MEMO

Date: October 7, 2016
To: Senate
From: Dr. Rosaline Canessa
     Acting Chair, Senate Committee on Academic Standards
Re: 2015/16 Annual Report

The Terms of Reference for the Senate Committee on Academic Standards define its scope and relationship with Senate and other Senate committees. Each fall term the committee presents an annual report to Senate on its business and proceedings over the previous academic year.

The Senate Committee on Academic Standards met seven times in 2015/16: September 11, 2015, October 21, 2015, November 3, 2015, January 12, 2016, March 14, 2016, April 12, 2016 and May 26, 2016. During the course of the year, the committee approved the convocation lists of faculties, made recommendations to Senate, initiated projects in areas of the committee’s concern, and received proposals for input from other Senate committees and campus constituencies. Within these areas, the committee considered a number of issues over the course of the year, including:

- Approval of the convocation lists of the faculties
- Recommendations to Senate:
  - revisions to the undergraduate academic calendar regarding regulations governing administration of university examinations
  - changes to the regulation governing academic probationary status and the requirement to withdraw
  - the addition of Term GPA information to the academic calendar and administrative transcript
- Continued Projects in 2015/16
  - guidelines regarding the use of editors
  - undergraduate grading patterns
- Provided input on initiatives
  - proposals from other Senate committees
  - proposal from Cooperative Education and Career Services
  - proposal from the Division of Continuing Studies

Approval of the convocation lists of the faculties:

The committee approves, on behalf of Senate, the granting of degrees. At its October 2015 and May 2016 meetings, the committee approved the fall and spring convocation lists respectively. The deans of the faculties or a designate were in attendance.
Recommendations to Senate:

To approve revisions to the Regulations Governing Administration of University Examinations

A proposal outlining revisions to the regulations governing administration of university examinations was received by Senate at its October 2015 meeting. The proposal was sent back to the committee for further consideration after a thorough discussion at Senate. A revised proposal was developed by a sub-committee and approved by the committee in January 2016. Revisions to the regulations were approved by Senate at its February 2016 meeting.

To approve changes to the regulation governing Academic Probationary Status and the Requirement to Withdraw

At the January 2016 meeting, the committee considered a proposal to change the academic calendar regulations governing academic probationary status and the requirement to withdraw. This proposal was approved by Senate at its February 2016 meeting.

To approve the addition of Term GPA information to the academic calendar and administrative transcript

At the April 2016 meeting, the Registrar submitted a proposal to add Term GPA information to the administrative transcript and to add a definition of Term GPA to the academic calendar. This proposal was approved by Senate at its October 2016 meeting.

Continued Projects in 2015/16

Guidelines regarding the Policy on Academic Integrity and use of editors

In May 2015 the committee provided a preliminary report to Senate outlining the background and recommended approach for consideration of this issue. The proposed approach was endorsed by Senate. Over the course of 2015/16 the committee worked via a sub-committee to consider revisions to the Policy on Academic Integrity and develop guidelines for instructors regarding the use of editors. The sub-committee engaged in a series of consultations during development of the policy revisions and guidelines. A proposal was presented to the committee for feedback in September 2016. The committee continues to work on refining and finalizing a proposal for consideration by Senate.
Undergraduate grading patterns

In 2013, with support from Senate, the committee began a more detailed examination of grading patterns across the university with a view to determining how the university should address concerns regarding grading patterns. Discussions at the November 2015 committee meeting, informed by a report and data prepared for the committee, led to the establishment of a sub-committee to consider issues related to grading patterns at the university.

Over the course of 2015/16, the sub-committee met to examine what structure and guidance could be provided to faculties and units with respect to grading patterns. The sub-committee presented its report and recommendations to the committee for feedback in September 2016. The report will now be finalized and presented to Senate.

Grading Patterns Report

The committee received the annual Grading Patterns Report at its November 2015 meeting. The report was provided to Senate in December 2015.

Provided input on initiatives:

Provided Feedback on Proposals from Other Senate Committees

At the September and October 2015 meetings, the committee reviewed a proposal from the Senate Committee on Admission, Re-registration and Transfer to revise calendar entries relating to failure to disclose.

At the January 2016 meeting, the committee reviewed a number of proposals from the Senate Committee on Admission, Re-registration and Transfer including changes to the admission requirements for the Music and Computer Science program, changes in admission requirements for the Faculty of Science, and changes to calendar entries relating to transfer credit.

At the April 2016 meeting, the committee reviewed a number of proposals from the Senate Committee on Admission, Re-registration and Transfer including revisions to the math grade for admission to the Faculty of Engineering, revisions to the pathway for admission to graduate school for students with a three-year baccalaureate, the establishment of admission requirement for the Combined Major Program in Computer Science and Health Information Science and revisions to the current admission requirements for the Health Information Science program.
Proposal - COM 205 and the Academic Writing Requirement

At the April 2016 meeting, the committee considered a proposal from the Gustavson School of Business and the Division of Academic Writing. The proposal was to add a new course, COM205, to the list of courses meeting the academic writing requirement on a pilot basis in order to meet the needs of a cohort of international students. The committee approved the pilot on the understanding that a proposal would be brought to the committee and Senate in 2016/17 regarding any ongoing changes.

Experiential Learning for Undergraduate Students – notation on transcript

At the May 2016 meeting, the Executive Director of Coop Education and Career Services presented a proposal regarding the addition of an experiential learning notation to the official transcript. The notation would identify courses that have been designated as having an experiential learning component. The committee provided preliminary feedback on the proposal, which was sent back for further consideration.

Proposal for selected Continuing Studies’ non-credit certificates and diplomas to receive degree credit

At the May 2016 meeting, the Division of Continuing Studies presented a proposal regarding awarding transfer credits to students who have completed non-credit certificates and diplomas. The committee reviewed the proposal and provided feedback both to the Division and to the Senate Committee on Admission, Re-registration and Transfer, the committee responsible for making a recommendation to Senate regarding this proposal.

Respectfully submitted,

2016/2017 Senate Committee on Academic Standards
Rosaline Canessa (Acting Chair), Faculty of Social Sciences
Eva Baboula, Faculty of Fine Arts
Laurie Barnas, Associate Registrar
Gillian Calder, Faculty of Law
Jordan Crocker, UVSS Representative
Nikolai Dechev, Faculty of Engineering
Nicole Greengoe, Registrar
David Harrington, Faculty of Science
Cindy Holder, Associate Dean Academic Advising (Faculties of Science, Social Sciences and Humanities)
Susan Lewis, Dean, Faculty of Fine Arts (VPAC designate)
Peter Liddell, Convocation Senator
Michele Martin, Division of Medical Sciences
Norah McRae, Executive Director, Cooperative Education and Career Services
Michael Nowlin, Faculty of Humanities
Tim Pelton, Faculty of Education
Bernadette Peterson, Student Senator
Abdul Roudsari, Faculty of Human and Social Development
Richard Rush, Division of Continuing Studies
Ada Saab, Director, Graduate Admissions and Records
Brock Smith, Peter B. Gustavson School of Business
Sarah Warder, GSS Representative
Nancy Wright, Associate Vice-President Academic Planning (President’s nominee)
Carrie Andersen Secretary, Associate University Secretary

2015/2016 Senate Committee on Academic Standards
Sara Beam (Chair), Faculty of Graduate Studies
Eva Baboula, Faculty of Fine Arts
Laurie Barnas, Associate Registrar
Sarah Blackstone, Advisor to the Provost, Special Projects (President's nominee)
Gillian Calder, Faculty of Law
Rosaline Canessa, Faculty of Social Sciences
Lauren Charlton, Registrar
Jordan Crocker, Student Senator
Nikolai Dechev, Faculty of Engineering
David Harrington, Faculty of Science
Cindy Holder, Associate Dean Academic Advising (HUMS, SCIE, SOSC)
Valerie Kuehne, Vice-President Academic and Provost
Peter Liddell, Convocation Senator
Michele Martin, Division of Medical Sciences
Norah McRae, Executive Director, Cooperative Education and Career Services
Michael Nowlin, Faculty of Humanities
Tim Pelton, Faculty of Education
Bernadette Peterson, Student Senator
Abdul Roudsari, Faculty of Human and Social Development
Richard Rush, Division of Continuing Studies
Ada Saab, Director, Graduate Admissions and Records
Brock Smith, Peter B. Gustavson School of Business
Kaylee Szakacs, University of Victoria Students’ Society Representative
Elissa Whittington, Graduate Students' Society Representative
Carrie Andersen (Secretary), Office of the University Secretary