



SENATE AGENDA

1:30 p.m., Friday, December 6, 2019
Arts and Humanities Building, Rm 1R40

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

1. **Minutes of the Meeting of November 15, 2019**
2. Business Arising from the Minutes
3. Report of the President – **EXHIBIT I** (A. Shepard)
4. Unanimous Consent Agenda – **EXHIBIT II**
5. Reports of Committees:
 - Operations/Agenda – **EXHIBIT III** (M. Milde)
 - Nominating Committee – **EXHIBIT IV** (K. Yeung)
 - Academic Policy and Awards – **EXHIBIT V** (J. Cuciurean)
 - Senate Committee on University Planning – **EXHIBIT VI** (D. Laird)
6. Announcements and Communications – **EXHIBIT VII** (A. Shepard)
7. Discussion and Question Period
8. New Business
9. Adjournment

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

SUMMARY OF AGENDA ITEMS: December 6, 2019

APPROVAL OF MINUTES

REPORT OF THE PRESIDENT

UNANIMOUS CONSENT AGENDA

FOR ACTION

OPERATIONS/AGENDA COMMITTEE

FOR INFORMATION

Officers of Convocation

Candidates for Degrees and Diplomas – Autumn Convocation 2019

Annual Report on Convocation Statistics – 2019

NOMINATING COMMITTEE

FOR ACTION

Selection/Review Committee for the Vice-Provost and Associate Vice President (Indigenous Initiatives)

SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS (SCAPA)

FOR ACTION

Faculty of Arts and Humanities, Department of French Studies: Withdrawal of the Certificat de français des affaires (Certificate in Business French) and the Diplôme de français des affaires (Diploma in Business French)

Don Wright Faculty of Music: Reorganization of the Undergraduate Programs in Music History; Music Theory; and Music Research

Renewal of the Articulation Agreement between Western University, King's University College, and Lambton College regarding the transfer of credit for students in the Social Service Worker Program

Renewal of the Articulation Agreement between Western University, King's University College, and Fanshawe College regarding the transfer of credit for students in the Social Service Worker Program

Policy Revision: Revisions to the Gold Medals Policy

FOR INFORMATION

SUPR-G Report: Cyclical Review of the Schulich School of Medicine and Dentistry and Faculty of Science, Biostatistics Collaborative Specialization (MSc and PhD)

Fall Reading Week

New Scholarships and Awards

SENATE COMMITTEE ON UNIVERSITY PLANNING (SCUP)

FOR ACTION

Leenders Purchasing Management Association of Canada Chair: Name Change

Experiential Learning Innovation Scholars

FOR INFORMATION

Budget Planning Guidelines

ANNOUNCEMENTS AND COMMUNICATIONS

FOR INFORMATION

Report from the Board of Governors (November 21, 2019)

MINUTES OF THE MEETING OF SENATE

NOVEMBER 15, 2019

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

SENATORS: 82

S. Basu	B. Garcia	M. Milde
A. Baxter	L. Ghattas	L. Miller
G. Belfry	M. Goodman	S. Morrison
L. Beres	M. Grenier	J. Nord
S. Birdi	L. Gribble	N. Nuimat
A. Borchert	A. Grzyb	K. Olson
L. Bot	C. Harasym	P. Peddle
H. Boyi	M. Heath	S. Pitel
L. Briens	L. Henderson	A. Plante
D. Brou	K. Hibbert	S. Prichard
C. Burghardt-Jesson	V. Hocke	G. Read
S. Burke	S. Hodgson	G. Rezai-Rashti
E. Chamberlain	A. Hrymak	S. Roland
A. Chant	L. Jiang	C. Roulston
D. Cheng	V. Joe	A. Rozovsky
M. Cleveland	P. Jones	A. Shepard
K. Coley	R. Kennedy	V. Smye
J. Compton	K. Kirkwood	S. Taylor
J. Corrigan	J. Kitz	P. Thomlinson
J. Cuciurean	R. Konrad	G. Tigert
V. Dalal	K. Kwan	J. Toswell
S. Datars Bere	L. Logan	S. Trosow
M. Davison	C. Ma	G. West
C. Dick	D. Macpherson	J. Wilson
R. Flemming	A. Matchen	K. Yeung
L. Frederking	C. McLeod	B. Younker
M. Garabedian	K. Mequanint	R. Zitikis

Observers: T. Belton, R. Bgeginski, K. Campbell, R. Chelladurai, J. Ciriello, J. Doerksen, L. Gribbon, J. Kum, D. Laird, J. Massey, M. Ruddock, J. Weese.

Land Acknowledgement

S. Birdi read a Land Acknowledgement.

S.19-178

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of October 18, 2019 were approved as circulated.

S.19-179 **REPORT OF THE PRESIDENT** [Exhibit I]

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

- Fall Open House
- Anti-racism Task Force
- October Homecoming, Installation and Convocation
- Update on Strategic Mandate Agreements 3 (SMA3)
- Renaming of our Ministry to the Ministry of Colleges and Universities. The Training portfolio will be moved to the newly renamed Ministry of Labour, Training and Skills Development.
- Federal Election
- Accolades
- Ongoing work of Selection/Review Committees underway
- Completion of the first joint meeting of the Honourary Degrees Committee and the Convocation Board of Senate

The President also invited Senators to a Holiday reception on Friday, December 6, 2019, to be hosted at Gibbons Lodge. In the event of inclement weather, an alternative venue will be used.

S.19-180 **UNANIMOUS CONSENT AGENDA** [Exhibit II]

It was moved by C. Ma, seconded by G. Read,

That the items listed in the Unanimous Consent Agenda (Exhibit II), except items 1, 10, and 11, be approved or received for information by Senate by unanimous consent.

CARRIED

REPORT OF THE OPERATIONS/AGENDA COMMITTEE [Exhibit III]

S.19-181 **Disbandment of the University Council on Animal Care (UCAC) and the Animal Care Committee (ACC)**

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

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

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

CARRIED

S.19-182 **Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Addition of a Vice-Provost and Associate Vice-President (Indigenous Initiatives)**

It was moved by M. Milde, seconded by R. Kennedy,

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

CARRIED

S.19-183 **Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Change of Title in Section I: Vice-President (External)**

It was moved by M. Milde, seconded by A. Plante,

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

CARRIED

The President provided Senate with the rationale for the change in the title for the Vice-President (External), noting that he will be changing the reporting structure to provide for the Chief Communications Officer reporting directly to the President. In addition, the title of the Vice-President (External) will be changed to Vice-President (University Advancement) to reflect the focused portfolio.

S.19-184 **Information Items Reported by the Operations/Agenda Committee**

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

- Senate Election Schedule for Spring 2020

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

S.19-185 **Faculty of Science, Department of Computer Science: Revisions to the Admissions and Progression Requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science**

It was moved by C. Ma, seconded by G. Read,

That the Admission and Progression Requirements of the Honours Specialization, Specialization, Major and Minor in Computer Science be revised effective September 1, 2019 as shown in Exhibit IV, Appendix 1.

CARRIED (Unanimous Consent)

S.19-186 **Faculty of Science, Department of Computer Science: Withdrawal of the Diploma in Game Development and the Diploma in Computer Science**

S.19-186a **Withdrawal of the Diploma in Game Development**

It was moved by C. Ma, seconded by G. Read,

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

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

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

CARRIED (Unanimous Consent)

S.19-186b Withdrawal of the Diploma in Computer Science

It was moved by C. Ma, seconded by G. Read,

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

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

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

CARRIED (Unanimous Consent)

S.19-187 School of Graduate and Postdoctoral Studies: Revisions to Academic Awards in the Ivey EMBA Program

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

That effective September 1, 2019, and beginning with the Ivey EMBA Fall 2020 cohort, a Gold Medal be awarded for each cohort, to the student with the highest overall average, as shown in Exhibit IV, Appendix 2.

CARRIED

S.19-188 School of Graduate and Postdoctoral Studies: Revisions to the Master of Public Administration (MPA) Program

It was moved by C. Ma, seconded by G. Read,

That the Master of Public Administration (MPA) program be revised effective January 1, 2020, as shown in Exhibit IV.

CARRIED (Unanimous Consent)

S.19-189 School of Graduate and Postdoctoral Studies: Revisions to the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study

It was moved by C. Ma, seconded by G. Read,

That the Master of Nursing – Advanced Nursing Practice (MN-ANP) Field of Study be revised effective September 1, 2020, as shown in Exhibit IV, Appendix 3.

CARRIED (Unanimous Consent)

S.19-190 School of Graduate and Postdoctoral Studies: Revisions to the Master of Arts in Music Theory

It was moved by C. Ma, seconded by G. Read,

That the Master of Arts in Music Theory be revised effective September 1, 2020, as shown in Exhibit IV.

CARRIED (Unanimous Consent)

S.19-191 **King's University College: Introduction of a Certificate in the Teaching and Practice of Writing**

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

That effective September 1, 2020, a Certificate in the Teaching and Practice of Writing be introduced at King's University College, as shown in Exhibit IV, Appendix 4.

CARRIED

S.19-192 **Undergraduate Sessional Dates for 2020 and 2021**

S.19-192a **Revision to the 2020 Undergraduate Sessional Dates to Accommodate Western Hosting the Congress of the Humanities and Social Sciences (May 30 – June 5, 2020)**

Senate received for information the Undergraduate sessional dates for 2020 which were revised to accommodate Western hosting the Congress of the Humanities and Social Sciences. The classes scheduled between June 1 and June 5, 2020, will be rescheduled, as shown in Exhibit IV, Appendix 5.

S.19-192b **Undergraduate Sessional Dates 2020 and 2021**

Senate received for information the Undergraduate sessional dates for 2020 (revised) and 2021 provided in Exhibit IV, Appendix 6 (2020) and Appendix 7 (2021).

A Senator noted concerns that the scheduled Reading Weeks noted in the appendices may now be scheduled too late in the term and conflict with the scheduling of makeup exams. The President referred the item to the Senate Committee on Academic Policy and Awards for discussion.

S.19-193 **Additional Information Items Reported by the Senate Committee on Academic Policy and Awards**

Exhibit IV, Report of the Senate Committee on Academic Policy and Awards, contained the following item that was received for information by unanimous consent:

- New Scholarships and Awards

REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING [Exhibit V]

S.19-194 **Diabetes Canada Chair in Diabetes Management: Name Change**

It was moved by C. Ma, seconded by G. Read,

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

CARRIED (Unanimous Consent)

S.19-195 **John F. Wood Chair in Innovation in Business Education: Name Change**

It was moved by C. Ma, seconded by G. Read,

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

CARRIED (Unanimous Consent)

S.19-196 **REPORT OF THE ACADEMIC COLLEAGUE** [Exhibit VI]

Exhibit VI, Report of the Academic Colleague, was received for information. The following items were included in the report:

- Update on Strategic Mandate Agreements 3 (SMA3)
- Report on Affiliate Review

S.19-197 **DISCUSSIONS AND QUESTION PERIOD**

Q1 J. Toswell, Senator

On behalf of M. Rowlinson, Professor and Grad Chair, Department of English and Writing Studies:

Given the lack of room for new books in Special Collections, and given the plan to ship many older books from the Weldon stacks to storage in Downsview where Western will lose control of them—what will become of the many rare and valuable books currently on the open shelves? These include probably thousands of books from the Barnett collection, and many first editions and other items of scholarly interest, most of them unmarked in the catalogue. What steps will the university take to identify valuable books currently on the shelves in Weldon and to retain them at Western?

Q2 J. Toswell, Senator

On behalf of J. Schuster and M. H. McMurrin, Associate Professors, Department of English and Writing Studies:

1. What are the long-term plans for the more than 1 million books in storage (both Command Off-Site and RDL)? Are books in storage at risk of being sent to Downsview sooner or later?
2. Are any books from Weldon or AH books in storage being sent to Downsview in the next year? The next 2-3 years?
3. How will the library decide going forward what to send to Downsview and when? Is there a way to search the catalogue and know when a book from Western has been sent to Downsview?
4. How will the Downsview program affect future funds dedicated to new book purchases?
5. How will Downsview affect future support for librarians and archivists who provide research support for faculty and students?
6. Since Weldon's Special Collections is basically at capacity and will have difficulty caring for and storing more rare and special books, how will the library address this problem of space and lack of funding?

Related to this question is the problem that there are likely tens of thousands of rare books right now in circulation either in the stacks or in different storage locations - how can the library and Western more broadly provide adequate funding and support for locating and caring for these books?

7. How is the library tracking the books given by donors over the past 100 years? How can one be sure if one donates a book today to Weldon that it will stay at Western permanently?

8. What else can Weldon library do to highlight its unique collection of books on site - perhaps a special reading room, or display, or circulate questionnaires, or promote events and projects that are book focused, not study-space focused?

Certainly, study space is important, but we want to be sure that the library is thinking actively about how to promote its own books and research materials in ways that engage the students beyond coursework.

9. How can faculty be involved in major decisions relating to the collections, space, and funding of the library and its special collections?

Q3 S. Trosow, Senator

I have been receiving several comments, questions and expressions of concern from faculty members (and graduate students) about the Weldon renovation project, including:

“I have heard reports that the University is considering emptying Weldon Library 3rd & 4th floors of books to create more study and lounge space for students. The books involved would be placed in storage off-campus and visually inaccessible, except through the Western Libraries catalogue and online ordering. I’m wondering if this matter has been brought to the attention of Senate.

I am concerned about this plan – if, in fact, it is as I describe. I worry that substantial portions of intellectual heritage are being rendered inaccessible and will, over time, be forgotten.”

To paraphrase, other concerns include the ability to browse the collection, the retention of older materials, and the long-term effect of a massive relocation of print resources on the viability of the library as a research resource. In several disciplines, materials are not readily available online, and older print resources retain importance in the research process.

I know that there will be a report coming to a subsequent Senate meeting from the library, but I thought it would be helpful to raise this issue as an inquiry in advance. Toward that end, it would be useful to get more information about some specific operational questions:

- How many volumes are going to be moved to storage from the open shelves, and how does this compare to the current size of the collection;
- What is the schedule for the removal of these items from the shelf;
- What particular range (of call #s) are going to be subject to this process;
- What can individual library patrons do to retain physical access to the call # ranges of interest;
- Will items that are moved to storage be commingled with collections from other libraries, and how will “duplicates” then be treated;
- Is any effort being made to digitize any of the print materials prior to their removal from the on-site physical collection (particularly applicable to older items keeping in mind that under current law, copyright restrictions are limited to the lifetime of the author + 50 years);
- Short of physical removal from the Weldon facility, have other alternatives been considered to lessen the footprint of shelving;
- What efforts will be made to consult with the faculties/departments most like to use resources currently housed in Weldon to ascertain other specific concerns?

I appreciate that there is a lot of detail here, and it might not be feasible to fully address them all this week. But I think it is important to address these issues prior to the further removal of print resources from the on-site collection.

Prior to addressing the questions which had been submitted, the President provided brief details on the timing of the upcoming Strategic Plan.

It was moved by M. Milde, seconded by J. Toswell that speaking rights be provided to J. Robinson, Associate Chief Librarian (User Experience and Student Engagement). The motion was called and CARRIED.

J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) provided Senate the following details with respect to the questions provided by Senators:

- The design plans for Weldon Library have been an ongoing project over the past year
- The designs arise from the Space Master Plan completed in 2017 (project started in 2015)
- Renovation Plans:
 - Renovation plans for Weldon focus on a transformation of the main floor and mezzanine.
 - In preparation for the first stage of Weldon renovation, it is necessary to re-locate library staff from the mezzanine to new staff space that is more functional.
 - Half the fifth floor will be occupied by Library staff while the other half will be study space.
 - Relocation of low-use material in Weldon to off-site storage.
- Material in off-site storage remains a part of the Western Libraries collection
- Items are discoverable and requestable by our users (usually with delivery within 2-4 days)
- Low-use material is defined as material that has not circulated in 10 years.
- Remaining on-site collection will be relocated to floors 2-4.
- Relocation should be finished by May 2020.
- The majority of material re-located during the summer was sent to local London-based storage and retrieval facility, Command Services.
- Keep@Downsview:
 - Western is also a partner in a new initiative.
 - Keep@Downsview shared preservation facility.
 - Keep@Downsview is a purpose-build preservation facility run by professional librarians and staff trained in collections preservation, storage and retrieval. It is a partnership between Western, University of Toronto, McMaster University, University of Ottawa, and Queen's University.
 - The goal is to preserve the scholarly record for future generations by consolidating and rationalizing low use but important print materials for future generations.
 - Western Libraries retains ownership of materials held in this preservation facility, with materials available to be circulated for use by faculty and students from the partner schools.
- Rare or unique materials are more appropriate for Special Collections, such as books that are part of the Barnett collection.
- Books were checked to determine if they were part of the Barnett collection. The Special Collections Librarian set these books aside for review.
- Currently, the special collections room is nearing capacity.
- Several items and collections can be safely relocated to the on-site Research Collections Centre creating more room for very rare, valuable or fragile items.
- The Special Collections Librarian will also be working on a strategy to identify other materials that might be rare or valuable in the open stacks and/or storage.

- Proposal to approach this project in collaboration with the Faculties of Arts and Humanities and Information and Media Studies.
- Provide the opportunity for students to get hands-on experience working with the collection.
- Donation practices have changed through the years, and terms vary depending on the nature of the donation.

- Long-term Strategy:
 - Address how to best manage the print collections footprint across the Libraries.
 - Consultation with faculty to gain feedback on their needs.

J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) further noted that the plans for Weldon Library included the reduction of the footprint of shelving and alternative options, such as high-density shelving and the use of offsite storage.

A Senator noted concerns with the ability of users of the Western Libraries to benefit from serendipitous browsing, if the collection is being removed from the shelves to offsite storage such as Keep@Downsview. The Senator noted that for research and academic endeavors, the ability to review books in the library and find information without seeking it through accidental, incidental or serendipitous discoveries is very important. She noted that the library's catalogue did provide a browsing function but noted that within the Humanities the ability to maintain serendipitous browsing would be important and a research skill that future student may not be able to benefit from if the library's collection is significantly reduced by off-site storage. J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) advised that if user needs change and there is a requirement to have a collection brought back into the library, it can be recalled from Keep@Downsview.

A Senator asked how library patrons could retrieve a book from Keep@Downsview. J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) advised that items in the collection stored at the facility could be recalled within 2 – 4 days.

The President requested clarification relating to concerns around rare books. J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) advised senators that this concern is being addressed through catalogue indexing. She noted that students could be hired by the library to update the catalogue indexing to ensure that the metadata on the rare books within the library is added to the catalogue. She further noted that the library would continue to work with faculties and staff to address concerns on an ongoing basis.

A Senator queried whether donated collections that had been gifted to the University were still available at Weldon Library.

A Senator asked whether labeling an item in the library as low use and then moving it to off-site storage would exacerbate the item's lack of use. J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) noted that items that were moved to off-site storage would not be further reduced, and that withdrawals from the library collection was limited to duplicates of a single item.

A Senator noted concerns with attempting to resolve a need for increased study space by sacrificing the library's collection.

A Senator requested clarification on the ownership of the books that were being sent to Keep@Downsview. J. Robinson, Associate Chief Librarian (User Experience and Student Engagement) advised that the books sent to the off-site storage facility would remain within the Western Libraries collection.

A Senator requested that a report from the Chief Librarian come to Senate via the Senate Committee on University Planning and that future stages of the Weldon renovation come to Senate through the SCUP since these renovations affect the research and teaching missions of the university.

[Secretary's Note: A report from the Libraries was last presented to Senate in June 2018.]

The President noted that the issues addressed at Senate could be ameliorated by the creation of Library

Committees. Robinson, Associate Chief Librarian (User Experience and Student Engagement) noted that in the past Library Committees were not well attended.

Q4 S. Pitel, Senator

1. Why is there no indication in the materials for the November meeting of Senate that the Convocation Board and Honourary Degree Committees of Senate will be reporting to the Senate about expressed concerns about the number of honorary degrees awarded and inappropriate public remarks made by recipients?
2. Who are the members of the anti-racism working group? Where is this information available to the Western community?
3. What consultations will occur with the Western community prior to mid-December 2019 about the content of the draft Strategic Mandate Agreement? Will individual members of the community have the opportunity to see what is being proposed and to offer comments before it is submitted to the provincial government?

The President noted that an oral report was provided to Senate via the President's Report at the beginning of the Senate meeting. He further clarified that the consultation process was ongoing and that a report would come to Senate following the final consultation meetings.

The President also indicated that the composition of the anti-racism working group was currently under consideration, and that he would be asking stakeholder groups shortly for representatives.

In relation to the draft Strategic Mandate Agreement, the President advised that the university was still in the early stages of discussions with the government.

A Senator brought forward a concern relating to the Faculty of Law Convocation ceremony conflicting with a scheduled bar examination a few days following the Convocation.

E. Chamberlain (Dean, Faculty of Law) noted that the concern was one that was shared with other Ontario Universities. The Ontario Bar Association has been contacted and provided tentative dates, which will be used to plan future Faculty of Law Convocation ceremonies.

ADJOURNMENT

The meeting adjourned at 3:12 p.m.

A. Shepard
Chair

K. Kwan
Secretary



President & Vice-Chancellor

REPORT OF THE PRESIDENT

To: Senators
From: Alan Shepard
Date: November 27, 2019
Re: President's Report to Senate

Dear Senators,

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

Anti-racism working group update: I've been giving careful consideration to how this group is constituted, and I want to thank the many Senators, students, faculty, staff and Board members who have offered their advice. This input has been helpful and highlighted the need to ensure we hear from a diverse range of perspectives and experiences. I will provide more information on this in my oral report to Senate on December 6.

Fall Preview a success: Approximately 15,000 guests came to Western November 17 as prospective students and their parents toured campus as they weigh their options for postsecondary study. Thanks to all staff, students and faculty who contributed to the success of this important day. Enrolment and interest in Western remain strong thanks in part to this semi-annual recruitment effort.

Federal Cabinet announced: Prime Minister **Justin Trudeau** announced his cabinet November 20, which includes two alumni—**Bill Morneau** (BA'86, Political Science) as Minister of Finance, and **Filomena Tassi** (LLB'86) as Minister of Labour—among several others with some affinity to Western. I've extended congratulations to all cabinet members on Western's behalf.

RBC supports data analytics and AI: Alumnus **Bruce Ross** (BESc'85) was on campus November 21 to announce a \$3-million investment by the Royal Bank of Canada to support cross-disciplinary education in data analytics and artificial intelligence. Specifically, the donation will be used to develop two new courses in the Faculties of Science and Engineering exploring the social impact and ethical use of big data and AI on individuals, organizations and society; to establish two \$25,000 scholarships in Data Science and Software Engineering; and to create a Design Thinking Program open to all Western students that includes a \$3,500 stipend for successful applicants plus internship opportunities at RBC. We are grateful to RBC and Bruce who in addition to his role as Group Head of Technology and Operations at RBC also serves on Western's Board of Governors.

Sexual violence and gender violence policy updated: At its November 21 meeting, the Board approved a revised *Policy on Gender-based and Sexual Violence* that aims to improve the disclosure process while placing greater emphasis on education and prevention. Last updated in 2017, the policy was revised in response to the *Ontario Student Voices on Sexual Violence Survey*.

Focus on entrepreneurship: Presentations and dialogue at the November 22 Leaders' Forum highlighted that an entrepreneurial culture is gaining a foothold on campus. Entrepreneurship Director **Eric Morse** together with WORLDiscoveries Director **Lisa Cechetto** and *Propel* Startup Advisor **Gamal Assaad** shared

an overview illustrating how every Faculty and School is contributing to the entrepreneurial ecosystem through the participation of more than 1,000 students and 100 faculty across campus. These activities will be further supported with the construction of a new Entrepreneurship facility for which planning is now underway.

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

- **Patrick Hickey** (HBA'19) named among this year's cohort of Rhodes Scholars. As Western's 24th recipient of the prestigious post-graduate scholarship to study at Oxford, Patrick arrived at Western in 2015 as a Loran Scholar and distinguished himself as an undergraduate at Ivey in part for his award-winning extracurricular dedication to promoting mental health awareness. Currently, he is a Global Investment Banking Analyst with RBC Capital Markets in Toronto.
- Physical Therapy professor and Western Research Chair in Musculoskeletal Exercise **Michele Crites Battié** recognized with the 2019 Orthopaedic Research Society / Philadelphia Spine Research Society Lifetime Research Achievement Award.
- I was pleased to be in Ottawa November 23 to celebrate **Joy MacDermid** (Physical Therapy), **Ravi Menon** (Medical Biophysics) and **Ann Chambers** (Oncology, Medical Biophysics and Pathology) as Western's newest Fellows inducted to the Royal Society of Canada. The RSC's annual gala also recognized **Lauren Flynn** (Chemical & Biochemical Engineering) and **Janice Forsyth** (Sociology) as Western's newest entrants to the College of New Scholars, Artists and Scientists. The gala was made even more special for Western with the installation of **Jeremy McNeil** (Biology) as President of the RSC's Board of Directors and Council, and **Joanna Quinn** (Political Science) as President of the College of New Scholars, Artists and Scientists.
- On November 25 I was pleased to attend a reception recognizing the 424 Mustang student-athletes who maintained an 80% average while competing in varsity sport during the 2018-19 academic year. Western ranks among the country's top universities in terms of its total number of Academic All Canadians.
- The recent conversion of the parking lot in front of University College into pedestrian-friendly space has been recognized as the best public space and landscape in the biennial London Urban Design Awards. London architects Tillmann Ruth Robinson received the award, with acknowledgement to contributions from Arthur Lierman Landscape Architecture, Yuna Hur Lighting Design, and staff in Western's Facility Services.

Leadership review and selection: The work of selection committees for the next Deans of the Schulich School of Medicine & Dentistry, Faculty of Education and Faculty of Social Science, as well as the next Vice-President (Research) and the next Vice-Provost & Associate Vice-President (International) are all underway. The work of the review committee for the Vice-Provost (Academic Planning, Policy & Faculty) also remains underway, while a committee to recruit Western's first-ever Vice-Provost & Associate Vice-President (Indigenous Initiatives) will soon be struck and begin its work in the new year.

UNANIMOUS CONSENT AGENDA

FOR APPROVAL

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

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

Report of the Operations/Agenda Committee – EXHIBIT III

1.	Officers of Convocation	INFORMATION
2.	Candidates for Degrees and Diplomas – Autumn Convocation 2019	INFORMATION
3.	Annual Report on Convocation Statistics - 2019	INFORMATION

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

4.	Faculty of Arts and Humanities, Department of French Studies: Withdrawal of the Certificat de français des affaires (Certificate in Business French) and the Diplôme de français des affaires (Diploma in Business French)	ACTION
5.	Renewal of the Articulation Agreement between Western University, King's University College, and Lambton College regarding the transfer of credit for students in the Social Service Worker Program	ACTION
6.	Renewal of the Articulation Agreement between Western University, King's University College, and Fanshawe College regarding the transfer of credit for students in the Social Service Worker Program	ACTION
7.	SUPR-G Report: Cyclical Review of the Schulich School of Medicine and Dentistry and Faculty of Science, Biostatistics Collaborative Specialization (MSc and PhD)	INFORMATION
8.	Fall Reading Week	INFORMATION
9.	New Scholarships and Awards	INFORMATION

Report of the Senate Committee on University Planning – EXHIBIT VI

10.	Leenders Purchasing Management Association of Canada Chair: Name Change	ACTION
11.	Experiential Learning Innovation Scholars	ACTION

Announcements and Communications – EXHIBIT VII

12.	Report of the Board of Governors (November 21, 2019)	INFORMATION
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The Unanimous Consent Agenda

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

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

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

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

How it works:

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

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

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

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

REPORT OF THE OPERATIONS AGENDA COMMITTEE

Contents	Consent Agenda
Officers of Convocation	Yes
Candidates for Degrees and Diplomas – Autumn Convocation 2019	Yes
Annual Report on Convocation Statistics – 2019	Yes

FOR INFORMATION

1. **Officers of Convocation**

The Operations/Agenda Committee has appointed/reappointed the following Officers of Convocation:

Lee Ann McKivor, Assistant Director of Convocation (December 1, 2019 – June 30, 2021)
Greg Kelley, Marshal (January 1, 2020 – June 30, 2021)

2. **Candidates for Degrees and Diplomas – Autumn Convocation 2019**

On behalf of the Senate the Provost approves the list of Candidates for Degrees and Diplomas upon the recommendation of the Registrar. The list of Candidates approved by the Provost will be appended to the official minutes of the December 6, 2019 Senate meeting.

3. **Annual Report on Convocation Statistics - 2019**

The annual Report on Convocation Statistics is provided in [Appendix 1](#).

	DEGREE TOTAL	WALK ON TOTAL	FACULTY TOTAL includes walk-ons	CEREMONY TOTAL	DAILY TOTAL	ATTEND TOTAL includes walk-ons	CEREMONY TOTAL	% ATTEND	FAC ATT TOTAL	% ATTEND
WEDNESDAY, OCTOBER 23RD 10:00 a.m.										
			21							
<i>School of Graduate and Postdoctoral Studies</i>										
Doctor of Philosophy	2	0				2		100.00%		
Doctor of Musical Arts	1	0				1		100.00%		
Master of Laws	2	0				2		100.00%		
Master of Music	6	0				2		33.33%		
Master of Social Work	31	0				29		93.55%		
Master of Studies in Law	1	0	43			1		100.00%	37	86.05%
<i>King's University College</i>										
Master of Divinity		0				0		N/A		
Master of Theological Studies		0				0		N/A		
Bachelor of Arts (Honors)	20	0				13		65.00%		
Bachelor of Management and Organizational Studies (Honors)	1	0				0		0.00%		
Bachelor of Social Work (Honors)		0				0		N/A		
Bachelor of Arts (Four Year)	59	0				36		61.02%		
Bachelor of Management and Organizational Studies	12	0				6		50.00%		
Bachelor of Arts	18	0				12		66.67%		
Certificate in Childhood in Justice		0				0		N/A		
Certificate in Loss, Grief, Bereavement	3	0	113			0		0.00%	67	59.29%
<i>Faculty of Health Sciences</i>										
Bachelor of Science in Nursing (Western-Fanshawe Program)	1	0				0		0.00%		
Bachelor of Arts (Honors)	15	0				11		73.33%		
Bachelor of Science (Honors)	3	0				2		66.67%		
Bachelor of Arts (Four Year)	4	0				3		75.00%		
Bachelor of Arts	4	0				1		25.00%		
Bachelor of Health Sciences (Honors)	18	0				11		61.11%		
Bachelor of Health Sciences (Four Year)	9	0				8		88.89%		
Bachelor of Health Sciences	4	0				2		50.00%		
Diploma in Clinical Trials Management	23	0				5		21.74%		
Diploma in Occupational Health and Safety Management	21	0				3		14.29%		
Diploma in Pedorthics	13	0				2		15.38%		
Certificate in Clinical Trials Management	1	0	116			0		0.00%	48	41.38%
<i>Faculty of Law</i>										
Juris Doctor		0	0			0		N/A	0	#DIV/0!
<i>Don Wright Faculty of Music</i>										
Artist Diploma in Performance (One Year Program)	1	0				0		0.00%		
Bachelor of Music (Honors)	3	0				2		66.67%		
Bachelor of Arts (Four Year)	3	0				3		100.00%		
Bachelor of Musical Arts (Four Year)	2	0				2		100.00%		
Bachelor of Arts (Music)	1	0	10			1		100.00%	8	80.00%
<i>Faculty of Science</i>										
Bachelor of Science (Honors)	38	0				28		73.68%		
Bachelor of Science (Foods and Nutrition) (Honors)	2	0				1		50.00%		
Bachelor of Science (Foods and Nutrition) Four Year		0				0		N/A		
Bachelor of Science (Four Year)	68	0				40		58.82%		
Bachelor of Arts	2	0				2				
Bachelor of Science	37	0				17		45.95%		
Bachelor of Arts (Honors)	1	0	148			1		100.00%	89	60.14%
<i>Schulich School of Medicine & Dentistry</i>										
Doctor of Dental Surgery		0	0			0		N/A	0	#DIV/0!
<i>Schulich School of Medicine & Dentistry and Faculty of Science</i>										
Bachelor of Medical Sciences (Honors)	13	0				11		84.62%		
Bachelor of Medical Sciences (Four Year)	1	0	14			1		100.00%	12	85.71%
Total				465			261	56.13%		
WEDNESDAY, OCTOBER 23RD 3:00 p.m.										
			7							
<i>School of Graduate and Postdoctoral Studies</i>										
Doctor of Philosophy	68	0				40		58.82%		
Master of Arts	79	0				48		60.76%		
Master of Clinical Science	8	0				5		62.50%		
Master of Data Analytics	12	0				12		100.00%		
Master of Environment and Sustainability	44	0				36		81.82%		
Master of Management of Applied Science	40	0				29		72.50%		
Master of Public Administration	15	0				12		80.00%		
Master of Public Health	58	0				49		84.48%		
Master of Science	150	0				74		49.33%		
Graduate Diploma in Public Administration	25	0	499			9		36.00%	314	62.93%
Total				506	971		314	62.06%		

	DEGREE TOTAL	WALK ON TOTAL	FACULTY TOTAL	CEREMONY TOTAL	DAILY TOTAL	ATTEND TOTAL	CEREMONY TOTAL	% ATTEND	FAC ATT TOTAL	% ATTEND
THURSDAY, OCTOBER 24TH, 10:00 a.m.										
			38							
<i>School of Graduate and Postdoctoral Studies</i>										
Doctor of Philosophy	25	0				20		80.00%		
Doctor of Education	56	0				43		76.79%		
Master of Arts	13	0				7		53.85%		
Master of Engineering	155	0				107		69.03%		
Master of Engineering Science	36	0				15		41.67%		
Master of Professional Education	363	0	648			202		55.65%	394	60.80%
<i>Faculty of Education</i>										
Bachelor of Education	1	0	1			0		0.00%	0	0
<i>Faculty of Engineering</i>										
Bachelor of Engineering Science	60	0				49		81.67%		
Certificate in Engineering Leadership and Innovation	1	0	61			0		0.00%	49	80.33%
Total				748			443	59.22%		
THURSDAY, OCTOBER 24TH, 3:00 p.m.										
			3							
<i>School of Graduate and Postdoctoral Studies</i>										
Doctor of Philosophy	33	0				24		72.73%		
Master of Arts	72	0				39		54.17%		
Master of Clinical Science	107	0				89		83.18%		
Master of Fine Arts	4	0				2		50.00%		
Master of Health Information Science	4	0				1		25.00%		
Master of Library and Information Science	41	0				25		60.98%		
Master of Media in Journalism and Communication	42	0				38		90.48%		
Master of Nursing	20	0				18		90.00%		
Master of Physical Therapy	68	0				58		85.29%		
Master of Science	32	0				20		62.50%		
Master of Science in Nursing	5	0				3		60.00%		
Graduate Diploma in Applied Health Sciences	7	0				0		0.00%		
Master of Science in Occupational Therapy	59	0	494			47		79.66%	364	73.68%
<i>Faculty of Health Sciences</i>										
Certificate: Primary Health Care Nurse Practitioner	1	0	1			1		100.00%	1	100%
<i>Faculty of Information and Media Studies</i>										
Bachelor of Arts (Honors)	12	0				9		75.00%		
Bachelor of Arts (Four Year)	12	0				9		75.00%		
Bachelor of Arts	3	0				2		66.67%		
Bachelor of Arts (Western - Fanshawe)		0				0		N/A		
Diploma in Marketing	7	0				1		14.29%		
Certificate in Digital Communication: Social Media & Virtual Worlds	1	0	35			0		0.00%	21	60.00%
Total				533	1281		386	72.42%		
FRIDAY, OCTOBER 25TH, 10:00 a.m.										
			26							
<i>School of Graduate and Postdoctoral Studies</i>										
Doctor of Philosophy	5	0				2		40.00%		
Master of Science in Foods and Nutrition	1	0				0		0.00%		
Master of Business Administration	61	0				58		95.08%		
Master of Science in Management	43	0				28		65.12%		
Graduate Diploma in Accounting	118	0	228			3		2.54%	91	39.91%
<i>Brescia University College</i>										
Bachelor of Arts (Honors)	4	0				3		75.00%		
Bachelor of Arts (Human Ecology) Honors		0				0		N/A		
Bachelor of Management and Organizational Studies (Honors)		0				0		N/A		
Bachelor of Science (Foods & Nutrition) Honors	2	0				0		0.00%		
Bachelor of Arts (Four Year)	14	0				11		78.57%		
Bachelor of Arts (Human Ecology) Four Year	4	0				1		25.00%		
Bachelor of Management and Organizational Studies	5	0				2		40.00%		
Bachelor of Science (Foods & Nutrition) Four Year	2	0				1		50.00%		
Bachelor of Arts	4	0				2		50.00%		
Bachelor of Arts (Human Ecology)	3	0				2		66.67%		
Diploma in Management Studies		0				0		N/A		
Certificate in Community Development		0	38			0		N/A	22	57.89%
<i>Huron University College</i>										
Bachelor of Arts (Honors)	6	0				2		33.33%		
Bachelor of Management and Organizational Studies (Honors)	1	0				1		100.00%		
Bachelor of Arts (Four Year)	12	0				7		58.33%		
Bachelor of Management and Organizational Studies	17	0				15		88.24%		
Bachelor of Theology (Four Year)		0				0		N/A		
Bachelor of Arts	6	0	42			1		16.67%	26	61.90%
<i>Richard Ivey School of Business</i>										
Bachelor of Arts (Honors Business Administration)	130	0	130			116		89.23%	116	89.23%
Total				464			255	54.96%		

	DEGREE TOTAL	WALK ON TOTAL	FACULTY TOTAL	CEREMONY TOTAL	DAILY TOTAL	ATTEND TOTAL	CEREMONY TOTAL	% ATTEND	FAC ATT TOTAL	% ATTEND
FRIDAY, OCTOBER 25TH, 3:00 p.m.										
			15							
Faculty of Arts and Humanities										
Bachelor of Arts (Honors)	19	0				16		84.21%		
Bachelor of Arts (Four Year)	20	0				12		60.00%		
Bachelor of Arts	6	0				4		66.67%		
Diplôme de Français des Affaires	1	0				0		0.00%		
Certificat in Practical Spanish		0				0		N/A		
Certificat de Français des Affaires		0				0		N/A		
CERTIFICAT DE FRANCAIS PRATIQUE	2	0				0		0.00%		
Certificate in Professional Communication		0				0		N/A		
Certificate in Writing	1	0	49			0		0.00%	32	65.31%
Faculty of Social Science										
Bachelor of Arts (Honors)	36	0				24		66.67%		
Bachelor of Management and Organizational Studies (Honors)	10	0				6		60.00%		
Bachelor of Science (Honors)	3	0				3		100.00%		
Bachelor of Arts (Four Year)	59	0				38		64.41%		
Bachelor of Management and Organizational Studies	72	0				55		76.39%		
Bachelor of Arts	39	0				18		46.15%		
Diploma in Human Resources	13	0				6		46.15%		
Diploma in Not-for-Profit Management	5	0				1		20.00%		
Diploma in Public Administration	1	0				0		0.00%		
Diploma in Public Relations		0	238			0		N/A	151	63.45%
Total				302	766		183	60.60%		
Convocation Summary										
	DEGREE TOTAL	WALK ON TOTAL	CONVOCATION TOTAL			ATTEND TOTAL				% ATTEND
Convocation Total	2908	0	2997			1842				61.46%

REPORT OF THE NOMINATING COMMITTEE

Contents	Consent Agenda
Selection/Review Committee for the Vice-Provost and Associate Vice-President (Indigenous Initiatives)	No

FOR APPROVAL

1. **Selection/Review Committee for the Vice-Provost and Associate Vice President (Indigenous Initiatives)**

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

Composition of Selection Committee

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

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

Required: 3 faculty members elected by Senate, one of whom shall be a Dean
1 undergraduate student elected by Senate
1 graduate student elected by Senate

Nominees: Chantelle Richmond (Social Science)
Diana Lewis (Geography/Indigenous Studies)
Erika Chamberlain (Dean)(Law)

Nominees: Riley Kennedy (Undergraduate Student)

Nominees: Melissa Schnau-Rice (Graduate Student)

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

Contents	Consent Agenda
Faculty of Arts and Humanities, Department of French Studies: Withdrawal of the Certificat de français des affaires (Certificate in Business French) and the Diplôme de français des affaires (Diploma in Business French)	Yes
Don Wright Faculty of Music: Reorganization of the Undergraduate Programs in Music History; Music Theory; and Music Research	No
Renewal of the Articulation Agreements between: Western University, King's University College, and Lambton College regarding the transfer of credit for students in the Social Service Worker Program	Yes
Western University, King's University College, and Fanshawe College regarding the transfer of credit for students in the Social Service Worker Program	Yes
Policy Revision: Revisions to the Gold Medals Policy	No
SUPR-G Report: Cyclical Review of the Biostatistics Collaborative Specialization (MSc and PhD)	Yes
Fall Reading Week	Yes
New Scholarships and Awards	Yes

FOR APPROVAL

1. **Faculty of Arts and Humanities, Department of French Studies: Withdrawal of the Certificat de français des affaires (Certificate in Business French) and the Diplôme de français des affaires (Diploma in Business French)**

1a. Withdrawal of the Certificat de français des affaires (Certificate in Business French)

Recommended: That effective September 1, 2020, admission to the Certificat de français des affaires (Certificate in Business French) be discontinued, and

That students enrolled in the certificate be allowed to graduate until August 31, 2022, upon fulfillment of the requirements, and

That effective September 1, 2022, the certificate be withdrawn and all registration discontinued.

REVISED CALENDAR COPY

<http://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=20941&Keywords=business%20french&SelectedCalendar=Live&ArchiveID=>

CERTIFICAT DE FRANÇAIS DES AFFAIRES (CERTIFICATE IN BUSINESS FRENCH)

Admission to this certificate is discontinued effective September 1, 2020. Students enrolled in the certificate will be allowed to graduate until August 31, 2022, upon fulfillment of the program requirements.

1b. Withdrawal of the Diplôme de français des affaires (Diploma in Business French)

Recommended: That effective September 1, 2020, admission to the Diplôme de français des affaires (Diploma in Business French) be discontinued, and

That students enrolled in the diploma be allowed to graduate until August 31, 2022, upon fulfillment of the requirements, and

That effective September 1, 2022, the diploma be withdrawn and all registration discontinued.

REVISED CALENDAR COPY

<http://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=20943&Keywords=business%20french&SelectedCalendar=Live&ArchiveID=>

DIPLÔME DE FRANÇAIS DES AFFAIRES (DIPLOMA IN BUSINESS FRENCH)

Admission to this diploma is discontinued effective September 1, 2020. Students enrolled in the diploma will be allowed to graduate until August 31, 2022, upon fulfillment of the program requirements.

Background:

The proposed elimination of the Certificate/Diploma in Business French coincides with the department's proposal to retain only one of their two Certificates/Diplomas (to consolidate their Certificates), and in so doing, to provide a slightly more flexible Certificate/Diploma in Practical French. There are currently 20 students enrolled in the Certificate and 2 in the Diploma.

2. **Don Wright Faculty of Music: Reorganization of the Undergraduate Programs in Music History; Music Theory; and Music Research**

2a. Withdrawal of the Bachelor of Music with Honours in Music History and the Bachelor of Music with Honours in Music Theory

Recommended: That effective September 1, 2020 admission to the Bachelor of Music with Honours in Music History and the Bachelor of Music with Honours in Music Theory be discontinued, and,

That students currently enrolled in these programs be allowed to graduate until August 31, 2024, upon fulfillment of the requirements, and

That effective September 1, 2024, the programs be withdrawn, as shown in [Appendix 1](#).

2b. Introduction of the Bachelor of Music with Honours in Music Research

Recommended: That effective September 1, 2020 the Bachelor of Music with Honours in Music Research be introduced as shown in [Appendix 2](#).

Background

The existing BMus Honours programs in Music History and Music Theory overlap significantly with respect to course content and learning outcomes. To a large extent the existence of separate programs is a vestige of an earlier Faculty structure, in which music theory and music history were located in different departments. That structure was dissolved in 2008, and the two programs have become more intertwined since then. The proposed BMus Honours in Music Research should be understood as a belated outgrowth of the merger between the former departments of Music Theory/Composition and Music History. It should be noted that the enrolments in the existing two programs are small, involving a total of no more than 5-10 students each year (1-2% of total enrolment). Because of these numbers, it is

impracticable to offer more than a few upper-level courses in music theory and history annually, and these courses are populated by students from both programs. The BMus Honours in Music History and BMus Honours in Music Theory program requirements do not reflect the breadth of the fields as they now exist, which include alignments with music theory and popular music studies. The BMus Honours in Music Research would formalize this reciprocity, which includes the presence of Popular Music Studies (PMS) in both areas. The new program does not introduce anything that is not already possible for students, and the learning outcomes would mirror those of the overlapping source programs. The scope of the proposed BMus Honours in Music Research reflects the state of music scholarship today. At its heart, the program consolidates the upper-year requirements of the BMus programs in Music Theory and Music History. Instead of two discrete course streams—one for theory, another for history—a single stream of courses permits students to choose flexibly from offerings in music history, music theory, and popular music studies. In Year 4, for example, students would elect 2.0 courses from a range of 3600 (music theory) and 3700/4700 (music history, PMS) courses. A similar blend would pertain in Year 3. Music 4671A/B (Introduction to Music Research), inaugurated in 2018-19 to replace overlapping research courses theory and history, would serve as a capstone. It makes sense for an amalgamated Department of Music Research and Composition to offer a single academic program that reflects its diversity of scholarship. The program is in line with consolidated BMus programs at peer institutions (McGill, Toronto, and UBC) and would ensure that Western remains competitive with these and other leading programs in Canada. This new program proposal is accompanied by concurrent proposals to withdraw the existing BMus Honours in Music Theory and BMus Honours in Music History programs with appropriate grandfather clauses.

3. **Renewal of the Articulation Agreement between Western University, King's University College, and Lambton College regarding the transfer of credit for students in the Social Service Worker Program**

Recommended: That the renewal of the Articulation Agreement between Western University, King's University College, and Lambton College regarding the transfer of credit for students in the Social Service Worker Program be approved effective January 1, 2020, as shown in [Appendix 3](#).

Background

For the past several years, Western and King's have awarded transfer credit to graduates from the Social Services Worker program at Lambton College. This agreement has expired and is due to be renewed. Updates have been made to curriculum, course titles and numbers as set out in [Appendix 3](#). The renewal of this agreement supports the initiatives of the province to develop formal articulation agreements recognized by the Ontario Council for Articulations and Transfer (ONCAT).

The Registrar's Office at each institution in consultation with the appropriate authorities in the respective programs will be responsible for the administrative processes associated with this Articulation Agreement.

4. **Renewal of the Articulation Agreement between Western University, King's University College, and Fanshawe College regarding the transfer of credit for students in the Social Service Worker Program**

Recommended: That the renewal of the Articulation Agreement between Western University, King's University College, and Fanshawe College regarding the transfer of credit for students in the Social Service Worker Program be approved effective January 1, 2020, as shown in [Appendix 4](#).

Background

For the past several years, Western and King's have awarded transfer credit to graduates from the Social Services Worker program at Fanshawe College. This agreement has expired and is due to be renewed. Updates have been made to curriculum, course titles and numbers as set out in [Appendix 4](#). The renewal of this agreement supports the initiatives of the province to develop formal articulation agreements recognized by the Ontario Council for Articulations and Transfer (ONCAT).

The Registrar's Office at each institution in consultation with the appropriate authorities in the

respective programs will be responsible for the administrative processes associated with this Articulation Agreement.

5. **Policy Revision: Revisions to the Gold Medals Policy**

Recommended: That effective September 1, 2020, the “Gold Medals” policy be revised as shown in [Appendix 5](#).

Background

At the June 3, 2016, Senate, a revision to the Gold Medal policy was approved to be effective May 2017. The amendment was presented because it was felt within the faculties that the number of Gold Medals awarded to students had increased steadily as the number of modules offered at Western grew. The policy revision was intended to limit the number of Gold medals that could be awarded to make them more significant.

Some challenges were identified with the revised policy, including:

- Students with a course load of less than 5.0 were excluded from eligibility
- Awarding of Western Gold Medals in relation to Faculty Named Medals
- Faculties with a non-modular structure did not have policy to follow, e.g. Engineering
- Cross-disciplinary modules or modules not connected to a department were difficult to evaluate
- The interpretation of complex criteria and lack of transparency for students

Through the Associate & Academic Deans’ Group a Gold Medal Working Group proposed alterations to the Gold Medal calculations to help resolve these challenges. The new methodology would continue to support a limitation to the number of Gold Medals that could be awarded.

FOR INFORMATION

6. **SUPR-G Report: Cyclical Review of the Biostatistics Collaborative Specialization (MSc and PhD)**

The following cyclical review of a graduate program was conducted:

Faculty / Affiliates / Program	Degree	Date of Review	SUPR-G Recommendation
Schulich School of Medicine and Dentistry and Faculty of Science, Biostatistics Collaborative Specialization	Master of Science, PhD	June 11 & 17, 2019	Not Approved

The detailed Final Assessment Report and Implementation Plan for this review are attached as [Appendix 6](#).

7. **Fall Reading Week**

SCAPA discussed a Senator’s request to re-examine the placement of Western’s newly implemented Fall Reading Week, currently approved as beginning on the 3rd Monday after Thanksgiving and ending at midnight on the subsequent Sunday. SCAPA was of the opinion that given the robust discussions that took place in Spring 2019 through the *ad hoc* Subcommittee on Fall Reading Week, due diligence had been done in selecting the current timing while recognizing that there were challenges with any range of dates selected. Given the complexity of the issues surrounding the timing of a Fall Reading Week, SCAPA determined that recommending a change to policy at this point would not permit the university community reasonable time to adjust to the current schedule through course syllabus design, student well-being initiatives, or sessional date planning.

8. **New Scholarships and Awards**

SCAPA approved on behalf of the Senate, the Terms of Reference for the new scholarship and award as shown in [Appendix 7](#).

REVISED CALENDAR COPY

<http://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21556&SelectedCalendar=Live&ArchiveID=>

BACHELOR OF MUSIC WITH HONOURS IN MUSIC HISTORY

Admission to this program is discontinued effective September 1, 2020. Students enrolled in the program will be allowed to graduate until August 31, 2024, upon fulfillment of the program requirements.

Students enrolled in this program who wish to change their enrolment to the new Bachelor of Music with Honours in Music Research must contact the Don Wright Faculty of Music.

REVISED CALENDAR COPY

<http://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=20779&SelectedCalendar=Live&ArchiveID=>

BACHELOR OF MUSIC WITH HONOURS IN MUSIC THEORY

Admission to this program is discontinued effective September 1, 2020. Students enrolled in the program will be allowed to graduate until August 31, 2024, upon fulfillment of the program requirements.

Students enrolled in this program who wish to change their enrolment to the new Bachelor of Music with Honours in Music Research must contact the Don Wright Faculty of Music.

NEW CALENDAR COPY

BACHELOR OF MUSIC WITH HONOURS IN MUSIC RESEARCH

ADMISSION REQUIREMENTS

Six approved Grade 12U and/or M level courses including English (ENG4U) and recommendation of the Faculty on the basis of an audition and interview.

Students recommended for admission to the Bachelor of Music (BMus) programs take a Common First Year as described below.

Students not recommended for admission to the Common First Year of the Bachelor of Music (BMus) programs are automatically considered for admission to the first year of the BA (Music) program.

Piano proficiency at the Grade VI level is strongly recommended before entrance. See Music 0914 in the UNDERGRADUATE COURSE INFORMATION section.

Common First Year

Music 0914(if required), Music 1639U, Music 1641U, Music 1649A/B, Music 1651A/B, Music 1710F/G, Music 1750F/G, Music 1920.

Ensemble: One, or more, of: Music 1901, Music 1902, Music 1903, Music 1904, Music 1905, Music 1906, Music 1910, Music 1911, Music 1912, Music 1913.

0.5 course from: Music 1629A/B, Music 1730A/B, Music 1802A/B.

0.5 course from any Faculty.

0.5 course from a Faculty other than Music.

*Students who cannot demonstrate competence in theory rudiments, melody writing and elementary harmony will be required to acquire such competence, by taking Music 0601A or through independent study, prior to enrolling in Music 1649A/B. Students who can demonstrate an advanced level of competence in harmony may be granted prerequisite standing for Music 1649A/B and may enroll in Music 1651A/B.

Admission Requirements after Year I Music

Completion of Ensemble requirement; Music 1920, Music 1710F/G and a mark of at least 70% in one of: Music 1750F/G or the former Music 1711F/G; Music 1649A/B and a mark of at least 70% in Music 1651A/B or the former Music 1650A/B, Music 1639U or the former Music 1635A/B, Music 1641U or the former Music 1636A/B, one half-course Music elective, one half-course from any Faculty, one half-course non-Music elective; a weighted average of at least 70%, and no mark less than 60% in Music courses, and a passing grade in the non-Music courses.

Admission Requirements after Year II Music

Completion of all courses specified for Years I and II of the program (except Music 0914); a cumulative weighted average of at least 70% in Music courses; no mark less than 60% in senior Music courses, a passing grade in each non-Music course; a mark of at least 70% in Music 1651A/B or the former Music 1650A/B, Music 2651A/B or the former Music 2649A/B, Music 2671F/G or the former Music 2650A/B, Music 1750F/G or the former Music 1711F/G, Music 2750F/G or the former Music 2710F/G and the former Music 2711F/G.

MODULE/PROGRAM INFORMATION

Second Year

Music 2639U or the former Music 2635A/B, Music 2641U or the former Music 2636A/B, Music 2651A/B or the former Music 2649A/B, Music 2671A/B or the former Music 2650A/B, Music 2750F/G or the former Music 2710F/G or the former Music 2711F/G, Music 2920.

Ensemble: One, or more, of Music 2901, Music 2902, Music 2903, Music 2904, Music 2905, Music 2906, Music 2910, Music 2911, Music 2912, Music 2913.

1.0 course or equivalent from any Faculty.

1.0 course or equivalent from a Faculty other than Music.

Third Year

Music 3649A/B, Music 3650A/B.

Music 3920 and Ensemble* (Music 3901, Music 3902, Music 3903, Music 3904, Music 3905, Music 3906, Music 3910, Music 3911, Music 3912, Music 3913), or 1.0 course or equivalent from the Faculty of Music.

1.5 courses from: Music 3600–3625, Music 3700–3799.

0.5 course from any Faculty.

1.0 course or equivalent from a Faculty other than Music.

Fourth Year

Music 4671A/B/Y.

Music 4920 and Ensemble* (Music 4901, Music 4902, Music 4903, Music 4904, Music 4905, Music 4906, Music 4910, Music 4911, Music 4912, Music 4913), or 1.0 course or equivalent from the Faculty of Music.

2.0 courses from: Music 3600–3625, Music 4630–4699, Music 3700–3799, Music 4730–4799.

0.5 course from any Faculty.

1.0 course or equivalent from a Faculty other than Music.

* The ensemble requirement becomes an optional elective for those students not registered in Music 3920 or Music 4920.

PROGRESSION

If a student fails to meet admission requirements, permission to proceed in an Honors Music program may be granted by the Dean on the recommendation of the Department concerned; special conditions on future registration may be imposed.

The basic progression and graduation requirement is completion of the previous year's approved program of study, with a weighted average of at least 70% and no grade less than 60% in Music courses, and a passing grade in each non-Music course.

The continued registration of a student ineligible to progress to the subsequent year of an Honors program will be restricted to courses required to complete the BMusA degree or the three-year BA (Music) degree.

ARTICULATION AGREEMENT

THIS AGREEMENT made BETWEEN:

KING'S UNIVERSITY COLLEGE
(hereinafter called "King's")

and

THE UNIVERSITY OF WESTERN ONTARIO
(hereinafter called "Western")

and

LAMBTON COLLEGE
(hereinafter called the "Lambton")

WHEREAS Western, King's, and Lambton wish to increase student mobility between Lambton College and King's University College, and the parties recognize that credit transfer is a key means to encourage such mobility;

AND WHEREAS the parties wish to facilitate the admission of qualified graduates of the Social Service Worker (SSW) Diploma Program at Lambton into either the Bachelor of Social Work (BSW) Program; or other Arts or Social Science degree Programs at King's, by entering into an articulation agreement recognized by the Ontario Council for Articulation and Transfer (ONCAT), and Western agrees to grant transfer credit to successful applicants under the terms of this Agreement;

AND WHEREAS the parties wish to set out clearly defined processes for the movement of the graduates between Lambton and King's;

NOW THEREFORE in consideration of the mutual covenants herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follow:

ADMISSION

1. King's agrees to consider for admission to full-time study to Year 3 of the Bachelor of Social Work, graduates of the Social Service Worker Diploma Program who meet the following requirements:
 - a. completion of the two-year SSW Diploma program with a minimum overall average of "B+" or 3.5 GPA calculated on all courses within the diploma program only, and with no individual course grade less than "C" or 2.0 GPA;

- b. completion within the two years immediately prior to applying to the BSW Program of a prescribed set of courses within the SSW Diploma program (see list in section 5 below);
 - c. written endorsement of the Chair of the School of Health, Community Services & Creative Design at Lambton outlining both the academic success of the student, as well as the success of the student's placement while in the SSW program.
2. To be considered for admission under this Agreement, Lambton students must apply through the Ontario Universities Application Centre (OUAC) by March 15th and provide the King's Admissions Office with their final academic transcripts by June 1st.
 3. Lambton students who wish to apply for admission to the BSW at King's must submit the additional BSW application by the March 15th deadline.
 4. To meet the 10.0 courses required to apply to the BSW program, Lambton students will be required to complete 2.5 courses with a minimum average of 70%, in the summer term at King's prior to the start of the BSW program in September including:
 - 1.0 Science credit (Category C)
 - 0.5 SW 2206 or SOC 2206
 - 0.5 Arts/Social Science (from list of King's courses which are complementary to Social Work i.e., Disability Studies, Social Justice and Peace, Thanatology, Sociology, etc.)
 - 0.5 Arts/Humanities (from a list of King's courses which are listed under Category B requirements, such as English, Philosophy, Women's Studies, Religious Studies, etc.)
 5. Admissions decisions are within the sole discretion of King's and are not appealable. Applicants who meet the requirements set out above are not guaranteed admission under this Agreement. The decision as to the number of students who will be accepted in any academic year may vary from year to year. Final determination of the validity of all admissions rests with the Registrar at Western in accordance with the provisions of the affiliation agreement between Western and King's.

TRANSFER CREDIT

1. King's shall grant transfer credit to successful applicants to the BSW program for the College courses in accordance with **Appendix 1**. This credit is not transferrable to other Faculties or Programs.
2. Lambton students from the SSW Diploma Program may also apply to any of the programs in the Faculties of Arts or Social Sciences at King's. Students who wish to pursue a degree program other than the BSW, will receive transfer credit as outlined in **Appendix 2**.
3. The course names and numbers set out in **Appendix 1** and **Appendix 2** may be revised from time to time with the agreement in writing of the parties. Failure to provide timely notification to King's/Western of changes to the Lambton course names or numbers may result in denial of admission and transfer credit to qualified applicants.

4. The parties acknowledge that the granting of transfer credit is based on an assessment of the SSW program curriculum and courses as of the date of this Agreement. It is the responsibility of Lambton to notify King's/Western of any subsequent changes or anticipated changes to the curriculum or content of the courses and provide sufficient information to enable King's/Western to decide whether block transfer credit will continue to be granted for these courses.

GENERAL

1. Students accepted under this Agreement must complete the courses required in Year 3 and Year 4 of the BSW program and maintain a cumulative and graduating average of at least 70% to graduate. These progression and degree requirements are subject to change during the term of this Agreement and King's will give Lambton written notice of any changes.
2. Students who subsequently fail to meet progression or degree requirements for the King's BSW program; but who do meet requirements for another program at King's or Western, may be permitted to transfer to another program at the discretion of the relevant Faculty. Students who transfer to another program will have the transfer credit removed from their academic record and credit for College courses will be assessed on the transfer credit as outlined in Appendix 2.
4. Lambton and King's agree to provide Lambton students with information about the transfer credit and encourage qualified students to apply.
5. The parties shall each designate a Program representative to assist with the operation of this Agreement. The Program representatives and other relevant staff at each institution shall meet at least once every two years to review their processes and determine if changes are needed to meet the objectives of the parties.

TERM

1.
 - (a) This Agreement is effective January 1, 2020, and shall continue in force unless terminated by a party as set out herein.
 - (b) Any party may terminate this Agreement upon three months' written notice of termination to the other parties. No applicants will be considered for admission after the date of such notice.
 - (c) Notwithstanding paragraph (b), if Western or King's decides to terminate this Agreement due to changes to Lambton's curriculum or course content, this Agreement shall terminate on a date that is the earlier of three months after written notice of termination is given to Lambton and the date that the changes were made by Lambton.
 - (d) Students accepted into the University Program under this Agreement prior to issuance of a notice of termination shall be permitted to complete their studies under the terms of this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement under the hands of their duly authorized officers.

KING'S UNIVERSITY COLLEGE

*

Dr. David Malloy
Principal

Date

*I have authority to bind the institution.

LAMBTON COLLEGE

Ms. Judith Morris
President

Date

*I have authority to bind the institution.

THE UNIVERSITY OF WESTERN ONTARIO

*

Dr. John Doerksen
Vice-Provost (Academic Programs)

Date

*I have authority to bind the institution.

APPENDIX 1

Articulation Agreement between King's University College, The University of Western Ontario, and Lambton College, Social Service Worker Diploma Program

Credit transfer from the **Social Service Work Diploma** Program to the **Bachelor of Social Work** at King's University College:

Lambton Course Code	Title	King's/Western Course Code	Title	Credit Weight
SSW 1023	Social Service Systems 1	SW 1025	Intro to SW and Social Welfare	0.5
SSW 2013	Social Service Systems 2			
SSW 1003	Helping Skills	SW 1026	Intro to SW Practice and Communication Skills	0.5
SSW 2003	Interviewing and Assessment Skills			
SSW 2083	Ethics and Report Writing	SW 2216	Intro to Generalist SW Practice and Theories	0.5
SSW 3003	Casework Relationship			
ENG 1113	Communications 1	Writing 2101F		0.5
ENG 2113	Communications 2			
PSY 1003	Psychology 1	Psychology 1000		1.0
PSY 2003	Psychology 2			
SOC 1003	Sociology1	Sociology 1000 TRN		1.0
SSW 4083	Social Issues and Problems			
SSW 2103	Mental Health Issues	SW 2100 TRN		1.0
SSW 4063	Addictions			
SSW 4003	Case Management	SW 2100 TRN		1.0
SSW 4053	Family Process			
SSW 1043	Community Participation	SW 2100 TRN		1.0
SSW 3073	Community Organization			
SSW 3083	Professional Integrity	SW 1000 TRN		0.5
SSW 1013	Group Work			
	TOTAL:			TOTAL: 7.5

Note: 2.5 additional courses must be taken in the summer prior to admission to the BSW program:

- 1.0 Science credit (Category C)
- 0.5 SW 2206 or SOC 2206
- 0.5 Arts/Social Science (from list of King's courses which are complementary to Social Work i.e., Disability Studies, Social Justice and Peace, Thanatology, Sociology, etc.)
- 0.5 Arts/Humanities (from a list of King's courses which are listed under Category B requirements, such as English, Philosophy, Women's Studies, Religious Studies, etc.)

This credit is not transferrable to another Faculty or Program.

APPENDIX 1

Articulation Agreement between King's University College, The University of Western Ontario,
and Lambton College, Social Service Worker Diploma Program

Credit transfer from the **Social Service Work Diploma** Program to the **Faculty of Arts and Social Science**:

Lambton Course Code	Title	King's/Western Course Code	Title	Credit Weight
SSW 1023	Social Service Systems 1	SW 1025	Intro to SW and Social Welfare	0.5
SSW 2013	Social Service Systems 2			
SSW 1003	Helping Skills	SW 1026	Intro to SW Practice and Communication Skills	0.5
SSW 2003	Interviewing and Assessment Skills			
SSW 2083	Ethics and Report Writing	SW 2216	Intro to Generalist SW Practice and Theories	0.5
SSW 3003	Casework Relationship			
ENG 1113	Communications 1	Writing 2101F		0.5
ENG 2113	Communications 2			
PSY 1003	Psychology 1	Psychology 1000 TRN		1.0
PSY 2003	Psychology 2			
SOC 1003	Sociology	Sociology 1000 TRN		1.0
SSW 4083	Social Issues and Problems			
SSW 2103	Mental Health Issues	SW 2100 TRN		0.5
SSW 4063	Addictions			
SSW 4003	Case Management	SW 2100 TRN		0.5
SSW 4053	Family Process			
	TOTAL:			TOTAL: 5.0

ARTICULATION AGREEMENT

THIS AGREEMENT made BETWEEN:

KING'S UNIVERSITY COLLEGE
(hereinafter called "King's")

and

THE UNIVERSITY OF WESTERN ONTARIO
(hereinafter called "Western")

and

FANSHAWE COLLEGE
(hereinafter called the "Fanshawe")

WHEREAS Western, King's, and Fanshawe wish to increase student mobility between Fanshawe College and King's University College, and the parties recognize that credit transfer is a key means to encourage such mobility;

AND WHEREAS the parties wish to facilitate the admission of qualified graduates of the Social Service Worker (SSW) Diploma Program at Fanshawe into either the Bachelor of Social Work (BSW) Program; or other Arts or Social Science degree Programs at King's, by entering into an articulation agreement recognized by the Ontario Council for Articulation and Transfer (ONCAT), and Western agrees to grant transfer credit to successful applicants under the terms of this Agreement;

AND WHEREAS the parties wish to set out clearly defined processes for the movement of the graduates between Fanshawe and King's;

NOW THEREFORE in consideration of the mutual covenants herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follow:

ADMISSION

1. King's agrees to consider for admission to full-time study to Year 3 of the Bachelor of Social Work, graduates of the Social Service Worker Diploma Program who meet the following requirements:
 - a. completion of the two-year SSW Diploma program with a minimum overall average of "B+" or 3.5 GPA calculated on all courses within the diploma program only, and with no individual course grade less than "C" or 2.0 GPA;

- b. completion within the two years immediately prior to applying to the BSW Program of a prescribed set of courses within the SSW Diploma program (see list in section 5 below);
 - c. written endorsement of the Chair of the School of Community Studies at Fanshawe outlining both the academic success of the student, as well as the success of the student's placement while in the SSW program.
2. To be considered for admission under this Agreement, Fanshawe students must apply through the Ontario Universities Application Centre (OUAC) by March 15th and provide the King's Admissions Office with their final academic transcripts by June 1st.
3. Fanshawe students who wish to apply for admission to the BSW at King's must submit the additional BSW application by the March 15th deadline.
4. To meet the required 10.0 courses required to apply to the BSW program, Fanshawe students who wish to be considered for admission to BSW program will be required to complete 2.0 courses in the summer term at King's prior to the start of the BSW program in September (with a minimum grade of 70%).
5. Fanshawe students from the SSW Diploma Program may also apply to any of the programs in the Faculties of Arts or Social Sciences at King's. Students who wish to pursue a degree program other than the BSW, will not receive the block of transfer credit as outlined for the BSW, but will receive transfer credit as outlined in Appendix 1.
6. Admissions decisions are within the sole discretion of King's and are not appealable. Applicants who meet the requirements set out above are not guaranteed admission under this Agreement. The decision as to the number of students who will be accepted in any academic year may vary from year to year. Final determination of the validity of all admissions rests with the Registrar at Western in accordance with the provisions of the affiliation agreement between Western and King's.

BLOCK TRANSFER CREDIT

1. Block transfer credit shall be awarded to successful applicants for the following courses (8.0 courses in the Bachelor of Social Work, not advanced standing). Students will be required to complete 2.0 courses in the summer prior to their admission into the BSW for September. This credit is not transferrable to other Faculties or Programs. The required Fanshawe courses for block credit consideration are listed below:

Fanshawe Course Code	Title	King's/Western Course Code	Title	Credit Weight
SOCW 1052	SW with Families	SW 1025	Intro to SW and Social Welfare	0.5
SOCW 1041	Social Welfare Policy			
SOCW 1031	Basic Counselling Skills	SW 1026	Intro to SW Practice and Communication Skills	0.5
SOCW 1032	Counselling			
SOCW 3030	SW Assessment with Families	SW 2216	Intro to Generalist SW Practice and Theories	0.5
SOCW 3021	SSW Practice and Intervention			
COMM 3082	Communication for Community Studies	Writing 1031 TRN		0.5
RSCH 1002	Ethical Principles- Research and Evaluation	SW 2206	Research Methods for Social Workers	0.5
SOCW 1054	SW in Mental Health 1	Psychology 1000 TRN		1.0
SOCW 1004	Psychology in SW			
SOCW 3031	SW in Mental Health 2			
SOCI 1006	Sociology for SSWs	Sociology 1000 TRN		1.0
SOCW 1028	Community Resources			
SOCW 3032	Analysis of Social Interventions			
SOCW 1033	SW Across the Lifespan	SW 1000 TRN		1.0
SOCW 1040	Professional Practice			
SOCW 1053	Community Organization and Development 1	SW 2100 TRN		1.0
SOCW 3028	Community Organization and Development 2			
BSCI 1247	Group Dev. And Practice	SW 2100 TRN		1.0
SOCW 3023	Ind. Counselling -Adv			
SOCW 3024	Ind. Groups and Families Counselling- Adv.	SW 2100 TRN		0.5
	TOTAL:			TOTAL: 8.0

2. The course names and numbers set out in the chart above may be revised from time to time with the agreement in writing of the parties. Failure to provide timely notification to King's/Western of changes to the Fanshawe course names or numbers may result in denial of admission and transfer credit to qualified applicants.
3. The parties acknowledge that the granting of block transfer credit is based on an assessment of the SSW program curriculum and courses as of the date of this Agreement. It is the responsibility of Fanshawe to notify King's/Western of any subsequent changes or anticipated changes to the curriculum or content of the courses and provide sufficient information to enable King's/Western to decide whether block transfer credit will continue to be granted for these courses.

GENERAL

1. Students accepted under this Agreement must complete the courses required in Year 3 and Year 4 of the BSW program and maintain a cumulative and graduating average of at least 70% to graduate. These progression and degree requirements are subject to change

- during the term of this Agreement and King's will give Fanshawe written notice of any changes.
2. Students who subsequently fail to meet progression or degree requirements for the King's BSW program; but who do meet requirements for another program at King's or Western, may be permitted to transfer to another program at the discretion of the relevant Faculty. Students who transfer to another program will have the block transfer credit removed from their academic record and credit for College courses will be assessed on the transfer credit as outlined in Appendix 1.
 3. Fanshawe and King's agree to provide Fanshawe students with information about the block transfer credit and encourage qualified students to apply.
 4. The parties shall each designate a Program representative to assist with the operation of this Agreement. The Program representatives and other relevant staff at each institution shall meet at least once every two years to review their processes and determine if changes are needed to meet the objectives of the parties.

TERM

1.
 - (a) This Agreement is effective January 1, 2020, and shall continue in force unless terminated by a party as set out herein.
 - (b) Any party may terminate this Agreement upon three months' written notice of termination to the other parties. No applicants will be considered for admission after the date of such notice.
 - (c) Notwithstanding paragraph (b), if Western or King's decides to terminate this Agreement due to changes to Fanshawe's curriculum or course content, this Agreement shall terminate on a date that is the earlier of three months after written notice of termination is given to Fanshawe and the date that the changes were made by Fanshawe.
 - (d) Students accepted into the University Program under this Agreement prior to issuance of a notice of termination shall be permitted to complete their studies under the terms of this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement under the hands of their duly authorized officers.

KING'S UNIVERSITY COLLEGE

*

Dr. David Malloy
Principal

Date

*I have authority to bind the institution.

FANSHAWE COLLEGE

Mr. Peter Devlin
President

Date

*I have authority to bind the institution.

THE UNIVERSITY OF WESTERN ONTARIO

*

Dr. John Doerksen
Vice-Provost (Academic Programs)

Date

*I have authority to bind the institution.

APPENDIX 1

Articulation Agreement between King's University College, The University of Western Ontario, and Fanshawe College, Social Service Worker Diploma Program

Transfer credit below to be issued in place of the block credit outlined above. Students receiving this credit must have met the minimum admission requirements for CAAT applicants for the year that they are seeking admission, and be entering a degree program at King's or Western other than the BSW Program.

Fanshawe Course Code	Title	King's/Western Course Code	Title	Credit Weight
SOCW 1052	SW with Families	SW 1025	Intro to SW and Social Welfare	0.5
SOCW 1041	Social Welfare Policy			
SOCW 1031	Basic Counselling Skills	SW 1026	Intro to SW Practice and Communication Skills	0.5
SOCW 1032	Counselling			
SOCW 3030	SW Assessment with Families	SW 2216	Intro to Generalist SW Practice and Theories	0.5
SOCW 3021	SSW Practice and Intervention			
COMM 3082	Communication for Community Studies	Writing 1031 TRN		0.5
SOCW 1054	SW in Mental Health 1	Psychology 1000 TRN		1.0
SOCW 3031	SW in Mental Health 2			
SOCW 1004	Psychology in SW			
SOCI 1006	Sociology for SSWs	Sociology 1000 TRN		1.0
SOCW 1028	Community Resources			
SOCW 3032	Analysis of Social Interventions			
SOCW 1033	SW Across the Lifespan	SW 1000 TRN		0.5
SOCW 1040	Professional Practice			
SOCW 3023	Ind. Counselling -Adv	SW 2100 TRN		0.5
SOCW 3024	Ind. Groups and Families Counselling- Adv.			
	TOTAL:			TOTAL: 5.0

REVISED CALENDAR COPY

https://www.uwo.ca/univsec/pdf/academic_policies/scholarship/medals.pdf

Gold Medals

CONVOCATION - AWARDS, PRIZES AND MEDALS TO BE LISTED IN CONVOCATION PUBLICATIONS

All graduating awards/prizes/medals will be listed in the convocation program with the relevant winners' names.

ELIGIBILITY FOR WESTERN GOLD MEDALS

Modular Structure Requirements

Nominee eligibility requirements:

- i. Achieved a minimum modular average of 80% with no grade less than 70% in the courses of the module.

Note: Students in the basic medical science modules must have achieved a minimum modular average of 85% with no grade less than 70% in the courses of the module.

- ii. No course grade of F.
- iii. Awarded Dean's Honour List per graduating students policy.

Western Gold Medals

Above calculation is used to award up to one Western Gold Medal with respect to each of the following:

- In each Faculty for the highest average for each Honours Specialization
- In each Faculty for the highest average in each Major for students in a double Major leading to an Honours degree
- In each Faculty for the highest average in a Specialization over all of the disciplines offered by the Faculty for students in a Four-Year degree. Note: In the Faculty of Social Science, one Gold Medal will be awarded for a Specialization in MOS and one Gold Medal for all other disciplines.
- In each Faculty for the highest average in a Major over all disciplines offered by the Faculty for students in a Four-Year degree
- In each Faculty for the highest average in a Major across all disciplines offered by the Faculty for students in a Three-Year degree

Note: Recipients of Faculty Named Medals are not eligible for a Western Gold Medal when similar award criteria are applied. In such circumstances, the Western Gold Medal may not be awarded to the student with the highest average.

Additional conditions are applicable for these programs:

1. Scholars Electives

Students in a standard module will be evaluated based on their performance in the module against all others in the module.

Students in a custom module will be evaluated against all other students in the Faculty in custom modules. In programs leading to **Honours** degrees, one Gold Medal will be awarded for the highest average in an **Honours** Specialization module and one Gold Medal will be awarded for the highest average in a Major module, subject to the requirements above for an **Honours** Specialization and a double Major.

2. Honours Business Administration

The Richard Ivey School of Business will award one Gold Medal to the **Honours** Business Administration program and one Gold Medal to the HBA/Approved Combined Program. The **UWO Western** Gold Medal will be awarded to a student with the highest average, who has completed a full year of courses in both HBA1 and HBA2 as defined by the program. The average is calculated by a simple average of the student's HBA1 average and HBA2 average over all courses taken at Ivey. The average excludes exchange or non-Ivey courses. If an Ivey HBA student is found in breach of the Ivey Student Code of Conduct, the student may be ineligible to receive any of the Ivey **Honours** designations

3. Faculty of Engineering

The Faculty of Engineering will award one Gold Medal for each Engineering program, including students in an approved concurrent or combined degree program. Students will be evaluated on an average calculated by the Faculty of Engineering on select technical and non-technical elective courses.

4. Honours Earth Sciences Programs for Professional Registration

The Faculty of Science will award one Gold Medal for the **Honours** Earth Sciences Programs for Professional Registration.

5. Integrated Science

The Faculty of Science will award two Gold Medals for the Western Integrated Science program. Students will be evaluated against all Integrated Science Honours Specialization modules. Both Gold Medals will not be awarded to the same Integrated Science Honours Specialization module.

6. Concurrent / Combined Degree Programs

A Western Gold Medal may be awarded to each module/program in an approved concurrent or combined degree. Students in an approved concurrent or combined degree program will be evaluated for each module/program against all other students in the same module/program within their respective Faculties.

Students in the combined JD/MBA program are not eligible for the Gold Medal in the Faculty of Law or the Richard Ivey School of Business.

In an Honors degree:

One gold medal will be awarded for each Honors Specialization in each Faculty.

The recipient must have achieved:

- 1. The highest average, 80% or greater, in the module,**
- 2. An average of 80% or greater in fourth year based on a course load of 5.0 courses,**
- 3. A cumulative average within the top 10% of the students graduating from the department offering the module (or Faculty if applicable)**

One gold medal will be awarded for each Major in each Faculty for students enrolled in a double Major leading to an honors degree.

The recipient must have achieved:

- 1. The highest average in the module being considered for award,**

2. 80% or greater average for each of the individual modules in the double major,
3. An average of 80% or greater in fourth year based on a course load of 5.0 courses,
4. A cumulative average within the top 10% of the students graduating from the department offering the module(s) (or Faculty if applicable)

In a Four-Year Degree:

One gold medal will be awarded in each Faculty for the highest average in a Specialization over all of the disciplines offered by the Faculty. The recipient must have an 80% or greater average in the Specialization module; and must have achieved an average of 80% or greater in fourth year based on a course load of 5.0 courses.

[Note: In the Faculty of Social Science, one gold medal will be awarded for a Specialization in MOS and one gold medal for all other disciplines.]

One gold medal will be awarded in each Faculty for the highest average in a Major over all disciplines offered by the Faculty. The recipient also must have achieved an 80% or greater average in the Major module; and must have achieved an average of 80% or greater in fourth year based on a course load of 5.0 courses.

In a Three-Year Degree:

One gold medal will be awarded in each Faculty for the highest average in a Major across all disciplines offered by the Faculty. The recipient also must have achieved an 80% or greater average in the Major module; and must have achieved an average of 80% or greater in third year based on a course load of 5.0 courses.

Exceptions:

1) **Scholars Electives**

Students in a standard module will be evaluated based on their performance in the module against all others in the module.

Students in a custom module will be evaluated against all other students in the Faculty in custom modules. In programs leading to honors degrees, one gold medal will be awarded for the highest average in an Honors Specialization module and one gold medal will be awarded for the highest average in a Major module, subject to the requirements above for an Honors Specialization and a double Major.

2) **Combined Program: Law and Master of Business Administration**

Students in the combined JD/MBA program are not eligible for the Gold Medal in the Faculty of Law or the Richard Ivey School of Business.

3) **Honors Business Administration**

The Richard Ivey School of Business will award one gold medal to the Honors Business Administration program and one gold medal to the HBA/Approved Combined Program. The UWQ Gold Medal will be awarded to a student with the highest average, who has completed a full year of courses in both HBA1 and HBA2 as defined by the program. The average is calculated by a simple average of the student's HBA1 average and HBA2 average over all courses taken at Ivey. The average excludes exchange or non-Ivey courses. If an Ivey HBA student is found in breach of the Ivey Student Code of Conduct, the student may be ineligible to receive any of the Ivey honors designations.

4) **Honors Earth Sciences Programs for Professional Registration**

The Faculty of Science will award one Gold Medal for the Honors Earth Sciences Programs for Professional Registration.



Biostatistics Collaborative Specialization Final Assessment Report & Implementation Plan

Faculty / Affiliated University College	Schulich School of Medicine and Dentistry and Faculty of Science	
Degrees Offered	Collaborative Specialization (MSc and PhD)	
Approved Fields	N / A	
External Consultants	N / A	N / A
Internal Reviewer	Prof. Louise Milligan	
Date of Site Visit	June 11 & 17 2019	
Evaluation	Not Approved	
Approval Dates	SUPR-G: November 18, 2019 SCAPA: November 27, 2019 Senate (FYI only): December 6, 2019 <small>This section will be completed by SGPS or Associate University Secretary</small>	
Date of Next Review		

Executive Summary

The reviewer met with faculty, students, and administrators in June 2019. General student satisfaction with the Specialization was high, however some opportunities for improvement were noted.

Significant Strengths of the Program

- The quality of research by participating faculty members was high.
- A key value of the Specialization is the enhancement of communication skills, to better enable communication between statisticians and health care professionals.

Summary of the Reviewers' Key Recommendations and Department/Faculty Responses

The Specialization provides only one activity in common between the two home programs: the course Biostats 9510A. There appears to be no research collaboration between the two departments. Students and some faculty members identified the lack of a collaborative seminar series as a shortcoming. In short, the Specialization is primarily a vehicle to allow sharing of the course Biostats 9510A. The recommendations below are intended to provide the opportunity for genuine collaboration between programs, to provide an enriched training environment for students.

	Reviewers' Recommendation	Program/Faculty Response
1. Recommendations requiring implementation	Development of a collaborative seminar series	Already doing this – but only biannually?

	Explore internship opportunities	Will continue to foster opportunities
	Provide opportunities for student interaction between departments	Seminar series and CANSSI Biostatistics Collaboration Centre
	Clarify enrolment cap.	There is no cap
	Collect data on postgraduation employment	We have these data
2. Supplementary recommendations for program improvement		

Implementation Plan

The Implementation Plan provides a summary of the recommendations that require action and/or follow-up. The Graduate Program Chair and/or Department Chair/Director, in consultation with SGPS and the Dean of the Faculty will be responsible for enacting and monitoring the actions noted in Implementation Plan. The details of progress made will be presented in the Deans' Annual Planning Document.

Recommendation	Proposed Action and Follow-up
Discontinue the Specialization (Does not meet the requirements for a Collaborative Specialization)	

Other Opportunities for Program Improvement and Enhancement

In addition to the recommendations noted above, the review process may have identified other considerations to enhance or enrich the program. List any such considerations.

New Scholarships and Awards

Indigenous Medical Continuing Scholarship (Schulich School of Medicine & Dentistry)

Awarded annually to an Indigenous student (First Nations, Inuit or Métis) entering first year of the Doctor of Medicine (MD) program based on academic achievement and demonstrated financial need.

Candidates must complete an online financial assistance application form, which is available through Student Center. Once financial need is determined by the Office of the Registrar, a recipient will be selected by the Scholarship and Awards Committee of the Schulich School of Medicine & Dentistry. This scholarship will continue for up to four years provided that the recipient progresses satisfactorily and continues to demonstrate financial need each year. If, for any reason, a student fails to retain the scholarship, a replacement student who meets the criteria and is in the same year will be selected. Only four students can hold this scholarship during any year. This scholarship was established by multiple Donors and Alumni to help ensure that Indigenous students who want to enter Western's Doctor of Medicine (MD) program receive the financial assistance they need.

Value: 1 at \$7,500 continuing for 4 years
Effective Date: 2020-2021 academic year

Walker Surgery Research Day Award (Schulich School of Medicine & Dentistry)

Awarded annually to the postgraduate trainee in a residency program in Surgery at the Schulich School of Medicine & Dentistry, who makes the most outstanding presentation at the Annual Department of Surgery Research Day. The recipient will be selected by the panel of judges presiding on Research Day held each spring/summer. This award was made possible by a generous donation from the Walker Family Foundation, including Dr. Paul Walker (MD '73), the son of the late Dr. John Walker (MD '43).

Value: 1 at \$1,000
Effective Date: 2019-2020 academic year

The Walker Family Foundation was established by the Walker Family in recognition of the caring and loving lives of Dr. John Hutton Walker (MD '43) and his wife Betty Louise Walker (BA '43). The Foundation has supported charity work at Hospitals, Community Outreach Centres, Medical Research, Childhood Health and Education in Kenya, and through Medecins sans Frontieres.

REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING (SCUP)

Contents	Consent Agenda
Leenders Purchasing Management Association of Canada Chair: Name Change	Yes
Experiential Learning Innovation Scholars	Yes
Budget Planning Guidelines	No

FOR APPROVAL

1. **Leenders Purchasing Management Association of Canada Chair: Name Change**

Recommended: That the Leenders Purchasing Management Association of Canada Chair established in 1993 at the Ivey Business School be renamed the Supply Chain Canada Chair, effective January 1, 2020.

Background:

The Chair was originally established in 1993 through an endowed gift from The Purchasing Management Association of Canada. Since then, the company's name has changed and this new name reflects the new name of the company.

2. **Experiential Learning Innovation Scholars**

Recommended: That the Experiential Learning Innovation Scholars be established at Western University, effective January 1, 2020, as shown in **Appendix 1**.

Background:

See **Appendix 1**.

FOR INFORMATION

3. **Budget Planning Guidelines**

The Budget Planning Guidelines are provided for information in **Appendix 2**.

Experiential Learning Innovation Scholars

Donor and Funding:

Funding for the Experiential Learning Innovation Scholars is available through the President's Strategic Priorities Fund. A total of \$80,000 (expendable) is available to fund the Scholars. Four recipients will be selected to receive \$20,000 each, for a 2-year term.

Effective Date:

January 1, 2020.

Purpose:

The goal of the funding is to support undergraduate and graduate teaching at Western, reflecting Western's commitment to the highest standards and quality of undergraduate and graduate education.

This opportunity is open to current faculty members (full-time and part-time) from any Western Faculty at any stage of their teaching careers (members of the Affiliated University Colleges are not eligible). Teams of faculty members working collaboratively to develop experiential learning opportunities for their program or faculty are encouraged to apply.

Evaluation Criteria:

1. Recognized experiential learning activity: The experiential learning activity needs to fall into one of the categories of curricular experiential learning recognized by Western (see http://experience.uwo.ca/about/principles_and_definitions.html).
2. Involvement of students as partners: The learning experience needs to be developed in partnership with students: the proposal needs to clearly articulate how students are involved as partners in the course/curriculum design and facilitation process.
3. Impact or proposed impact on the quality of the student experience at Western
4. Transferability to other courses/instructors.
5. Sustainability of, and differentiation created for Western by, the innovation; including sustainability beyond the funding period.
6. Clear, realistic timeline for development of the experiential learning opportunity.
7. Clear plan for assessment of the impact of the new experiential learning activity on student competencies/student learning in the program.

Applications must be accompanied by an explanation of how all seven criteria will be met.

A Selection Committee made up of the following individuals will choose the recipients:

- Chair: Vice Provost (Academic Programs) with voting rights
- Director, Centre for Teaching and Learning - or designate
- Director, Careers & Experience (Student Experience) – or designate
- Two faculty members appointed by the Vice Provost (Academic Programs) who have received either a Pleva Award or a 3M Teaching Fellowship
- One undergraduate student with curricular experiential learning experience appointed by the Vice-Provost (Academic Programs)
- One graduate student with curricular experiential learning experience appointed by the Vice-Provost (Academic Programs)

The University and/or its faculty, in accordance with their respective rights, shall be the sole owner of any newly created intellectual property resulting in full or in part from the Experiential Learning Innovation Scholars or any collaborative research activities. A copy of course resources created using these funds, such as videos, rubrics, digital learning objects, or online learning modules will remain at Western in the event that a faculty recipient leaves Western.

Proposals for experiential learning in postgraduate medical education programs for medical residents and fellows are not eligible.

Allowable Expenses:

Recipients may use the funds available to develop experiential learning opportunities through the purchase of release-time; support for undergraduate and graduate student partners; acquisition of technology; development of learning, reflection, and/or assessment resources; community partner recognition; or travel costs for students to reach a field site or partner community, among others. The funds are not intended to support conference travel.

Recipients are encouraged to use 25% of the funds (\$5000) to support the involvement of students as partners in the project.

A portion of the funds should also be used to assess the impact of the proposed experience on student learning/student competencies.

Funding can be used to support the development of a new experiential learning activity or to significantly expand or enhance an already existing experiential learning program at Western.

Term of Scholar: Two years (e.g., July 1, 2020 to June 30, 2022). In future, additional funds may be allocated to this project in order to increase the number of recipients. The Term for Scholars would continue to be two years and additional recipients would be chosen based on the criteria outlined.

Reporting:

Recipients are required to consult with the Experiential Learning Unit (Student Experience Portfolio - Careers & Experience) to ensure that the learning experience they design meets all safety and accessibility standards, and aligns with Western's principles for experiential learning.

The Experiential Learning Unit is available for support with external partnership development as needed.

- Recipients are required to consult with the Centre for Teaching and Learning on the curriculum integration of the new experiential learning activity, as well as assessment of the impact of the new experience on student learning. Recipients may need to complete a Human Research Ethics Review Protocol before collecting data on student learning.
- Scholar recipients will be encouraged to share the results of the impact assessment with the University community, through promotion or distribution by the Centre for Teaching and Learning, the Experiential Learning Unit of Student Experience, their Faculty or other appropriate mechanism.
- Successful applicants will receive the funds on the start date of the project. Completion of an Endowment/Restricted Fund application is required. Any changes to the proposed budget/spending plan need to be approved by the Chair of the Adjudication committee or his/her designate.
- Recipients will be required to submit:
 1. An interim report after the first year of the project.
 2. A final report outlining the success of the project, impact on student learning, and how the funds were used by September 1 subsequent to the end of the two-year period.
 3. The final report needs to include student testimonials documenting the impact of the experiential learning opportunity on student learning. The format of these is open, and should be selected to best match learning in the course (such as print or video interviews, ePortfolios, quotes, digital storytelling or other media).

Background:

The President's Strategic Priorities Fund was established through a gift from an anonymous donor. Information about the donor was shared with the Provost & Vice-President (Academic) and Vice-President (External).

Reputational Risk:

None.

FOR INFORMATION

Western University

Planning for 2020-21: Year 2 of Two-Year Planning Process Guidelines for the Faculties

September 27, 2019

A. Introduction

These guidelines move us forward to the second/final year of our 2-year planning period – and are intended to support the development of very brief update reports from the Faculties on the evolution and implementation of the Faculty Academic Plans and two-year budget plans developed last year.

The budgetary context for these guidelines is a period of constrained growth in revenues.

1. Under the Provincial Government's current (enrolment corridor based) funding system, grant funding (associated with domestic enrolments) has been frozen at the 2016-17 levels.
2. We do not yet have a formal announcement on provincial government grants for 2020-21 and beyond. Our assumption at this point in time is that grant funding will remain unchanged from current levels.
3. The Province's tuition framework rolled back domestic tuition rates by 10% in 2019-20 and the rates remain constant (at the reduced levels) in 2020-21.
4. We are continuing to work with the Deans on expansion of international enrolments – in areas of demand and capacity.

Our overall planning objectives and parameters continue to be guided by Western's current Strategic Plan – *Achieving Excellence on the World Stage*:

- Enhancing our Research Profile.
- Enhancing the Student Experience, including innovations in pedagogy, increases in on-line and blended learning offerings, student entrepreneurship, and increased experiential learning opportunities – especially work-integrated career preparation.
- Internationalization.
- Seeking alternative incremental sources of revenue – which should be given high priority in our planning.

B. University Operating Revenues and Expenditures

1. Revenues

The major sources of University operating revenues are: tuition fees – both domestic and international, provincial government operating grants which include funding for existing levels of domestic enrolment, and the federal funding for indirect costs of research. The majority of government funding – both operating and capital – is directly linked to enrolments. The grant and tuition revenue projections are based on enrolment projections/plans approved as part of the 2019-20 University Budget – and are incorporated into our planning.

2. Expenditures

- A revenue-sharing mechanism for the Faculties is in place for the 2-year planning cycle. The revenue-sharing allocations have been modelled on the basis of our current enrolment estimates.
- Funding for our student aid programs – undergraduate scholarships & bursaries and graduate student support – continues to be a high priority. In order to attract the best students, we must ensure that our centrally-funded student aid programs are competitive and adequate.
- We will set aside additional resources for a number of other University-wide expenditures, including the following:
 - Academic Priorities – aligned with our Strategic Plan
 - Research/Scholarship-related Initiatives administered by the Vice-President (Research)
 - Pedagogical Innovation
 - Student Recruitment and Student Services
 - Information Technology Infrastructure
 - Library Acquisitions
 - Deferred Maintenance and Facilities Enhancements
 - Our Long-Range Space Plan
 - Utilities
 - Operating Costs of New Facilities

C. Resources Available to each Faculty and the Budget Planning Exercise for 2020-21

Revenue projections for the Faculty for the final year of the 2-year planning period have been provided in Appendix A – and include the following components:

- **Base Budgets** – the net result of the starting base budgets adjusted for University-level inflationary cost increases, program expansion funding (where applicable), and self-funded program revenues.
- The projected **CRC allocations** for the Faculty based on prior plan approvals and any approvals received (in October 2019) from the CRC Special Program EDI search currently in progress. The appointment of allocated CRCs (included in Appendix A) is subject to approval by the University and the CRC program.
- Estimated allocations from the **Enrolment-related Revenue Sharing Mechanism** – based on each Faculty’s estimated graduate enrolments and undergraduate enrolments and teaching responsibilities.
- **Previously-approved base and one-time allocations** from the Academic Priorities Fund (APF).

The revenue projections in Appendix A do not include possible additional resources which may be allocated as an outcome of this planning cycle.

Appendix A shows historical operating revenue information for the Faculty and the 2020-21 revenues to be used for modelling purposes. Note that the historical revenue figures include centrally funded salary and benefit increases, but some/all of these central allocations are not yet included in the revenues for 2019-20 and beyond.

As has been the case in recent planning cycles, this budget planning process is a modelling exercise only. The actual final revenues – to be recommended in the spring of 2020 – will be a function of: (1) the base budget recommendation after consideration of the actual values of a number of university-level revenue and expenditure variables (e.g. actual enrolments and related funding, and salary settlements), (2) differential budget decisions, (3) updates to enrolment/teaching projections that will result in updated estimates of enrolment-related revenue sharing allocations, and (4) refinement to other revenue lines. In addition, funding associated with negotiated salary and benefit increases will be added to Faculty budgets at the appropriate times between now and the end of the 2-year planning period.

D. Elements of the Planning Submission

1. General Update to the Faculty Academic Plan

Please provide a brief update (if necessary) on significant changes to components of the current Faculty Academic Plan.

2. Enrolment Planning and Sharing of Incremental Revenues

a. Enrolment Planning

We will continue with the Enrolment Strategy approved by Senate and the Board of Governors in the fall of 2010. The Enrolment Strategy document can be found at:

http://www.ipb.uwo.ca/documents/recommendation_on_enrolment_strategy_oct2010.pdf

Deans are asked to provide a brief report on the status of new undergraduate and graduate programs/innovations or expansion of existing programs – including timelines for implementation, enrolment levels with a breakdown of domestic/international, and tuition fee recommendations. As part of this report, please discuss educational collaboration initiatives (with international universities) such as 2+2, 3+1, 3+1+1 programs – including program structures, current status, implementation timelines for new programs, enrolment levels, tuition fees, and costs.

Undergraduate international enrolment expansion in areas with capacity continues to be a high priority. In order to align our direct-entry undergraduate recruitment with Faculty priorities in the area of international enrolment, Deans are asked to complete the templates in Appendix E1.

Graduate enrolment plans are developed at the Faculty and Department levels. As we finish our current (transitional) two-year planning cycle, we need to look ahead to get a high-level view of total graduate enrolment levels for the University. Please provide your Faculty's 5-year graduate enrolment plans/projections by completing the templates in Appendix E2.

b. Enrolment-related Revenue Sharing

The enrolment-related revenue sharing mechanism (which was implemented as an outcome of last year's planning cycle) is described in Appendix C. The detailed revenue sharing calculations are also included in Appendix C.

The Faculty's revenue forecasts in Appendix A include the funds arising from the revenue-sharing mechanism, and are based on the enrolment forecasts described earlier and the graduate enrolment plans submitted by the Faculties in March 2019. Appendix D shows the preliminary enrolment forecasts for the Constituent University.

Deans should consult with IPB if and when the enrolment planning activities within the Faculties lead to new programs and/or expansion of existing programs. Deans are also asked to confirm tuition rates for new graduate programs that were submitted in their March 2019 graduate enrolment plans and are expected to start in 2020-21.

3. Resources to Support New University-wide Academic Initiatives: The Academic Priorities Fund (APF)

The University will continue its approach of retaining central funds (base and one-time) in order to support emerging academic initiatives that are in direct support of the University's Mission and Strategic Priorities. However, given the constrained revenue context, the APF will be very modest and may focus on one-time funding needs rather than base-budget allocations.

Deans may bring forward proposals for the Academic Priorities Fund (APF) – which will be available in the final year of the 2-year planning period. Proposals should include only major academic initiatives and should be directly linked to the University's strategic priorities. Proposals that involve multi-Faculty initiatives and are reinforced by Faculty resources will be viewed favourably. Deans should also include measurable indicators of progress towards the goals associated with each proposal.

Given the constrained revenue context, each Faculty can submit a maximum of 2 APF proposals for the final year of the 2-year period – and the total value of the requests cannot exceed \$150,000. This dollar constraint applies separately to base and one-time requests. Deans are asked to complete the template in Appendix F for each proposal.

4. Canada Research Chairs (CRCs)

In the current year, CRC positions will be allocated through the Special Program search currently underway. Deans are asked to prioritize their research areas for future allocation slots when these become available. A brief (one page maximum) summary of future priorities should be included in the planning document.

5. Space, Facilities, and Capital Planning

a. Space

In the context of our Long-Range Space Plan (as outlined in the 2019-20 University Budget) and the arrangement to share the operating costs of incremental space introduced in 2011-12, Deans may identify incremental space requirements. Requests for additional space should be submitted by completing the template included in Appendix G.

b. Capital Projects

Deans may also submit capital funding requests – for minor renovations – for the final year of the 2-year planning period. All requests for funding of minor capital projects must be included in the planning document (see Appendix H, Capital Project Request Form).

- Prior to consideration of capital projects during the planning process, units must consult with Facilities Management to obtain a cost estimate and to ensure that all building, safety, and structure-bearing codes receive proper attention.
- Requests must include a timeline for implementation and the amount of funding requested. Proposals which are matched by Faculty resources will be given higher priority.

Finally, all requests for exemptions to the University's policy on rental charges for general University facilities must be submitted in the planning documents. Only requests that directly relate to the academic activities of the Faculty will be considered for exemption.

6. Comprehensive Revenue/Expenditure Model

Appendix A provides the budget planning template for the final year of the 2-year planning period. Enrolment-related revenue sharing estimates have been completed by IPB using the most recent enrolment projections and historical patterns in teaching activity. Deans are asked to review these figures in consultation with IPB and make adjustments to the revenue lines (excluding the base budget line) as necessary. Particular attention should be paid to the revenue-sharing estimates, which should be updated to reflect any major changes in enrolments/teaching in the current year (i.e. 2019-20).

The expenditure plan should include the line-by-line details shown in Appendix A, and should address budgetary requirements in the areas of: tenured/probationary faculty complement, part-time teaching, limited-term faculty positions, clinical faculty positions (Schulich School only), support staff, GTAs, graduate student support, support for scholarship/research initiatives, information technology and academic equipment renewal, faculty travel, new faculty start-up funds, facilities maintenance, and any other allocations deemed necessary for the long-term academic health of the Faculty.

Faculties are reminded that they are responsible for including Faculty-specific teaching equipment and information technology renewal funds in their budget plans. Annual allocations should be based on a systematic replacement plan and can be funded from operating revenue or through a planned use

of carry-forward funds. Faculty carry-forward funds (shown in the revenue section of Appendix A, page 1, line 11) should be treated as a one-time revenue source in planning for the future.

The Faculty budget plan (in this modelling exercise) must meet two specific criteria – **the total budget must be balanced at the end of the 2-year planning period (i.e. cumulative surplus/deficit must be greater than or equal to zero) and the in-year deficit (Appendix A, line 39) in 2020-21 must not exceed 1% of the Faculty's base budget plus revenue-sharing allocation for that year.** *The structural situation of the Faculty's base budget will be a key factor in the Provost's recommendations with respect to faculty and staff complements for 2020-21.*

The line-by-line budget model should be provided by completing Page 1 of Appendix A.

7. Faculty/Staff Complement Plan

Deans are asked to provide a faculty and staff complement plan by completing the tables in Appendix B.

- The faculty/staff complement plan should reflect selective support of the priorities stated in the Faculty's Academic Plan.
- Deans are asked to provide a summary of progress in hiring into positions that have been (i) approved through the March 2019 Final Budget Plan and (ii) approved by the Provost in-year (subsequent to April 2019) based on need and availability of Faculty funds.
- Deans should include, in their complement and budgetary plans, provision for on-going funding of any positions now based on term funding that expires during the planning period.
- Sources of funding should be described for new/incremental appointments that are being proposed.
- Where Limited-Term appointments that require two years' notice of non-renewal are shown as ending without re-appointment in the faculty complement plan, the timing of when notice will be given should be described.

Deans should note that when positions are vacated as a consequence of retirements, resignations, or non-renewal of limited-term faculty, the positions themselves are closed, and a case must be made for the creation of any new positions using funds released to the Faculty budget. This approach acknowledges that areas of teaching and research of departing faculty were determined by Faculty priorities at the time they were hired, whereas new positions should fit with the current priorities of the Faculty, as stated in its Academic Plan.

Advertisements to hire into planned full-time faculty positions must be approved by the Vice-Provost (Academic Planning, Policy, & Faculty). Requests to advertise should be accompanied by a statement describing how the position fits into the complement plan approved during the planning process.

As noted earlier, the external context is one of very modest growth in revenues. Therefore, the structural situation of the Faculty's base budget will be a key factor in the Provost's recommendations with respect to faculty and staff complements for 2020-21.

8. Tuition Fees and Other Supplementary Fees

Domestic tuition rates for 2020-21 are pre-determined by the Provincial Government's current tuition framework which holds the rates constant at the 2019-20 levels. Universities have discretion in the setting of international tuition rates. Deans are asked to review international tuition rates for programs in their Faculty – and make recommendations for 2020-21. Appendix I lists the program-specific international tuition rates for your Faculty. The Provost's final international tuition fee recommendations for 2020-21 will be included in the Faculty's budget letter in February 2020.

The Provincial Government's policies on tuition and fees allows Universities to charge supplementary fees that recover the costs associated with non-tuition related services, equipment, and material provided to students. Examples include costs of course material/manuals, field trips, co-op placement services, and specialized equipment such as dental kits. At present, Western has a wide array of such fees – and new fees are introduced annually which must be approved by our Board of Governors. In the past, proposals for such fees have been brought forward on an irregular basis and quite often did not fit into the time lines of Board meetings. Therefore, Deans are asked to include proposals – both increases to existing fees (using Appendix I) and introduction of new fees (using Appendix J). **Fee proposals not included in the planning submissions will not be implemented in 2020-21.** Please consult with IPB if you have any questions regarding the applicability of the Government's policy to possible new fees.

E. University-Wide Planning Policies, Priorities, and Issues

Deans should take into account the following University-wide planning policies/issues.

1. First-year Intake and Undergraduate Enrolment Planning

Our current plan for the final year of the 2-year planning period calls for a first-year class of 5,270 in 2020-21 – and our approach to admissions will ensure that we maintain or enhance current entrance standards. As indicated earlier, we will work with the Faculties to pursue undergraduate international enrolment expansion – in areas with demand and capacity.

2. First-year Course Guarantee

The policy of guaranteeing courses to first-year students has made a tremendous contribution to Western's recruitment efforts and to the early academic experience of our students. The commitment of the Faculties to this policy has been outstanding. It is our intention to continue this guarantee as a central feature of Western's first year programs.

3. Turnover Recovery Policy

The Faculty Turnover Recovery Policy is suspended up to the end of 2020-21 – and will be reinstated for the next multi-year planning cycle which will begin with 2021-22. *Please note that turnover*

recovery applies to previous retirements/exits that occurred during periods when the turnover recovery policy was in place.

4. Major Research Proposals – including CFI and ORF

Deans are asked to ensure that participation in major research programs (including the CFI and the ORF) is given high priority within the Faculties and departments. The Vice-President (Research) should be consulted at the very early stages of preparing major proposals involving significant partnerships, large budgets, or internal/matching resources including space/facilities. The Associate Vice-President (Planning, Budgeting, and IT) should also be alerted to the potential space requirements.

5. Information Technology

The University's Information Technology infrastructure (e.g. networks, email, web support, wireless technology, instructional technology applications, research support applications, general university computer labs, central storage, desktop support, and administrative database systems) is supported by Western Technology Services (WTS). In order to better plan for and support the IT infrastructure of the University community, Deans are asked to identify specific IT-related needs that will enhance the teaching and research environments within Faculties and Departments. In particular, if there are IT-related initiatives/activities that require additional services from WTS, Deans must identify these requirements as part of their planning submissions.

6. Increasing Diversity in the Professoriate

Faculties will continue to receive a one-time payment of 50% of the first year's salary and benefits of candidates recruited into full-time probationary or tenured faculty positions where the successful candidate is a woman or a member of the First Nations community.

7. Spousal Hiring

Faculties will continue to receive funding equal to one third of the annual salary plus benefits – to a maximum of three years – in cases where the spouse of a probationary or tenured faculty recruit is being hired into a full-time faculty position created as part of the recruitment process, provided that the Faculty hiring the spouse and the Faculty hiring the tenured or probationary recruit also each contribute one-third of the salary plus benefits. ***Deans are reminded that, in keeping with the collective agreement, spousal positions created in this manner are for a limited term.*** Accordingly, spousal recruitments will, by default, be limited term. In exceptional cases, where evidence is presented that the spouse fits the Academic Plan and priorities of the Faculty hiring the spouse, a request for consideration for a waiver to hire as tenured or probationary must be submitted to the Vice-Provost (Academic Planning, Policy, and Faculty) prior to entering negotiations with the candidate. It is understood that such a request may replace other planned tenured/probationary allocations currently in the plan.

F. Items requiring reports from the Faculties

1. Experiential Learning

Over the past two years, we have been discussing the need to implement/develop/expand experiential learning strategies at Western – specifically the integration of experiential learning opportunities into courses and programs. The Office of the Registrar has been working with the Faculties to identify current courses/programs with experiential learning components – and we hope to have the results of this work in the near future. Experiential learning is also a provincial government priority – and is included as one of the ten metrics that underlies the Province’s soon-to-be-implemented performance-based grant funding system.

As part of your planning submission, please provide a brief report (including available metrics) on the status of experiential learning/education within your programs and courses, and new initiatives currently underway.

2. On-Line Education

Expansion and enhancement of on-line education – in particular, the development of fully on-line programs – has been identified as a University priority. In support of this, the Provost’s Taskforce on On-Line Education is currently underway. In order to feed into the Taskforce’s work, Deans are asked to provide a brief report on the status of fully on-line learning/education within their Faculties, including metrics on current on-line courses/programs and any new initiatives under consideration. Note that “fully on-line” could include programs that are delivered primarily on-line but that have brief face-to-face components (e.g. an annual on-campus gathering).

3. Indigenous Initiatives

In November of 2016 the University’s Senate and Board approved Western’s Indigenous Strategic Plan following two years of extensive consultation across campus and with the First Nations communities and organizations in the region. The Indigenous Strategic Plan describes eight Strategic Directions along with associated goals and suggestions for achieving them. As Deans are aware, in response to the Indigenous Strategic Plan’s aspirations – under the leadership of the Special Advisor on Indigenous Initiatives – a number of pan-university initiatives are underway. As part of your planning submission please provide an update on initiatives/activities in your unit that support the Strategic Directions of the Indigenous Strategic Plan.

4. Research Centres

As part of your planning submission, please provide a brief report on research centres currently under the Faculty’s umbrella – including current activities and impact/outcomes, inter-Faculty collaborations, external partnerships, and challenges and opportunities.

5. International Tuition Rates for PhD Students

Starting in 2018-19, tuition fees for international Ph.D. students have been set at the same rate as domestic students – in order to both align our tuition fee structure with sister universities in Ontario and to support the recruitment of outstanding international Ph.D. students. As part of your planning submission, please discuss the impact/implications of this tuition strategy within your Faculty.

6. Summer Programming Opportunities

The structure of Western's educational program offerings (i.e. largely during the September to April timeframe) may provide us with substantial space/facilities and staff capacity during the summer months. As part of your planning submission, please discuss current Faculty-specific summer activities/initiatives and identify other opportunities during the summer months – including initiatives that could lead to improved/expanded student engagement, enhanced University reputation, and increased revenues. Examples of such initiatives include summer camps/programs for high school students, summer research conferences, and sponsored workshops among others.

G. Conclusion

The multi-year planning approach – both at the University-level and the Faculty-level – allows for systematic investment in areas of strength and priority. Our planning approach is the vehicle by which the University Strategic Plan, Faculty Academic Plans, and Support Unit Operational Plans are implemented – within the resources available in a competitive environment. Through this process, we also fulfill our ongoing obligation to plan for our University's future in a selective, transparent, and accountable fashion.

Thank you and all your colleagues for your support and commitment to Western – and your contributions to our planning process.

Please submit 12 Printed Copies of your Planning Document and an Electronic Version (single PDF file) to Ruban Chelladurai – 10 days prior to your Planning Meeting Date

ANNOUNCEMENTS AND COMMUNICATIONS

Contents	Consent Agenda
Report from the Board of Governors (November 21, 2019)	Yes

FOR INFORMATION

1. **Report from the Board of Governors (November 21, 2019)**

The Board of Governors met on November 21, 2019. [Appendix 1](#) contains a full list of items received for approval or information from the Board's standing committees and from Senate. Documentation for these items can be found at:

https://www.uwo.ca/univsec/board/meetings/a19nov21bg-_FULL.pdf

The reports and proposals received were standard items of business.

SUMMARY OF AGENDA ITEMS – NOVEMBER 21, 2019 - OPEN SESSION

Adoption of Agenda	ACTION
Report of the President	INFORMATION
Unanimous Consent Agenda – Appendix I	ACTION
Minutes of the Meeting of September 24, 2019 – Open Session	ACTION

Report of the Property & Finance Committee – [Appendix II](#)

Scholarships, Awards, and Prizes	INFORMATION
Diabetes Canada Chair in Diabetes Management: Name Change	INFORMATION
John F. Wood Chair in Innovation in Business Education: Name Change	INFORMATION
Report of the Investment Committee	INFORMATION
Semi-Annual Ratio Report on Non-Endowed Funds	INFORMATION

Report of the Senior Policy & Operations Committee – [Appendix III](#)

Revisions to MAPP 1.52 – Policy on Sexual Violence	ACTION
Annual Report on Gender-based and Sexual Violence	INFORMATION
Committee Appointments	INFORMATION

Report of the Governance & By-Laws Committee – [Appendix IV](#)

Results of the 2019 Board of Governors By-Election	INFORMATION
Board Election Schedule for Spring 2020	INFORMATION

Report of the Audit Committee – [Appendix V](#)

Health, Safety, and Wellness Annual Report	INFORMATION
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Items Referred by Senate – [Appendix VI](#)

Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Addition of a Vice-Provost & Associate Vice-President (Indigenous Initiatives)	ACTION
Amendment to the Appointment Procedures for Senior Academic and Administrative Officers of the University – Change of Title in Section I: Vice-President (External)	ACTION
Renewal of the Articulation Agreement between Western University, King's University College, Huron University College and Fanshawe College Regarding the Transfer of Credit for Students in the Business-Accounting Diploma Program	ACTION
Report of the Academic Colleague	INFORMATION
Questions from Members	