



University  
of Victoria

**Associate Vice-President Academic Planning**

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**MEMO**

Date: April 15, 2020  
To: The Secretary of Senate

From: Dr. Susan Lewis, Chair, Senate Committee on Planning  
Re: **Annual Report of the Senate Committee on Planning for 2019-20**

The Senate Committee on Planning reviews and recommends to Senate proposals that address changes and innovation in disciplines, alignment with key campus priorities, accreditation and related requirements and relevance for students and their learning, among other considerations.

The terms of reference of the Senate Committee on Planning are as follows:

*The Committee shall:*

1. *study and submit recommendations to Senate concerning proposals for the creation or dis-establishment of programs, faculties, schools, departments, centres and institutes, and major modifications of existing programs;*
2. *assist and advise Senate, after due consultation with the faculties, in the formation of appropriate academic policy; and*
3. *advise Senate and the President on academic issues, as required.*

The voting members of the Senate Committee on Planning for 2019-20 were:

Dr. S. Lewis	Associate Vice-President Academic Planning, Chair
Dr. V. Kuehne	Vice-President Academic and Provost
Dr. L. Kalynchuk	Vice-President Research
Dr. M. Engineer	Department of Economics
Dr. S. Nam	Peter B. Gustavson School of Business
Dr. G. McDonough	Department of Curriculum and Instruction
Dr. N. Roy	Department of Economics
Dr. A. Con	School of Music
Dr. A. Roudsari	Department of Health Information Science
Dr. R. St. Clair	Deans' Representative
Dr. R. Hicks	Faculty of Science
Dr. M. Garcia-Barrera	Department of Psychology
Ms. G. Calder	Faculty of Law
Dr. D. Capson	Faculty of Graduate Studies
Dr. D. Russek	Department of Hispanic and Italian Studies
Dr. P. Nahirney	Medical Sciences
Dr. J. Clarke	Division of Continuing Studies
Dr. R. Gupta	Faculty of Engineering
Dr. C. Holder	Department of Philosophy
Mr. K. Richins	Undergraduate Representative and Student Senator
Ms. C. Osborne	Graduate Student Representative

Ex officio, non-voting members include the following additional members:

Ms. N. Greengoe	Registrar
Ms. A. Saab	Associate University Secretary
Ms. A. Giles	Acting Executive Director, Co-op. Education & Career Services

The 2019-20 Report covers the activities of the Committee in the period from its meeting April 2, 2019, through its meeting on March 3, 2020. During this period, the Committee held eight meetings.

**ACTION ITEMS APPROVED BY SENATE:**

1. That Senate approve the proposed major change in the Master of Arts in the Community Development Program, as described in the memorandum dated January 11, 2019.  
[Approved by Senate at its meeting on May 3, 2019]
2. That Senate approve the proposed program change to the PhD in Public Administration, as described in the memorandum dated January 11, 2019.  
[Approved by Senate at its meeting on May 3, 2019]
3. That Senate that approve and recommend to the Board of Governors, that it also approve the proposal to discontinue the Master of Arts in the Dispute Resolution Program, as described in the memorandum dated December 19, 2018.  
[Approved by Senate at its meeting on May 3, 2019]  
[Approved by the Board of Governors at its meeting on May 28, 2019]
4. That Senate approve and recommend to the Board of Governors that it also approve the discontinuation of the DHUM Graduate Certificate in Digital Humanities, as described in the memorandum dated February 14, 2019.  
[Approved by Senate at its meeting on May 3, 2019]  
[Approved by the Board of Governors at its meeting on May 28, 2019]
5. That Senate approve and recommend to the Board of Governors that it also approve the name change of the Master of Arts in Indigenous Communities Counselling to “Indigenous Communities Counselling Psychology”, as described in the memorandum dated December 4, 2018.  
[Approved by Senate at its meeting on May 3, 2019]  
[Approved by the Board of Governors at its meeting on May 28, 2019]
6. That Senate approve and recommend to the Board of Governors that it also approve, the establishment of a Master of Engineering (MEng) program in Industrial Ecology, as described in the document “Master of Engineering (MEng) Program in Industrial Ecology”, and that this approval be withdrawn should the program not be offered within five years of the granting of approval. Once Senate and the Board of Governors have approved the proposal, the proposal must be approved by the Secretariat of the Ministry of Advanced Education.  
[Approved by Senate at its meeting on May 3, 2019]  
[Approved by the Board of Governors at its meeting on May 28, 2019]
7. That Senate approve the renewal of Approved Centre Status for the Institute on Aging and Lifelong Health (IALH) for the period November 1, 2019 through October 31, 2024.  
[Approved by Senate at its meeting on May 3, 2019]
8. That Senate approve the renewal of Approved Centre Status for the Centre for Biomedical Research (CFBR) for the period July 1, 2019 through June 30, 2021.  
[Approved by Senate at its meeting on May 3, 2019]
9. That Senate approve the proposal to remove Technology Innovation in Education as a teaching area in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.  
[Approved by Senate at its meeting on November 1, 2019]
10. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

[Approved by Senate at its meeting on November 1, 2019]  
[Approved by the Board of Governors at its meeting on November 26, 2019]

11. That Senate approve the proposal to remove Japanese and Mandarin as teaching areas in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

[Approved by Senate at its meeting on November 1, 2019]

12. That Senate approve the proposed modifications to the Master of Arts in Musicology – Thesis Option, as described in the memorandum dated February 23, 2019.

[Approved by Senate at its meeting on December 6, 2019]

13. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to add a project option to the Master of Arts in Musicology, as described in the memorandum dated February 23, 2019.

[Approved by Senate at its meeting on December 6, 2019]

[Approved by the Board of Governors at its meeting on January 28, 2020]

14. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to discontinue the Master of Arts in Musicology (with Performance) Thesis Option, as described in the memorandum dated February 23, 2019.

[Approved by Senate at its meeting on December 6, 2019]

[Approved by the Board of Governors at its meeting on January 28, 2020]

15. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to add a project option to the Master of Arts in Musicology (with Performance), as described in the memorandum dated February 23, 2019.

[Approved by Senate at its meeting on December 6, 2019]

[Approved by the Board of Governors at its meeting on January 28, 2020]

16. That Senate approve the proposal to discontinue the language requirement for the Master of Arts in English, as described in the memorandum dated March 26, 2019.

[Approved by Senate at its meeting on December 6, 2019]

17. That Senate approve the proposal to discontinue the concentration in Literatures of the West Coast (LWC) for the Master of Arts in English, as described in the memorandum dated March 19, 2019.

[Approved by Senate at its meeting on December 6, 2019]

18. That Senate approve and recommend to the Board of Governors that it also approve, the proposed changes to the requirements for all Bachelor's degrees in the Faculty of Humanities, as described in the memorandum dated September 24, 2019.

[Approved by Senate at its meeting on December 6, 2019]

[Approved by the Board of Governors at its meeting on January 28, 2020]

19. That Senate approve the proposed changes to the Graduate Certificate in Evaluation, as described in the memorandum dated September 26, 2019.

[Approved by Senate at its meeting on January 10, 2020]

20. That Senate approve and recommend to the Board of Governors that it also approve, the proposed changes to the Master of Business Administration program, as described in the memorandum "Proposal for a Major Change to the UVic MBA Program".

[Approved by Senate at its meeting on January 10, 2020]

[Approved by the Board of Governors at its meeting on January 28, 2020]

21. That Senate approve the proposed changes to the Bachelor of Science, Kinesiology program, as described in the memorandum dated November 8, 2019.

[Approved by Senate at its meeting on January 10, 2020]

22. That Senate approve and recommend to the Board of Governors that it approve, the proposal to discontinue the Bachelor of Education (Secondary Curriculum) Program, as described in the memorandum dated November 21, 2019.

[Approved by Senate at its meeting on February 7, 2020]

**ACTION ITEMS THAT ARE PENDING REVIEW BY SENATE in 2019-2020:**

1. That Senate approve the proposal to extend the Approved Centre Status for the Centre for Global Studies until December 31, 2020, as described in the memorandum dated January 16, 2020.
2. That Senate approve the proposal to discontinue Geography Concentrations in the Bachelor of Arts and the Bachelor of Science programs, as described in the document "Discontinuation of Geography Concentrations".
3. That Senate approve the proposal to discontinue the Graduate Professional Certificate in Cultural Heritage Studies, as described in the memorandum dated November 4, 2019.
4. That Senate approve the proposal to add an International option to the Bachelor of Arts in French program, as described in the document "International Option for the BA in French (INT-FRAM)".
5. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to establish a Master of Engineering in Biomedical Systems (Professional, M.Eng.), as described in the document "Masters of Engineering in Biomedical Systems".
6. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to discontinue the Major in Italian Studies, as described in the document "Discontinuance of the Major and Minor in Italian and of the Undergraduate Certificate in Language and Cultural Proficiency: Italian".
7. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to discontinue the Minor in Italian Studies, as described in the document "Discontinuance of the Major and Minor in Italian and of the Undergraduate Certificate in Language and Cultural Proficiency: Italian".
8. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to discontinue the Undergraduate Certificate in Language and Cultural Proficiency: Italian, as described in the document "Discontinuance of the Major and Minor in Italian and of the Undergraduate Certificate in Language and Cultural Proficiency: Italian".
9. That Senate approve the proposal to discontinue the concentration in Medieval and Early Modern Studies (MEMS) in the Master of Arts in English program, as described in the document "ENGL MA – Deletion of MEMS Concentration".
10. That Senate approve and recommend to the Board of Governors that it also approve, the proposal to discontinue the Course-only Option in the Master of Arts in English program, as described in the document "ENGL MA – Deletion of the Course-only MA".
11. That Senate approve the proposal to discontinue the concentration in Nineteenth Century Studies (NCS) in the Master of Arts in English program, as described in the Document "ENGL MA – Deletion of the NCS Concentration".
12. That Senate approve and recommend to the Board of Governors that is also approve, the proposal to discontinue the non-CSPT thesis-based Master of Arts in English, as described in the document "ENGL - Deletion of the Non-CSPT Thesis-Based MA".

## **ACTION ITEMS THAT ARE PENDING REVIEW BY SENATE COMMITTEE ON PLANNING 2019-2020:**

There are no pending items for review by Senate Committee on Planning 2019-2020.

## **PROGRAM PROPOSALS FORWARDED TO THE MINISTRY'S POST-SECONDARY INSTITUTION PROPOSAL SYSTEM (PSIPS) FOR 30-DAY PEER REVIEW:**

There are currently no proposals posted to the Ministry's Post-secondary Institution Proposal System (PSIPS) for 30-day peer review.

## **FULL PROGRAM PROPOSALS STATUS REPORT:**

1. On July 3, 2019 the proposed Master of Engineering in Industrial Ecology was submitted to the Ministry of Advanced Education, Skills and Training for review and approval. On January 10, 2020 the Ministry of Advanced Education, Skills and Training granted the University of Victoria approval to offer the Master of Engineering in Industrial Ecology degree.
2. On October 7, 2019 the proposed Master of Management was resubmitted to the Ministry of Advanced Education, Skills and Training for review and approval.

## **OTHER BUSINESS:**

1. The Terms of Reference for the Senate Committee on Planning were reviewed and proposed revisions have been brought forward for approval.
2. UVic's Academic Program Review policy and related procedures are undergoing revision in response to recommendations from the Quality Assurance Process Audit conducted by the Ministry in December 2018. A consultation process on the revised policy is underway in 2019/20, with an updated policy to be brought forward for Senate approval in fall 2020.
3. The new program approval process was revised to provide clarity of process to departments considering a proposal as well as to align with program approval requirements of the Ministry of Advanced Education and Skills Training.

I would like to thank the Committee members for their careful deliberations and hard work over the last year. It is exciting to support proposals for academic change and innovation to ensure our programs are of high quality and relevant to students and society.