

SENATE AGENDA

1:30 p.m., Friday, April 10, 2015

**NOTE: →→→ NEW IVEY BUILDING, ROOM 1100
1255 Western Road**

1. **Minutes of the Meeting of March 13, 2015**
2. Business Arising from the Minutes
3. Report of the President (A. Chakma)
4. Reports of Committees:

University Planning – **EXHIBIT I *** (B.A. Younker)
Operations/Agenda - **EXHIBIT II** (J. Weese)
Nominating - **EXHIBIT III** (A. Nelson)
Academic Policy and Awards - **EXHIBIT IV** (B. Timney)
University Research Board - **EXHIBIT V** (J. Capone)
5. Announcements – **EXHIBIT VI**
6. Enquiries and New Business
7. Adjournment

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

Note: Because of its size a limited number of the budget documents are being provided at the meeting in hard copy for those who need one.

SUMMARY OF AGENDA ITEMS: April 10, 2015

APPROVAL OF MINUTES

REPORT OF THE PRESIDENT

SENATE COMMITTEE ON UNIVERSITY PLANNING (SCUP)

FOR ACTION

2015-16 University Operating and Capital Budgets
Draft Campus Master Plan

OPERATIONS/AGENDA COMMITTEE

FOR ACTION

Nominating Committee Membership
Notice of Motion

NOMINATING COMMITTEE

FOR ACTION

Vice-Chair of Senate
Operations/Agenda Committee
Senate Committee on Academic Policy and Awards
Senate Committee on University Planning
University Research Board
University Council on Animal Care
Honorary Degrees Committee
Senate Review Board Academic
Distinguished University Professors Selection Committee
Faculty Scholars Selection Committee
Nominating Subcommittee to Nominate a Senator from the General Community
McIntosh Gallery Committee
Academic Colleague
Electoral Board for Chancellor

SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS (SCAPA)

FOR ACTION

School of Graduate and Postdoctoral Studies and the Department of Statistical and Actuarial Science,
Faculty of Science: Proposed 3+1+1 and 3+1 Agreement with Four Chinese Universities
Revisions to the Regulations of the Senate Committee on Teaching Awards (SUTA)

Policy Revisions:

- a) Adding and Dropping Courses (Summer Courses)
- b) Revision to the International Applicants' Admission Requirements Policy
- c) Registration and Progression in Three-Year, Four-Year and Honors program: Undeclared Status

FOR INFORMATION

New Scholarships and Awards

UNIVERSITY RESEARCH BOARD (URB)

FOR ACTION

Approval of the Bone and Joint Institute (BJI)

ANNOUNCEMENTS

FOR INFORMATION



MINUTES OF THE MEETING OF SENATE

March 13, 2015

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

SENATORS: 71

J. Aitken Schermer	B. Hovius	V. Nolte
M.A. Andrusyszyn	A. Hrymak	C. O'Connor
N. Banerjee	Y. Huang	C. Olivier
I. Birrell	G. Hunter	B. Paxton
P. Bishop	C. Jones	P. St-Pierre
D. Brou	R. Kennedy	M. Salvadori
J. Burkell	J. Knowles	V. Schwean
S. Camiletti	J. Lamarche	I. Scott
J. Capone	B. Leipert	K. Siddiqui
T. Carmichael	A. Leschied	R. Sookraj
A. Chakma	J. Malkin	V. Staroverov
B. Cheadle	S. McClatchie	B. Steinbock
K. Cole	S. McDonald Aziz	M. Strong
D. Coward	C. McGarvey	N. Sussman
L. Crich	T. McMurrough	T. Sutherland
M. Crossan	K. Mequanint	S. Taylor
K. Danylchuk	R. Mercer	G. Tigert
J. Deakin	M. Milde	J. Toswell
C. Dean	J.-F. Millaire	T. Townshend
G. Dekaban	L. Miller	A. Watson
D. Dodgson	A. Nelson	C. Wilkins
G. Dresser	D. Neufeld	P. Woodford
C. Farber	V. Nielsen	B.A. Younker
B. Garcia	C. Nolan	

Observers: M. Blaggrave, L. Gribbon, A. Hearn, J. Inoue, K. Okruhlik, A. Weedon

S.15-39 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of February 13, 2015 were approved as circulated.

S.15-40 **REPORT OF THE PRESIDENT**

The President reported on the following items: meetings between the U15 group and the three federal parties; 2013-14 enrolment data - Western is number one across all programs for the first time; a "boarding pass" has been issued to all students who received an offer from Western that included \$1000 to use for international experience in year 3 for those who maintain an 80% average; congratulations to Brescia's Principal, Colleen Hanycz, who accepted the position of President of LaSalle University, in Philadelphia, PA as of July 1, 2015.

OPERATIONS/AGENDA COMMITTEE [Exhibit I]

S.15-41 **Senate Membership – Faculty Constituencies**

It was moved by J. Aitken Schermer, seconded by M. Milde,

That the following nominees be appointed to Senate for the term of July 1, 2015 – June 30, 2017 in accordance with the Senate election procedures for the filling of vacancies:

Brescia University College	Colleen O'Connor *
Ivey School of Business	Matt Thomson
Education	Susan Rodger
Huron University College	Mark Blagrave
King's University College	Renee Soulondre La France
Music	Sophie Roland (Performance Studies)
Social Science	Margaret McGlynn (History)

*Reappointment

CARRIED

S.15-42 **Senate Membership: King's University College**

It was moved by J. Aitken Schermer, seconded by L. Miller,

That the seat held by Claude Olivier, representative of the King's University College constituency on Senate, be declared vacant effective July 1, 2015 as a result of his sabbatical leave and that Lynne Jackson be elected to complete his term until June 30, 2016.

CARRIED

S.15-43 **Officer of Convocation**

Senate was informed of the appointment of the following Officer of Convocation:

Dr. Greg M. Kelly, Associate Marshal (term to June 30, 2017)

SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS [Exhibit II]

S.15-44 **School of Graduate and Postdoctoral Studies: Introduction of an Accelerated Option in the MSc in Physiology and Pharmacology Program**

It was moved by J. Deakin, seconded by A. Watson,

That, effective May 1, 2015 an Accelerated Option in the MSc in Physiology and Pharmacology Program be introduced in the School of Graduate and Postdoctoral Studies as shown in Exhibit II, Appendix 1.

CARRIED

S.15-45 **School of Graduate and Postdoctoral Studies: Introduction of Two New Fields (Spokes) in the Master in Management of Applied Science (MMASc) Program**

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

That, effective September 1, 2015 the Data Analytics Field (Spoke) and the Computer Science Field (Spoke) be introduced in the MMASc Program as shown in Exhibit II, Appendix 2.

CARRIED

S.15-46 **Articulation Agreement for Admission from the Fanshawe College Business-Accounting Diploma Program into Year 3 of the Management and Organizational Studies (Specialization in Accounting) Program or Year 3 of the Management and Organizational Studies (Specialization in Finance and Administration) Program at King's University College**

It was moved by J. Deakin, seconded by P. Bishop,

That Senate approve and recommend to the Board of Governors through the President and Vice-Chancellor, the Articulation Agreement regarding transfer credit for graduates of the Fanshawe College Business-Accounting Diploma program for admission into Year 3 of the Management and Organizational Studies (Specialization in Accounting) program or the (Specialization in Finance and Administration) program at King's University College, effective April 1, 2015 as set out in Exhibit II, Appendix 3.

CARRIED

S.15-47 **Policy Revisions: Academic Sanctions**

It was moved by B. Timney, seconded by P. Bishop,

That the policy on "Academic Sanctions" be amended as shown in Exhibit II, Appendix 4.

CARRIED

S.15-48 **Policy Revisions: Breadth Requirements for Bachelor Degrees**

It was moved by B. Timney, seconded by R. Sookraj,

That the policy on "Breadth Requirements for Bachelor Degrees" be revised as shown in Exhibit II, Appendix 5.

CARRIED

S.15-49 **SUPR-G report: Cyclical reviews of the Chemical and Biochemical Engineering Graduate Program and the Planetary Science (Collaborative Graduate Program)**

Senate was informed that the following cyclical reviews of graduate programs were approved by SCAPA:

Faculty/Affiliates	Program	Date of Review	SUPR-G recommendation
Engineering	Chemical and Biochemical Engineering	June 16-17, 2014	Conditional with Report in January 2016
Science	Planetary Science (Collaborative Graduate Program)	June 2, 2014	Conditional with Report in September 2016

The detailed Final Summary Reports are found in Exhibit II, Appendix 6.

S.15-50 **New Scholarships and Awards**

SCAPA has approved on behalf of the Senate, the Terms of Reference for the new scholarships and awards shown in Exhibit II, Appendix 7, for recommendation to the Board of Governors through the Vice-Chancellor.

S.15-51 **Report of the Subcommittee on Teaching Awards (SUTA)**

Senate received for information, via email prior to the meeting, the Report of the Subcommittee on Teaching Awards announcing the Excellence in Teaching Award Winners for 2014 – 2015:

The Edward G. Pleva Award for Excellence in Teaching

Jennifer Irwin, Faculty of Health Sciences, School of Health Studies
Lars Konermann, Faculty of Science, Department of Chemistry
Kibret Mequanint, Faculty of Engineering, Chemical and Biochemical Engineering
Charles Trick, Faculty of Science, Department of Biology and Schulich School of Medicine & Dentistry

The Marilyn Robinson Award for Excellence in Teaching

Elizabeth Greene, Faculty of Arts and Humanities, Classical Studies

The Angela Armit Award for Excellence in Teaching by Part-time Faculty

Warren Steele, Faculty of Information and Media Studies

UNIVERSITY PLANNING (EXHIBIT III)

S.15-52 **2015 Entrance Standards for Undergraduate First-Year Admissions**

It was moved by B.A. Younker, seconded by C. Nolan,

That Senate approve the targets and processes for first-year, first-entry undergraduate enrolment for the Constituent University and Affiliated University Colleges as outlined in Exhibit III, Appendix 1.

CARRIED

S.15-53 **Five-Year Enrolment Projections**

It was moved by B.A. Younker, seconded by P. Bishop,

That the five-year enrolment projections/plans presented in Exhibit III, Appendix 2 be used for University budget planning purposes.

Dr. Deakin explained that the model for estimates is based on the number of applications received along with the modeled confirmation rate from previous years.

The question was called and CARRIED

S.15-54 **Report on Year One Class and Entering Averages**

Senate received for information the report on Year One Class and Entering Averages detailed in Exhibit III, Appendix 3. Dr. Deakin provided an overview of the report using slides contained in [Appendix 1](#). She noted that Western has surpassed the 10 percent goal set for international enrolment and that the enrolment goal of 10 percent for outside the province is now at 8.1 percent. Western continues to grow even though it has the highest entering average in Ontario.

Concern was expressed about the unintended consequences of an over-emphasis on grades; education of the whole student remained an important goal of the university and was an integral part of the student experience. Dr. Deakin agreed with the concern but noted that Western's students do have support systems in place within the faculties and in the residences to assist in achieving academic success while allowing participation in a wide variety of activities. Western also has the second highest retention rate and in the six-year graduation rate assessment, Western is second in the province, so programs aimed at supporting our students are clearly working.

S.15-55 **Report on Faculty Recruitment and Retention**

Senate received for information the report on Faculty Recruitment and Retention detailed in Exhibit III, Appendix 4. Dr. Weedon presented an overview of the Report by drawing attention to several slides contained in Appendix 4, including: Probationary and Tenured Faculty at Western 1985-2014, Women as a Percentage of Tenured/Probationary Faculty: G-13 (2000-2011) /U15(2011-2013) excluding Western vs. Western; Women as a Percentage of Tenured/Probationary Faculty, Assistant Professor Rank: G-13 (2000-2011)/U15(2011-2013) excluding Western vs. Western; Percentage of New Tenured and Probationary Faculty at Western by Gender (including those at Western previously in a Limited Term position): 1999-2014; Average Time to Tenure from Full Time Start at Western; Average Time to Tenure from Highest Degree; Average Time to Full Professor from Tenure; Probationary and Tenured Faculty at Western: Continuing Beyond Age 65; Degree Credit Courses Taught in FCEs by Part-Time Faculty: 2002-03 to 2013-14 (by Fiscal Year and Gender); Degree Credit Courses Taught in FCEs, by Instructor Contract Type (by Fiscal Year).

A. Hearn, President of UWOFA, remarked that the growth in the number and quality of students had coincided with a leveling off of the number of probationary/tenured faculty. She asked what the plans were for reinvigoration of the tenured faculty complement. J. Deakin responded that this was not a simple matter to address. One problem was the large salary mass needed for the large number of faculty over aged 65 who continued to serve. She noted that Western still has the lowest faculty/student ratio compared to our peers, but acknowledged that there was need to keep the pipeline moving. The issue is resources and revenues are attenuating.

S.15-56 **Report of the Working Group on Information Security (WGIS) – 2014 Annual Report**

Senate received for information the Report on the Working Group on Information Security (WGIS) – 2014 Annual Report detailed in Exhibit III, Appendix 5.

S.15-57 **REPORT OF THE ACADEMIC COLLEAGUE** [EXHIBIT IV]

The Report of the Academic Colleague, detailed in Exhibit IV, was received for information. Topics discussed included: supporting Aboriginal students, funding formula review, outcomes survey, online initiative, program approvals, the political environment, action plan on Sexual Violence, and retirement of Bonnie Patterson, President & CEO of the Council of Ontario Universities.

Dr. Okruhlik announced that Western would be holding an Indigenous Awareness Week, March 16 – 21, with many exciting events scheduled that all are welcome to attend.

S.15-58 **ANNOUNCEMENTS** [EXHIBIT V]

Senate received for information Exhibit V, Announcements.

ENQUIRIES AND NEW BUSINESS

S.15-59

Western's Criteria for Closures due to Inclement Weather

On behalf of the Western Student Senators, Mr. Sookraj asked what criteria Western used for closing due to inclement weather. He noted that on February 2nd, following a major snowstorm that swept through most of Southern Ontario, the majority of surrounding universities and schools were closed. Western, however, remained open. On behalf of the Vice-President (Resources & Operations), Dr. Deakin said that when faced with inclement weather, a team of people assess whether classes should remain as scheduled or be cancelled. At the forefront of this consideration is the ability to operate the campus safely and for the Western community to get to campus safely. The normal process is to assess the conditions on campus, the status of London Transit Operations, the conditions of primary/main City roads and snow clearance confirmed via communication with the appropriate City of London official, and Environment Canada radar and reports for London. If the campus can be operated safely, if City roads are passable, if London Transit is operational, and if those conditions are not expected to change significantly through the course of the day, the University will operate as usual.

S.15-60

Teaching Assistants Union

L. Crich, on behalf of the Western Student Senators, remarked that teaching assistants at two of the largest universities in Ontario are currently on strike. Considering that other TA unions could potentially take action, she asked about Western's plan for keeping students in class should teaching assistants here decide to strike. Dr. Deakin said that the current collective agreement with Western's TAs expires August 31, 2015. In anticipation of collective bargaining, both teams will prepare for negotiations in the May to June time frame. A strong and good working relationship exists with the GTA union and the administration will work hard to reach an agreement coincident with the expiry of the current contract.

A member noted that the TA Union operates a food bank and provides emergency funds for those in need; limits to the allowed number of working hours greatly restricted income for this group. On behalf of UWOFA, A. Hearn spoke in support of the member's comments and of graduate teaching assistants across the province noting the importance of their work to the university. Dr. Chakma took note of the comments but reminded Senators that discussions of this sort are for the bargaining table, not within Senate's mandate.

S.15-61

Student Email Accounts Upgrade

B. Paxton, on behalf of the Western Student Senators, thanked Western ITS and the entire administration team for committing to upgrading student email accounts noting positive feedback has been received on the new system as well as the migration process.

ADJOURNMENT

The meeting adjourned at 2:40 p.m.

A. Chakma
Chair

I. Birrell
Secretary

Year 1 Class and Entering Averages

Senate – March 13, 2015



Institutional Planning & Budgeting

Context

- Western continues Approach using “Standard Minimum Entrance Requirement”

– Fall 2014	84.0%	(final = 83.0%)
– Fall 2013	84.0%	(final = 83.0%)
– Fall 2012	83.0%	(final = 82.5%)
– Fall 2011	83.0%	(final = 82.0%)
– Fall 2010	83.0%	(final = 81.0%)
– Fall 2009	83.0%	(final = 80.0%)
– Fall 2008	82.5%	(final = 79.0%)
– Fall 2007	82.0%	(final = 78.0%)
– Fall 2006	81.0%	(final = 78.0%)
– Fall 2005	80.5%	(final = 77.0%)
– Fall 2004	80.5%	(final = 78.0%)
– Fall 2003	83.0%	(final = 78.0%)
– Fall 2002	79.5%	(final = 74.0%)
– Fall 2001	77.0%	(final = 73.0%)

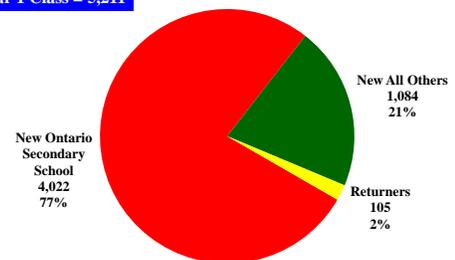


Student Profile: Applicant Type & Geographical Origin Constituent University

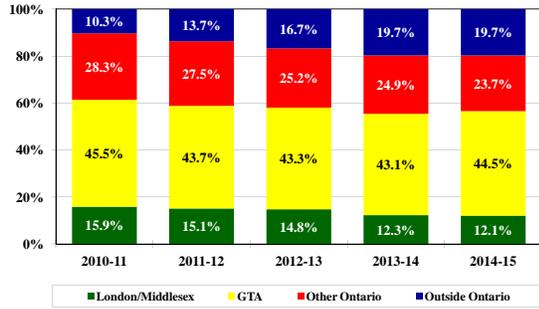


2014-15 Year 1 Students by Applicant Type Constituent University

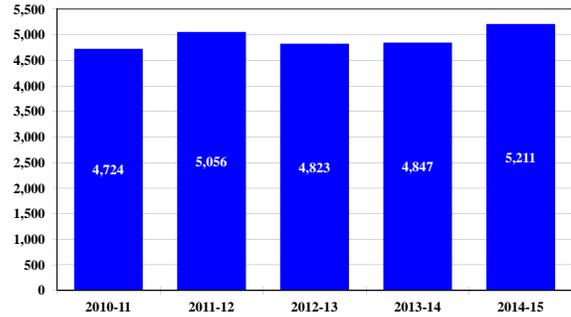
Total Year 1 Class = 5,211



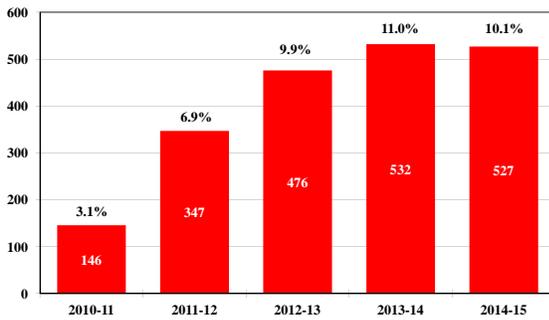
Geographical Origin of New Year 1 Students
Constituent University



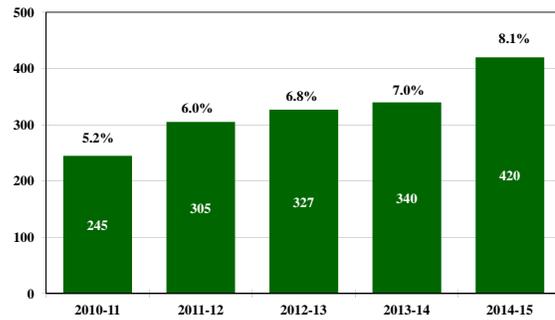
Total Full-Time First-Year Enrolment
Constituent University



Year 1 International Students
Constituent University



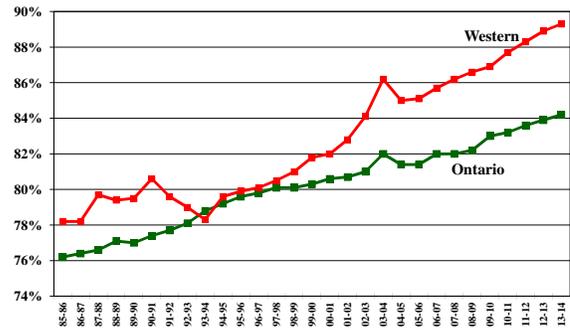
Year 1 Out of Province Students
Constituent University



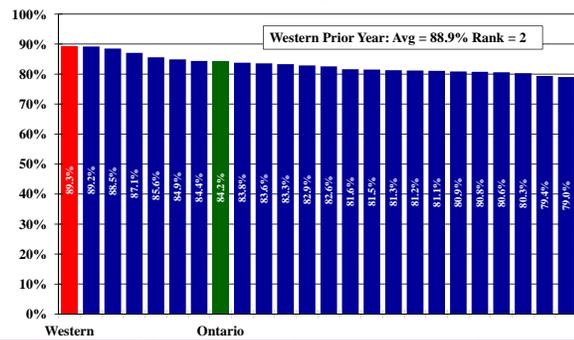
Entering Grades of New Ontario Secondary School Students



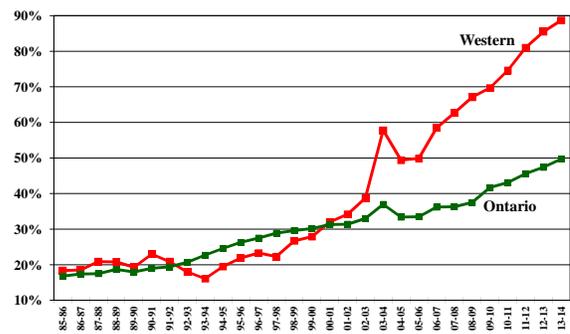
Average Entering Grade



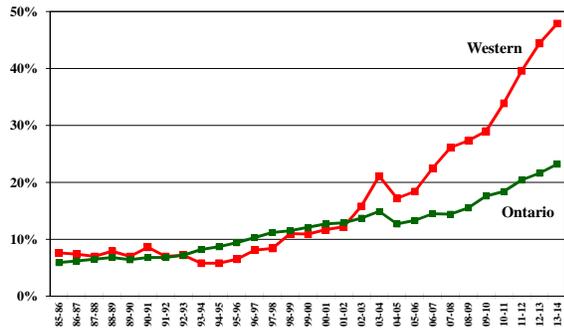
2013-14 Average Entering Grade All Programs



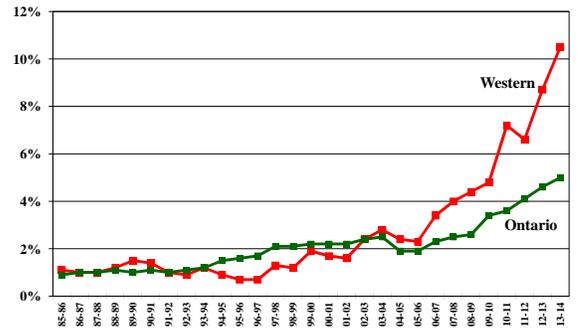
Proportion with Entering Grades of 85% or More



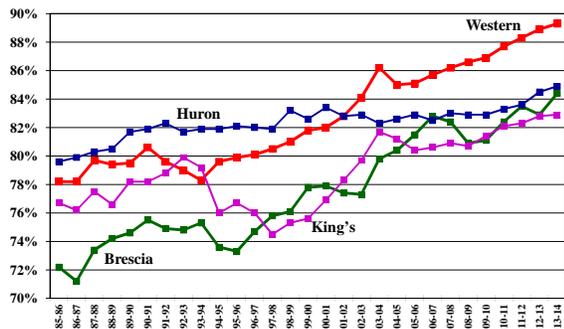
Proportion with Entering Grades of 90% or More



Proportion with Entering Grades of 95% or More

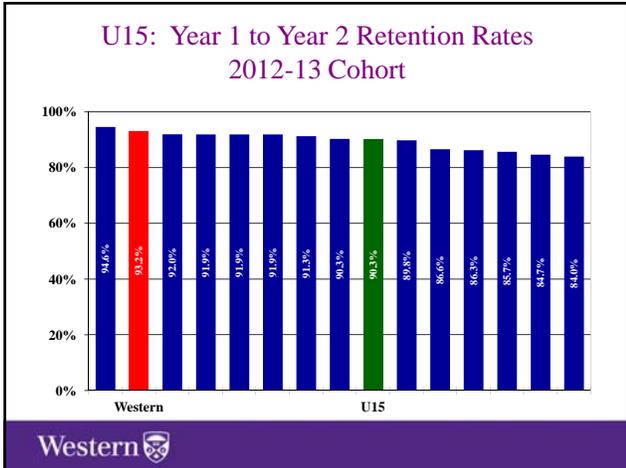
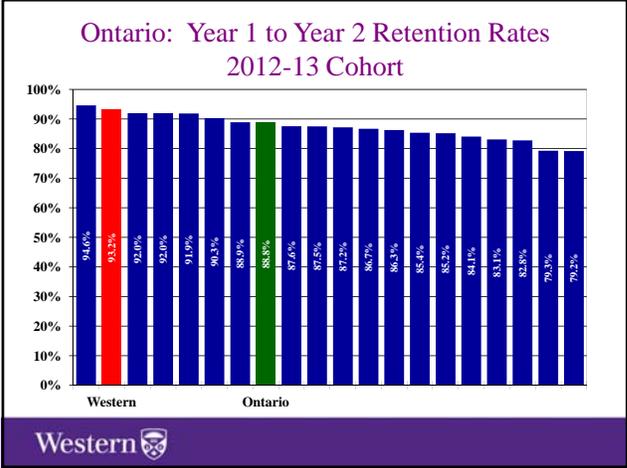
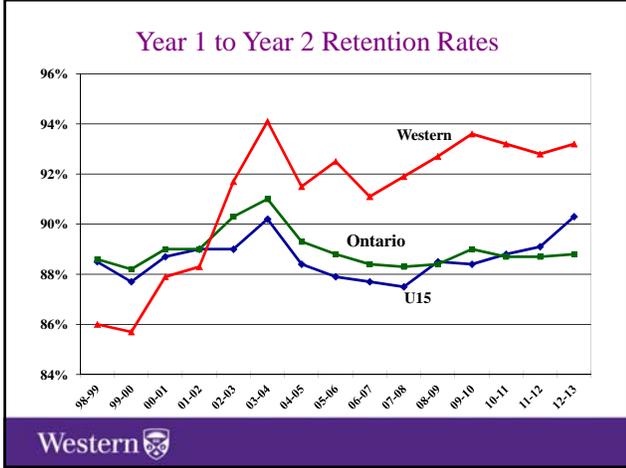


Average Entering Grade
Western and Affiliated University Colleges

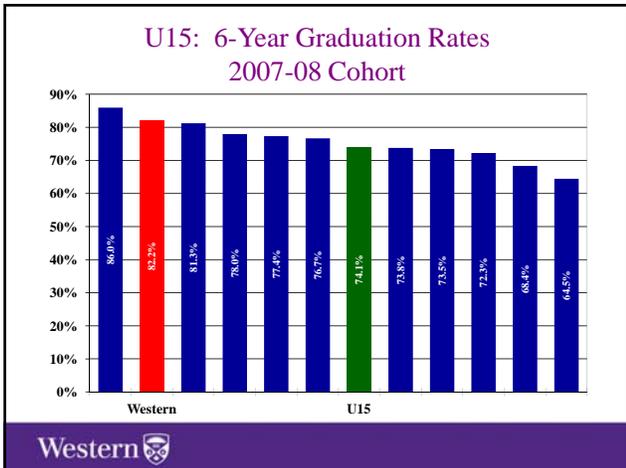
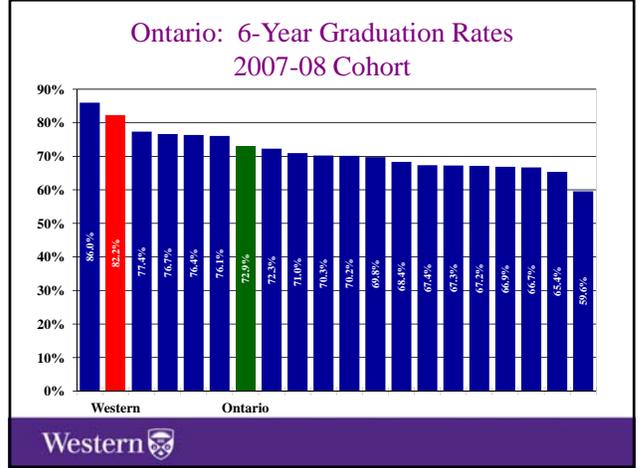
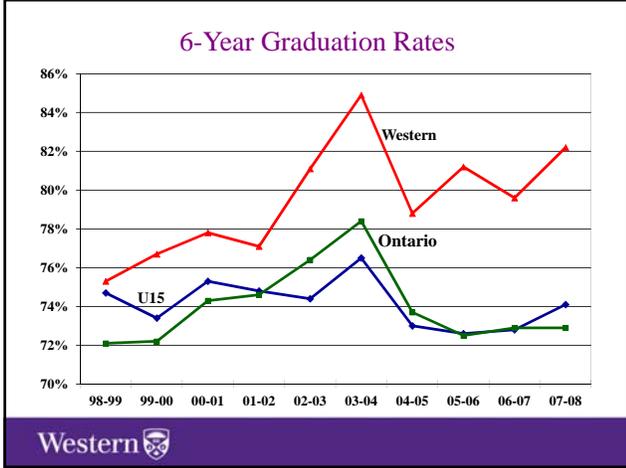


Retention Rates





Graduation Rates



REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING

(SCUP)

2015-16 University Operating and Capital Budgets

FOR APPROVAL

1. **2015-16 University Operating and Capital Budget**

Recommended: That Senate provide advice to the Board of Governors, through the President and Vice-Chancellor, recommending approval of the 2015 - 2016 University Operating and Capital Budgets ([Annex 1](#)).

Background:

The Operating and Capital Budgets and setting of tuition fees are in the purview of the Board of Governors. The Senate may provide its 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.

As Supplementary information, the following documents are attached for the information of Senate:

- Program Specific Tuition and Other Supplemental Fees ([Annex 2](#)).
- Student Fee Funded Units, Ancillaries, Academic Support Units, and Associated Companies ([Annex 3](#)).

An executive summary of the full budget document is provided in pages 1 - 17 of Annex 1.

REPORT OF THE OPERATIONS/AGENDA COMMITTEE

FOR APPROVAL

1. **Nominating Committee Membership**
(See [Appendix I](#) for a list of Senate Members, effective July 1, 2015)

Composition: Seven members of Senate, elected by Senate, at least one of whom shall be a graduate student. Not more than two members from a single academic unit. The School of Graduate and Postdoctoral Studies is not considered an academic unit in this context.

There will be three alternates who are members of Senate, one of whom is a student, to attend meetings when regular members are unable to attend.

Current Elected Members:

Terms ending June 30, 2015:

T. Sutherland (Undergrad), C. Brown (AH), Y. Huang (Sci), A. Watson (MD)

Terms continuing to June 30, 2016:

M.A. Andrusyszyn (HS), A. Nelson (SS), A. Hrymak (Engg)

Current Elected Alternates:

Term continuing to June 30, 2015:

C. Niesel (Undergrad), B. Garcia (MD)

Term continuing to June 30, 2016

J. Aitken Schermer (SS)

Members Required: Four members of Senate, at the time elected, at least one of whom shall be a graduate student (Faculty/Staff/ – 2 years; Students – 1 year.); one member to complete the term of A. Nelson who will be on leave 2015-16)

Nominees: TBA (Graduate Student)

Yining Huang (Sci)

Jean-Francois Millaire (SS)(term July 1, 2015 – June 30, 2016)

Wendy Pearson (AH)

Susan Rodger (Educ)

Alternates Required: Two alternate members who are members of Senate, one of whom is a student

Alternate Nominees: Nick Wolfe (Student)

1 TBA

2. **Notice of Motion Regarding the Appointment Procedures for Senior Academic & Administrative Officers of the University**

At the December meeting of Senate, Senator J. Toswell submitted a notice of motion concerning an amendment to the *Appointment Procedures for Senior Academic & Administrative Officers of the University* that would add to the Appointment Procedures the process for selecting an Associate Vice-President (Student Experience). The motion included the details of the composition of a selection committee. As the Appointment Procedures is a policy the amendment of which requires the approval of both the Senate and the Board, the notice of motion is clearly in order to be placed on the Senate agenda. However, with the consent of Senator Toswell, it was determined that it would be better to defer discussion of the motion until the April meeting of Senate. That would give the Provost time to complete the current search and to reflect upon whether, in light of that experience, the proposed composition of the selection committee going forward is optimal or whether a different composition should be proposed. Senator Toswell's notice of motion, as presented in December is printed below. The Provost will have a amendments to propose with respect to membership at the meeting.

NOTICE OF MOTION

That, effective 1 July 2015, the "Appointment Procedures for Senior Academic and Administrative Officers of the University" (found at <http://www.uwo.ca/univsec/pdf/board/apptproc.pdf>), amended by the Board of Governors upon the recommendation of Senate, be amended as follows:

Under Selection Committees, insert a new item (K) after (J) Vice-Provost (Academic Programs) and before the current (K) University Registrar, to be entitled (K) Associate Vice-President (Student Experience), as follows:

(K) Associate Vice-President (Student Experience)

Composition of Selection Committee

A committee to select an Associate Vice-President (Student Experience) shall consist of:

- (a) the Provost & Vice-President (Academic), who shall be Chair
- (b) the Vice-Provost (International)
- (c) the Vice-President (Resources and Operations) or a nominee
- (d) 4 faculty elected by Senate, one of whom shall be a dean, and one of whom shall be an associate dean (academic)
- (e) 1 student Senator elected by Senate

Procedure

The Chair shall convene the Committee.

The Chair shall undertake negotiations with prospective candidates.

The Chair shall report to Senate through the President & Vice-Chancellor.

Term

The term of the Associate Vice-President (Student Experience) is five years and may be renewed.

Senate Membership 2015-16

Appendix I

EX OFFICIO (20 voting members and 1 non-voting member)

Chancellor	(vacancy)
President & Vice-Chancellor	Amit Chakma
Provost & Vice-President (Academic)	Janice Deakin
Vice-President (Resources & Operations)	Gitta Kulczycki
Vice-President (Research)	John Capone
Vice-President (External)	Kelly Cole
Vice-Provost (School of Graduate & Postdoctoral Studies)	Linda Miller
Dean, Faculty of Arts and Humanities	Michael Milde
Dean, Richard Ivey School of Business	Robert Kennedy
Dean, Faculty of Education	Vicki Schwean
Dean, Faculty of Engineering	Andy Hrymak
Dean, Faculty of Health Sciences	Jim Weese
Dean, Faculty of Information and Media Studies	Tom Carmichael
Dean, Faculty of Law	W. Iain Scott
Dean, Schulich School of Medicine & Dentistry	Michael Strong
Dean, Don Wright Faculty of Music	Betty Anne Younker
Dean, Faculty of Science	Charmaine Dean
Dean, Faculty of Social Science	Robert Andersen
Vice-Provost and Chief Librarian	Catherine Steeves
Registrar	Glen Tigert
Secretary of the Senate (non-voting)	Irene Birrell

ELECTED FACULTY (46 voting members)

(Note: Elected terms are from July 1 to June 30)

FACULTY OF ARTS AND HUMANITIES (5)

Term to June 30/16:

TBA

Joel Faflak (English)

TBA

Term to June 30/17:

Jane Toswell (English)

Kelly Olson (Classical Studies)

RICHARD IVEY SCHOOL OF BUSINESS (2)

Term to June 30/16:

Mary Crossan

Term to June 30/17:

Matt Thomson

FACULTY OF EDUCATION (2)

Term to June 30/16:

Shelley Taylor

Term to June 30/17:

Susan Rodger

FACULTY OF ENGINEERING (2)

Term to June 30/16: Kamran Siddiqui (Mechanical and Materials Eng.)
Term to June 30/17: Kibret Mequanint (Chemical and Biochemical Eng.)

SCHOOL OF GRADUATE AND POSTDOCTORAL STUDIES (10)

SGPS - At Large (2)

Term to June 30/16: Catherine Nolan (Music)
Term to June 30/17: Wendy Pearson (WSFR)

SGPS - Arts and Humanities/Music (1)

Term to June 30/17: Mark McDayter (English and Writing Studies)

SGPS - Information and Media Studies and Business (1)

Term to June 30/17: Amanda Grzyb (FIMS)

SGPS - Education (1)

Term to June 30/16: Pam Bishop

SGPS - Engineering (1)

Term to June 30/17: Gregory A. Kopp (Civil and Environmental Engineering)

SGPS - Health Sciences (1)

Term to June 30/16: Karen Danylchuk (Kinesiology)

SGPS - Medicine & Dentistry (1)

Term to June 30/17: Grace Parraga (Medical Biophysics)

Sciences (1)

Term to June 30/16: Carol Jones (Dean's Office, Science)

SGPS - Social Sciences (1)

Term to June 30/16: Katrina Moser (Geography)

FACULTY OF HEALTH SCIENCES (4)

Term to June 30/16: Bev Leipert (Nursing)
Volker Nolte (Kinesiology)
Term to June 30/17: Anita Kothari (Health Studies)
Meg Cheesman (Comm. Sci)

FACULTY OF INFORMATION AND MEDIA STUDIES (2)

Term to June 30/16: Carole Farber
Term to June 30/17: Nick Dyer-Witthford

FACULTY OF LAW (2)

Term to June 30/16: Bernd Hovius
Term to June 30/17: Zoë Sinel

SCHULICH SCHOOL OF MEDICINE & DENTISTRY (5)

Term to June 30/16: George Dresser (Medicine)
Marina Salvadori (Paediatrics)
Graeme Hunter (Dentistry)
Term to June 30/17: Gregory Dekaban (Micro&Immun)
Dale Laird (Anatomy and Cell Biology)

DON WRIGHT FACULTY OF MUSIC (2)

Term to June 30/16: John Cuciurean (Music Research and Composition)
Term to June 30/17: Sophie Roland (Music Performance Studies)

FACULTY OF SCIENCE (5)

Term to June 30/16: Robert Mercer (Computer Science)
Burns Cheadle (Earth Sci.)
Viktor N. Staroverov (Chemistry)
Term to June 30/17: Yining Huang (Chemistry)
Sheila Macfie (Biology)

FACULTY OF SOCIAL SCIENCE (5)

Term to June 30/16: Paul-Philippe Pare (Sociology)
Jean-Francois Millaire (Anthropology)
Mitch Rothstein (BMOS)
Term to June 30/17: Kim Clark (Anthropology)
Margaret McGlynn (History)

AFFILIATED UNIVERSITY COLLEGES (9 voting members)

BRESCIA UNIVERSITY COLLEGE (3)

Interim Principal Donna Rogers
Term to June 30/16: TBA
Term to June 30/17: Colleen O'Connor (Food and Nutrition)

HURON UNIVERSITY COLLEGE (3)

Principal Stephen McClatchie
Term to June 30/16: Todd Townshend (Theology)
Term to June 30/17: Mark Blaggrave (Arts and Social Science)

KING'S UNIVERSITY COLLEGE (3)

Principal David Sylvester
Term to June 30/16: Lynne Jackson (Psychology)
Term to June 30/17: Rene Soulodre-La France (History)

STUDENTS (18 voting members)

UNDERGRADUATES (14)

Arts and Humanities/Music (1)

Term to June 30/16: Alexander Rice-Hoyt (SASAH)

Science (1)

Term to June 30/16: Chandrika Manjunath (Science)

Information and Media Studies/Social Science (2)

Term to June 30/16: Rayyaan Kurji (Social Science)
Arjun Singh (Social Science)

Business/Education/Engineering/Law (1)

Term to June 30/16: Lucas Allaer (Engineering)

Health Sciences/Medicine & Dentistry (1)

Term to June 30/16: Graydon Lucas (MD)

Brescia, Huron, and King's University Colleges (2)

Term to June 30/16: Andrew Sussman (Huron)

Term to June 30/16: *Seat was moved to At-Large for 2015-16*

At Large (7 for 2015 - 16)

Term to June 30/16: Emily Addison (Social Sci - Huron)
Michelle Bonofiglio (Social Sci)
Derek Hooper (Social Sci)
Trevor Hunt (Social Sci)
Catherine Phelps (Social Sci – Huron)
Zachary Turner (Social Sci)
Nicholas Wolfe (Social Sci)

GRADUATE STUDENTS (4)

Term to June 30/16: Ileana Diaz (Geography)
Anish Engineer (Phys.&Pharm)
Laura Rosen (Anatomy & CB)
Tom McMurrough (Biochemistry)

ADMINISTRATIVE STAFF (2 voting members)

Term to June 30/16: Deborah Coward (Registrar's Office)
Term to June 30/17: Lee Ann McKivor (Registrar's Office)

GENERAL COMMUNITY (5 voting members)

Alumni Association (3)

President: John Eberhard
Term to June 30/16: Carol-Lynn Chambers
Term to June 30/17: **TBA**

Elected by Senate (2)

Term to June 30/16: Jacob Malkin
Term to June 30/17: Valerie Nielsen

BOARD OF GOVERNORS (2 voting members)

Term to Jan. 31/16: Jim Knowles
Term to Jan. 31/16: Matthew Wilson

OBSERVERS: (10 to 13 non-voting observers)

TBA **Academic Colleague**
Ruban Chelladurai Associate Vice-President (Planning, Budgeting, and Information Technology)
Alan Weedon Vice-Provost (Academic Planning, Policy & Faculty)
John Doerksen Vice-Provost (Academic Programs)

Julie McMullin
Jana Luker
Lori Gribbon

Vice-Provost (International)
Associate Vice-President (Student Experience)
Director, Undergraduate Recruitment and Admissions,
Office of the Registrar

Mark Blagrove
Alison Hearn
Courtney Waugh
Jack Litchfield
Graham O'Neill
Kevin Godbout
Jiro Inoue

Dean, Faculty of Arts and Humanities, Huron College
President, UWO Faculty Association (UWOFA)
UWOFA-Librarians/Archivists (LA) Representative
President, University Students' Council (USC)
President, Master of Business Admin. Assoc. (MBAA)
President, Society of Graduate Students (SOGS)
President of PAW
Academic Dean(s) of Affiliated University Colleges who
are not currently in elected positions on Senate. (*Up to
three, one each from Brescia, Huron and King's*)

TOTAL: 103 Senators (102 voting members) plus 10-13 official observers

Last updated: April 2, 2015

SENATE NOMINATING COMMITTEE

Vice-Chair of Senate
Operations/Agenda Committee
Senate Committee on Academic Policy and Awards
Senate Committee on University Planning
University Research Board
University Council on Animal Care
Honorary Degrees Committee
Senate Review Board Academic
Distinguished University Professors Selection Committee
Faculty Scholars Selection Committee
Nominating Subcommittee to Nominate a Senator from the General Community
McIntosh Gallery Committee
Academic Colleague
Electoral Board for Chancellor

FOR ACTION

1. **Vice-Chair of Senate**

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, 2015 to June 30, 2016).

Nominee: Michael Milde (Dean/AH)

2. **Operations/Agenda Committee**

(See [Appendix I](#) for a list of Senate Members, effective July 1, 2015)

Composition: Nine current members of Senate, at least one of whom shall be a student. The Vice-Chair of Senate is the Chair *ex officio* of this Committee.

Current Elected Members:

Terms ending June 30, 2015:

S. Mischler (Grad), A. Nelson (SS), N. Wathen (FIMS), P. Woodford (Mus), Y. Huang (Sci)

Terms continuing to June 30, 2016:

J. Aitken Schermer (SS), B. Garcia (MD), A. Hrymak(Engg), J. Lamarche,(AH)

Required: Eight members of Senate, at least one of whom shall be a student, and three elected for terms to June 30, 2016 to complete the terms of J. Aitken Schermer, B. Garcia, and J. Lamarche, who will no longer be on Senate.

(Faculty/Staff/General Community – 2 years; Students – 1 year.)

Nominees: Graydon Lucas (HS) (Student)
Pamela Bishop (Educ) (July 1, 2015 – June 30, 2016)
John Cuciurean (Mus) (July 1, 2015 – June 30, 2016)
Karen Danylchuk (HS) (July 1, 2015 – June 30, 2016)
Yining Huang (Sci)
Dale Laird(MD)
Margaret McGlynn (SS)
Kibret Mequanint (Engg)

3. **Senate Committee on Academic Policy and Awards (SCAPA)**

Composition: Includes ten members elected by Senate, including
- two students, one graduate student and one undergraduate student
- eight members:
- at least five of whom are members of Senate
- at least one of whom shall be a faculty member from each of the Faculties of Arts and Humanities, Science, Social Science and the School of Graduate and Postdoctoral Studies
- no more than one of the members of faculty may be a Dean
- one of these members may be a Senator from the General Community

Current Elected Members:

Terms ending June 30, 2015:

B. Paxton (ugrad), T. Sutherland (grad), C. Brown (A&H), R. Klassen (Ivey), C. Nolan (Mus),
B. Timney (SS/Dean), M. Workentin (Sci)

Terms continuing to June 30, 2016:

D. Belliveau (HS)(S), G. Knopf (Engg), J. Hatch (AH) (S) (on leave 2015-16)

Required: Eight members, including:
• Two students: one graduate and one undergraduate (terms from July 1, 2015 to June 30, 2016)
• Five members, three of whom must be Senators, including one from the Faculty of Arts and Humanities, Faculty of Science, School of Graduate and Postdoctoral Studies and Faculty of Social Science; one may be a Dean (terms: to June 30, 2017)
• One member to replace J. Hatch who is going on leave (term to June 30, 2016)

Nominees: TBA (Graduate Student)
Arjun Singh (Undergraduate Student)
Meg Cheesman (HS)
Rob Klassen (Ivey)
Sheila Macfie (Sci)
Katrina Moser (SS)
Catherine Nolan (Mus)
Julia Emberley (AH) (term to June 30, 2016)

4. **Senate Committee on University Planning (SCUP)**
(See [Appendix I](#) for a list of Senate Members, effective July 1, 2015)

Composition: Includes six members elected by Senate: one graduate student*; one member of administrative staff; and four members of faculty who are members of Senate at the time elected. Membership terms for elected faculty and staff are two years; graduate student's term is one year.

* The President of the Society of Graduate Students shall qualify as a student for this purpose.

Current Senate-Elected Members:

Terms ending June 30, 2015:

P. St-Pierre (Grad), D. Mok (SS), B. Neff (Sci)

Terms continuing to June 30, 2016:

J. Faflak (AH), C. Wilkins (Admin Staff), B.A. Younker (Mus),

Required: One graduate student (term July 1, 2015 to June 30, 2016)
Two members of faculty who are members of Senate at the time elected

Nominees: TBA (Graduate Student)
Greg Kopp (Engg)
Dale Laird (MD)

5. **University Research Board (URB)**

Composition: Six members of faculty who have strong records of research achievement and a broad interest in research administration, elected by Senate. At least one elected member shall occupy a senior position in a Centre or Institute as defined under MAPP 7.9 (Establishment, Governance & Review of Research Institutes, Centres & Grants).

One graduate student, elected by Senate
One Postdoctoral Representative elected by Senate

Current Senate-Appointed Membership:

Terms ending June 30, 2015:

N. Noonan (Grad), B. Butler (PostDoc), H. Hangan (Engg), J. Burkell (FIMS)

Terms Continuing to June 30, 2016:

P. Allen (HS), S. MacDougall-Shackleton (SS),

Terms Continuing to June 30, 2017:

G. Dekaban (MD), H. Lagerlund (AH)

Required: One graduate student for a one-year term July 1, 2015 to June 30, 2016
One Postdoctoral Representative for a one-year term July 1, 2015 to June 30, 2016
Two members of faculty (three-year terms)

Nominees: Diana Moreiras (Grad. Student)
Matthew Fox (Postdoc Rep)
Matt Davison (Sci)
Horia Hangan (Engg)

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

Composition: Four faculty members elected by Senate, two of whom do and two of whom do not have experience with the involvement of animals in research, and none of whom are members of the Animal Use Subcommittee.

Current Senate Elected Members:

Terms continuing to June 30, 2015:

T. Birmingham (HS)*, L. Milligan (Sci)

Terms continuing to June 30, 2016:

A. Watson (MD), A. Skelton (AH)*

Required: Two faculty members, one who does not use* animals in research and one who uses animals in research (two-year terms)

Nominees: Trevor Birmingham (HS)*
Christopher Guglielmo (Sci)

7. **Honorary Degrees Committee**

Composition: Nine members, elected by Senate, one of whom must be a student Senator.

Current Elected Members:

Terms continuing to June 30, 2015:

C. McGarvey (Student), I. Scott (Dean/Law), B. Wood (Mus), K. Wamsley (HS), P. Boothe (Ivey)

Terms continuing to June 30, 2016:

M. Rieder (MD), N. Huner (Sci), C. Beynon (Edu), A. Suksi (AH)

Required: Six members: one of whom must be a student Senator, and one of whom shall replace C. Beynon who will be on leave (term to June 30, 2016). (Terms: Student: July 1, 2015 - June 30, 2016; Faculty/Staff: July 1, 2015 - June 30, 2017)

Nominees: Andrew Sussman (Student Senator)
Iain Scott (Dean/Law) (term to June 30, 2016)
Bob Andersen (Dean/SS)
Ted Baerg (Mus)
Mike Bartlett (Engg)
Joy James (AH)

8. **Senate Review Board Academic (SRBA)**

Composition: Includes a Chair and twenty-three voting members; thirteen members of faculty and ten students (six undergraduates and four graduates).

Current Members:

Terms ending June 30, 2015:

Chair: K. Fleming

Undergraduates: L. Brown, L. Crich, C. McGarvey, P. Scala, N. Sussman, G. Westwood

Graduates: T. Sutherland, P. St-Pierre, S. Mischler, B. Prajapati

Faculty: M. Atkinson (SS), D. Jones (MD), E. Simpson (SS), D. Belliveau (HS),
T. Straatman (Engg), D. Bartlett (HS)

Terms continuing to June 30, 2016:

Faculty: L. Dagnino (MD), K. Griffiths(Sci), D. Lucy (HS), D. Klimchuk (AH), K. Kirkwood (HS),
L. McKechnie (FIMS)(on leave 2015-16), G. Knopf (Engg)

Required: One person to serve as Chair (term from July 1, 2015 to June 30, 2016).

Nominee: Keith Fleming (Chair)

Required: Seven members of Faculty
Of the seven, one member will complete the term of L. McKechnie.

Nominees: Erika Simpson (SS) (term July 1, 2015 – June 30, 2016)
Andrew Botterell (Law)
Dan Belliveau (HS)
Kathy Hibbert (Educ)
Liyang Hiang (Engg)
Grace Parraga (MD)
Victor Staroverov (Sci)

Required: Six undergraduate students (terms from July 1, 2015 to June 30, 2016)

Nominees: Lucas Allaer
Alex Hoyt
Rayyaan Kurji
Chandrika Manjunath
Catherine Phelps
Zac Turner

Required: Four graduate students (terms from July 1, 2015 to June 30, 2016)

Nominees: TBA (4 nominees)

9. **Distinguished University Professors Selection Committee**

Composition: Includes four senior scholars at Western, elected by Senate

Current Senate-appointed Members:

Terms ending June 30, 2015:

H. Laschinger (HS), F. Longstaffe (Sci)

Terms continuing to June 30, 2016:

D. Cheng (MD), R. Solomon (Law)

Required: Two faculty members who are senior scholars for two-year terms (from July 1, 2015 to June 30, 2017)

Nominees: T.K. Sham (Sci)
Mel Goodale (SS)

10. **Faculty Scholar Selection Committee**

Composition: Includes four senior scholars at Western, elected by Senate.

Current Senate-Appointed Members:

Terms ending June 30, 2015:

K. Tiampo (Sci), T. Isaacs (AH)

Terms continuing to June 30, 2016:

D. Ansari (SS), M. Prado (MD)

Required: Two faculty members who are senior scholars for two year terms (from July 1, 2015 – June 30, 2017).

Nominees: Alison Conway (AH)
Anne Kinsella (HS)

11. **Nominating Subcommittee to Nominate a Senator from the General Community**

Composition: Five members of Senate, elected by Senate, and the Chair of the Nominating Committee who chairs the subcommittee.

(See [Appendix I](#) for a list of Senate Members, effective July 1, 2015)

Current Members:

Terms continuing to June 30, 2015:

J. Toswell (AH), Catherine Wilkins (Admin Staff), D. Sylvester (King's)

Terms continuing to June 30, 2016:

A. Nelson (SS), C. Beynon (Educ)(on leave 2015-16)

Required: Three members of Senate (terms from July 1, 2015 to June 30, 2017) and one member of Senate to replace C. Beynon (who will be on leave – term to June 30, 2016)

Nominees: Carol-Lynn Chambers (Alumni Assoc.)
George Dresser (MD) (term to June 30, 2016)
Susan Rodger (Educ)
David Sylvester (King's)

12. **McIntosh Gallery Committee**

Composition: Includes two members appointed by Senate.

Current Senate-appointed Members:

Term ending June 30, 2015

A. Sendzikas (SS)

Term continuing to June 30, 2016

Catherine Wilkins (Admin Staff)

Required: One member to serve on the McIntosh Gallery Committee (term from July 1, 2015 to June 2017).

Nominee: Aldona Sendzikas (SS)

13. **Academic Colleague**

The Council of Ontario Universities (COU) Constitution requires that the Academic Colleague be “selected for membership by the academic senate or equivalent senior academic body, from among the academic staff who are current members of that body or who could be appointed to it while serving as a colleague.” To be appointed to Senate, the faculty member must have a full or part-time position at the rank of assistant professor or higher, and must have held an academic appointment in the University or affiliated university college for at least two academic years.

Required: One member of faculty to serve as Academic Colleague to COU for a three-year term from July 1, 2015, to June 30, 2018.

Nominee: Erika Chamberlain (Law)

14. **Electoral Board for the Chancellor**

Composition:

An Electoral Board to select a Chancellor shall consist of:

- (a) six members, except *ex officio* members, of the Board, including the chairman of the Board; and
- (a) six members of the Senate, including the Vice-Chancellor.

Required: five members of the Senate

Nominees: Kim Clark (SS)
Kelly Cole (VP(E))
Charmaine Dean (Dean/Sci)
Graeme Hunter (MD)
TBA (Student)

Future Business of the Senate Nominating Committee

Upcoming Nomination Agenda items are posted on the Senate website at:

<http://www.uwo.ca/univsec/pdf/senate/newnoms.pdf>

Senate Membership 2015-16

APPENDIX I

EX OFFICIO (20 voting members and 1 non-voting member)

Chancellor	(vacancy)
President & Vice-Chancellor	Amit Chakma
Provost & Vice-President (Academic)	Janice Deakin
Vice-President (Resources & Operations)	Gitta Kulczycki
Vice-President (Research)	John Capone
Vice-President (External)	Kelly Cole
Vice-Provost (School of Graduate & Postdoctoral Studies)	Linda Miller
Dean, Faculty of Arts and Humanities	Michael Milde
Dean, Richard Ivey School of Business	Robert Kennedy
Dean, Faculty of Education	Vicki Schwean
Dean, Faculty of Engineering	Andy Hrymak
Dean, Faculty of Health Sciences	Jim Weese
Dean, Faculty of Information and Media Studies	Tom Carmichael
Dean, Faculty of Law	W. Iain Scott
Dean, Schulich School of Medicine & Dentistry	Michael Strong
Dean, Don Wright Faculty of Music	Betty Anne Younker
Dean, Faculty of Science	Charmaine Dean
Dean, Faculty of Social Science	Robert Andersen
Vice-Provost and Chief Librarian	Catherine Steeves
Registrar	Glen Tigert
Secretary of the Senate (non-voting)	Irene Birrell

ELECTED FACULTY (46 voting members)

(Note: Elected terms are from July 1 to June 30)

FACULTY OF ARTS AND HUMANITIES (5)

Term to June 30/16:

TBA

Joel Faflak (English)

TBA

Term to June 30/17:

Jane Toswell (English)

Kelly Olson (Classical Studies)

RICHARD IVEY SCHOOL OF BUSINESS (2)

Term to June 30/16:

Mary Crossan

Term to June 30/17:

Matt Thomson

FACULTY OF EDUCATION (2)

Term to June 30/16:

Shelley Taylor

Term to June 30/17:

Susan Rodger

FACULTY OF ENGINEERING (2)

Term to June 30/16:

Kamran Siddiqui (Mechanical and Materials Eng.)

Term to June 30/17:

Kibret Mequanint (Chemical and Biochemical Eng.)

SCHOOL OF GRADUATE AND POSTDOCTORAL STUDIES (10)

SGPS - At Large (2)

Term to June 30/16: Catherine Nolan (Music)

Term to June 30/17: Wendy Pearson (WSFR)

SGPS - Arts and Humanities/Music (1)

Term to June 30/17: Mark McDayter (English and Writing Studies)

SGPS - Information and Media Studies and Business (1)

Term to June 30/17: Amanda Grzyb (FIMS)

SGPS - Education (1)

Term to June 30/16: Pam Bishop

SGPS - Engineering (1)

Term to June 30/17: Gregory A. Kopp (Civil and Environmental Engineering)

SGPS - Health Sciences (1)

Term to June 30/16: Karen Danylchuk (Kinesiology)

SGPS - Medicine & Dentistry (1)

Term to June 30/17: Grace Parraga (Medical Biophysics)

Sciences (1)

Term to June 30/16: Carol Jones (Dean's Office, Science)

SGPS - Social Sciences (1)

Term to June 30/16: Katrina Moser (Geography)

FACULTY OF HEALTH SCIENCES (4)

Term to June 30/16: Bev Leipert (Nursing)

Volker Nolte (Kinesiology)

Term to June 30/17: Anita Kothari (Health Studies)

Meg Cheesman (Comm. Sci)

FACULTY OF INFORMATION AND MEDIA STUDIES (2)

Term to June 30/16: Carole Farber

Term to June 30/17: Nick Dyer-Witheyford

FACULTY OF LAW (2)

Term to June 30/16: Bernd Hovius

Term to June 30/17: Zoë Sinel

SCHULICH SCHOOL OF MEDICINE & DENTISTRY (5)

Term to June 30/16: George Dresser (Medicine)

Marina Salvadori (Paediatrics)

Graeme Hunter (Dentistry)

Term to June 30/17: Gregory Dekaban (Micro&Immun)

Dale Laird (Anatomy and Cell Biology)

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Term to June 30/16: John Cuciurean (Music Research and Composition)

Term to June 30/17: Sophie Roland (Music Performance Studies)

FACULTY OF SCIENCE (5)

Term to June 30/16: Robert Mercer (Computer Science)

Burns Cheadle (Earth Sci.)

Term to June 30/17: Viktor N. Staroverov (Chemistry)
Yining Huang (Chemistry)
Sheila Macfie (Biology)

FACULTY OF SOCIAL SCIENCE (5)

Term to June 30/16: Paul-Philippe Pare (Sociology)
Jean-Francois Millaire (Anthropology)
Mitch Rothstein (BMOS)

Term to June 30/17: Kim Clark (Anthropology)
Margaret McGlynn (History)

AFFILIATED UNIVERSITY COLLEGES (9 voting members)

BRESCIA UNIVERSITY COLLEGE (3)

Interim Principal Donna Rogers

Term to June 30/16: **TBA**

Term to June 30/17: Colleen O'Connor (Food and Nutrition)

HURON UNIVERSITY COLLEGE (3)

Principal Stephen McClatchie

Term to June 30/16: Todd Townshend (Theology)

Term to June 30/17: Mark Blaggrave (Arts and Social Science)

KING'S UNIVERSITY COLLEGE (3)

Principal David Sylvester

Term to June 30/16: Lynne Jackson (Psychology)

Term to June 30/17: Rene Soulodre-La France (History)

STUDENTS (18 voting members)

UNDERGRADUATES (14)

Arts and Humanities/Music (1)

Term to June 30/16: Alexander Rice-Hoyt (SASAH)

Science (1)

Term to June 30/16: Chandrika Manjunath (Science)

Information and Media Studies/Social Science (2)

Term to June 30/16: Rayyaan Kurji (Social Science)
Arjun Singh (Social Science)

Business/Education/Engineering/Law (1)

Term to June 30/16: Lucas Allaer (Engineering)

Health Sciences/Medicine & Dentistry (1)

Term to June 30/16: Graydon Lucas (MD)

Brescia, Huron, and King's University Colleges (2)

Term to June 30/16: Andrew Sussman (Huron)

Term to June 30/16: *Seat was moved to At-Large for 2015-16*

At Large (7 for 2015 - 16)

Term to June 30/16: Emily Addison (Social Sci - Huron)

Michelle Bonofiglio (Social Sci)
Derek Hooper (Social Sci)
Trevor Hunt (Social Sci)
Catherine Phelps (Social Sci – Huron)
Zachary Turner (Social Sci)
Nicholas Wolfe (Social Sci)

GRADUATE STUDENTS (4)

Term to June 30/16: Ileana Diaz (Geography)
Anish Engineer (Phys.&Pharm)
Laura Rosen (Anatomy & CB)
Tom McMurrough (Biochemistry)

ADMINISTRATIVE STAFF (2 voting members)

Term to June 30/16: Deborah Coward (Registrar's Office)
Term to June 30/17: Lee Ann McKivor (Registrar's Office)

GENERAL COMMUNITY (5 voting members)

Alumni Association (3)

President: John Eberhard
Term to June 30/16: Carol-Lynn Chambers
Term to June 30/17: TBA

Elected by Senate (2)

Term to June 30/16: Jacob Malkin
Term to June 30/17: Valerie Nielsen

BOARD OF GOVERNORS (2 voting members)

Term to Jan. 31/16: Jim Knowles
Term to Jan. 31/16: Matthew Wilson

OBSERVERS: (10 to 13 non-voting observers)

TBA	Academic Colleague
Ruban Chelladurai	Associate Vice-President (Planning, Budgeting, and Information Technology)
Alan Weedon	Vice-Provost (Academic Planning, Policy & Faculty)
John Doerksen	Vice-Provost (Academic Programs)
Julie McMullin	Vice-Provost (International)
Jana Luker	Associate Vice-President (Student Experience)
Lori Gribbon	Director, Undergraduate Recruitment and Admissions, Office of the Registrar
Mark Blagrave	Dean, Faculty of Arts and Humanities, Huron College
Alison Hearn	President, UWO Faculty Association (UWOFA)
Courtney Waugh	UWOFA-Librarians/Archivists (LA) Representative
Jack Litchfield	President, University Students' Council (USC)
Graham O'Neill	President, Master of Business Admin. Assoc. (MBAA)
Kevin Godbout	President, Society of Graduate Students (SOGS)
Jiro Inoue	President of PAW
	Academic Dean(s) of Affiliated University Colleges who are not currently in elected positions on Senate. <i>(Up to three, one each from Brescia, Huron and King's)</i>

TOTAL: 103 Senators (102 voting members) plus 10-13 official observers

Last updated: April 2, 2015

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

School of Graduate and Postdoctoral Studies and the Department of Statistical and Actuarial Science, Faculty of Science: Proposed 3+1+1 and 3+1 Agreement with Four Chinese Universities

Policy Revision: Drop Dates for Summer Courses

Policy Revision: Registration and Progression in Three-Year, Four-Year and Honors Program - Undeclared Status

Policy Revision: Revision to the International Applicants' Admission Requirements

New Scholarships and Awards

Revisions to the Regulations of the SCAPA Subcommittee on Teaching Awards (SUTA)

1. **School of Graduate and Postdoctoral Studies and Department of Statistical and Actuarial Science, Faculty of Science: Proposed Academic Partnership (3+1+1 and 3+1) Agreement with Four Chinese Universities**

Recommended: That an academic partnership (3+1+1 and 3+1) agreement between the School of Graduate and Postdoctoral Studies, the Department of Statistical and Actuarial Science and

- South China University of Technology (SCUT), Guangzhou, Guangdong
- Shandong University (SDU), Jinan, Shandong
- Southwestern University of Finance and Economics (SWUFE), Chengdu, Sichuan
- Sichuan University (SCU), Chengdu, Sichuan

be introduced effective May 1, 2015.

Background

The template of the proposed agreement with all four Chinese partners is attached as [Appendix 1](#).

The agreement will allow qualified students to complete their 4th year of studies at Western as Visiting students, in the Department of Statistical and Actuarial Sciences and receive conditional offer of admission into the MSc program offered in the Department. Admission to the MSc program is conditional of the achievement of at least 80%, with no grade below 70%, in the credits earned in Year 4 at Western, and meeting the English language proficiency requirements as stipulated. A maximum of five qualified students will be accepted under the 3+1+1 agreement from each university.

The agreement will also allow a maximum of five qualified students from each university to complete their 4th year of studies at Western as Visiting students, without getting a conditional offer of admission into the MSc program.

2. **Policy Revisions:**

2a **Drop Dates for Summer Courses**

Recommended: That effective September 1, 2015 the policy on "Adding and Dropping Courses" be revised as shown in [Appendix 2](#)

Background

On April 13, 2012, Senate approved extended deadlines for dropping half courses offered during the Fall/Winter session: <http://www.uwo.ca/univsec/senate/minutes/2012/r1204scapa.pdf> The change

extended the deadline for dropping a half course without academic penalty in the Fall/Winter session by three weeks.

The proposed change to this policy will bring the drop dates of all Summer courses in-line with those imposed during the Fall/Winter session. A comparison chart of proposed drop dates for Summer courses is attached as [Appendix 3](#) for information.

2b **Registration and Progression in Three-Year, Four-Year and Honors Programs – Undeclared Status**

Recommended: That the “Undeclared Status” policy be revised effective September 1, 2015 (for September 1, 2016 admissions) as shown in [Appendix 4](#); and

That students who are currently registered in Year 1 or in “Undeclared (Year Three)” will be able to remain as such until September 1, 2020; and

That students can only enter as “Undeclared (Four Year)” during the registration period for the 2016-17 academic year.

Background:

Traditionally, Western initially admits students into an “Undeclared (Three Year)” plan. The proposed changes shown in [Appendix 4](#) are intended to bring the policy in line with the current admission practice, as the majority of students are now planning to complete a four-year degree. Admissions into an “Undeclared (Four Year)” plan will be less confusing for students and parents. It will also streamline correspondence with RESP providers, as Western will not need to change the length of the program for most students from a three year degree to a four year degree after the completion of their first year.

FOR INFORMATION

3. **Policy Revisions: Revision to the International Applicants’ Admission Requirements Policy**

The International Applicants’ Admission Requirements policy was revised to delete references to the maximum number of spaces that are available for qualified international students. Senate approved Western’s new Strategic Plan which included the new targets for international admission levels. Minor editorial amendments were also made to delete reference to earlier versions of the policy.

The revised policy is attached as [Appendix 5](#).

4. **New Scholarships and Awards**

SCAPA approved on behalf of the Senate, the Terms of Reference for the new scholarships and awards shown in [Appendix 6](#) for recommendation to the Board of Governors through the Vice-Chancellor.

5. **Revisions to the Regulations of the SCAPA Subcommittee on Teaching Awards (SUTA)**

SCAPA approved minor editorial changes to the SUTA regulations as shown in [Appendix 7](#).

LETTER OF AGREEMENT

BETWEEN

**XXX University
AND**

THE UNIVERSITY OF WESTERN ONTARIO

WHEREAS XXX University (“XXX”), City, China and The University of Western Ontario (“Western”), London, Ontario, Canada, wish to enter into an agreement that will allow qualified XXX junior students from its School of Mathematics, to complete their fourth year of studies in the Department of Statistical and Actuarial Sciences at Western as Visiting Students through a Letter of Permission from their home University and receive a conditional offer of admission to Western’s Masters of Science (MSc) Program in Statistics in the fields of Actuarial Science (AS), Financial Modelling (FM), and Statistics (ST) plus collaborative program Biostatistics (BI), in accordance with the provisions set out herein;

THEREFORE, the Universities agree as follows:

1. XXX students who have successfully completed three years of study in one of the School of Mathematics programs at XXX are eligible to apply for registration in Year 4 courses of one of the areas of concentration as outlined in the attached appendices offered by The Department of Statistical and Actuarial Sciences at Western provided that the students meet the following requirements:
 - (a) achievement of an average of 80% (GPA 3.3/4.0 or A-) or greater in their first three years of study at XXX
 - (b) completion of the Years 1, 2, and 3 requirements set out in the appendices
 - (c) achievement of an average of at least 80% (GPA 3.3/4.0 or A-) in all Mathematics and Statistics courses taken in the first three years of study at XXX, and
 - (d) satisfactory evidence of proficiency in English as set out in section 6 below.
2. If either University requires changes to the Years 1, 2 and 3 requirements set out in the appendices during the term of this Agreement, it will notify the other University. Any changes must be agreed to in writing by both Universities. In the event that the Universities are unable to agree, Western has no further obligation to accept students under this Agreement.
3. XXX will forward a list of applicants to Western before March 31st. Western will determine who will be accepted for registration. Western will accept a maximum of five qualified students annually provided that all applicants meet the aforementioned requirements.

4. Credits earned by the students registered in Year 4 courses will be transferable to XXX towards their Bachelor's degree at XXX.

5. Students who have been accepted for registration into Year 4 courses under this Agreement will receive a conditional offer of admission to Western's Masters of Science Program in Statistics with an area of concentration corresponding to Year 4 as outlined in the appendices A, B and C. Admission to the Master of Science Program is conditional on the following:

- (a) successful completion of a Bachelor's degree at XXX after completion of Year 4 courses, and
- (b) achievement of an average of at least 80%, with no grade below 70%, in the credits earned in Year 4 at Western, and
- (c) satisfaction of the English requirement listed in item 6 below.

6. Students applying for registration in Year 4 courses whose first language is not English must furnish evidence to Western of their proficiency in the use of the English language by a satisfactory achievement within two years of the student's application to Year 4 in one of the following:

- (a) The Test of English as a Foreign Language www.toefl.org (TOEFL). The minimum acceptable score is 86, with no individual score below 20 for the internet based version; or 550 for the paper and pencil version.
- (b) The International English Language Testing Service www.ielts.org (IELTS) of the British Council. The minimum acceptable overall score is 6.5 out of 9 with no individual section less than 6.0.
- (c) The Michigan English Language Assessment Battery www.lsa.umich.edu/eli/melab.htm (MELAB) of the University of Michigan. Students must have at least 80 on each of the sections and an overall score of at least 85.
- (d) The Canadian Academic English Language Assessment www.cael.ca (CAEL Assessment). The minimum acceptable score is an overall score of 60.

This requirement may be waived for the student's year 4 study at the discretion of the Chair of the Department of Statistical and Actuarial Sciences at Western on the basis of a student's successful interview with the Chair or a designated faculty member from the Department of Statistical and Actuarial Sciences.

7. XXX and Western will jointly determine which courses Year 4 students must take in order to satisfy the degree requirements set out by XXX. The agreed courses as of the date of this Agreement are set out in the appendices. If either University requires changes to those courses during the term of this Agreement, it will notify the other University. Any changes must be agreed to in writing by both Universities. Additional areas of concentration offered by the Department of Statistical and Actuarial Sciences can be added by mutual agreement between the School of Mathematics (XXX) and The

Department of Statistical and Actuarial Sciences (Western) with the addition of corresponding appendices. In the event that the Universities are unable to agree on any proposed changes to the courses set out in the appendices, or to additional areas of concentration, Western has no further obligation to accept students under this Agreement.

8. Students accepted into Year 4 courses under this Agreement will not be permitted to apply for transfers to other Western undergraduate programs. Should a student wish to transfer he/she must return to China and apply to the other program in accordance with the regulations of Western.

9. A conditional offer of admission to the Masters of Science program at Western will be withdrawn if the student is not awarded a Bachelor's degree from XXX upon completion of Year 4 courses at Western, or if a student fails to meet the requirements listed in item 5 above. There will be no opportunity to repeat courses for the purpose of upgrading.

10. Western will send XXX official transcripts for all students completing Year 4 courses before June 1 of each year.

11. Students enrolled in the Masters of Science program must successfully complete the courses and degree requirements prescribed by Western.

12. While enrolled at Western, XXX students must pay the full international tuition fees, including ancillary fees, as determined by Western from time to time. Western will provide XXX with information about applicable fees.

13. A non-refundable fee of \$200 (Cdn.) will be levied from each student to cover the registration process in Year 4 courses and the MSc conditional offer. This fee is in addition to the prescribed tuition and ancillary fees.

14. The students entering into the graduate program under this Agreement will be automatically considered as regular graduate applicants. If a student is admitted as a regular MSc student, he/she will receive international graduate student financial support from the program. The Department of Statistical and Actuarial Sciences at Western will offer financial support of \$7,000 (Cdn.)/student to the top 20% of the other 3+1+1 students accepted into the graduate program, and \$4,000 (Cdn.) to the rest of the 3+1+1 students accepted into the graduate program under this Agreement.

15. Students are responsible for their own expenses during their study at Western, including health insurance, transportation costs, accommodation, and living expenses. Students are required to enroll in the University Health Insurance Plan (UHIP). Western will provide XXX with information about these expenses.

16. Students may apply for on-campus residence accommodation or may live off campus. Western will provide information on how to apply for on-campus accommodation and information on off-campus housing alternatives.

17. XXX students who are accepted for registration under the arrangements of this agreement at Western must demonstrate to Citizenship and Immigration Canada that they are eligible to study in Canada and that they have sufficient financial resources to complete two years of study at Western.

18. Western may register 3+1 Visiting Students through a Letter of Permission from their home university under the conditions specified in this agreement. The 3+1 students will study at Western for their 4th year, but will not be part of the 3+1+1 program; that is, they will not be issued conditional offers of admission to the MSc program. Western will accept a maximum of five qualified 3+1 students annually provided that all applicants meet the aforementioned requirements.

19. This Agreement shall commence on June 1, 2015 and shall continue in force until May 31, 2020.

20. Issues not reflected in this Agreement may be dealt with through subsequent negotiations between the two Universities. This Agreement may be extended, amended, or terminated by the written consent of both Universities. Either University may terminate this Agreement prior to the termination date set out in section 18, upon 6 months' written notice to the other University, provided that any such notice of termination shall not affect students who are currently enrolled in Year 4 or in the MSc program as of the date of such notice.

21. Each University will appoint one or more Coordinators who will be responsible for the administration of this Agreement.

IN WITNESS WHEREOF the Universities have signed this Agreement by the hands of their authorized signing officers.

SOUTH CHINA UNIVERSITY OF TECHNOLOGY

Prof.
Vice President

Date: _____

Prof.
Dean, School of Sciences

Date: _____

THE UNIVERSITY OF WESTERN ONTARIO

_____ Date: _____
Linda Miller
Vice-Provost, School of Graduate and Postdoctoral Studies

_____ Date: _____
Janice Deakin
Provost and Vice-President Academic

_____ Date: _____
Irene Birrell
University Secretary

APPENDIX A
To Agreement between
The University of Western Ontario (Western)
and
XXX

Requirements – Area of Concentration: Actuarial Science

Years 1, 2, and 3:

- Calculus
- Linear Algebra
- Probability
- Statistics
- Additional required courses for the first three years of the undergraduate degree
- Additional elective courses for the first three years of the undergraduate degree

Year 4:

- Terms 1 and 2: 10 half courses, including
 - AS 2553: Interest Theory
 - AS 2555: Corporate Finance
 - SS 3859: Regression Analysis
 - SS 3657: Intermediate Probability
 - Elective
 - AS 2427: Life Contingencies I
 - AS 2557: Financial Markets and Investments
 - Elective
 - AS 3424: Loss Models I
 - SS 4861: Time Series Analysis

Course Descriptions

Years 1, 2, and 3:

1. Calculus – functions of one or more variables, inverse functions, limits, continuity, differentiation and partial differentiation, integration and multiple integration, fundamental theorem of calculus, Taylor’s series.
2. Linear Algebra – matrices and vectors; inner products, scalar and matrix multiplication and addition, matrix inversion, transposition, properties of singular matrices, vector spaces and subspaces, basis, dimension.
3. Probability – axioms of probability, conditional probability and independence, discrete and continuous random variables and their distributions, expectation, variance, normal and standard normal random variables, gamma random variables, central limit theorem.
4. Statistics – point and interval estimation, hypothesis testing for the mean of one and two samples, p-values.

Year 4:

1. AS 2553: Mathematics of Finance
Time value of money, accumulation and discount functions, effective rates of interest and discount and present values, as applied to annuities and other financial products, and/or applications including loan repayment schedules and methods.
2. AS 2427: Life Contingencies I
Models for the time until death, single life annuity and life insurance present values and their probability distributions.
3. AS 2555: Corporate Finance
Bond and stock pricing, financial market overview, inflation and interest rates, risk and return, discounted cashflow and project analysis, capital budgeting, cost of capital, market efficiency, corporate financing.
4. AS 2557: Financial Markets and Investments
Basic securities, financial market conventions, swaps, arbitrage pricing and hedging of forwards/futures, equity options, bonds, theories of the term structure, factors affecting option prices, arbitrage relations of calls and puts, trading strategies involving options, binomial model for stock prices, option pricing by replication under the binomial model.
5. SS 3859: Regression Analysis
Multiple linear regression, Gauss-Markov theorem, Cochran's theorem, Craig's theorem, stepwise regression, polynomial regression, use of indicator variables, and regression diagnostics.
6. SS 3657: Intermediate Probability
A continuation of the study of multivariate probability and stochastic processes. This course builds on the background developed in earlier courses, and focuses on the more advanced aspects of multivariate probability, namely transformations where the domain of random variables must be carefully considered.
7. AS 3424: Loss Models I
Selection, calibration, validation, and application of frequency and severity models for insured losses.
8. SS 4861: Time Series Analysis
ARIMA models, seasonality, dynamic regression, model building using an interactive computer package, forecasting, intervention analysis, control, applications in econometrics, business, and other areas.

APPENDIX B
to Agreement between
The University of Western Ontario (Western)
and
XXX

Requirements – Areas of Concentration: Statistics and Biostatistics Collaborative Program

Years 1, 2, and 3:

- Calculus
- Linear Algebra
- Probability
- Statistics
- Additional required courses for the first three years of the undergraduate degree
- Additional elective courses for the first three years of the undergraduate degree

Year 4:

- Terms 1 and 2: 10 half courses, including
 - SS 4846: Experimental Design
 - SS 3859: Regression Analysis
 - SS 3657: Intermediate Probability
 - SS 4853: Sampling Theory and Methods
 - Elective
 - SS 3858: Mathematical Statistics
 - Elective
 - SS 3850: Data Analysis
 - SS 4861: Time Series Analysis
 - SS 2864: Statistical Programming

Course Descriptions

Years 1, 2, and 3:

1. Calculus – functions of one or more variables, inverse functions, limits, continuity, differentiation and partial differentiation, integration and multiple integration, fundamental theorem of calculus, Taylor’s series.
2. Linear Algebra – matrices and vectors; inner products, scalar and matrix multiplication and addition, matrix inversion, transposition, properties of singular matrices, vector spaces and subspaces, basis, dimension.
3. Probability – axioms of probability, conditional probability and independence, discrete and continuous random variables and their distributions, expectation, variance, normal and standard normal random variables, gamma random variables, central limit theorem.
4. Statistics – point and interval estimation, hypothesis testing for the mean of one and two samples, p-values.

Year 4:

1. SS 2864: Statistical Programming
An introduction to programming using a high level language (currently R).
2. SS 3858: Mathematical Statistics
Point estimation: sufficiency, completeness, consistency, unbiasedness, Cramer-Rao inequality, Rao-Blackwell theorem, Hypotheses tests: uniformly most powerful tests, likelihood ratio tests.
3. SS 3859: Regression Analysis
Multiple linear regression, Gauss-Markov theorem, Cochran's theorem, Craig's theorem, stepwise regression, polynomial regression, use of indicator variables, and regression diagnostics.
4. SS 3850: Data Analysis
A course in applied statistical computing using popular statistical software such as R or SAS. The primary objective of this course is to strengthen students' applied statistics skills and statistical problem solving abilities. At the end of the course they should be able to identify suitable statistical methodologies for different situations and critically evaluate the appropriateness of model assumptions.
5. SS 3657: Intermediate Probability
A continuation of the study of multivariate probability and stochastic processes. This course builds on the background developed in earlier courses, and focuses on the more advanced aspects of multivariate probability, namely transformations where the domain of random variables must be carefully considered.
6. SS 4853: Sampling Theory and Methods
Simple random sampling with and without replacement, stratification, systematic sampling, cluster and multistage clustering, ratio and regression estimation, models in surveys, survey design, estimation and analysis.
7. SS 4846: Experimental Design
Completely randomized designs, randomized complete and incomplete block designs, factorial and fractional factorial designs, latin square designs, hierarchical designs, random and fixed effect models.
8. SS 4861: Time Series Analysis
ARIMA models, seasonality, dynamic regression, model building using an interactive computer package, forecasting, intervention analysis, control, applications in econometrics, business, and other areas.

APPENDIX C
to Agreement between
The University of Western Ontario (Western)
and
XXX

Requirements – Area of Concentration: Financial Modeling

Years 1, 2, and 3:

- Calculus
- Linear Algebra
- Probability
- Statistics
- Additional required courses for the first three years of the undergraduate degree
- Additional elective courses for the first three years of the undergraduate degree

Year 4:

- Terms 1 and 2: 10 half courses, including
 - AS 2553: Interest Theory
 - AS 2555: Corporate Finance
 - SS 3859: Regression Analysis
 - SS 3657: Intermediate Probability
 - Elective
 - AS 2427: Life Contingencies I
 - AS 2557: Financial Markets and Investments
 - Elective
 - AM3815: PDE I
 - SS 4861: Time Series Analysis

Course Descriptions

Years 1, 2, and 3:

5. Calculus – functions of one or more variables, inverse functions, limits, continuity, differentiation and partial differentiation, integration and multiple integration, fundamental theorem of calculus, Taylor’s series.
6. Linear Algebra – matrices and vectors; inner products, scalar and matrix multiplication and addition, matrix inversion, transposition, properties of singular matrices, vector spaces and subspaces, basis, dimension.
7. Probability – axioms of probability, conditional probability and independence, discrete and continuous random variables and their distributions, expectation, variance, normal and standard normal random variables, gamma random variables, central limit theorem.
8. Statistics – point and interval estimation, hypothesis testing for the mean of one and two samples, p-values.

Year 4:

9. AS 2553: Mathematics of Finance
Time value of money, accumulation and discount functions, effective rates of interest and discount and present values, as applied to annuities and other financial products, and/or applications including loan repayment schedules and methods.
10. AS 2427: Life Contingencies I
Models for the time until death, single life annuity and life insurance present values and their probability distributions.
11. AS 2555: Corporate Finance
Bond and stock pricing, financial market overview, inflation and interest rates, risk and return, discounted cashflow and project analysis, capital budgeting, cost of capital, market efficiency, corporate financing.
12. AS 2557: Financial Markets and Investments
Basic securities, financial market conventions, swaps, arbitrage pricing and hedging of forwards/futures, equity options, bonds, theories of the term structure, factors affecting option prices, arbitrage relations of calls and puts, trading strategies involving options, binomial model for stock prices, option pricing by replication under the binomial model.
13. SS 3859: Regression Analysis
Multiple linear regression, Gauss-Markov theorem, Cochran's theorem, Craig's theorem, stepwise regression, polynomial regression, use of indicator variables, and regression diagnostics.
14. SS 3657: Intermediate Probability
A continuation of the study of multivariate probability and stochastic processes. This course builds on the background developed in earlier courses, and focuses on the more advanced aspects of multivariate probability, namely transformations where the domain of random variables must be carefully considered.
15. AM3815: Partial Differential Equations I
Boundary value problems for Laplace, heat, and wave equations; derivation of equations; separation of variables; Fourier series; Sturm-Liouville Theory; eigen function expansions; cylindrical and spherical problems; Legendre and Bessel functions; spherical harmonics; Fourier and Laplace transforms.
16. SS 4861: Time Series Analysis
ARIMA models, seasonality, dynamic regression, model building using an interactive computer package, forecasting, intervention analysis, control, applications in econometrics, business, and other areas.

REVISED CALENDAR COPY

http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/adddrop.pdf

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.

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 recommend them to Senate for approval in December. The list of sessional dates will be maintained on the Registrar's Office website in the Academic Calendar at

http://www.registrar.uwo.ca/general-information/features/academic_calendar
<http://www.westerncalendar.uwo.ca/>

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 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 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) or half (0.5) course	Fall/Winter	7	November 5
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
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	4 25 4 25
Full (1.0) course - 6 weeks	Intersession Summer Day	2 2	8 15 8 15
First-term and second-term half (0.5) course – 6 weeks	Summer Evening Summer Distance	5 5	4 20 4 20
First-term and second-term half (0.5) course – 3 weeks	Intersession Summer Day	2 2	4 10 4 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 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.

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: SECOND TERM FORMAT

In the Faculty of Law, the add/drop period for the January **intensive** courses is the first **two days of the January Term day of the Winter Term.** and The add/drop period for the February/March/April (FMA) courses is the first five days of the February/March/April (FMA) Term **other Winter Term courses is the first five days following the intensive period.**

Term	Course type	Class start	Last date to drop	Term ends	Days between course start and final drop date	% in the term	Drop date in the Week in the length of the course	Total classroom hours (assuming 3 hrs per week)	No of classroom hours taken at the time of droppign (assuming 3 hrs per week)	% of classroom hours taken
Fall/Winter	First-term half	4-Sep	5-Nov	3-Dec	63	69	9 (from 13)	39	24	67%
	Full course	4-Sep	30-Nov	8-Apr	88	41	12 (from 24)	72	36	50%
	Second term half	5-Jan	7-Mar	8-Apr	57	67	8 (from 12)	36	24	67%

Using the percentages established above, the dates for the summer of 2016 would be as below

PROPOSED for Summer 2016										
Term	Course type	Class start	Last date to drop (Proposed)	Term ends	Days between course start and final drop date	% in the term	Week of the Drop date from the total length of the course	Total classroom hours (assuming 3 hrs per week)	No of classroom hours taken at the time of droppign (assuming 3 hrs per week)	% of classroom hours taken
Interession	First-term half - 6 week crs	9-May	3-Jun	17-Jun	20		4 from 6	36	24	67%
	First-term half - 3 week crs	9-May	20-May	27-May	10		2 from 3	36	24	67%
	Full course	9-May	27-May	17-Jun	15		3 from 6	72	36	50%
	Second-term half - 3 week crs	30-May	10-Jun	17-Jun	10		2 from 3	36	24	67%
Summer Evening and Distance	First-term half 6 week crs	2-May	27-May	10-Jun	20		4 from 6	36	24	67%
	Full course	2-May	10-Jun	22-Jul	25		6 from 12	72	36	50%
	Second term half 6 week crs	13-Jun	8-Jul	22-Jul	20		4 from 6	36	24	67%
Summer Day	First-term half - 6 week crs	4-Jul	29-Jul	12-Aug	20		4 from 6	36	24	67%
	First-term half -3 week crs	4-Jul	15-Jul	22-Jul	10		2 from 3	36	24	67%
	Full course	4-Jul	22-Jul	12-Aug	15		3 from 6	72	36	50%
	Second-term half - 3 week crs	25-Jul	5-Aug	12-Aug	10		2 from 3	36	24	67%

REVISED CALENDAR COPY

http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/registration_progression.pdf

The first part of the policy is unchanged

Starting on Page 5:

Undeclared Status

Second-year students who are taking prerequisite course(s) for a specific module may be registered temporarily in an Undeclared Status within a Bachelor Degree (~~Three-Year~~ **Four Year**) only. This status is available only in the Faculties of Arts and Humanities, Science, Social Science and the Affiliated University Colleges. Students progressing into third year must meet the requirements to enter a module. Transfer and Readmitted students who are admitted to an Undeclared Status must consult their Faculty regarding eligibility for specific modules. It is not possible to graduate with an **Undeclared** Three-Year **or** **Four Year** Bachelor Degree.

International Applicants' Admission Requirements

INTERNATIONAL STUDENTS

~~(S.2997, S.89-14.1, S.96-238)~~

- ~~1. Up to 8% of the spaces authorized by Senate for first year students will be made available to suitably qualified applicants to first year who are neither Canadian citizens nor Permanent Residents, and half of these spaces (4% of the spaces for first year students) will be reserved for them.~~
- ~~2. Students attending the University under a formal contractual agreement with a foreign government or agency will be additional to the above figures.~~
- ~~3. The Office of the Registrar will be responsible for administering the above policy.~~

~~Note: For this regulation, international students are defined as students coming into the country on a Student Authorization.~~

GENERAL CERTIFICATE OF EDUCATION (GCE) REQUIREMENTS

~~(S.96-238, S.98-037, S.13-102b)~~

~~The following GCE requirements are effective September 1, 2013:~~

Qualifications other than those listed may be considered on an individual basis by the Office of the Registrar provided they are equivalent to the standing required for admission to the first year level at this University.

1. Applicants seeking admission on the basis of the General Certificate of Education (GCE) must submit three distinct A-Level (or four distinct AS-Level) traditional academic subjects with grades of A and/or B for admission consideration. General Paper is not acceptable. Applied Advanced Level subjects are not an ideal preparation for our programs.
2. Students who receive a 'B' grade on final GCE Advanced level exams will receive advanced standing credit for those courses approved by the appropriate faculty.
3. Specific prerequisite courses are required for admission to some faculties/programs. Pre-requisites must be presented at the Advanced or Advanced Subsidiary Level; however, some programs may consider IGCSE/GCSE/Ordinary Level results with a grade of 'B' or above to satisfy prerequisites.

Submission of five IGCSE/GCSE/Ordinary Level academic subjects or equivalent is required as reference for past academic success.

~~Prior to September 1, 2013, the following were in effect:~~

~~Qualifications other than those listed may be considered on an individual basis by the Office of the Registrar provided they are equivalent to the standing required for admission to the first year level at this University.~~

- ~~1. Applicants seeking admission to Year I of The University of Western Ontario on the basis of General Certificate of Education Examinations must submit the following minimum admission requirements or their equivalent:~~
 - ~~a) Five General Certificate of Education (GCE)\General Certificate of Secondary Education (GCSE) examinations of which two must be at the advanced level.~~
 - ~~OR~~
 - ~~b) Four General Certificate of Education (GCE)\General Certificate of Secondary Education (GCSE) examinations of which three must be at the advanced level.~~
- ~~2. General Certificate of Education Ordinary Level examinations (or equivalent) will be considered a pass if mark is an A, B, or C.~~
- ~~3. Students who receive a 'B' grade on predicted or final GCE "A" level exams will receive advanced standing credit for those courses approved by the appropriate faculty.~~

Note: Two Advanced Supplemental (AS) level exams will be considered equivalent to one GCE Advanced (A) level exam except for prerequisites. One GCSE exam will be considered equivalent to one GCE Ordinary (O) level exam.

The rest of the policy is unchanged.

New Scholarships and Awards

Mark and Andrea McQueen & Family Scholarship (Social Science, Political Science)

Awarded to a full-time undergraduate student in second, third or fourth year of an Honors Specialization, Major or Minor in Political Science, based on academic achievement (minimum 80% average) and involvement in student politics such as the University Students' Council, Board of Governors, Political Science Association or other campus political clubs. A one-page statement outlining this involvement must be submitted to the Political Science Departmental Office by September 30th. A scholarship committee within the Faculty of Social Science will select the recipient. This scholarship was established by a generous gift from Mark (BA '88, Honors Political Science) and Andrea McQueen.

Value: 1 at \$1,000

Effective Date: 2015-2016 academic year

HaakSaan Responsible Journalism Scholarship II (Faculty of Information and Media Studies, Journalism)

Awarded annually to a full-time student in the MA in Journalism program based on academic achievement. The student must demonstrate high integrity and a strong commitment to responsible journalism. A minimum 600-word story or opinion article on responsible journalism is required and must be submitted by January 15. The story must be published in a media outlet with a circulation of 50,000 readers or more. The applicant will provide proof of publication. The recipient will be selected in February of each year by the Dean of the Faculty of Information and Media Studies, in consultation with at least one member of the Journalism program who holds membership in the School of Graduate and Postdoctoral Studies. This scholarship was established by Mr. Bryan Byong-Kuon Kim in loving memory of his parents to promote and enhance social justice, peace and harmony by encouraging highly responsible journalism.

Value: 1 at \$2,500

Effective Date: May, 2014

Dorothy Monteith Graduate Scholarship in Nursing (School of Graduate and Postdoctoral Studies, Nursing)

Awarded annually to a full-time graduate student at the Masters or Doctoral level in Nursing, based on academic achievement and research merit. The scholarship committee in the Graduate Program of Nursing will select the recipient. At least one member of the committee must hold membership in the School of Graduate and Postdoctoral Studies. This scholarship was made possible by a generous estate gift from Dorothy Monteith (BScN '59).

Value: 1 at \$1,000

Effective Date: May-15

Dorothy was born in 1919 in Weyburn, Saskatchewan. She completed her BScN at Western University and then her Masters in Nursing from Columbia University, New York. Her notable surgical nursing career included time in Guelph, Chicago and Sudbury. She continued her career in various leadership capacities with the Ontario Ministry of Health in Toronto. Dorothy passed away in 2011 at age 92.

Don Lang HBA Scholarship in Entrepreneurship (Richard Ivey School of Business)

Awarded annually to a full-time HBA student accepted into the Certificate in Entrepreneurship program at the Richard Ivey School of Business, based on academic achievement, demonstrated leadership skills, and personification of the spirit, passion and drive necessary to become a successful entrepreneur. A shortlist of potential recipients will be determined by the Director of the Pierre L. Morrissette Institute for Entrepreneurship based on applications to the Certificate in Entrepreneurship, with final selection of the recipient made by the HBA Scholarship Review Committee. This scholarship was established with Foundation Western by a generous gift from Donald Lang, HBA '80.

Value: 1 at \$10,000

Effective Date: 2015-2016 academic year

Marni Wieshofer Mustang Women's Volleyball Award (Any Undergraduate Program including Affiliated University Colleges, Athletic Award[Volleyball])

Awarded annually to a full-time undergraduate female student in any year of any degree program at Western, including the Affiliated University Colleges, who is making a significant contribution as a member of the Mustang Women's Volleyball Team. As per OUA and CIS regulations, an entering student athlete must have a minimum admission average of 80% and a non-entering student must have an in-course average of 70%. Candidates must be in compliance with current OUA and CIS regulations. The Western Athletic Financial Awards Committee will select the recipient. This committee will base its decision on the student's academic performance/potential (20%) and the written recommendations from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20% respectively). This award was established by Mrs. Marni Wieshofer (BA'84).

Value: 1 at \$4,000 and 1 at \$1,000

Effective: 2015-2016 to 2017-2018 academic years (with value to be reviewed after this)

FUNDED BY OPERATING

Music Entrance Scholarship of Merit (Don Wright Faculty of Music)

Awarded to full-time students entering the first year of undergraduate studies in the Don Wright Faculty of Music, based on a combination of performance audition and academic excellence.

Those students selected to receive a Music Entrance Scholarship of Merit will be notified directly by the Don Wright Faculty of Music. To retain this scholarship offer, students must accept their offer of admission to the Don Wright Faculty of Music by the response deadline on their offer of admission, meet all of their admissions conditions, and remain registered as a student in the Don Wright Faculty of Music as of November 1 with at least 2.0 courses offered by the Don Wright Faculty of Music. Note: With the exception of National Scholarships the Music Entrance Scholarship of Merit is offered in addition to Western's Admissions Scholarships.

Value: Value and number to be determined by the Don Wright Faculty of Music.

Effective Date: 2015-2016 to 2016-2017 academic years inclusive (value to be reviewed thereafter)

Western International Continuing Scholarship

Awarded to an outstanding international student entering year one studies at Western from secondary school (or equivalent). International students studying in Canada or abroad can be considered. Candidates must have a very strong academic record (minimum 90% or equivalent) and, as well, demonstrate broad interests and leadership qualities through participation in school and/or community activities. The Office of the Registrar will select the recipient. To retain the scholarship, students must maintain a yearly average of at least 80% with a full course load.

Value: \$20,000 (\$5,000 per year for four years)

Effective Date: 2015-2016 academic year

THE UNIVERSITY OF WESTERN ONTARIO TEACHING AWARDS

A. **A List of the Annual Awards for Excellence in Teaching**

Up to 6 awards may be made annually. If in any year there are no recipients of the Marilyn Robinson Award, up to 5 awards may be made.

1. **The Edward G. Pleva Award for Excellence in Teaching**

All continuing members of full-time* faculty who are either Limited Term or tenured at the University and its Affiliated University Colleges are eligible for nomination. Previous recipients of this award are ineligible for renomination.

Award recipient(s) will receive a medal and commemorative scroll which normally will be presented at the appropriate Spring Convocation. In addition, his/her name will be inscribed on a plaque which will be displayed in a prominent location in the University.

The University Awards for Excellence in Teaching were created in 1980-81. In 1987, the awards were named in honor of Edward Gustav Pleva, Western's first geography teacher in 1938. Dr. Pleva was Head of the Department of Geography from the time it was established in 1948 until 1968. He has received a number of teaching awards for his contribution to the development of modern geographical education in Canada at all levels. His special area of interest is the Great Lakes region.

Dr. Pleva has acknowledged that, "Teaching has always been central to my career. My only claim to recognition rests in the relationship I have with the thousands of geography students in the classes I taught. I appreciate the many awards, including the Massey Medal, I have received as a teacher. In my opinion teaching is one of the highest callings."

* For the purposes of this award, Clinical Academics appointed under *Conditions of Appointment: Physicians Appointed in Clinical Departments and Clinical Divisions of Basic Science Departments* are eligible for nomination.

2. **The Angela Armit Award for Excellence in Teaching by Part-Time Faculty**

The award for excellence in teaching by part-time faculty was established at Western in 1989-90. It is to be awarded based on evidence of continued outstanding contributions to the academic development of students.

All part-time* members of faculty of the University and its Affiliated University Colleges are eligible for nomination for the award. Previous recipients of the award are ineligible for renomination.

Award recipient(s) will receive a medal and commemorative scroll which normally will be presented during the appropriate Spring Convocation. In addition, his/her name will be inscribed on a plaque which will be displayed in a prominent location in the University.

In 2003, the award was renamed in honor of Angela Mary Armit (BA'36, MA'67, LLD'87), a champion of life-long learning, and Western's first Dean of the Faculty of Part-Time and Continuing Education. In addition to her honorary degree from Western in 1987, York University had conferred a Doctor of Laws upon her in 1975 as "one of education's best ambassadors." A much-loved administrator, she was dedicated to helping others achieve their university degrees and she travelled to the many extension centres where adult students were able to work towards a university degree on a part-time basis. She described herself as, "the first travelling saleswoman extolling the virtues of a degree from Western."

* For the purposes of this award, a part-time faculty member is one who held an academic appointment to teach at least one full (1.0 or equivalent) degree-credit course offered by Western or an Affiliated University College during the fiscal year (May 1 through April 30) preceding nomination, and was not a regular full-time faculty member, visiting faculty member, or graduate teaching assistant during the fiscal year (May 1 – Through April 30) preceding nomination. Previous recipients of this award are ineligible for renomination.

3. **The Marilyn Robinson Award for Excellence in Teaching**

In 1996-97, the award for excellence in teaching was established at Western to be awarded based on evidence of outstanding contributions in the area of classroom, laboratory, or clinical instruction.

All continuing members of full-time faculty who are either Limited Term or Probationary at the University and its Affiliated University Colleges and who usually have seven years or less of full-time university teaching experience at the time of their nomination are eligible for nomination for the award. Previous recipients of this award are ineligible for renomination.

Award recipient(s) will receive a commemorative scroll which normally will be presented at the appropriate Spring Convocation. Also, at the appropriate faculty's award ceremonies, the award recipient will be presented with an item that is emblematic of Marilyn's love for beauty and life: a framed reproduction of an artist such as Georgia O'Keefe or Claude Monet, to be selected by the recipient in consultation with the Teaching Support Centre. In addition, the award recipient's name will be inscribed on a plaque which will be displayed in a prominent location in the University.

Marilyn Robinson was an enthusiastic and inspirational lecturer who was much loved and respected by both colleagues and students. In her roles as Assistant Professor in Physiology and Coordinator of the Educational Development Office, she helped raise the profile of teaching at UWO. One special gift was an ability to establish a rapport with students: she was always available for students, and each was dealt with warmly and compassionately, whether it was to discuss an academic or a personal problem. Through interaction with many colleagues she became captivated with the idea of exciting students by means of active learning and problem solving, and convinced many throughout the University of the benefits of this approach. Her expertise was recognized with many teaching awards including the 3M Teaching Fellowship and the Excellence in Teaching Award (Pleva).

B. **The Awards Committee (SUTA)**

A subcommittee of the Senate Committee on Academic Policy and Awards (SCAPA), the Subcommittee on Teaching Awards (SUTA), will consider the nominations. Wherever possible, SUTA seeks a consensus regarding the awards on the basis of the materials contained in dossiers submitted to the University Secretariat. The members of the Subcommittee are willing to provide informal advice on the preparation of dossiers.

C. **Nomination Procedure**

Nominations may be initiated by an individual or group, including students, alumni, fellow faculty members, Deans, and department Chairs. However, all nominations should be submitted by two primary nominators through the Dean of the nominee's Faculty or School, or Principal of the nominee's Affiliated University College. The Dean or Principal is ultimately responsible for the compiling of the nomination dossier and for forwarding the original and an electronic copy to the University Secretariat no later than January 15, and also for advising nominators about the confidentiality of information in the nominee's academic file. Regardless of who initiates the nomination, consultation with other relevant parties, including the Faculty's or department's

Awards Committee, is strongly advised.

Each candidate will be given the opportunity to decline to let his or her name stand. Willing candidates must also give permission to those preparing their dossiers to examine data contained in their academic files and should be given the opportunity to attest to the completeness of the dossier prepared for viewing by the nominators .

Each candidate's dossier should contain two official letters of nomination. The nominators should be familiar with the candidate and the contents of the dossier.

Nominators are responsible for advising people who will be forwarding letters of support that their letters will be available for public view if permission is given by a winning candidate to the University Secretariat to show the dossier in both the Secretariat and Western Archives.

All original nomination dossiers must include a consent form signed and dated by the nominee containing the following statements:

1) I hereby agree to let my name stand for consideration by the Subcommittee on Teaching awards (SUTA) for the Angela Armit/Edward G. Pleva/Marilyn Robinson (select one) award.

2) I hereby attest to the completeness of the dossier prepared on my behalf for viewing by SUTA.

3) I do/do not (select one) grant permission for the release of my dossier for general viewing in Western Archives and in the University Secretariat, should I be selected as a recipient of the award.

D. **Format for Nominations**

The nomination dossier) shall be submitted in a binder, subdivided into (up to) eight sections as listed below. As a guideline, SUTA suggests the use of a font size between 10 and 12. An electronic copy of the completed nomination dossier, compiled into one single PDF file must be submitted to the University Secretariat by the deadline.

Contingent upon receiving statements to permit public viewing, the original dossiers of the selected candidates will be ~~retained in the University Secretariat for two years and then they will be~~ forwarded to Western Archives for full or selective retention. **Dossiers of successful candidates from the previous three years can also be accessed electronically by submitting a request for access to the University Secretariat's Office.** Dossiers of the unsuccessful candidates will be returned to the Dean's Office of the nominee after the completion of the selection process.

For items 5 to 8 below, only the first 10 pages will be considered by SUTA. Material in excess of the 10 pages will be removed from the dossier and returned to the primary nominator.

1. **Letters from Primary Nominators:**

Separate letters from two primary nominators will initiate the dossier. In the past, such nominators have taken a leading role in the compiling of the dossier. The pertinent criteria listed in Section E (~~below~~) should be addressed.

Note: Letters from nominators, peers, colleagues and students should clearly identify the nominee's particular contributions in the factors to be considered. It is not necessary for a nominee to make equal contributions to all 12 criteria, but outstanding performance in at least four criteria is desirable.

2. **Letter from the Dean:**

If the Dean is not one of the primary nominators, he or she may wish to endorse the nomination by way of a supporting letter.

3. **Curriculum vitae of the nominee (not to exceed five pages):**
This is essential to enable the Subcommittee to consider the nominee properly. SUTA recommends that the number of articles be summarized but not listed. Research papers with students as co-authors should be highlighted.
4. **A Brief Statement (not to exceed 500 words) by the Nominee on his/her Teaching Philosophy**
This statement should outline the candidate's philosophy of the nature and purpose of teaching.
5. **Letters from Peers and Colleagues (not to exceed ten pages in total):**
Such letters can provide valuable information about commitment to teaching, academic standards and general reputation among colleagues and students. **Up to six** letters may be included.
6. **Letters from students (not to exceed ten pages in total):**
Thoughtful letters from present and former students are helpful; in particular, letters from former students who can look back on their entire university career and assess the nominee in a broad context, are especially valuable. Student "petitions" of the type hung up in a department office or a laboratory for everyone to sign are, at best, supporting material. **Up to six** letters in total from both graduate and undergraduate students may be supplied.
7. **Release Statement for Public Viewing:**
~~The successful nominee may grant permission to release his/her dossier for public viewing.~~ The nominator(s) will determine which letters of support from peers, from colleagues and from students will be included in the dossier.

The successful nominee may grant permission to release his/her dossier for public viewing. At the bottom of each letter – including the letters from the primary nominators and from the Dean - the following statement should be included with “do” or “do not” clearly indicated:

I do/do not grant permission for my letter to be included in the dossier if the nominee agrees to release the dossier for general viewing in the Western Archives and University Secretariat.

The nominators are responsible to ensure that this statement is clearly shown in all letters included in the candidate's dossier.
8. **Teaching evaluations (not to exceed ten pages in total):**
The Subcommittee finds it very helpful to have the results of evaluations by students. However, raw computer output from teacher or course evaluations should not be included but rather summaries of results should be provided. The task of assessing teacher evaluations from across the University is difficult under the best of circumstances and the more guidance the nominators can provide the better. Clarification must be provided as to: what type of activity is being evaluated - whether it is a lecture, seminar or clinic; the number of hours for which the nominee was responsible; the class size, year, and number of students. It would also be very helpful to know how the nominee's evaluations compare with those of his or her colleagues in the department or faculty.
9. **Teaching materials (not to exceed ten pages in total):**
Do not include copies of teaching materials but rather assessments of course and teaching materials.

The material submitted to the Subcommittee should relate directly to the current nomination. Promotion and tenure letters or newspaper clippings relating to other awards or relaying rather unfocussed opinions are unacceptable. Letters dealing specifically with teaching in a broad context are more useful than letters relating to the nominee's standing in the profession or to other matters. The Committee strongly

suggests that letters of support be solicited by the nominators rather than by the nominee.

E. **The 12 Factors to be Considered by SUTA**

Twelve criteria are listed below with explanatory notes which have been added by SUTA. The Subcommittee gratefully acknowledges its indebtedness to the Ontario Confederation of University Faculty Associations and 3M for assistance provided by their Guidelines for Teaching Awards.

While these 12 factors will be considered for all nominees, the committee recognizes that nominees for either the Angela Armitt or Marilyn Robinson Award, may not have yet made contributions to all twelve criteria.

1. **Teaching Philosophy:**

The nominee's brief statement on his/her vision of the nature and purpose of teaching is one of the most important factors for SUTA.

2. **Instruction:**

A) *Classroom teaching:*

This is obviously more than just "lecturing"; it covers all activities involving the teacher in all types of "classrooms" including undergraduate and graduate tutorials, seminars and laboratories.

B) *Clinical teaching:*

Instruction of students in dynamic, professional practice situations where the content of the teaching-learning interaction is the client whose physical, emotional, social and/or intellectual well-being, is (are) directly affected by the actions of the student.

3. **Academic counselling, tutoring and mentoring of students:**

SUTA regards this item as one of the most important considerations, even though it is difficult to describe and even harder to evaluate. The most compelling evidence of the quality of interactions outside the classroom often comes from student letters. It also involves items on questionnaires regarding availability, readiness to answer questions, concern for student progress, informal conversations, and the like.

4. **Graduate student and thesis supervision:**

In departments where graduate programs exist, SUTA regards evidence of excellence in this area as important in a nomination. The evidence often takes the form of letters from present or former graduate students or colleagues.

5. **Course design:**

This might include innovative course structures beyond the simple format of a lecture or seminar.

6. **Curriculum development:**

This is a longer term process than course design. It involves an ability to recognize a need (either for new subjects or for revisions of existing subjects) and the ability to integrate its parts into a workable and acceptable sequence of courses or study units.

7. **Educational materials development:**

The materials should arise out of a recognized need in the teachers' own disciplines and might include audio-visual materials, software, slides, films, handouts, or lab manuals.

It is helpful if the nominators identify what is unique and exceptional about the course materials included and help SUTA members locate those elements that are noteworthy. This might include highlights of course materials or better, include excerpts with an explanation. For example, a textbook in chemistry that encourages students to be more self-directed might include a sample from the text and explain in what way students

would learn more effectively using this text.

8. **Instructional development:**
This includes any activities intended to assist other faculty members to improve their teaching, such as participation in workshops and consulting with individuals, groups, or curriculum committees.
9. **Research and/or Publications on University teaching.**
10. **Development of innovative teaching methods.**
11. **Educational planning and policy-making.**
12. **Educational outreach at the local, provincial or national level.**

While it is not necessary for a nominee to make equal contributions to all 12 criteria, outstanding performance in at least four criteria is desirable.

Revised: ~~February 2014~~ **March 2015**

This file is on the web: <http://www.uwo.ca/univsec/pdf/senate/sutaregs.pdf>

REPORT OF THE UNIVERSITY RESEARCH BOARD

(URB)

Bone and Joint Institute (BJI)

Revisions to MAPP 7.12 – Procedures for the Use of Animals in Research, Testing and Teaching

FOR APPROVAL

1. **Bone and Joint Institute (BJI)**

Recommended: That Senate approve and recommend to the Board of Governors the establishment of the Bone and Joint Institute for a five-year term effective May 1, 2015.

Attached as **Appendix 1** is the Executive Summary for the Bone and Joint Institute and other supportive documentation.

FOR INFORMATION

2. **Revisions to MAPP 7.12 – Procedures for the Use of Animals in Research, Testing and Teaching**

See **Appendix 2**.

Bone and Joint Institute (BJI)
for
Research and Innovation in Musculoskeletal Health



Prepared by: *Dr. David Holdsworth and colleagues*
on behalf of over 70 Western researchers

Submitted by the:
Faculty of Engineering
Faculty of Health Sciences
Faculty of Science
Faculty of Social Science
Schulich School of Medicine & Dentistry

WESTERN UNIVERSITY, LONDON, CANADA

25 March 2015

Healthy bones and joints enable healthy living. Bone and joint disorders are the leading cause of disability in Canada. Collective action to advance innovation in bone and joint health is a national imperative. Western currently has a ‘critical mass’ of outstanding investigators and clinicians in musculoskeletal health, poised to achieve international impact through transdisciplinary research and applied innovation. Our team consists of more than 70 researchers in 5 Faculties, working with the Lawson Health Research Institute, London Health Sciences Centre, St. Joseph’s Health Care and Ivey International Centre for Health Innovation, as well as industry and community partners. This productive group of researchers is supported by external funding exceeding \$40M in multi-year external operating grants and \$17M in CFI infrastructure awards.

Building on the success of the *Interdisciplinary Development Initiative (IDI) in Bone and Joint Health* (2011-14), we have set our future vision and direction: maintain cohesion, growth and excellence in the area of musculoskeletal health and to take this group to international prominence. The next essential step is to be supported by a formalized structure at Western, thus we propose to establish the *Bone and Joint Institute (BJI)* at Western University. Our vision is “lifelong mobility”; our mission is “to lead in transdisciplinary research, innovation and education in musculoskeletal health”.

The *Bone and Joint Institute* will focus on the following academic priorities:

- ***Excellence in innovation*** – Our discoveries will lead to novel and creative patient-centred preventive, rehabilitative, medical and surgical therapies, and medical and assistive devices for widespread bone and joint diseases. We will emphasize innovative health care strategies and the development and transfer of intellectual property to private sector partners, with the goal of developing thriving industries and associated economic benefits.
- ***Collaboration*** – Transdisciplinary breakthroughs depend on the cohesive integration of skilled researchers in basic, applied and clinical sciences and working together in a team-based environment. This “*Molecule to Community*” approach will continue to be fundamental.
- ***Education*** – A core principle is commitment to undergraduate, graduate, postdoctoral and clinical education, with an emphasis on research skills, leadership, mentorship and ethics. As an Institute, our transdisciplinary collaborative training program will continue to produce the next generation of research leaders in musculoskeletal health and related fields.
- ***Knowledge translation*** – We emphasize translation of innovative discoveries, efficiently moving new knowledge from the laboratory to the community, marketplace and clinic. A focus will be research with the potential to guide policy related to bone and joint health care.

Support from the University and partners will enable the *Bone and Joint Institute* to provide outstanding administrative and logistical services for the following specific functions: promotion of transdisciplinary collaborative research; research training; the preparation of applications for major funding; fostering of outreach, partnerships, globalization and knowledge translation; internal and external communications; and performance evaluation.

Operations and governance will involve major stakeholders in musculoskeletal research in London. The base of administrative operations will be the *Dr. Sandy Kirkley Centre for Musculoskeletal Research*, within the Lindros Legacy Research Tower of the London Health Sciences Centre.

Justification: Western is committed to advancing collaborative, transdisciplinary research required to address complex issues of societal importance. By enabling collaboration among five Faculties, the Institute will allow Western investigators to tackle critical issues in musculoskeletal health research and innovation. The Institute aligns with the Strategic Research Plans of participating Faculties, and synergizes with and builds on other Signature Areas at Western, such as Imaging and Materials & Biomaterials.

Although existing research collaborations among our investigators are strong, their full potential has yet to be realized. We are now poised to leverage investments in musculoskeletal health research to increase our impact on basic and applied science, clinical practice, the health care system, and the Canadian economy. Establishment of the BJI will allow us to launch and sustain initiatives required to translate our research breakthroughs into health, economic and societal impact.

Relationship to complementary initiatives: Musculoskeletal health was recognized by Western as an area of strength with the award of an *IDI in Bone and Joint Health* from 2011-14. The IDI was highly successful and the BJI will sustain and build on its achievements. In parallel to this application for the BJI, we have been awarded the *Cluster of Research Excellence in Musculoskeletal Health*. These two initiatives are complementary; however, there is no budgetary overlap between the two proposals. Moreover, the Institute will provide continuity and sustain programs launched by the IDI (ended in 2014) and the Cluster (which has a 5-year term).

Contributions to the University's mission: The research and education enabled by the proposed BJI aligns directly with the University's strategic objective to maintain and enhance Western's stature as a leading Canadian research-intensive University "through strategic investment in areas of established and emerging research strength."

The goals articulated in the University's strategic research plan are fully exemplified by the proposed Institute, which will facilitate transdisciplinary, collaborative research and knowledge translation; leverage sustained investments in people, facilities, trainees and partnerships; and promote accountability and globalization in research, technology transfer, and education.

Operations and governance: The proposed administrative structure of the BJI aligns fully with Western's policy requirements. The Institute will have a Scientific Director, Operations Committee, and Governing Board, as well as a Research and Business Advisory Committee.

Financing and sustainability: Base funding for the BJI will be provided by participating Faculties and other partner institutions (commitments confirmed), by Western University and by membership fees. The revenues of the Institute will be increased gradually to sustain key activities of the associated Cluster in year six and beyond. This revenue growth will be realized through multiple approaches, including community engagement and fundraising, aggressive technology transfer, and external funding from municipal, provincial and federal agencies.

Summary: Western's musculoskeletal researchers have established a record of working together to achieve high-impact scientific results, major research funding, and world-class infrastructure. The BJI will enhance Western's reputation by producing high-impact breakthroughs in an area of increasing societal importance. Many individual Institute members are already recognized globally as opinion leaders. As a result of BJI activities, Western University will become renowned as an international leader in bone and joint health research, innovation and education.

Proposal for Bone and Joint Institute (BJI) – Key Elements

Scope & Purpose	<p>The BJI will include investigators working to enhance active living, mobility and movement, and to address the causes, prevention, diagnosis, treatment, support systems, and palliation for a wide range of conditions related to bones, joints, skeletal muscles and connective tissues. The transdisciplinary approach of the institute encompasses:</p> <ul style="list-style-type: none"> • Basic biological and biomedical • Physical sciences and engineering • Clinical • Health services • Social, cultural, environmental and population health
Western units to be directly involved in BJI	<ul style="list-style-type: none"> • Engineering – Chemical & Biochemical Engineering, Mechanical & Materials Engineering, Biomedical Engineering Graduate Program • Health Sciences – Canadian Centre for Activity and Aging, Kinesiology, Nursing, Occupational Therapy, Physical Therapy, Health & Rehabilitation sciences Graduate Program, School of Health Studies • Schulich – Anatomy & Cell Biology, Biochemistry, Dentistry, Endocrinology & Metabolism, Epidemiology & Biostatistics, Medical Biophysics, Microbiology, Immunology, Orthopaedic Surgery, Physiology & Pharmacology, Rheumatology • Science – Biology, Computer Science, Physics & Astronomy, Medical Physics Program in Physics & Astronomy • Social Science – Anthropology, Centre for Population, Aging & Health <p>See also the list of individual faculty members currently associated with the institute, attached.</p>
External Partners	<ul style="list-style-type: none"> • Dr. Sandy Kirkley Centre for Musculoskeletal Research • Fowler Kennedy Sport Medicine Clinic • Ivey International Centre for Health Innovation • Lawson Health Research Institute • London Health Sciences • Ontario Stem Cell Initiative • Rheumatology Centre at St. Joseph's Hospital • Rorabeck Bourne Joint Replacement Clinic • Roth McFarlane Hand and Upper Limb Centre • St. Joseph's Health Care • The Arthritis Society • Wolf Orthopaedic Biomechanics Laboratory • Numerous industries in the medical devices, biotechnology and pharmaceutical sectors
Funding Sources	<p>See attached table. In addition, researchers associated with the institute have been very successful in obtaining tri-council funding, and currently hold over \$40M in multi-year grants. This support is expected to increase, generating significant funding through the Federal Indirect Costs Program.</p>

Bone and Joint Institute (BJI) at Western University

APPENDIX 2

List of faculty membership in the proposed *Bone and Joint Institute*

(Additional members welcome)

IDI = Interdisciplinary Development Initiative

Joint Motion Program = CIHR Strategic Training Program in Musculoskeletal Health Research and Leadership

CMHR = Collaborative Graduate Program in Musculoskeletal Health Research

Name	Affiliation	Current participation in collaborative musculoskeletal programs
George Athwal	Orthopaedic Surgery, Schulich School of Medicine & Dentistry; Roth McFarlane Hand and Upper Limb Centre	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Bill Avison	Sociology, Faculty of Social Science; Assistant Director, Lawson Health Research Institute	
Chris Bailey	Orthopaedic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Lillian Barra	Rheumatology, Schulich School of Medicine & Dentistry; Rheumatology Centre at St. Joseph's Hospital	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Frank Beier	Canada Research Chair in Musculoskeletal Health, Physiology and Pharmacology, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Trevor Birmingham	Canada Research Chair in Musculoskeletal Rehabilitation; Wolf Orthopaedic Biomechanics Laboratory, Fowler Kennedy Sport Medicine Clinic; Physical Therapy, Faculty of Health Sciences; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Dianne Bryant	Physical Therapy, Faculty of Health Sciences, Fowler Kennedy Sport Medicine Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Ewa Cairns	Microbiology & Immunology and Rheumatology, Schulich School of Medicine & Dentistry; Rheumatology Centre at St. Joseph's Hospital	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR

Bone and Joint Institute (BJI) at Western University

Tim Carey	Orthopaedic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Jeff Carson	Medical Biophysics, Schulich School of Medicine & Dentistry, Lawson Health Research Institute	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Bert Chesworth	Physical Therapy, Faculty of Health Sciences	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Blaine Chronik	Physics and Astronomy, Faculty of Science; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Jim Dickey	Kinesiology, Faculty of Health Sciences; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Jeff Dixon	Physiology & Pharmacology and Dentistry, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Tim Doherty	Musculoskeletal Rehabilitation Program, St. Joseph's Health Centre; Physical Medicine & Rehabilitation and Clinical Neurological Sciences, Schulich School of Medicine & Dentistry; Kinesiology, Faculty of Health Sciences	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Maria Drangova	Medical Biophysics, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Neil Duggal	Neurosurgery, Clinical Neurological Sciences, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Ken Faber	Orthopaedic Surgery, Schulich School of Medicine & Dentistry; Roth McFarlane Hand and Upper Limb Centre	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Louis Ferreira	Mechanical & Materials Engineering, Faculty of Engineering; Surgery, Schulich School of Medicine & Dentistry; Biomedical Engineering; Roth McFarlane Hand and Upper Limb Centre	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR

Bone and Joint Institute (BJI) at Western University

Lauren Flynn	Chemical and Biochemical Engineering, Faculty of Engineering; Anatomy & Cell Biology, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Lisa-Ann Fraser	Endocrinology & Metabolism, Schulich School of Medicine & Dentistry; and Lawson Health Research Institute	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Bing Gan	Plastic and Orthopaedic Surgery, and Medical Biophysics, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Greg Garvin	Medical Imaging, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Alan Getgood	Surgery, Schulich School of Medicine & Dentistry; and Fowler Kennedy Sport Medicine Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Robert Giffin	Surgery, Schulich School of Medicine & Dentistry; Wolf Orthopaedic Biomechanics Laboratory, Fowler Kennedy Sport Medicine Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Harvey Goldberg	Dentistry and Biochemistry, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Ruby Grewal	Surgery, Schulich School of Medicine & Dentistry, Roth McFarlane Hand and Upper Limb Centre	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Chris Guglielmo	Biology, Faculty of Science	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Kevin Gurr	Orthopaedic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Femida Gwadry-Sridhar	Computer Science, Faculty of Science	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR

Bone and Joint Institute (BJI) at Western University

Doug Hamilton	Dentistry and Anatomy & Cell Biology, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
David Hess	Physiology and Pharmacology, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Lisa Hoffman	Medical Biophysics and Anatomy & Cell Biology, Schulich School of Medicine & Dentistry, Lawson Health Research Inst.	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
David Holdsworth	Sandy Kirkley Chair in Musculoskeletal Research; Imaging Research Laboratories, Robarts Research Institute; Medical Imaging and Medical Biophysics Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Tom Jenkyn	Mechanical & Materials Engineering, Faculty of Engineering; Kinesiology, Faculty of Health Sciences; Wolf Orthopaedic Biomechanics Laboratory; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Jim Johnson	Biomedical Engineering; Mechanical & Materials Engineering, Faculty of Engineering; Roth McFarlane Hand & Upper Limb Centre, St. Joseph's Health Care	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Graham King	Surgery and Medical Biophysics, Schulich School of Medicine & Dentistry; and Biomedical Engineering; Roth McFarlane Hand & Upper Limb Centre, St. Joseph's Health Care	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Marita Kloseck	Health Studies, Faculty of Health Sciences; Aging and Community Health Research Lab; Aging, Rehabilitation and Geriatric Care Research Centre, Lawson Health Research Institute	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Abdel Lawendy	Orthopaedic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Pete Lemon	Kinesiology, Faculty of Health Sciences	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR

Bone and Joint Institute (BJI) at Western University

Robert Litchfield	Fowler Kennedy Sport Medicine Clinic; Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Mentor, Joint Motion Program • Mentor, Joint Motion Program • Mentor, CMHR
Joy MacDermid	Clinical Research Lab, Roth McFarlane Hand & Upper Limb Centre, St. Joseph's Health Care; Physical Therapy, Faculty of Health Sciences; Rehabilitation Science, McMaster University	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Steven MacDonald	Orthopaedic Surgery, Schulich School of Medicine & Dentistry; Rorabeck and Bourne Joint Replacement Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Mark MacLeod	Orthopaedic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Greg Marsh	Kinesiology, Faculty of Health Sciences; Canadian Centre for Activity and Aging	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Damir Matic	Plastic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Richard McCalden	Surgery, Schulich School of Medicine & Dentistry; Rorabeck and Bourne Joint Replacement Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Charles McKenzie	Medical Biophysics, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Silvia Mittler	Physics & Astronomy, Faculty of Science; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Douglas Naudie	Orthopaedic Surgery, Schulich School of Medicine & Dentistry; Rorabeck and Bourne Joint Replacement Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Andrew Nelson	Anthropology, Faculty of Social Science	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
David O'Gorman	Cell and Molecular Biology Laboratory, Roth McFarlane Hand & Upper Limb Centre, St. Joseph's Health Care; Surgery and Biochemistry, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR

Bone and Joint Institute (BJI) at Western University

Grace Parraga	Medical Biophysics, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Terri Paul	Endocrinology & Metabolism, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Terry Peters	Medical Imaging, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Robert Petrella	Beryl and Richard Ivey Research Chair; Canadian Centre for Activity and Aging; Family Medicine and Physical Medicine & Rehabilitation, Schulich School of Medicine & Dentistry; and Kinesiology, Faculty of Health Sciences	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Janet Pope	Rheumatology and Epidemiology & Biostatistics, Schulich School of Medicine & Dentistry; Rheumatology Centre at St. Joseph's Hospital	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Charles Rice	Kinesiology, Faculty of Health Sciences; Anatomy & Cell Biology, Schulich School of Medicine & Dentistry; Canadian Centre of Activity and Aging	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Amin Rizkalla	Chemical and Biochemical Engineering, Faculty of Engineering; Dentistry, Schulich School of Medicine & Dentistry; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
David Sanders	Orthopaedic Surgery, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Cheryle Séguin	Physiology and Pharmacology, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Kevin Shoemaker	Kinesiology, Faculty of Health Sciences	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Shannon Sibbald	Health Studies, Faculty of Health Sciences	

Bone and Joint Institute (BJI) at Western University

Stephen Sims	Physiology and Pharmacology, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Terry Thompson	Medical Biophysics, Schulich School of Medicine & Dentistry; Lawson Health Research Institute	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR
Andrew Thompson	Rheumatology, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Ana Luisa Trejos	Electrical and Computer Engineering, Faculty of Engineering; Biomedical Engineering	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Dave Walton	Physical Therapy, Faculty of Health Sciences	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Christine White	Anthropology, Faculty of Social Science	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health
Kevin Willits	Orthopaedic Surgery, Schulich School of Medicine & Dentistry; Fowler Kennedy Sport Medicine Clinic	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, CMHR
Kat Willmore	Anatomy and Cell Biology, Schulich School of Medicine & Dentistry	
Andrea Willson	Sociology, Faculty of Social Science; Director, Centre for Population, Aging and Health	
Tim Wilson	Anatomy and Cell Biology, Schulich School of Medicine & Dentistry	<ul style="list-style-type: none"> • Member, IDI in Bone and Joint Health • Mentor, Joint Motion Program • Mentor, CMHR

9. FINANCING AND SUPPORT

9.1 Funding sources for first 3 years of the Institute (see letters in Appendix 3)

<i>Item</i>	<i>Year 1 2015/16</i>	<i>Year 2 2016/17</i>	<i>Year 3 2017/18</i>	<i>Total</i>
Membership fees	\$3,500	\$3,500	\$3,500	\$10,500
Engineering	\$20,000	\$20,000	\$20,000	\$60,000
Health Sciences	\$20,000	\$20,000	\$20,000	\$60,000
Schulich	\$20,000	\$20,000	\$20,000	\$60,000
Science	\$5,000	\$5,000	\$5,000	\$15,000
Social Science	\$5,000	\$5,000	\$5,000	\$15,000
Western University	\$20,000	\$20,000	\$20,000	\$60,000
Lawson Health Research Institute	\$20,000	\$20,000	\$20,000	\$60,000
Orthopaedic Research	\$10,000	\$10,000	\$10,000	\$30,000
Other external funding (see below)	\$0	\$15,000	\$30,000	\$45,000
Total	\$123,500	\$138,500	\$153,500	\$415,500

Notes: i) Membership fees will be \$50/year for each faculty member. There will be no membership fee for eligible trainees and staff. ii) The London Health Sciences Centre has offered considerable in-kind support to the BJI by providing the *Dr. Sandy Kirkley Centre for Musculoskeletal Research* and its associated physical operating costs.

MAPP 7.12 - Procedures for the Use of Animals in Research, Testing & Teaching

I Animal Use Protocols (AUPs)

1. AUP form content, review and approval policies and processes will be developed and undertaken in accordance with all Federal, Provincial, and University policy statutory requirements and guidelines, and as detailed within the [Animal Use Subcommittee's Terms of Reference](#).
2. If any AUP content is at variance with the aforementioned guidelines, scientific justification will be required.
3. The review and approval of AUP forms by the AUS is required prior to the commencement of all research, testing and teaching involving animals.
4. Assurances to funding agencies will be provided upon AUP approval.
5. Pursuant to existing policy of the University and of the broader scientific community, the Protocol is considered to be the intellectual property of the researcher, available only for confidential use by authorized individuals and not for distribution.

II. Post Approval Monitoring and Non-Compliance Response

1. The *AUS Post Approval Monitoring Policy* will be followed in order to monitor animal care and use and ensure compliance with the approved AUP.
2. Post approval monitoring (PAM) is undertaken by multiple sources and centralized through the ACVS Protocol Support Veterinarian (PS Vet), as outlined within the *AUS Post Approval Monitoring Policy*.
 - 2.1 All individuals under the jurisdiction of UCAC, including animal users, scientists, research staff, animal care workers, compliance officers, facility managers, and ACVS staff are required to report any and all unanticipated animal welfare, care or use problems, or complications to the AUS through the PS Vet.
3. Procedural and Ethical non-compliance are defined, and the associated response steps are outlined within the *AUS Post Approval Monitoring Policy* document.
 - 3.1 When matters of non-compliance are identified through PAM sources, non-compliance response involves the collaboration of the PS Vet or another ACVS veterinarian, AUS PI Representatives, other AUS members, as required, and animal users towards collegial issue resolution.
 - 3.2 The Principal Investigator will be informed in writing of the decision of AUS and the reasons for the decision.
 - 3.3 The Principal Investigator and any other personnel involved must comply with the decision of AUS pending the outcome of any appeal.
 - 3.4 If the decision is appealed by the investigator and AUS did not terminate animal use or procedures, the ACVS Director will determine whether or not animal use may continue during any period of appeal. If the Director of ACVS decides that there is an immediate and serious threat to the health or safety of the animals or personnel, he or she may suspend animal use until disposition of the appeal. Such a decision cannot be appealed.
4. Non-Arms-Length-Managed (NALM) Certification – The AUS will ensure that all NALM areas will undergo inspection and pre-approval prior to initial use and yearly recertification, as described within the Animal Certification of Animal Holding/Housing within Non-Arms-Length-Managed Facilities policy. This policy applies to all research groups intending to and/or actively holding animals, including overnight housing or housing beyond 12 hours, in an area not daily overseen by a facility manager or designate that is considered to be at arm's length from the research group.
5. Facility Access - In order to facilitate post approval monitoring and non-compliance response, the AUS Chair or designate(s) and ACVS Veterinarians will have unrestricted access to all animal facilities at all times. The associated AUS-approved Standard Operating Procedure will be followed to ensure that access does not adversely impact the health status of any facility.

6. CCAC-Mandated Training - The AUS will ensure that all personnel listed on the AUP have been appropriately trained according to the expectations defined in the CCAC Guidelines and Policy Statements and as provided for in [MAPP 7.10](#) "Standardized Training in Animal Care and Use". The ACVS Research Education Team will facilitate CCAC mandated training on behalf of the AUS.

III Other Procedures

1. Animal Procurement – Animals may only be acquired on an approved AUP. With the exception of wild-caught animals, animal procurement must be managed centrally through an AUS-approved arm's-length facility manager, as per the AUS Animal Procurement Policy.
2. Animal Transfers – When animals are transferred from Western or its affiliates to an external institution, the AUS will ensure that an associated *Animal Use Protocol* approved by the external institution's animal care committee is in place.
3. Health Monitoring - Surveillance of animal health will follow AUS-approved standard operating procedures and will be centrally coordinated by ACVS so as to facilitate the transfer of animals between rodent barriers of equivalent health status; conventional facilities of equivalent health status; and specialized areas such as imaging equipment.
 - 3.1 Principal Investigators and Facility Managers shall:
 - 3.1(a) record all animal deaths in a log available at all times and to be made available upon request to ACVS veterinarians, AUS members, and regulatory inspectors
 - 3.1(b) notify ACVS or an ACVS-assigned designate. Unless directed by an ACVS veterinarian, all bodies are to be held for post-mortem examination by an ACVS Veterinarian.
4. Cell Line & Biological Testing – Testing of cell lines and biologicals shall follow AUS-approved standard operating procedures.
5. **Standard Operating Procedures (SOPs) will be developed by the relevant stakeholders to outline animal care and use best practices. SOPs will be approved by the AUS and reviewed at least every three years and/or updated as necessary.**

IV Appeals

1. Appeals of AUS decisions must be made to the Chair of the Animal Care Governance Steering Committee (ACGSC), c/o the University Secretariat, in writing, within 30 days of a decision.
2. The Letter of Appeal must set out in detail a full description of the matter under appeal; the grounds of appeal; a copy of the AUS decision; and all supporting documentation. Appeals may be made on either, or both, of the following grounds: that the decision was inappropriate or unreasonable in light of the evidence (scientific or other) presented to AUS, and that the review of AUS lacked procedural fairness.
3. Within three weeks of receipt by the Chair of the ACGSC of an appeal notice, the ACGSC will hold a preliminary meeting and AUS will forward to the ACGSC Chair, c/o the University Secretariat, full documentation pertaining to the appeal.
4. Parties to the appeal shall be given copies of all material filed with the ACGSC, and given an opportunity to be heard. Opinions of external experts may be provided to the ACGSC by the parties.
5. Meetings of the ACGSC held for consideration of appeals shall include as non-voting members University legal counsel and the Secretary of Senate (or designate).
6. At the preliminary meeting the ACGSC will establish its own procedures for hearing an appeal and will determine its decision-making basis preference for either written submissions or an oral hearing.
 - 6.1 If the appeal is made regarding a decision to disallow animal use or to terminate a research, testing, or teaching activity, the ACGSC must hold an oral hearing.
7. The parties will be advised of this decision.
8. In the case of an appeal by a Principal Investigator or instructor, the parties to the appeal are the Principal Investigator, AUS and the ACVS Director.

9. In the case of an appeal by an ACVS Veterinarian, the parties to the appeal are the ACVS veterinarian, AUS, the ACVS Director, and the Principal Investigator.
10. The right to be represented by counsel will be accorded to the principal parties to the appeal. The ACGSC also reserves the right to retain counsel.
11. Deliberations of the ACGSC will be held in camera.
12. The Committee's decision will be based on a "balance of probabilities" standard.
13. Each voting member of the Committee must cast a vote; there will be no abstentions.
14. The ACGSC may:
 - 14.1 Deny the appeal,
 - 14.2 Grant the appeal and quash or modify the original decision, or
 - 14.3 Direct AUS to re-hear the matter or reconsider some pertinent aspect of its decision.
15. The parties to the appeal will be informed in writing of the decision of the ACGSC, and the reasons for the decision, within a reasonable time following the hearing. The decision, including reasons, will be reported to UCAC and AUS at their next regular meetings. Other individuals will be notified of the decision on a need to know basis only as determined by the ACGSC.
16. The decision of the ACGSC is final.
17. Costs will not be awarded by the ACGSC.

Last updated: March, 2015

ANNOUNCEMENTS

FOR INFORMATION

Below are the academic administrative post(s) approved on behalf of the Board of Governors during the month of March 1-2015.

Name	Department/School	Faculty	Admin Post	Effective Date	End Date
Deborah Meert-Williston	Allyn & Betty Taylor Library	Western Libraries	Library Head	02/14/2015	2020-02-13
Nandi Bhatia		Arts and Humanities	Associate Dean	July 1-2015	June 30-2017
Pamela McKenzie		FIMS	Associate Dean	January 2-2016	January 1-2019
Tracy Isaacs		Arts and Humanities	Associate Dean	July 1-2015	June 30-2018
Rick Fehr	First Nations Program	Social Science	Acting Director	January 1-2015	April 30-2015
Andrew Nelson		Social Science	Associate Dean	July 1-2015	December 31-2015