ACDEMIC COUNCIL REPORT

ACTION REQUESTED:

Decision ☒
Recommendation ☐
Discussion/Direction ☐
Information ☐

DATE: **26 November 2019**

FROM: **Graduate Studies Committee (GSC)**

SUBJECT: **Policy Instrument Approval(s) – Graduate Academic Calendar Migration project**

COMMITTEE MANDATE:

- Under the Policy Framework, Policy Owners must consult with deliberative bodies before presenting draft policy instruments to the approval authority for approval
- GSC has a mandate to review, monitor, and advise on graduate program regulations
- During the course of the Graduate Academic Calendar project, it was noted that some policies contained within the document were similar to policies in the Undergraduate Academic Calendar. As the Undergraduate Studies Committee (USC) provides oversight and advice to Academic Council on Undergraduate policies, the relevant provisions were presented in June 2019 to CPRC (now USC) for their recommendation

MOTION:

MOTION: That, pursuant to the recommendation of the GSC, Academic Council hereby approves the "Graduate Faculty Appointments policy" migration from the Graduate Academic Calendar to the Policy Library, as presented, and

That, pursuant to the recommendation of the GSC, Academic Council hereby approves the "Graduation and Conferral of Degrees policy" migration from the Graduate Academic Calendar to the Policy Library, as presented.

BACKGROUND/CONTEXT/RATIONALE:

The Policy Framework was established in 2014 and was intended to provide transparency, clarity and consistency in the development and approval of policy instruments. The initial implementation of the Policy Framework did not include Academic Calendar Regulations in its scope. Existing processes for approving amendments to regulations were kept in place.

Over the past year, Framework processes and approval authorities have been applied to policies in the Academic Calendars, beginning with the Undergraduate Calendar. The efforts have

proven successful in ensuring consistent processes and a record of decision-making around amendments to Regulations. This year, the Graduate Academic Calendar is undergoing the same review. The overall goal is to move policies in the Graduate Academic Calendar into the Policy Library, much like what was done for Undergraduate policies last cycle.

Two polices being migrated involve both Undergraduate and Graduate regulations, one which is coming forward with this Motion, Graduation and Conferral of Degrees; the second policy will be presented in a future Motion. The Graduate policy information is now being incorporated with the Undergraduate language approved during the Undergraduate project last cycle. These Graduate changes will impact the Graduate Academic Calendar, but will not impact the Undergraduate Academic Calendar.

The School of Graduate and Postdoctoral Studies is bringing forward the following academic policies at this time:
- *Graduate Faculty Appointments policy*
- *ACD 1511 Graduation and Conferral of Degrees policy*

According to the Policy Framework, the Policy Library is the central repository for Policy Instruments. Remaining policies will come forward as they are reviewed.

CONSULTATION:
In conjunction with the Policy Office, the following consultation and approval path was determined:

- Where there are undergraduate policies impacted by the addition of new graduate policy language, the documentation including editorial undergraduate language changes was provided to USC (formerly CPRC) for review and recommendation to Academic Council; Related undergraduate changes (Graduate and Conferral of Degrees) were recommended by CPRC (now USC) – June 21, 2019
- Collaboration with the Registrar's Office on the undergraduate policy language
- The overall Calendar to Policy Migration project was approved by ALT in May 2019.
- Deliberative body: Graduate Studies Committee (GSC) – October 22, 2019
- Approval Authority: Academic Council – November 26, 2019

NEXT STEPS:
- Pending the approval of the Academic Council, the policy instruments will be migrated from the Graduate Academic Calendar to the Policy Library and the Graduate Academic Calendar text will be updated as presented; related undergraduate policy and Calendar copy will similarly be updated.

SUPPORTING REFERENCE MATERIALS:

- **Graduate Faculty Appointments**
  - Draft policy
  - Graduate Faculty Appointments – Policy Summary
  - Policy Calendar Copy – Graduate Faculty Appointments
- **Graduation and Conferral of Degrees**
  - Draft ACD1511 Graduation and Conferral of Degrees policy (includes both undergraduate and graduate regulations)
  - Graduation and Conferral of Degrees – Policy Summary
  - Policy Calendar Copy – Graduate and Conferral of Degrees