	Oct. 31- Nov. 6	Oct. 30- Nov. 5	Nov. 4-10
December Study Day(s)	Dec. 10	Dec. 9	Dec. 9-10	Dec. 8-9	Dec. 6-7
Exams	Dec. 11-22	Dec. 10-21	Dec. 10-22	Dec. 10-22	Dec. 8-22
Holiday	Dec. 23- Jan. 3 (12 days)	Dec. 22-Jan. 2 (12 days)	Dec. 23- Jan. 8 (17 days)	Dec. 23- Jan. 7 (16 days)	Dec. 23- Jan. 5 (14 days)
Second Term	Jan. 11- Apr. 12 (60 days)	Jan. 3-Apr. 1 (60 days)	Jan. 9-Apr. 10 (60 days)	Jan. 8- Apr. 8 (60 days)	Jan. 6- Apr. 4 (60 days)
Reading Week	Feb. 13-21	Feb. 19-27	Feb. 18-26	Feb. 17-25	Feb. 15-23
Family Day	Feb. 15	Feb. 21	Feb. 20	Feb. 19	Feb. 17
In Absentia Convocation	Feb. 26	Feb. 25	Feb. 24	Feb. 23	Feb. 28
Good Friday	Apr. 2	Apr. 15	Apr. 7	Mar. 29	Apr. 18

Structure of the Academic Year

Easter Sunday	Apr. 4	Apr. 17	Apr. 9	Mar. 31	Apr. 20
Passover	Mar. 28	Apr. 16-17	Apr. 6-7	Apr. 23-24	Apr. 13-14
Study Day(s)	Apr. 13	Apr. 2-3	Apr. 11-12	Apr. 9-10	Apr. 5-6
Exams	Apr. 14-30	Apr. 4-30	Apr. 13-30	Apr. 11-30	Apr. 7-30
June Convocation	June 14-18, 21-25	June 13-17 20-24	June 12-16, 19-23	June 10-14, 17-21	June 9-13, 16-20
Notes		*Start of term—selected to—accommodate 12-day—Holiday—break; First day of—term starts on—2nd day of—Rosh—Hashanah			

~~GUIDELINES FOR THE ORGANIZATION OF THE ACADEMIC YEAR: DENTISTRY~~

~~Dentistry has adopted a two-term curriculum with an examination week(s) at the end of each term as follows:~~

- ~~• For Years 1, 2 and 3, a fall term shall comprise 14 weeks of classes plus a one week examination period*.~~
- ~~• For Years 1 and 2, a winter term shall normally comprise 16 weeks of classes plus a three week examination period.~~
- ~~• For Year 3, a winter term shall normally comprise 16 weeks of classes plus 8 weeks of Spring Clinic training, with final examinations normally scheduled on Mondays during the Spring Clinic.~~
- ~~• For Year 4, a fall term shall comprise 15 weeks of classes and a winter term shall comprise 16 weeks of classes with final examinations interspersed in weeks 9 and 10 of that term.~~

~~The fall term, including the examination week, shall not extend beyond December 22 in any year.~~

~~The winter term shall begin on the Monday of the first full week in January.~~

~~No lectures, seminars, laboratory or clinical sessions shall be scheduled for Years 1, 2 and 3 during the examination week(s).~~

Structure of the Academic Year

~~Term tests which are not mid-terms are to be scheduled at times normally assigned to a course for lectures, seminars and/or laboratories but not within two weeks of the examination week(s).~~

~~A conference or study week shall be scheduled to coincide with the Reading Week of the Faculty of Medicine.~~

~~* During this examination period, only mid-term and/or final written and/or practical examinations will be held.~~

GUIDELINES FOR THE STRUCTURE OF **UNDERGRADUATE** SPRING/SUMMER SESSIONS

1. The Spring/Summer Session shall be comprised of three periods:
 - Twelve-week period - May to August (Summer Evening and Spring/Summer Distance Studies)
 - Six-week period - May to June (Intersession)
 - Six-week period - July to August (Summer Day)
2. The last day of online registration for Summer Evening, Spring/Summer Distance Studies, Intersession and Summer Day will be two days before the start of classes.
3. Scheduling of classes will be within **the following hours:** ~~the hours of 8:00 a.m. to 9:40 p.m. for the May/June period and 8:00 a.m. to 3:40 p.m. for the July/August period, and between the hours of 5:30 p.m. and 10:30 p.m. for the May to August period. No classes will be held on statutory holidays.~~

- a. 8:00 a.m. to 9:40 p.m. for the May/June (Intersession) period;
- b. 8:00 a.m. to 3:40 p.m. for the July/August (Summer Day) period;
- c. 5:30 p.m. to 10:30 p.m. for the May to August (Summer Evening) period;
- and
- d. no classes will be held on statutory holidays.

Note: Scheduling of classes in the undergraduate Spring/Summer Sessions may vary from the Hours of Instruction noted above.

4. A first-term full (1.0) or half (0.5) course (comprising twelve or six weeks for Summer Evening and Spring/Summer Distance Studies, and six weeks for Intersession and Summer Day) will **normally** begin:
 - for Summer Evening and Spring/Summer Distance Studies, the first Monday in May after May 2
 - for Intersession, on the Monday following the first day of Summer Evening

Structure of the Academic Year

- for Summer Day, on the first Monday in July after Canada Day.

A second-term half (0.5) course for Summer Evening and Spring/Summer Distance Studies will begin six weeks after the start of the Summer Evening and Spring/Summer Distance Studies Session.

5. There will be two study days for Summer Evening, Summer Day and **Spring/Summer** Distance Studies courses between the end of classes and the examination period (including weekends). For Intersession, there will be two study days.
6. Examinations for Summer Evening, Intersession and Summer Day will be held over two days and for **Spring/Summer** Distance Studies, over four days, with the exception of the School of Nursing's Accelerated Year 4 program.

SESSIONAL DATES

Due to the COVID-19 world pandemic, dates within the January 1, 2022 to August 31, 2022 timeframe may be temporarily amended. For updated information check <https://www.registrar.uwo.ca>

The Office of the Registrar, in consultation with the academic community and appropriate administrative offices, will compile all applicable sessional dates for the academic year and recommend them to the Senate Committee on Academic Policy and Awards (SCAPA) for approval. SCAPA will provide the approved sessional dates to Senate for information.

TROIS-PISTOLES SESSIONAL DATES

As a guideline, the Trois-Pistoles Intersession and Summer Day session start dates will coincide with the start dates of Intersession and Summer Day on main campus. Each session will run for five weeks with both the add and drop deadlines set as the fourth day of the session. The sessions will begin on Mondays in order to ensure weekend arrivals of students and to facilitate orientation in Trois-Pistoles. For the most up to date Sessional Dates please visit the Trois-Pistoles website:

http://frenchimmersion.uwo.ca/courses/five_week.html

Procedures for the Policy on the Structure of the Academic Year

FIVE-YEAR CYCLE OF SESSIONAL DATES

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Labour Day	Sept. 7	Sept. 6	Sept. 5	Sept. 4	Sept. 2
Rosh Hashanah	Sept. 19	Sept. 7	Sept. 26	Sept. 16	Oct. 3
First Term	Sept. 9 (Wed) - Dec. 9 (60 days)	Sept. 8* (Wed) - Dec. 8 (60 days)	Sept. 8- Dec. 8 (60 days)	Sept. 7- Dec. 7 (60 days)	Sept. 5- Dec. 5 (60 days)
Thanksgiving	Oct. 12	Oct. 11	Oct. 10	Oct. 9	Oct. 14
October Convocation	Oct. 21-23	Oct. 20-22	Oct. 19-21	Oct. 18-20	Oct. 23-25
Fall Study Break	Nov. 2-8	Nov. 1-7	Oct. 31- Nov. 6	Oct. 30- Nov. 5	Nov. 4-10
December Study Day(s)	Dec. 10	Dec. 9	Dec. 9	Dec. 8-9	Dec. 6-7
Exams	Dec. 11-22	Dec. 10-21	Dec. 10-22	Dec. 10-22	Dec. 8-22
Holiday	Dec. 23- Jan. 3 (12 days)	Dec. 22-Jan. 2 (12 days)	Dec. 23- Jan. 8 (17 days)	Dec. 23- Jan. 7 (16 days)	Dec. 23- Jan. 5 (14 days)
Second Term	Jan. 11- Apr. 12 (60 days)	Jan. 3-Apr. 1 (60 days)	Jan. 9-Apr. 10 (60 days)	Jan. 8- Apr. 8 (60 days)	Jan. 6- Apr. 4 (60 days)
Reading Week	Feb. 13-21	Feb. 19-27	Feb. 18-26	Feb. 17-25	Feb. 15-23
Family Day	Feb. 15	Feb. 21	Feb. 20	Feb. 19	Feb. 17
In Absentia Convocation	Feb. 26	Feb. 25	Feb. 24	Feb. 23	Feb. 28
Good Friday	Apr. 2	Apr. 15	Apr. 7	Mar. 29	Apr. 18
Easter Sunday	Apr. 4	Apr. 17	Apr. 9	Mar. 31	Apr. 20
Passover	Mar. 28	Apr. 16-17	Apr. 6-7	Apr. 23-24	Apr. 13-14
Study Day(s)	Apr. 13	Apr. 2-3	Apr. 11-12	Apr. 9-10	Apr. 5-6
Exams	Apr. 14-30	Apr. 4-30	Apr. 13-30	Apr. 11-30	Apr. 7-30

Procedures for the Policy on the Structure of the Academic Year

June Convocation	June 14-18, 21-25	June 13-17 20-24	June 12-16, 19-23	June 10-14, 17-21	June 9-13, 16-20
Notes		*Start of term selected to accommodate 12 day Holiday break; First day of term starts on 2nd day of Rosh Hashanah			

Adding and Dropping Courses

Policy Category:	Registration, Progression, Graduation
Subject:	Adding and Dropping Courses
Subsections:	*
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	Procedures for Adding and Dropping Courses
Officer(s) Responsible for Procedure:	Vice-Provost (Academic Programs), University Registrar
Related Policies:	*
Effective Date:	TBD
Supersedes:	September 2017

~~SESSIONAL DATES~~

~~Due to the COVID-19 world pandemic, dates within the January 1, 2022 to August 31, 2022 timeframe may be temporarily amended. For updated information check <https://www.registrar.uwo.ca/>~~

~~The Office of the Registrar, in consultation with the academic community and appropriate administrative offices, will determine all applicable sessional dates for the academic year and communicate them to Senate. The list of sessional dates will be maintained on the Registrar's Office website in the Academic Calendar at <http://www.westerncalendar.uwo.ca/>~~

Adding and Dropping Courses

~~ADDING AND DROPPING COURSES~~

Courses normally may not be added and dropped after the specified deadline dates. In exceptional cases and on presentation of evidence of medical or compassionate grounds or other extenuating circumstances, the Dean (or designate) of the faculty of registration may grant a petition to waive the regulation.

Deadline dates for adding or dropping a course normally will be calculated according to the table below. If the deadline to drop a course falls on a Saturday, Sunday or Statutory Holiday, it will be extended to the next working day.

Once classes begin, a course may be added or dropped only with the joint approval of the Dean (or designate) of the Faculty in which the student is registered and the Chair (or designate) of the Department/**School** concerned.

A course that has been dropped by the last date specified for adding a course shall be expunged from the records. A course that has been dropped after the last date specified for adding a course but before the last date for dropping a course without academic penalty (or subsequently, if a petition is granted by the Dean) shall be recorded as "WDN."

A course that has not been dropped in accordance with the above regulations and that has not been completed satisfactorily by the student shall be recorded as "F."

TYPE OF COURSE	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DATE OR DAY TO DROP Date or Number of business days from and including the start date of the session
Full year full (1.0) or half (0.5) course	Fall/Winter	7	November 30
First term full (1.0) course	Fall/Winter	7	November 12
First term half (0.5) course	Fall/Winter	7	November 12
Second term full (1.0) or half (0.5) course	Fall/Winter	7	March 7
Q, R, S or T course	Fall/Winter	5	10
First term quarter (0.25) course ("Q" course offered by	Fall/Winter	7	October 15

Adding and Dropping Courses

Education Pre-Service Sept. to Dec.)			
Second term quarter (0.25) course ("S" course offered by Education Pre-Service Jan. to Apr.)	Fall/Winter	7	February 15
"U" and "V" courses offered by Education	Fall/Winter	7	November 30
SUMMER COURSES	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DAY TO DROP Number of business days from and including the start date of the session
Full (1.0) course - 12- weeks	Summer- Evening Summer- Distance	5 5	25 25
Full (1.0) course - 6- weeks	Intersession Summer Day	2 2	15 15
First-term and second- term half (0.5) course - 6 weeks	Summer- Evening Summer- Distance	5 5	20 20
First-term and second- term half (0.5) course - 3 weeks	Intersession Summer Day	2 2	10 10
Q First-term quarter- (0.25) course - 3- weeks	Summer- Evening	2	10
R Second-term quarter (0.25) course - 3 weeks	Summer- Evening	2	10

Students in "W" accelerated language courses may transfer to the equivalent full year course with the permission of their Faculty prior to November 1.

Some of the quarter courses offered by the ~~Richard Ivey School of Business~~ **School** do not fit into the standard time lines. For these courses, the last day to add a course will be ten (10) business days from and including the start date of the session; the last day to drop a course without penalty will be 50% of the way through the course (from and including the start date of the session) excluding Reading week.

Adding and Dropping Courses

For quarter courses in Kinesiology:

- “Q” These courses will start the first Monday of the term; the last day to add the “Q” quarter course will be five (5) business days from and including the Monday start date; the last day to drop the “Q” quarter course without penalty will be ten (10) days from the Monday start date.
- “R” The start date will be tabulated as thirty-one (31) business days from the start of the “Q” session; the last day to add the “R” quarter course will be thirty-five (35) business days from the start of the “Q” session; the last day to drop the “R” quarter course without penalty will be forty (40) business days from the start of the “Q” session.
- “S” These courses will start the first Monday of the term; the last day to add the “S” quarter course will be five (5) business days from and including the Monday start date; the last day to drop the “S” quarter course without penalty will be ten (10) days from the Monday start date.
- “T” The start date will be tabulated as thirty-one (31) business days from the start of the “S” session; the last day to add the “T” quarter course will be thirty-five (35) business days from the start of the “S” session; the last day to drop the “T” quarter course without penalty will be forty (40) business days from the start date of the “S” session, excluding Reading week.

For “H” (8 week) and “J” (6 week) courses offered by the Faculty of Health Sciences in the Compressed Time Frame Nursing program, the last day to add a course will be five (5) business days from and including the start date of the session; the last day to drop a course without academic penalty will be ten (10) business days from the start date of the session.

FACULTY OF LAW

In the Faculty of Law, the add/drop period for Fall courses is the first five days of the Fall Term. The add drop period for the January intensive courses is the first day of the Winter Term. The add/drop period for courses taking place over the remainder of the Winter Term is the first five days of the balance of Winter term.

Procedures for the Policy on Adding and Dropping Courses

Add / Drop Information

TYPE OF COURSE	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DATE OR DAY TO DROP Date or Number of business days from and including the start date of the session
Full year full (1.0) or half (0.5) course	Fall/Winter	7	November 30
First term full (1.0) course	Fall/Winter	7	November 12
First term half (0.5) course	Fall/Winter	7	November 12
Second term full (1.0) or half (0.5) course	Fall/Winter	7	March 7
Q, R, S or T course	Fall/Winter	5	10
First term quarter (0.25) course ("Q" course offered by Education Pre-Service Sept. to Dec.)	Fall/Winter	7	October 15
Second term quarter (0.25) course ("S" course offered by Education Pre-Service Jan. to Apr.)	Fall/Winter	7	February 15
"U" and "V" courses offered by Education	Fall/Winter	7	November 30

Procedures for the Policy on Adding and Dropping Courses

SUMMER COURSES	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DAY TO DROP Number of business days from and including the start date of the session
Full (1.0) course - 12 weeks	Summer Evening Summer Distance	5 5	25 25
Full (1.0) course - 6 weeks	Intersession Summer Day	2 2	15 15
First-term and second-term half (0.5) course – 6 weeks	Summer Evening Summer Distance	5 5	20 20
First-term and second-term half (0.5) course – 3 weeks	Intersession Summer Day	2 2	10 10
Q First-term quarter (0.25) course – 3 weeks	Summer Evening	2	10
R Second-term quarter (0.25) course – 3 weeks	Summer Evening	2	10

Convocation; Graduation Diplomas and Certificates

Policy Category:	General
Subject:	Convocation; Graduation Diplomas and Certificates
Subsections:	Convocation Ceremonies; Graduation Diplomas and Certificates; Degree Diploma Wording
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	Academic Records and Student Transcripts
Effective Date:	TBD
Supersedes:	February 2, 2022

CONVOCATION CEREMONIES

~~For the policy on scheduling Convocation ceremonies see the Structure of the Academic Year policy at:
http://www.uwo.ca/univsec/pdf/academic_policies/general/structure.pdf
Information on current convocation is on the Senate Web site:
<http://www.uwo.ca/univsec/senate/convocation/index.html>~~

Scheduling Convocation Ceremonies

- The in absentia February Convocation will normally be scheduled for the last Friday in February.
- June Convocation ceremonies will normally be scheduled from Monday to Friday in the second and third full week in June.

Convocation; Graduation Diplomas and Certificates

- The Schulich School of Medicine & Dentistry (MD) and Huron University College (Theology) Convocation ceremonies will be scheduled in consultation with the School/Faculty/Affiliated University College
- October Convocation ceremonies will normally be scheduled on the Wednesday, Thursday and Friday on the first full week following Thanksgiving.

Recipients of Certificates and Diplomas will be listed in the Convocation Program, and will be permitted to participate in the graduation ceremonies.

Recipients of Two Degrees, Diplomas or Certificates

When a candidate is to be awarded two degrees, diplomas or certificates (or any combination of these) during one convocation period, the Registrar will be permitted to release both diplomas to the graduand at the convocation ceremony of the first degree program scheduled in the convocation period.

Awarding Double Degrees at Convocation

For students who are eligible to receive two degrees at convocation:

1. If both degrees are to be awarded at the same convocation ceremony, the student may cross the stage only once, and must make a choice as to the degree grouping with which he or she will process. ~~Both diplomas will be given to the graduate offstage.~~
2. If the two degrees are to be awarded at different convocation ceremonies, the student may cross the stage in one or both ceremonies. Both diplomas will **normally** be given to the graduate at the first of the ceremonies in which he or she participates.

Degrees, Diplomas **and** ~~And~~ Certificates [to be conferred officially at convocation ceremonies]

Degrees, diplomas and certificates will be officially conferred or awarded at the appropriate convocation ceremony following successful completion of the program requirements and an application to graduate if required, or will be available for pickup by the graduate within 3 business days subsequent to the ceremony.

Degrees, diplomas and certificates are retained in The Office of the Registrar for two years after Convocation.

Degrees, diplomas and certificates normally will not be awarded in advance of convocation ceremonies. A degree, diploma, or certificate may be released early at the discretion of the Office of the Registrar if the student demonstrates that the document is required by an employer or for a work visa, and if it is determined that the student is eligible and has applied to graduate. Students presenting an official offer of employment or deadline relating to an application for a visa may, by application and payment of the appropriate fee to the Office of the Registrar, request release of their document no sooner than four weeks prior to their scheduled convocation. The document released will bear the date of the appropriate scheduled convocation ceremony.

Convocation; Graduation Diplomas and Certificates

All other students who require notice of confirmation that their program has been completed (in addition to an official transcript) may apply to the Office of the Registrar with a request for a letter attesting to the fact that they have completed the requirements of their program.

If a student's degree, diploma or certificate has been lost, stolen or destroyed OR the student requires a duplicate or duplicates, subsequent diplomas can be produced by application and payment of the appropriate fee to the Office of the Registrar. All subsequent degrees, diplomas and certificates will be issued:

- using the current Western diploma printing standards and Officers
- with the words "Duplicate Copy" affixed to the parchment

Degree Diplomas for DDS Graduates (Exception for DDS graduates who satisfy requirements between June and October)

In order to practice dentistry, graduates of the DDS program must present a copy of their diploma to the Royal College of Dental Surgeons and thus obtain a certificate of registration. In April 1994 ~~(S.94-58)~~, Senate approved that the degree of Doctor of Dental Surgery (DDS) be granted retroactively to June for students who satisfy all of the requirements for graduation after the June convocation date for Dentistry but before the October convocation. Based on this precedent, Senate approved procedures for granting a DDS degree to a student in the program who completes the degree requirements after Autumn Convocation in October. The date that will appear on the degree is the date on which all degree requirements were completed. The graduate's name and the date of the degree will appear in the Program of the Spring Convocation Program that next follows, and the graduate may request the opportunity to participate in the Spring Convocation next following.

***In Absentia* Convocation in February**

Senate approved the establishment of an *in absentia* convocation to be held in mid-February for students who complete their degree requirements by the end of the preceding fall semester. Students who have their degrees conferred in February will be given the opportunity to participate in the appropriate June convocation ceremony.

~~The deadline to receive applications for graduation in February (i.e., at the *in absentia* February Convocation) is set as January 22. The *in absentia* February Convocation will be scheduled for the last Friday in February.~~

Statement re Posthumous Degrees

Contingent on approval by the **Dean ~~dean,~~ or Vice-Provost (Graduate and Postdoctoral Studies), in consultation with the Provost,** a posthumous degree may be granted at a Convocation ceremony.

Convocation; Graduation Diplomas and Certificates

~~Scheduling for Ivey Fall Convocation~~

~~Senate has approved the addition of an autumn convocation ceremony for graduates from programs of the Richard Ivey School of Business beginning in fall 2007, with the first ceremony to be held on September 21, 2007. In 2008 and succeeding years, the ceremony will take place at the end of August.~~

~~Policy on Eligibility for Participating in the Spring Hong Kong Convocation Ceremonies¹~~

~~There will be a University-wide Convocation Ceremony in Hong Kong that involves, in addition to those who complete their Executive MBA degree in Hong Kong, any undergraduate or graduate student who was eligible to graduate at a preceding Convocation ceremony in London or in the Spring ceremony of the same year. All Students are required to apply to participate in the Hong Kong ceremony and will receive either their degree diploma (if not collected at a London ceremony) or a Certificate of Participation. Students identified to participate who normally would have their degrees conferred in the subsequent June, are still eligible to be recognized in Hong Kong. However, their degrees will be conferred officially at the June convocation, and their diplomas will be mailed to them upon request. Note: Some details relating to a June graduate's academic achievement may not be known ("with distinction," gold medal winner, etc.) in time for identification at the May Hong Kong Ceremonies.~~

~~(See also notes on diplomas below.)~~

GRADUATION DIPLOMAS AND CERTIFICATES

1. The designation of "Bachelor" will be used on diplomas with the designation of "Baccalaureate" approved for use on diplomas upon request by individual students. [S.95-110] For diplomas of Masters and Doctoral degrees the designation "Master" or "Doctor" will be used.
2. Undergraduate students who qualify for Graduation "With Distinction" will receive the designation on diplomas.
3. All diplomas (for degree programs and diploma programs) and certificates (for certificate programs) will be in English
4. All and only Honorary Degree diplomas will be in Latin
5. Programs approved by Senate for diplomas/certificates not in English, e.g., the Certificat de Français Pratique, will be exceptions to this policy.

~~Effective January 1, 1999, all Bachelor/Baccalaureate degree diplomas will include the student's Area(s) of Concentration. The option of requesting a replacement diploma is available to students who graduated prior to 1999 upon payment of the diploma replacement fee.~~

~~Effective February 2020, the designation of "Honors" be replaced by the designation of "Honours" in all occurrences at Western University, including to be used on diplomas.~~

~~At its February 1999 meeting, Senate reaffirmed that:~~

¹ ~~The Hong Kong Convocation Ceremony was suspended effective September 1, 2016.~~

Convocation; Graduation Diplomas and Certificates

- ~~1) — all diplomas (for degree programs and diploma programs) and certificates (for certificate programs) will be in English~~
- ~~2) — all and only Honorary Degree diplomas will be in Latin, and~~
- ~~3) — programs approved by Senate for diplomas/certificates not in English, e.g., the Certificat de Français Pratique, will be exceptions to this policy.~~

For graduation diplomas, the wording of the program taken will follow this format:

Honours Degree	BACHELOR OF ARTS <i>Honours Philosophy</i>
Combined Honours Degree	BACHELOR OF ARTS <i>Honours Anthropology and English</i>
Honours Degree with an Area of Concentration in another Subject	BACHELOR OF SCIENCE <i>Honours Mathematics with French</i>
Three Year Degree	BACHELOR OF ARTS <i>English</i>
Four-Year Degree	BACHELOR OF ARTS Four Year Program <i>Computer Science</i>
Four Year Degree with an Area of Concentration in another Subject	BACHELOR OF ARTS Four Year Program <i>French with Philosophy</i>

~~(For New Academic Choices)~~

~~Effective for Spring Convocation 2005,~~ **When appropriate,** all

Bachelor/Baccalaureate degree diplomas will have the name of the degree with Honours Specialization, Major(s), or Specialization module(s) earned by the student and “With Distinction”, if appropriate. For example,

BACHELOR OF SCIENCE

Honours Specialization in Geology and Biology

BACHELOR OF ARTS

Major in English Language and Literature

Major in Film Studies

BACHELOR OF SCIENCE

Specialization in Environmental Science

If Minor modules have been successfully completed, this will show on students’ transcripts and academic records only. They will not appear on the diploma. Students who have successfully completed the Dentistry Qualifying Program from 1999 to 2005 may return their Qualifying Program certificates and, following payment of a diploma replacement fee, receive a DDS degree diploma.

Students who have successfully completed the LLB program prior to 2009 be permitted to exchange their LLB diploma for a JD diploma, upon payment of an administrative fee for the replacement diploma.

Convocation; Graduation Diplomas and Certificates

DEGREE DIPLOMA WORDING

Degree diplomas will have the following wording:

"The Senate on the recommendation of the (Faculty/School/College) has conferred upon (graduate's name) the degree of (degree name) with all its rights, privileges and obligations.

Given at London, Canada, on the (date) day of (month), (year), in the (appropriate year, e.g., ~~2001~~ **2021** will be the one hundred and ~~twenty~~ **forty**-third year) of the University."

The University of Western Ontario will be the only institution cited on the degree diploma unless specific approval is granted by Senate.

Degree Diploma Wording for Graduate Student Diplomas

~~Effective from July 1, 2008, the degree~~ **Degree** diplomas for graduate students will state that "Senate on recommendation of the School of Graduate and Postdoctoral Studies has conferred upon (graduate's name) the degree of (degree name) with all its rights, privileges and obligations." ~~The change has resulted from the change in the name of the Faculty of Graduate Studies.~~ Any student who graduated prior to June 30, 2008, will have the Faculty of Graduate Studies cited on his/her diploma.

~~Exception for MBA diplomas:~~

~~The location at which Master of Business Administration degrees are conferred is to be removed from MBA degree diplomas effective May 15, 2001.~~

~~[Secretarial Note: Any Western students who are not in the MBA program may apply to participate in the Convocation ceremonies in Hong Kong (see policy in Section 1 on Convocation above). If they choose to do so, their degree diplomas will maintain the statement, "Given at London, Canada..." The certificate of participation will show that graduation was at the Hong Kong Convocation ceremonies.]~~

~~Revision to the Name of the Faculty of Medicine & Dentistry on Diplomas~~

~~Effective from September 1, 2005, all references to the Faculty of Medicine and Dentistry, the Schulich School of Medicine and the School of Dentistry will be changed to recognize the Schulich School of Medicine & Dentistry, e.g., "The Senate, on the recommendation of the Schulich School of Medicine & Dentistry..."~~

Exception for Programs offered in Collaboration with Fanshawe College:

Collaborative programs offered with Fanshawe College recognize both Western and Fanshawe on Western's graduation diplomas, e.g., "The Senate on the recommendation of the Faculty of Health Sciences in collaboration with the Faculty of Health Sciences and Human Services, Fanshawe College, has conferred upon (graduate's name) the degree of Bachelor of Science in Nursing."

Convocation; Graduation Diplomas and Certificates

Exceptions for the Bachelor of Medical Sciences Program

The Bachelor of Medical Sciences program is offered jointly by the **Faculty Schulich School** of Medicine ~~and~~ & Dentistry and the Faculty of Science and as such, both ~~Faculty~~ names will appear on BMSc diplomas.

~~{(09JUN)}~~ i.e., "The Senate on the recommendation of the Schulich School of Medicine ~~and~~ & Dentistry and the Faculty of Science has conferred upon (graduate's name) the degree of (degree name) with all its rights, privileges and obligations...."}"

Faculty of Science: Earth Sciences Programs for Professional Registration

Degrees for students in the Earth Sciences Programs for Professional Registration will be issued ~~in the future~~ as:

- BSc Honours Geology for Professional Registration
- BSc Honours Environmental Geoscience for Professional Registration
- BSc Honours Geophysics for Professional Registration

Approvals and Signatures:

On behalf of the Senate, the Provost approves the list of Candidates for Degrees upon the recommendation of the Registrar. The list of Candidates approved by the Provost is **deemed to be those names identified electronically within the student records system** ~~appended as Appendix A to the Official Minutes of the June and October meetings of Senate.~~ **The list of Candidates for Degrees will be archived as appropriate.**

Signatures required for degree and diploma program diplomas and for certificate program certificates are those of the Registrar, Dean of the relevant faculty and President of the University

Format:

The parchment used for degrees, diplomas and certificates will be of a format and quality commensurate with the stature of the University of Western Ontario.

~~The size of UWO diplomas for students successfully completing diploma programs will be 11" x 17", the same size as degree diplomas. The size of UWO certificates will be 8.5" x 11".~~

~~Effective from Spring 2003, paper stock used is Pegasus Brilliant White 80lb. smooth (formerly 80M Classic Crest Cover, Solar White and 60# white Parchtone). Diplomas have blind embossed gold foil coat-of-arms with gold foil Seal of the University sitting on a gold foil circle, surrounded by a gold foil ring in the lower left corner with "The UNIVERSITY of WESTERN ONTARIO" in purple. All remaining text in black, including signatures. Honorary degree diplomas follow the same style, except that the text is in Latin and the signatures of the President and Registrar are applied manually.~~

Convocation; Graduation Diplomas and Certificates

~~Certificates to have purple coat of arms with gold foil Seal of the University in the lower left corner with "The UNIVERSITY of WESTERN ONTARIO" in purple. All remaining text in black, including signatures.~~

~~Related Policies and Notes:~~

~~Academic Records and Student Transcripts~~

~~http://www.uwo.ca/univsec/pdf/academic_policies/general/records.pdf~~

~~Structure of the Academic Year:~~

~~http://www.uwo.ca/univsec/pdf/academic_policies/general/structure.pdf~~

Progression Requirements – Dentistry

Policy Category:	Registration, Progression, Graduation
Subject:	Progression Requirements – Dentistry
Subsections:	Guidelines for the Organization of the Academic Year: Dentistry; Doctor of Dental Surgery (DDS); DDS Program for Internationally Trained Dentists (ITD)
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	March 2019

GUIDELINES FOR THE ORGANIZATION OF THE ACADEMIC YEAR: DENTISTRY

Dentistry has adopted a two-term curriculum with an examination week(s) at the end of each term as follows:

- For Years 1, 2 and 3, a fall term shall comprise 14 weeks of classes plus a one week examination period*.
- For Years 1 and 2, a winter term shall normally comprise 16 weeks of classes plus a three week examination period.
- For Year 3, a winter term shall normally comprise 16 weeks of classes plus 8 weeks of Spring Clinic training, with final examinations normally scheduled on Mondays during the Spring Clinic.

Progression Requirements – Dentistry

- For Year 4, a fall term shall comprise 15 weeks of classes and a winter term shall comprise 16 weeks of classes with final examinations interspersed in weeks 9 and 10 of that term.

The fall term, including the examination week, shall not extend beyond December 22 in any year.

The winter term shall begin on the Monday of the first full week in January.

No lectures, seminars, laboratory or clinical sessions shall be scheduled for Years 1, 2 and 3 during the examination week(s).

Term tests that are not mid-terms are to be scheduled at times normally assigned to a course for lectures, seminars and/or laboratories but not within two weeks of the examination week(s).

A conference or study week shall be scheduled to coincide with the Reading Week of the Faculty of Medicine.

* During this examination period, only mid-term and/or final written and/or practical examinations will be held.

DOCTOR OF DENTAL SURGERY (DDS)

Time Limitation for Completion of Program

The four-year program of studies leading to the degree of Doctor of Dental Surgery (DDS) must be completed in no more than five consecutive full years (sixty months) from the date of initial registration in the Faculty of Dentistry. A student who fails to complete the program in five years must withdraw from the School of Dentistry.

In the event that students fail to complete satisfactorily his/her course of study within the stipulated period of five years, it would be under only extenuating circumstances that readmission would be granted and this only after an application for readmission had been approved by the Director of Dentistry.

Progression without Condition

To complete a year's work and be permitted to register in the succeeding year of the dental program, a student must:

- a) Satisfactorily complete the prescribed assignments for both credit and non-credit courses;
- b) Obtain at least a Pass level (60%) of performance in each credit course.

Progression Requirements – Dentistry

Notes:

- i) A course shall be defined as a discrete division of a general subject and is characterized by specific instruction and by examination specific to the said course. Where a general subject is not divided into discrete divisions it shall, for the purpose of these regulations, be considered a course.
- ii) In each course, the ratio of term grades to final examination grades is determined by the teaching staff of the department concerned.

A student who obtains an average at the Honours level (80%) in a year's work is considered to have passed that year with Honours.

Eligibility for Awards

Students in the Faculty of Dentistry are required to achieve a passing grade without benefit of supplemental examination(s) in all courses of the academic year, to be eligible for Professional Awards (excluding Scholarships and Bursaries) in that year.

Conditional Progression

A student may be given permission by the Director of Dentistry to progress or continue in the dental program with conditions as noted below:

First and Second Years

A first or second year student who fails either the written and/or preclinical laboratory component(s) of a course, may be granted permission to write a supplemental examination in either or both components of that course, provided the student's overall average in all courses taken that year is at least 65%.

Third and Fourth Years

A third or fourth year student who fails the written component of a course, may be granted a supplemental examination in that component, provided his/her overall average in the written components of all courses taken that year is at least 65%.

If, by the end of the academic year, a student in third or fourth year has not completed all clinical cases, requirements and other assignments prescribed in a clinical component of a course, but has an overall passing grade in those activities that have been done, the Clinical Division may recommend that a grade of 'Incomplete' be given. The recommendation will include:

- 1) The type and extent of the work to be completed;
- 2) The date on which it must be completed;
- 3) The name of the Division who will evaluate the student's work;
- 4) The date by which the final grade will be forwarded to the Registrar's Office.

No supplemental examinations will be permitted in the clinical component of third or fourth year courses 5320 and 5420. If, by the end of the academic year, a student in third or fourth year has a failing grade in a clinical discipline within 5320/5420, that student shall be given a grade of "Fail" in 5320/5420.

Progression Requirements – Dentistry

Unsatisfactory Standing

A student shall be considered to have failed the year if the student attains:

1. Less than a Pass level of performance (60%) in one or more courses or components of courses where supplemental examination(s) are not granted;
2. Less than a Pass level of performance (60%) in a supplemental examination.

Readmission

A student who fails to complete the program in five years will be required to withdraw from the dental program and will not normally be readmitted. Readmission to the dental program following withdrawal for unsatisfactory standing is subject to the following conditions:

1. A student may be permitted to repeat that year. Permission to repeat first year is seldom given, and then only under extenuating circumstances. Permission to repeat one of the subsequent years is normally given, but is subject to a vacancy being available in the year to be repeated.
2. Applications for readmission must be submitted in writing to the Director of Dentistry on or before August 15 of the year in which readmission is being sought.
3. A student who is granted permission to repeat a year is required to repeat all courses of the failed year that have a clinical component, regardless of the achievement level. All prescribed work must be completed satisfactorily or the student will be required to withdraw from the Faculty of Dentistry. Supplemental examination privileges are not normally extended to students repeating a year.

A student who voluntarily withdraws from a specific year of instruction before the end of the Fall-Term may apply for readmission to the Director of Dentistry by July 1 of the next following year. In such event, the year from which the student withdrew would not be counted within the sixty-month period allowed to complete the program.

Progression Requirements – Dentistry

Reports

At the end of each academic year, a report will be mailed by the Office of the Registrar's Office to each student showing the numerical (percentage) grade achieved in each course. The key to grades is:

<u>Mark</u>	<u>Grade</u>	<u>Performance</u>
80-100	A	Honours
70-79	B	Pass
60-69	C	Pass
59 and below	F	Fail
SRP	--	Supplemental Examination/Remedial Work passed
IPR	--	In Progress
INC	--	Incomplete

Reports will also show quartile standing (an indication of class ranking).

Graduation Requirements

A student who successfully completes the work of the fourth year of the DDS program shall be recommended for graduation.

THE DDS PROGRAM FOR INTERNATIONALLY TRAINED DENTISTS (ITD)

Time Limitation for Completion of Program

The three-year program of studies leading to the degree of Doctor of Dental Surgery (DDS) must be completed in no more than four consecutive years (forty-eight months) from date of the initial registration. A student who fails to complete the program in four years must withdraw from the Program.

In the event that the student fails to complete their course of study satisfactorily within the stipulated period of four years, it would be only under extenuating circumstances that readmission would be granted and this only after an application for readmission had been approved by the Examinations & Progression Committee and Dentistry Council.

Non-Credit Courses

In addition to the credit courses, students are required to attend the non-credit courses.

Progression Requirements – Dentistry

Progression Without Condition

To complete a year's work and be permitted to register in the succeeding year of the DDS ITD dental program, a student must:

1. satisfactorily complete the prescribed assignments for both credit and non-credit courses, and
2. obtain at least a Pass level of performance (60%) in each credit course.

Notes:

- i. A course shall be defined as a discrete division of a general subject and is characterized by specific instruction and by examination specific to the said course. Where a general subject is not divided into discrete divisions it shall, for the purpose of these regulations, be considered a course.
- ii. In each course, the ratio of term grades to final examination grades is determined by the teaching staff of the department concerned.

A student who obtains an average at the Honours level (80%) in a year's work is considered to have passed that year with Honours.

Eligibility for Awards

Students in Dentistry are required to achieve a passing grade without benefit of supplemental examinations(s) in all courses of the academic year, to be eligible for Professional Awards (excluding Scholarships and Bursaries) in that year.

Conditional Progression

A student may be given permission by the Examinations & Progression Committee and Dentistry Council to progress or continue in the DDS ITD Program with conditions as noted below:

First Year (DDS ITD1)

A first year (ITD1) student who fails either the written and/or preclinical laboratory component(s) of a course, may be granted permission to write a supplemental examination in either or both components of that course, provided that the student's overall average in all courses taken that year is at least 65%.

Second and Third Year (DDS ITD2, DDS ITD3)

A second or third year DDS ITD student who fails the written component of a course, may be granted a supplemental examination in that component, provided his/her overall average in the written components of all courses taken that year is at least 65%.

If, by the end of the academic year, a student in the second and or third year of the DDS ITD of the program has not completed all clinical cases, requirements, and other assignments prescribed in a clinical component of a course, but has an overall passing grade in those activities that have been done, the Clinical Division may recommend that a grade of "Incomplete" be given. The recommendation will include:

Progression Requirements – Dentistry

1. the type and extent of the work to be completed;
2. the date on which it must be completed;
3. the name of the Division that will evaluate the student's work;
4. the date by which the final grade will be forwarded to the Registrar's Office.

No supplemental examinations will be permitted in the clinical components of second or third year courses, Clinical Practice 5320 and 5420.

Unsatisfactory Standing

A student shall be considered to have failed the year if the student attains:

1. less than a Pass level of performance (60%) in one or more courses or components of courses where supplemental examination(s) are not granted;
2. less than a Pass level of performance (60%) in a supplemental examination.

Readmission

A student who fails to complete the program in four years will be required to withdraw from the DDS ITD Program and will not normally be readmitted.

Readmission to the DDS ITD Program following withdrawal for unsatisfactory academic standing is subject to the following conditions:

1. A student may be permitted to repeat that year, subject to a vacancy being available in the year to be repeated.
2. Applications for readmission must be submitted in writing to the Associate Dean, Undergraduate Dental Education on or before August 15 of the year in which readmission is being sought.
3. A student who is granted permission to repeat a year is required to repeat all courses of that year, regardless of the achievement level. All prescribed work must be completed satisfactorily or the student will be required to withdraw from Dentistry. Supplemental examination privileges are not normally extended to students repeating a year.

A student who **voluntarily** withdraws a specific year of instruction may apply to the Associate Dean Undergraduate Dental Education for readmission, subject to a vacancy being available in the year to be repeated. In any such an event, the year from which the student withdrew would not be counted within the forty-eight month period allowed to complete the program.

Progression Requirements – Dentistry

Reports

At the end of each academic year, a report will be available from the Registrar's Office to each student indicating the numerical (percentage) grade achieved in each course. The key to grades is:

Mark	Grade	Performance
80-100	A	Honors
70-79	B	Pass
60-69	C	Pass
59 and below	F	Fail
SRP	--	Supplemental Remedial Passed
IPR	--	In Progress
INC	--	Incomplete

Exemption from Courses: No exemptions from courses will be permitted to students registered in the ITD Program.

Graduation Requirements

A student who successfully completes the work of the third year of the DDS ITD program shall be recommended for graduation.

ITEM 7.2 – Extension of the Policy on Academic Consideration for Student Absences – Undergraduate Students in First Entry Programs

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That the “Policy on Academic Consideration for Student Absences – Undergraduate Students in First Entry Programs” initially approved for a three-year trial period from September 1, 2019 to August 31, 2022 be extended for an additional one-year trial period from September 1, 2022 to August 31, 2023, with a final recommendation due to Senate by January 2023.

EXECUTIVE SUMMARY:

At its April 12, 2019 meeting Senate approved the replacement of the “Accommodation for Illness – Undergraduate Students” policy with the “Policy on Academic Consideration for Student Absences – Undergraduate Students in First Entry Programs” for a three-year trial period, effective September 1, 2019. The three-year trial period will end August 31, 2022.

Teaching and learning were greatly impacted by the COVID-19 pandemic during the three-year trial period. Support for student well-being was also uniquely managed during this time. As such, SCAPA is recommending a one-year extension of the trial policy in order to continue to gather data.

Additionally, an *ad hoc* Subcommittee struck to review the trial policy is currently in the process of soliciting feedback on a working draft of a new policy. A one-year extension of the current policy would allow the *ad hoc* Subcommittee adequate time to complete its consultation and bring forward a recommendation for a new policy.

ITEM 8.1(a) – 2022-23 University Operating and Capital Budgets

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That Senate provide advice to the Board of Governors through the President and Vice-Chancellor, recommending the approval of the 2022-23 University Operating and Capital Budgets as shown in Item 8.1(a).

EXECUTIVE SUMMARY:

The Operating and Capital Budgets and setting of tuition fees are in the purview of the Board of Governors. The Senate may provide advice to the Board under the authority of Section 30(f) of the *UWO Act*:

The Senate may ... pass resolutions and make recommendations to the Board with respect to any matter connected with the administration of the University and the promotion of its affairs but this clause shall not be construed to subtract from the powers and duties conferred on the Board elsewhere in [the] Act.

ATTACHMENT(S):

[2022-23 University Operating and Capital Budgets](#)



2022-23 Operating and Capital Budgets

March 31, 2022

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ACRONYMS used in University Budget Document

	Acronym	Description
1	ACVS	Animal Care & Veterinary Services
2	AI	Artificial Intelligence
3	APF	Academic Priorities Fund
4	B.Ed.	Bachelor of Education Program/Degree
5	C.A.S.	Council for Advancement of Standards in Higher Education
6	CRCs	Canada Research Chairs
7	CRV	Current Replacement Value (of Buildings)
8	CSD	Communication Sciences and Disorders Program
9	CTL	Centre for Teaching and Learning
10	DM	Deferred Maintenance
11	Ed.D.	Doctor of Education Degree
12	EDI	Equity, Diversity, and Inclusion
13	EFB	Employee Future Benefits
14	FIMS	Faculty of Information & Media Studies
15	FRSF	Federal Research Support Fund
16	FTE	Full-Time Equivalent
17	GGRP	Greenhouse Gas Reduction Program
18	HBA	Honours Business Administration Degree/Program
19	IBA	Inflationary Budget Adjustment
20	IDCI	Interdisciplinary Curriculum Initiative
21	IDRI	Interdisciplinary Research Initiative
22	ITIF	Information Technology Infrastructure Fund
23	MBA	Master of Business Administration Degree/Program
24	M.Cl.Sc.	Masters in Clinical Sciences Degree
25	MCU	Ministry of Colleges and Universities
26	MD	Doctor of Medicine Degree/Program
27	MEng	Master of Engineering Degree/Program
28	MESc	Master of Engineering Science Degree
29	MMI	Maintenance, Modernization, and Infrastructure
30	MOS	Management & Organizational Studies Program
31	MSc	Master of Science Degree
32	MSOF	Major Strategic Opportunities Fund
33	OSAP	Ontario Student Assistance Program
34	OT	Occupational Therapy (School/Program)
35	PACES	President's Advisory Committee on the Environment and Sustainability
36	Ph.D.	Doctor of Philosophy Degree
37	PT	Physical Therapy (School/Program)
38	RISF	Research Infrastructure Support Fund
39	RRI	Robarts Research Institute
40	S3	Simple, Scalable, and Sustainable
41	SGPS	School of Graduate & Postdoctoral Studies
42	SSHRC	Social Science and Humanities Research Council
43	STEM	Science, Technology, Engineering, and Mathematics
44	SUPF	Support Unit Priorities Fund
45	USRI	Undergraduate Summer Research Internship Program
46	WRCs	Western Research Chairs

2022-23 Operating Budget

Western continues to build on its commitment to an outstanding student experience, scholarship, research, and creativity. The extraordinary efforts made by all members of our university community has enabled the university to maintain those commitments through the two years of the global pandemic. This 2022-23 Budget builds on those commitments and focusses on the priorities outlined in our **Strategic Plan – Towards Western at 150**.

Last year's budget started the process of investing in our strategic plan priorities and this budget builds on those investments.

The current budget makes additional significant investments in our strategic plan priorities including:

- Support for enrolment growth,
- Faculty and staff renewal/expansion,
- Scholarship/research/creativity,
- Engaging undergraduate students in research,
- Our commitment to an equitable, diverse, and inclusive community.
- Infrastructure to accommodate growth.

These and other investments are critical to Western's ongoing commitment to pursue the various components of our mission as a prominent public research university.

A. Planning and Budgetary Context

The recently completed planning process is structured around a 1-year plan (for 2022-23) to be followed by a 3-year cycle (for 2023-24 through 2025-26). As noted, the Western Community put forward extraordinary efforts throughout the two years of the global pandemic and we look ahead to the post-pandemic environment where we will focus on our new strategic plan priorities. Our Faculties and Support Units are in the process of developing their Academic and Operational Plans, in alignment with our new strategic plan, for submission by summer 2022.

At this point in time, as we reach the end of the current fiscal year, our financial situation remains strong. The major changes in the 2021-22 Operating Budget (i.e. the current year) are as follows:

- In total, enrolments exceeded our projected figures by 1,370 full-time equivalent (FTE) students and therefore general tuition revenue is estimated to be higher by about \$5.3 million.
- The Fee-for-Services Transfer from the Affiliated University Colleges (which represents payments for services and teaching provided to their students) is estimated to be higher by \$1.4 million – due to enrolment increases at the Colleges.
- As we moved through the second year of the global pandemic, the impact on our ancillary units was less severe than the first year and therefore the transfers from these units to the Operating Budget is estimated to be higher by about \$4.7 million.

- Due to higher-than-projected enrolments in 2020-21, the enrolment-related revenue sharing mechanism transferred \$1.5 million more to the Faculties in 2021-22.
- As a result of higher enrolments, our spending in scholarships and bursaries is estimated to be higher by about \$3.3 million.
- Our efforts to ensure a safe campus environment for our community, in response to the constant/evolving impacts of COVID-19, resulted in estimated pandemic-related expenditures being \$8 million higher than budget.
- All other expenditures, across a number of budget lines, are estimated to be \$4 million higher than budget.

The net result of the above changes is an estimated variation of -\$5.4 million to the “in-year budget position” in the current year relative to the budgeted “in-year position”.

Looking ahead to 2022-23, we have developed the University budget with the following general assumptions regarding revenues:

- Under the Provincial Governments corridor-based block-grant funding system, our overall core provincial grants will remain frozen at the 2016-17 level.
- The Province’s tuition framework rolled back domestic tuition rates by 10% in 2019-20 and the rates were kept constant (at the reduced levels) in 2020-21 and 2021-22. It will remain unchanged for the 2022-23 year.
- Enrolments are the primary driver of operating revenues. For budgetary purposes, our first-year class is expected to be 6,570 students (which includes 790 international students) and the graduate enrolment plans are the aggregate of the plans developed by the Faculties.

At Western, our integrated approach to planning serves us well. We continue to focus our budget planning on our strategic priorities. Our approach to enrolment planning allows us to make significant enhancements to the quality of education and the educational experience we offer our students:

- Recruitment of outstanding undergraduate students is a high priority. The average entering grade of our incoming class in the fall of 2021 was 92%, well above the Ontario average.
- Nearly 95% of our first-year students continue into their second year. Our retention rates are amongst the highest in Canada and much higher than at our peer institutions in the United States.
- Graduation rates of our undergraduate students have been steadily increasing and they are currently much higher than the rates at our peer universities in Canada and the United States. About 85% of Western’s 2014-15 entering cohort graduated within 6 years.
- We are investing in international undergraduate recruitment to grow international enrolments while also diversifying geographical source and program destination.
- Expansion of graduate enrolments in areas of demand and capacity continues to be a strategic priority at Western. The current plans from the Faculties show significant growth aspirations. In the current year, full-time graduate students comprise nearly 20% of total full-time enrolment.

We remain committed to building on the substantive gains we have made in the areas of student quality, educational quality, and the students experience. Going forward, we will continue to manage our resources and target them towards the priorities identified in our new Strategic Plan.

Figure A
Total FTE Enrolment at Western

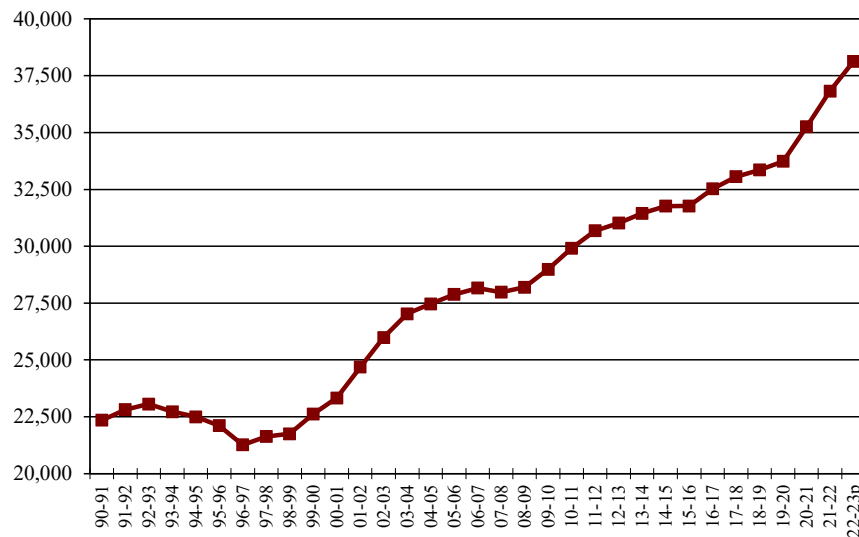
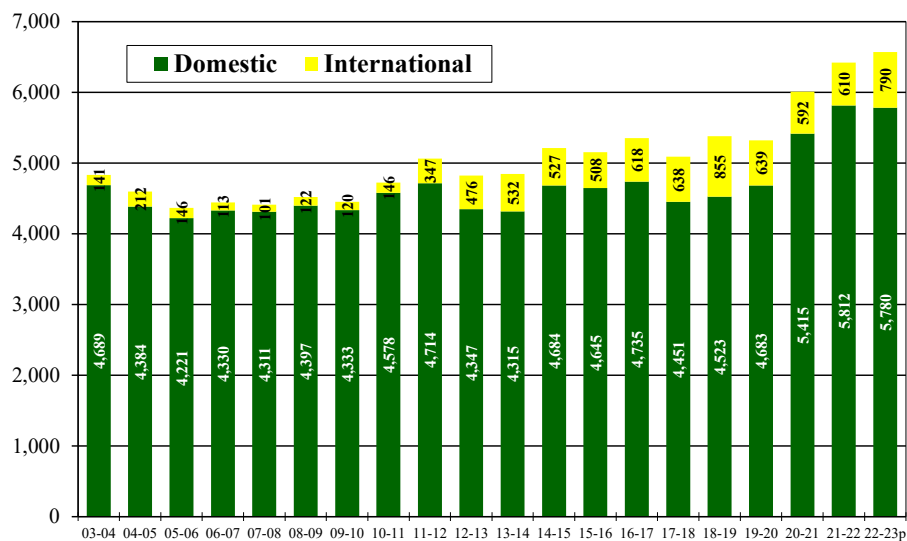


Figure B
Full-Time Year 1 Undergraduate Enrolment at Western



B. Updates on Priorities and Initiatives from Last Year's Budget

The following initiatives were included in the 2021-22 Budget and involved substantial investments.

1. Faculty and Staff Renewal

As an outcome of last year's planning cycle, faculty and staff renewal was identified as a high and immediate priority – and the 2021-22 plans from the Faculties and Support Units (in total) included 94 incremental faculty and 140 additional staff positions. Based on those plans, as of January 31/2022, the University's faculty complement had increased by 35 positions and the staff complement by 107 positions relative to the previous year – and recruitment for the remaining positions continues.

2. Enhancing the Student Experience

Accessible Education

A sum of \$1 million in one-time funding was set aside to support Accessible Education initiatives. The University has established a committee to guide the implementation of the standards established by the Council for Advancement of Standards in Higher Education (CAS). The committee has submitted a report to the Provost this spring, with prioritized recommendations.

Western Undergraduate Summer Research Internships (USRIs)

A sum of \$2 million in one-time funding was allocated to support the continuation of the USRI Program in 2021-22. The program provided experiential research opportunities for 310 students from all Faculties. It also supported 257 faculty members' efforts to advance their research programs. Based on the success of the program, the University intends to continue the USRIs in 2022-23

Western Summer Student Teaching Support Internship Program

Following on the success of the first year of the program, to support the completion of the transition of some courses to on-line delivery, the Summer Student Teaching Internship Program was continued in 2021-22, with a one-time allocation of \$500,000. The program supported 80 student internships across all Faculties, and the students provided key supports to our academic community with on-line course development.

Academic Advising

A sum of \$1 million in one-time funding was allocated in support of enhancing and expanding Academic Advising Services at Western. The Provost's Working Group on Academic Advising is nearing the conclusion of its discussions after wide consultation with students, staff, and academic leaders. The Group's recommendations on advancing this crucial aspect of the student academic experience are expected this spring.

Creation of the Office of Equity, Diversity, and Inclusion (EDI)

The 2021-22 Budget allocated \$420,000 in base funding to support the creation of the EDI Office and the recruitment of the Associate Vice-President (EDI). In August 2021, Dr. Opiyo Oloya was appointed as Western's first AVP-EDI – and the EDI Office was officially established. The current staff complement of the EDI Office includes a total of six staff positions. In addition, one-time funding has been provided to support EDI data collection, database creation, and analysis.

Facilities to Support Student Experience, Health, and Well-Being

Last year's budget signaled two major capital projects aimed at providing space/facilities to support all aspects of student life, including health, wellness, and sports & recreation, a University Gathering Hub and a Multi-Sport Fieldhouse. Site assessment for these projects have been completed and the search for the Architects is currently underway.

3. Support for Scholarship/Research Initiatives

Expansion of Services Provided by the Vice-President (Research) Portfolio

In 2021-22, a sum of \$700,000 in base funding was provided to the Vice-President (Research) Portfolio to create a centralized unit dedicated to supporting innovation and partnerships – to be led by a new Associate Vice-President (Innovation & Strategic Partnerships). In February 2022, Dr. David Muir started in the AVP role – and he is currently reviewing the strategies for and structure of the new unit.

Incremental Resources to Support Pan-University Academic Priorities

Last year's budget committed \$15 million to an endowment to support academic priorities and \$4 million in one-time funding to support a cluster hire program aimed at recruiting Black and Indigenous faculty. The source of this funding (totaling \$19 million) was the program that enabled Faculties to exchange one-time carry-forward funds for base budget. The \$15 million endowment has been set up and will generate annual base funding (starting at \$600,000) to support the Western Research Chair program. The Provost is collaborating with the Deans on the cluster hire initiative with the objective of having some of the hires in place on for the upcoming academic year.

The Postdoctoral Fellowships Program

The 2021-22 budget allocated a sum of \$310,000 to support the continuation of the Postdoctoral Fellowships Program. The funding supported 11 fellowships for the cohort's second year in the program.

An Innovative Clinical Research Platform to Test Simple Scalable Solutions in Care for Big Impact on Health

Last year's budget set aside \$6 million in one-time funding to support the development of a Clinical Research Platform that will differentiate Western by focusing on clinical studies that address simple scalable solutions in routine care for big impact on health.

Under the leadership of a newly created role of Associate Dean (Clinical Research) in the Schulich School, a large-scale, multi-centre, pragmatic randomized trials program for studies that are Simple, Scalable, and Sustainable (S3) has been launched. In collaboration with the Faculty of Health Sciences, a development team consisting of a Director, trialists, a methodologist, and a bio-statistician has been established. Progress to-date includes:

- Creation of the S3 Blueprint, including plans for cost-recovery for long-term sustainability and growth
- Launching of info sessions and virtual workshops
- Onboarding three existing trials onto the S3 platform
- Supporting the development of two new trial protocols

Support of University-level Research Institutes

A sum of \$750,000 in one-time funding was allocated in the 2021-22 budget to support University-level Research Institutes. The funding has been used to support institute-specific initiatives, a new Director for the Institute for Earth and Space Exploration, the Rotman Institute of Philosophy, and the hiring of a lead staff position to support the work of all the institutes.

Interdisciplinary Research Facilities

Last year's budget re-affirmed the construction of an Interdisciplinary Research Facility (involving Medicine, Science, Engineering, and Health Sciences) as part of the University's Long-Range Space plan. The Deans of the four Faculties have developed a vision for the facility which centers around integrated knowledge translation and innovation involving the areas of health assessment, clinical trials, and synthetic biology. The current name for the Facility is the Bio-convergence Centre and the high-level space plan includes core research facilities, teaching and learning laboratories, virtual reality spaces, and collision spaces. The next step, expected to start in early summer 2022, will be the contracting of external consultants with detailed space planning.

4. Investment in Curriculum Enhancement

Interdisciplinary Curriculum Initiatives (IDCIs)

A sum of \$2 million in one-time funding was allocated in last year's budget to support the development of interdisciplinary courses/programs both at the graduate and undergraduate levels. Under the leadership of the Vice-Provost (Academic Programs), work is underway to identify barriers to interdisciplinary curriculum, courses, and programs.

EDI Curriculum Development

Last year's budget set aside \$1 million in one-time funding to support EDI curriculum development across the University. In consultation with the AVP-EDI, the following elements were either completed or underway:

- Recruitment for two Education Developer staff positions
- Two keynote presentations on anti-black racism attended by over 1,400 participants
- Half-day retreat on "decolonizing the curriculum" for the Faculty of Arts and Humanities – attended by 83 participants
- 18 workshops with a combined attendance of over 1,200 faculty and teaching assistants

Indigenizing University Curriculum

In 2021-22, a sum of \$1 million in one-time funding was allocated in support of Indigenizing university curriculum. The Centre for Teaching & Learning and the Office of Indigenous Initiatives have collaborated to create a university-wide Teaching Fellow position in Indigenous Learning. Dr. Candace Brunette-Debassige has been appointed for a three-year term starting in July 2021. Early work includes the development of six Indigenous digital learning bundles which are expected to be released in June 2022. Nine faculty members have been recruited to lead the development of these bundles with the expectation that up to seven bundles will be created in each of the next three years.

The Next Round of Strategic Expansion of Engineering

Last year's budget signaled the next round of Engineering expansion involving a new 5-year undergraduate program that combines the core elements of Artificial Intelligence (AI) and Information & Communications Technology with any of the core disciplines in Engineering. The detailed plan has been developed and approved by the Provost. The main components of the multi-year plan which will formally start in 2022-23 include: undergraduate intake of 800 first-year students, 24 faculty positions and 5 staff positions to Engineering, 4 faculty positions to Science, a sum of \$260,000 in base funding to Arts & Humanities to support the teaching of communications courses to Engineering students, and a new building for Engineering (funded through the Engineering expansion revenues). Formal budget investments will start in 2022-23.

5. A Safe and Sustainable Campus Physical Infrastructure that Supports our Academic Needs

University-wide Sustainability Initiatives

The 2021-22 Budget allocated a sum of \$1.5 million in one-time funding to support sustainability-related initiatives and programming under the guidance of the President's Advisory Committee for the Environment and Sustainability (PACES) and \$10 million one-time to support Campus-wide Greenhouse Gas Reduction Initiatives.

This past year has seen the advancement of several important sustainability initiatives, including efforts to reduce the University's greenhouse gas emissions, transforming the campus chilled water network into a year-round energy loop, and the deep energy retrofit program. Near-term plans include more deep energy retrofits, replacement of ageing natural gas boilers with electric boilers, and the implementation of low carbon geothermal/geo-exchange fields on campus.

The Open Space Strategy

Last year's budget allocated \$10 million in one-time funding to support our multi-year strategy aimed at the transformation of our core campus into a safe and pedestrian-friendly campus. Work on the Open Space Strategy continued throughout the year. The new walkway at Kent North, from Middlesex Drive to Oxford Drive, was opened last fall with some remaining planting to be completed this spring. Biodiversity was a key consideration in the design, as exemplified by the rain garden in front of the Physics & Astronomy Building. Planning and design are under way for enhancements to the outdoor precinct surrounded by Talbot College, University College, the Arts & Humanities Building, and the International & Graduate Affairs Building.

6. Implementing our Strategic Plan – Towards Western at 150

Three separate allocations were made in the 2021-22 budget to support the aspirations of our new Strategic Plan: \$20 million one-time to support the implementation of priorities recommended in the new Strategic Plan, \$2.5 million one-time to the Vice-President (Advancement) Portfolio to begin the planning for our next fundraising campaign, and \$1 million base funding to Western Communications to enhance our central communications infrastructure.

A call for proposals for the \$20 million Strategic Priorities Fund went out to the University community in October 2021 – with the possibility of submitting proposals in three separate rounds. In round 1, a total of 16 proposals (out of the 38 reviewed) were funded with a total allocation of \$11.8 million. In round 2, a total of 8 proposals (out of 30 reviewed) were funded with a total allocation of \$1.5 million. The deadline of round 3 submissions is April 14, 2022.

The funding allocated to the Vice-President (Advancement) Portfolio and Western Communications has been used to hire additional staff in strategic areas aimed at supporting our fundraising activities and enhancing our communications capabilities in the areas of branding, marketing, advancement activities, scholarship/research communications, Indigenous and EDI initiatives, and student recruitment.

C. Priorities for the 2022-23 Budget and New Initiatives

The recently completed planning process identified the following high priority initiatives that are directly aligned with the three themes in our new Strategic Plan.

Theme 1: Greater Impact

Growth: Enrolments

1. A central element of “Greater Impact” is to grow strategically in areas of demand and societal need. In support of this imperative, two specific initiatives are recommended in the 2022-23 Budget.
 - As indicated in section B.4., the next round of Engineering expansion is underway with a fully developed multi-year plan involving expansion of enrolments, faculty/staff complements, space/facilities, and investments in other Faculties that contribute in a significant manner to the teaching of Engineering students.
 - A new funding program to support Faculties with PhD enrolment growth is being implemented in 2022-23 and will continue in the next 3-year planning cycle. The program provides per-incremental-student funding to the Faculties for PhD enrolment growth (on top of the standard revenue sharing allocations), as follows: \$20,000 for Arts & Humanities, FIMS, and Music; \$18,000 for Education, Health Sciences, and Social Science; and \$14,000 for Engineering, Law, Medicine, and Science.

It should be noted that, as part of the Faculty Academic Plans development process, some Faculties are exploring options and funding plans for strategic enrolment growth, similar to the multi-year Engineering expansion initiative. The outcomes of these considerations will be included in the Faculty Academic Plans to be submitted in the summer of 2022.

Growth: Faculty and Staff Renewal/Expansion

Faculty and staff renewal and expansion, commensurate with enrolment growth, is a key priority in our Strategic Plan. In support of this, the following budget allocations are recommended:

2. Last year’s budget allocated \$4 million to the Provost’s Academic Renewal Fund (PARF) in support of a cluster hire initiative aimed at recruiting Black and Indigenous faculty. In this budget, we are recommending the allocation of \$25 million one-time (Table 8, line 2) to augment last year’s allocation and to create a PARF endowment that will provide permanent annual funding to support faculty hiring focused on equity deserving groups. The Provost will work with the Deans and develop the long-range plan for the use of the annual endowment income. *Note that this recommendation also supports Theme 2 in our Strategic Plan – People, Community, and Culture.*
3. The Endowed Chairs Matching Program, whereby private donations to support faculty positions through the creation of endowed chairs are matched by the University, was introduced in 2010-11. To-date, a total of \$83.5 million has been allocated for matching purposes. Of this, \$70 million has already been spent as matching funds for a total 42 chairs, leaving \$13.5 million unspent. The Vice-President (Advancement) is currently in discussions regarding an additional 8 chairs which will require \$18 million in matching funds thus leaving a shortfall of \$4.5 million. It is expected that this matching program will be a central component of our next fundraising campaign, and further incremental matching funds will be required. Therefore, it is recommended that \$15 million

in one-time funding (Table 8, line 3) be allocated to support the Endowed Chairs Matching Program.

4. Last year's budget allocated \$15 million to an endowment to support the Western Research Chairs Program (WRCs). It is recommended that we augment that initial transfer with an additional allocation of \$22.1 million from funds received through the carry-forward exchange program (Table 8, line 16). *Note that this recommendation also supports the Research Impact aspect of Theme 1 – Greater Impact.*
5. The program that enables Faculties to exchange one-time carry-forward funds for base budget continues in 2022-23. The Faculties exchanged \$16 million carry-forward for \$2.4 million base funding and the Support Units exchanged \$10 million carry-forward for \$1.5 million base funding. The major portion of the \$3.9 million in base funding is being used to support faculty and staff appointments.
6. The base budget recommendations to the Faculties and Support Units (Tables 4 and 6) include substantial allocations through the Academic Priorities Fund (APF), the Support Unit Priorities Fund (SUPF), other targeted strategic base allocations, and the carry-forward exchange for base budget program. The Faculties final plans, which include these budget allocations, show a growth of 127 faculty positions and 105 staff positions in 2022-23 over the current year (as of January 31/2022).

Space, Facilities, and Infrastructure to Support Growth

7. In order to ensure that we offer the best educational environment for our students and to support our faculty and staff with adequate state-of-the-art facilities, the Strategic Plan calls for investment in facilities and infrastructure. In support of this priority, the following one-time allocations are recommended in this budget:
 - \$40 million (Table 8, line 1) to support our Long-Range Space Plan which is outlined in Table 13 – specifically in direct support of the creation of student and collision spaces in the Social Science Centre (\$5 million), the next phase of the Weldon Library modernization project (\$15 million), and the Bio-convergence Centre (\$20 million);
 - \$3.75 million for the renewal of Chemistry laboratories (Table 8, line 6);
 - \$2.62 million to start the multi-year funding plan for the new Engineering Building (Table 8, line 7); and
 - \$900,000 to support a university-wide four-year window maintenance program (Table 8, line 15).

Enhancing our Research Profile and Impact

8. In support of the research aspirations in our Strategic Plan, under the Greater Impact Theme, the following budget allocations are recommended:
 - \$5.5 million one-time to support the renewal and expansion of clinical research facilities, infrastructure, and equipment (Table 8, line 4);
 - \$1.9 million one-time to support the continuation of the Post-Doctoral Fellowship Program for another two years – by supporting 15 positions across campus (Table 8, line 9); and
 - \$4.6 million one-time support for a number of university-wide research initiatives – under the direction of the Vice-President Research (Table 8, line 47).

As noted above in Section C.3., a sum of \$22.1 million is being recommended to augment the WRC endowment – which supports the faculty renewal/expansion component and the research impact component of Theme 1 – Greater Impact.

Build Institutional Capacity through Expanded Fundraising

9. In support of preparing for our next fundraising campaign through initial branding and marketing initiatives and staffing for the development of campaign plans, this budget recommends the allocation of \$5 million one-time to the fundraising campaign (Table 8, line 5) and \$600,000 one-time for the National Brand Campaign (Table 8, line 11). In addition, unit-specific allocations to the Vice-President (Advancement Portfolio) and Western Communications also support the fundraising priorities (see Table 6, lines 32 and 36 and Table 8, lines 45 and 48).

Enhancing the Learning Experience

10. A sum of \$2.6 million one-time is recommended to support the continuation of the Undergraduate Summer Research Internship Program (USRI) (Table 8, line 8). In 2022-23, the program is expected to support 360 student internships – and will include an education and training component as part of the overall experiential research opportunity for our students.

State-of-the-Art Information Technology Infrastructure

11. The commitment in the Strategic Plan to invest in state-of-the art I.T. infrastructure is being supported through the recommendation of \$3 million in one-time funding to support renewal of I.T equipment across campus (Table 8, line 14). This allocation augments the on-going base budget line for I.T. Infrastructure shown in Table 7, line 7.

Theme 2: People, Community, and Culture

12. In support of the priorities under this theme, and in direct support of our goals in the areas of Equity, Diversity, & Inclusion (EDI) and Indigenization, the following budget allocations are recommended for 2022-23:
 - The allocation of \$25 million one-time described in section C.2. above which directly supports the PARF for recruitment of faculty from equity deserving groups (Table 8, line 2);
 - The provision of \$800,000 one-time to the University Students' Council, to be used over a 2-year period, to support the distribution of menstrual products to our students (Table 8, line 10);
 - A sum of \$100,000 one-time funding to support an Indigenous Teaching Secondment in the Faculty of Education (Table 8, line 19);
 - An allocation of \$134,000 one-time to support programming initiatives in the newly-created Indigenous Learning Centre (Table 8, line 35);
 - Funding support (\$440,000 one-time) to the EDI Office in support of an Anti-Racism Advisor, 15 Black Western Student Community Ambassadors, and various programming initiatives (Table 8, line 44);
 - Base funding allocations to the Office of Indigenous Initiatives and the EDI Office, as shown in lines 7 and 38 on Table 6;

- A sum of \$525,000 in 2022-23 (growing to \$1.9 million over 4 years) to support a new program of scholarships aimed at recruiting Black Students and expansion of scholarships for Indigenous Students (included in Table 5, line 8); and
- Base funding to the Faculties in support of various EDI and Indigenous initiatives: a joint Arts & Humanities and Social Science faculty position in Black Feminist Studies (\$133,000), an EDI support staff position in Health Sciences (\$60,000 – with \$50,000 match from the Faculty, two staff positions in Indigenous Studies in Social Science (\$100,000 – with \$38,500 match from the Faculty), and the creation of an EDID Office in the Schulich School including an Associate Dean, EDI Specialist, Indigenous Leader, and an Indigenous Scholar (\$500,000 – with a \$200,000 match from the Faculty).

Theme 3: Western's Place in the World

13. The priorities under this theme are directly supported in this budget through the following first set of commitments:

- Enhancing Western's campus is a central priority in our Long Range Space Plan (Table 13), and includes the following projects: The Entrepreneurship and Innovation Centre, the University Gathering Hub, the Multi-Sport Field House, the Social Sciences Centre Realignment/Expansion project, and the Open Space Strategy;
- We have established a new presence in London's downtown core through the acquisition of the building at 450 Talbot Street, and planning for the activities to be housed at that location is currently underway with a projected spending of \$3.7 million in 2022-23 (Table 17, line 15);
- The on-going range of university-wide Campus Sustainability, Energy Conservation, and Infrastructure Projects support our aspiration to reduce carbon emissions for campus operations, and we are projecting expenditures of \$21.5 million in 2022-23 (Table 14, line 3); and
- We are currently exploring options for a physical presence in Toronto perhaps in alignment with the Ivey Business School's activities in Toronto;

D. 2022-23 Budget Plan

We seek approval of the 2022-23 Budget as outlined in this document. The recommendations in this document have been guided by projections of operating revenues and expenditures for the upcoming year. These projections respect the requirement of an operating reserve at the Board-mandated minimum level of \$7.5 million. Table 1 summarizes our current forecast for 2022-23 and the major underlying assumptions are as follows:

Revenues

- Provincial government on-going grant funding remains constant in 2022-23, consistent with the current corridor funding system and the planned move to performance-based funding.
- The federal government's Research Support Fund, which is in recognition of the indirect costs of granting-council-supported research covered by the University's operating budget, is expected to increase modestly in 2022-23.
- As required by the Province, domestic tuition rates were rolled back 10% in 2019-20 and were held constant in 2020-21 and 2021-22. This continues for 2022-23.

International tuition rates are de-regulated, and our proposed rate increases are shown in Tables 10 and 11.

- The Senate-approved enrolment projections and plans, which align with our growth aspirations and drive tuition revenue projections, are shown in Table 12. As indicated earlier, our first-year class (for budgetary purposes) is assumed to be an intake of 6,570 students.
- COVID-19 had a significant impact on our Ancillary Units and therefore the transfers from these units to the Operating Budget (i.e. associated with space/rent costs and central administrative services provided by the University) were reduced substantially in each of 2020-21 and 2021-22. For the coming year, we are expecting our ancillary operations to return to pre-COVID operational levels and the revenue from this source (included in line 13 of Table 1) reflects this ramp up of operations.

Expenditures

- Faculty and Support Unit base budgets have been adjusted to reflect the 3% Inflationary Budget Adjustment (IBA).
- Enrolment-related revenue sharing with the Faculties, which transfers nearly 50% of such incremental revenue to the Faculty budgets, continues in 2022-23.
- Non-salary costs associated with major University-wide budget items (e.g. utilities, insurance, and I.T. infrastructure) are based on the current estimates from the units that manage these expenditures.

- Central funding to cover the costs of negotiated employee compensation increases have been set aside and these funds will be transferred to Faculty and Support Unit budgets throughout the year, as the various compensation provisions are implemented.

Net Position and the Operating Reserve

- As can be seen in line 33 of Table 1, the Operating Reserve is projected to be at \$72.2 million at the end of the current year (i.e. 2021-22). The reserve is projected to be \$44.2 million at the end of the upcoming year (2022-23) – above the current Board-mandated minimum level of \$7.5 million.

Table 1
2022-23 BUDGET PLAN

		2019-20	2020-21	2021-22	2022-23
1	REVENUES				
2	Government Grants				
3	Provincial: Core Operating Grant (Enrolment-based)	241.8	203.9	175.0	145.9
4	Provincial: Differentiation Envelope	22.0			
5	Provincial: Performance based Grant	0.0	67.4	96.2	125.3
6	Provincial: Special Purpose Grants	20.8	12.3	14.1	12.5
7	Federal: Research Support Fund (FRSF)	11.5	11.5	11.6	12.0
8	Total	296.1	295.0	297.0	295.7
9	Tuition Revenue	401.5	419.0	446.5	464.8
10	All Other Revenues				
11	Canada Research Chairs (CRCs)	6.8	8.5	8.7	8.2
12	Recoverable Salaries	26.5	26.6	26.9	26.9
13	All Other	76.5	70.2	72.3	77.9
14	Total	109.8	105.3	107.9	113.0
15	Total Revenues	807.4	819.3	851.4	873.5
16	EXPENDITURES				
17	Faculties				
18	Base Budgets	423.6	424.3	451.4	453.7
19	Revenue Sharing Allocations	5.5	9.7	0.0	3.9
20	Canada Research Chairs (CRCs)	5.9	7.4	7.6	7.1
21	All Other	47.1	45.8	47.1	47.2
22	Total	482.1	487.2	506.1	511.9
23	Scholarships and Bursaries	33.0	35.1	38.5	40.4
24	Support Areas	105.3	109.2	114.3	118.6
25	University-wide Expenditures	78.6	76.3	77.7	84.1
26	Provision for Cost Fluctuations			0.4	20.6
27	One-Time Allocations	104.5	136.3	115.8	125.9
28	Total Expenditures	803.5	844.1	852.8	901.5
29	REVENUES minus EXPENDITURES	3.9	-24.8	-1.4	-28.0
30	OPERATING RESERVE				
31	Beginning Operating Reserve	94.5	98.4	73.6	72.2
32	Surplus / (Deficit) -- from Line 28 above	3.9	-24.8	-1.4	-28.0
33	Ending Operating Reserve	98.4	73.6	72.2	44.2

E. Summary of the 2022-23 Operating Budget

Table 2 summarizes the 2022-23 Operating Budget, including total revenues, expenditures by area, net position for the year, and the projected operating reserve.

- Line 5: Total operating revenue is projected to be \$873.4 million in 2022-23 – an increase of 2.6% over 2021-22. Details of the operating revenues are shown in Table 3.
- Line 13: Total expenditures are projected to be \$901.4 million in 2022-23 – an increase of 5.7% over 2021-22. Details of the expenditures (by area) are shown in Tables 4 through 8.
- Line 14: The in-year net position is projected to be a (planned) deficit of \$1.4 million in 2021-22 and a deficit of \$28.0 million in 2022-23. The planned deficit for the coming year (i.e. the \$28.0 million) is the result of recommended “one-time” spending in areas of strategic priority to the University – and is made possible by the availability of “one-time” funds in our operating reserve.
- Line 17: The Operating Reserve is forecast to be \$72.2 million at the end of 2021-22 and \$44.2 million at the end of 2022-23.

Table 2
SUMMARY OF OPERATING BUDGET: 2022-23

		<a> 2021-22 Budget (@Feb 28, 2022)	 2022-23 Budget	<c> \$ Change from 2021-22
1	Operating Revenues (Table 3)			
2	Government Grants	297,046,345	295,706,150	-1,340,195
3	Tuition Revenue	446,488,250	464,766,184	18,277,934
4	All Other	107,900,164	112,954,075	5,053,911
5	Total Revenues	851,434,759	873,426,409	21,991,650
6	Expenditure Budgets			
7	Faculties (Table 4)	506,092,283	511,903,800	5,811,517
8	Scholarships and Bursaries (Table 5)	38,531,352	40,365,398	1,834,046
9	Support Areas (Table 6)	114,343,285	118,588,940	4,245,655
10	University-wide Expenditures (Table 7)	77,671,930	84,075,191	6,403,261
11	Provision for Cost Fluctuations	400,000	20,580,024	20,180,024
12	One-Time Allocations	115,767,946	125,909,222	10,141,276
13	Total Expenditures	852,806,796	901,422,575	48,615,779
14	Surplus / (Deficit) - Line 5 minus Line 13	-1,372,037	-27,996,166	
15	Beginning Operating Reserve Balance	73,607,026	72,234,989	
16	Surplus / (Deficit) -- Line 14 above	-1,372,037	-27,996,166	
17	Closing Operating Reserve Balance	72,234,989	44,238,823	
18	Board-mandated Minimum Level Reserve Target	7,500,000	7,500,000	

F. Details of the 2022-23 Operating Revenue Forecasts (Table 3)

Government Grants

In 2017-18, the Provincial Government introduced an enrolment corridor-based funding system whereby the major portion of provincial grants would flow as a block grant, provided the institution maintains an overall level of domestic enrolments. In 2019-20, the Province had signaled the move to a performance-based funding system whereby, gradually, over the next 5 years (starting with 2020-21), the major portion of grant funding would be tied to ten performance/outcomes metrics. However, in response to the global pandemic and its impact on university operations, the Province has delayed the actual metrics-based implementation until the end of 2022-23. However, while the total amount of grant funding remains unchanged, the Government has notionally presented the grants transitioning to the performance-based system, but with no change in the overall grant funding level (i.e. the sum of lines 2 and 3 in Table 3 remain unchanged).

Tuition Fees

The recommended tuition fee rates for 2022-23 are summarized in Tables 10 and 11. Tuition revenue projections are a function of tuition rates and the enrolment forecasts shown in Table 12.

Domestic Students

As noted earlier (in section A), tuition for domestic students remains unchanged.

International Students

Recent University budgets highlighted the fact that Western's international undergraduate student tuition rates were below the average of our peer research-intensive institutions in Ontario and it was noted that, looking forward, our recommendations for these tuition fees will seek to move Western's tuition rates to the level of our peers. The recommendations for international undergraduate tuition fees continue on the path to narrowing the gap with our peer institutions.

Starting with the fall term of 2018, tuition rates for international Ph.D. students have been set at the same rate as domestic students.

All Other Revenues

A number of other sources contribute to the University's Operating Budget. Major items to note are the Canada Research Chairs (CRCs), the Fee-for-Services Transfer from the Affiliated University Colleges, Fundraising associated with Student Financial Aid, Royalties and Licenses, and the Fee-for-Services Transfer from Ancillaries and Other Self-funded Operations.

- Table 9 summarizes the distribution of currently-occupied CRCs at Western. Our current allocation is a total of 77 CRCs. The occupancy of the Chairs turns over dynamically as terms end and begin. There are 59 occupied Chairs in the current year and we are projecting 56 occupied chairs in 2022-23, with \$8.2 million in associated revenue. An additional 19 CRCs are currently allocated and are in the selection and recruitment phase. These positions should be finalized in 2022-23. Two additional Indigenous CRCs are open.

- The Fee-for Services Transfer from the Affiliated University Colleges represents payments for services and teaching provided to their students. The transfer rate is 12% of the Colleges' grant and tuition revenue. Our current projection is that the transfer will increase to \$13.7 million in the coming year, due to enrolment increases at the Colleges.
- Fundraising for needs-based Student Awards continues to be of high priority for the University. In 2022-23, we project a sum of \$9.4 million from this source.
- The revenue from Royalties and Licenses includes patents/licenses associated with the Robarts Research Institute which flows to the Schulich School. The projected decline in 2022-23 is the result of unexpected one-time licensing activity in 2021-22 which is not expected to repeat in the coming year.
- Western's self-funded operations and ancillary units transfer substantial funds to the University Operating Budget by way of payments associated with facilities/land costs and services provided by the University. As noted earlier, our ancillary operations are expected to return to pre-COVID operational levels which will result in the transfers from these units returning to pre-COVID levels. This category also includes the payment from the Ivey Business School to the University for services provided by the University to Ivey, a component within the funding model for the Ivey School that was introduced in 2004-05.

G. Details of the 2022-23 Expenditure Recommendations

1. Faculty Budget Recommendations

Table 4 shows the 2022-23 **base budget recommendations** for Western's Faculties. Final 2022-23 base budgets are the net result of the following:

- Starting base budgets;
- The Inflationary Budget Adjustments (IBA);
- Faculty Turnover Recovery (for pre-2016 retirements), which returns the greater of \$93,000 or 60% of the retiring or departing member's salary to the Faculty budget;
- Academic Priorities Fund (APF) allocations;
- Program expansion funding and/or targeted government allocations; and
- Funds associated with CRC positions (detailed in Table 9).

The **Inflationary Budget Adjustment (IBA)**, which reduces the base budget by 3%, is applied annually. This adjustment is required to help fund inflationary costs, which are primarily the annual employee salary increases as negotiated through collective bargaining agreements. *It should be noted that central funding to cover the costs of negotiated employee compensation increases will be incrementally added to Faculty base budgets (in year) as the information is available – i.e. the funds will be added to the figures shown in column <g> of Table 4.* For information, during the period 2009-10 through 2020-21 (in total), central funding to the Faculties for compensation increases exceeded the Inflationary Budget Adjustments by \$2.1 million.

As an outcome of the 2016-17 planning cycle, to provide Faculties with resources to support faculty renewal, the **Faculty Turnover Recovery Program** was temporarily suspended. Turnover recovery was waived for all tenured/probationary faculty retirements (or exits of faculty members at age 55 or higher) signed between February 1, 2016 and June 30, 2023 when the faculty member leaves the University by July 1, 2023. Turnover recovery associated with all previous exits, which are currently built into the Faculties' budget plans, will be applied as planned. The Turnover Recovery Policy will be reviewed as part of the next multi-year planning cycle.

The **Academic Priorities Fund (APF)** shown in line 18 of Table 4 was established in 2011-12. The Provost's APF recommendations are in direct response to requests from the Faculties and are made in the context of the following considerations:

- The Faculty's overall resource situation relative to enrolments/teaching
- Plans for program expansion and/or development of new graduate and undergraduate programs
- Projected revenue sharing allocations
- Resources relative to similar programs/Faculties
- Cost structure variations among disciplines/Faculties
- Relationship between resources, enrolments, and faculty/staff complements
- Scholarship/research activities and new initiatives, including interdisciplinary or cross-Faculty initiatives
- Investments made in recent years

The **Faculty-specific APF base recommendations** for 2022-23 (shown in column <d> of Table 4) are:

- \$299,500 to the Faculty of Arts & Humanities in support of a work-integrated learning staff position, a faculty position in Philosophy (Ethics, AI), and a faculty position in Black Feminist Studies (joint with Social Science);
- \$175,000 to the Faculty of Education for a faculty position;
- \$500,000 to the Faculty of Health Sciences in support of three faculty positions (Advanced Health Care, Health Care Leadership, Biostatistics & Epidemiology), a faculty position in Health Information Science (joint with FIMS), and two staff positions (EDI and Experiential Learning);
- \$137,500 to the Faculty of Information & Media Studies for the faculty position in Health Information Science (joint with Health Sciences) and an Indigenous Program Coordinator staff position (joint with Law);
- \$47,500 to the Faculty of Law for the Indigenous Program Coordinator staff position (joint with FIMS);
- \$500,000 to the Schulich School of Medicine & Dentistry in support of EDI initiatives;
- \$250,000 to the Don Wright Faculty of Music in support of a limited-term faculty position and tenure-track position in Popular Music;
- \$500,000 to the Faculty of Science for three tenure-track faculty positions in support of expansion in the program;
- \$491,500 to the Faculty of Social Science in support of two faculty positions (Physical Geography, Dan Management), the faculty position in Black Feminist Studies (joint with A&H), three staff position (two in Indigenous Studies and an Alumni Development Officer role).

The **Other Base Changes** for the Faculties (shown in column <e> of Table 4) consist of:

- \$260,000 to Arts & Humanities in support of the incremental teaching associated with the Engineering expansion plan;
- \$300,000 to Education resulting from the exchange of carry-forward for base budget;
- \$1.7 million to Engineering as a direct result of enrolment expansion – and this funding will support 8 faculty positions and 2 staff positions;
- \$150,000 to Health Sciences resulting from the exchange of carry-forward for base budget;
- \$150,000 to FIMS resulting from the exchange of carry-forward for base budget;
- \$150,000 to Law resulting from the exchange of carry-forward for base budget;
- \$1.1 million to Science resulting from the exchange of carry-forward for base budget (\$750,000) and \$373,363 in support of the incremental teaching associated with the Engineering expansion plan. The funding is expected to support two faculty positions;
- \$900,000 to Social Science resulting from the exchange of carry-forward for base budget.

The **funding model for the Ivey Business School**, introduced in 2004-05, flows all tuition fees and government grants deriving from enrolments directly to Ivey. Under this funding model, the Ivey School does not participate in the University's other funding programs such as the APF, the Research Infrastructure Support Fund (RISF), and other targeted special funding programs, and the Faculty is responsible for all its costs, including annual employee compensation increases. The Faculty also transfers an annual amount to the central budget reflecting the cost of general services provided to the Faculty by the University.

Over and above the base budget allocations, the Faculties receive substantial additional on-going funds through the **enrolment-related revenue sharing mechanism** that was implemented in 2011-12. A proportion of tuition revenue deriving from incremental enrolments flows to the Faculties, as follows:

- 40% on direct-entry undergraduate enrolments/teaching
- 40% on second-entry (or professional) undergraduate enrolments
- 50% on graduate enrolments

Note: In order to support Faculties facing undergraduate enrolment pressures, the undergraduate enrolment baselines for the Arts & Humanities, FIMS, and Music were lowered by 10%.

The Faculties are projected to receive \$3.9 million in 2022-23 through this mechanism, as shown in column g, line 15. This amount is in addition to the \$16.5 million that was rolled into Faculty base budgets in 2021-22.

The Faculties also receive additional budgetary support through:

- **One-time operating budget allocations** (totaling \$13.8 million) which are detailed in Table 8 (lines 17 to 29);
- The new **PhD enrolment growth funding support program**, estimated at \$2 million (Table 4, line 16);
- **The Research Infrastructure Support Fund (RISF)** totaling \$750,000 (Table 4, line 17); and
- Support for **Faculty-specific capital projects** through the University's Capital Budget.

A consolidated summary of the Provost's allocation recommendations for the Faculties (direct to the Faculties, from the various sources described above) is presented in Figure C. These recommendations are for the 2022-23 Budget.

Figure C

SUMMARY OF 2022-23 ALLOCATION RECOMMENDATIONS FOR THE FACULTIES

(direct allocations to the Faculties through the planning process)

		Base Allocations	One-Time Allocations	Capital Allocations
1	Arts & Humanities	559,500	300,000	153,500
2	Education	475,000	100,000	123,000
3	Engineering	1,688,313	800,000	715,500
4	Health Sciences	650,000	1,500,000	
5	Information & Media Studies	287,500	288,400	
6	Law	197,500	190,000	161,500
7	Medicine & Dentistry	500,000	500,000	
8	Music	250,000	500,000	
9	Science	1,623,363	700,000	
10	Social Science	1,391,500	500,000	
11	Total	7,622,676	5,378,400	1,153,500

Note: These recommendations are for the 2022-23 budget -- and should be considered in the context of resource allocations made in previous recent planning cycles.

2. Scholarships and Bursaries

Base budget allocations for centrally funded student support are shown in Table 5. Overall student support funding is projected to be \$40.4 million in 2022-23, a 22% increase over the 2019-20 level of \$32.0 million.

- Fundraising for undergraduate and graduate student needs-based awards continues to be a high priority for the University. In 2022-23, we project a sum of \$9.4 million from this source.
- As the footnote in Table 5 indicates, graduate student funding is now addressed through the Faculty budgets and the Faculty Plans estimate a total of \$58.3 million in 2022-23 for this priority item.

3. Support Unit Budget Recommendations

Table 6 shows the 2022-23 base budget recommendations for Support Units. Final 2022-23 base budgets are the net result of the following:

- Starting base budgets;
- The Inflationary Budget Adjustments (IBA);
- Support Units Priorities Fund (SUPF) allocations; and
- Other strategic base allocations.

The **Support Unit Priorities Fund (SUPF)** was established in 2011-12, and the unit-specific base allocations for 2022-23 (shown in column <c> of Table 6) are:

- \$98,000 to the Vice-Provost (Academic Programs) Portfolio in support of Quality Assurance (QA) Coordinator staff position and the QA Academy ;
- \$200,000 to Western Technology Services to maintain staffing levels ;
- \$102,000 to Western Libraries for a Research & Scholarly Communications (RSC) Librarian position ;
- \$112,000 to the Registrar's Office for Digital Recruitment leadership staff position ;
- \$124,000 to the Office of Indigenous Initiatives in support of an administrative staff position and the Indigenous Research Centre, which is also supported by the Vice-President (Research) budget;
- \$130,000 to the Vice-Provost (Academic Planning, Policy, and Faculty) Portfolio to maintain staffing levels;
- \$79,000 to the School of Graduate & Postdoctoral Studies for an EDI Graduate Academic Advisor staff position;
- \$130,000 to the Office of Institutional Planning & Budgeting to maintain staffing levels;
- \$544,125 to Facilities Management for five staff positions in the areas of information technology support, sustainability, architectural services, and operations analysis;
- \$103,660 to Campus Safety & Emergency Services for a Building Card Access Administrator staff position and technology initiatives;
- \$140,000 to Internal Audit for an incremental Internal Auditor position;
- \$180,000 to Legal Services to support an additional Legal Counsel position;
- \$500,000 to the Vice-President (Research) Portfolio in support of additional staffing in the areas of Research Support, Awards & Distinctions, Research Impact, Knowledge Exchange, and EDI and Indigenous Research;
- \$300,000 to the Vice-President (Advancement) Portfolio in support of Faculty-based development officer positions;
- \$300,000 to Human Resources for additional staffing in the areas of Safety & Well-Being and Talent Acquisition & Retention;

- \$300,000 to Western Communications in support of new positions in the areas of marketing, brand copywriting, and research communications.

The Provost and the Vice-President (Operations & Finance) are also carrying forward a portion of the SUPF resources associated with their units for allocation in the future. These are shown in lines 14 and 22 of Table 6.

The **Other Base Changes** for the Support Units (shown in column <d> of Table 6) consist of:

- \$750,000 to Western Technology Services resulting from the exchange of carry-forward for base budget;
- \$225,000 to the Libraries resulting from the exchange of carry-forward for base budget;
- \$400,000 to the Registrar's Office in support of international student recruitment, including incremental staffing and digital recruitment initiatives;
- \$117,500 to the Student Experience Portfolio in support of two staff positions in the area of Gender-based Sexual Violence supports and increased programming, in partnership with the Student Services Committee;
- \$584,738 to Facilities Management to support the operating costs of incremental space/facilities and \$375,000 resulting from the exchange of carry-forward for base budget;
- \$630,000 to Campus Safety & Emergency Services in support of four Special Constable positions and the Director position;
- \$500,000 to Animal Care & Veterinary Services in support of incremental staffing;
- \$200,000 to Human Resources to augment the additional SUPF-funded staffing in the areas of Safety & Well-Being and Talent Acquisition & Retention;
- \$700,000 to Western Communications in support of five staff positions in the areas of fundraising-related marketing and student recruitment related communications.

Similar to the Faculties, the Support Units also receive additional budgetary support through:

- **One-time operating budget allocations** (\$9.4 million) which are detailed in Table 8 (lines 30 through 49); and
- Support for **Unit-specific capital projects** through the University's Capital Budget.

4. University-wide Expenditures

Table 7 summarizes University-wide Expenditures. These are expenses that extend across all areas of the University.

- The increase in the University's physical plant **Utilities** is the net result of the campus gradually returning to normal operations, projected utilities rate increases, utilization patterns, anticipated savings resulting from the implementation of energy efficiency initiatives, and the opening of new buildings.
- The **Library Acquisitions Budget** continues to be a high priority and is being maintained at the current level of \$15.4 million.
- The **Maintenance, Modernization, and Infrastructure (MMI)** transfer to the Capital Budget is being maintained at the Board-approved level of \$15.5 million. This budget item will be reviewed as part of the next multi-year planning cycle.

- The **FRSF Transfer to Capital** continues at the \$3 million level and these funds are used to support major projects in our Long-range Space Plan that involve research facilities.
- The **Information Technology Infrastructure Fund (ITIF)** supports rapidly-expanding University-wide central IT infrastructure including our networks, wireless technologies, internet bandwidth, IT security infrastructure, general university computer labs, instructional support and eLearning software applications, central university databases, the hardware necessary to run the applications and databases, and maintenance costs associated with all the hardware and software.
- **Contingency** is being set at approximately \$2.2 million or 0.25% of Operating Revenues, as in previous years.

5. One-Time Recommendations

As noted above, the Faculties and Support Units will receive substantial one-time funding in 2022-23. The specific one-time recommendations are summarized in Table 8 and include unit-specific items as well as allocations for University-wide initiatives.

As described earlier in Section C of this document, the following high priority university-wide initiatives are recommended for support in the 2022-23 budget – with one-time allocations:

- **Long-Range Space Plan:** \$40 million
- Creation of a Provost Academic Renewal Fund endowment to support **Faculty Hiring for equity deserving groups:** \$25 million
- **The Endowed Chairs Matching Program** – \$15 million
- Renewal and Expansion of **Clinical Research Facilities, Infrastructure, and Equipment:** \$5.5 million
- Support for our **next Fundraising Campaign:** \$5 million
- **Modernization of Chemistry Laboratories:** \$3.75 million
- Multi-year plan to fund a **new Engineering Building** to accommodate the enrolment expansion: \$2.6 million
- Continuation of the **Undergraduate Summer Research Internship Program:** \$2.6 million
- Continuation of the **Postdoctoral Fellowships Program:** \$1.9 million
- Support for the University Students' Council (USC) with its **Menstrual Product distribution** program: \$800,000 – to be used over the next two years
- A **National Brand Campaign** – in support of our next fundraising campaign: \$600,000

The program that enabled units to exchange carry-forward for base budget generated a total \$26 million in one-time funding and this has been re-allocated to support the following priority initiatives:

- University-wide **Information Technology Infrastructure Upgrades:** \$3 million
- University-wide **Window Maintenance Program:** \$900,000 (over 4 years)
- Add to the **WRC Endowment Program** created last year: \$22.1 million

Table 3
2022-23 OPERATING REVENUES

		2021-22 Budget Forecast (@Feb 28, 2022) (1)	2022-23 Budget (2)	Increase / (Decrease) Amount (3)	% Change (2) to (1)
1	Government Grants				
2	Provincial: Core Operating Grant (Enrolment-based)	175,040,587	145,925,489	-29,115,098	-16.6%
3	Provincial: Performance-based Grant	96,194,786	125,309,884	29,115,098	30.3%
4	Provincial: Special Purpose Grants	14,125,526	12,470,777	-1,654,749	-11.7%
5	Federal Research Support Fund (FRSF)	11,685,446	12,000,000	314,554	2.7%
6	Sub-Total Government Grants	297,046,345	295,706,150	-1,340,195	-0.5%
7	Tuition Revenue				
8	Undergraduate	290,570,000	299,268,069	8,698,069	3.0%
9	Graduate	65,640,000	68,833,688	3,193,688	4.9%
10	<i>Sub-Total General Programs</i>	<i>356,210,000</i>	<i>368,101,757</i>	<i>11,891,757</i>	<i>3.3%</i>
11	Ivey Programs (HBA, MBAs, MSc, PhD)	78,941,579	84,406,686	5,465,107	6.9%
12	International Medical and Dental Students	9,720,671	10,641,741	921,070	9.5%
13	<i>Sub-Total Other Programs</i>	<i>88,662,250</i>	<i>95,048,427</i>	<i>6,386,177</i>	<i>7.2%</i>
14	Miscellaneous Fees	1,616,000	1,616,000	0	0.0%
15	Sub-Total Tuition Revenue	446,488,250	464,766,184	18,277,934	4.1%
16	Other Revenues				
17	Canada Research Chairs (CRCs)	8,700,000	8,200,000	-500,000	-5.7%
18	Fee for Services Transfer from Affiliated University Colleges	12,859,056	13,702,140	843,084	6.6%
19	Recoverable Salaries	26,879,200	26,879,200	0	0.0%
20	Fundraising -- Need-based Student Awards and Bursaries	9,420,000	9,420,000	0	0.0%
21	Application Fees	2,500,000	2,412,500	-87,500	-3.5%
22	Research Overhead Revenues	3,100,000	3,100,000	0	0.0%
23	Royalties and Licences	7,288,253	5,875,000	-1,413,253	-19.4%
24	Scholarship/Research Initiatives in the SSHRC Disciplines	382,481	440,123	57,642	15.1%
25	Fee for Services Transfer from Self-Funded & Ancillary Operations	33,710,400	40,514,000	6,803,600	20.2%
26	Miscellaneous Revenues	3,060,774	2,411,112	-649,662	-21.2%
27	Sub-Total Other Revenues	107,900,164	112,954,075	5,053,911	4.7%
28	Total Revenues	851,434,759	873,426,409	21,991,650	2.6%

Table 4
FACULTIES

		<a>		<c>	<d>	<e>	<f>	<g>
		2021-22 Base Budget (@Feb 28, 2022)	IBA	Faculty Turnover Recovery	APF	Other Base Changes	Canada Research Chairs	Resulting 2022-23 Base Budget
1	Faculties							
2	Arts & Humanities	32,434,560	-957,437	-82,241	299,500	260,000	-170,000	31,784,382
3	Education	19,978,452	-609,649		175,000	300,000		19,843,803
4	Engineering	36,882,092	-1,067,463			1,688,313	-90,000	37,412,942
5	Health Sciences	35,134,474	-1,038,734		500,000	150,000		34,745,740
6	Information & Media Studies	11,343,223	-337,597	-91,512	137,500	150,000		11,201,614
7	Law	9,687,673	-287,930		47,500	150,000		9,597,243
8	Medicine & Dentistry	75,844,174	-2,217,726		500,000			74,126,448
9	Music	11,114,998	-333,450		250,000			11,031,548
10	Science	67,365,530	-1,974,166	-91,485	500,000	1,123,363		66,923,242
11	Social Science	66,231,940	-1,961,158		491,500	900,000	-170,000	65,492,282
12	Sub-Total Faculties (excluding Business)	366,017,116	-10,785,310	-265,238	2,901,000	4,721,676	-430,000	362,159,244
13	Business	91,728,581				5,655,537	0	97,384,118
14	Sub-Total Faculties	457,745,697	-10,785,310	-265,238	2,901,000	10,377,213	-430,000	455,543,362
15	Revenue Sharing Allocation	0				3,901,132		3,901,132
16	PhD Enrolment Growth Support	0				2,000,000		2,000,000
17	Research Infrastructure Support Fund (RISF)	750,000						750,000
18	Faculty Recruitment Initiatives	500,000						500,000
19	Academic Priorities Fund (APF)	6,077,435			-2,901,000			3,176,435
20	Total -- with Revenue Sharing Allocation	465,073,132	-10,785,310	-265,238	0	16,278,345	-430,000	469,870,929
21	All Other							
22	Western Strategic Success Programs	1,500,000						1,500,000
23	Education: Continuing Education for Teachers	1,204,875				92,650		1,297,525
24	Medicine & Dentistry: International Tuition and Primary Care	10,070,476				921,070		10,991,546
25	Faculty Share of Research Overheads	985,600						985,600
26	Faculty Scholars & Distinguished University Professors	239,000						239,000
27	Graduate and Undergraduate Program Reviews	140,000						140,000
28	Recoverable Salaries	26,879,200						26,879,200
29	Sub-Total	41,019,151	0	0	0	1,013,720	0	42,032,871
30	Total Academic Units	506,092,283	-10,785,310	-265,238	0	17,292,065	-430,000	511,903,800

Note: Funding to cover the costs of negotiated employee salary and benefits increases will be incrementally added to Faculty base budgets (in year, to column g), as the information is available.

Table 5
SCHOLARSHIPS and BURSARIES

		<a> 2021-22 Base Budget (@Feb 28, 2022)	 Changes	<c> Resulting 2022-23 Base Budget
1	Undergraduate Scholarships	10,405,297	1,200,000	11,605,297
2	Government-Mandated Tuition Re-Investment	16,051,787	634,046	16,685,833
3	Western Bursaries and Fellowships	1,975,267		1,975,267
4	Privately-Funded Need-based Awards & Bursaries	9,420,000		9,420,000
5	MCU Bursaries	479,001		479,001
6	Global Opportunities Awards	200,000		200,000
7	Total Scholarships and Bursaries	38,531,352	1,834,046	40,365,398

Graduate student funding is now addressed through the Faculty budgets. In 2021-22, this funding is estimated to be \$56.5 million and the plan for 2022-23 is \$58.3 million.

Table 6
SUPPORT AREAS

		<a> 2021-22 Base Budget (@Feb 28, 2022)	 IBA	<c> SUPF	<d> Other Base Changes	<e> Resulting 2022-23 Base Budget
1	Reporting to the Provost					
2	VP (Academic Programs) Portfolio	1,975,675	-59,270	98,000		2,014,405
3	Western Technology Services	11,239,778	-337,193	200,000	750,000	11,852,585
4	Libraries	12,949,773	-388,493	102,000	225,000	12,888,280
5	Registrar's Office	6,964,519	-208,936	112,000	400,000	7,267,583
6	Student Experience Portfolio	3,025,152	-79,591		117,500	3,063,061
7	Office of Indigenous Initiatives	1,001,639	-30,049	124,000		1,095,590
8	Office of Vice-Provost (APPF)	1,603,560	-48,107	130,000		1,685,453
9	Graduate & Postdoctoral Studies	2,078,179	-62,345	79,000		2,094,834
10	Institutional Planning and Budgeting	2,990,223	-89,707	130,000		3,030,516
11	Western International	2,489,154	-74,675			2,414,479
12	McIntosh Gallery - Operating Budget Supplement	283,566				283,566
13	Teaching Fellows Program	475,312				475,312
14	Support Unit Priorities Fund (SUPF)	400,352		25,000		425,352
15	Sub-Total	47,476,882	-1,378,366	1,000,000	1,492,500	48,591,016
16	Reporting to the Vice-President Operations & Finance					
17	Financial Services	5,424,438	-162,733			5,261,705
18	Facilities Management	18,285,138	-449,699	544,125	584,738	18,964,302
19	Campus Safety & Emergency Services	3,389,696	-101,691	103,660	630,000	4,021,665
20	Internal Audit	524,723	-15,742	140,000		648,981
21	Legal Services	782,673	-23,480	180,000		939,193
22	Support Unit Priorities Fund (SUPF)	697,012		-167,785		529,227
23	Sub-Total	29,103,680	-753,345	800,000	1,214,738	30,365,073
24	Reporting to the Vice-President Research					
25	Animal Care/Veterinary Services - Operating Budget Supplement	2,142,300			500,000	2,642,300
26	Research Western	6,160,074	-184,802	500,000		6,475,272
27	Research Promotion Fund	1,500,000				1,500,000
28	Small Grants Support for Arts/Humanities/Social Sciences	250,000				250,000
29	Scholarship/Research Initiatives in the SSHRC Disciplines	382,481			57,642	440,123
30	Western Innovation Fund	400,000				400,000
31	Sub-Total	10,834,855	-184,802	500,000	557,642	11,707,695
32	Vice-President University Advancement	9,007,503	-270,225	300,000	0	9,037,278
33	General Administration					
34	Human Resources (Including Workplace Health Services)	7,331,707	-214,827	300,000	200,000	7,616,880
35	Offices of the President and Vice-Presidents	4,134,591	-124,038			4,010,553
36	Western Communications	4,698,930	-140,968	300,000	700,000	5,557,962
37	University Secretariat	925,934	-27,778			898,156
38	Office of Equity, Diversity, and Inclusion	829,203	-24,876			804,327
39	Sub-Total	17,920,365	-532,487	600,000	900,000	18,887,878
40	Total Support Areas	114,343,285	-3,119,225	3,200,000	4,164,880	118,588,940

Note: Funding to cover the costs of negotiated employee salary and benefits increases will be incrementally added to Unit base budgets (in year, to column e), as the information is available.

Table 7
UNIVERSITY-WIDE EXPENDITURES and EMPLOYEE BENEFIT COSTS

		<a> 2021-22 Base Budget (@Feb 28, 2022)	 New Investment	<c> Other Changes	<d> Resulting 2022-23 Base Budget
1	Utilities	22,276,869		1,336,873	23,613,742
2	Library Acquisitions	15,415,896			15,415,896
3	Transfer to MMI: Operating	15,500,000			15,500,000
4	Transfer to MMI: Ancillaries	600,000			600,000
5	FRSF Transfer to Capital	3,000,000			3,000,000
6	CRC Transfer to Capital	920,000		-56,000	864,000
7	Information Technology Infrastructure Fund	10,948,274		328,448	11,276,722
8	Property Taxes	2,492,825		48,100	2,540,925
9	Insurance	3,246,300			3,246,300
10	Contingency	2,082,830		100,736	2,183,566
11	Accessible Education	1,524,516		-100,925	1,423,591
12	Professional Fees	1,455,500			1,455,500
13	Institutional Memberships	1,315,000			1,315,000
14	Sports and Recreation Services - Operating Budget Supplement	821,726		7,729	829,455
15	The Western Entrepreneurship Ecosystem - Operating Budget Supplement	674,207			674,207
16	Costs Associated with Employee Contracts	625,000			625,000
17	Convocation and Diplomas	338,000			338,000
18	Governance-Related Costs	177,800			177,800
19	Ombudsperson	119,487			119,487
20	University Surveys and Teaching Evaluations	75,000			75,000
21	Centre for Research on Violence Against Women and Children - Operating Budget Supplement	55,000			55,000
22	Museum of Ontario Archaeology - Operating Budget Supplement	50,000			50,000
23	Total University-wide Expenditures	83,714,230	0	1,664,961	85,379,191
24	Employee Benefit Plan Costs	125,300,700		9,865,300	135,166,000
25	Employee Benefit Recoveries	-131,343,000		-5,127,000	-136,470,000
26	Net Employee Benefits	-6,042,300	0	4,738,300	-1,304,000
27	Net University-wide Expenditures	77,671,930	0	6,403,261	84,075,191

Table 8
2022-23 ONE-TIME ALLOCATIONS

1	Support for Long Range Space Plan	40,000,000
2	Faculty Hiring focused on Equity Deserving Groups -- Additional Resources -- Create PARF Endowment	25,000,000
3	Endowed Chairs Matching Program	15,000,000
4	Renewal and Expansion of Clinical Research Facilities, Infrastructure, and Equipment	5,475,000
5	Support for Western's Next Fundraising Campaign	5,000,000
6	Modernization of Chemistry Laboratories	3,750,000
7	Engineering Expansion -- Support for New Building (multi-year plan)	2,622,799
8	Undergraduate Summer Research Internship Program (USRI)	2,600,000
9	Post Doctoral Fellowships Program	1,900,000
10	Menstrual Product Distribution -- Support for University Students' Council (2-Year Pilot)	800,000
11	National Brand Campaign	600,000
12	Carryforward Recovered From Faculties	-16,000,000
13	Carryforward Recovered From Support Units	-10,000,000
14	Support for University-wide IT Infrastructure Upgrades	3,000,000
15	Support for University-wide Window Maintenance Initiatives (4-Year Program)	900,000
16	Support for WRC Program -- Add to Endowment	22,100,000
17	Faculties	
18	Arts & Humanities: Undergraduate First-Year Recruitment Awards (\$200K) and Senior Development Officer (\$100K)	300,000
19	Education: Indigenous Teaching Secondment	100,000
20	Engineering: Round 2 Engineering Expansion -- Faculty Recruitment and Start-up Funding	800,000
21	Health Sciences: Video & Clinical Capture Suite & Studio Plan (\$350K), Nursing Simulation Equipment Upgrades /Renewal (\$100K), Elborn Short-range Functional Program & Plan (\$50K), LHSB 3rd Floor Renovations (\$1M), and Targetted Government Funding for Clinical Education (\$814K) and Nurse Practitioner Program (\$597K)	2,910,301
22	FIMS: On-Line MLIS Project Manager Staff Position (\$88K), Studio Retrofit / Renewal (\$85K), and Equipment / Furniture for Multi-Media Suite (\$115K)	288,400
23	Law: Student Wellness Counsellor Staff Position -- Funding over 2 Years	190,000
24	Medicine & Dentistry: Dentistry Autoclave Upgrades (\$500K), Faculty Start-up (\$500K), Targetted Government Funding for Dental Clinical Education (\$1.1M), Roberts Royalties & Licences Flowthrough (\$5M)	7,133,321
25	Music: Student Recruitment Initiatives, Technology/Equipment Renewal, Ensemble/Concert Series, Graduate Colloquiums	500,000
26	Science: Computer Science Expansion Faculty Start-up Funds (\$500K), Round 2 Engineering Expansion Faculty Recruitment and Start-up Funding (\$200K)	700,000
27	Social Science: Create Space to House the Masters in Financial Economics Program	500,000
28	Support for the Trois-Pistoles Program	346,373
29	Sub-Total Faculties	13,768,395
30	Support Units	
31	VP (Academic Programs) Portfolio: CTL eLearning Specialist Staff Position	100,000
32	Western Technology Services: Contract Staff Resources	200,000
33	Libraries: Technology Upgrades	77,000
34	Student Experience: eLearning Module Development (\$206K) and University Contribution for Artificial Turf Fields (\$212K)	417,600
35	Office of Indigenous Initiatives: Newly-created Indigenous Learning Space Programming Funds	134,000
36	Vice-Provost (APPF): Contract Staffing (\$110K) and Support for Coaching (\$50K)	160,000
37	Western International: International World's Challenge Challenge	100,000
38	Financial Services: Responsible Investing Coordinator (\$80K), Restricted & Endowment Digital Reform (\$100K), Sustainability/Social Procurement Program (\$150K), and Climate Related Financial Disclosures (\$50K)	380,000
39	Campus Safety & Emergency Services: Evening Security Services (\$212K), Record Management Software (\$33K), and Rebranding -- due to Provincial Changes (\$40K)	285,280
40	Facilities Management: Contract Staffing (\$439K), Technology Initiatives (\$298), Equipment Renewal/Expansion (\$100K)	837,125
41	Internal Audit: Technology Initiatives	8,000
42	Legal Services: Technology Initiatives	10,000
43	Human Resources: University-wide Health and Safety Contract Staffing	920,000
44	Equity, Diversity & Inclusion: Anti-Racism Advisor (\$90K), Black Western Student Community Ambassadors (\$150K), and Programming Initiatives (\$200K)	440,000
45	Western Communications: Technology Initiatives	345,000
46	University Secretariat: Data Management Initiatives	44,000
47	Vice-President (Research): ACVS Infrastructure / Equipment Enhancements (\$1.5M), University-wide Scholarship/Research Initiatives (\$2.6M), and Contract Staffing (\$500K)	4,635,023
48	Vice-President (University Advancement): IT Initiatives and Contract Staffing	300,000
49	Sub-Total Support Units	9,393,028
50	Total One-Time Allocations	125,909,222

Table 9
CANADA RESEARCH CHAIRS -- by FACULTY (Cumulative)

		2021-22 Final						2022-23 Preliminary					
		Tier 1		Tier 2		Total		Tier 1		Tier 2		Total	
		N	\$	N	\$	N	\$	N	\$	N	\$	N	\$
1	Arts & Humanities	2	340,000	2	180,000	4	520,000	1	170,000	2	180,000	3	350,000
2	Business	1	170,000	1	90,000	2	260,000	1	170,000	1	90,000	2	260,000
3	Education	1	170,000	3	270,000	4	440,000	1	170,000	3	270,000	4	440,000
4	Engineering	5	850,000	5	450,000	10	1,300,000	5	850,000	4	360,000	9	1,210,000
5	Health Sciences	3	510,000	0	0	3	510,000	3	510,000	0	0	3	510,000
6	Info & Media Studies			1	90,000	1	90,000			1	90,000	1	90,000
7	Law	0	0	1	90,000	1	90,000		0	1	90,000	1	90,000
8	Medicine & Dentistry	6	1,020,000	10	900,000	16	1,920,000	6	1,020,000	10	900,000	16	1,920,000
9	Music												
10	Science	6	1,020,000	6	540,000	12	1,560,000	6	1,020,000	6	540,000	12	1,560,000
11	Social Science	4	680,000	2	180,000	6	860,000	3	510,000	2	180,000	5	690,000
12	Total to Faculties	28	4,760,000	31	2,790,000	59	7,550,000	26	4,420,000	30	2,700,000	56	7,120,000
13	Total CRC Funding		5,600,000		3,100,000		8,700,000		5,200,000		3,000,000		8,200,000

Table 10
2022-23 TUITION FEE PROPOSALS FOR UNDERGRADUATE PROGRAMS

		Domestic Students			International Students		
		Actual 2021-22 Tuition	2022-23		Actual 2021-22 Tuition	2022-23	
			Proposed Tuition	<a> % Increase		Proposed Tuition	<a> % Increase
1	First-Entry Programs 						
2	Year 1	6,050	6,050	0.0%	36,208	39,105	8.0%
3	Year 2	6,050	6,050	0.0%	34,867	37,656	4.0%
4	Year 3	6,050	6,050	0.0%	33,575	36,262	4.0%
5	Year 4	6,050	6,050	0.0%	32,330	34,918	4.0%
6	Engineering						
7	Year 1	12,294	12,294	0.0%	49,971	53,969	8.0%
8	Year 2	12,294	12,294	0.0%	48,120	51,970	4.0%
9	Year 3	12,294	12,294	0.0%	44,683	50,045	4.0%
10	Year 4	12,294	12,294	0.0%	41,491	46,470	4.0%
11	M.O.S.						
12	Year 1	6,050	6,050	0.0%	46,704	50,440	8.0%
13	Year 2	6,050	6,050	0.0%	44,974	48,572	4.0%
14	Year 3	6,050	6,050	0.0%	41,762	46,773	4.0%
15	Year 4	6,050	6,050	0.0%	38,779	43,432	4.0%
16	Nursing						
17	Year 1	6,050	6,050	0.0%	46,465	50,182	8.0%
18	Year 2	6,050	6,050	0.0%	44,744	48,324	4.0%
19	Year 3	6,050	6,050	0.0%	43,087	46,534	4.0%
20	Year 4	6,050	6,050	0.0%	41,491	44,810	4.0%
21	Second-Entry Programs						
22	Business (HBA)						
23	Year 1	25,200	25,200	0.0%	51,500	51,500	0.0%
24	Year 2	25,200	25,200	0.0%	50,000	51,500	0.0%
25	Dentistry						
26	Year 1	35,341	35,341	0.0%	103,407	111,680	8.0%
27	Year 2	35,341	35,341	0.0%	99,577	107,543	4.0%
28	Year 3	35,341	35,341	0.0%	95,889	103,560	4.0%
29	Year 4	35,341	35,341	0.0%	92,338	99,725	4.0%
30	Education (B.Ed.)	7,271	7,271	0.0%	37,050	38,532	4.0%
31	Law						
32	Year 1	20,151	20,151	0.0%	39,836	43,023	8.0%
33	Year 2	20,151	20,151	0.0%	39,836	41,429	4.0%
34	Year 3	20,151	20,151	0.0%	39,836	41,429	4.0%
35	Medicine (M.D.)						
36	Year 1	23,986	23,986	0.0%	n.a.	n.a.	n.a.
37	Year 2	23,986	23,986	0.0%	n.a.	n.a.	n.a.
38	Year 3	23,986	23,986	0.0%	n.a.	n.a.	n.a.
39	Year 4	23,986	23,986	0.0%	n.a.	n.a.	n.a.

<a> The proposed 2022-23 rates are effective May 1, 2022.
The % increase figures are calculated on the previous year of study in the previous academic year;
for example, the % increase for year 2 is the increase over the year 1 tuition in the previous academic year.

 Includes Arts & Humanities, BMedSc program, Health Sciences, Kinesiology, Music, Science,
Social Science (excl. M.O.S.).

Table 11
2022-23 TUITION FEE PROPOSALS FOR GRADUATE PROGRAMS

		Domestic Students			International Students		
		Actual 2021-22 Tuition	2022-23		Actual 2021-22 Tuition	2022-23	
			Proposed Tuition	<a> % Increase		Proposed Tuition	<a> % Increase
1	Masters Category 1						
2	Arts & Humanities	6,360	6,360	0.0%	18,984	19,364	2.0%
3	Engineering (M.E.Sc.)	6,360	6,360	0.0%	18,984	19,364	2.0%
4	Health & Rehabilitation Sciences	6,360	6,360	0.0%	18,984	19,364	2.0%
5	Health Information Sciences	8,664	8,664	0.0%	26,790	27,326	2.0%
6	Interdisciplinary Programs 	6,360	6,360	0.0%	18,984	19,364	2.0%
7	Kinesiology	6,360	6,360	0.0%	18,984	19,364	2.0%
8	Law/Studies in Law	10,368	10,368	0.0%	26,749	27,284	2.0%
9	Media Studies	6,360	6,360	0.0%	18,984	19,364	2.0%
10	Medicine (Basic Medical Sciences)	6,360	6,360	0.0%	18,984	19,364	2.0%
11	Music	6,360	6,360	0.0%	18,984	19,364	2.0%
12	Nursing (M.Sc.)	7,639	7,639	0.0%	26,790	27,326	2.0%
13	Science	6,360	6,360	0.0%	18,984	19,364	2.0%
14	Social Science	6,360	6,360	0.0%	18,984	19,364	2.0%
15	Masters Category 2						
16	Master in Management Analytics	46,000	46,000	0.0%	69,000	72,000	4.3%
17	C.S.D./O.T./P.T. (MPT)	11,294	11,294	0.0%	34,589	35,973	4.0%
18	Dentistry (Orthodontics)	27,373	27,373	0.0%	81,741	85,828	5.0%
19	Education (MA)	10,877	10,877	0.0%	34,589	35,973	4.0%
20	Engineering (M.Eng.)	10,877	10,877	0.0%	39,896	41,093	3.0%
21	Environment & Sustainability	12,179	12,179	0.0%	34,589	35,973	4.0%
22	Financial Economics	30,549	30,549	0.0%	56,345	56,345	0.0%
23	Library & Information Science	10,877	10,877	0.0%	34,589	35,973	4.0%
24	M.M. in Journalism & Communication	13,543	13,543	0.0%	34,589	35,973	4.0%
25	M.N Nurse Practitioner	10,877	10,877	0.0%	34,589	35,973	4.0%
26	MA in Research for Policy & Evaluation	18,000	18,000	0.0%	31,200	32,448	4.0%
27	Master of Data Analytics	23,308	23,308	0.0%	51,135	53,180	4.0%
28	Master of Mgmt. of Applied Science	19,690	19,690	0.0%	51,135	53,180	4.0%
29	Medicine (Family Medicine)	14,322	14,322	0.0%	34,589	35,973	4.0%
30	Medicine (Pathology Assistant)	11,295	11,295	0.0%	34,589	35,973	4.0%
31	Medicine (Public Health)	32,734	32,734	0.0%	55,149	55,149	0.0%
32	Interdisciplinary Medical Sciences (MSc)	11,295	11,295	0.0%	35,000	36,400	4.0%
33	Advanced Health Care Practice (M.Cl.Sc.)	10,877	10,877	0.0%	34,589	35,973	4.0%
34	Doctoral						
35	Doctor of Musical Arts	6,360	6,360	0.0%	6,360	6,360	0.0%
36	Doctor of Education (EdD)	10,097	10,097	0.0%	34,589	35,973	4.0%
37	PhD Programs	6,360	6,360	0.0%	6,360	6,360	0.0%

<a> The proposed 2022-23 rates are effective September 1, 2022.

 Includes Biomedical Engineering, Neuroscience, and Theory & Criticism

Table 12
SUMMARY OF ENROLMENT FORECAST

		Actual					Forecast
		2017-18	2018-19	2019-20	2020-21	2021-22**	2022-23
1	Constituent University						
2	Full-Time Undergraduates						
3	Arts & Humanities	985	938	882	877	853	867
4	Business (HBA)	1,109	1,085	1,090	1,057	1,072	1,222
5	Dentistry	263	262	262	263	264	284
6	Education	747	716	697	677	697	712
7	Engineering	1,981	2,032	2,008	2,151	2,293	2,483
8	Health Sciences						
9	BHSc Program	1,189	1,227	1,251	1,339	1,424	1,408
10	Kinesiology	1,231	1,215	1,241	1,285	1,283	1,321
11	Nursing	960	969	974	989	1,028	1,072
12	Sub-Total	3,380	3,411	3,466	3,613	3,735	3,801
13	Law	478	480	485	490	482	490
14	Media, Information, & Tech	898	916	895	871	899	917
15	Medicine						
16	MD Program	699	685	683	686	688	684
17	BMedSci Program	1,021	1,000	1,036	1,161	1,252	1,300
18	Music	412	414	449	443	434	435
19	Science	4,948	5,143	5,326	5,535	5,809	5,972
20	Social Science	6,501	6,497	6,503	6,882	7,348	7,677
21	Total Full-Time Undergraduates	23,422	23,579	23,782	24,706	25,826	26,844
22	Concurrent Programs	231	247	288	345	380	380
23	Medical Residents	934	956	936	940	968	940
24	Full-Time Graduates						
25	Masters	3,750	3,734	3,946	3,869	4,360	4,606
26	Doctoral	2,185	2,177	2,219	2,231	2,345	2,409
27	Total Full-Time Graduates	5,935	5,911	6,165	6,100	6,705	7,015
28	Total Full-Time Enrolment	30,522	30,693	31,171	32,091	33,879	35,179
29	Part-Time FTEs						
30	Undergraduate **	2,012	2,061	1,988	2,563	2,345	2,350
31	Education (AQs) **	401	456	435	447	447	450
32	Masters	95	114	110	122	128	120
33	Doctoral	29	32	32	35	29	35
34	Total Part-Time FTEs	2,537	2,663	2,566	3,167	2,949	2,955
35	Total Constituent FTEs	33,059	33,356	33,737	35,258	36,828	38,134
36	Affiliated University Colleges						
37	Full-Time Undergraduates						
38	Brescia	1,306	1,392	1,421	1,301	1,171	1,211
39	Huron	882	1,038	1,266	1,431	1,525	1,583
40	King's	3,034	3,162	3,267	3,415	3,253	3,337
41	Total Full-Time Undergraduates	5,222	5,592	5,954	6,147	5,949	6,131
42	Part-Time Undergraduate FTEs						
43	Brescia	84	76	73	70	71	71
44	Huron	65	64	48	57	59	58
45	King's	234	254	265	299	263	258
46	Total Part-Time FTEs	383	394	386	426	393	387
47	Graduate FTEs						
48	Brescia	35	38	40	35	31	32
49	Huron	7	5	11	13	10	10
50	King's	48	50	61	60	62	60
51	Total Graduate FTEs	90	93	112	108	103	102
52	Total Affiliate FTEs	5,695	6,079	6,452	6,681	6,445	6,620
53	Total UWO FTEs	38,754	39,435	40,189	41,939	43,273	44,754

Table 12
SUMMARY OF ENROLMENT FORECAST

		Actual					Forecast
		2017-18	2018-19	2019-20	2020-21	2021-22**	2022-23
	<i>Rows 54 to 84 Included above</i>						
54	International Students						
55	Constituent Full-Time						
56	Undergraduates	2,342	2,692	2,763	2,822	2,761	2,742
57	Medical Residents	123	142	130	130	173	140
58	Masters (excluding Ivey)	715	717	925	695	826	927
59	Ivey Masters (excluding EMBA)	75	63	81	159	199	220
60	Executive MBA	1	4	4	1	2	0
61	Doctoral	581	607	665	686	798	801
62	Affiliates						
63	Undergraduates	732	991	1,256	1,390	1,233	1,197
64	Masters	0	0	2	4	4	2
65	Undergraduate Year 1 Only						
66	Constituent						
67	Arts & Humanities	229	233	209	221	248	260
68	Engineering	571	588	586	704	774	800
69	Health Sciences						
70	BHSc Program	335	393	385	407	421	375
71	Kinesiology	318	304	339	335	351	340
72	Nursing	144	142	144	159	142	145
73	Media, Information, & Tech	245	263	252	226	270	280
74	MOS Program	769	819	768	1,072	1,052	1,100
75	Music	112	121	123	117	94	120
76	Science	1,551	1,680	1,676	1,801	2,016	2,050
77	Social Science	815	835	840	965	1,054	1,100
78	Total Year 1 - Constituent	5,089	5,378	5,322	6,007	6,422	6,570
79	Affiliated University Colleges						
80	Brescia	313	320	332	270	258	307
81	Huron	250	415	454	489	448	538
82	King's	788	834	895	968	840	861
83	Total Year 1 - Affiliates	1,351	1,569	1,681	1,727	1,546	1,706
84	Total UWO Year 1	6,440	6,947	7,003	7,734	7,968	8,276
85	Masters						
86	All Programs (excluding Ivey)	3,280	3,319	3,491	3,301	3,545	3,766
87	Ivey (excl EMBA)	265	241	285	466	665	668
88	Executive MBA	205	174	170	102	150	172
For Information							
89	Year 1 Constituent International Students	638	855	639	592	610	790

** Part-time FTEs are estimates -- and will be updated when second/January-term course registrations are finalized.

Table 13
WESTERN'S LONG-RANGE SPACE PLAN

Note: within each category, the projects are not prioritized

	Project	Type
	Category 1 -- Projects Underway or Soon-to-Start	
1	Weldon Library Modernization	Modernization
2	Biomedical Research Facility - Phase 1 of Medical School Project	New Construction
3	Entrepreneurship and Innovation Centre	New Construction
4	University Gathering Hub -- Common/Gathering Spaces	New Construction
5	Multi-Sport Field House -- with Parking Garage	New Construction
6	New Engineering Building	New Construction
7	Addition to the Ivey Building	New Construction
8	Social Sciences Centre Realignment/Expansion	Adaptation / Expansion
9	Western's New Downtown Facility -- 450 Talbot Street	Modernization
10	Replacement of University Drive Bridge	New Construction
11	University-wide Campus Sustainability/Energy Conservation/Infrastructure Projects (multiple stages -- ongoing)	New Construction, Modernization
12	Pedestrian-friendly Campus Initiatives -- Open Space Strategy	New Construction, Adaptation
13	Category 2 -- Projects in Various Planning Stages	
14	The Bioconvergence Centre -- Interdisciplinary Research & Experiential Learning Facility	New Construction
15	Multi-Level Parking Structures	New Construction
16	Space Realignment in the Natural Sciences Centre	Modernization / Adaptation
17	Ivey Spencer Leadership Centre Renewal and Expansion	New Construction, Modernization
18	New Space for the McIntosh Gallery	New Construction / Adaptation
19	Expansion of Residence Capacity	New Construction
20	Category 3 -- For Future Consideration (requires funding plan)	
21	Modernization of Medical School Facilities	Modernization
22	Renewal: UCC, Law Building, Spencer Engineering Building, Elborn College	Modernization or Replacement
23	Additional Space for Health Sciences -- to support Enrolment Expansion	New Construction
24	Renewal/Replacement of Chemistry Laboratory Facilities	Modernization or Replacement
25	Expansion of the Support Services Building	New Construction
26	Renewal and/or Realignment of Library Facilities -- Future Phases	Modernization
27	New Research Initiatives/Partnerships at the Research Parks	New Construction
28	Residence Projects	Modernization / New Construction
29	Asset Acquisitions	Acquisition

2022-23 Capital Budget

A. The Nature of University Capital Expenditures

The Capital Budget for 2022-23 should be seen in the context of both recent trends in capital spending and the University's proposed Long-Range Space Plan as outlined in Table 13 of the Operating Budget. Table 14 sets out expenditures in the Capital Budget since 2018-19 in nine categories.

Category 1 shows all new construction, while categories 2 to 7 show renovations to existing space. Category 1 expenditures are usually funded from general University funds, the major exceptions being projects funded all or in part from external research grants, private funds, government, student contributions, and Housing construction – the latter being funded from the Housing budget. Categories 2 to 5 are funded primarily from general University funds and government, while category 6 is funded from Housing operations, and category 7 is funded by the particular Ancillary Unit undertaking the work. Categories 8 and 9 involve carrying costs and loan repayments, other expenditures such as purchases of land and buildings, and transfers from the Capital Budget for other purposes. Planned capital expenditures for 2022-23 total \$151.0 million.

Categories 2 to 5 involve **Maintenance, Modernization, and Infrastructure (MMI)** and are eligible to receive funds from the annual MMI transfer from the Operating Budget to the Capital Budget, which is budgeted to remain at \$15.5 million in 2022-23 (\$15.5 million in 2021-22). These expenditures are directed at the modification of existing space and the renewal and expansion of the utilities and infrastructure of the University.

In planning future expenditures on MMI, it is useful to review the current replacement value (CRV) of our capital assets on campus. At February 24, 2022, our buildings and infrastructure have a CRV of approximately \$3,112 million, as shown in Figure D:

Figure D
CURRENT REPLACEMENT VALUE (BUILDINGS AND INFRASTRUCTURE)

		CRV (\$M)	Square Metres	Major Buildings
1	Major Non-Residential Buildings	2,016	574,226	73
2	Utilities and Infrastructure	146		
3	Subtotal, Eligible for MMI	2,162	574,226	73
4	Housing	711	257,978	14
5	Other Ancillary Buildings	239	70,555	11
6	Total	3,112	902,759	98

At February 24, 2022, the University had approximately 574,000 gross square metres spread amongst 73 major non-residential buildings. The non-residential buildings, including utilities and infrastructure, are the physical assets generally eligible for MMI expenditures. The University also has 258,000 square metres of Housing space in eleven major undergraduate residences, three major apartment buildings, and numerous smaller buildings for graduate students in Platt's Lane Estates. During 2021, Lambton Hall was transitioned from an apartment style building to undergraduate residence. Other than Housing, there are many buildings which are operated largely or entirely as ancillaries: Western Student Recreation Centre, Thompson Recreation and Athletic Centre, TD Stadium, Boundary Layer Wind Tunnel, Western Day Care, the Ivey Spencer Leadership Centre, and facilities at the Research Parks.

With this background in mind, we briefly set out the nine categories of University capital expenditures.

1. **New Construction.** This category includes projects which create new buildings, including housing, additions to existing buildings, and other new facilities such as parking structures or lots, power plants and athletic fields. It does not include projects which improve the space within existing buildings or projects which upgrade other existing facilities.
2. **Major Building Renovations.** This category involves major maintenance and renovation expenditures on non-residential building projects, with projects generally spanning more than one year. Given that 60% of the 574,000 square metres in major buildings were built before 1980, renovations to major buildings will continue to be a part of our capital planning.
3. **Utilities and Infrastructure Projects.** This category involves projects with values greater than \$10,000 directed at the upgrading and new installation of utilities and other infrastructure, including boilers and chillers, electrical, water, and sewer distribution systems, and sustainability and energy conservation initiatives such as deep energy retrofits. Construction of a new Chiller Plant or major Power Plant expansion would be included in category 1. As we look to increase our sustainability and energy conservation initiatives, improvements to existing infrastructure will play a significant role in our pursuit of net-zero carbon emissions from campus operations by 2050, or sooner.
4. **Modernization of Instructional and Research Facilities.** This category includes the renewal and modernization of classrooms, laboratories, libraries, and other space used for instruction and research, as well as upgrades to information technology. These expenditures are critical to maintaining Western's reputation as a leader in the quality of teaching and research. These projects are sometimes funded by the units themselves with operating or research funds.
5. **General Maintenance and Modernization Projects.** This category consists of a wide variety of maintenance and modernization projects which are not included in categories 2 to 4. Most of the projects are under \$100,000, involving such work as roof replacement, interior and exterior painting, road, bridge, and sidewalk repair, and general maintenance of structures and systems. Open Space Strategy projects, such as the recently completed Kent North revitalization, may also be included in this category. A provision for unforeseen projects forms part of the allotment in this category.

6. **Housing Renovations.** This category includes all maintenance and modernization expenditures on University residences and apartment buildings. Construction of a new residence or apartment building would be included in category 1. Maintenance and modernization expenditures, projected to be \$13.3 million in 2022-23, are funded from Housing revenues. Housing has always set aside adequate maintenance funds and does not have the significant deferred maintenance on its buildings which may be observed in many other University buildings.
7. **Ancillary Projects.** This category includes capital expenditures on Ancillaries other than Housing, including Hospitality Services, the Book Store, Parking Services, student fee-funded units, self-funded support units, and self-funded research units. These units pay a charge to the University for the space they occupy.
8. **Carrying Costs and Debt Repayments.** This category consists of principal repayments and interest on debt for capital projects.
9. **Other Capital Expenditures.** This category includes asset acquisitions and other miscellaneous expenditures. It has been an established principle in Western's Campus Master Plan that the University pursue, as appropriate, the purchase of lands contiguous to University property as lands become available. Western will continue to seek to protect the Regional Facilities zoning around the main campus and to buy land near our campus when it comes up for sale. The University will also look to acquire strategic physical assets, such as the acquisition of 450 Talbot Street in the core of downtown London, in fall 2021.

The last twelve lines of Table 14 are labeled A to M. Line A shows total sources of funding for the Capital Budget, including debt; line B, sources of funds less expenditures; line C, the capital reserve at year-end; and line D, capital debt outstanding at year-end. Details on these items are shown in Tables 16 and 18. Annual changes in the capital reserve (line C) are driven by the differences between funding and expenditure (line B). Thus for 2020-21, line B shows a net source of \$98,155, the difference between funding of \$164,258 and expenditures of \$66,103 (all figures in \$000). The accumulated capital reserve in line C increases by this same amount of \$98,155.

Line E shows the replacement value of non-residential buildings and utilities and infrastructure, the assets eligible for MMI spending, while line F shows the ratio of the annual MMI expenditure to the replacement value. For example, in 2020-21, MMI expenditures were \$37.8 million, while the estimated replacement value of non-residential buildings, utilities, and infrastructure was \$2.062 billion. The ratio of the two is 1.8%, as shown in line F.

Line G of Table 14 shows the annual transfer from the Operating Budget to the Capital Budget for Maintenance, Modernization, and Infrastructure (the MMI transfer). The annual transfer has been maintained at \$15.5 million since 2017-18, a funding commitment that has established Western as a leader among Canadian universities in maintaining its facilities and dealing with deferred maintenance.

Line H of Table 14 shows the ratio of the annual MMI transfer to total MMI expenditures; for example, in 2020-21, the transfer was \$15.5 million and expenditures were \$37.8 million, so the ratio is 41.0%. This ratio will fluctuate with the level of MMI expenditure each year. Other sources of funding for MMI expenditures can include the annual capital facilities renewal grant from the Province (projected at \$5.9 million for 2021-22 and 2022-23), special Provincial grants, additional one-time allocations from the University's Operating Budget, one-time allocations from the Province, fundraising, and borrowing.

Line J contains an estimate of maintenance spending, defined narrowly as spending required to bring aging facilities up to their condition when originally built. Whenever Western undertakes a major maintenance project, there is also modernization of the facility, and whenever we carry out a major modernization project, there is generally some maintenance expenditure; it is thus difficult to separate the two. Line J is calculated on the assumption that 2/3 of the expenditures in categories 2, 3, and 5 involve maintenance (the remaining 1/3 is modernization), while 1/3 of the expenditures in category 4 involve maintenance (the remaining 2/3 is modernization). While the ratio of maintenance to modernization would vary by project and by year, Facilities Management considers them a reasonable average for the four categories over a number of years.

The value of line J in 2020-21 is \$23.4 million, or 1.1% (line K) of the replacement value in that year. A standard target in industry for this ratio is 2.0%; if large buildings last an average of 50 years, then average maintenance spending should be 2.0% of replacement value. When the actual ratio is consistently lower than 2.0%, as has been the case at Western and most Canadian universities over the last three decades, the level of deferred maintenance will grow. As Western continues to renovate aging buildings, there will be years that deferred maintenance will decline.

Table 15 outlines major capital projects, which are assigned to one of the nine categories. Where possible, the year and month of the start and end of the project(s) are shown.

The projects listed in Table 15 reflect the Long-Range Space Plan outlined in Table 13 of the Operating Budget portion of this document. These projects include new construction that will create new student and research spaces, major building renovations as well as utilities and infrastructure projects – reflecting the need to maintain and modernize Western's aging physical plant. With new building construction on campus continuing, Western is utilizing scarce developable land in the core campus. The Campus Master Plan, approved in June 2015, highlights the constraints in the amount of buildable land on our campus and the fact that new buildings are being constructed on parking lots – thus increasing the pressure on available parking and the need to create alternative spaces, such as a parking structure combined with the planned Multi-Sport Fieldhouse. We continue planning for the construction of additional parking structures at the periphery of campus – including siting, a funding plan, and the required parking fee rates to finance these structures. Campus sustainability, energy conservation, and infrastructure projects are also included on Table 15 and will play a prominent role in Western's pursuit of net-zero carbon emissions from campus operations by 2050, or sooner. Often, these projects are comprised of multiple projects completed over a number of years.

B. Sources of Funding and Capital Expenditures in 2022-23

Table 16 displays sources of funding for budgeted capital expenditures with estimates of comparative data for 2021-22, divided into five major categories: federal, provincial and municipal government grants; funds transferred from Western's Operating Budget; one-time funds from Internally Restricted Net Assets; borrowing; and other sources. As compared to a decade ago, the University's Capital Budget is more dependent on transfers from the Operating Budget and debt.

The University must carefully balance its available resources for use in capital expenditures. For example, projects funded by debt require an ultimate funding source, and one time funding, such as allocations from the Major Strategic Opportunities Fund or Undisturbed Investment Returns must be used strategically and are not a recurring source of funds.

Table 17 shows expenditures in categories 1 and 2 for 2021-22 (estimates as of March 2, 2022) and 2022-23 (current proposals).

Table 14
CAPITAL BUDGET SUMMARY, 2018-19 TO 2022-23
(\$000)

Category	Purpose	Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22	Budget 2022-23
	New Construction					
1	New Construction (Table 17, line 12)	17,285	6,233	13,284	38,516	56,786
	Maintenance, Modernization, and Infrastructure (MMI)					
2	Major Building Renovations (Table 17, line 25)	10,983	8,624	22,063	29,986	16,859
3	Utilities and Infrastructure Projects	13,610	4,115	4,679	11,305	21,507
4	Modernization of Instructional and Research Facilities	5,732	8,944	5,303	10,092	11,474
5	General Maintenance and Modernization Projects	7,750	7,078	5,764	9,502	26,302
	Sub-Total MMI	38,075	28,761	37,809	60,885	76,142
	Other					
6	Housing Renovations	7,988	6,747	6,914	6,265	13,331
7	Ancillary Projects	856	1,482	1,874	3,092	1,828
8	Carrying Costs and Debt Repayments	2,448	1,095	1,026	960	941
9	Other Capital Expenditures	-1,012	2,733	5,196	11,892	2,000
	Sub-Total Other	10,280	12,057	15,010	22,209	18,100
10	Total Expenditures	65,640	47,051	66,103	121,610	151,028

Line		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22	Budget 2022-23
	Sources of Funding, Reserves, and Debt					
A	Total Sources of Funding, Including Debt (Table 16)	84,228	33,720	164,258	111,529	57,957
B	Sources of Funding less Expenditures	18,588	-13,331	98,155	-10,081	-93,071
C	Capital Reserve, Year End (Table 18)	68,888	55,557	153,712	143,631	50,560
D	Capital Debt Outstanding, Year End (Table 18)	362,141	353,923	345,936	337,679	329,095
E	Replacement Value of Non-Residential Buildings, Utilities & Infrastructure, \$M	2,113	2,264	2,062	2,162	2,219
F	MMI Expenditures/Replacement Value	1.8%	1.3%	1.8%	2.8%	3.4%
G	Annual MMI transfer from Operating to Capital Budget	15,500	15,500	15,500	15,500	15,500
H	MMI transfer/MMI Expenditures	40.7%	53.9%	41.0%	25.5%	20.4%
J	Estimate of Maintenance Expenditure	23,473	16,193	23,438	37,226	46,937
K	Maintenance Expenditure/Replacement Value	1.1%	0.7%	1.1%	1.7%	2.1%
L	Number of Major Buildings	95	97	97	98	99
M	Total Gross Square Meters (000's)	859	890	894	903	907

Category 8 does not include carrying costs and loan repayments for Residences and Apartments, Research Park and Richard Ivey School of Business Foundation.

Line B is equal to Line A Total Sources of Funding less Total Expenses.

The change in line C from one year to the next is equal to Line B.

Line J consists of 2/3 of Category 2, 3 and 5 and 1/3 of Category 4.

Table 15
MAJOR CAPITAL PROJECTS

		Category	Start	End
1	<i>Projects Underway or Soon-to-Start</i>			
2	Weldon Library Modernization	2	Sept 19	tbd
3	Biomedical Research Facility - Phase 1 of Medical School Project	1	Jan 17	Jul 22
4	Entrepreneurship and Innovation Centre	1	Jun 19	Oct 23
5	University Gathering Hub -- Common/Gathering Spaces	1	tbd	tbd
6	Multi-Sport Field House -- with Parking Garage	1	tbd	tbd
7	New Engineering Building	1	tbd	tbd
8	Addition to the Ivey Building	1	tbd	tbd
9	Social Sciences Centre Realignment/Expansion	1&2	tbd	tbd
10	Western's New Downtown Facility -- 450 Talbot Street	2	tbd	tbd
11	Replacement of University Drive Bridge	1	tbd	tbd
12	University-wide Campus Sustainability/Energy Conservation/Infrastructure Projects (multiple stages -- ongoing)	1,3&5	Ongoing	
13	Pedestrian-friendly Campus Initiatives -- Open Space Strategy	1&5	Ongoing	
14	<i>Projects in Various Planning Stages</i>			
15	The Bioconvergence Centre -- Interdisciplinary Research & Experiential Learning Facility	1	tbd	tbd
16	Multi-Level Parking Structures	1	tbd	tbd
17	Space Realignment in the Natural Sciences Centre	2	tbd	tbd
18	Ivey Spencer Leadership Centre Renewal and Expansion	1&2	tbd	tbd
19	New Space for the McIntosh Gallery	1&2	tbd	tbd
20	Expansion of Residence Capacity	1	tbd	tbd
21	<i>Projects for Future Consideration (requires funding plan)</i>			
22	Modernization of Medical School Facilities	2	tbd	tbd
23	Renewal: UCC, Law Building, Spencer Engineering Building, Elborn College	2	tbd	tbd
24	Additional Space for Health Sciences -- to support Enrolment Expansion	1	tbd	tbd
25	Renewal/Replacement of Chemistry Laboratory Facilities	2	tbd	tbd
26	Expansion of the Support Services Building	1	tbd	tbd
27	Renewal and/or Realignment of Library Facilities -- Future Phases	2	tbd	tbd
28	New Research Initiatives/Partnerships at the Research Parks	1	tbd	tbd
29	Residence Projects	1&6	tbd	tbd
30	Asset Acquisitions	9	tbd	tbd

Table 16
CAPITAL BUDGET: SOURCES OF FUNDING
(\$000)

		Projected 2021-22	Budget 2022-23
1	<i>Government Grants</i>		
2	MCU Annual Capital Grant (Facilities Renewal Program)	5,906	5,906
3	<i>Sub-Total</i>	5,906	5,906
4	<i>Operating Budget</i>		
5	Operating Budget MMI Transfer - Base	15,500	15,500
6	Operating Budget MMI Transfer - Base (Ancillaries)	600	600
7	Operating Budget - FRSF Transfer	3,000	3,000
8	Operating Budget - CRC Transfer	920	864
9	Operating Budget - Multi-Sport Field House - with Parking Garage	15,500	0
10	Operating Budget - Pedestrian-friendly Campus Initiatives - Open Space Strategy	10,000	0
11	Operating Budget - University-wide Campus Sustainability and Infrastructure Projects	10,000	0
12	Operating Budget - New Space for the McIntosh Gallery	250	0
13	Operating Budget - Classroom Modernization	180	0
14	Dentistry Operating Budget - Dental Clinics Modernization	100	1,850
15	Ivey Operating Budget - Addition to the Ivey Building	0	1,800
16	Social Sciences Operating Budget - Social Sciences Centre Space Realignments	1,109	1,240
17	Science Operating Budget - Chemistry Laboratory Modernization	3,750	0
18	Health Sciences Operating Budget - Classroom Addition & 3rd Floor Modernization	2,812	0
19	Medicine Operating Budget - RRI Cuddy Wing Chiller Replacement	1,838	0
20	Miscellaneous Faculty/Department Budgets	1,547	1,643
21	<i>Sub-Total</i>	67,106	26,497
22	<i>Major Strategic Opportunities Funding (MSOF) and Undistributed Investment Returns</i>	11,892	3,700
23	<i>Fundraising</i>		
24	Entrepreneurship and Innovation Centre	10,500	0
25	<i>Sub-Total</i>	10,500	0
26	<i>Borrowing</i>		
27	Expansion of Residence Capacity	0	2,800
28	<i>Sub-Total</i>	0	2,800
29	<i>Other</i>		
30	Student Contribution - Western Student Recreation Centre	1,449	1,492
31	Energy Conservation Incentives (Rebates)	46	375
32	Sports & Recreation Services - Student Contribution for Artificial Turf Playing Fields	178	182
33	Projects Funded by Housing	6,265	13,331
34	Projects Funded by Units	5,094	1,846
35	Projects Funded by Ancillaries	3,093	1,828
36	<i>Sub-Total</i>	16,125	19,054
37	Total Sources of Funding	111,529	57,957

Table 17
CAPITAL EXPENDITURES FOR NEW CONSTRUCTION AND MAJOR BUILDING RENOVATIONS
2021-22 and 2022-23
(\$000)

		Projected 2021-22	Budget 2022-23
1	<i>Category 1: New Construction</i>		
2	Entrepreneurship and Innovation Centre	6,275	23,500
3	Biomedical Research Facility - Phase 1 of Medical School Project	26,550	11,590
4	Multi-Sport Field House with Parking Garage	0	5,220
5	The Bioconvergence Centre - Interdisciplinary Research & Experiential Learning Facility	51	4,950
6	University Gathering Hub - Common/Gathering Spaces	0	3,375
7	New Engineering Building	0	2,970
8	Expansion of Residence Capacity	0	2,800
9	Addition to the Ivey Building	0	1,800
10	Sports Facilities: TD Stadium Renewal	4,011	425
11	Arthur and Sonia Labatt Health Sciences Building Classroom Addition	1,629	156
12	<i>Total, Category 1</i>	38,516	56,786
13	<i>Category 2: Major Building Renovations</i>		
14	Weldon Library Modernization	8,180	5,453
15	Western's New Downtown Facility - 450 Talbot Street	0	3,700
16	Dental Clinics Modernization	100	1,850
17	Thompson Arena - New Ice Rink Floor	220	1,478
18	Modernization of Thames Hall	12,970	1,363
19	Social Sciences Centre Space Realignment	0	1,000
20	Creation of Indigenous Learning Spaces in Althouse Building	5,219	932
21	Fanshawe Boathouse/Rowing Centre Renewal	500	500
22	Thames Hall Follow-On Renovations	0	300
23	Somerville House Renovations to Create Student Space	2,434	283
24	Medical School Innovation Hub	363	0
25	<i>Total, Category 2</i>	29,986	16,859

Table 18
CAPITAL RESERVES AND DEBT AT FISCAL YEAR END
(\$000)

		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22	Budget 2022-23
1	A. Capital Reserves					
2	General Capital Fund	32,271	40,437	39,633	40,913	22,228
3	Designated Capital Fund	36,617	15,120	114,079	102,718	28,332
4	Total Capital Reserves	68,888	55,557	153,712	143,631	50,560

		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22	Budget 2022-23
5	B. Capital Debt					
6	New Construction, Major Renovations & Other	22,821	0	0	0	0
7	Housing	88,346	73,879	59,779	50,661	43,916
8	Research Park	26,142	25,235	24,294	23,318	22,379
9	Unused and Invested Debenture Proceeds	224,832	254,809	261,863	263,700	262,800
10	Total Capital Debt	362,141	353,923	345,936	337,679	329,095

Line 2 includes the required \$6 million general capital reserve fund.

Line 3 includes fund balances for large capital projects.

Long-Term Financial Trends

The Operating and Capital Budgets set out in Tables 2 and 14 of this document describe proposed spending of some \$1.05 billion for the single year of 2022-23. That spending will take place, however, in a long-term context which must be understood when evaluating the Operating and Capital Budgets. The Administration and Board have identified three elements of that long-term context which should be reviewed in the annual Budget of the University: capital reserves and debt, employee future benefits, and deferred maintenance.

A. Capital Reserves and Debt

Table 18 displays Capital Reserves and Debt for fiscal years ending April 30. Capital Reserves are divided into two categories:

- the General Capital Fund, which includes funds not yet designated for specific purposes and funds designated for future projects.
- the Designated Capital Fund, which has been assigned to specific capital projects.

Capital Debt is divided into the following categories:

- **New Construction, Major Renovations, Infrastructure, and Other** – represents debt on projects that are largely new construction, additions to existing buildings, other new facilities, non-residential projects that involve major maintenance, and renovations to existing space. It also includes debt on purchases of property.
- **Housing** – debt required for new construction, maintenance, and modernization projects for University residences and apartment buildings.
- **Research Park** – debt incurred by the Research Park.
- **Unused and Invested Debenture Proceeds** – unused proceeds from Western's debenture issuances that have been committed and invested until specific capital projects require the funding.

Capital Debt is viewed as part of the capitalization structure of the University and a resource that can help the University advance its Long-Range Space and Campus Master Plans. Careful consideration of the optimal capitalization levels is required, balancing the debt burden and service costs with the University's long-term financial sustainability.

As part of the overall management of capitalization, the University has increased its Capital Debt, primarily through debenture issuances of \$190 million and \$100 million in 2007 and 2017, respectively, and by entering into a \$100 million fifteen-year facility in 2013 to finance a 1,000 bed residence and other capital projects. The University's debentures necessitate an annual credit rating review. Standard & Poor's confirmed Western's credit rating of AA in February 2022.

The Board of Governors has approved a Capital Debt Policy that outlines the principles used in guiding the University's overall capitalization and debt management strategy. Western is in compliance with both of its compliance ratios set out in the policy (net assets-to-debt and debt burden). The University also utilizes monitoring ratios as part of its management strategy. Figure E shows selected Capital Debt monitoring ratios for the years ending April 30.

Figure E
CAPITAL DEBT MONITORING RATIOS

	FTE Enrolment	Debt (\$M)	Debt per FTE (\$)	Combined Revenue (\$M)*	Debt / Revenue (%)
2018	33,059	375.8	11,369	1,253.7	30.0%
2019	33,356	362.2	10,859	1,318.0	27.5%
2020	33,737	353.9	10,490	1,248.0	28.4%
2021	35,258	345.9	9,810	1,367.9	25.3%
2022p	36,828	337.7	9,170	1,230.5	27.4%

The projected debt is based on Board-approved projects with allowance for other projects, which may be presented to the Board during the period under consideration.

B. Employee Future Benefits

Subject to eligibility rules set within various collective agreements, the University provides medical, dental, and life insurance benefits to eligible employees after their employment with Western has ended.

The obligation for these employee future benefits are projected by actuarial valuation every three years. In the years between valuations, an extrapolation of the actuarial valuation is used to determine the projected benefit obligations. At April 30, 2021, the University's accrued benefit liability relating to the employee future benefit plans was \$565.3 million (2020 - \$561.8 million). The annual expense for non-pension employee future benefits in 2021 was \$30.1 million (2020 - \$21.9 million).

A recent review of major research universities identified only five institutions with significant post-employment benefit obligations greater than \$100 million, ranging from \$109 million to \$696 million and an unweighted average of \$373 million. Western ranked second in total liability for employee future benefits.

Figure F outlines the University employee future benefits, the obligation and expense for years ending April 30.

Figure F
EMPLOYEE FUTURE BENEFITS (EFB) AS A % OF TOTAL EXPENSES

	EFB Obligation (\$M)	EFB Expense (\$M)	Total University Expenses (\$M)	EFB Expense as % of Total
2017	473.5	28.9	1,113	2.6%
2018	495.3	21.8	1,122	1.9%
2019	546.5	23.4	1,170	2.0%
2020	561.8	21.9	1,182	1.9%
2021	565.3	30.1	1,137	2.6%

C. Deferred Maintenance

Deferred Maintenance is defined as work on the maintenance of physical facilities that has been deferred on a planned or unplanned basis to a future budget cycle or postponed until funds become available. To avoid increasing the size of the deferred maintenance backlog, it is necessary to carry out replacement of facility components on an annual basis.

The estimates of deferred maintenance are different from estimates of debt or employee future benefits in the previous sections. There are actual contracts in place for the first two categories that allow us to make reasonable estimates. For deferred maintenance, this is not the case; therefore, we have to find other ways to quantify this liability. In 2001, a common capital-asset management system was purchased by the Ontario university system to assess, track, and report on the condition of facilities. The system requires that each major component of a building – roof sections, classrooms, heating, ventilation, air-conditioning systems and so on – be inspected, either entirely or on a sample basis. Data on the findings of these inspections are entered into a central database. The system uses industry-standard cost and lifecycle data to forecast the timing and costs of capital renewal projects. In 2019, at the request of the Ministry of Colleges and Universities, cost-forecasting methodologies were updated in the Ontario university sector to produce a more harmonized approach for facility assessment across provincially owned and broader public sector assets. Overall, this sector wide harmonization has led to an increase in estimates of deferred maintenance, primarily due to the inclusion of soft costs, which added approximately 30% to deferred maintenance estimates. Other factors have included automatic renewal requirements to maintain assets and changes to maintenance life cycles.

The University, in coordination with all other Ontario universities, is undertaking a campus wide review of its facilities data, to further improve upon our estimates. This data review is being conducted by a common vendor across the sector and is expected to be complete by 2024-25. In the current period, deferred maintenance related to residences increased substantially, as the majority of residences moved to the new harmonization methodology. As the data review continues, the estimates of deferred maintenance may fluctuate from year to year.

As at February 24, 2022, the Facilities Management Division estimates that deferred maintenance at Western is \$292 million for non-residential buildings and \$76 million for residences. Approximately 43% of the deferred maintenance for non-residential buildings relates to mechanical and electrical requirements. Other major components include maintenance driven by code requirements and maintenance for roofs and windows.

A common measure for determining the overall condition of facilities is the ratio of deferred maintenance over current replacement value of the facilities. The calculation as at February 24, 2022 is outlined in Figure G as follows:

Figure G
DEFERRED MAINTENANCE TO CURRENT REPLACEMENT VALUE

		Non-Residential Buildings	Combined Residences
1	Current Replacement Value (CRV)	\$2,162 million	\$711 million
2	Deferred Maintenance (DM)	\$292 million	\$76 million
3	DM/CRV	13.5%	10.7%

The average age of buildings for universities in the Province of Ontario was 53 years as of March 2022. Western's average age is 42 years and over 56% of our buildings were built before 1980. Western's residences are funded through rents which cover maintenance; the University has never had a problem with deferred maintenance on residences. A ratio of 13.5% (Deferred Maintenance/Current Replacement Value) for non-residential buildings indicates a significant need for maintenance funding.

If the average component of a large building lasts 50 years, then on average, maintenance spending should be 2.0% of replacement value. This level of spending is a standard target in the industry. When the actual ratio is consistently less than 2.0%, as has been the case at most Canadian universities, the volume of deferred maintenance will grow. Failure to adequately address deferred maintenance results in substandard facilities and could result in the failure of critical systems. Based on the current replacement value of our facilities at \$2.2 billion, spending on major maintenance for campus buildings at 2.0% should be in the range of \$44 million annually.

As explained at the start of the Capital Budget, the annual maintenance transfer is used for Maintenance, Modernization, and Infrastructure (MMI). The Administration is sometimes asked by faculty and staff if the MMI transfer is too large. As lines G and E in Table 14 show, the ratio of the MMI transfer to the current replacement value of our non-residential buildings, utilities, and infrastructure has been below 1% in recent years (Figure H).

Figure H
MMI TRANSFER TO CRV RATIO 2018-19 to 2022-23

		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22	Budget 2022-23
1	MMI (\$M)	15.50	15.50	15.50	15.50	15.50
2	CRV (\$M)	2,113	2,264	2,062	2,162	2,219
3	Ratio	0.73%	0.68%	0.75%	0.72%	0.70%

Thus, the MMI transfer from the Operating to the Capital Budget is less than half of the 2.0% required to keep deferred maintenance from growing. Continuation of this MMI transfer is essential to maintaining a safe and reliable campus infrastructure, which supports modern research and teaching, and sustains faculty, staff, and student morale.

Line J of Table 14 presents an estimate of maintenance spending from all sources, with maintenance defined as spending required to bring aging facilities up to their condition when originally built. The last time the ratio was about 2.0% was 2010-11, however, current projections estimate the ratio for 2022-23 will reach the 2.0% target. Additional funding, from provincial and federal sources, continues to be required to catch up and maintain the 2.0% target over the long-term. Achieving the 2% target over time is required to sustain the condition of Western's facilities.

ITEM 8.1(b) – Program Specific Tuition and Other Supplemental Fees

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

Recommendations and associated information regarding the Operating and Capital budgets and the setting of tuition fees are provided to Senate through the Senate Committee on University Planning (SCUP). As Supplementary information for Senate, the Program Specific Tuition and Other Supplemental Fees are attached.

ATTACHMENT(S):

[Program Specific Tuition and Other Supplemental Fees](#)



***2022-23 Program Specific Fees
and Other Supplemental Fees***

March 28, 2022

Western University

Notes regarding 2022-23 Program-specific Tuition and Fees and Other Supplemental Fees

Table 1: Program-Specific Tuition

This table includes tuition fees that do not align with the standard structure of tuition fees outlined in Tables 10 and 11 of the Operating Budget document – and include concurrent programs, new programs, and graduate diploma programs.

Table 2: Program-Related Fees

This table includes program-related fees – including internship/placement fees, course materials fees, tuition deposits, and the health insurance plan for International Students.

Table 3: Application Fees

This table includes application fees for graduate programs, professional programs, and undergraduate exchange programs.

Table 4: Supplemental Fees and Other Charges

This table includes a variety of other fees including late registration fees, course cancellation/change fees, and charges for official documentation, supplemental exams, and photo identification.

Table 5: Business School Course Material Fees

Reports the costs of custom course material fees (course packs and related) for all pre-HBA and HBA courses.

Table 1

2021-2022 and Proposed 2022-2023 PROGRAM-SPECIFIC TUITION FEES

			2021-22 Amount	Proposed 2022-23	
				Amount	% change
1	Concurrent Programs				
2	HBA/BESc Program				
3	Entering After 2 Years of Engineering	<i>Domestic</i>	22,138.00	22,138.00	0.0%
4	Entering After 3 Years of Engineering	<i>Domestic</i>	32,095.00	32,095.00	0.0%
5	HBA/JD Program				
6	All Years	<i>Domestic</i>	29,505.00	29,505.00	0.0%
7	HBA/BA-BSc Program				
8	Entering After 2 Undergraduate Years	<i>Domestic</i>	17,361.00	17,361.00	0.0%
9	Entering After 3 Undergraduate Years	<i>Domestic</i>	27,902.00	27,902.00	0.0%
10	JD/BA-BSc Program				
11	Entering After 2 Undergraduate Years	<i>Domestic</i>	15,600.00	15,600.00	0.0%
12	Entering After 3 Undergraduate Years	<i>Domestic</i>	19,955.00	19,955.00	0.0%
13	JD/BESc Program				
14	Entering After 2 Years of Engineering	<i>Domestic</i>	18,891.00	18,891.00	0.0%
15	Entering After 3 Years of Engineering	<i>Domestic</i>	22,192.00	22,192.00	0.0%
16	MBA/JD Program				
17	Note: 2021-22 = March 2022; 2022-23 = March 2023				
18	Year 1	<i>Domestic</i>	63,982.00	63,982.00	0.0%
19	Years 2 and 3	<i>Domestic</i>	42,380.00	42,380.00	0.0%
20	Year 1	<i>International</i>	104,759.00	107,116.00	2.3%
21	Years 2 and 3	<i>International</i>	73,041.00	74,684.00	2.3%
22	JD/MA-MSc Program				
23	Entering Before Year 1 Law	<i>Domestic</i>	22,229.00	22,229.00	0.0%
24	Entering After Year 1 Law	<i>Domestic</i>	23,507.00	23,507.00	0.0%
25	MBA/MEng Program				
26	Note: 2021-22 = March 2022; 2022-23 = March 2023				
27	Years 1 - 2	<i>Domestic</i>	48,154.00	48,154.00	0.0%
28	After 2 years	<i>Domestic; per term</i>	16,050.00	16,050.00	0.0%
29	Years 1 - 2	<i>International</i>	77,345.00	79,471.00	2.8%
30	After 2 years	<i>International; per term</i>	25,780.00	26,488.00	2.8%
31	AMBA/JD Program				
32	Note: 2021-22 = July 2021; 2022-23 = July 2022				

Table 1

2021-2022 and Proposed 2022-2023 PROGRAM-SPECIFIC TUITION FEES

			2021-22 Amount	Proposed 2022-23	
				Amount	% change
33	Year 1	<i>Domestic</i>	41,688.00	41,688.00	0.0%
34	Year 2	<i>Domestic</i>	34,425.00	34,425.00	0.0%
35	Year 3	<i>Domestic</i>	34,425.00	34,425.00	0.0%
36	Richard Ivey School of Business				
37	The rates shown below are program fees				
38	Business (MBA)	<i>Domestic</i>	83,250.00	83,250.00	0.0%
39	Business (MBA)	<i>International</i>	120,500.00	123,500.00	2.5%
40	Business (MSc) -- all streams	<i>Domestic</i>	38,250.00	38,250.00	0.0%
41	Business (MSc) -- all streams	<i>International</i>	69,950.00	72,000.00	2.9%
42	Business (MGMT/CEMS)	<i>Domestic</i>	43,200.00	43,200.00	0.0%
43	Business (MGMT/CEMS)	<i>International</i>	75,350.00	77,500.00	2.9%
44	Business (MSc) Double Degree Track Program -- Business Analytics Stream for Ivey Students Attending 2 terms at Norwegian School of Economics	<i>Domestic (total for 5 terms) - effective with the September 2022 intake</i>	47,800.00	47,800.00	0.0%
45	Business (MSc) Double Degree Track Program -- Business Analytics Stream for Ivey Students Attending 2 terms at Norwegian School of Economics	<i>International (total for 5 terms) - effective with the September 2022 intake</i>	85,300.00	85,300.00	0.0%
46	Business (MSc) Double Degree Track Program --Tuition for Norwegian School of Economics Students Attending 2 terms at Ivey	<i>total for 2 terms</i>	17,500.00	17,500.00	0.0%
47	Tuition, Executive MBA Program- Canada -- September & February Intake	<i>Domestic: total for 3 terms</i>	115,000.00	117,000.00	1.7%
	Tuition, Executive MBA Program- Canada -- September & February Intake	<i>International: total for 3 terms</i>	115,000.00	117,000.00	1.7%
48	Tuition, MBA Direct (Domestic) -- July Intake		50,085.00	50,085.00	0.0%
49	Tuition, MBA Direct (International) -- July Intake		72,300.00	72,300.00	0.0%
50	Tuition, Accelerated MBA (Domestic) -- November Intake		83,000.00	83,000.00	0.0%
51	Tuition, Accelerated MBA (International) -- November Intake		120,500.00	83,000.00	-31.1%
52	GDip in Management				
53	If taken in Hong Kong				
54	Per Module (1-4)	<i>Fees in U.S Dollars</i>	3,000.00	3,000.00	0.0%
55	Term 5	<i>Fees in U.S Dollars</i>	4,000.00	3,000.00	-25.0%
56	Entry Assessment	<i>Fees in U.S Dollars</i>	1,000.00	1,000.00	0.0%
57	Faculty of Education				
58	Tuition - Post Graduate Certificate in Education	<i>per course</i>	250.00	250.00	0.0%
59	3-Part Additional Qualification	<i>per course</i>	675.00	685.00	1.5%
60	Additional Basic Qualification	<i>Domestic, per course</i>	675.00	735.00	8.9%
61	Additional Basic Qualification	<i>International, per course</i>	1,350.00	1,470.00	8.9%
62	Honor Specialist	<i>per course</i>	725.00	735.00	1.4%

Table 1

2021-2022 and Proposed 2022-2023 PROGRAM-SPECIFIC TUITION FEES

			2021-22 Amount	Proposed 2022-23	
				Amount	% change
63	Honor Specialist	<i>International, per course</i>	1,450.00	1,470.00	1.4%
64	Technology Studies	<i>per course</i>	725.00	735.00	1.4%
65	Certificate of Unified English Braille Competence (non-credit)	<i>per level</i>	325.00	325.00	0.0%
66	Master of Professional Education (MPed)				
67	Domestic Students				
68	All Fields	<i>per course</i>	2,719.00	2,719.00	0.0%
69	International Students				
70	Onsite	<i>per course</i>	4,117.00	4,282.00	4.0%
71	Online	<i>per course</i>	3,143.00	3,268.00	4.0%
72	Faculty of Engineering				
73	University Network of Excellence in Nuclear Engineering Program	<i>10 courses or 8 courses and project</i>	22,500.00	22,500.00	0.0%
74	Advanced Design and Manufacturing Institute (ADMI) Engineering Program	<i>9 courses; per course fee</i>	2,430.00	2,430.00	0.0%
75	Graduate Diploma in Engineering Leadership and Innovation	<i>Domestic: per term tuition fee</i>	3,625.00	3,625.00	0.0%
76	Graduate Diploma in Engineering Leadership and Innovation	<i>International: per term tuition fee</i>	13,299.00	13,698.00	3.0%
77	Faculty of Health Science				
78	Compressed Nursing Program				
79	Years 3 and 4, Fall/Winter	<i>Domestic</i>	6,050.00	6,050.00	0.0%
80	Year 3, Fall/Winter	<i>International</i>	46,465.00	50,182.00	8.0%
81	Year 4, Fall/Winter	<i>International</i>	44,744.00	48,324.00	4.0%
82	Summer Term between Years 3 and 4	<i>Domestic</i>	3,025.00	3,025.00	0.0%
83	Summer Term between Years 3 and 4	<i>International</i>	22,372.00	24,162.00	8.0%
84	Combined Health Professional Masters and PhD				
85	All Years	<i>Domestic</i>	11,294.00	11,294.00	0.0%
86	All Years	<i>International</i>	34,589.00	35,973.00	4.0%
87	Graduate Diploma in Applied Health Sciences	<i>Domestic; per-course tuition fee</i>	1,418.00	1,418.00	0.0%
88	Graduate Diploma in Applied Health Sciences	<i>International; per-course tuition fee</i>	3,350.00	3,484.00	4.0%
89	Graduate Diploma in Primary Health Care Nurse Practitioner	<i>Domestic; per term</i>		2,666.66	n/a
90	Faculty of Law				
91	Graduate Diploma in Mining Law, Finance and Sustainability	<i>Domestic; per-course tuition fee</i>	2,250.00	2,250.00	0.0%
92	Graduate Diploma in Mining Law, Finance and Sustainability	<i>International; per-course tuition fee</i>	3,500.00	3,640.00	4.0%
93	Faculty of Medicine and Dentistry				

Table 1

2021-2022 and Proposed 2022-2023 PROGRAM-SPECIFIC TUITION FEES

			2021-22 Amount	Proposed 2022-23	
				Amount	% change
95	Medicine (M. D.) -- Year 5		11,993.00	11,993.00	0.0%
96	Medicine (M. D.) -- Year 6	<i>New</i>		5,996.00	
97	MSc in Clinical Medical Biophysics	<i>Domestic</i>	11,294.00	11,294.00	0.0%
98	MSc in Clinical Medical Biophysics	<i>International</i>	31,675.00	32,942.00	4.0%
99	Internationally Trained Dentistry Program	Year 2 (plus full-time ancillary and supplementary fees)	56,000.00	56,000.00	0.0%
100	Internationally Trained Dentistry Program	Year 3 (plus full-time ancillary and supplementary fees)	56,000.00	56,000.00	0.0%
101	Internationally Trained Dentistry Program	Year 4 (plus full-time ancillary and supplementary fees)		56,000.00	
102	International Medical Trainees	<i>includes Saudi Trainees</i>	100,000.00	100,000.00	0.0%
103	Dentistry, Prior Learning Assessment (PLA) -- Internationally Trained Dentists	<i>reflects changes in exam structure</i>	800.00	800.00	0.0%
104	Grad Diploma: Pathology and Laboratory Medicine	<i>Domestic per Term</i>	2,400.00	2,400.00	0.0%
105	Grad Diploma: Pathology and Laboratory Medicine	<i>International per Term</i>	3,000.00	3,120.00	4.0%
106	Faculty of Music				
107	Music Recording Arts, All Years - Domestic tuition	<i>compressed prgm with Fanshawe</i>	6,914.00	6,914.00	0.0%
108	Music Recording Arts - Year 1 - International tuition	<i>compressed prgm with Fanshawe</i>	34,022.00	35,383.00	4.0%
109	Music Recording Arts - Year 2 - International tuition	<i>compressed prgm with Fanshawe</i>	34,022.00	35,383.00	4.0%
110	Music Recording Arts - Year 3 - International tuition	<i>compressed prgm with Fanshawe</i>	32,762.00	35,383.00	4.0%
111	Faculty of Social Science				
112	Graduate Diploma in Public Administration				
113	per-course tuition	<i>Domestic</i>	920.00	920.00	0.0%
114	per-course tuition	<i>International</i>	4,420.00	4,597.00	4.0%
115	Undergraduate Diploma in Public Administration	<i>per half course</i>	727.00	727.00	0.0%
116	School of Graduate and Postdoctoral Studies				
117	Graduate Diploma in Accounting				
118	Summer program	<i>Domestic, 1 term</i>	9,000.00	9,000.00	0.0%
119	Summer program	<i>International, 1 term</i>	16,000.00	16,000.00	0.0%
120	Continuing Studies				
121	Trois-Pistoles French Immersion School:				
122	<u><i>In-Person Programming:</i></u>				
123	Summer In-person (\$1,210.14 tuition, \$1289.93 homestay fee, \$299.93 immersion fee)	<i>Domestic Bursary & Non-Bursary</i>	not offered	2,800.00	N/A
124	Summer In-person (Will not be offered in 2022)	<i>Domestic Non-Bursary 0.5 credit</i>	not offered	not offered	N/A
125	FSL Teachers In-person (\$605.07 tuition, \$909.38 homestay fee, \$285.55 immersion fee)	<i>Domestic Bursary & Non-Bursary 0.5 credit</i>	not offered	1,800.00	N/A
126	Summer In-person (\$7,241.60 tuition, \$1289.93 homestay fee, \$299.93 immersion fee)	<i>International</i>	not offered	8,831.46	N/A

Table 1

2021-2022 and Proposed 2022-2023 PROGRAM-SPECIFIC TUITION FEES

			2021-22	Proposed 2022-23	
			Amount	Amount	% change
127	Summer In-person (Will not be offered in 2022)	<i>International 0.5 credit</i>	not offered	not offered	N/A
128	FSL Teachers In-person (\$3,620.80 tuition, \$909.38 homestay fee, \$285.55 immersion fee)	<i>International 0.5 credit</i>	not offered	4,815.73	N/A
129	<i>Virtual Programming:</i>				
130	Summer Virtual (\$1,210.14 tuition, \$729.93 sociocultural fee, \$299.93 immersion fee)	<i>Domestic Bursary & Non-Bursary</i>	2,240.00	2,240.00	0.0%
131	Summer Virtual (Will not be offered in 2022)	<i>Domestic Non-Bursary 0.5 credit</i>	1,343.20	not offered	N/A
132	Summer Virtual (\$7,241.60 tuition, \$729.93 sociocultural fee, \$299.93 immersion fee)	<i>International</i>	8,271.46	8,271.46	0.0%
133	Summer Virtual (Will not be offered in 2022)	<i>International 0.5 credit</i>	3,842.38	not offered	N/A
134	<i>The % increase figures are calculated on the previous year of study in the previous academic year; for example, the % increase for year 4 is the increase over the year 3 tuition in the previous academic year.</i>				
135	*NOTE* Any student registered in course(s) over and above those specified as program requirements shall be assessed tuition on a per-course basis for those non-required courses.				
136	Per-Course Tuition Fees				
	<i>First Entry Programs:</i>				
137	<ul style="list-style-type: none"> Tuition per full course is one-fifth (20%) of full program tuition for the respective program. Tuition per full audited course is one-tenth (10%) of full program tuition for the respective program. 				
138	<i>Law:</i> Tuition per full course is one-seventh of full program tuition.				
139	<i>Medicine/Dentistry:</i> Tuition will be set by special arrangement.				
140	<i>Graduate Programs:</i> Tuition per term is one-half (50%) of full-time tuition for the respective program.				
	<i>PhDLIS/MLIS Program:</i>				
141	<ul style="list-style-type: none"> Tuition per full course will be 30% of full-time (per term) tuition for the respective program or one tenth (10%) of full-time (annualized) tuition for the respective program. For example, MLIS annual tuition for Domestic students is \$10,877 for 2022-23. Tuition for one course is \$1,087.7. Tuition for two (2) courses will be one-half (50%) of full-time (per term) tuition for the respective program or one-sixth (16.7%) of full-time (annualized) tuition for the respective program. For example, MLIS annual tuition for Domestic students is \$10,877 for 2022-23. Tuition for two courses is \$1,816.5. 				

Table 2

Proposed 2022-2023 PROGRAM-RELATED FEES

			2021-22 Amount	Proposed 2022-23 Amount
1	Faculty of Arts and Humanities			
2	Student Donation		50.00	50.00
3	Visual Arts Field Trip Fee	<i>Applicable to specific courses</i>	45.00	45.00
4	1020 Safety Kit & Materials Fee		30.00	30.00
5	236 Printmaking Materials Fee		90.00	90.00
6	330 Printmaking Materials Fee		140.00	140.00
7	SA 2690Y-Studio Art Ceramics Materials Fee	<i>New</i>		160.00
8	Printmaking Silk Screen Fee		50.00	50.00
9	Workshop Fees		20.00	20.00
10	Sculpture 1 Workshop Materials Fee (half course)		80.00	80.00
	Sculpture 2 Workshop Materials Fee (full course)		160.00	160.00
11	Toronto: Culture and Performance field trip fee	<i>Theatre Studies 3581F/English 3581F/ArtHum 3393F</i>	150.00	150.00
12	Internship Fee - 4 month academic internship (0.5 credit), Western-sourced position	<i>one instalment</i>	125.00	125.00
13	Internship Fee - (Professional Internship) - 4 month work term	<i>one instalment</i>	125.00	125.00
14	Continuing Studies			
15	Tuition Deposit for Diploma Programs in: Not for Profit Management, Clinical Trials Management, Occupational Health & Safety Management, Public Relations, Pedorthics, Marketing, Human Resources, Computer Science	<i>non-refundable</i>	250.00	250.00
16	Faculty of Education			
17	Tuition Deposit - B.Ed./Dip.Ed.	<i>non-refundable</i>	500.00	500.00
18	Tuition Deposit - Add'l Qualifications (per full course)	<i>non-refundable</i>	100.00	100.00
19	Tuition Deposit - All Graduate programs	<i>non-refundable</i>	250.00	500.00
20	Deferral Fee - All Graduate programs	<i>admission deferral, non-refundable</i>	250.00	500.00
21	Practicum Supports B.Ed./Dip. Ed.	<i>Year 1</i>	463.18	462.00
22	Practicum Supports B.Ed./Dip. Ed.	<i>Year 2</i>	451.47	496.00
23	Student Donation		30.00	30.00
24	Technology AQ Facility Fee	<i>to rent space & equipment needed for course EDTECH 5677</i>	75.00	75.00
25	School & Applied Child Psychology -- Access to Psychological Test Material	<i>New</i>		40.00
26	Faculty of Engineering			

Table 2

Proposed 2022-2023 PROGRAM-RELATED FEES

			2021-22 Amount	Proposed 2022-23 Amount
27	M.Eng Tuition Deposit	<i>non-refundable</i>	500.00	500.00
28	Student Donation		100.00	100.00
29	Undergraduate Student Laboratory Endowment Fund		50.00	50.00
30	Co-op Program Application	<i>non-refundable</i>	100.00	100.00
31	Co-op Program	<i>Fee Per Term</i>	500.00	500.00
32	Exchange Programs For information on fees for the International Study Centre, please contact Western International at exchange@uwo.ca or call (519) 661-2111 ext. 89309 Incoming Exchange, Fees Payable to Western: <ul style="list-style-type: none"> • <i>Full or half year:</i> bus pass, Western One card, and UHIP for International Students Outgoing Exchange, Fees Payable to Western: <ul style="list-style-type: none"> • <i>Full Year:</i> full program tuition fees, USC health and dental plans • <i>Half Year at Western:</i> full program tuition fees, USC health plan and dental plans, bus pass, half of full-time ancillary fees • <i>Half Year not at Western:</i> half of full-time tuition fees, USC health and dental plans 			
33	School of Graduate and Postdoctoral Studies			
34	MLIS Co-op Placement	<i>Applicable to specific courses</i>	618.00	618.00
35	PhDLIS Co-op Placement	<i>Applicable to specific courses</i>	618.00	618.00
36	Physical Therapy MCISc Clinical Mentorship	<i>Discontinue</i>	1,500.00	n/a
37	AHCP MCISc Clinical Mentorship	<i>New</i>		2,100.00
38	Accelerated Masters in Geology	<i>field school course; refundable upon successful completion of course</i>	1,600.00	1,600.00
39	Accelerated Masters in Geophysics		1,600.00	1,600.00
40	Master of Environment and Sustainability (MES)	<i>placement costs</i>	2,750.00	2,900.00
41	Master of Management of Applied Science Internship Fee	<i>placement costs</i>	3,000.00	3,000.00
42	Master of Data Analytics	<i>placement costs</i>	3,000.00	3,000.00
43	Faculty of Health Science (CSD, Nursing, OT, PT, Health Studies, Kinesiology)			
44	Graduate Professional Programs Tuition Deposit fee		500.00	500.00
45	School of Health Studies			
46	Course fee: Aging Globally, Lessons from Scandinavia		3,500.00	3,500.00
47	Student Donation (<i>Student Opportunity Fund</i>)		100.00	100.00

Table 2

Proposed 2022-2023 PROGRAM-RELATED FEES

			2021-22 Amount	Proposed 2022-23 Amount
48	School of Kinesiology			
49	Holster Kit Fee	<i>Applicable to specific courses</i>	120.00	120.00
50	Student Donation (<i>Student Opportunity Fund</i>)		100.00	100.00
51	Loire Valley (France) Bicycle Tour (Kin 3300B)		2,500.00	2,500.00
52	Kinesiology - Taping supplies		85.00	85.00
53	Kinesiology - Tophat interactive learning tool	<i>for students in Kinesiology 2032</i>	30.00	30.00
54	Kinesiology - Tophat interactive learning tool	<i>for students in Kinesiology 3388</i>	30.00	30.00
55	Kinesiology - Tophat interactive learning tool	<i>for students in Kinesiology 2276</i>	30.00	30.00
56	Kinesiology - First responder certification training	<i>for students in Kinesiology 4585</i>	425.00	425.00
57	School of Kinesiology AND School of Health Studies			
58	Internship fee: 4 month work term	<i>paid in one installment</i>	450.00	450.00
59	Internship fee: 8 month work term	<i>paid in two installments</i>	700.00	700.00
60	Internship fee: 9-12 month work term	<i>paid in three installments</i>	950.00	950.00
61	Internship fee: 13-16 month work term	<i>paid in three installments</i>	1,200.00	1,200.00
62	School of Nursing			
63	Student Donation (<i>Student Opportunity Fund</i>)		100.00	100.00
64	School of Occupational Therapy			
65	Fit mask testing and Immunization check	<i>applicable to students in Year 1 of MSc(OT) program</i>	80.00	80.00
66	School of Communication Sciences and Disorders			
67	Laboratory and Clinic Kit fee		300.00	300.00
68	Applied Health Care Practice			
69	AHCP Wound Healing Supplies	<i>New: for students taking AHCP9660, 9670</i>		300.00
70	AHCP Sport & Exercise Medicine Taping Supplies and Certificate Costs	<i>New: for students taking AHCP9691</i>		510.00
68	Faculty of Information and Media Studies			
69	Internship Fee, FIMS, Academic Internship		125.00	125.00
70	Internship Fee, MMJC, non-academic, Third-Term Internship		103.00	103.00
71	Tuition Deposit, MMJC	<i>non-refundable</i>	412.00	412.00
72	Tuition Deposit, Library and Info. Science (Graduate)	<i>non-refundable</i>	412.00	412.00

Table 2

Proposed 2022-2023 PROGRAM-RELATED FEES

			2021-22 Amount	Proposed 2022-23 Amount
73	Student Donation		50.00	50.00
74	Faculty of Law			
75	Computer Access Fee		75.00	75.00
76	Tuition Deposit, JD program, Year 1 only	<i>non-refundable</i>	500.00	500.00
77	Tuition Deposit, LLM and MSL programs, new students only	<i>non-refundable</i>	500.00	500.00
78	International Law Capstone Course field trip fee; Ottawa	<i>optional</i>	500-600	500-600
79	International Organizations Course field trip fee; Washington/NY	<i>optional</i>	1,000-1,600	1,000-1,600
80	12Twenty		35.00	40.00
81	Faculty of Medicine and Dentistry			
82	Dental Kits	<i>Year 1</i>	16,000.00	17,000.00
83	Dental Kits	<i>Year 2</i>	18,000.00	18,000.00
84	Dental Kits	<i>Year 3</i>	4,500.00	4,500.00
85	Dental Kits	<i>Year 4</i>	1,000.00	1,000.00
86	Internationally Trained Dentists Program - Dental Kits	<i>Year 2</i>	31,000.00	35,000.00
87	Internationally Trained Dentists Program - Dental Kits	<i>Year 3</i>	4,500.00	4,500.00
88	Internationally Trained Dentists Program - Dental Kits	<i>Year 4</i>		1,000.00
89	Tuition Deposit, Dentistry, Year 1 only	<i>\$500 non-refundable</i>	1,000.00	1,000.00
90	Tuition Deposit, Dentistry, Year 2, Internationally Trained Dentistry	<i>\$500 non-refundable</i>		4,950.00
91	Instrument Deposit, Dentistry, Year 2, Internationally Trained Dentistry	<i>non-refundable</i>	5,000.00	5,000.00
92	Tuition Deposit, Medicine, Year 1 only	<i>\$500 non-refundable</i>	1,000.00	1,000.00
93	Tuition Deposit, Masters of Public Health	<i>\$500 non-refundable</i>	1,000.00	1,000.00
94	Visiting Medical Elective, Canadian Universities	<i>per elective</i>	100.00	100.00
95	Visiting Medical Elective, International Universities	<i>per elective</i>	1,050.00	1,050.00
96	Student Donation, Undergraduate BMSc	<i>opt out option</i>	75.00	75.00
97	Interdisciplinary Medical Sciences MSc: Fee for Material and External Assessment Tool		165.00	150.00
98	MSc - Global Health Systems - Field Trip Fee	<i>New</i>		1,000.00
99	Faculty of Music			
100	Music Lesson (2 term total)	<i>Applicable to specific courses</i>	2,500.00	2,700.00

Table 2

Proposed 2022-2023 PROGRAM-RELATED FEES

			2021-22 Amount	Proposed 2022-23 Amount
101	Music - Audition Fee		70.00	80.00
102	Music - Opera Workshop Fee		80.00	80.00
103	Music - Music Education Instrument Fee		50.00	55.00
104	Music Performance String Instrument Bank Fee		125.00	125.00
105	Internship Fee - 4 month academic internship (0.5 credit), Western-sourced position	<i>one instalment</i>	125.00	125.00
106	Student Donation (Gift Fund)	<i>opt out option</i>	100.00	100.00
107	Richard Ivey School of Business			
108	Tuition Deposit, MBA	<i>\$500 non-refundable</i>	5,000.00	5,000.00
109	Tuition Deposit, Executive MBA Program (Canada)	<i>non-refundable</i>	5,000.00	3,000.00
110	Tuition Deposit, Accelerated MBA	<i>\$500 non-refundable</i>	5,000.00	5,000.00
111	Tuition Deposit, Master of Management-Analytics (MMA)	<i>non-refundable</i>	5,000.00	2,000.00
112	MMA Program (Canada) Cancellation fee (withdrawal from program within 30 days of the program start date)	<i>non-refundable</i>	5,000.00	5,000.00
113	Executive MBA Program (Canada) Cancellation fee (withdrawal from program within 30 days of the program start date)	<i>non-refundable</i>	5,000.00	5,000.00
114	Tuition Deposit, HBA	<i>\$500 non-refundable</i>	2,000.00	2,000.00
115	Tuition Deposit, MSc program	<i>\$500 non-refundable</i>	2,000.00	2,000.00
116	Tuition Deposit, PhD	<i>non-refundable</i>	300.00	300.00
117	Course Material Fees, MBA		2,639.00	2,639.00
118	Course Material Fees, MBA (exchange students)		420.00	420.00
119	Course Material Fees, JD/MBA		2,325.00	2,325.00
120	Course Material Fees, Direct MBA		1,490.00	1,490.00
121	Course Material Fees, Graduate Diploma in Accounting		1,000.00	1,000.00
122	Pre Business Custom Course Material Fees	<i>See Ivey Custom Course Material Fees 2022-2023</i>		
123	HBA 1 Custom Course Material Fees	<i>See Ivey Custom Course Material Fees 2022-2023</i>		
124	HBA 2 Custom Course Material Fees	<i>See Ivey Custom Course Material Fees 2022-2023</i>		
125	MSc Business Analytics Course Material Fees	<i>Fall 2022 & Winter 2023 terms</i>	650.00	650.00
126	MSc International Business Course Material Fees	<i>Fall 2022 & Winter 2023 terms</i>	600.00	600.00
127	MSc Digital Management Course Material Fees	<i>Fall 2022 & Winter 2023 terms</i>	905.00	905.00
128	Faculty of Science			

Table 2

Proposed 2022-2023 PROGRAM-RELATED FEES

			2021-22 Amount	Proposed 2022-23 Amount
129	Astronomy 2801 Telescope Access Fee	<i>Astronomy 2801</i>	35.00	35.00
130	<i>For internships commencing May 2016 and beyond:</i>			
131	Internship Fee - 4 month work term	<i>one instalment</i>	450.00	450.00
132	Internship Fee - 8 month work term	<i>2 installments of \$350 each</i>	700.00	700.00
133	Internship Fee - 12 month work term	<i>three installments of approx \$316.67 each</i>	950.00	950.00
134	Internship Fee - 16 month work term	<i>four installments of \$300 each</i>	1,200.00	1,200.00
135	Student Donation		75.00	75.00
136	Faculty of Social Science			
137	MOS 4410 Strategic Management Singapore field trip fee	<i>approximate cost; optional</i>	1,500.00	1,500.00
138	Internship Fee - 4 month academic internship (0.5 credit), Western-sourced position	<i>one instalment</i>	125.00	125.00
139	Internship Fee - 4 month work term	<i>one instalment</i>	450.00	450.00
140	Internship Fee - 8 month work term	<i>2 installments of \$350 each</i>	700.00	700.00
141	Internship Fee - 12 month work term	<i>three installments of approx \$316.66 each</i>	950.00	950.00
142	Internship Fee - 16 month work term	<i>four installments of \$300 each</i>	1,200.00	1,200.00
143	Masters of Research for Policy and Evaluation: Internship Fee		3,000.00	3,000.00
144	Student Donation		50.00	50.00
145	Course Material Fees, Graduate Diploma in Accounting		1,000.00	1,000.00
146	General			
147	Admission Deferral Deposit	<i>non-refundable</i>	250.00	250.00
148	Tuition Deposit, Full-time Undergraduates	<i>non-refundable</i>	500.00	500.00
149	Tuition Deposit, Part-time Undergraduates	<i>non-refundable</i>	100.00	100.00
150	University Health Insurance Plan for International Students			
151	Undergraduates, Full-time and Part-time	<i>12 month term</i>	756.00	756.00
152	Graduates, excluding MBA	<i>per term</i>	252.00	252.00
153	Graduates, MBA	<i>12 month term</i>	756.00	756.00
154	Exchange students	<i>per term</i>	252.00	252.00

Table 3

Proposed 2022-2023 APPLICATION FEES

			2021-22 Amount	Proposed 2022-23 Amount
1	Undergraduate Programs			
2	Arts and Humanities - Application fee for Student Service Learning Option in Cuba	<i>Spanish 2200 or 3300</i>	60.00 (suspended)	60.00
3	Arts and Humanities - Application fee for summer study at University of Holguin Oscar Lucero Moya in Cuba	<i>academic credit via Letter of Permission</i>	60.00 (suspended)	60.00
4	Arts and Humanities - Visual Arts Portfolio Application Fee	<i>BFA Studio Arts; USD</i>	12.00	12.00
5	Dentistry		275.00	275.00
6	Dentistry International Student Application		275.00	275.00
7	Dentistry: Advanced Standing Dentistry Application		275.00	275.00
8	Dentistry: Internationally Trained Dentist Program Application		275.00	275.00
9	Education, B.Ed./Dip.Ed.		80.00	80.00
10	Engineering, Leadership and Innovation Certificate	<i>change in name from Technological Entrepreneurship Certificate</i>	100.00	100.00
11	Exchange programs: Western International Exchange, Study Abroad, Internship, Research & Summer programs		55.00	55.00
12	Exchange programs, Faculty of Law		55.00	55.00
13	French Immersion Application Fee	<i>non-refundable</i>	275.00	275.00
14	FSL Teachers Application Fee	<i>non-refundable</i>	not offered	275.00
15	Part-time Application Fee		64.00	64.00
16	Law		100.00	115.00
17	Medicine		125.00	125.00
18	Social Science - Diploma in Public Administration		75.00	75.00
19	Social Science - Diploma in Public Administration, Late Application		100.00	100.00
20	Richard Ivey School of Business			
21	HBA		75.00	125.00
22	HBA Advanced Entry Opportunity Program		75.00	125.00
23	Continuing Studies			
24	Application Fee due at time of submission for Diploma Program in: Not for Profit Management, Clinical Trials Management, Occupational Health & Safety Management, Public Relations, Pedorthics, Marketing, Human Resources, Computer Science	<i>non-refundable</i>	100.00	100.00
25	Graduate Programs			
26	Communication Sciences and Disorders (M.CL.Sc.)		245.00	245.00
27	Occupational Therapy M.Sc. (OT)		245.00	245.00

Table 3

Proposed 2022-2023 APPLICATION FEES

			2021-22 Amount	Proposed 2022-23 Amount
28	Physical Therapy (MPT)		245.00	245.00
29	Ivey MBA		150.00	150.00
30	Ivey MSc		100.00	100.00
31	Ivey MMA		150.00	150.00
32	Orthodontics		250.00	250.00
33	All other graduate programs		125.00	125.00

Table 4

Proposed 2022-2023 SUPPLEMENTAL FEES AND OTHER CHARGES

			2021-22 Amount	Proposed 2022-23 Amount
1	Course Cancellation/Change Fees			
2	Full-time Undergraduates - excl. Yr 1 Dentistry, Yr 1 Medicine and HBA		360.00	360.00
3	Part-time Undergraduates	<i>per full course</i>	72.00	72.00
4	Part-time Undergraduates	<i>per half course</i>	36.00	36.00
5	Education - B.Ed./Dip.Ed.		350.00	350.00
6	Education - Additional Qualifications		100.00	100.00
7	Law - JD, First year only		500.00	500.00
8	Law - LLM and MSL programs		500.00	500.00
9	EMBA	<i>if withdrawing up to 30 days from start of session</i>	5,000.00	5,000.00
10	HBA		645.00	645.00
11	MMA Deferral Fee		200.00	200.00
12	Identification Cards			
13	Photo Identification Card (Western ONEcard)		32.00	32.00
14	Photo Identification Replacement		32.00	32.00
15	Late Payment Charges: based on overdue balance on new consolidated account including tuition and residence charges (Fall 2022)			
16	Fall/Winter Non-Graduate (<i>per instalment</i>) Graduate (<i>per term</i>) International, Canadian and Permanent Residents (<i>per instalment</i>) <i>*Excluding those in programs listed below</i> <i>*All outstanding balances to be paid by OSAP are deferred without penalty</i>	<i>Overdue balance up to \$1,500</i>	80.00	80.00
		<i>\$1,500-\$4,000</i>	156.00	156.00
		<i>\$4,000-\$8,000</i>	250.00	250.00
		<i>\$8,000 +</i>	430.00	430.00
17	HBA, MBA (<i>per instalment</i>) Medicine (<i>per instalment</i>) Dentistry (<i>per instalment</i>) Law (<i>per instalment</i>) <i>includes combined programs</i> <i>*All outstanding balances to be paid by OSAP are deferred without penalty</i>	<i>Overdue balance up to \$8,000</i>	275.00	275.00
		<i>\$8,000- \$16,000</i>	550.00	550.00
		<i>\$16,000- \$25,000</i>	860.00	860.00
		<i>\$25,000 +</i>	1,200.00	1,200.00

Table 4

Proposed 2022-2023 SUPPLEMENTAL FEES AND OTHER CHARGES

			2021-22 Amount	Proposed 2022-23 Amount
18	Summer Non-Graduate International (<i>per instalment</i>) Summer Non-Graduate Canadian and Permanent Residents (<i>per instalment</i>) <i>*All outstanding balances to be paid by OSAP are deferred without penalty</i>	<i>Overdue balance up to \$700</i>	80.00	80.00
		<i>\$700-\$2,000</i>	156.00	156.00
		<i>\$2,000-\$5,000</i>	220.00	220.00
		<i>\$5,000+</i>	380.00	380.00
19	Graduate Delinquent Account charge (excluding MBA & Orthodontics)	<i>per term</i>	156.00	156.00
20	Late Registration Fees			
21	Full-time Undergraduates		183.00	183.00
22	Part-time Undergraduates		91.50	91.50
23	Accommodated Exam, Unauthorized Exam Absence Fee		22.00	22.00
24	Courier	<i>Within Ontario</i>	25.00	28.00
25	Courier	<i>Canada (Outside of Ontario)</i>	34.00	35.00
26	Courier	<i>U.S.</i>	48.00	48.00
27	Courier	<i>International</i>	77.00	77.00
28	Course Description/Course Syllabus	<i>1 course</i>	2.00	2.00
29	Deregistration Fee		311.00	311.00
30	Diploma Authentication		7.00	7.00
31	Amended Tax Receipts (T2202/T4A)	<i>includes electronic filing of amendments</i>	27.50	27.50
32	Early Release of Diploma		117.00	117.00
33	Education - French as a Second Language Testing		100.00	100.00
34	Braille Drills Supplement Book	<i>one time charge for levels 2-4; included if entering in level 1</i>	30.00	30.00
35	PLA Testing Braille Certificate	<i>if studied at other Braille provider</i>	75.00	100.00
36	Education - Kodaly certification		320.00	320.00
37	Engineering - Supplemental Examination	<i>non-refundable</i>	100.00	100.00

Table 4

Proposed 2022-2023 SUPPLEMENTAL FEES AND OTHER CHARGES

			2021-22 Amount	Proposed 2022-23 Amount
38	Exchange Placement fee, Faculty of Law		165.00	165.00
39	Exchange , Western International & Western Heads East Placement Fee		165.00	165.00
40	Facsimile (Fax)/PDF charge		25.00	25.00
41	Electronic Degree Parchment		50.00	50.00
42	Late Application to Graduate		100.00	100.00
43	Letter of Permission - Outgoing Students		75.00	75.00
44	Letter of Permission - Incoming Students		75.00	75.00
45	Mailing of Diplomas	<i>Outside of Canada</i>	77.00	77.00
46	Mailing of Diplomas	<i>Within Canada</i>	34.00	35.00
47	Mailing of Miscellaneous Items	<i>for mailing items through Canada Post (excludes mailing of transcripts, official letters, forms)</i>	12.00	12.00
48	Medicine - Supplemental Examination	<i>London</i>	75.00	75.00
49	Dentistry - Supplemental Examination	<i>London</i>	100.00	75.00
50	Medicine - Supplemental Examination	<i>Outside Centre</i>	100.00	100.00
51	Medicine - Postgraduate Fellowship Administrative Fee		150.00	150.00
52	Medicine - Masters of Public Health - Learning Materials	<i>charged 1/3 in each of 3 terms</i>	800.00	800.00
53	Medicine - Masters of Public Health - Field Trip Fee	<i>charged 1/3 in each of 3 terms</i>	600.00	600.00
54	Medicine - Masters of Public Health - Practicum Fee	<i>charged 1/3 in each of 3 terms</i>	600.00	600.00
55	Medicine - Postgraduate Verification-Dates only	<i>Regular & Rush</i>	50.00	50.00
56	Medicine - Postgraduate Verification-Dates & Performance		75.00	75.00
57	Medicine - Postgraduate Certificate of Completion of Training - duplicate/replacement		25.00	25.00
58	Medicine - Postgraduate Courier	<i>Within Canada</i>	15.00	15.00
59	Medicine - Postgraduate Courier	<i>To USA</i>	25.00	25.00

Table 4

Proposed 2022-2023 SUPPLEMENTAL FEES AND OTHER CHARGES

			2021-22 Amount	Proposed 2022-23 Amount
60	Medicine - Postgraduate Courier	<i>International</i>	50.00	50.00
61	Medicine - Postgraduate Registration - Residents/Fellows	<i>set by provincial COFM</i>	805.00	805.00
62	Medicine - Undergraduate Non-credit Summer Elective	<i>per elective</i>	60.00	60.00
63	Medicine - Undergraduate Verification-Dates only		50.00	50.00
64	Medicine - Undergraduate Verification-Dates & Performance		75.00	75.00
65	International Health and Equity Learning (IHEL) - International Placement Fee	<i>per placement</i>	50.00	50.00
66	Music - Recital Cancellation Fee		200.00	200.00
67	Nursing - Foreign Licensure Documentation		250.00	250.00
68	Nursing - Clinical Placement documentation requirement late fee		100.00	100.00
	Nursing - Professional Practice Remedial Fee	<i>New</i>		300.00
69	Official Western Letter	<i>per letter; standard processing time</i>	16.00	16.00
70	Official Western Letter, on demand	<i>per letter; in-person priority request</i>	25.00	25.00
71	Official Western Letter Special Handling	<i>to include an external student-provided form with Official Western Letter (in addition to form processing fee, if applicable)</i>	20.00	20.00
72	Physical Therapy - Foreign Licensure Documentation		250.00	250.00
73	Physical Therapy - Clinical Fieldwork Placement Remedial Fee		300.00	300.00
74	Occupational Therapy - Clinical Fieldwork Placement Remedial Fee		300.00	300.00
75	Communication Sciences & Disorders - Clinical Fieldwork Placement Remedial Fee		300.00	300.00
76	Physical Therapy - Supplemental Examination		250.00	250.00
77	Physical Therapy - MCISc Supplemental Practical Examination	<i>Discontinue</i>	500.00	n/a
78	AHCP - MCISc Supplemental Practical Examination	<i>New</i>		500.00
79	Communication Sciences & Disorders - foreign licensure documentation		200.00	200.00
80	Re-admission Fee (Undergraduates deleted for non-payment of fees)		75.50	75.50

Table 4

Proposed 2022-2023 SUPPLEMENTAL FEES AND OTHER CHARGES

			2021-22 Amount	Proposed 2022-23 Amount
81	Removal of Academic Sanctions (Sealing charge)		67.00	67.00
82	Replacement Cheque Fee		28.50	28.50
83	Replacement/Duplication of Graduation Diplomas		62.00	62.00
84	Reprinting of non-current fee bills		20.00	20.00
85	Returned Cheque Charge		72.00	72.00
86	Self-service Verification of Enrolment Letters	<i>Per Letter</i>	8.00	8.00
87	Special Examination	<i>Off Campus location</i>	150.00	150.00
88	Supplemental Examination	<i>London; for Faculties not listed above</i>	41.50	41.50
89	Third Party Forms	<i>per form; standard processing time</i>	16.00	16.00
90	Third Party Forms, on demand	<i>per form; in-person priority request</i>	25.00	25.00
91	Transcripts	<i>per copy; standard processing time</i>	15.00	15.00
92	Transcripts, on demand	<i>per copy; in-person priority request</i>	25.00	25.00
93	Transcript Special Handling	<i>to include an external student-provided form with transcript (in addition to form processing fee, if applicable)</i>	20.00	20.00
94	Transcript Evaluation Fee		93.50	93.50
95	Visiting Research Only Processing Fee	<i>Graduate</i>	200.00	200.00
96	Visiting Research Only Processing Fee	<i>Undergraduate</i>	200.00	200.00
97	Writing Proficiency Examination		69.90	69.90

Table 5

PROPOSED 2022-23 BUSINESS SCHOOL COURSE MATERIAL FEES

				2021-22 Amount	2022-23 Amount	% change
	BUSINESS FOUNDATIONS CUSTOM COURSE MATERIAL FEES					
	Course	Fees include program activity fees if applicable				
1	1220E	Bus 1220E Introduction to Business	<i>Making Business Decisions Text and Cases 16th Edition</i>	198.00	200.00	1.0%
2	2257	Bus 2257 Accounting and Business Analysis	<i>Bus2257 Accounting and Business Analysis Casebook</i>	215.00	225.00	4.7%
3	2257	Accounting and Business Analysis	<i>Financial Accounting W/Wiley Plus 8th Cdn Edition - printed book with online access</i>	95.00	160.00	68.4%
4	2257	Accounting and Business Analysis	<i>T-account Pad, 45 sheets</i>	7.25	8.00	10.3%
5	2295F/G	Bus 2295 F/G Business Basics for the Sciences	<i>Bus2295F/G Bus Basic for Science Casebook</i>	70.00	70.00	0.0%
6	1299E	Bus 1299E Business for Engineers	<i>Bus1299E Business for Engineers Casebook</i>	213.00	215.00	0.9%
7	Notes					
8	•	<i>Business Foundations course material fees include a custom coursepack, plus all course materials not bound in the custom coursepack including in-class readings, handouts, additional cases and items ordered from outside suppliers like software, workbooks, or other materials.</i>				
9	•	<i>The custom course pack and hardcopy handouts are comprised of purchased material, copyright material reported through copyright holders directly, copyright material reported through Access Copyright, and materials that fall in the fair dealing copyright exception.</i>				
10				2021-22 Amount	2022-23 Amount	% change
	IVEY HBA CUSTOM COURSE MATERIAL FEES					
	Course	Fees include program activity fees if applicable				
11	3300	Strategy		115.00	115.00	0.0%
12	3301	Marketing		150.00	150.00	0.0%
13	3302	Communications		115.00	115.00	0.0%
14	3303	Finance		100.00	100.00	0.0%
15	3304	Operations		200.00	200.00	0.0%
16	3311	Leading People in Organizations		300.00	300.00	0.0%
17	3316	Competing with Analytics		175.00	175.00	0.0%
18	3321	Financial Analysis		110.00	110.00	0.0%
19	3322	Leveraging Information Technology		150.00	150.00	0.0%
20	3323	Learning Through Action		75.00	75.00	0.0%

Table 5

PROPOSED 2022-23 BUSINESS SCHOOL COURSE MATERIAL FEES

21	Electives					
22	4413	Derivatives		70.00	70.00	0.0%
23	4417	Corporate Financial Reporting		200.00	200.00	0.0%
24	4421	Business to Business Marketing		160.00	160.00	0.0%
25	4427	Advanced Corporate Financial Reporting		65.00	65.00	0.0%
26	4433	Portfolio Management		125.00	125.00	0.0%
27	4439	Entrepreneurial Finance		100.00	100.00	0.0%
28	4441	Entrepreneurial Marketing		110.00	110.00	0.0%
29	4443	Value Investing		110.00	110.00	0.0%
30	4454	Operations Strategy		125.00	125.00	0.0%
31	4458	Leading Change		200.00	200.00	0.0%
32	4461	Strategic Market Planning		175.00	175.00	0.0%
33	4464	Global Supply Chain Management		100.00	100.00	0.0%
34	4468	Interpersonal Negotiations		100.00	100.00	0.0%
35	4469	Competing with Analytics		100.00	100.00	0.0%
36	4477	Corporate Financial Reporting II		70.00	70.00	0.0%
37	4479	Taxation for Managers		25.00	25.00	0.0%
38	4480	Global Strategy		150.00	150.00	0.0%
39	4486	Financial Models		100.00	100.00	0.0%
40	4500	Learning from Leaders		100.00	100.00	0.0%
41	4503	Leadership and Communication		50.00	50.00	0.0%
42	4505	Global Environment of Business		60.00	60.00	0.0%
43	4517	End User Modelling		85.00	85.00	0.0%
44	4518	Project Management		165.00	165.00	0.0%
45	4520	Revenue Management		65.00	65.00	0.0%
46	4525	Service Learning in Africa		110.00	110.00	0.0%

Table 5

PROPOSED 2022-23 BUSINESS SCHOOL COURSE MATERIAL FEES

47	4530	Competition & Competitor Analysis		150.00	150.00	0.0%
48	4535	Integrating & Implementing Marketing Decisions		150.00	150.00	0.0%
49	4538	C&S Women in Leadership		125.00	125.00	0.0%
50	4539	C&S Business Sustainability		110.00	110.00	0.0%
51	4545	Sports and Entertainment Analytics		75.00	75.00	0.0%
52	4547	Health Sector Leadership		125.00	125.00	0.0%
53	4548	Consumer Insights		110.00	110.00	0.0%
54	4554	Private Equity		150.00	150.00	0.0%
55	4557	C&S - Business, Government and Globalization		100.00	100.00	0.0%
56	4558	New Venture Creation		150.00	150.00	0.0%
57	4559	Raising Capital in Financial Markets		130.00	130.00	0.0%
58	4600	Data Management for Decision Making		50.00	50.00	0.0%
59	4564	Design Driven Innovation		150.00	150.00	0.0%
60	4566	Managing High Growth Companies		150.00	150.00	0.0%
61	4567	Investment Management		125.00	125.00	0.0%
62	4569	Ivey Client Field Project (ICFP)		25.00	25.00	0.0%
63	4571	Leadership Under Fire - Developing Character		450.00	450.00	0.0%
64	4574	Mergers and Acquisitions		125.00	125.00	0.0%
65	4580	Reputation Management		75.00	75.00	0.0%
66	4588	C&S Sustainable Finance		125.00	125.00	0.0%
67	4590	Introductory Data Science		50.00	50.00	0.0%
68	4592	Sports and Entertainment Marketing		130.00	130.00	0.0%
69	4596	Power and Politics		150.00	150.00	0.0%
70	4498	Managing People for Exceptional Performance		75.00	75.00	0.0%
71	4604	Special Topics in Business Statistics		100.00	100.00	0.0%
72	4607	Microeconomics for Managers		175.00	175.00	0.0%

Table 5

PROPOSED 2022-23 BUSINESS SCHOOL COURSE MATERIAL FEES

73	4608	C&S Managing Energy		75.00	75.00	0.0%
74	4610	Leading Family Firms		50.00	50.00	0.0%
75	4611	Start Ups		100.00	100.00	0.0%
76	4613	Fundamentals of Commercial Real Estate		110.00	110.00	0.0%
77	4614	Social Media, Analytics and Digital Marketing		150.00	150.00	0.0%
78	4616	Innovation, Entrepreneurship and Economic Growth in Israel		100.00	100.00	0.0%
79	4619	The Performing Leader		100.00	100.00	0.0%
80	4620	Impact Assessment		150.00	150.00	0.0%
81	4621	Design and Technology Management		175.00	175.00	0.0%
82	4622	Corporate Strategy		150.00	150.00	0.0%
83	4623	International Collaborative Arrangements		100.00	100.00	0.0%
84	4624	Managerial Accounting & Control		150.00	150.00	0.0%
85	4625	Developing More Sustainable Supply Chain		175.00	175.00	0.0%
86	4626	Special Topics in Cross Cultural Management		100.00	100.00	0.0%
87	4630	Special Topics in Digital Transformation		125.00	125.00	0.0%
88	4633	Special Topics in Design Driven Innovation		75.00	75.00	0.0%
89	4634	Special Topics in Competing with China		75.00	75.00	0.0%
90	4628	Fintech Disruption of Banking		125.00	125.00	0.0%
91	4629	Sales Foundations		125.00	125.00	0.0%
92	4635	Simulation and Risk Analysis		75.00	75.00	0.0%
93	4638	Digital Platform Implementation		150.00	150.00	0.0%
94	4641	Managing Risk in Organizations		100.00	100.00	0.0%
95	4643	Global Financial Markets		75.00	75.00	0.0%
96	4644	Leading Responsibly		35.00	35.00	0.0%

Table 5

PROPOSED 2022-23 BUSINESS SCHOOL COURSE MATERIAL FEES

97	4646	Systems Thinking		35.00	35.00	0.0%
98						
99	Note: Courses may change depending on enrollment for Winter Term 2022					
100	Program Activity Fees					
101	3302	Communications	<i>Improv Workshop</i>	10.00	10.00	0.0%
102	3302	Communications	<i>Supporting Roles</i>	10.00	10.00	0.0%
103	3304	Operations - Operations in various organizations	<i>Field Trip</i>	30.00	30.00	0.0%
104	3311	Leading People in Organizations: Team Building Exercise	<i>Field Trip</i>	60.00	60.00	0.0%
105	3311	Leading People in Organizations: Team Building Exercise	<i>Transportation</i>	10.00	10.00	0.0%
106	3311	Leading People - Supporting Roles Workshop Role-play	<i>Commitment Workshop</i>	40.00	40.00	0.0%
107	4535	SABRE	<i>Simulation</i>	70.00	70.00	0.0%
108	4433	Stock Track Simulation	<i>Simulation</i>	25.00	25.00	0.0%
109	4535	Simulation	<i>Simulation</i>	65.00	65.00	0.0%
110	4441	Entrepreneurial Marketing Simulation	<i>Simulation</i>	30.00	30.00	0.0%
111	Notes					
112	•	Course pack fees include in-class readings, handouts, additional cases and items ordered from outside suppliers through Ivey Publishing like software, workbooks or other materials.				
113	•	The custom course pack and hardcopy handouts are comprised of purchased material, copyright material reported through copyright holders directly, copyright material reported through Access Copyright, and materials that fall in the fair dealing copyright exception.				
114	•	Any increase/decrease in fee reflects adjustments made due to actual costs as compared to estimated fees from previous year.				
115	•	Estimated fees for new core courses are based on how many cases and readings will be used.				
116	•	Estimated fees for new core courses are based on how many cases and readings will be used.				

ITEM 9.1 – Areas of Research Activity

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

L. Rigg, Vice-President (Research) and Chair of the University Research Board will present the Areas of Research Activity.

ATTACHMENT(S):

[*Areas of Research Activity Mobilize for Impact! :: 2022-2027*](#)

Areas of Research Activity

Mobilize for Impact! :: 2022-2027

Appendix A

INTRODUCING AREAS OF RESEARCH ACTIVITY AT WESTERN UNIVERSITY

Western's researchers, scholars, and artists advance creative practice and contribute fundamental and applied knowledge that enhance understandings of the world and of the academy's role in society. They contribute to the sum of human knowledge, preserve it, connect it to communities, and pass it down to future generations.

This is the role of the university.

These efforts are intrinsically valuable. They also allow us to maximize human understanding and to better society.

Knowledge created at Western underpins societal progress by allowing us to scrutinize the past and present to inform the future. It enables us to learn about learning, about ourselves, and about teaching. And it allows us to engage with issues related to policy, leadership, governance, ethics, the economy, social infrastructure, and the role of the public intellectual.

These building blocks of discovery have the potential for unforeseen and profound impact within the academy, within our communities, and around the world.

The breadth of these contributions underpins, traverses, and transcends the five areas of research activity identified below.

A HEALTHY FUTURE

Western enjoys a long history of health-related research success across various disciplines. Today, the university is home to multiple clusters of expertise focused on understanding healthy development across the lifespan, including our brains, minds, bodies, and relationships, as well as the ethical, legal, and policy issues associated with our mental and physical health and health-care systems.

Our community makes significant contributions along the full range of fundamental and applied approaches, from the molecular and behavioural level to community-engaged health promotion of mental and physical health and education, and the development of novel treatments, tools, and devices.

Western's contributions to foster a healthy future include:

- Developing innovative biomaterials, treatments, tools, and devices
- Ensuring the healthy development of children and youth
- Preserving and restoring mobility and physical health
- Promoting healthy communities and health-care systems
- Understanding brain health and development throughout the lifespan

A SUSTAINABLE & RESILIENT FUTURE

Environmental sustainability, the promotion of healthy ecosystems, and the capacity to protect ourselves from extreme environmental events present some of the most significant challenges of our time.

Home to unique facilities, excellent scholars, and collaborative research groups, Western provides new ideas and solutions to address a full range of questions related to climate change, our planet's health and sustainability, and the social, political, educational, economic, and practical dynamics of environmental disaster mitigation.

Western's contributions to foster a sustainable & resilient future include:

- Addressing the role of climate change on sustainability, food production, and health
- Advancing equitable sustainability policy, practice, education, and communication
- Contributing to the sustainable use of resources, including for water, renewable energy, and energy storage systems
- Developing resilient infrastructure and policy
- Predicting and modelling the impacts of climate change

A JUST & EQUITABLE FUTURE

Western's researchers, scholars, and artists have long led efforts to promote equity and justice, enabling them to connect their work to communities and to help create stronger institutions, cultures, and societies.

By applying broad interdisciplinary approaches, our community contextualizes and addresses historical wrongs and provides evidence and education to inform and update policies, laws, and structures that serve as barriers to marginalized groups.

Western's contributions to foster a just & equitable future include:

- Addressing societal issues, policies, and laws related to gender and sexual orientation, disability, anti-Black racism, and Indigenous experiences
- Contextualizing our world through migration, ethnic relations, and transitional justice
- Ensuring health equity and social justice
- Promoting violence prevention and policy, particularly for women and children
- Reducing poverty and inequality

A TECHNOLOGY-INFORMED FUTURE

We live in an increasingly technology-dependent time, which offers opportunities to develop new tools, materials, treatments, and knowledge. It also raises critical questions about the ethical and practical implications of how these technologies affect societies – today and for the future.

From leveraging the potential of big data and the digital humanities, to developing new innovations and understanding the implications of artificial intelligence; and to developing new technologies for exploring the Earth, Moon, Mars, and beyond, our community develops novel technologies and interrogates their presence in society.

Western's contributions to foster a technology-informed future include:

- Creating novel materials, biomaterials, and smart materials
- Developing new technologies for exploring Earth, Moon, Mars, and beyond
- Producing innovative smart systems, robotics, and wearable devices
- Ensuring the ethical and socially responsible use of technology
- Interpreting data and its role in democracy and society

A CREATIVE FUTURE

From research, scholarship, and intellectual contributions about art, literature, and music, to musical performance and the creation of visual arts, and other forms of creative activity, our community provides important context about historical and contemporary civilisations, while contributing directly to cultural activities all around us.

These efforts help us understand how cultures travel the globe, how they change within societies, and how they influence our education and daily lives.

Western's contributions to foster a creative future include:

- Creating cultural artifacts, events, and performances that establish, share, and communicate culture
- Collecting, curating, exploring, reflecting on, and understanding current and past cultural artifacts and performances
- Engaging communities through the public humanities
- Exchanging intercultural understanding, including in the context of colonialism, postcolonialism, and decolonization
- Integrating digital and technological approaches to understanding human history

ITEM 10.0 – Report of the Academic Colleague

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

The COU Academic Colleagues met by Zoom on April 5 and 6, 2022; the full Council met by Zoom on April 8. The following discussion items may be of interest to Senators:

New COU members: The Northern Ontario School of Medicine and l'Université de Hearst are recently formed institutions formerly affiliated with Laurentian University. Both submitted applications for COU membership, and provisional membership was approved by Council vote at the April 2022 meeting.

Decolonizing academia: Academic Colleagues and Council discussed this topic, including a presentation from Prof. Sheila Cote-Meek (VP Equity, People and Culture, York University). Issues of broader recognition of knowledge production, having more voices heard in hiring Indigenous faculty, and preparing departments to hire Indigenous scholars were discussed.

Tuition: On March 23 the Ontario government announced the tuition fees framework for colleges and universities for 2022-23. Tuition for domestic Ontario students will remain frozen. Tuition for out-of-province domestic students can increase by up to 5%, up from 3% for 2021-22.

Strategic Mandate Agreements (SMA3): On February 25 the Ministry sent a memo announcing that the Ministry will delay the coupling to performance-based funding by another year (to 2023-24) and that will assess the sector's readiness for activation in Year 4 (2023-24) at a planned system-wide portion of 10% increasing to 25% in Year 5 (2024-25).

On April 4, 2022, MCU shared with universities the criteria and guidelines related to the SMA3. This follows a government decision to forgo using the Education and Skills Online (ESO) assessment as the standardized measuring tool and to provide more flexibility to institutions by allowing them to create and post their own institution-specific specific measures in SMA3 Year 3.

International: eCampusOntario is funding a consortium of universities, colleges and Indigenous institutes to develop an Ontario Council on International Education (OCIE), focusing on the following four pillars: international strategic enrolment management; development of an Ontario Education study brand for international education; development of a centralized Ontario Education web presence that highlights virtual, blended, and in-person international programs offered by Ontario's publicly-funded postsecondary institutions; and development of a sector-wide toolkit that will allow institutions to enhance virtual marketing, search engine optimization, content marketing, and sector-wide web-based data analytics.

OURA Equity Admissions Data Collection Project: OURA (Ontario Universities Registrars Association) is working with OUAC to consider and propose changes to the shared OUAC undergraduate application form to enable the collection of equity data. Options are also being explored for how an institution's equity data may be best shared with the institution. Implementation is targeted for Fall 2022 for 101 (high school entry) and 105 (non-high-school entry) applications.

COVID-19 Policies: COU issued a statement on February 22 on behalf of the sector that universities would continue to maintain vaccination policies until the end of winter term (end of April 2022). On March 11, a second statement was issued indicating masking would also continue until the end of term. As of March 22, institutions began announcing their policies for the spring term.

ITEM 11.0 – The Unanimous Consent Agenda

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That the items listed in the Consent Agenda be approved or received for information by the Senate by unanimous consent.

The Senate's parliamentary authority - *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* (formerly called *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.

A number of Canadian university governing bodies have employed the consent agenda format to include not only routine approval items, but also information items. One reason for using this format is to allow the governing body to focus on major items of business. While approval of an omnibus motion saves time at meetings, members will want to review the agenda materials carefully in order that they properly discharge their responsibilities.

How it works for Senate:

In consultation with Committee chairs and principal resource persons, the University Secretary identifies action and information items that are routine and/or likely non-controversial. Action and information items on the agenda that are not noted on the consent agenda will be presented singly for discussion and voting (when appropriate).

When members receive their meeting 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, they can ask to have it removed from the consent agenda** by contacting the University Secretary (at senate@uwo.ca) 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 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. Those matters that have been struck from the consent agenda will be handled in the usual way.

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.

ITEM 11.1(a) – Order of Ceremony – Spring Convocation 2022 (#319)

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The Order of Convocation has been updated to add a second ceremony for King's University College. This updated Order of Convocation supersedes the Order of Convocation previously provided at the February Senate meeting.

ATTACHMENT(S):

[Order of Ceremony – Spring Convocation 2022 \(#319\)](#)

Order of Ceremony – Spring Convocation 2022 (#319)

SPRING 2022	10:00 a.m.	3:00 p.m.
Monday, June 13	No Ceremony	School of Graduate & Postdoctoral Studies * Faculty of Education
Tuesday, June 14	School of Graduate & Postdoctoral Studies * Faculty of Social Science (BA Honours, BSc Honors programs, Diplomas and Certificates)	Faculty of Science (3 and 4 yr, non-Honours)
Wednesday, June 15	Faculty of Social Science (3 yr and BMOS)	Faculty of Social Science (4 yr BA, and BMOS Honours)
Thursday, June 16	Schulich School of Medicine & Dentistry and Faculty of Science (BMSc Honours and 4yr)	Faculty of Science (Honours)
Friday, June 17	School of Graduate & Postdoctoral Studies * Engineering (GRAD) Schulich School of Medicine & Dentistry (GRAD) Faculty of Science (GRAD)	Faculty of Engineering (UGRD)
Monday, June 20	School of Graduate & Postdoctoral Studies * Faculty of Arts and Humanities Don Wright Faculty of Music	School of Graduate & Postdoctoral Studies * Brescia University College Huron University College
Tuesday, June 21	Richard Ivey School of Business (BA Honours)	School of Graduate & Postdoctoral Studies * Faculty of Health Sciences (Kinesiology)
Wednesday, June 22	Richard Ivey School of Business (PhD, MBA, MScM, EMBA)	School of Graduate & Postdoctoral Studies * King's University College (BA Honours , 4 yr BA, and non-Honours)
Thursday, June 23	School of Graduate & Postdoctoral Studies * Faculty of Health Sciences (Nursing) Schulich School of Medicine & Dentistry (DDS)	School of Graduate & Postdoctoral Studies * Faculty of Information and Media Studies
Friday, June 24	School of Graduate & Postdoctoral Studies * Faculty of Health Sciences (Health Studies - Honours, 3yr and 4yr, Dips. & Certs.) Faculty of Law	School of Graduate & Postdoctoral Studies * King's University College (BMOS Honours , BMOS, Social Work, Diplomas and Certificates)

*Students in graduate programs hosted by the Faculties on the particular day

June 3, 2022 – Schulich School of Medicine & Dentistry (MD)

ITEM 11.1(b) – Order of Ceremony – Autumn Convocation 2022 (#320)

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The Order of Convocation provided acknowledges that Western will offer in-person ceremonies, with health and safety guidelines permitting, for the Autumn 2022 convocation period.

ATTACHMENT(S):

[Order of Ceremony – Autumn Convocation 2022 \(#320\)](#)

Order of Ceremony – Autumn Convocation 2022 (#320)

AUTUMN 2022	10:00 a.m.	3:00 p.m.
Wednesday, October 19	School of Graduate and Postdoctoral Studies * King's University College (All Degrees) Faculty of Health Sciences (Undergraduate Degrees) Faculty of Law (All Degrees) Don Wright Faculty of Music (All Degrees) Faculty of Science (Undergraduate Degrees) Schulich School of Medicine & Dentistry and Faculty of Science (Undergraduate Degrees)	School of Graduate and Postdoctoral Studies * Faculty of Science (Graduate Degrees) Faculty of Social Science (Graduate Degrees) Schulich School of Medicine & Dentistry (Graduate Degrees)
Thursday, October 20	School of Graduate and Postdoctoral Studies * Faculty of Education (All Degrees) Faculty of Engineering (All Degrees)	School of Graduate and Postdoctoral Studies * Faculty of Health Sciences (Graduate Degrees) Faculty of Information and Media Studies (All Degrees)
Friday, October 21	School of Graduate and Postdoctoral Studies * Brescia University College (All Degrees) Huron University College (All Degrees) Richard Ivey School of Business (All Degrees)	Faculty of Arts and Humanities (All Degrees) Faculty of Social Science (Undergraduate Degrees)

* Students in the School of Graduate and Postdoctoral Studies in graduate programs hosted by individual faculties.

ITEM 11.1(c) – Senate Membership – Vacancies Filled by Appointment

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The Senate seats listed below were filled by appointment for the terms indicated at the recommendation of the units concerned in accordance with the Senate Election Procedures.

FACULTY OF SOCIAL SCIENCE	
Kate Choi	July 1, 2022 – June 30, 2024

SCHULICH SCHOOL OF MEDICINE & DENTISTRY	
Gildo Santos	July 1, 2022 – June 30, 2024

FACULTY OF HEALTH SCIENCES	
Carrie Anne Marshall	July 1, 2022 – June 30, 2024

BRESCIA UNIVERSITY COLLEGE	
Anne Barnfield	July 1, 2022 – June 30, 2024

ITEM 11.2(a) – Faculty of Arts and Humanities, Department of English and Writing Studies: Introduction of a Minor in Page, Stage and Screen

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022, a Minor in Page, Stage and Screen be introduced by the Faculty of Arts and Humanities as shown in Item 11.2(a).

EXECUTIVE SUMMARY:

The proposed cross-program Minor in Page, Stage and Screen will allow students to take courses across the five programs housed in English and Writing Studies: English, Film Studies, Medieval Studies, Theatre Studies, and Writing. It is specifically designed to offer students a wide range of choice to give them the ability to pursue their interests across the programs. For instance, a student interested in the detective genre might take English 3361F/G alongside Film Studies 3366F/G and Writing 2227F/G in the “Forms and Genres” requirement. The module comprises part of the follow-up of the Department of English and Writing Studies to the recent IQAP review, which recommended more extensive program integration.

The Minor is underpinned by the anchor course, *Adapting across Page, Stage and Screen* (English 2112F/G, Film Studies 2212F/G, Theatre Studies 2212F/G), which introduces concepts of intermedial adaptation across the disciplines. These concepts will be deepened by the 1.0 Storytelling and Adaptation requirement, which asks students to select from courses focusing on Indigenous storytelling and from those focusing on practices of theatrical adaptation. These courses will strengthen students’ ability to engage in interdisciplinary work across media and expose them to a diverse range of storytelling practices and traditions. By extending this foundational learning into the following two requirements (“Genre and Form” and “Representation”), students will explore the role that media and genre choices can play in shaping social and political discourse, both within artworks and in broader social narratives. Students will also have the opportunity, throughout the courses offered in this module, to investigate a range of artistic and narrative forms that represent a diversity of perspectives, including race, Indigeneity, gender, class, sexuality, and ability. They will further be able to explore these topics of genre and form, storytelling and adaptation, in their own work, drawing on their embodied, multiple, and vernacular knowledges and language repertoires.

ATTACHMENT(S):

[New Calendar Copy – Minor in Page, Stage and Screen](#)

[Minor in Page, Stage and Screen Courses](#) (for information)

NEW CALENDAR COPY

MINOR IN PAGE, STAGE AND SCREEN

Admission Requirements

Completion of first-year requirements, including Writing 1000F/G and 1.0 course in either English 1020-1999 or Film Studies 1000-1999, with a mark of at least 60%.

Module:

4.0 courses:

Students must take courses in at least two of the following three subject areas to complete the module: English, Film Studies, Theatre Studies.

0.5 course taken in Year 2: English 2112F/G, or Film Studies 2212F/G or Theatre Studies 2212F/G

1.0 course in Adaptation and Storytelling from: English 3331F/G, English 3680F/G, English 3670F/G, English 3327A/B, Theatre Studies 2201F/G, Theatre Studies 3209F/G, Theatre Studies 3202F/G, Theatre Studies 3327A/B

1.5 course in Forms and Genres from: English 2033E, English 2071F/G, English 2072F/G, English 2073F/G, English 2074F/G, English 2202F/G, English 3361F/G, English 3371F/G, English 3581F/G, Film Studies 2159A/B, Film Studies 2162A/B, Film Studies 2164A/B, Film Studies 2166A/B, Film Studies 2254F/G, Film Studies 3356F/G, Film Studies 3357F/G, Film Studies 3359F/G, Film Studies 3362F/G, Film Studies 3366F/G, Film Studies 3374F/G, Film Studies 3375F/G, Medieval Studies 3022F/G, Theatre Studies 3581F/G, Theatre Studies 2204F/G, Theatre Studies 2205F/G, Writing 2204F/G, Writing 2213F/G, Writing 2214F/G, Writing 2218F/G, Writing 2220F/G, Writing 2224F/G, Writing 2226F/G, Writing 2227F/G, Writing 2530A/B, Writing 3401F/G, Writing 3402F/G

1.0 course in Representation from: English 2041F/G, English 2076F/G, English 2164E, English 3204F/G, English 3471F/G, Film Studies 2153A/B, Film Studies 2258F/G, Film Studies 3309F/G, Film Studies 3352F/G, Film Studies 3361F/G, Film 3363F/G, Film Studies 3364F/G, Film Studies 3368F/G, Film Studies 3373F/G, Theatre Studies 2202F/G, Theatre Studies 3208F/G, Theatre Studies 3211F/G

Minor in Page, Stage and Screen – Courses

0.5 course taken in Year 2: English 2112F/G, Film Studies 2212F/G, Theatre Studies 2212F/G, Adapting across Page, Stage and Screen (abbreviated title: Adapting Page, Stage, Screen)

How does the shape an artwork takes contribute to its aesthetic and political power? When artworks flex across form and media how do their messages change? What did Marshall McLuhan mean when he said “the medium is the message”? How do genre and form shape social and political discourse? In this course, students explore these questions and more as they investigate texts that assume multiple cultural forms and represent a diversity of perspectives.

1.0 course in Adaptation and Storytelling from:

English 3331F/G, Adapting Shakespeare
English 3680F/G, Indigenous Literatures of Turtle Island
English 3670F/G, Global Indigenous Literatures
English 3327A/B, Remediated Shakespeare
Theatre Studies 3327A/B, Remediated Shakespeare
Theatre Studies 2201F/G, Understanding Performance
Theatre Studies 3209F/G, Indigenous Theatre and Performance
Theatre Studies 3202F/G, The Profane Text (Theatrical Adaptation)

1.5 course in Forms and Genres from:

English 2033E, Children’s Literature
English 2071F/G, Speculative Fiction: Science Fiction
English 2072F/G, Speculative Fiction: Fantasy
English 2073F/G, Speculative Fiction: Utopias and Dystopias
English 2074F/G, Mystery and Detective Fiction
English 2202F/G, Studies in Poetics
English 3361F/G, Sherlock Holmes and the Fiction of Detection
English 3371F/G, Contemporary Experimental Literature
English 3581F/G, Toronto: Culture and Performance
Film Studies 2159A/B, Disney
Film Studies 2162A/B, Cinemas of Disaster
Film Studies 2164A/B, Animation/Anime
Film Studies 2166A/B, Zombie Film
Film Studies 2254F/G, Classical Hollywood Cinema
Film Studies 3356F/G Avant-Garde Cinema
Film Studies 3357F/G Science Fiction Cinema
Film Studies 3359F/G, Family Viewing: Melodrama
Film Studies 3362F/G, The Musical
Film Studies 3366F/G, Film Noir and the Crime Genre
Film Studies 3374F/G, Documentary Film
Film Studies 3375F/G Japanese New Wave
Medieval Studies 3022F/G, Introduction to Medieval Manuscripts
Theatre Studies 3581F/G, Toronto: Culture and Performance
Theatre Studies 2204F/G, Forms and Genres: The Greeks to Shakespeare
Theatre Studies 2205F/G, Forms and Genres: The Modern Context
Writing 2204F/G, Short Flicks: an Introduction to Screenwriting

Writing 2213F/G, LOL: Humour Writing
Writing 2214F/G, Memoir, Memories, & Disclosure: Writing Creative Non-Fiction
Writing 2218F/G, To Make a Long Story Short: Introduction to Writing Short Fiction
Writing 2220F/G, Renewing Your Poetic License: Introduction to Writing Poetry
Writing 2224F/G, Writing for the Big Screen: Introduction to Feature Film Writing
Writing 2226F/G, Out of the Book: Contemporary Experimental Writing Practices
Writing 2227F/G, Crime Writing: Black Dahlias, Red Herrings and Tequila Sunrises
Writing 2530A/B, TV or Not TV: Writing for the Television Industry
Writing 3401F/G, You're a Strange Animal: Writing Nature, Writing the Self
Writing 3402F/G, Hitting the Right Notes: Song Lyric Writing

1.0 course in Representation from:

English 2041F/G, Special Topics in Drama
English 2076F/G, Medieval Heroes, Villains and Other Outsiders
English 2164E, Human Rights and Creative Practices
English 3204F/G, Critical Race Theory
English 3471F/G, Ballots and Bullets: US Literature and Civil Rights
Film Studies 2153A/B, American Television and Culture
Film Studies 2258F/G, Canadian Cinema: Documents, Storytelling, Experiments
Film Studies 3309F/G, Film and Popular Culture
Film Studies 3352F/G, Queer Cinema
Film Studies 3361F/G, Stardom
Film Studies 3363F/G, Screening Race
Film Studies 3364F/G, Screening the Vietnam War
Film Studies 3368F/G, Film Production
Film Studies 3373G, Reframing National Cinemas
Theatre Studies 2202F/G, Performance Beyond Theatres
Theatre Studies 3208F/G, Table Work
Theatre Studies 3211F/G, In Your Skin: Sexualities and Performance

ITEM 11.2(b)(i) – Faculty of Law: Revisions to the Progression Requirements

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022, the Progression Requirements in the Faculty of Law be revised as shown in Item 11.2(b)(i).

EXECUTIVE SUMMARY:

The Faculty of Law stopped delivering Law 5155 – *Orientation to Law and the Legal System* after the 2018-2019 academic year, offering instruction on most of its elements through other means, including an enhanced 1L orientation week and the new mandatory course in Indigenous Law. Instruction in alternative dispute resolution (ADR) is a listed element of Law 5155. JD students currently are not eligible to graduate without satisfying that element. As part of a holistic curriculum review, the Faculty is currently discussing how, when, and whether it wants to continue with mandatory instruction in ADR. Removing the reference to Law 5155 in the description of the Academic Program contained in the Progression Requirements will give the Faculty time and space to complete the discussion without requiring it to offer ADR instruction in an *ad hoc* format that can involve the expenditure of significant Faculty resources. If the Faculty decides to have instruction in ADR as a required component of the JD program, it can add it back into the Academic Program section of the Progression Requirements policy as is ultimately deemed appropriate.

The Progression Requirements also currently provide limited guidance on what can satisfy the Faculty writing requirements. The policy also employs less than ideal language, referring to a legal writing requirement satisfying a Faculty writing requirement. This has led to confusion. It is not clear whether and how Supplemental Writing Credits satisfies a Faculty writing requirement, or whether a legal writing requirement can be satisfied by a reflective journal or by a research essay worth less than two credits. The proposed change seeks to answer those questions and to provide some guidance on the meaning and desired elements of a legal writing assignment. The Associate Dean (Academic) is formally assigned responsibility for deciding the hard cases.

ATTACHMENT(S):

[Revised Progression Requirements – Law](#)

Progression Requirements – Law

Policy Category:	Registration and Progression
Subject:	Progression Requirements – Law
Subsections:	Law; JD/HBA Combined Degree Program; JD/MBA Combined Degree Program
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	September 2020

LAW

This section of the policy is unchanged

Academic Program

In first year, students take the following courses: Constitutional Law; Contracts; Criminal Law; Legal Research, Writing and Advocacy; ~~Orientations to Law and the Legal System~~; Property; Torts; and either Corporate Law or Legal Ethics and Professionalism.

Students in their second and third years must take fourteen to sixteen course credit hours in each term, with a minimum of twenty-nine hours and a maximum of thirty-one hours in the two terms combined; students may take more than thirty-one credit hours only with the permission of the Associate Dean (Academic).

Progression Requirements – Law

Students must, after first year, take Civil Procedure and Administrative Law. In second year, students must take whichever of Corporate Law or Legal Ethics and Professionalism that they did not complete in first year.

Students must complete a January Intensive course in each of second and third year, unless they participate in an exchange program in Winter Term.

By the end of third year, a student must satisfy the Faculty writing requirements. Students may satisfy the Faculty writing requirements in either of two ways, namely:

(1) by completing in upper year courses two research essays, each worth at least two credits, or (2) by completing in upper year courses one research essay worth at least two credits and one or more practice-oriented legal writing assignments worth at least two credits collectively.

~~(1) by completing two research essay requirements, or (2) by completing one research essay and one legal writing requirement. To satisfy a research essay requirement, a student must take an upper year course that requires a written essay worth at least two credit hours. To satisfy a legal writing requirement, a student must take an upper year course (or courses) requiring a legal writing assignment (or assignments) totaling at least two credit hours.~~

A practice-oriented legal writing assignment must involve independent legal research and/or analysis. To provide some examples, a factum or legal memo will generally count as a practice-oriented legal writing assignment, while a research essay worth less than two credits or a reflective journal will not.

A Supplemental Writing Credit may count towards fulfilling the Faculty writing requirements. Specifically, a student can complete the requirements for a research essay worth at least two credits by adding a Supplemental Writing Credit to a course assessed in part by a research essay (worth at least one but less than two credits), if the Supplemental Writing Credit is used to extend the research essay. A Supplemental Writing Credit can count toward completing a practice-oriented legal writing assignment if the Supplement Writing Credit is attached to a course that already includes a practice-oriented legal writing assignment.

In all cases, the Associate Dean (Academic) has the final authority to decide whether a component of a course will satisfy a Faculty writing requirement.

Note: In each of second and third years, a student may take courses outside the Law School up to the equivalent of six credit hours, but no more than four such hours in any one semester. The approval of the course instructor and the Associate Dean (Academic) of the Faculty of Law must be obtained.

The remainder of the policy is unchanged

ITEM 11.2(b)(ii) – Faculty of Law: Administrative Updates to Policies and Program Requirements to Use Gender-Neutral Language

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The Faculty of Law is updating its policies and program requirements to change from the use of binary gendered language to the use of gender-neutral language. These administrative updates are provided for information only.

ATTCHMENT(S):

Revised Areas of Concentration

Revised Combined Programs

Revised Progression Requirements – Law

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Pages.cfm?PageID=118>

AREAS OF CONCENTRATION

Areas of Concentration are available in Business Law, and Intellectual Property, Information and Technology Law. The Area of Concentration programs require a student to complete a research paper in the pertinent area. The Area of Concentration research paper must meet the criteria of the Faculty's writing requirement necessary for graduation, and may be used to fulfil that requirement. Students may, with the approval of both Directors and course instructors, complete a paper that satisfies the writing requirements in two Areas of Concentration where the paper is worth 3 or 4 credits. Approval will not be given where a student proposes to take a 4-weight course with a paper comprising 50% of the course evaluation. Students who complete an area of concentration within the JD program will have a notation, e.g., "Area of Concentration: Business Law", included on their transcripts. Students who fulfill the requirements of more than one Area of Concentration shall have a notation for all such successfully completed concentrations included on their transcripts.

BUSINESS LAW

The Area of Concentration: Business Law is designed to help interested students within the JD program develop broad knowledge and focused expertise in business law and policy. JD students who complete the Area of Concentration: Business Law will have the notation "Area of Concentration: Business Law" included on their transcripts. In order to receive the ~~designation on his/her transcript~~ **notation**, a student must, **by the end of the final add-drop period of the winter semester in third year, inform the Director of the area of concentration of the student's intention to complete the program** ~~declare their interest to the Director of the Area of Concentration~~. There will be no limit on numbers eligible for this area of concentration.

All students in the Area of Concentration: Business Law must successfully complete a research paper in the business law area on a topic approved by the Director of the Area of Concentration, as well as a prescribed number of designated business law courses. The following courses are required: Corporate Law, Income Taxation, Securities Regulation and Taxation of Corporations and Shareholders. A specified number of additional credits must be chosen by the student from a large set of business law courses to complete the Area of Concentration. Detailed information is made available to current law students in Lawsys.

In addition to these requirements, all students in the Area of Concentration: Business Law are required to complete the following courses:

Module One: Mandatory Courses

There are no changes to this section

Module Two: Commercial and Insolvency Law

There are no changes to this section

Module Three: Business Law Electives

There are no changes to this section

Module Four: The Global Environment

There are no changes to this section

INTELLECTUAL PROPERTY, INFORMATION AND TECHNOLOGY LAW

The Area of Concentration: Intellectual Property, Information and Technology Law is designed for students interested in intellectual property, information and technology issues. It allows students to develop knowledge and skills in the area.

Students who complete the Area of Concentration: Intellectual Property, Information and Technology Law within the JD program will have the notation "Area of Concentration: Intellectual Property, Information and Technology Law" included on their transcripts. In order to receive the ~~designation notation~~, a student must, **by the end of the final add-drop period of the winter semester in third year**, inform the Director of the area of concentration ~~by the end of the add-drop period of the spring semester in third year~~ of ~~his/her~~ **the student's** intention to complete the program.

If the Intellectual Property, Information and Technology Law research paper is done other than as part of a select group of courses, its topic must be pre-approved by both the Director of the Area of Concentration and the relevant course instructor/faculty supervisor.

The remainder of the document is unchanged

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21444>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21262>

LAW/CHEMICAL ENGINEERING

Admission Requirements

Before entering the combined BESC/JD degree program, **a** students must have completed the first three years of the Chemical Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** students must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. **The** ~~In the~~ application to ~~the~~ Law School, ~~the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BESC/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21544>

LAW/CIVIL ENGINEERING

Admission Requirements

Before entering the combined BESC/JD degree program, **a** students must have completed the first three years of the Civil Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** students must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law School, ~~the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BESC/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21446>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21273>

LAW/ELECTRICAL ENGINEERING

Admission Requirements

Before entering the combined BESC/JD degree program, **a** students must have completed the first three years of the Electrical Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** students must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law School, ~~the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BESC/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21305>

LAW/GEOLOGY OR GEOPHYSICS – MSc

Failure to Meet Progression Standards

A student who fails to meet the progression standards must withdraw from the combined degree program. ~~If that~~ **However, a** student **who** has met the progression standards of either the JD or MSc (Geology or Geophysics) program, ~~he or she~~ will be allowed to continue in that program. Such a student must complete all the academic requirements of the individual program in order to graduate from that program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21306>

LAW/HISTORY – MA

Failure to Meet Progression Standards

A student who fails to meet the progression standards must withdraw from the combined degree program. ~~If that~~ **However, a** student **who** has met the progression standards of either the JD or MA (History) program, ~~he or she~~ will be allowed to continue in that program. Such a student must complete all the academic requirements of the individual program in order to graduate from that program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21452>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21284>

LAW/INTEGRATED ENGINEERING

Admission Requirements

Before entering the combined BSc/JD degree program, **a** student~~s~~ must have completed the first three years of the Integrated Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** student~~s~~ must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law School, ~~the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BSc/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21455>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21290>

LAW/MECHANICAL ENGINEERING

Admission Requirements

Before entering the combined BESC/JD degree program, **a** students must have completed the first three years of the Mechanical Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** students must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law ~~School, the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BESC/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21454>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21287>

LAW/MECHATRONIC SYSTEMS ENGINEERING

Admission Requirements

Before entering the combined BESC/JD degree program, **a** students must have completed the first three years of the Mechatronic Systems Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** students must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law ~~School, the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BESC/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21450>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21280>

LAW/SOFTWARE ENGINEERING

Admission Requirements

Before entering the combined BESC/JD degree program, **a** students must have completed the first three years of the Software Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** students must also make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law ~~School, the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BESC/JD program.

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21443>

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21261>

LAW/GREEN PROCESS ENGINEERING – ADMISSION DISCONTINUED

Admission Requirements

Before entering the combined BSc/JD degree program, **a** student~~s~~ must have completed the first three years of the Chemical Engineering program at Western (or equivalent). In addition to applying for the combined degree program through the Office of the Associate Dean - Academic of the Faculty of Engineering, **a** student~~s~~ must make a separate application to the Faculty of Law for admission into the JD program by the published deadline, May 1. ~~In the~~ **The** application to ~~the~~ Law ~~School,~~ ~~the applicant~~ must indicate that ~~he or she~~ **the student** is applying to the combined BSc/JD program.

Progression Requirements – Law

Policy Category:	Registration and Progression
Subject:	Progression Requirements – Law
Subsections:	Law; JD/HBA Combined Degree Program; JD/MBA Combined Degree Program
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	September 2020

LAW

The Academic Session

There are no changes to this section of the policy

Attendance

There are no changes to this section of the policy

Permission to Register in Individual Courses

There are no changes to this section of the policy

Evaluation

There are no changes to this section of the policy

Progression Requirements – Law

Grading Rules

The Faculty of Law uses the following grade designations:

Grades	Grade Meanings	Numeric Values
A+	Excellent	90-100%
A	Excellent	85-89%
A-	Excellent	80-84%
B+	Good	77-79%
B	Good	73-76%
B-	Good	70-72%
C+	Competent	67-69%
C	Competent	63-66%
C-	Barely Competent	60-62%
D	Marginal Pass	50-59%
F	Fail	0-49%
PAS	Pass	
FAI	Fail	
AUD	Audit	
WDN	Withdrawn	
INC	Work is Incomplete	

Students receive only a letter grade for each subject. The numeric values are used for letter grade calculation only.

The "PAS" and "FAI" designations are used only in courses identified specifically as being graded on a pass/fail basis. This pass/fail designation is used also for grades obtained on exchanges. A grade of "FAI" is treated the same as an "F" grade.

In any course not identified specifically as being graded on a pass/fail basis, no components of any student's grade in the course can be assessed on a pass/fail basis.

The class average in an upper-year course of 25 or fewer students must be between 74.0 – 79.0. The class average in an upper-year course of more than 25 students and in all first year courses must be between 74.0 – 76.0. Grades in the "F" range will be excluded from the calculation of class averages. These grading rules do not apply to independent research projects, supplemental writing credits, courses in which students participate in external advocacy competitions, or to internships or externships with fewer than five enrolled students.

Progression Requirements – Law

For the purposes of calculating class averages and the overall average of individual students, including the determination of Honours standing, final letter grades for each student are assigned the following fixed numeric values:

Grades	Fixed Numeric Value
A+	92
A	87
A-	82
B+	78
B	75
B-	71
C+	68
C	65
C-	61
D	58
F	45

Individual grades assigned by instructors remain provisional until they are approved at the Faculty of Law Grades Meeting. The grades assigned by instructors must comply with the applicable class average requirements and must be submitted, together with electronic evidence demonstrating such compliance, in the form stipulated by the Assistant Dean, Student Services. However, after grades have been assigned, the Faculty has the discretion, at a Faculty of Law grades meeting, to waive the class average requirements. If an instructor wishes to seek an exemption from the class average requirements, ~~he or she~~ **the instructor** must apply to the Faculty at a Grades Meeting, ~~indicating~~ **supplying** the reasons for the application and ~~providing~~ the **recommended non-compliant** grades ~~he or she wishes to assign~~, along with an alternative set of compliant grades.

In the case of a class with fewer than six students, an instructor who has submitted non-compliant grades is not required to submit at the same time an alternative set of compliant grades.

Supplemental Assessments

A student who has failed a course is normally entitled to write a supplemental assessment to attempt to obtain credit for the course.

A student is not entitled to write a supplemental assessment if:

1. The student obtained, prior to writing any supplemental assessment, more than one grade of F in first year or more than one grade of F in any single term of an upper year;
2. The student failed to demonstrate a reasonable or good faith effort to fulfill the

Progression Requirements – Law

- academic requirements of the failed course; or
3. The grade of F in the course was attributable, in whole or in part, to the commission of a scholastic offence, as defined by university policy on scholastic offences, and the Associate Dean (Academic) has determined through that policy that the student should not be entitled to write a supplemental assessment.

If an instructor alleges that a student failed to demonstrate a reasonable or good faith effort to fulfill the academic requirements of a failed course, the Associate Dean (Academic) shall determine whether the allegation is valid. Before making a final determination, the Associate Dean (Academic) shall first give the failing student notice of the allegation, including the reasons for it, and provide the student a reasonable opportunity to explain how ~~he or she~~ **the student** did demonstrate a reasonable and good faith effort.

A student who fails a course and is not entitled to write a supplemental assessment receives a final grade of F in the course.

A student who is entitled to write a supplemental assessment but does not do so receives a final grade of F in the course.

A student who is entitled to write a supplemental assessment must obtain a minimum grade of C on the assessment to pass and thereby obtain credit for the course. If the student obtains a C or better on the assessment, the original grade of F remains on the transcript with a notation that the course has been “passed by supplemental”. If the student does not obtain a C or better on the supplemental assessment, the student receives a final grade of F in the course.

Normally, a supplemental assessment will take the same form as the original assessment. However, it is within the instructor's discretion to select another form of supplemental assessment.

Progression

There are no changes to this section of the policy

Continuing Enrolment

Continuing enrolment in the Faculty of Law is conditional on a student demonstrating sufficient academic competence. A student will be required to withdraw from the Faculty in any of the following situations:

1. Over the course of a student's enrolment in the Faculty, the student accumulates any of the following combinations of final grades:
 - a. Two or more grades of F;
 - b. One grade of F plus two or more grades of D;
 - c. One grade of F plus, collectively, three or more grades of D and/or C-;
 - d. Collectively, five or more grades of D and/or C-.

Progression Requirements – Law

2. A student obtains a final grade of F in any compulsory course.

For greater certainty,

1. A compulsory course is any course specified in the Faculty's Academic Program as one that a student must take;
2. In a pass/fail course, a fail will be considered a final grade of F and a pass will not count as a grade of F, D or C-;
3. A student shall be deemed not to have obtained a final grade of F, D or C- in a course if the student initially receives a failing grade but later passes the course by supplemental assessment.

Before requiring a student to withdraw, the Associate Dean (Academic) shall arrange for a review of all final grades of C- or lower in all courses taken by the student. This review will include rereading of all the student's examination papers to verify the accuracy of the marking process.

Despite the above, the Dean may grant a student who is required to withdraw permission to remain enrolled, subject to any conditions the Dean deems appropriate. Before making a final decision, the Dean shall first inform the student of the outcome(s) of the aforementioned review and give the student an opportunity to explain why ~~he or she~~ **the student** should be permitted to remain enrolled.

Prerequisites

There are no changes to this section of the policy

Process

The Faculty of Law uses the Gradebook in OWL to record grades. It is the responsibility of all instructors to enter their students' final grades and, for first-year full-year courses, their students' mid-term examination grades into this program.

The deadline for entering grades is: (a) in courses with a final examination, one week following the writing of the examination; and (b) in courses without a final examination, one week after the last day of classes.

An instructor does not have the authority to unilaterally change a student's final grade after it has been submitted to the Student Services Office. However, if an instructor discovers a mathematical or other technical error in a grade that has been submitted, ~~he or she~~ **the instructor** should contact the Student Services Office as soon as possible to officially record the appropriate grade.

The Faculty has the right to alter course grades at the grades meetings. The Dean or Associate Dean (Academic) will alert an instructor if ~~his or her~~ **the instructor's** grades appear to be anomalous and may seek an explanation.

Faculty of Law: Winter Term Format

There are no changes to this section of the policy

Progression Requirements – Law

Honours

There are no changes to this section of the policy

Appeal Procedures

There are no changes to this section of the policy

Academic Program

There are no changes to this section of the policy

Cross-Registration in Business Courses

There are no changes to this section of the policy

JD/HBA COMBINED DEGREE PROGRAM

Structure of the Program

There are no changes to this section of the policy

Admission to the Combined Program

There are no changes to this section of the policy

Years One and Two

There are no changes to this section of the policy

Year Three

There are no changes to this section of the policy

Year Four - Combined Program

There are no changes to this section of the policy

Year Five and Six - Combined Program

There are no changes to this section of the policy

Exchange Programs

With advanced planning, students in this the combined program may be eligible for to participate in one exchange term in an academic exchange program in Year Five or Six. Interested students must discuss exchange options with the HBA Program Office and with the Faculty of Law's International Program Office. The student must satisfy both Program Directors that ~~his or her~~ **the student's** course load is balanced appropriately before permission will be given to participate in an exchange program.

Progression Standards

There are no changes to this section of the policy

Failure to Meet Progression Standards

A student who fails to meet the combined progression standards in any year must withdraw from the combined program. However, if that student has met the

Progression Requirements – Law

progression standards of either the HBA or Law program, ~~he or she~~ **the student** will be allowed to proceed to the next year of that program. If that student has satisfied the progression standards of both individual programs, the student may continue in either program and may petition the School or Faculty whose program was not selected for permission to complete that program at later date. A student who is required to withdraw from the combined program, and wishes to pursue either or both of the individual programs, must complete all the degree requirements of the individual program or programs in order to graduate from that program or those programs.

Dean's Honour List

There are no changes to this section of the policy

Graduation with Distinction

There are no changes to this section of the policy

Gold Medal

There are no changes to this section of the policy

Fees

There are no changes to this section of the policy

JD/MBA COMBINED PROGRAM

There are no changes to this section of the policy

ITEM 11.2(c) – Schulich School of Medicine & Dentistry: Revisions to the Admission Requirements of the Doctor of Medicine (MD) Program (International Applicant Pathway)

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective May 1, 2022, for the 2023-24 application cycle, the admission requirements of the Doctor of Medicine (MD) program be revised to include an International Applicant Pathway as shown in Item 11.2(c).

EXECUTIVE SUMMARY:

As outlined in Western's Strategic Plan, "*Towards Western at 150*", Western is committed to growing strategically through the expansion of enrollment – including international learners. The Schulich School of Medicine & Dentistry (the School) has delivered international expansion in graduate studies programs and for undergraduate education in the Bachelor of Medical Science Program.

Traditional enrollment in Undergraduate Medical Education (UME) across the faculties and colleges of medicine in Canada is constrained by funding agreements with provincial governments for a defined ceiling on Canadian applicants. While there are some UME supernumerary pathways in Canadian medical schools, these have been mostly from State (primarily Middle East countries) and military (Canadian Armed Forces) agreements. At present, all other applicants to the UME or Doctor of Medicine (MD) Program at the School, must be Canadian citizens or Permanent Residents of Canada at the time of Medicine Admissions application.

The Ontario Ministry of Colleges and Universities provides funding for a defined number of 171 Canadian positions in each Schulich MD Program class. The MD Program presently has approval for supernumerary positions in the Canadian Military and Kuwait Pathways. The School currently has a State-sponsored agreement with the Government of Kuwait enabling up to three students with Kuwaiti citizenship to apply to the Doctor of Medicine (MD) Program. There are no Ontario government funds used for these positions.

Recently, some Canadian UME Programs have used excess learning capacity to create supernumerary positions for international applicants. While these come with restrictions (no previous equivalent Doctor of Medicine degree (or equivalent) conferred or commenced), they are not State sponsored and are open for any applicant who meets defined criteria.

The School is proposing to enroll self-funded supernumerary applicants who are not Canadian citizens or landed immigrants, in the UME or MD Program through a new

Medicine Admission *International Applicant Pathway*. The School is proposing this be located solely at the Windsor Campus. These self-funded supernumerary learners can be accommodated at the Windsor campus.

The Windsor Campus, as a regional medical campus, is the only one in Canada situated on an international border. One goal for the Windsor Campus is to leverage its location to innovate in cross border education and research, which could attract international learners. The Windsor Campus building is situated on the physical campus of the University of Windsor where Years 1 and 2 MD core curriculum and medical education administration occur. Clinical learning for medical students in this Campus occurs in the Windsor/Essex regional hospitals, community health centres and clinical affiliates, learning sites in the Distributed Education regional communities of the School and occasionally in the London Campus. The location of and collaborative opportunities opening to the Windsor Campus, affords an opportunity to differentiate the Schulich Medicine & Dentistry MD Program by appealing to international applicants who aspire to study medicine in a leading university and school of medicine with close geographic proximity to learning experiences in the USA.

While the School cannot anticipate from where applicants may apply, and their previous educational achievements, the School has defined criteria for screening that aligns with other similar faculties or programs at Western University and across Canada. It is anticipated that most applicants will come from the USA.

The School anticipates no adverse impact on the present learning model for MD Program Canadian students at the Windsor Campus. In recent town halls with Windsor Campus medical students, there was support for this innovation.

The School proposes that the expansion of the MD class, to include international learners, will broaden and enhance the MD student experience and open doors for future international collaboration with graduates in academic careers at international universities. This will support the School delivering to key units two themes in Western's new strategic plan: "Greater Impact" and "Western's Place in the World."

Proposal

The School requests approval for a seven-year phased expansion of the MD Program class at the Windsor Campus through a new *International Applicant Pathway*. This proposal is modelled on similar pathways currently in existence at the University of Toronto Temerty Faculty of Medicine, Queen's University Undergraduate Medical Education, and other Canadian medical schools.

The international supernumerary MD Program students would be registered in and complete their four years of MD curriculum in the Windsor Campus cohort of each class. Based on the School's assessment, increasing enrollment to this level would be manageable given the current space, numbers of instructors and learning resources.

These supernumerary MD Program matriculants will not impact the number of domestic students (Canadians or Permanent Residents of Canada) enrolled in MD Program studies at Western University and specifically the Windsor Campus. The total number of Canadian students, across all four years of MD Program studies at the Windsor Campus, will remain 38 per class for a total of all four years of 152 annually.

Table 1 - Entering class size complement (supernumerary)

Table 1 outlines the entering MD class size complement of the proposed supernumerary positions over seven years. Admissions into the first year of the MD Program would increase by three (3) *International Applicant Pathway* students each year until the capacity of twelve (12) matriculants is reached in the academic year 2026/2027.

Each row and column show the number of students progressing through the MD Program until full capacity (48) is reached in the academic year 2029/2030 at the Windsor Campus.

Table 1

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
YR 1 U.S. Students	3	6	9	12	12	12	12
YR 2 U.S. Students	0	3	6	9	12	12	12
YR 3 U.S. Students	0	0	3	6	9	12	12
YR 4 U.S. Students	0	0	0	3	6	9	12
Total U.S. Students	3	9	18	30	39	45	48

Table 2 – Full complement of MD students (both supernumerary and domestic – ministry funded)

Table 2 integrates data from Table 1 and maps out the total number of MD students, both supernumerary (noted in the table as Int'l), and domestic – ministry funded (noted in the table as Canadian), admitted to the MD Program Windsor Campus, as the International Student Pathway progresses through phased admissions until final capacity of twelve (12) international students per class is reached.

Table 2

	2023/24		2024/25		2025/26		2026/27		2027/28		2028/29		2029/30	
	International	Canadian	International	Canadian	International	Canadian	International	Canadian	International	Canadian	International	Canadian	International	Canadian
YR1 Students	3	38	6	38	9	38	12	38	12	38	12	38	12	38
YR2 Students	0	38	3	38	6	38	9	38	12	38	12	38	12	38
YR3 Students	0	38	0	38	3	38	6	38	9	38	12	38	12	38
YR4 Students	0	38	0	38	0	38	3	38	6	38	9	38	12	38
	3	152	9	152	18	152	30	152	39	152	45	152	48	152
	155		161		170		182		191		197		200	

The proposed *International Applicant Pathway* will be a competitive admissions process, with Admissions criteria, metrics and processes identical to the established Medicine Admissions general stream for Canadian applicants. These include metrics of: Grade Point Average (GPA); Medical College Admission Test (MCAT) scores; autobiographical sketch and verification; letters of reference; file reviews and interviews. The GPA and MCAT threshold for admission interview to the *International Applicant Pathway*, will be set by the Medical Admissions Committee annually, in a process like Canadian applicants. These are outlined in:
https://www.schulich.uwo.ca/med_dent_admissions/medicine/admission_requirements.html

Applicants will be screened using metrics similar to other Western University processes for international learners. Applicants must have completed or be in the final year of a program leading to a conferred four-year undergraduate or a graduate degree at a recognized university equivalent to an accredited Canadian program. Applicants who have completed their undergraduate or graduate degree outside Canada or the United States, must have their final transcript submitted to the World Education Services (WES) <https://www.wes.org/> on a course-by-course basis.

Schulich Medicine reserves the right to deny admission to any applicant whose facility in written and/or spoken English is judged inadequate for medicine studies. The Admissions Office reserves the right to request a candidate demonstrate English language proficiency using the TOEFL (Test of English as a Foreign Language) or Duolingo processes. All scores will be in the “Advanced” scores as outlined in the attached.

Students admitted under the *International Applicant Pathway stream* will not be eligible for any entrance financial awards, scholarships or bursaries from the School or Western University. These students will be eligible for any Program, School and Western proficiency or other awards that are applicable to students in the MD Program over their four years of study.

Students in the *International Applicant Pathway* will be expected to stay in the *International Applicant Pathway* throughout their tenure in the MD Program. This could

be reassessed in the event of a change in citizenship or landed immigrant status. The affected student would be required to notify the Schulich School of Medicine & Dentistry Admissions Office and Undergraduate Medical Education Office (if already enrolled in studies) of their change in status and provide official supporting documentation. This could lead to a review of pathway placement.

The goal of the School for this *International Applicant Pathway* is to educate MD graduates who return to their home country for postgraduate residency training and their subsequent careers. These international matriculants will not be eligible to compete for positions that are allocated only for Canadian citizens or Permanent Residents of Canada in a Canadian Post Graduate Medical Education Program under the rules of the Canadian Resident Matching Service (CaRMS) process. The CaRMS rules and regulations stipulate applicants to the CaRMS process must be Canadian or hold a permanent resident card as an immigrant.

This information will be clearly communicated to prospective applicants during the recruitment cycle. The international students will be supported throughout the MD Degree program to prepare them for applying in a residency match abroad.

In supporting equity for Canadian students who face barriers to apply for and progress through MD studies, the School will allocate a defined annual portion of tuition fees from the *International Applicant Pathway* to develop new awards targeted only for Canadian domestic students in MD Program studies with financial need.

The new *International Applicant Pathway* for MD Program studies will align with the strategic goals of Western University and the School, while also broadening the learning experience for Canadian MD students. This new pathway also opens future opportunities for new education, research and clinical collaborations with these International MD graduates at their schools and colleges of medicine. This addition to the School's options for international learners will position the MD Program, School and Western University as an educational institution of choice with unique enriched learning, for future medical students across borders in the decades of opportunity ahead.

ATTACHMENT(S):

[Revised Admission Requirements for the MD Program](#)

Admission – MD Program

Policy Category:	Admission
Subject:	Admission – MD Program
Subsections:	Application for Admission; Admission Requirements
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	July 2021

APPLICATION FOR ADMISSION

This section remains unchanged

ADMISSION REQUIREMENTS

This section remains unchanged

Health Care Improvement in Southwestern Ontario and Indigenous Communities

This section remains unchanged

ACCESS Pathway

This section remains unchanged

Admission – MD Program

Medical Military Training Program (MMTP) Pathway

This section remains unchanged

Kuwait Pathway

This section remains unchanged

International Applicant Pathway

The International Applicant Pathway for the MD Program at the Schulich School of Medicine & Dentistry is a process that provides international learners an opportunity to study medicine at Western University while facilitating cross-cultural learning and fostering global perspectives within MD Program students. Schulich Medicine will be offering undergraduate medical education training to qualified applicants through defined supernumerary seats. There is a maximum number of supernumerary seats open for this Pathway in each academic year. Registration for this Pathway is available for students joining the MD Program at the Windsor Campus, only.

To be eligible for the International Applicant Pathway, an applicant must:

- Have valid citizenship in their home country at the time of application (Note: applicants who have dual citizenship between Canada and another country or have achieved status as a permanent resident (landed immigrant) or citizen of Canada at the time of admission will be automatically entered into the Canadian applicant process.)
- Not be a Canadian citizen or Permanent Resident of Canada
- Have completed or be in the final year of a program leading to a conferred four year undergraduate or graduate degree at a recognized university equivalent to an accredited Canadian program. Applicants who have completed their undergraduate or graduate degree outside Canada or the United States, must have their final transcript submitted to the World Education Services (WES) <https://www.wes.org> on a course-by-course basis

Schulich Medicine reserves the right to deny admission to any applicant whose facility in written and/or spoken English is judged inadequate for medicine studies. The Admissions Office reserves the option to request a candidate demonstrate English language proficiency as:

Admission – MD Program

Applicants are expected to show English language proficiency through pre-existing post-secondary degree studies or successful completion of one of the following assessments:

- The Test of English as a Foreign Language (TOEFL): minimum overall score and by categories:
 - TOEFL Internet-based Test (TOEFL iBT): 100
 - Speaking: 26
 - Writing: 24
 - Reading: 24
 - Listening: 22
- The Duolingo English Test: Must score a minimum of 120

Applicants must have completed the final four full years of study in the equivalent of a four-year undergraduate or two or more years in a graduate degree at a university that educates and assesses only in English and is located geographically in a country whose primary language of communication and commerce is English.

There are no prerequisite courses required for this Pathway.

It is the responsibility of the applicant to ensure all relevant documentation is provided to OMSAS for Medicine Admissions.

Schulich Medicine reserves the right to verify all elements of your application. Falsification or misrepresentation of information will result in removal of the application from consideration and will preclude the applicant from being considered in any future applications to the MD Program at Western University.

Applicants through the Schulich Medicine International Applicant Pathway must meet all established admission requirements of the Medicine Admissions general stream applicants.

Applying through this Pathway will require applicants to: (1) undergo the standard selection process for Canadian general stream applicants (2) be granted a visa to study medicine in Canada and (3) meet all standards for Admissions in language, education and documentation.

Support is available for students who require assistance with their visa and documentation through offices in the Schulich School of Medicine & Dentistry, Western University and the University of Windsor.

The remainder of the policy is unchanged

ITEM 11.2(d) – Faculty of Science and Schulich School of Medicine & Dentistry: Introduction of Medical Sciences 1000Y and Revisions to Medical Sciences First Entry

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022, Medical Sciences 1000Y be introduced by the Faculty of Science and the Schulich School of Medicine & Dentistry as shown in Item 11.2(d), and

 That effective September 1, 2022 Medical Sciences First Entry be revised as shown in Item 11.2(d).

EXECUTIVE SUMMARY:

Medical Sciences 1000Y – Exploring Medical Sciences – will introduce students in Medical Sciences 1 to the various basic medical science disciplines. It is anticipated that an early exposure to the disciplines will help students determine in which modules they may be interested and enable them to choose their first- and second-year courses more wisely and deliberately.

Medical Sciences 1000Y will be a non-credit (pass/fail) half course that will span the fall/winter terms. Intended to be a “low-stakes” course in first year, this non-credit course will not create an additional burden on students in Medical Sciences 1. During bi-weekly lectures, a theme for the year will be established, e.g., a particular disease/condition, and each discipline will explore the disease/condition from a different angle.

Upon successful completion of this course, students will:

- Gain an appreciation of the complexity of solving human health problems;
- Explore the approaches and tools used in the medical sciences;
- Reflect on the relevance and application of the foundational sciences to the study of medical sciences;
- Identify medical science disciplines of interest for future study in the BMSc program; and
- Discover what they can do with a degree in medical sciences.

Assessments in the course will be “low-stakes” and predominantly reflection-based surveys. Students will have opportunities throughout the course to reflect on the disciplines and topics covered and monitor their modular interest(s) over time. Because this is a pass/fail course, assessments will be graded for completion. A passing mark will require students to complete 100% of the reflective surveys. Surveys will be monitored for completion by course coordinators.

Medical Sciences First Entry will be revised to add Medical Sciences 1000Y as a required (non-credit) course and to allow Computer Science 1026A/B to be taken as an alternative to Physics 1202A/B or 1502A/B.

Students will have greater flexibility in the second term of Medical Sciences 1 by being able to choose Computer Science 1026A/B as an alternative to a second half course in Physics. The admission requirements for each basic medical science module will specify whether a second half course in Calculus is specifically required and whether one of Computer Science 1026A/B or a second half course in Physics is required in second term of Medical Sciences 1.

Students in Medical Sciences 1 who do not meet the requirements to progress to Medical Sciences 2 will continue to be able to apply for admission to the Bachelor of Medical Sciences (BMSc) Program in Year 3 provided they satisfy certain conditions for admission from the competitive pool. Although students applying from the “competitive pool” are not guaranteed admission to Year 3 BMSc, all students who have satisfied the minimum requirements for admission to Year 3 BMSc from the competitive pool have been admitted to date. It is anticipated that this trend will likely continue as the BMSc Program undergoes expansion.

Medical Sciences 1000Y will not be included in the admission requirements for any of the modules that lead to graduation with a BMSc degree so that any student applying for admission to Year 3 BMSc may do so with or without having completed Medical Sciences 1000Y.

ATTACHMENT(S):

[New Calendar Copy – Medical Sciences 1000Y – Exploring Medical Sciences](#)

[Revised Medical Sciences First Entry](#)

NEW CALENDAR COPY

MEDICAL SCIENCES 1000Y – Exploring Medical Sciences

Despite significant advances in medical research, challenges to human health continue to be a global concern. Students will explore how medical science disciplines use distinct yet complementary approaches to address existing and emerging problems. Through self-reflection, students will develop an appreciation for the breadth and complexity of modern medical research.

Prerequisite(s): registration in Medical Sciences 1

Extra Information: Pass/Fail; 1 lecture hour or online equivalent, approximately every two weeks

Course Weight: 0

Medical Sciences First Entry

Policy Category:	Registration and Progression
Subject:	Medical Sciences First Entry
Subsections:	Medical Sciences 1 (Year 1); Medical Sciences 2
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	<u>Admission to the Bachelor of Medical Sciences (BMSc) Program</u>
Effective Date:	September 2021
Supersedes:	*

Students interested in the Bachelor of Medical Sciences (BMSc) Program should enrol in Medical Sciences First Entry. Medical Sciences First Entry is referred to as a Medical Sciences 1 in first year and Medical Sciences 2 in second year, and only students in Medical Sciences 1 who satisfy the requirements listed below may progress to Medical Sciences 2. Students in Medical Sciences 2 who satisfy certain conditions are assured admission to the BMSc Program in Year 3 (see Admission to the Bachelor of Medical Sciences (BMSc) Program).

It is anticipated that not all of the spaces available in Year 3 BMSc will be filled by the students in Medical Sciences 2 who satisfy the conditions for assured admission, allowing additional students to apply for admission to Year 3 BMSc **from the “competitive pool”**. See ADMISSION TO THE BACHELOR OF MEDICAL SCIENCES (BMSc) PROGRAM for the conditions that must be satisfied by these additional students applying from the “competitive pool” for admission to Year 3 BMSc.

Medical Sciences First Entry

MEDICAL SCIENCES 1 (YEAR 1):

5.0 courses and Medical Sciences 1000Y (non-credit course):

1.0 course: Biology 1001A and Biology 1002B.

1.0 course: Chemistry 1301A/B and Chemistry 1302A/B.

0.5 course from: Calculus 1000A/B or Calculus 1500A/B

0.5 course from: Applied Mathematics 1201A/B, Calculus 1301A/B or Calculus 1501A/B, Mathematics 1600A/B (see notes below).

0.5 course from: Physics 1201A/B, Physics 1501A/B, the former Physics 1028A/B, the former Physics 1301A/B (~~see notes below~~).

0.5 course from: **Computer Science 1026A/B**, Physics 1202A/B, Physics 1502A/B, the former Physics 1029A/B, the former Physics 1302A/B (see notes below).

1.0 1000-level course from either Category A or Category B (see Breadth Requirements for Bachelor Degrees).

Medical Sciences 1000Y (non-credit course)

Notes:

The Admission Requirements for the following basic medical science modules require specific 1000-level courses from the picklists above:

- **Medical Biophysics and Medical Bioinformatics modules require either Calculus 1301A/B or Calculus 1501A/B**
 - **Medical Biophysics modules require either Physics 1202AB or Physics 1502A/B (or the former Physics 1029A/B or the former Physics 1302A/B)**
- ~~1. Modules in Medical Bioinformatics and Medical Biophysics require either Calculus 1301A/B or Calculus 1501A/B.~~
- ~~2. The first-year physics requirement can be taken in either Medical Sciences 1 or Medical Sciences 2. Students interested in modules in Medical Biophysics are encouraged to complete the physics requirement in Medical Sciences 1.~~

*To progress from Medical Sciences 1 to Medical Sciences 2, students must **meet the following requirements by the end of the fall/winter of Medical Sciences 1:***

- **Not fail any course(s) taken during Medical Sciences First Entry (including summer sessions);**
- Successfully complete a full load of 5.0 courses during the Fall/Winter of Medical Sciences 1;
- **Achieve a PASS in Medical Sciences 1000Y (non-credit course);**
- ~~• Achieve a mark of at least 60% in the first attempt at each of the half courses in biology, chemistry, mathematics and physics (if taken in Medical Sciences 1) listed above; Achieve a passing grade (mark of at least 50%) in the first-year course from either Category A or B;~~
- **Achieve a passing grade (mark of at least 50%) in the 1000-level course from either Category A or B; and**

Medical Sciences First Entry

- Achieve a mark of at least 60% in the first attempt at each of the half courses listed above in Biology, Chemistry, mathematics (i.e., courses in Applied Mathematics, Calculus, Mathematics), Physics, and Computer Science listed above (see note below).

Note:

Students may defer the completion of the 1.0 requirement indicated below to either the summer following Medical Sciences 1 or the fall/winter of Medical Sciences 2:

0.5 course from: Physics 1201A/B, Physics 1501A/B

0.5 course from: Computer Science 1026A/B, Physics 1202A/B, Physics 1502A/B

Students who choose to defer this requirement must successfully complete 5.0 courses during the fall/winter of Medical Sciences 1 to progress to Medical Sciences 2 (i.e., by taking an optional course).

MEDICAL SCIENCES 2:

Medical Sciences 2 consists of a full load of 5.0 courses comprised of the remaining courses (usually 2000-level courses) listed in the Admission Requirements for the module(s) each student plans to pursue if admitted to the BMSc Program in Year 3, as well as optional courses. The conditions that must be satisfied by students in Medical Sciences 2 for assured admission to the BMSc Program in Year 3, as well as the conditions that must be satisfied by students in the competitive pool applying for admission to Year 3 BMSc, are outlined in Admission to the Bachelor of Medical Sciences (BMSc) Program.

ITEM 11.2(e) – Faculty of Science, Department of Mathematics: Withdrawal of Modules

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022 admission to the following modules be discontinued:

Honours Specialization in Mathematics in Society
Specialization in Mathematics in Society
Specialization in Applied Mathematics
Major in Applied Mathematical Methods
Minor in Applied Mathematics

And, that students currently enrolled in the modules be permitted to graduate upon fulfilment of the module requirements by August 31, 2026, and

That effective September 1, 2026 the modules be withdrawn.

EXECUTIVE SUMMARY:

As a result of the dissolution of the Department of Applied Mathematics, five Applied Mathematics modules were transferred to the Department of Mathematics: Honours Specialization in Applied Mathematics, Specialization in Applied Mathematics, Major in Applied Mathematics, Major in Applied Mathematical Methods, and Minor in Applied Mathematics. The three remaining Applied Mathematics modules were transferred to the Department of Physics and Astronomy.

Beginning on September 1, 2022, the Department of Mathematics proposes to offer the following reduced slate of six modules (in addition to two joint modules):

- Honours Specialization in Applied Mathematics
- Honours Specialization in Mathematics
- Major in Applied Mathematics
- Major in Mathematics
- Specialization in Mathematics
 (a new, harmonized version of the previous Specialization in Applied Mathematics and Specialization in Mathematics)
- Minor in Mathematics
 (a new, harmonized version of the previous Minor in Applied Mathematics and Minor in Mathematics)

Thus, the Department proposes to withdraw the following five modules (with the primary reasons for each in parentheses):

- Honours Specialization in Mathematics in Society (very low enrolment)
- Major in Applied Mathematical Methods (low enrolment and redundancy)
- Specialization in Mathematics in Society (very low enrolment)
- Specialization in Applied Mathematics (redundancy)
- Minor in Applied Mathematics (redundancy)

The Specialization in Mathematics and Minor in Mathematics will be revised effective September 1, 2022 (approved via the DAP process on March 16, 2022). Under the new structure, the previous Specializations in Applied Mathematics and Mathematics have been amalgamated into a single module under the name Specialization in Mathematics; likewise the Minors in both areas. In particular, the single Specialization in Mathematics has been adjusted to serve as a suitable fallback for students unable to meet the higher standards required in any of the four honours specialization modules. Hence, the Department proposes to withdraw the Specialization in Applied Mathematics and the Minor in Applied Mathematics.

Other modules will also be withdrawn due to chronic low enrolment; namely, the Honours Specialization and Specialization in Mathematics in Society.

ATTACHMENT(S):

[Revised Calendar Copy](#)

REVISED CALENDAR COPY

<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21061>
<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21065>
<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21063>
<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21072>
<https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21068>

**HONOURS SPECIALIZATION IN MATHEMATICS IN SOCIETY
MAJOR IN APPLIED MATHEMATICAL METHODS
SPECIALIZATION IN MATHEMATICS IN SOCIETY
SPECIALIZATION IN APPLIED MATHEMATICS
MINOR IN APPLIED MATHEMATICS**

**Admission to this module is discontinued effective September 1, 2022.
Students currently enrolled in the module will be permitted to graduate upon
fulfilment of the module requirements by August 31, 2026.**

ITEM 11.2(f) – Huron University College: Introduction of a Minor in Global Great Questions in Arts and Music

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022 a Minor in Global Great Questions in Arts and Music be introduced at Huron University College as shown in Item 11.2(f).

EXECUTIVE SUMMARY:

Across time and cultures art, understood in the context of this Minor as visual art (drawings painting, sculpture, architecture, etc.), as well as music, has reflected and explored the nature of our humaneness. The proposed Minor will allow students to deepen their understanding of some of the central themes offered in Global Great Books by exploring the primary art and music from around the world as it relates to love, justice, reason and revelation. The Minor will encourage students to see the interconnectedness of various modes of human thinking and creating, allowing them to see how the art of the world participates in some of humanity's greatest challenges.

Global Great Books is an interdisciplinary program focusing on perennial themes of human life. The Minor in Global Great Questions in Arts and Music will enhance Global Great Books options for students.

ATTACHMENT(S):

[New Calendar Copy – Minor in Global Great Questions in Arts and Music](#)

NEW CALENDAR COPY

MINOR IN GLOBAL GREAT QUESTIONS IN ARTS AND MUSIC

Admission Requirements

Completion of first-year requirements with an average of 60%.

Module

4.0 courses:

1.5 courses: Global Great Books 2001F/G, Global Great Books 3003F/G, Global Great Books 3000F/G

1.5 courses: Global Great Books 2200F/G, Global Great Books 3200F/G, Global Great Books 3201F/G

1.0 courses that focus on the role of art in our global communities, as approved by the Coordinator

ITEM 11.2(g)(i) – School of Graduate and Postdoctoral Studies: Revisions to the MSc in Clinical Medical Biophysics

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022 the MSc in Clinical Medical Biophysics be revised as shown in Item 11.2(g)(i).

EXECUTIVE SUMMARY:

The MSc in Clinical Medical Biophysics was first offered in 2020. After having students complete this degree in 2020 and 2021, it was identified that one of the required courses in the program – BIOPHYS9513: Scientific Communications – could be modified better to meet the needs of students in the program. The proposed modification will replace BIOPHYS9513: Scientific Communications (a 1.0 course) with a new 0.5 course tailored to the needs of students in the MSc in Clinical Medical Biophysics.

ATTACHMENT(S):

[Revisions to the MSc in Clinical Medical Biophysics](#)

Revisions to the MSc in Clinical Medical Biophysics

This modification will replace an existing 1.0 course (BIOPHYS9513: Scientific Communications) with a new 0.5 course tailored to the needs of students in the MSc in Clinical Medical Biophysics. This modification will result in students taking the same number of courses, but the total course requirements will be reduced by 0.5.

The MSc in Clinical Medical Biophysics (henceforth referred to as the “CAMPEP MSc”) was first offered in 2020. After having students complete this degree in 2020 and 2021, it was identified that one of the required courses in the program - BIOPHYS9513: Scientific Communications – could be modified better to meet the current needs of CAMPEP MSc students. BIOPHYS9513 is designed for students taking a thesis-based degree without a previous graduate degree; therefore, some of the course material is inappropriate for the CAMPEP MSc students who are only taking courses. In addition, BIOPHYS9513 does not address issues relevant to Clinical Medical Biophysics students, such as residency interview preparation, professionalism in clinical settings and interprofessional communication.

The proposed revision is to replace BIOPHYS9513 with a new course –BIOPHYS9713A: Professional Communications for CAMPEP– based on BIOPHYS9513. The BIOPHYS9513 curriculum will be modified to delete learning outcomes that are not relevant to the CAMPEP MSc (e.g. “Understand the types of examinations in graduate school and strategies to complete them”) and replace them with new learning outcomes that better address the learning requirements of the CAMPEP MSc program (e.g. “understand the requirement for professional conduct in the work setting”).

After running the Clinical Medical Biophysics program for its first two years, the program has found that the course load in the Winter term is excessive. Replacing the 1.0 BIOPHYS 9513 with the 0.5 BIOPHYS 9713A will rebalance the program to distribute the learning load throughout the year better. Students in Clinical Medical Biophysics usually apply for Medical Physics residencies in the following year and go through residency interviews in the Winter Term. Providing BIOPHYS 9713A in the Fall term will enhance their professional development and provide training in new skills at the right time in the program to support their career goals.

Current Course	Proposed Course
<p>BIOPHYSICS 9513 Scientific Communications</p> <p>Course Objective: The primary objective of this course is to provide students with a practical introduction to undertaking scientific research and provide experience with presenting science information in written and oral form. Emphasis will be placed on presentation to a scientifically educated, but non-specialist audience. Students will be introduced to the principles of peer review. Feedback will be provided from both experienced speakers as well as graduate student peers.</p> <p>Learning outcomes:</p> <ul style="list-style-type: none"> • Understand the requirement for professional conduct in a graduate program and how to successfully progress in graduate school • Understand the need for ethical scientific research and conduct • The role of the scientific method in research and how to generate research questions and hypotheses that can lead to publications • How to efficiently generate high impact presentations of varying length • How to use statistics in research and generate data constructs for manuscripts and posters/presentations • Understand the components of scientific abstracts and manuscripts, and how to write efficiently • Understand the types of examinations in graduate school and strategies to complete them 	<p>BIOPHYSICS 9713A Professional Communications for CAMPEP</p> <p>Course Objective: The primary objective of this course is to provide CAMPEP students, who are approaching the completion of their degree, with a practical toolkit to embark on a professional career in Clinical Medical Physics. This toolkit includes the exploration of immediately relevant skills such as cover letter and resume writing as well as interview skills. Students will also be introduced to professional communication skills in a multi-disciplinary setting, with a focus on exploring bias and equity issues within a clinical context. Students will have opportunities for self-reflection, peer mentoring and to have feedback from practicing Clinical Medical Physicists.</p> <p>Learning outcomes:</p> <ul style="list-style-type: none"> • The student will understand the requirement for professional conduct in the work setting, and how to successfully progress in the Medical Physics career. • The student will be able to complete effective written professional communications, as well as assess those of peers. • The student will be able to produce effective oral professional communications, as well as assess those of peers. • The student will be able to demonstrate appropriate communication within a diverse workplace.

ITEM 11.2(g)(ii) – School of Graduate and Postdoctoral Studies: Revisions to the PhD in Neuroscience (New Required Course)

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022 the PhD in Neuroscience be revised as shown in Item 11.2(g)(ii).

EXECUTIVE SUMMARY:

The School of Graduate and Postdoctoral Studies wishes to introduce a new mandatory course for the PhD in Neuroscience: Neuroscience 9601B, Grant Writing. This course will fill a curriculum gap for Neuroscience PhD students on effective grant-writing techniques. Grant writing skills will be taught and reinforced through a series of group exercises, peer evaluations, and discussions about grant assessments within the context of the Canadian funding landscape.

ATTACHMENT(S):

[Revisions to the PhD in Neuroscience](#)

Revisions to the PhD in Neuroscience

The School of Graduate and Postdoctoral Studies wishes to introduce a new mandatory course for the PhD in Neuroscience: Neuroscience 9601B, Grant Writing. This course will fill a curriculum gap for Neuroscience PhD students on effective grant-writing techniques. Grant writing skills will be taught and reinforced through a series of group exercises, peer evaluations, and discussions about grant assessments within the context of the Canadian funding landscape.

The introduction of Neuroscience 9601B will coincide with a change within the Neuroscience Graduate Program to the comprehensive exam process, which is changing to a milestone. For the new comprehensive milestone process, within the first 18 months of entry, students will complete three exercises: i) writing a “deep-dive” essay into a topic closely related to their thesis, ii) producing a form of written publication for a general neuroscience audience or the general public, and iii) giving a 30-minute “chalk talk” on a topic related to their thesis.

The new grant writing course, Neuroscience 9601B will be taken in the winter term following completion of the comprehensive milestone. The goal of this course is to train graduate students on successful approaches to grant writing. During the course, students will work with the course manager to develop their topic of choice, frame and articulate a gap in knowledge, become familiar with the structure of a peer review committee, give presentations for their grant, provide feedback on other grants, and participate in a mock peer review committee to arrive at mock funding decisions. Students will have the freedom to choose and develop their own topics. An emphasis will be placed on the clarity of communication in written form, and the importance of clear messaging for non-experts.

Students entering the PhD program as of September 2022 or later will undergo the new comprehensive milestone process and will be required to take Neuroscience 9601B. For such students, this grant course increases the course requirements for a PhD by 0.5 credits. Students enrolled in the PhD program prior to this date will have the option to take the new course in conjunction with the new comprehensive milestone process, or to undergo the old comprehensive exam process.

Course description:

The purpose of this course is to train graduate students in preparing grant applications in order to improve their chances of future success in obtaining research funds from a major Canadian federal funding agency such as the Canadian Institutes of Health Research. The course is intended for Neuroscience PhD students who have completed their comprehensive milestone. Students will be instructed on how to prepare a complete grant application package on a topic of their choosing. The proposal will be prepared in stages. During the course, students will prepare and give presentations for their grant, and provide feedback. Students will also participate in a mock peer review committee and make final funding decisions.

ITEM 11.2(g)(iii) – School of Graduate and Postdoctoral Studies: Revisions to the MSc and PhD in Neuroscience (Removal of Fields)

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective May 1, 2022 the MSc and PhD in Neuroscience be revised as shown in Item 11.2(g)(iii).

EXECUTIVE SUMMARY:

The School of Graduate and Postdoctoral Studies wishes to remove two fields of study from the MSc and PhD in Neuroscience: Molecular and Cellular Neuroscience and Behavioral and Cognitive Neuroscience. Academically, these two fields are inactive. The current ethos in the Neuroscience Graduate Program views neuroscience along a “molecules to minds” continuum, and the program strives to educate students about the breadth of neuroscience research. Scientists in the program study the basic chemicals that power nerve cells, the proteins and structures that make them up, the arrangement and operation of these cells to make functioning circuits in the brain, and the psychology of how such circuits function. The Molecular and Cellular Neuroscience and Behavioral and Cognitive Neuroscience fields are relics from a previous era, and have no bearing on the current or planned conduct of the Neuroscience Graduate Program.

ITEM 11.2(h)(i) – Policy Revision: Academic Records and Student Transcripts

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective April 22, 2022 the Academic Records and Student Transcripts policy be revised as shown in Item 11.2(h)(i).

EXECUTIVE SUMMARY:

The Academic Records and Student Transcripts policy will be updated to reflect that suspensions or expulsions for Gender-Based and Sexual Violence (GBSV) offences are now dealt with separately under the Policy on Gender-Based and Sexual Violence ([MAPP Policy 1.52](#)) as opposed to the Code of Student Conduct.

ATTACHMENT(S):

[Revised Policy on Academic Records and Student Transcripts](#)



Academic Records and Student Transcripts

Policy Category:	General
Subject:	Academic Records and Student Transcripts
Subsections:	Personal Information Collection Notice; Academic Records and Student Transcripts; Grade Reports; Co-Curricular Records; Academic Transcripts; Class Average, Class Size on Transcripts; Transcript Notations; Areas of Concentration in Law; Recording Students' Names
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	January 2021

PERSONAL INFORMATION COLLECTION NOTICE

This section of the policy is unchanged

ACADEMIC RECORDS AND STUDENT TRANSCRIPTS

This section of the policy is unchanged

Academic Records and Student Transcripts

GRADE REPORTS

This section of the policy is unchanged

CO-CURRICULAR RECORD

This section of the policy is unchanged

ACADEMIC TRANSCRIPTS

This section of the policy is unchanged

CLASS AVERAGE, CLASS SIZE ON TRANSCRIPTS

This section of the policy is unchanged

TRANSCRIPT NOTATIONS

~~At its meeting of April 16, 2010, Senate approved the following:~~

- ~~that transcript~~ **Transcript** notations for suspension and expulsion **will** differentiate between Scholastic Discipline, **Gender-Based and Sexual Violence (GBSV) offences**, and Code of Student Conduct offences.
- ~~that the~~ **A** notation for suspensions **will** be removed from the transcript when the student graduates or five years after the last registration.
- ~~that the~~ **A** notation for expulsions **will** be permanent unless a petition to the President for its removal is approved. The petition to remove an expulsion notation from the transcript may be made no sooner than five years after the offence. Removal of the expulsion notation from the transcript would not overturn the expulsion decision; the expulsion from the University would remain in effect.

The remainder of the policy is unchanged

ITEM 11.2(h)(ii) – Policy Revision: Course Credit

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022 the policy on Course Credit be revised as shown in Item 11.2(h)(ii).

EXECUTIVE SUMMARY:

The policy on “Course Credit” is being separated into policy and procedure, per the new Policy on Establishing Senate Academic Policies and Procedures.

Proposed revisions to the policy include:

- renaming of the policy to clarify that it applies to undergraduate course credit;
- clarification relating to the deadline to declare a Discovery Credit course; and
- removal of the policy relating to Western’s eLearn Program as the program has been paused indefinitely.

Administrative details relating to Discovery Credits have been moved to the Procedure.

ATTACHMENT(S):

[Revised Policy on Course Credit](#)

[Procedure for the Policy on Course Credit](#) (for information only)

Undergraduate Course Credit

Policy Category:	Registration, Progression, Graduation
Subject:	Undergraduate Course Credit
Subsections:	Discovery Credits; Additional Courses without Degree Credit; Faculty of Engineering – Failed Courses: Policy on Repeating All Components of a Course; Policy on Undergraduate Students taking Graduate Courses
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	Procedures for the Policy on Course Credit
Officer(s) Responsible for Procedure:	Vice-Provost (Academic Programs); University Registrar
Related Policies:	*
Effective Date:	TBD
Supersedes:	September 2021

DISCOVERY CREDITS

Students are advised to carefully consider the impact of including Discovery Credits on their program of study at Western:

- Grades are used within Western to determine eligibility for specified programs of study such as the Ivey Advanced Entry Opportunity (AEO). Discovery Credits will not count towards the 10.0 credits required to apply for the Honours Business Administration program;
- Admission to graduate programs and to professional schools, in addition to certain funding options, may not be in line with the Discovery Credits framework;

Undergraduate Course Credit

- Grades are used by many organizations outside the University to evaluate students.

Students are permitted to designate up to 1.0 Discovery Credit course (or equivalent) for pass/fail grading that can be counted toward the overall course credits required for their degree program (Honours and Four Year = 20 credits, Three Year = 15 credits). Course(s) selected as Discovery Credit(s) may not be counted towards the completion of an Honours Specialization, Specialization, Major, Minor modules, or Certificates and Diplomas. Discovery Credits may be used to satisfy course pre-requisite requirements.

Discovery Credits will have the following considerations:

1. **Pass/Fail Graded:** Such registration is subject to all the rules and regulations that apply to courses taken for credit, except that the grade recorded by the Office of the Registrar will be either pass (PAS) or fail (FAI).

Deadline: The deadline to declare a Discovery Credit course is specific to the term and session in which the student is enrolled in the course. **No courses may be changed from pass/fail to number graded or from number graded to pass/fail after the deadline.**

~~Students may declare a Discovery Credit course no later than the following dates:~~

~~Fall/Winter Term~~

Session	Deadline
Fall	January-15
Winter	May 15
Fall/Winter	May 15

~~Summer Term~~

Session	Deadline
Distance-Studies	August-15
Summer-Evening	August-15
Intersession	July 15
Summer-Day	August-31

~~No courses may be changed from pass/fail to number graded or from number graded to pass/fail after the deadline.~~

Undergraduate Course Credit

2. Conversion of numerical grades to Discovery Credits

Pass: 50 - 100%

Fail: 0 – 49%

3. Student Eligibility:

- a) Only students identified as Undergraduate Students registered in a first entry undergraduate degree program at Western are eligible.
- b) The following are NOT eligible to select Discovery Credit courses:
First-year students, Visiting Students, Special Students, students in Undeclared Status, and Graduate Students
- c) Undergraduate students placed on academic probation may be eligible to participate with permission of the Dean.

4. Program and Course Eligibility:

- a) A student looking to enter a module or program of study may use a Discovery Credit course as a required course credit in that module or program of study only with the permission of the Dean or designate.
- b) Registration in a course must meet existing course entrance requirements.
- c) A student may not declare a Discovery Credit for a course in a subject area in which they have previously received credit for a senior-level undergraduate course (courses numbered 2000-4999) in the same subject area.
- d) Students cannot use Discovery Credit for courses in which they have been charged with academic dishonesty.
- e) The Discovery Credit course counts towards the normal course load.
- f) The following programs are excluded from this policy: Engineering, Nursing, Bachelor of Music, Law, Bachelor of Education, Ivey Business and Medicine and Dentistry.

5. Impact on Averages and Awards: Discovery Credit courses will be excluded from term, cumulative and graduation averages. A Discovery Credit failure will be counted towards the number of failed courses. Eligibility for Dean's Honour Listing, Graduation With Distinction, University Gold Medals, and Scholarships and Awards will not be adversely impacted. Calculations will be made using remaining graded courses.

6. Academic Record and Student Transcript: Discovery Credit courses will be identified on the academic record and on student transcripts. Discovery Credit courses will not display a number grade on the academic record or on student transcripts. The Office of the Registrar will retain the number grade information submitted by the department, but it will not normally be available for students.

7. Breadth and Essay Requirements: Discovery Credit courses may be counted toward breadth requirements; however, may not be counted toward

Undergraduate Course Credit

essay requirements.

8. **Student Responsibility:** It is the student's responsibility to carefully review any graduate or professional school, award programs, government (e.g., OSAP) and University aid and award eligibility rules which may be affected by the use of Discovery Credit courses.

ADDITIONAL COURSES WITHOUT DEGREE CREDIT

A student, with the permission of his/her dean, may register in additional courses without degree credit in the following ways:

1. **Pass/Fail Graded:** Such registration is subject to all the rules and regulations that apply to courses taken for credit toward a degree except that the number/letter grade reported to the Registrar shall be recorded by the Registrar as either pass (P) or fail (F). No courses may be changed from pass/fail to number/letter graded or from number/letter graded to pass/fail after the last date for dropping a course.
2. **Audit:** Such registration entitles the student to attend classes but does not entitle the student to have assignments evaluated or otherwise make demands on the course instructor. A grade of audit, which implies no credit, shall be recorded by the Registrar on the recommendation of the course instructor. No course may be changed from audit to number/letter graded or pass/fail graded after the last date for adding a course, or from number/letter graded or pass/fail to audit after the last date for dropping a course.

Note: Students who register as Audit shall be so designated on the class lists prepared by the Registrar, but no distinction shall be made between students registered for credit, either as number/letter graded or pass/fail.

Non-Credit Registration: A student who wishes to sit in on a class in a degree-credit course for interest only, may do so with written permission. For on-campus courses, a non-credit registration form is available from Continuing Studies at Western. The form must be signed by the course instructor or appropriate Department.

Non-credit registrants do not require admission to the University, no records are kept, and no credit will be granted. There is a fee incurred.

Undergraduate Course Credit

FACULTY OF ENGINEERING – FAILED COURSES: POLICY ON REPEATING ALL COMPONENTS OF THE COURSE

Students who are required to repeat an Engineering course must repeat ***all*** components of that course. No special permissions will be granted enabling the student to retain laboratory, assignment or test marks from prior years. Previously completed assignments and laboratories cannot be resubmitted for grading by the student in subsequent years.

POLICY ON UNDERGRADUATE STUDENTS TAKING GRADUATE COURSES

Undergraduate students who wish to take graduate courses as part of their undergraduate programs must get approval.

Procedure for applying to take a graduate course:

The undergraduate student completes and signs a Special Permission Form and requests approval and signatures from the course instructor and the Dean of the undergraduate student's home Faculty. The request is next considered by the Vice-Provost, School of Graduate and Postdoctoral Studies. If approved, the Registrar's Office will enter the course on the student record.

Principles in operation to consider these requests:

The undergraduate student must have a strong academic record, preferably with an "A" average in the last 10 full academic courses. Students accepted to take a graduate course must be made aware that the requirements in a graduate course and the standards expected are significantly higher than those in an undergraduate course. Normally, no more than one full graduate course (or its equivalent) will be permitted during the undergraduate program. Each request will be assessed on an individual basis.

The graduate course cannot be used as a credit for a program in which the student is not registered, i.e., the course credit is not transferrable if the student subsequently is admitted to a graduate program.

WESTERN eLEARN PROGRAM

~~Western's eLearn Program provides online access to selected degree-credit level university courses for individuals who wish to pursue independent study, but are not interested in obtaining a Western degree, certificate or diploma at the present time. The eLearn Program will provide individuals with the exposure to degree-credit courses and will challenge them to expand and explore their own academic possibilities.~~

Undergraduate Course Credit

~~Students participating in Western's eLearn Program will have the option to apply for admission into First-Entry Degree Credit Programs and obtain transfer credit for the courses taken in the eLearn program if they meet the Admission requirements specified at <http://welcome.uwo.ca/>.~~

~~Admission to the eLearn Program~~

~~Anyone interested in personal enrichment or professional development will be able to enroll in Western's eLearn program. Students will be registered in Western Continuing Studies and upon completion of a course, will be eligible to request a Record of Academic Studies. While there are no formal entrance requirements, students must meet all entry requirements identified for their intended course of study.~~

~~Registration must be submitted via the Western Continuing Studies website <http://wcs.uwo.ca/> by the first day of classes in each session.~~

~~Students currently pursuing certificate/diploma or degree level studies at Western will not be permitted to enroll concurrently in the eLearn Program.~~

~~Admission into Western First-Entry Degree Credit Programs~~

~~Students who have enrolled in Western eLearn courses and who wish to formally be admitted to first-entry degree programs at Western, must successfully complete the equivalent of 3.0 credits through Western eLearn and achieve an overall minimum average of 70% with no less than 60% in each course prior to admission consideration.~~

~~A formal application to Western University must be submitted through the Ontario Universities' Application Centre (OUAC) by the appropriate deadline. Admission is subject to the availability of spaces in the program(s) to which admission is being sought.~~

~~Applicants whose first language is not English are required to present proof of English proficiency according to Senate policy.~~

~~Applicants must fully disclose all previous education and submit associated official transcripts at the time of application to degree credit studies for purposes of admission and transfer credit assessment. Western reserves the right to verify any information provided as part of the application. If any information is determined to be false or misleading, concealed or withheld, or written by a third party, at the absolute discretion of Western, the application may be invalidated and could result in the immediate rejection or revocation of an offer of admission or registration.~~

~~Program Structure~~

~~Courses within the eLearn Program are offered online only. The current list of courses offered in the Program can be accessed at the Western Continuing Studies website:—~~

Undergraduate Course Credit

~~<http://wcs.uwo.ca/public/category/programArea.do?method=load&selectedProgramAreaId=582665>~~

~~Students enrolled in the eLearn Program are expected to fulfil all requirements of the course, as described in the syllabus, and will be evaluated by the same criteria as degree-credit level students. Students will be subject to the Western Continuing Studies' Policies and Procedures: <http://wcs.uwo.ca/static/about/policy.jsp>~~

Notes:

Courses taken on Exchange are Pass/Fail graded - see
http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/exchange.pdf

Procedures for the Policy on Course Credit

DISCOVERY CREDITS

1. Students must use the online [Discovery Credit Application](#) to request a Discovery Credit grading option. The online application will normally be available in early October for Fall/Winter courses and in early May for Summer courses.
2. Students must declare a Discovery Credit course no later than the following dates:

Fall/Winter Term

Session	Deadline
Fall	January 15
Winter	May 15
Fall/Winter	May 15

Summer Term

Session	Deadline
Distance Studies	August 15
Summer Evening	August 15
Intersession	July 15
Summer Day	August 31

3. Discovery Credit courses can be viewed on a student's Web Academic Report in [Student Center](#). A note of "Grading Basis: Discovery Credit" will be listed below the course.
4. The Office of the Registrar will convert the submitted numerical grade to Pass/Fail per the Discovery Credit grading option when final grades are received.

ITEM 11.2(h)(iii) – Policy Revision: Course Numbering Policy, Essay Courses, and Hours of Instruction

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective April 22, 2022, the policy on “Course Numbering Policy, Essay Courses, and Hours of Instruction” be revised as shown in Item 11.2(h)(iii).

EXECUTIVE SUMMARY:

The School of Graduate and Postdoctoral Studies (SGPS) proposes three revisions to the “Course Numbering Policy, Essay Courses, and Hours of Instruction” policy:

1. Elimination of the use of suffixes for graduate courses.
2. Elimination of the reference to suffix L as a 0.5 graduate course offered in summer term (May – August).
3. Addition of a statement about the appropriate use of cross-listed graduate courses.

According to the policy in its current form, a suffix is a letter that appears after a course number (i.e. MATH 1000**A**) to identify the term a course is to be scheduled in and the course units assigned to a course (i.e. **A** = 0.5 course offered in first term).

The current policy around suffixes is undergraduate centric and does not meet the needs of graduate course curriculum. Graduate courses are offered over three terms within the academic year; graduate courses are not tied to a standard format of 13-week duration. Graduate programs do not distinguish between essay and non-essay courses; course weights can vary between 0.25 and 2.0. Flexibility of delivery is essential; some courses are delivered over the 13-week term and others are delivered within a compressed format, for example over 4 weeks, or in the case of field courses. Course delivery can cross over terms.

Given the nature of graduate education, communicating the characteristics of a course via existing suffixes is incompatible with graduate course needs. Instead, it is appropriate that the characteristics of graduate courses be directly communicated by course weight, and the start and end dates. The proposed changes rectify this incompatibility. Eliminating the use of suffixes for graduate courses will eliminate confusion regarding the appropriate and relevant use of suffixes for graduate courses.

In addition to eliminating the use of suffixes for graduate courses and explicitly noting in the policy that the suffixes apply only to undergraduate courses, reference to the suffix “L” to denote a graduate course offered in the summer term (May-August) should be eliminated and suffix “L” should be designated as “unassigned”.

SGPS also proposes adding a section to the policy to address cross-listed graduate courses to ensure consistency across all graduate programs. Cross-listing is when one course is catalogued using two distinct subject areas, and/or two separate course numbers. A lack of guidance as to when cross-listing is required has led to a

proliferation of inappropriate cross-listed courses, which undermines the effectiveness and efficiency of the graduate catalogue of courses. This inaccurately inflates the number of graduate courses delivered and obscures the interdisciplinary nature of many of our course offerings. It impedes the ability to provide students with accurate information regarding available courses. This change will communicate the appropriate use of cross-listing and eliminate outdated practices, to more accurately describe course offerings, including conveying who is responsible for offering the course.

ATTACHMENT(S):

[Revised Course Numbering Policy, Essay Courses, and Hours of Instruction](#)

Course Numbering Policy, Essay Courses, and Hours of Instruction

Policy Category:	Registration and Progression
Subject:	Course Numbering, Essay Courses, and Hours of Instruction
Subsections:	Course Numbering Policy for Undergraduate Courses; Blended Courses; Essay Courses (Undergraduate Degrees); Hours of Instruction for Undergraduate Courses; Hours of Instruction – 1000-1999 Courses; First Year Courses/Classes; Graduate Course Offerings
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	September 2019

COURSE NUMBERING POLICY FOR ~~GRADUATE AND~~ UNDERGRADUATE COURSES

Course Numbering

1. **Course Numbers:** Courses are labelled with a ten-character field where the first four characters are numeric and the last six characters may be used for an alphabetic suffix.

Course Titles: If the title exceeds 30 characters the course must be given an alternate “short title” of 30 characters or less for use by the Registrar’s Office.

Course Numbering

Course Descriptions: May not exceed 50 words.

2. Each course will be identified by the department/program offering it. If the course is to be cross-listed and offered by more than one department/program, this should be stated clearly in the original proposal for the course.

3. Courses will be numbered according to the following format:

0001 - 0999* Pre-University level introductory courses
1000 - 1999 Year 1 courses
2000 - 4999 Senior-level undergraduate courses
5000 - 5999 Professional Degree courses in Dentistry, Education, Law, and Medicine
6000 - 6999 Courses offered by Continuing Studies
7000 - 8999 *Not yet designated*
9000 - 9999 Graduate Studies courses

* These courses are equivalent to pre-university introductory courses and may be counted for credit in the student's record, unless these courses were taken in a preliminary year. They may not be counted toward essay or breadth requirements, or used to meet modular admission requirements unless it is explicitly stated in the Senate-approved outline of the module.

Undergraduate Course Suffixes

1. All suffixes are in upper case and indicate the following with regard to course weight and session. The suffixes I and O will not be used to avoid confusion with numbers.
2. Suffixes will be added according to the following format:

No suffix	1.0 course not designated as an essay course
A	0.5 course offered in first term
B	0.5 course offered in second term
A/B	0.5 course offered in first and/or second term
C	January courses in the Faculty of Law (4.0 credit weight)
D	February/March/April (FMA) courses in the Faculty of Law
E	1.0 essay course
F	0.5 essay course offered in first term
G	0.5 essay course offered in second term
F/G	0.5 essay course offered in first and/or second term
H	1.0 accelerated course (8 weeks) in the School of Nursing
J	1.0 accelerated course (6 weeks) in the School of Nursing
K	0.75 course (integrated curriculum of HBA1 program) at the Richard Ivey School of Business

Course Numbering

L	Unassigned 0.5 graduate course offered in summer term (May--August)
M	Unassigned
N	Unassigned
P	Unassigned
Q	0.25 course offered in the first half of first term
R	0.25 course offered in the second half of first term
S	0.25 course offered in the first half of second term
T	0.25 course offered in the second half of second term
U	0.25 course offered in other than a regular session
V	0.375 course offered by the Faculty of Education
W	1.0 accelerated course offered in first term
X	1.0 accelerated course offered in second term
Y	0.5 course offered in other than a regular session
Z	0.5 essay course offered in other than a regular session

Undergraduate Course Offerings

1. Course Designations

In most cases:

- a) A full course (1.0 course) will have no suffix or will have an E suffix. A full course has a minimum of 48 contact hours.
- b) A half course (0.5 course) will have an A, B, F, G, Y or Z suffix. Two 0.5 courses are the equivalent of one 1.0 course, whether or not they have been taken in the same subject. A half course has a minimum of 24 contact hours.
- c) A quarter course (0.25 course) will have a Q, R, S, T or U suffix to indicate the term. A quarter course has a minimum of 12 contact hours.

Other designations have also been approved, as follows:

- d) C and D courses are offered by the Faculty of Law
- e) H and J courses are offered by the Faculty of Health Sciences in the Compressed Time Frame Nursing program
- f) K courses are offered by the Richard Ivey School of Business
- g) V courses are offered by the Faculty of Education
- h) W and X courses are accelerated full courses (often language courses) which are offered in one term only. They may not be designated as essay courses and normally will not be scheduled during high demand hours, i.e., Monday to Friday from 10:30 a.m. to 3:30 p.m.

Course Numbering

2. Course Inactivation

- a) If a course is not offered for a period of five years, following consultation with the relevant Faculty, School or College, the Office of the Registrar will inform DAP (the Deans: Academic Programs virtual committee) that the course will be withdrawn from course offerings and removed from the calendar and master timetable.
- b) If a Special Topics course has been offered with the same topic for a period of three years, the Faculty, School or College must introduce the course as a regular course offering and include the former course as an antirequisite for the years it was offered as a Special Topics offering, e.g., "Geography 1106A/B, if taken in 2001-02, 2002-03, 2003-04."

BLENDDED COURSES

Blended courses have both face-to-face and online instruction, as well as on-campus exams. These course offerings are clearly identified by designated section numbers in the undergraduate academic calendar and lecture timetable. In the identified blended courses, at least 30% of student learning integral to the course occurs in the online interactive learning environment. For example, in a half (0.5) course at the undergraduate level, at least 8 of the required 24 contact hours will occur online.

ESSAY COURSES (Undergraduate Degrees)

Students are encouraged to take an essay course in first year.

Only Western courses designated as essay courses may be used to fulfil this requirement.

Departments must identify essay courses, and the courses will be designated as such in the Calendar. However, courses which are not identified as essay courses may require a significant component of course work in the form of essay writing.

The guidelines for the minimum written assignments refer to the cumulative amount of written work in a course but excludes written work in examinations.

Course Numbering

An essay course must normally involve total written assignments (essays or other appropriate prose composition, excluding examinations) as follows:

Full course (1000 to 1999):	at least 3000 words
Half course (1000 to 1999):	at least 1500 words
Full course (2000 and above):	at least 5000 words
Half course (2000 and above):	at least 2500 words

and must be so structured that the student is required to demonstrate competence in essay writing to pass the course.

The structure of the essay course must be such that in order to pass the course, the student must exhibit some minimal level of competence in essay writing and the appropriate level of knowledge of the content of the course.

The term "essay" is to be understood broadly to include many of the reports, reviews, summaries, critiques, and some laboratory reports that are currently assigned, as well as essays in the strictest sense. The essential point is that the assignments involve assembling information and argument and presenting it in connected prose.

Depending on the course, the language of the essay may be English, French, or any of the foreign languages, but artificial and/or machine languages do not meet this requirement.

Course-wide uniformity of designation is a practical necessity. Where a multisectioned course is identified as an essay course, all sections of that course must include the appropriate essay component.

The alternative of separate courses with different course numbers, differing only in the essay course component (or lack of it), remains. This is consistent with existing regulations but requires "new course" approval through the Dean's Office by means of the Deans: Academic Programs (DAP) committee.

HOURS OF INSTRUCTION FOR UNDERGRADUATE COURSES

The following course prescriptions are established:

- A full (1.0) course at the undergraduate level shall require a minimum of forty-eight (48) contact hours.
- A half (0.5) course at the undergraduate level shall require a minimum of twenty-four (24) contact hours.
- A course with a weight of 0.375, offered by the Faculty of Education, shall require a minimum of twenty (20) contact hours.
- A quarter (0.25) course at the undergraduate level shall require a minimum of

Course Numbering

twelve (12) contact hours.

HOURS OF INSTRUCTION - 1000-1999 COURSES

The hours of instruction for courses at the 1000-1999 level in the Faculties of Arts and Humanities and Social Science shall not exceed three class hours per week, or a combination of class and laboratory hours not to exceed four hours per week in total.

FIRST YEAR COURSES/CLASSES

1. In each department, lecturing in first year courses should, in general, be done by members of faculty.
2. Departments will single out the teachers best qualified for first year teaching for assignment to first year classes.
3. Departments will make every effort to ensure that first year classes taught by more than one person have cohesion and continuity.
4. A common curriculum will be established in each course (1000-1999) with multiple sections.
5. Each department periodically will reappraise its first year course offerings to ensure that they adequately accommodate changes in Secondary School curricula, changes in the discipline, and the diverse levels of preparation attained by incoming students.

GRADUATE COURSE OFFERINGS

1. Graduate courses do not use course suffixes to identify course features.

2. Cross-listed graduate courses

A course should normally only be cross-listed if expectations for completing the course are different (e.g. additional assignments, increased required reading etc.), or are assessed differently (e.g. assignment expectations are greater for one group than another) for two, or more, groups of students based on: degree level (e.g. doctoral vs. masters); academic career level (undergraduate vs. graduate); or, program (e.g. computer science vs. electrical computer engineering).

ITEM 11.2(h)(iv) – Policy Revision: Part-Time Admission for Ontario Secondary School Diploma (OSSD) Students: WISE and SWAU

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That effective September 1, 2022, the “Part-Time Admission for Ontario Secondary School Diploma (OSSD) Students: WISE and SWAU” policy be revised as shown in Item 11.2(h)(iv).

EXECUTIVE SUMMARY:

Western’s School within a University (SWAU) program is open to secondary school students enrolled at a secondary school in the Thames Valley District School Board (TVDSB). The aim of the program is to create a pathway to university for capable high-school students who, for a variety of reasons, may not envision studying at university as a possibility.

An opportunity has been identified for Brescia University College, Canada’s only all women’s university, to work in collaboration with Thames Valley District School Board to attract women to its campus as a partner in the SWAU arrangement. This agreement between Brescia University College and Thames Valley District School Board would come into effect for September 2022.

To facilitate this opportunity, the following revisions are proposed to Western’s School within a University (SWAU) policy:

- clarification that the program is inclusive of Western’s Affiliated University Colleges; and
- removal of the stipulation that a maximum of 50 students will be selected to participate in the initiative each year. Student enrolment is normally part of Western’s IPB planning process and enrolment details do not normally fall within academic policy.

ATTACHMENT(S):

[Revised Policy on Part-Time Admission for Ontario Secondary School Diploma \(OSSD\) Students: WISE and SWAU](#)

**Part-Time Admission for Ontario Secondary School Diploma (OSSD)
Students: WISE and SWAU**

Policy Category:	Admission
Subject:	Part-Time Admission for Ontario Secondary School Diploma (OSSD) Students: WISE and SWAU
Subsections:	Tuition Fees Waived for Concurrent or OSSD Students; Western's Initiative for Scholarly Excellence (WISE); Western's School within a University (SWAU)
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy and Awards (SCAPA)
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	TBD
Supersedes:	February 2015

TUITION FEES WAIVED FOR CONCURRENT OR OSSD STUDENTS

This section of the policy is unchanged

WESTERN'S INITIATIVE FOR SCHOLARLY EXCELLENCE (WISE)

This section of the policy is unchanged

WISE and SWAU

WESTERN'S SCHOOL WITHIN A UNIVERSITY (SWAU)

Western's SWAU program, **inclusive of its Affiliated University Colleges**, is open to secondary school students who are studying at one of the secondary schools of the Thames Valley District School Board (TVDSB). The aim of the program is to create a pathway to university for capable high-school students who, for a variety of reasons, may not envision studying at a university as a possibility.

Students complete their high school credits in the mornings at Western. The TVDSB will provide a high school teacher who specializes in alternative education to supervise and evaluate the high school component of this program.

Students complete the equivalent of 1.0 pre-selected degree-credit course at the Constituent University and/or its Affiliated University Colleges in either the afternoon or evening. To register in the degree-credit course, the necessary prerequisites at the secondary school level must have been completed successfully. Tuition fees are waived for 1.0 (or equivalent) course. Credit will be granted upon successful completion of the course.

A mentor group consisting of faculty, staff and peers from Western provides support to students to help ensure success.

SWAU students who wish to be considered for admission to an undergraduate degree program at Western subsequent to the SWAU program must submit a formal application through the Ontario Universities' Application Centre.

SWAU Admission Requirements

High school students from the TVDSB who have been identified by the TVDSB as academically capable of moving on to university are eligible for this program. Identification of students is the responsibility of a team of experts established by the TVDSB. Admission is based on a combination of the following criteria: an assessment that the student is disengaged and at risk; academic achievement; and intensive interviews to assess potential of success in the program. Nominations must be submitted to the Undergraduate Admissions Office at Western by the TVDSB no later than June 1 for courses commencing in September. Students must have completed a minimum of 24 secondary school credits and meet Western's requirements for English language proficiency. ~~A maximum of 50 students will be selected to participate in the initiative each year.~~

**ITEM 11.2(i) – Report of the Subcommittee on Teaching Awards (SUTA):
Recipients of Western’s Excellence in Teaching Awards for 2021-22**

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The recipients of Western’s Excellence in Teaching Awards are selected by the Subcommittee on Teaching Awards (SUTA).

The recipients of Western’s Excellence in Teaching Awards for 2021-22 were announced to Senate on April 7, 2022 and were published in a Western News story on April 8, 2022.

ATTACHMENT(S):

[Recipients of Western's Excellence in Teaching Award Winners for 2021-22](#)

**Report of the Subcommittee on Teaching Awards (SUTA):
Recipients of Western's Excellence in Teaching Award Winners for 2021-22**

The Subcommittee on Teaching Awards (SUTA) has chosen the following members of faculty as recipients of Western's Excellence in Teaching Awards for 2021-22:

THE EDWARD G. PLEVA AWARD FOR EXCELLENCE IN TEACHING

Shauna Burke

Faculty of Health Sciences, School of Health Studies

Maria Ferraro

Faculty of Social Science, DAN Department of Management & Organizational Studies

Joe Gilroy

Faculty of Science, Department of Chemistry

Sarah McLean

Schulich School of Medicine & Dentistry, Department of Anatomy and Cell Biology

THE MARILYN ROBINSON AWARD FOR EXCELLENCE IN TEACHING

Julie Theurer

Faculty of Health Sciences, School of Communication Sciences and Disorders

THE ANGELA ARMITT AWARD FOR EXCELLENCE IN TEACHING BY PART-TIME FACULTY

Anita Cramp

Faculty of Health Sciences, School of Health Studies

Three additional teaching awards were provided by the Office of the Vice-Provost (Academic Programs):

THE VICE-PROVOST (ACADEMIC PROGRAMS) AWARD FOR EXCELLENCE IN COLLABORATIVE TEACHING

Cheryle Séguin and Trevor Birmingham

Schulich School of Medicine & Dentistry, Department of Physiology and Pharmacology

THE VICE-PROVOST (ACADEMIC PROGRAMS) AWARD FOR EXCELLENCE IN ONLINE TEACHING AND LEARNING

Tricia Johnson

Faculty of Arts and Humanities, Department of Visual Arts

Anatomy Education Team: Brian Allman, Michele Barbeau, Tyler Beveridge, Dave Creces, Haley Linklater, Charys Martin and Timothy Wilson

Schulich School of Medicine & Dentistry, Department of Anatomy and Cell Biology

The names of the award winners were shared with Senate on April 7, 2022 and were published in a Western News story on April 8, 2022.

ITEM 11.2(j) – New Scholarships, Awards and Prizes

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

At its meeting on April 6, 2022, SCAPA approved, on behalf of the Senate, the terms of reference for the new scholarships, awards and prizes shown in Item 11.2(j), for recommendation to the Board of Governors through the President & Vice-Chancellor.

ATTACHMENT(S):

[New Scholarships, Awards and Prizes](#)

New Scholarships, Awards and Prizes

Law Class of 1974 Bursary (Law)

Awarded to full-time undergraduate students in the Faculty of Law based on financial need. Online financial assistance applications are available through Student Center and must be submitted by October 31. The Office of the Registrar will select the recipients. This bursary was established by a generous gift from members of the Law Class of 1974 in honour of their law school education, and in memory of the classmates they have lost over the years.

Value: 1 at \$2,240, awarded annually

Effective Date: 2022-2023 to 2026-2027 academic years inclusive

Hunter Family Football Award (Athletics)

Awarded to full-time undergraduate or graduate students in any year of any degree program at Western, including the Affiliated University Colleges, who are making a significant contribution as members of the Men's Football Team. As per OUA and U SPORTS 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 U SPORTS regulations. Evaluation is based on 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). The Western Athletic Financial Awards Committee will select the recipients. This award was established with a generous gift from Steven Hunter (BA '99).

Value: 1 at \$1,500, awarded annually

Effective Date: 2022-2023 to 2026-2027 academic year inclusive

Prof. David Wolfe Graduate Research Award (Any Graduate Program)

Awarded to full-time graduate students from Western or the Affiliated University Colleges based on academic achievement with a preference for students who have demonstrated excellence in violence prevention research. Representatives from the Centre for School Mental Health, together with the graduate scholarship committee, within the Faculty of Education, will select the recipients. At least one representative of the committee must hold membership in the School of Graduate and Postdoctoral studies. This scholarship was established through a generous gift from David Wolfe.

Value: 1 at \$2,500, awarded annually

Effective Date: May 2022 to May 2031 inclusive

Pembroke Asset Management Prize in Social Enterprise (Ivey)

Awarded to the team presenting at the Ivey Business Plan Competition a venture deemed to have the most effective and widespread social impact at the graduate or undergraduate level of the competition. This award is open to both Western and non-Western students participating in the Business Plan Competition.

Value: \$5,000 annually, to be divided between the winning team

Effective Date: 2022-2023 academic year

ITEM 11.2(k) – New Scholarships, Awards and Prizes Funded by Operating

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

At its meeting on April 6, 2022, SCAPA approved, on behalf of the Senate, the terms of reference for the new scholarships, awards and prizes funded by operating, as shown in Item 11.2(k).

ATTACHMENT(S):

[New Scholarships, Awards and Prizes Funded by Operating](#)

New Scholarships, Awards and Prizes Funded by Operating

Western Engineering Student Community Legacy Award (Engineering)

Awarded to undergraduate students in their graduating year, in the Faculty of Engineering who have demonstrated mission-focus in support of future success of the Faculty of Engineering. Recipients of this award will have demonstrated creativity, collegiality and leadership capabilities that embrace change and innovation leading to a more vibrant engineering community through participation in clubs and committees, involvement in student led organizations, engagement in student governance, Work Study or internship roles within the engineering community. Students, faculty or staff can submit a nomination including a cover letter (two pages maximum) outlining how their nominee meets these eligibility requirements. Self-nominations are also welcome. Nominations are to be submitted online through the Engineering Undergraduate Services website (<http://www.eng.uwo.ca/undergraduate>) by the first Friday of the academic term in January. A committee appointed by the Dean of Engineering will review the nominations and select the recipient. This award was established to honour and recognize faculty and staff who have dedicated 25+ years to the Faculty of Engineering creating a lasting legacy on the Western Engineering community and family.

Value: 1 at \$2000, awarded annually

Effective Date: 2022-2023 academic year

ITEM 11.3(a) – Academic Administrative Appointments

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

Faculty Relations advised of the following academic administrative post(s) approved on behalf of the Board of Governors as of the month of April 2022.

ATTACHMENT(S):

[Academic Administrative Appointments](#)

Academic Administrative Appointments

Information for Senate – April 2022				
Start Date	End Date	Name	Admin Appointment	Department
3/1/2022	5/31/2022	Finegan, Joan	Acting Associate Dean (Undergraduate Programs)	Social Science – Office of the Dean

ITEM 12.0 - Items Removed from the Consent Agenda

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

This is a placeholder for any items removed from consent.

QUESTIONS FOR SENATE TO BE ADDRESSED DURING QUESTION PERIOD

1. Zoe Sinel, Senator

This year's budget recommends allocating \$25 million (an increase of \$24 million from last year) to the Provost's Academic Renewal Fund (PARF) to establish a permanent endowment for this program. I have two questions:

- First, will this funding be short-term like the current funding and only cover a person's salary for one or two years, after which the salary would have to be covered by the unit's base budget, or does this endowment mean that positions hired through this process will be fully funded through PARF?
- Second, will the centralized approach for hiring continue?

2. Wolfgang Lehmann, Senator

Recent Senate meetings have featured a conversation about Western's willingness to divest its financial holdings from the fossil fuel industry.

Since the issue was raised last December, more than 150 Western faculty, staff and graduate students have signed an open letter calling for the University to fully disclose and quickly divest its investments in the fossil fuel industry. The letter explains why divestment is necessary if Western is to uphold its publicly stated commitments to climate leadership, sustainability, and strengthening relationships with Indigenous communities, and why it is important for Western to stand with many other Canadian universities in the growing fossil fuel divestment movement, including Concordia University, Lakehead University, Laval University, Simon Fraser University, University of British Columbia, University of Guelph, Université du Québec à Montreal, University of Ottawa, University of Toronto, University of Victoria, and University of Waterloo – all of which have already committed to divesting from fossil fuels.

Western's investment policy maintains that shareholder engagement is more effective than divestment at enacting change. Assurance about the impact of shareholder engagement has been reiterated in recent Senate meetings – and this week in the media – as the moral basis for not pursuing divestment.

We would like to know more about the justification for this approach and what it looks like in practice. Specifically, we ask: what forms of shareholder engagement has Western undertaken to exert pressure on companies it invests in to immediately reduce carbon emissions and respect Indigenous rights, and what evidence is there that these actions have successfully influenced the practices of these companies?

Excerpt from Senate's Adopted Policies and Procedures:

4.1 Purpose

The Discussion Question Period has two functions:

- 4.1.1 To allow members to ask questions about the progress of current Senate business, re-open matters previously dealt with by Senate, and raise questions on other matters within Senate's mandate.
- 4.1.2 To provide time for open discussion and debate of issues related to Senate's mandate that are not on the agenda but may be of interest or concern to Senate members or their constituencies.

4.2 General Regulations

- 4.2.1 No motions may be put or considered during this period on the agenda.
- 4.2.2 The length of the Discussion and Question Period is limited to 30 minutes unless extended by a majority vote of Senate.
- 4.2.3 Questions or issues will be dealt with in the order in which they are received, although related questions or issues received in advance of the meeting may be grouped together by the Secretariat. Questions or issues submitted in advance of the meeting will be dealt with before questions or issues raised from the floor.
- 4.2.4 Members who submit more than one question or issue will be asked to indicate their order of precedence. At the Senate meeting, second and subsequent questions or issues presented by any member will be dealt with after all other members have an opportunity to have their first question or issue discussed.
- 4.2.5 At the Senate meeting, questions or comments should be directed to the Chair who will call upon the appropriate individuals to answer or direct the discussion thereafter.
- 4.2.6 In order to ensure that all those who wish to raise a matter have the opportunity to do so, presentation of issues and questions should be brief and to the point. Members are discouraged from reading or reiterating the material that has already been presented in written form.
- 4.2.7 If there are issues or questions that have not been put at the end of the 30 minute period or any extension, and there is no further extension, the remaining questions or issues will be carried forward to the Discussion and Question Period of the following meeting of Senate, unless withdrawn by the members who initially submitted the questions or issues.

4.3 Process

4.3.1 Questions

- (a) It is suggested, though not required, that members who wish to ask questions at this point in the agenda, submit them to the University Secretary at least 48 hours prior to the meeting at which they are to be raised. Questions received within this time frame will be included in a reposted agenda in advance of the meeting.

- (b) The Secretary will forward questions submitted at least 48 hours prior to the meeting to the appropriate individuals for preparation of responses and every effort will be made to have responses available at the meeting.
- (c) Questions not submitted at least 48-hours prior may need to be deferred to the next meeting for response.
- (d) If after an answer is received, there are concerns or issues remaining that are within Senate's mandate, those issues will be referred to the appropriate Senate standing committee for review and a report will be made back to Senate. If the concerns or issues remaining are not within Senate's mandate, the Chair will refer the matter to the appropriate vice-president.
- (e) A member who has submitted a question is entitled to ask one supplementary question relating to the response.

4.3.2 Issues for Discussion

- (a) It is suggested, though not required, that members who wish to raise an issue for discussion at this point in the agenda, submit the issue to the University Secretary at least 48 hours prior to the meeting at which it is to be raised. Notice of issues for discussion received within this time frame will be included in a reposted agenda in advance of the meeting.
 - (b) Members are responsible for preparing any background documentation they wish to distribute related to the issue they are raising. The Secretariat must be provided with an electronic copy of such documentation for Senate's records. Documentation received at least 48 hours before the meeting will be circulated to members of Senate with the notice of the issue to be discussed.
 - (c) If at the end of the 30 minute period there are still members who wish to speak on an issue under discussion, and the period is not extended, discussion will be resumed at the following meeting of Senate as part of that meeting's Discussion and Question Period.
 - (d) If after discussion of an issue is concluded, there are concerns or issues remaining that are within Senate's mandate, those issues will be referred to the appropriate Senate standing committee for review and a report will be made back to Senate. If the concerns or issues remaining are not within Senate's mandate, the Chair will refer the matter to the appropriate vice-president.
-