Senate attendees are reminded that as per section IV.6 of the Senate By-Laws, only Senators or official Senate Observers may speak at Senate. The By-laws provide a process where, in exceptional circumstances, a guest may be granted speaking privileges at Senate. The Senate By-Laws are available on the Secretariat website: https://uwo.ca/univsec/pdf/senate/bylaws.pdf.

SENATE AGENDA

Friday, April 19, 2024, 1:30 p.m. – 4:30 p.m.
Somerville House, Great Hall

1.0	Land Acknowledgement	
2.0	Minutes of the Meeting of March 15, 2024	Approval
2.1	Business Arising from the Minutes	
3.0	Report of the President	Information
4.0	Report of the Provost	Information
5.0	Report of the Vice-President (Research)	Information
6.0	**Report of the Operations / Agenda Committee (E. Chamberlain)**	
6.1	Amendments to the Senate By-Laws	Approval
6.2	Report of the Senate Committee on University Teaching Awards (SUTA): Recipients of Western's Excellence in Teaching Awards for 2023-24	Information
7.0	**Report of the Nominating Committee (J. Toswell)**	
7.1	Membership – Vice-Chair of Senate	Action
7.2	Senate Committees Membership	
7.2(a)	Operations/Agenda Committee (OAC)	Action
7.2(b)	Senate Committee on Academic Curriculum and Awards (ACA)	Action

7.2(c)	Subcommittee on Program Review – Undergraduate (SUPR-U)	Action
7.2(d)	Subcommittee on Undergraduate Academic Courses (SOC)	Action
7.2(e)	Senate Committee on Academic Policy (POLICY)	Action
7.2(f)	Senate Committee on University Planning (SCUP)	Action
7.2(g)	Senate Committee on University Teaching Awards (SUTA)	Action
7.2(h)	Senate Review Board Academic (SRBA)	Action
7.2(i)	University Research Board (URB)	Action
7.2(j)	Honorary Degrees Committee	Action
7.2(k)	Distinguished University Professor Selection Committee	Action
7.2(l)	Faculty Scholar Selection Committee	Action
7.2(m)	Academic Colleague	Action
7.2(n)	Board of Governors	Action
7.3	Membership – Selection/Review Committee for the Dean of the Faculty of Education	Action
7.4	Membership – Selection Committee for the Dean of the Faculty of Law	Action
7.5	Membership – Operations/Agenda Committee (OAC)	Action

8.0 **Report of the Senate Committee on Academic Policy (WG Pearson)** – Refer to Consent Agenda

9.0 **Report of the Senate Committee on Academic Curriculum and Awards (S. Roland)**

9.1	Huron University College: Introduction of a Subject Area in "Animal Ethics and Sustainability Leadership"	Approval

9.2		Huron University College and King's University College: Introduction of a Subject Area in "Islamic Studies"	Approval
9.3		King's University College: Introduction of a Certificate in Ecological Justice and Climate Ethics	Approval
10.0	**Report of the Senate Committee on University Planning (D. Laird)**		
	10.1	University Operating and Capital Budgets	
		10.1(a) 2023-2024 University Operating and Capital Budgets	Approval
		10.1(b) 2023-24 Program Specific Fees and Other Supplemental Fees	Information
11.0	**Report of the University Research Board (P. Pexman)**		
	11.1	New MAPP policy: Policy 7.17 – Establishment, Governance and Review of Core Research Facilities	Discussion
12.0	**Report of the Academic Colleague (P. Barmby)**		Information
13.0	**The Unanimous Consent Agenda**		
	13.1	Items from the Operations / Agenda Committee	
		13.1(a) Senate Membership – Vacancies Filled by Appointment	Information
		13.1(b) Revision to the Approval Level for SGPS Regulations (presented in the Report of the *ad hoc* Working Group – September 2022)	Information
	13.2	Items from the Senate Committee on Academic Policy	
		13.2(a) Schulich School of Medicine & Dentistry: Revisions to the "Dean's Honour List and Graduation "With Distinction"" Policy	Approval
		13.2(b) Faculty of Law: Revisions to the Policy on "Progression Requirements – Law"	Approval

13.2(c)	School of Graduate and Postdoctoral Studies: SGPS Regulation: Visitor and Exchange Programs	Information

13.3 Items from the Senate Committee on Academic Curriculum and Awards

13.3(a)	Schulich School of Medicine & Dentistry, Department of Medical Biophysics and Faculty of Science: Withdrawal of the Honours Specialization in Medical Biophysics (Biological Science Concentration), Honours Specialization in Medical Biophysics (Physical Science Concentration), and Honours Specialization in Medical Biophysics and Biochemistry	Approval
13.3(b)	Schulich School of Medicine & Dentistry and Faculty of Science: Revisions to the Policy on "Medical Sciences First Entry"	
13.3(c)	Faculty of Social Science, Departments of History and Political Science and Ivey Business School: Revisions to the Admission and Program Requirements of the Honours Specialization in International Relations and the Combined Honours Specialization in International Relations/HBA	Approval
13.3(d)	Brescia University College: Withdrawal of the Major in Philosophy	Approval
13.3(e)	School of Graduate and Postdoctoral Studies:	
13.3(e)(i)	School of Graduate and Postdoctoral Studies: Major Modification to the Master of Engineering (MEng) in Mechanical and Materials Engineering	Approval
13.3(e)(ii)	School of Graduate and Postdoctoral Studies: Major Modification to the Master of Library and Information Science (MLIS)	Approval

13.3(f)	Dissolution of the Subcommittee for Western Approved Micro-credentials (SWAM)	Information
13.3(g)	Faculty-Specific Sessional Dates: Faculty of Education (2024-25)	Information
13.3(h)	Scholarships, Awards and Prizes:	
13.3(h)(i)	New Donor-Funded Scholarships, Awards and Prizes	Information
13.3(h)(ii)	New Western-Funded Scholarships, Awards and Prizes	Information

13.4 Items from the Honorary Degrees Committee

13.4(a)	Spring 2024 Honorary Degree Recipients	Information

14.0 Items removed from Consent Agenda

15.0 Discussion and Question Period

16.0 New Business

17.0 Adjournment

ITEM 1.0 – Land Acknowledgement

ACTION: ☐ APPROVAL ☐ INFORMATION ☐ DISCUSSION

A land acknowledgement will be offered at the start of the Senate meeting.

Offering a land acknowledgment was adopted as a standard practice at Senate on December 9, 2016.

Dr Christy Bressette, the Vice-Provost and AVP (Indigenous Initiatives), has indicated that it is important to remind ourselves regularly of our commitment to reconciliation and decolonisation, and to ensure that these objectives remain central in our collegial decision-making.

In the spring of 2021, the recommendation to offer a land acknowledgement was extended to Senate's committees.

Members of OAC were broadly supportive of this practice, while also being mindful that land acknowledgments should be meaningful and dynamic, and not simply a rote exercise.

Some suggestions for practices that might be most meaningful and relevant to Senate and committee meetings are:

- a land acknowledgement
- a reminder of one or more of the TRC Calls to Action, particularly those relating to education
- a reminder of elements of Western's Indigenous Strategic Plan
- a reference to local Indigenous culture or narratives

ITEM 2.0 – Minutes of the Meeting of March 15, 2024

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That the minutes of the meeting held on March 15, 2024, be approved as circulated.

ATTACHMENT(S):

Minutes of the March 15, 2024 Meeting

MINUTES OF THE MEETING OF SENATE

March 15, 2024

The meeting was held at 1:30 p.m. in Great Hall, Somerville House

SENATORS:

M. Adler
E. Ansari
G. Arku
S. Bahadoor
P. Barmby
M. Bassnett
S. Beatty
G. Beckett
J. Beecroft
F. Beier
J. Binoy
M. Bordignon
N. Borradaile
E. Chamberlain
B. Cheadle
K. Choi
S. Clarke
M. Cleveland
K. Coley
R. DeKoter
S. Feagan
L. Frederking
A. Fremeth
J. Garland
E. Gillies
L. Graham
M. Green-Barteet
N. Harney
K. Henricus
R. Heyden
S. Hodgson
J. Hutter
J. Ijam
J. Jin
M. Joanisse
A. Jokhu
E. Kalaydjian
Z. Kamal
M. Kim
K. Kirkwood
D. Kotsopoulos
D. Laird
K. Lawless
J. Langille
A. Liu
D. Malloy
M. McGrath
A. Meyer
J. Minac
M. Modeski
K. Olson
T. Orchard
P. Pexman
G. Philip
S. Pitel
A. Puvirajah
L. Rehmann
D. Robinson
L. Shaw
A. Shepard
K. Siddiqui
Z. Sinel
D. Smith
C. Steeves
F. Strzelczyk
J. Sutton
J. Toswell
C. Vanderlugt
J. Welch
C. Whippey
S. Whitehead
J. Wild
J. Yoo
A. Zecevic

Observers: S. Ajak, C. Bressette, L. Cho, J. Doerksen, S. Lewis, M. Machado, M. McGlynn, V. Sarkany, C. Waugh, J. Weststar

LAND ACKNOWLEDGEMENT

J. Jin offered a Land Acknowledgement.

MINUTES OF PRIOR MEETING

ITEM 2.0 – Minutes of the Meeting of February 15, 2024

It was moved by B. Cheadle, seconded by C. Steeves,

> That the minutes of the meeting of February 15, 2024, be approved as circulated.

CARRIED

BUSINESS ARISING FROM THE MINUTES

ITEM 2.1 – Business Arising: Revisions to the Policy on "Progression Requirements – Dentistry"

Senate initially considered this proposal at its meeting on January 19, 2024. The proposal was tabled due to concerns raised. The revised proposal of the policy on "Progression Requirements – Dentistry" was presented to Senate for approval.

It was moved by C. Steeves, seconded by D. Laird,

> That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective September 1, 2024, the policy on "Progression Requirements – Dentistry" be revised as shown in Item 2.1.

CARRIED

REPORT OF THE PRESIDENT

A. Shepard, President and Vice-Chancellor, referred to the written report provided to Senate in advance of the meeting.

A. Shepard opened his remarks by encouraging Senators to honour colleagues with different awards nominations. He acknowledged the importance of recognizing achievements and successes, and highlighted Western's commitment to promoting this culture.

A. Shepard continued his report by commenting on the reduction in the allocation of study permits to international students.

A. Shepard concluded his report by sharing information on several events that have taken place and are planned on campus, including the upcoming Spring Open House for prospective Western students.

In his final remarks, the President welcomed Emilie Kalaydjian who has been elected as

President of the University Students' Council (USC) as of May 1, 2024.

REPORT OF THE PROVOST

F. Strzelczyk, Provost & Vice-President (Academic), reported on the updates and initiatives under her portfolio and began her report by sharing information that the Faculty of Education at Western was ranked the 4th best faculty of education in Canada and 75th worldwide.

The Provost continued her report with an update on the United Way Campaign, noting that the fundraising goal was exceeded. She further reported on the progress of the budget planning process.

The Provost provided an overview of the ongoing searches for several senior leaders and expressed gratitude for E. Chamberlain's leadership, welcoming A. Botterell as Acting Dean of the Faculty of Law commencing July 1, 2024. Additionally, she advised Senators that Ileana Paul has agreed to serve as Acting Dean of the Faculty of Arts and Humanities for a two-year term beginning July 1, 2024.

In concluding her report F. Strzelczyk shared the percentage of job offers accepted by Brescia staff and faculty, along with outlining the efforts made to support Brescia students.

REPORT OF THE VICE-PRESIDENT (RESEARCH)

P. Pexman, Vice-President (Research), provided an update on Western's research activities and began her remarks by highlighting the importance of interdisciplinarity in research and collaboration. She commented on Western's ongoing efforts to advance interdisciplinarity, along with building research capacity to enhance individual and collective success.

In the second part of her report, P. Pexman provided information on the awards and distinctions, including the recent Annual Western Research Award celebration. She concluded the report with an announcement of the six new Canada Research Chairs named at Western and a brief update on research funding.

ITEM 6.1 – Faculty of Health Sciences: Amendments to the Faculty Council Constitution - Composition and Rules of Procedure

On behalf of the Operations/Agenda Committee, E. Chamberlain presented the Amendments to the Faculty Council Constitution - Composition and Rules of Procedure for approval.

It was moved by E. Chamberlain,

> Conditional on Senate and Board approval of the creation of the Brescia School of Food and Nutritional Sciences in the Faculty of Health Sciences, and on the closing of the Brescia-Western integration, that on the recommendation of the Operations/Agenda Committee, Senate approve that effective May 1, 2024, the Faculty of Health Sciences' *Faculty Council Constitution - Composition and Rules of Procedure* be revised as shown in item 6.1.

CARRIED

ITEM 6.2 – Amendments to the Senate By-Laws

The revisions to the Senate By-Law were presented for information, given the 14-day notice requirement for changes to the By-Laws and will be brought to Senate for approval at the April meeting.

REPORT OF THE SENATE NOMINATING COMMITTEE

ITEM 7.1 – Membership – Selection/Review Committee for the Dean of Schulich School of Medicine & Dentistry

Lisa Henderson, Lisa Cechetto and Denis Maxwell were acclaimed to the Selection/Review Committee for the Dean of Schulich School of Medicine & Dentistry.

ITEM 7.2 – Membership – Selection Committee for an Associate Vice-President, Research (Health)

Miriam Capretz, Isaac Luginaah, Angela Roberts and Kevin Moore were acclaimed to the Selection Committee for an Associate Vice-President, Research (Health).

REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY

ITEM 8.1 – Revisions to the Policy on "Admissions", School of Graduate and Postdoctoral Studies

On behalf of the Senate Committee on Academic Policy, M. Adler presented the revisions to the Policy on "Admissions", School of Graduate and Postdoctoral Studies for approval.

It was moved by M. Adler,

> That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective March 15, 2024, the Graduate and Postdoctoral Studies policy on "Admissions" be revised as shown in Item 8.1.

CARRIED

ITEM 8.2 – Revisions to the Policy on "Admission – MD Program"

On behalf of the Senate Committee on Academic Policy, M. Adler presented the revisions to the Policy on "Admission – MD Program".

It was moved by M. Adler,

> That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective September 1, 2024, the policy on "Admission – MD Program" be revised as shown in Item 8.2.

CARRIED

ITEM 8.3 – Revisions to the Policy on "Course Outlines"

On behalf of the Senate Committee on Academic Policy, M. Adler presented the revisions to the Policy on "Course Outlines" for approval.

A Senator raised concerns referring to the earlier discussion at Senate with respect to the requirement for a mandatory statement on Gender-Based and Sexual Violence to be included as part of all course outlines. They suggested an alternative solution to keep the additional statements as a resource in a prominent location. In response to the concerns, S. Lewis, Vice-Provost (Academic Programs), provided rationale for adding a statement on Gender-Based and Sexual Violence to the course outline and advised that the inclusion of a required statement on course outlines was a recommendation included in the final report of the Action Committee on Gender-Based and Sexual Violence. Additionally, she commented on various options for the placement of important information and considerations within this process.

A Student Senator expressed support for the inclusion of the statement on Gender-Based and Sexual Violence to ensure easy access to information for students.

It was moved by M. Adler,

> That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective September 1, 2024, the policy on "Course Outlines" be revised as shown in Item 8.3.

CARRIED

ITEM 8.4 – Academic Policy Working Group Update: Academic Consideration Policy – Report on Consultations

S. Lewis, Vice-Provost (Academic Programs), and M. Modeski, University Registrar, presented an update from the Academic Policy Working Group on the Academic Consideration Policy (Appendix A).

M. Modeski provided a high-level summary of the results from consultations that occurred across campus with respect to the academic consideration policy.

S. Lewis commented on medical documentation associated with academic considerations and advised on resolving the issue of students' access to medical notes under the undergraduate health plan. Additionally, S. Lewis provided the key issues identified from the consultations that need to be addressed.

In response to a question from a Senator, S. Lewis clarified that this policy specifically pertains to undergraduate students.

M. Modeski addressed a question of clarification regarding online opportunities for completing

makeup exams.

A Senator made an observation regarding the need to outline specific procedures for group projects. M. Modeski noted that this point will be discussed by the working group. S. Lewis recommended considering different levels of consideration, including both central policy and specific regulations by the Faculties.

Senators were invited to provide their questions and concerns to the working group through email.

REPORT OF THE SENATE COMMITTEE ON UNIVERSITY PLANNING (SCUP)

ITEM 10.1– Faculty of Health Sciences: Approval for the Creation of a New School Named the Brescia School of Food and Nutritional Sciences

On behalf of the Senate Committee on University Planning, D. Laird presented for approval the Creation of a new school named the Brescia School of Food and Nutritional Sciences.

It was moved by D. Laird,

> That on the recommendation of the Senate Committee on University Planning, Senate approve and recommend to the Board of Governors the creation of a new School in the Faculty of Health Sciences, named the Brescia School of Food and Nutritional Sciences, effective May 1, 2024, conditional on approval by the Board of Governors and the closing of the merger as contemplated in the MOA between Western University and Brescia University College approved January 10, 2024.

CARRIED

REPORT OF THE UNIVERSITY RESEARCH BOARD (URB)

ITEM 11.1 – Western Postdoctoral Status Report

K. Siddiqui, Vice-Provost (Graduate and Postdoctoral Studies) provided a presentation on the data generated by the School of Graduate and Postdoctoral Studies on the postdoctoral scholars at Western, including but not limited to, various metrics broken down by the faculty, residency, and countries of origin (Appendix B). Additionally, he provided data on the average gross salary range across Canada and in comparison with Western's figures.

K. Siddiqui responded to questions of clarification regarding the data presented and advised that about 70% of postdoctoral scholars are funded through research grants.

A Senator made an observation emphasizing the importance of postdoctoral funding.

K. Siddiqui addressed a question regarding Western’s position in comparison to other institutions within the U-15 group.

CONSENT AGENDA ITEMS

REPORT FROM THE OPERATIONS / AGENDA COMMITTEE (OAC)

Information Items Reported by OAC on Unanimous Consent:

- ITEM 13.1(a) – Appointment of Officers of Convocation
- ITEM 13.1(b) – Senate Membership – Vacancies Filled by Appointment
- ITEM 13.1(c) – Schedule of Senate and Senate Committee Meetings (2024-25)
- ITEM 13.1(d) – Senate Election Results (2024)
- ITEM 13.1(e) – Equity, Diversity, Inclusion, and Decolonization (EDI-D) Self-identification Information – Nominees for Senate in the Faculty and Administrative Staff, Undergraduate Student, and Graduate Student Constituencies (2022-2024)

REPORT FROM THE SENATE NOMINATING COMMITTEE

Information Items Reported by the Nominating Committee on Unanimous Consent:

- ITEM 13.2(a) – Senate Membership – Full-time Administrative Staff

REPORT FROM THE SENATE COMMITTEE ON ACADEMIC POLICY

ITEM 13.3(a) – Revisions to the Policy on "Marks/Grades; Definitions of Grades; Grading Scale for Undergraduate Students"

It was moved by B. Cheadle, seconded by C. Steeves,

> That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective September 1, 2024, the policy on "Marks/Grades; Definitions of Grades; Grading Scale for Undergraduate Students" be revised as shown in Item 5.0.

CARRIED BY UNANIMOUS CONSENT

ITEM 13.3(b)(ii) – School of Graduate and Postdoctoral Studies: Revisions to the Policy on "Registration"

It was moved by B. Cheadle, seconded by C. Steeves,

> That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective March 15, 2024, the Graduate and Postdoctoral Studies policy on "Registration" be revised as shown in Item 13.3(b)(ii).

CARRIED BY UNANIMOUS CONSENT

ITEM 13.3(b)(iii) – School of Graduate and Postdoctoral Studies: Revisions to the Policy on "Program Design – Course Registration"

It was moved by B. Cheadle, seconded by C. Steeves,

That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective March 15, 2024, the Graduate and Postdoctoral Studies policy on "Program Design – Course Registration" be revised as shown in Item 13.3(b)(iii).

CARRIED BY UNANIMOUS CONSENT

ITEM 13.3(b)(iv) – School of Graduate and Postdoctoral Studies: Revisions to the Policy on "Program Design – Courses, Milestones and Course Outlines"

It was moved by B. Cheadle, seconded by C. Steeves,

That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective March 15, 2024, the Graduate and Postdoctoral Studies policy on "Program Design – Courses, Milestones and Course Outlines" be revised as shown in Item 13.3(b)(iv).

CARRIED BY UNANIMOUS CONSENT

ITEM 13.3(b)(v) – School of Graduate and Postdoctoral Studies: Rescindment of the Policy on "Graduate Study at Western for Non-Western Students"

It was moved by B. Cheadle, seconded by C. Steeves,

That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective March 15, 2024, the School of Graduate and Postdoctoral Studies policy on "Graduate Study at Western for NonWestern Students" be rescinded as Senate Academic Policy.

CARRIED BY UNANIMOUS CONSENT

Information Items Reported by the Senate Committee on Academic Policy

- ITEM 13.3(b)(i) – School of Graduate and Postdoctoral Studies: Overview
- ITEM 13.3(b)(vi) – School of Graduate and Postdoctoral Studies: Policy on "Academic Integrity"
- ITEM 13.3(b)(vii) – School of Graduate and Postdoctoral Studies: Policy on "External Scholarships on Transcripts"
- ITEM 13.3(b)(viii) – School of Graduate and Postdoctoral Studies: Policy on "Thesis"
- ITEM 13.3(b)(ix) – School of Graduate and Postdoctoral Studies: Policy on "Assessing Student Progress in Multi-Year Research Based Programs"
- ITEM 13.3(b)(x) – School of Graduate and Postdoctoral Studies: Policy on "Graduation"
- ITEM 13.3(b)(xi) – SGPS Regulation: General Introduction to School of Graduate & Postdoctoral Studies Policies and Regulations
- ITEM 13.3(b)(xii) – SGPS Regulation: Graduate Programs
- ITEM 13.3(b)(xiii) – SGPS Regulation: Financial Support
- ITEM 13.3(b)(xiv) – SGPS Regulation: Professional and Career Engagement
- ITEM 13.3(b)(xv) – SGPS Regulation: SGPS Membership
- ITEM 13.3(b)(xvi) – SGPS Regulation: Supervision
- ITEM 13.3(b)(xvii) – SGPS Regulation: Support Services for Students with Disabilities

REPORT FROM THE SENATE COMMITTEE ON ACADEMIC CURRICULUM AND AWARDS (ACA)

ITEM 13.4(a) – Faculty of Engineering, Department of Electrical and Computer Engineering: Revisions to the Admission Requirements of the Software Engineering Program and Revisions to the Program Requirements of the Software Engineering Options

It was moved by B. Cheadle, seconded by C. Steeves,

> That on the recommendation of ACA, Senate approve that effective September 1, 2024, the admission and program requirements of the Software Engineering Program, offered by the Department of Electrical and Computer Engineering in the Faculty of Engineering, be revised as shown in Item 13.4(a), and
>
> That effective September 1, 2024, the program requirements of the following Software Engineering Options be revised as shown in Item 13.4(a):
>
> Software Engineering Program
> B. Software Engineering /HBA
> C. Software Engineering/Law

CARRIED BY UNANIMOUS CONSENT

ITEM 13.4(b) – Faculty of Health Sciences, Arthur Labatt Family School of Nursing: Revisions to the Program Requirements of the RPN Pathway within the Compressed Time Frame Bachelor of Science in Nursing (BScN)

It was moved by B. Cheadle, seconded by C. Steeves,

> That on the recommendation of ACA, Senate approve that effective September 1, 2024, the program requirements of the RPN Pathway within the Compressed Time Frame Bachelor of Science in Nursing (BScN), offered by the Arthur Labatt Family School of Nursing in the Faculty of Health Sciences, be revised as shown in Item 13.4(b).

CARRIED BY UNANIMOUS CONSENT

ITEM 13.4(c) – Schulich School of Medicine & Dentistry, Department of Medical Biophysics and Faculty of Science: Revisions to the Admission and Program Requirements of the Honours Specialization in Medical Biophysics (Medical Science Concentration)

It was moved by B. Cheadle, seconded by C. Steeves,

> That on the recommendation of ACA, Senate approve that effective, September 1, 2024, the admission and program requirements of the Honours Specialization in Medical Biophysics (Medical Science Concentration), offered by the Department of Medical Biophysics in the Schulich School of Medicine & Dentistry and the Faculty of Science, be revised as shown in Item 13.4(c).

CARRIED BY UNANIMOUS CONSENT

ITEM 13.4(d) – King's University College: Revisions to the Admission and Program Requirements of Management and Organizational Studies Modules

It was moved by B. Cheadle, seconded by C. Steeves,

That on the recommendation of ACA, Senate approve that effective September 1, 2024, the admission and program requirements of the following Management and Organizational Studies modules, offered by King's University College, be revised as shown in Item 13.4(d).

Honours Specialization in Accounting
Specialization in Accounting
Honours Specialization in Finance and Administration
Specialization in Finance and Administration
Honours Specialization in Global Commerce
Specialization in Global Commerce
Honours Specialization in Organizational and Human Resources
Specialization in Organizational and Human Resources
Major in Accounting
Major in Global Commerce
Major in Organizational and Human Resources
Major in Management and Organizational Studies

CARRIED BY UNANIMOUS CONSENT

ITEM 13.4(e) – School of Graduate and Postdoctoral Studies: Major Modification to the Master of Arts (MA) and Doctor of Philosophy (PhD) in Media Studies

It was moved by B. Cheadle, seconded by C. Steeves,

That on the recommendation of ACA, Senate approve that effective May 1, 2024, the Master of Arts (MA) and Doctor of Philosophy (PhD) in Media Studies be revised as shown in Item 13.4(e).

CARRIED BY UNANIMOUS CONSENT

Information Items Reported by ACA on Unanimous Consent:

- ITEM 13.4(f) – Undergraduate Sessional Dates (2024-25)
- ITEM 13.4(g) – New Donor-Funded Scholarships, Awards and Prizes

ITEMS REMOVED FROM THE CONSENT AGENDA

ITEM 13.5(a) – Vice-Provost's Annual Report on Faculty Recruitment and Retention

A Senator requested this item be removed from the Consent Agenda as they wanted to have more information regarding the recruitment and retention data.

M. McGlynn, Vice-Provost (Academic Planning, Policy & Faculty), commented on the metrics presented on faculty recruitment and retention, broken down by gender balance, total resignations, and degree credit courses taught by part-time faculty across different faculty.

M. McGlynn responded to questions of clarification regarding probationary and tenured faculty data and mentioned that the category of probationary teaching scholars was presented separately four years ago and this category should be counted in overall numbers. She noted that the increase in the limited-term appointments is driven by Faculty needs.

M. McGlynn emphasized that all the categories presented in the report are identified by the collective agreement.

DISCUSSION AND QUESTION PERIOD

The full text of the questions submitted in advance of the meeting was posted in the Agenda at Item 14.0 prior to the meeting. The questions and responses are summarized below:

1. A Senator raised a question of clarification concerning the two significant changes to Western's education program, shortening the degree duration, and upgrading the B.Ed. to a Master of Teaching and Learning and with respect to potential implications of these changes.

D. Kotsopoulos, Dean of the Faculty of Education, provided clarification on matters related to the rationale for the changes in the teacher education program. These matters include the transformation of the program over the years, which initially was presented at the Master's level and subsequently changed to a Bachelor of Education, as well as the potential benefits for students.

2. A Student Senator raised a question with respect to Ramadan and accommodation for religious holidays, specifically concerning the problems that students encounter.

In response to this question S. Lewis provided a presentation (Appendix C) that included information on several reviews of the policy on accommodation for religious holidays, feedback from Senate, U15 policy approaches, along with the next planned steps for updates to the policy.

A Student Senator made an observation that implementing a central policy would be more appropriate, rather than addressing issues at the instructor level.

3. A Senator raised a question regarding the future of the Senate seats designated to Brescia University College after May 1, 2024.

C. Whippey, Associate University Secretary, stated that the Senate membership is governed by the UWO Act and once the integration is completed the Senate membership will be revised to align with the Act.

In response to a question from a Senator regarding the funding perspective for graduate students, K. Siddiqui, Vice-Provost (Graduate and Postdoctoral Studies) stated that the minimum funding for graduate students at Western was increased in 2023 and monitoring is still ongoing.

K. Siddiqui addressed questions of clarification on the approach to increasing graduate funding.

ADJOURNMENT

The meeting adjourned at 3:37 p.m.

_____ _____

A. Shepard
Chair

C. Whippey
Associate University Secretary

Academic Consideration Policy Consultations

Presentation to Senate

March 15, 2024

Marisa Modeski
University Registrar

Susan Lewis
Vice-Provost (Academic Programs)

Consultations across campus

Consultation Groups	
• Health Sciences	• Information & Media Studies
• Music	• Basic Medical Sciences Undergraduate Education
• Arts & Humanities	• Huron
• Science	• King's
• Academic Advising Managers	• University Student's Council
• Engineering	• UWOFA
• Social Science	

Consultations across campus

Additional Notes

- Susan and/or Marisa attended every policy consultation meeting
- Roughly 60 faculty members and 20 students were present – mix of Faculty EPC meetings, and meetings set up with the sole purpose of discussing this policy
- Notes were taken at each meeting (without attribution)
- Summary themes provided to Working Group and Senate
- Consultations took place January – March
- Dr. James Stewart (Physician Team Lead, Health and Wellness) and legal counsel also consulted

Exams and Midterm Tests

- Desire for hard stop for make-up exams. Students should be made aware of the consequences of missing an exam
  - For example… Final → make-up exam → next offering of the course → WD
- Desire for central support to organize and proctor make-up midterms and final exams, especially for limited-duty instructors
- Difficult to reach consensus over maximum re-weighting of final exams in campus-wide policy

Flexibility

- Several faculty members are incorporating flexibility in their courses, many very effective in reducing the need for consideration
- The policy should not include direct examples of flexibility – those will be part of a separate resource
- Desire for a barrier for considerations when flexibility is clearly stated within the course outline. Instructors may desire the ability to “reject due to built-in consideration”

Medical Documentation

- Over 70% of academic consideration requests include medical documentation
- With the exception of a fraudulent note, the documentation is accepted
- With the emergence of Telehealth and medical notes being included in the Student Healthcare Plan, there is no barrier to receiving a medical note

Procedure

- Central portal for intake of consideration requests will allow for more detailed tracking, central support for triaging and processing requests
- Students, advisors, and instructors need detailed documentation on how any new processes work
- More impetus on student to provide information for each request (ex. course and component missed) and attestation of information before submission

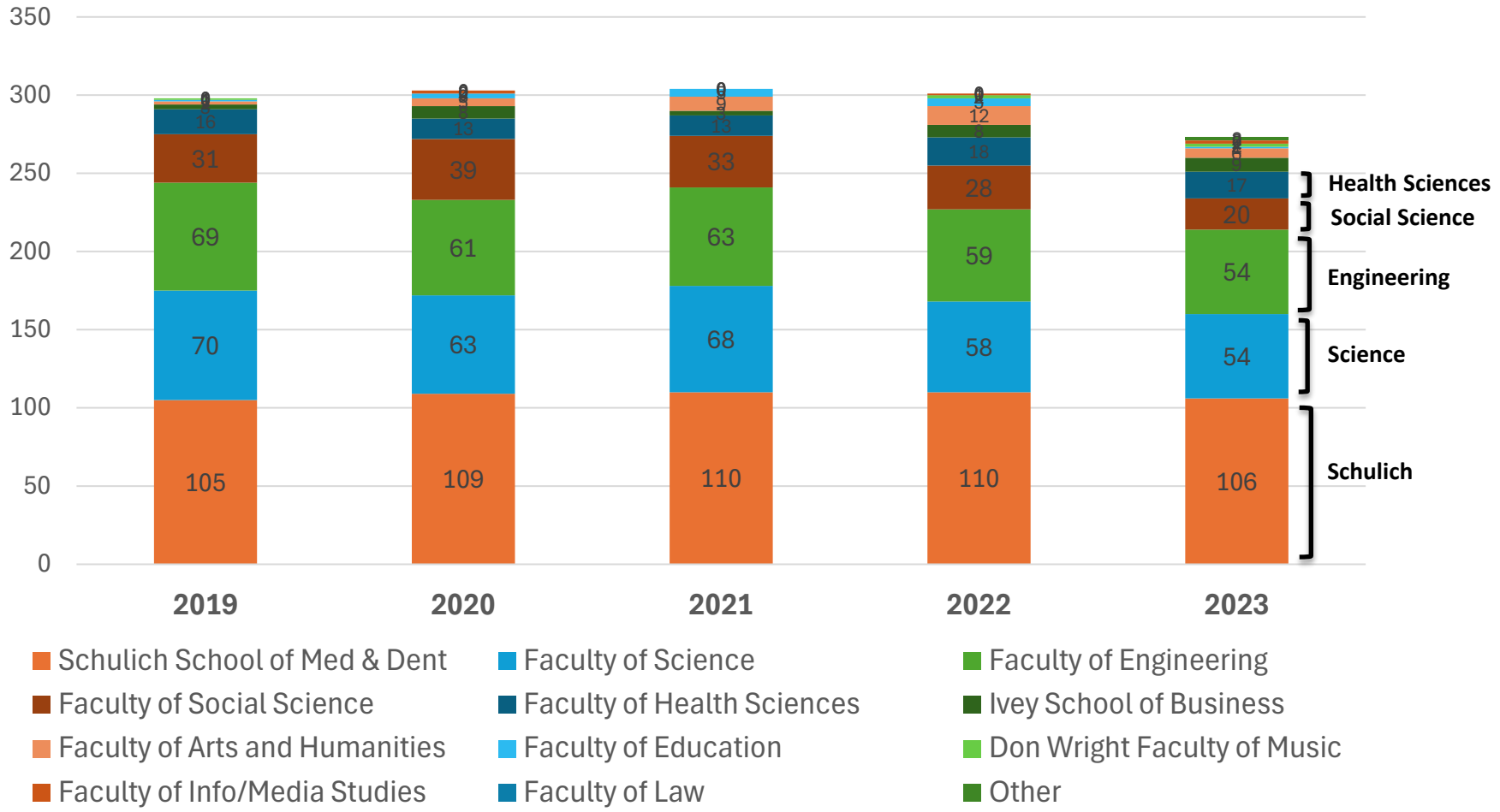
Key Questions Moving Forward

- What role should medical documentation play?
- At what point have the essential course components not been completed? How much missed work is too much? How many special exams is too many?
- What supports would be needed for implementation?
- Would considerations be submitted by course, or by length of absence (cover all courses in that time frame)?
- Currently, requests for consideration for missed work less than 10% are handled directly with the instructor (without documentation). Is this something we want to maintain?

Postdoctoral Scholars at Western

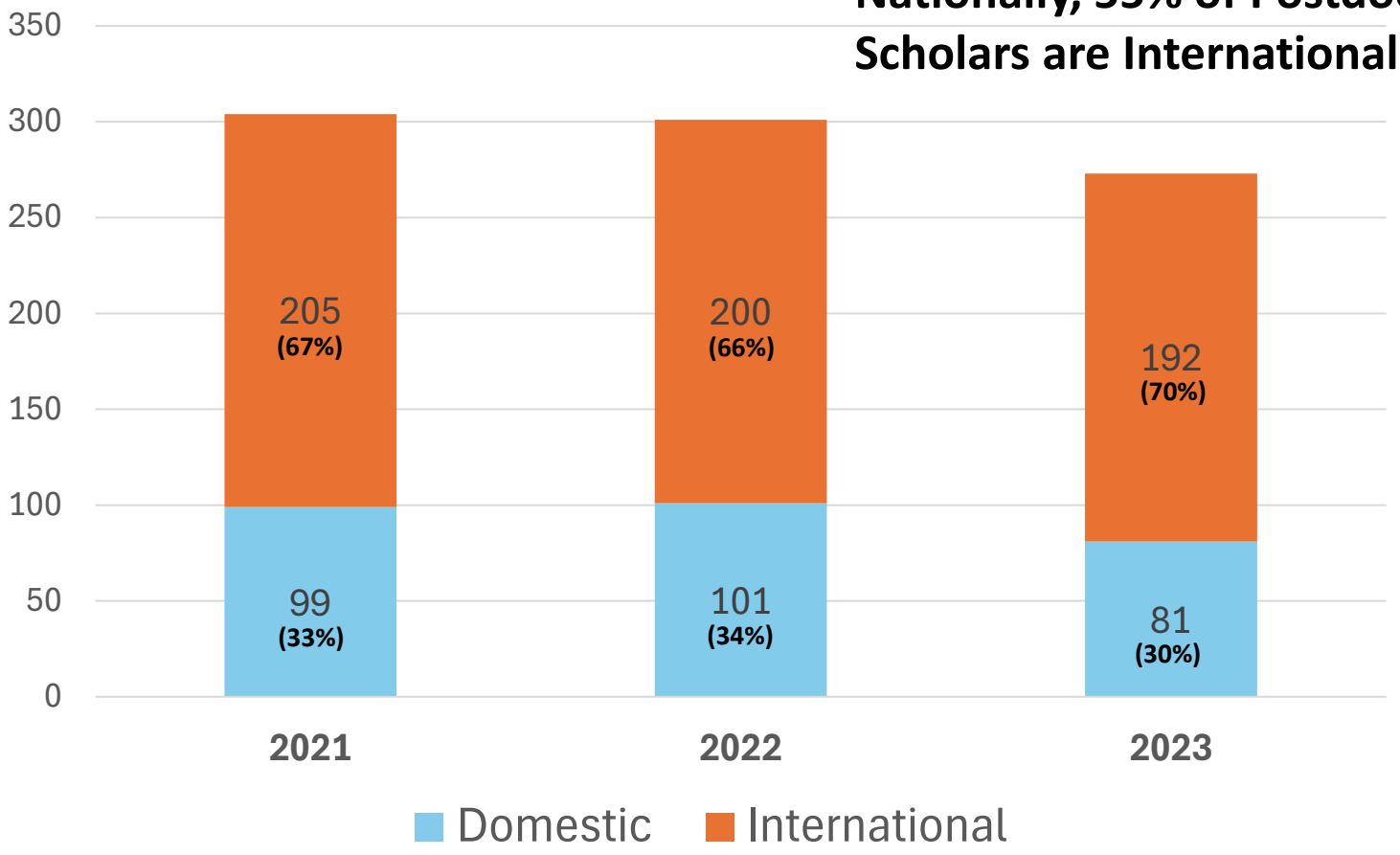
March 15, 2024

Appointment History by Faculty



Appointment History by Residency

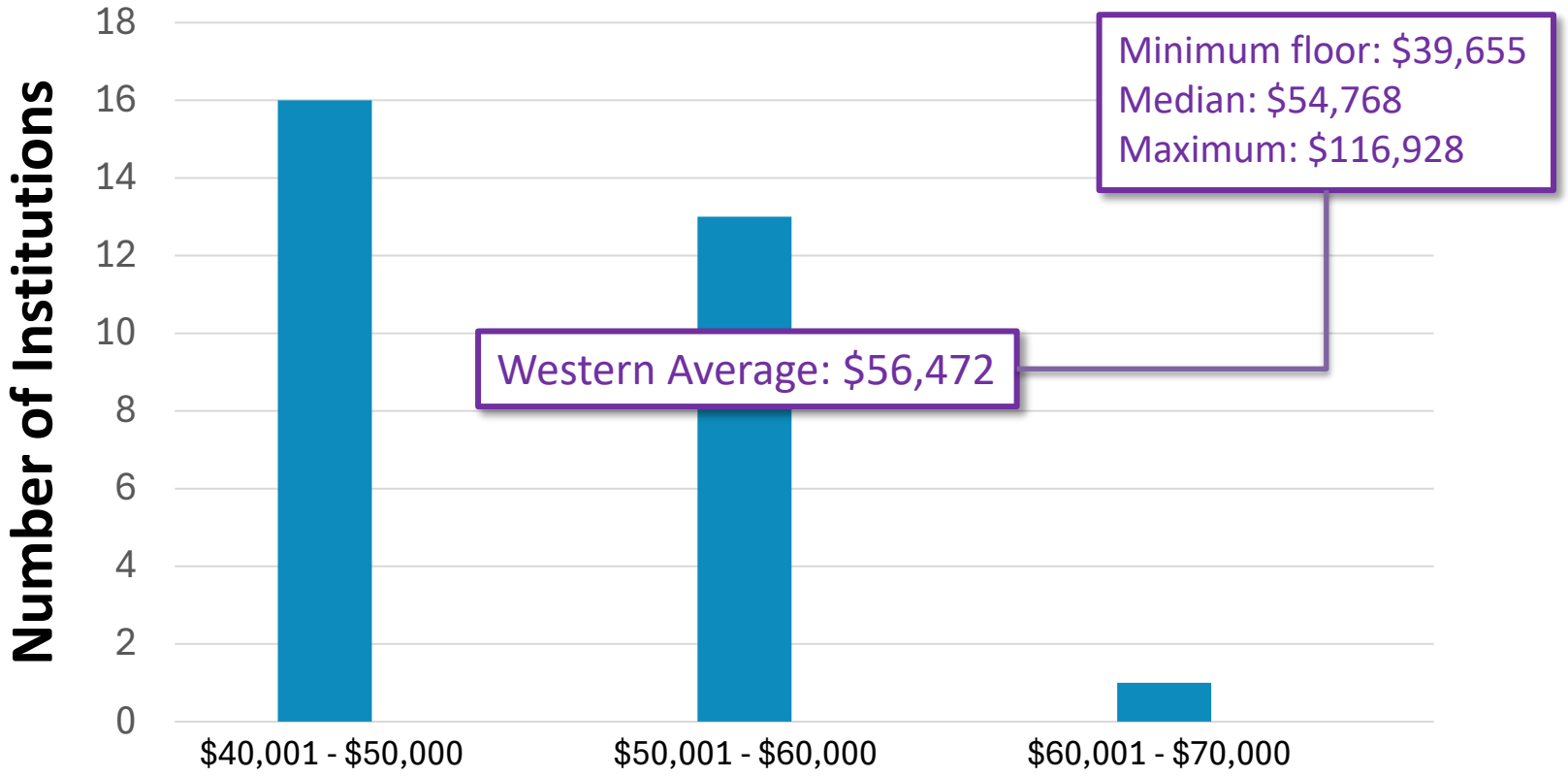
Nationally, 55% of Postdoctoral Scholars are International (2022)



Countries of Origin

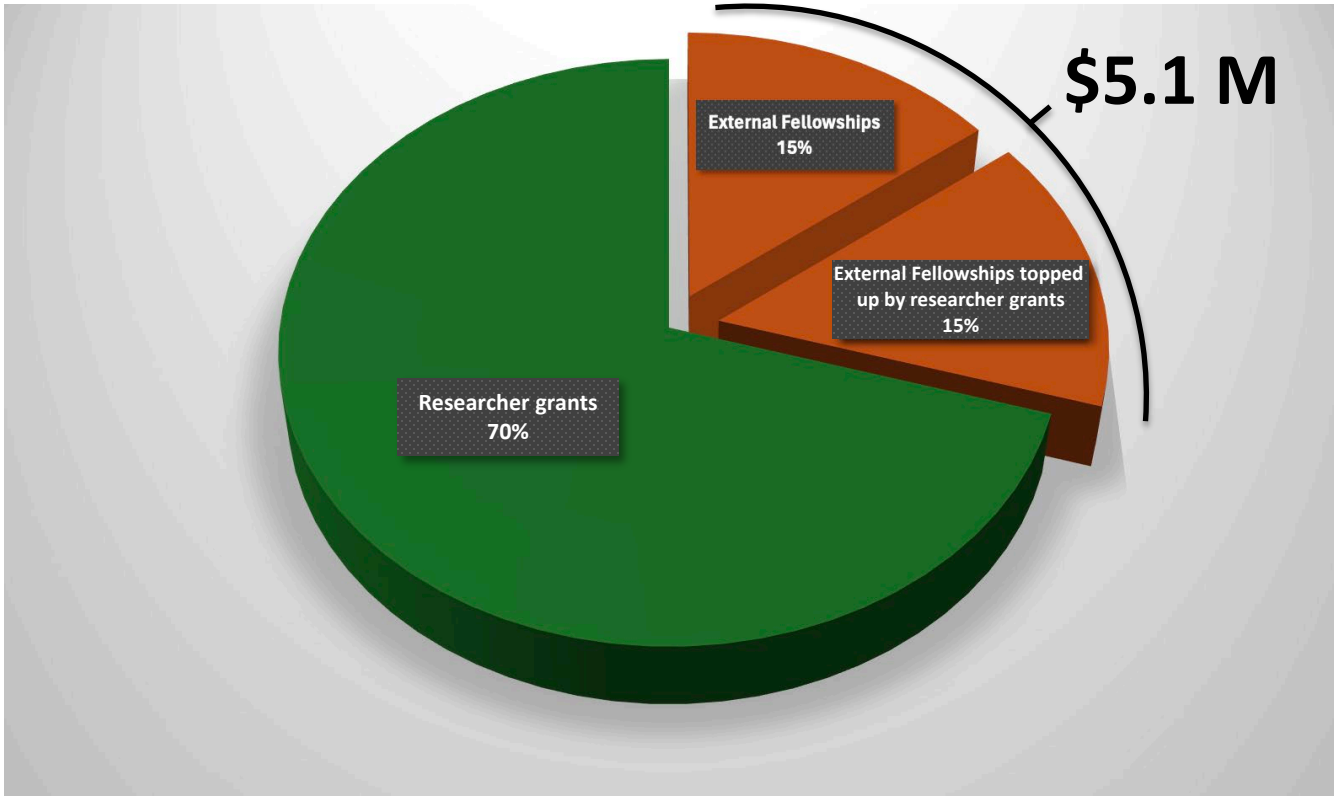
Country	Number of Postdocs	% of Total Postdocs
Canada	77	25.0%
China	42	13.6%
Iran (Islamic Republic Of)	23	7.5%
India	15	4.9%
Brazil	12	3.9%
Italy	9	2.9%
United States	7	2.3%
Egypt	6	1.9%
Mexico	6	1.9%
Turkey	6	1.9%
All Others	105	34.1%

Average Gross Salary Range Across Canada | Western Comparison



Data from National Institutional Survey, 2022;
Canadian Association of Postdoctoral Administrators

Current Major External Fellowships



- Banting Postdoctoral Fellowship
- Marie Sklodwoska-Curie Postdoctoral Fellowship
- Queens Elizabeth Jubilee Black Scholars Fellowship
- CIHR Research, Excellence, Diversity, and Independence
- Swedish Research Council
- Japan Society for the Promotion of Science

Ramadan and Accommodation for Religious Holidays

Senate
March 15, 2024

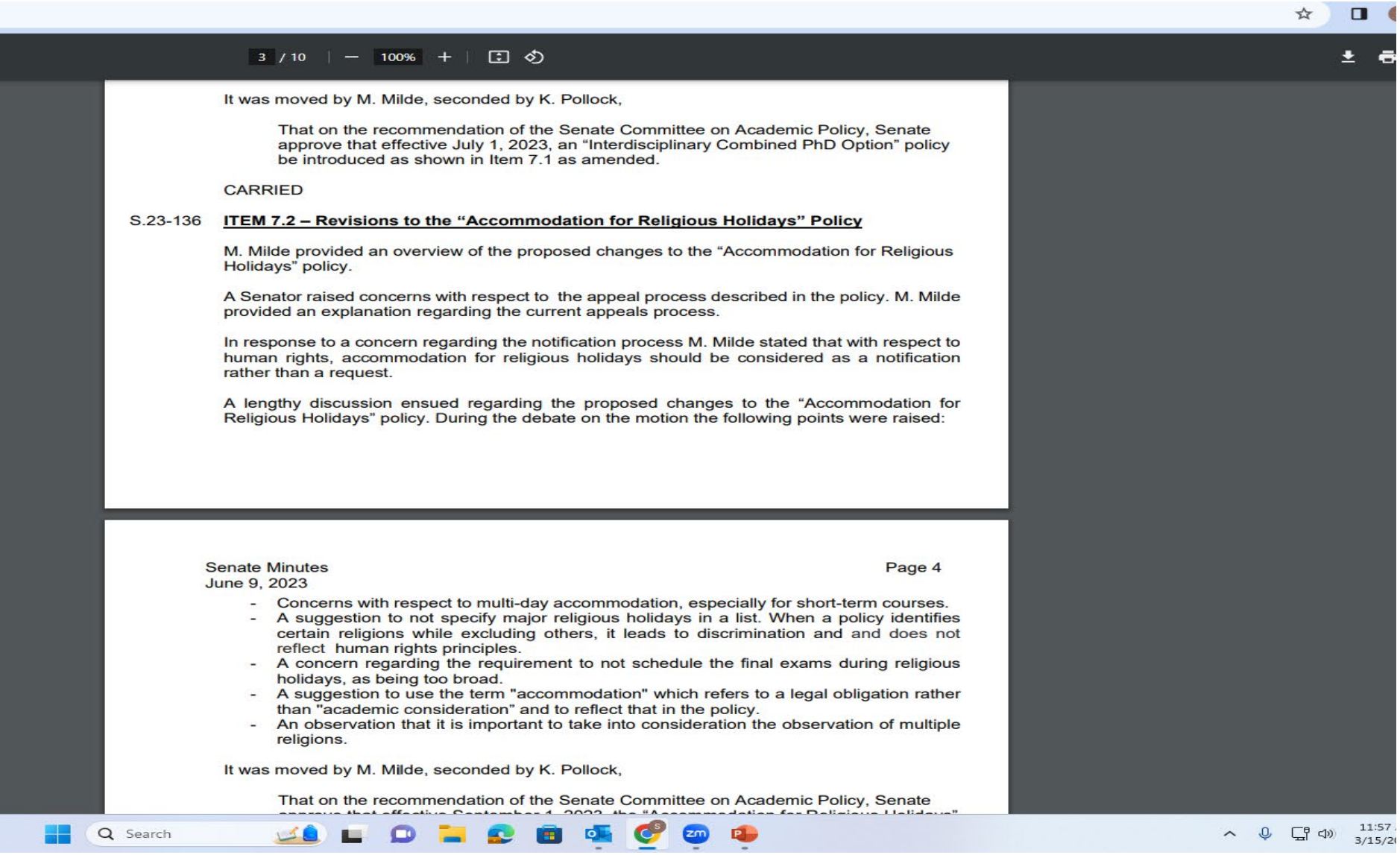
Susan Lewis
Vice-Provost (Academic Programs)

Accommodation for Religious Holidays

- “no student penalized for absence because of religious reasons”
- Instructor level – consult Department Chair and Dean, if necessary
- Student to inform instructor as soon as possible
- Resources: list of dates, Office of Equity, Diversity and Inclusion,

Canadian Centre for Diversity and Inclusion (CCDI) Diversity Calendar

- Desire for policy renewal: spiritual observances, notification route, student-facing guidance



3 / 10 — 100% +

It was moved by M. Milde, seconded by K. Pollock,

That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective July 1, 2023, an "Interdisciplinary Combined PhD Option" policy be introduced as shown in Item 7.1 as amended.

CARRIED

S.23-136 **ITEM 7.2 – Revisions to the "Accommodation for Religious Holidays" Policy**

M. Milde provided an overview of the proposed changes to the "Accommodation for Religious Holidays" policy.

A Senator raised concerns with respect to the appeal process described in the policy. M. Milde provided an explanation regarding the current appeals process.

In response to a concern regarding the notification process M. Milde stated that with respect to human rights, accommodation for religious holidays should be considered as a notification rather than a request.

A lengthy discussion ensued regarding the proposed changes to the "Accommodation for Religious Holidays" policy. During the debate on the motion the following points were raised:

Senate Minutes
June 9, 2023

Page 4

- Concerns with respect to multi-day accommodation, especially for short-term courses.
- A suggestion to not specify major religious holidays in a list. When a policy identifies certain religions while excluding others, it leads to discrimination and and does not reflect human rights principles.
- A concern regarding the requirement to not schedule the final exams during religious holidays, as being too broad.
- A suggestion to use the term "accommodation" which refers to a legal obligation rather than "academic consideration" and to reflect that in the policy.
- An observation that it is important to take into consideration the observation of multiple religions.

It was moved by M. Milde, seconded by K. Pollock,

That on the recommendation of the Senate Committee on Academic Policy, Senate

Search

11:57
3/15/2

Accommodation for Religious Holidays

Feedback from Senate on Accommodation for Religious Holidays Policy Update – June 9, 2023

- Concerns with multi-day accommodation, especially for short-term courses

- Recommendation to not specify major religious holidays in a list, identifying certain religions and excluding others does not reflect human rights principles

Accommodation for Religious Holidays

- Concerns over requirement to not schedule final exams during religious holidays
- Suggestion to use term “accommodation” which refers to legal obligation rather than “academic consideration” in policy
- Observation that it is important to take into consideration the observation of multiple religions

Environmental Scan of U15 Policies

- Undertaken spring 2023 and will be updated
- Dates published in advance
- Commitment to reasonable accommodation
- Opportunity to provide more guidance to students
  - UBC A Student's Guide to Accommodations during Ramadan 2023
  - McGill University Ramadan 2024 includes "Academic Accommodations"

2024 and next steps

- Midterms and study days
- Two communications to Faculties on Ramadan and Eid
- Utilize the current policy to request accommodation
- Consultations on updates to the policy

ITEM 2.1 – Business Arising from the Minutes

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

There is no business arising at this time.

REPORT OF THE PRESIDENT

To: Senators

From: Alan Shepard

Date: April 12, 2024

Re: Monthly report for April 2024

Dear Senators,

Following are some noteworthy developments since my last report for the Senate meeting of March 15, 2024.

Western strengthens collaborations in Uganda: Western signed a memorandum of understanding on March 21, 2024, with Makerere University, Uganda's largest and oldest institution of higher learning. The MOU broadens Western's existing partnership with Makerere including Schulich Medicine & Dentistry's formal agreement signed in 2006.

Canada Research Chairs named, renewed: **adam bell** (Music), **Katarina Grolinger** (Engineering), **Yanping Li** (Science), **Lindsay Nagamatsu** (Health Sciences), **Angela Roberts** (Science, Health Sciences), and **Ayan Sadhu** (Engineering) were named to new Canada Research Chairs. **Katsu Goda** (Science) and **Haojie Mao** (Engineering) were renewed.

Canada Foundation for Innovation Funding: a new investment of **$14.7 million** will support five Western projects including tracking wildlife, biotherapeutics, state-of-the-art neuroimaging tools, mouse translational research models, and a research institute with children (King's).

Western draws top number of Early Researcher Awards: Western was one of two Ontario universities to attract the highest number of Early Researcher Awards, with 10 faculty receiving up to $100,000, matched by an additional $50,000 from Western. Congratulations to **Lindsay Bodell**, **Emma Duerden**, **Marcus Drover**, **Yolanda Hedberg**, **Jibran Khokhar**, **Daniel Langhor**, **Carrie Anne Marshall**, **Mohammad Reza Najafi**, **Eva Pila**, and **Taylor Schmitz**.

Accolades: Congratulations to the following Western community members who, among others, have received special honours and awards in recent weeks:

- **Carolyn McLeod** (Arts & Humanities), **Frank Beier** (Schulich), **Michelle Mottola** (Health Sciences, Schulich) named Distinguished University Professors in recognition of their leadership, research excellence, and community service.

- **Vladimir Hachinski** (Schulich) received the 2024 Ryman Prize, an international award from the Ryman Foundation in New Zealand, in recognition of his contributions to advancing brain health and healthy aging.

- **Maxwell Smith** (Health Sciences) appointed CIHR Chair in Applied Public Health.

- **Tom Appleton** (Schulich) awarded the Canadian Rheumatology Association's Emerging Investigator Award.

- Students **Riddhi Gadre**, **Glen Dsouza**, **Jaimy Hannah**, and **Maxine Montpetit** won Western's inaugural President's Challenge with a pitch for mobile diagnostic imaging.

- Students **Kierra Holowachuk** (Engineering, Ivey) and **Allison Pert** (Science), along with **Julie Strychowsky** (Schulich) received Western's 2024 Green Awards.

- Student **Alexandra Elmslie** (Social Science) awarded the 2021/22 Ontario Medal for Young Volunteers, in recognition of her leadership and volunteerism to support children with neurological disabilities.

- Western's Student Emergency Response Team (SERT), founded by alumnus **Robert Garland**, celebrated its 35th anniversary.

- Western student **Aisha Imana** (Social Science) and alumna, **Ziyana Kotadia**, selected by Young Democrats of Canada to attend the UN Commission on the Status of Women in New York City March 11 to 22.

- Seven students and recent alumni from the Don Wright Faculty of Music selected to play with the National Youth Orchestra of Canada: **Chia-Hsuan Chen, Ivan Li**, **Miriam Elsawi**, **Rachel Miner**, **Tasman Tantasawat**, **Luke Roussy,** and **Andrew Busch**.

- Western alumni **Lori Bieda, Tara Deakin, David Simmonds, Mahima Poddar**, and **Mark Miller** named among recipients of the 2024 Best Executive Awards by

the *Globe and Mail Report on Business* magazine.

- Alumna and former Chancellor, **Linda Hasenfratz**, appointed Chair of the Canadian Advisory Board of Catalyst Canada.

- **Tassneem Hamed** (BSc'22) named Zenith Fellowship mentee from the Zenith Canada Pathways Foundation, a not-for-profit organization dedicated to promoting equity, diversity, and inclusion in Canada's space sector.

- **Derrick Emsley** (HBA'12), co-founder of Tentree, awarded inaugural Ivey Worldchangers Award.

- Alumna **Diane Silva** appointed President and CEO of London Community Foundation.

- **Gillian Riley** (BA'89) named a recipient of the Corporate Leadership Award as part of the Women of Distinction Awards, YMCA Toronto.

Leadership updates:

Erika Chamberlain, Dean of Law, announced plans to step down as of June 30, 2024. **Andrew Botterell** has accepted an invitation from Provost & Vice-President (Academic) Florentine Strzelczyk to serve as Acting Dean for a one-year term, effective July 1, 2024.

Jayne Garland, Dean of Health Sciences, also announced plans to step down effective March 31, 2025. A selection committee will be formed to begin the recruitment process for the next Dean.

Thank you to both Erika and Jayne for their continuing dedication and service to the University.

Alex Irving has been named Western's new Executive Director of Government Relations and will begin his role April 22, 2024.

Geoffrey Little has been named Vice-Provost (Libraries) and Chief Librarian. His five-year term begins July 22, 2024.

Karen Bertrand has been appointed Vice-President (University Advancement), effective August 1, 2024.

ITEM 4.0 Report of the Provost

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

Florentine Strzelczyk, Provost & Vice-President (Academic) will provide a verbal report.

ATTACHMENTS:

ITEM 5.0 Report of the Vice-President (Research)

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

Penny Pexman, Vice-President (Research), will provide a verbal report.

ITEM 6.1 – Amendments to the Senate By-Laws

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommendation: That on the recommendation of the Operations/Agenda Committee (OAC), Senate approve that effective April 19, 2024, the Senate By-Laws be amended as shown in Item 6.1.

EXECUTIVE SUMMARY:

At its March meeting, Senate was advised of the proposed amendments to the Senate By-Laws concerning regulations related to leaves of absence. The revisions are now presented to Senate for approval.

ATTACHMENTS:

The Senate By-Laws – Track Changes Copy

Western
UNIVERSITY · CANADA

SENATE BY-LAWS

N.B.: For continuity of ease and reference, certain specific provisions within The University of Western Ontario Act (1988) are cited at the beginning of the particular Articles of these By-Laws to which they are relevant.

I. OFFICERS

Note: The UWO Act (1988), Section 24(3) provides that:

> "The Vice-Chancellor shall be the Chair of the Senate, and a vice-chair shall be elected from among its members in such a manner as the Senate may establish."

1. The duties of the Chair shall be to preside at meetings and carry out such other duties as the Senate may from time to time prescribe.

2. a) The Vice-Chair of Senate shall be elected annually at the first regular meeting of Senate held after the first day of April.

   b) In the absence of or at the request of the Chair, the Vice-Chair shall preside at meetings or fulfill any other duties of the Chair.

   c) The Vice-Chair shall be a member of the Operations/Agenda Committee, ex officio.

3. In the case of the absence of the Chair and the Vice-Chair the Senate may appoint one of its members to act as Chair for the time being and the member so appointed shall act and have all the powers of the Chair.

4. a) The Secretary of the Senate, as the executive officer of Senate, shall be responsible for ensuring that the day-to-day business affairs of the Senate are conducted in an orderly and efficient manner, for the recording and dissemination of the work of the Senate and its Committees, for the provision of advice on the proper interpretation and application of the By-Laws, Rules, Policies, Procedures and Academic Regulations of the Senate, and such other duties as the Senate may from time to time prescribe. (See also By-Law X.)

   b) The Secretary shall maintain a Minute Book, a copy of the Senate By-Laws and Rules of Order, and any other public documents of the Senate, which shall be open for the inspection of any person at reasonable times.

5. In the absence of the Secretary of the Senate, the Associate Secretary of Senate shall fulfil the duties of the Secretary.

II. MEMBERS: RIGHTS AND RESPONSIBILITIES

1. Unless otherwise provided in the University Act, Senate By-Laws, Rules, or Policies, all members of Senate are entitled to participate fully in meetings of the Senate, speak, propose motions, vote on all questions, and sit on committees of Senate.

2. Pursuant to subsection 1, those ex officio members of Senate designated in the Act as non-voting shall enjoy all other privileges of Senate membership.

3. (a) No member of Senate may appoint or send a designate or proxy to act or vote on his/her behalf in the Senate.

(b) Notwithstanding the provisions of 3(a), for the May and June meetings of Senate, if a student Senator is unable to attend, a Senator-elect in the same constituency will be invited by the Secretary of Senate to assume the vacant seat. In the case of undergraduate constituencies wherein there is more than one Senator-elect, the invitations will be extended to candidates in an order determined by their plurality in that election.

4. Pursuant to section 26.(3) of the UWO Act (1982), where within any membership year (July 1 – June 30) a member of Senate, other than an ex officio member, who has not been granted leave of absence attends less than 50 per cent of the regular meetings of the Senate, the Senate may by resolution declare such membership vacant.

[Note: Senators who find they have a schedule conflict with Senate meetings may apply for a Leave of Absence from Senate for the period of the conflict, in which case an Alternate will be appointed in accordance with the Senate policy for filling vacancies [see Senate Election Procedures for "Appointment of Alternates" and "Filling of Vacancies"].

a) The Secretary of Senate shall remind a member of the attendance requirement after the member has failed to attend three regular meetings.

b) Once a member has failed to attend 50% of the regular meetings, the Operations/Agenda Committee will recommend to Senate that the member's seat be declared vacant, provided that the member shall first be given the opportunity to resign or to request leniency for reasons detailed in writing to the Operations/Agenda Committee.

c) Subject to b), the Operations/Agenda Committee will determine whether to recommend to Senate that the member's seat be declared vacant.

d) Notwithstanding b) and c), the Operations/Agenda Committee will advise Senate that a member's seat is to be declared vacant once the member has failed to attend 75% of the regular meetings in a membership year except that the member will be given the opportunity to resign.

5. a) Senate may establish Observerships, as deemed necessary, to provide for communication of Senate business to and from pertinent areas.

b) Observers so appointed may participate in discussion but shall neither move/second motions nor vote.

III. ELECTION PROCEDURES [See also, UWO Act (1988), Sections 24(4), 25, 26, 27]

Pursuant to The University of Western Ontario Act, procedures for the election of Senate members, appointment of Alternates, and filling of Vacancies, shall be as established by Senate from time to time and as set forth in Senate Election Procedures.

IV. MEETINGS

Note: The UWO Act (1988), Section 28, provides that:

(1) The Senate shall meet at least four times in each academic year and at such other times as the Senate from time to time may prescribe.

(2) A special meeting of the Senate shall be called on the written notice of any seven members thereof and shall be convened within 15 days thereafter, to consider the matter or matters set out in the notice.

and Section 31 provides that:

(1) Subject to subsection (2), the meetings of the Board and of the Senate shall be open to the public and prior notice of such meetings shall be given to the members and to the public in such manner as the Board and the Senate by By-Law shall respectfully determine, and no person shall be excluded therefrom except for improper conduct but, where confidential matters of the University are being considered, that part of the meeting may be held in camera.

(2) Where matters of a personal nature concerning an individual may be disclosed at a meeting, the part of the meeting concerning such individual shall be held in camera unless such individual requests that such part of the meeting be open to the public.

1. A Notice of Meeting, accompanied by the Agenda, shall be mailed to each member of Senate, and upon request, to members of the news media, at least seventy-two hours prior to the time fixed for the meeting A Notice of Meeting shall be published in Western News in the edition preceding each scheduled meeting of Senate.

2. The Agenda shall be prepared by the Operations/Agenda Committee. The business of the Meeting shall be confined to the Agenda unless the Senate otherwise decides.

3. A quorum shall be one-half the voting members of Senate except in the months of June, July and August when a quorum shall be twenty-five voting members of Senate.

4. Each voting member of the Senate, including the Chair, shall have one vote.

5. Procedure at Senate Meetings shall follow the rules as determined by Senate from time to time and set forth in the **Rules of Order**.

6. Normally, only Senators or official Senate Observers may speak at Senate. However, the Operations/Agenda Committee may invite to Senate meetings special guests, or other persons to serve as a resource or to provide information on any Senate matter. In exceptional circumstances, Senate may also, by a two-thirds majority vote, elect to permit a guest to be heard at Senate.

V. MINUTES

The Minutes of Senate shall contain a record of the resolutions dealt with by Senate and such other matters as the Senate from time to time may decide.

VI. COMMITTEES, COUNCILS, BOARDS [See also, UWO Act Section 29(a)]

Note: In these By-Laws, Committees, Councils, Boards shall be deemed to refer only to those bodies subject to the sole authority of Senate and, for the purpose of these By-Laws, are not I nclusive of the Councils of the various Faculties and Schools.

1. The Senate shall establish a Nominating Committee, an Operations/Agenda Committee, and such other Committees, Councils or Boards, either standing or ad hoc, as from time to time it may deem advisable.

2. Unless otherwise provided by Senate, all Committees, Councils and Boards shall report only to Senate.

3. Unless otherwise provided by Senate, all Senate Committees, Councils and Boards may establish subcommittees, either standing or *ad hoc*.

   The Terms of Reference of any subcommittee so established shall not be inconsistent with those of the parent Committee, Council or Board.

4. a) The Chair of Senate shall be a member, ex officio, of Senate Committees and Councils.

   b) The Provost and other Vice-Presidents shall be members, ex officio, of Senate Committees and Councils as shall be determined by Senate.

   c) The Secretary of Senate shall be a member, ex officio, of Senate Committees, Councils and Boards, but shall be non-voting unless otherwise specified by Senate in the Composition of a particular Committee, Council or Board.

5. Either the Chair or the Vice-Chair of all Standing Committees, except the Senate Review Board Academic, shall be selected from those members of the Committee who are members of Senate.

6. The Chair of a Senate Committee, Council or Board shall be an ex officio member of its subcommittees.

7. Unless otherwise specified, all ex officio members of Senate Committees, Subcommittees, Councils and Boards shall be voting members.

8. a) An ex officio member of a Senate Committee, Subcommittee, Council or Board may designate two persons to act on his/her behalf. The designates shall occupy official positions in the same unit and be able to fully represent the *ex officio* member at the meeting. The Secretariat's Office must be notified about the names of the designates by September 1 each year.

   b) An appointed or elected member of a Senate Committee, Subcommittee, Council or Board may not designate a person to act on his/her behalf unless previously determined by the respective Committee, Subcommittee, Council or Board.

   c) Notwithstanding the provisions of 8(b), for the May and June meetings of a Senate Committee, Subcommittee, Council or Board, if a student Senator is unable to attend, the member-elect will be invited by the Secretary of Senate to assume the vacant seat.

9. An Observer member of a Senate Committee, Subcommittee, Council or Board may participate in the discussion but shall neither move/second motions nor vote.

An Observer may designate a person to act on his/her behalf.

10. a) The terms of office for elected members of Senate Committees, Subcommittees, Councils and Boards, unless otherwise specified, shall be: students - one year, renewable; faculty/others - two years, renewable.

The membership terms shall be so staggered that approximately even proportions of the faculty/others members retire each year.

b) The terms of office for members appointed by one committee to another, for the purpose of reporting back to the appointing committee, shall be one year, renewable.

11. a) Unless otherwise specified, the quorum for Standing Committees of Senate shall be one-half of the voting members, including at least one-half of the elected or appointed members, during September to May, and one-third of the voting members, including one-third of the elected or appointed members, during June, July and August.

b) Unless otherwise specified, the quorum for all other Senate Committees, Subcommittees, Councils and Boards shall be one-half of all voting members during September to May, and one-third of all voting members during June, July and August.

12. Unless otherwise specified, where membership on Senate is an eligibility requirement for certain of the members of a Senate Committee or Subcommittee, the term of office and classification of any such member shall not be affected should the membership term on Senate expire before that on the Committee or Subcommittee.

If a member of a Committee or Subcommittee is not a member of Senate at the time of election or appointment but should become a member of Senate subsequently, his/her classification will then become that of a member of Senate.

13. a) A member elected by the Senate to a Senate Committee, Subcommittee, Council or Board may apply ~~to the Operations/Agenda Committee~~ for **a** Leave of Absence from two or more consecutive regular meetings of the body to which ~~he/she was~~ **they were** elected, as follows: ~~Upon the granting of the Leave of Absence, the Nominating Committee shall appoint a temporary replacement and report its actions to the Senate, except that in the case of the Nominating Committee, the Operations/Agenda Committee shall appoint the temporary replacement and report its action to Senate.~~

(i) **for a Leave of Absence of six months or more, to the Operations/Agenda Committee, and on the granting of the Leave of Absence, the Nominating Committee shall appoint a temporary replacement and so report to the Senate;**

(ii) for a Leave of Absence of less than six months, to the body to which they were elected, and on the granting of the Leave of Absence, that body may request that the Nominating Committee appoint a temporary replacement and so report to the Senate;

(ii) if pursuant to (i) or (ii) a member of the Nominating Committee is to be replaced, the Operations/Agenda Committee shall appoint the temporary replacement and so report to the Senate.

b) A member appointed or elected by a body other than the Senate to a Senate Committee, Subcommittee, Council or Board may apply for Leave of Absence to the appointing body. The appointing body shall appoint a temporary replacement, the action to be reported to the Secretary of Senate for report to Senate.

14. The seat of an appointed or elected member of a Senate Committee, Subcommittee, Council or Board may be declared vacant if the member during a membership year is absent from three regular meetings of that Committee, Subcommittee, Council or Board, without having been granted Leave of Absence.

15. The Rules of Order shall apply *mutatis mutandis* to all Senate Committees, Subcommittees, Councils, and Boards.

VII. PUBLIC DOCUMENTS [See also UWO Act (1988), Section 31, Subsections (3) and (4)]

The following shall be regarded as public documents:

a) approved Minutes of Senate meetings
b) By-Laws of Senate
c) reports to Senate received at open meetings of Senate
d) any other matter declared to be public by a motion passed by Senate

VIII. CONFIDENTIALITY

Note: The word "Committee" used hereafter includes Committees, Subcommittees, Councils and Boards of Senate.

1. The question of confidentiality, in the first instance, is a matter of the common sense, discretion and good judgment of the individual concerned. If there is any doubt as to the confidential nature of the information in question, it is the responsibility of the individual to seek a ruling from the Chair of the Committee.

2. Unless otherwise provided by Senate, meetings of Senate Committees are open only to members, designated Observers and Resource personnel, and others upon explicit invitation by the Chair of the Committee.

3. Unless otherwise provided by Senate, both oral and written reports of Senate Committees shall be confidential and shall not be made available to the University or general community until such time as they are:

a) distributed to Senators,
b) received by the Secretary of Senate where it is not the intent for the report to go further, or
c) received by a Committee of Senate where it is not the intent for the report to go further

4. Breaches of confidentiality, with respect to Committee reports, minutes, or discussions, or the unauthorized release of Senate information, may result in the suspension or dismissal of the member from the Committee upon the recommendation of the Committee to Senate.

IX. PARLIAMENTARY AUTHORITY

The Standard Code of Parliamentary Procedure by Alice Sturgis (Current Edition) shall govern the Senate in all parliamentary situations not provided for in the UWO Act, Senate By-Laws, or Senate Rules of Order.

X. INTERPRETATION OF BY-LAWS, RULES, POLICIES, PROCEDURES

In any instance where a substantive question arises concerning the meaning or intent of a Senate By-law, Rule, Policy or Procedure, the Secretary of Senate shall render an interpretation which shall be reported to Senate for information through the Operations/Agenda Committee.

In reaching a decision, the Secretary may first seek the advice of the Operations/Agenda Committee or other appropriate body or person.

XI. AMENDMENTS TO BY-LAWS

1. Any proposed amendment to these By-laws shall first be submitted in writing to the Operations/Agenda Committee for review.

2. Notice of the proposed amendment, together with any recommendation of the Operations/Agenda Committee related thereto, shall be given at a meeting of the Senate at least 14 days prior to the meeting at which approval will be sought.

3. Approval of the amendment shall require a majority of those voting on the resolution in a regularly-constituted meeting of the Senate following the required Notice.

ITEM 6.2 – Report of the Senate Committee on University Teaching Awards (SUTA): Recipients of Western's Excellence in Teaching Awards for 2023-24

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The recipients of Western's Excellence in Teaching Awards are selected by the Senate Committee on University Teaching Awards (SUTA).

The recipients of Western's Excellence in Teaching Awards for 2023-24 were published in a Western News story on April 18, 2024.

ATTACHMENT(S):

Recipients of Western's Excellence in Teaching Award Winners for 2023-24

Report of the Senate Committee on University Teaching Awards (SUTA): Recipients of Western's Excellence in Teaching Award Winners for 2023-24

The Senate Committee on University Teaching Awards (SUTA) has chosen the following members of faculty as recipients of Western's Excellence in Teaching Awards for 2023-24:

THE EDWARD G. PLEVA AWARD FOR EXCELLENCE IN TEACHING

John Paul Minda
Faculty of Social Science, Department of Psychology

Lauren Tribe
Faculty of Engineering, Department of Chemical and Biochemical Engineering

Eugene Wong
Faculty of Science, Department of Physics and Astronomy

THE MARILYN ROBINSON AWARD FOR EXCELLENCE IN TEACHING

Tiffany Bayley
Ivey Business School

Tyler Beveridge
Schulich School of Medicine & Dentistry, Department of Anatomy and Cell Biology

Maxwell Smith
Faculty of Health Sciences, School of Health Studies

WESTERN AWARD FOR INNOVATIONS IN TECHNOLOGY-ENHANCED TEACHING

Paul Mensink
Faculty of Science, Department of Biology

Two additional teaching awards were provided by the Office of the Vice-Provost (Academic Programs):

THE VICE-PROVOST (ACADEMIC PROGRAMS) AWARD FOR EXCELLENCE IN COLLABORATIVE TEACHING

Maatookiiying gaa-miinigoowiziying (Sharing our Gifts): Indigenous Learning Bundles
Project Lead: Candace Brunette-Debassige, Faculty of Education
Project Collaborators:
Leadership Advisor: Kahente Horn-Miller, Carleton University
Indigenous Knowledge Holder: Liz Akiwenzie
Indigenous Lead Collaborators: Candace Brunette-Debassige, Sara Mai Chitty, Jennifer Komorowski (Toronto Metropolitan University), Erica Neeganagwedgin, Robyn K. Rowe (Queen's University), Sākihitowin Awāsis, Melissa Schnarr
Bundles Support Team: Aamir Aman, Abby Chapman, Tammy Johnson, Holly Pichette (Urban Iskwew), Denise Quildon, Jodie Roach, Darr Sands (S & S Entertainment), Cindy Smithers Graeme, Liz Warwick

THE VICE-PROVOST (ACADEMIC PROGRAMS) AWARD FOR EXCELLENCE IN ONLINE TEACHING AND LEARNING

Angela Mandelovici, David Bourget, and Christopher Viger
Faculty of Arts and Humanities, Department of Philosophy

The names of the award winners will be published in a Western News story on **April 18, 2024**.

ITEM 7.1 – Vice-Chair of Senate

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

In each membership year, the Senate elects a Vice-Chair of Senate who will chair Senate meetings in the absence of the President. The Vice-Chair of Senate is the chair of the Senate Operations/Agenda Committee.

Required: One member of Senate to serve as Vice-Chair of Senate, term from July 1, 2024 to June 30, 2025

Nominees:	Alison Hearn (FIMS)	Senator	June 30, 2025

ITEM 7.2(a) – Operations/Agenda Committee (OAC)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: OAC meets monthly on Wednesdays at 3:00 p.m.

Composition: Nine (9) current members of Senate, at least one of whom shall be a student. The Vice-Chair of Senate is the Chair *ex officio* of this Committee.

Current Senate-Elected Members:

Terms ending June 30, 2024:

Matheus Sanita Lima (GRAD), Elizabeth Gillies (Sci), Ben Rubin (Sci)

Terms continuing to June 30, 2025:

Mark Cleveland (SS), Dale Laird (Schulich), Shawn Whitehead (Schulich)

Required: Six (6) members of Senate, elected by Senate, including:

- **Three (3)** members of Senate, term from July 1, 2024 to June 30, 2026
- **Two (2)** members of Senate, term from July 1, 2024 to June 30, 2025
- **One (1)** student Senator (undergraduate or graduate), term from July 1, 2024 to June 30, 2025

Nominees	Miranda Green-Barteet (AH)	(Senator)	Term to June 30, 2026
	Marc Joanisse (SS)	(Senator)	Term to June 30, 2026
	Tara Mantler (HS)	(Senator)	Term to June 30, 2026
	Geoff Wild (Sci)	(Senator)	Term to June 30, 2025
	George Philip (GRAD)	(Senator)	Term to June 30, 2025
	Jenna Ijam (UNDG)	(Senator/Student)	Term to June 30, 2025

ITEM 7.2(b) – Senate Committee on Academic Curriculum and Awards (ACA)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: ACA meets monthly on Tuesdays at 9:30 p.m.

Composition: Thirteen (13) members elected by Senate, including:

- Eleven (11) faculty members, at least seven (7) of whom must be members of Senate. No more than two (2) may be from the same Faculty, School, or Affiliated University College. No more than one (1) faculty member may be a Dean. At least four (4) faculty members must have membership in the School of Graduate and Postdoctoral Studies.
- Two (2) students:
  - One (1) graduate student
  - One (1) undergraduate student

Current Senate-Elected Members:

Terms ending June 30, 2024:

Godwin Arku (SS/Senator), Nicole Campbell (Schilich), Ken Kirkwood (HS/Senator), Susan Knabe (FIMS), Anton Puvirajah (Edu/Senator), Anne Schuurman (AH), Shahnaz Shahid (GRAD), Chloe Vanderlugt (UNDG)

Terms continuing to June 30, 2025:

Jose Herrera (Eng/Senator), Aaron Hodgson (Music/Senator), Jisuo Jin (Sci/Senator), Sophie Roland (Music), Lynn Shaw (HS/Senator)

Required: **Two (2)** students:

- **One (1)** undergraduate student, term from July 1, 2024 to June 30, 2025
- **One (1)** graduate student, term from July 1, 2024 to June 30, 2025

Nominees:

Aliya Jokhu (UNDG)	(Student, UNDG)	Term to June 30, 2025
Shahnaz Shahid Ali (GRAD)	(Student, GRAD)	Term to June 30, 2025

Required: **Six (6)** faculty members, term from July 1, 2024 to June 30, 2026:

- No more than two (2) may be from the same Faculty, School, or Affiliated University College.
- No more than one (1) faculty member may be a Dean.
- At least four (4) faculty members must have membership in the School of Graduate and Postdoctoral Studies.
- **Three (3)** must be members of Senate

Nominees:	Andrew Johnson (HS)	(Faculty)	Term to June 30, 2026
	Gal Raz (Ivey)	(Faculty)	Term to June 30, 2026
	James Voogt (SS)	(Faculty)	Term to June 30, 2026
	Kelly Olson (AH)	(Senator)	Term to June 30, 2026
	Anton Puvirajah (Edu)	(Senator)	Term to June 30, 2026
	Anne Simon (Sci)	(Senator)	Term to June 30, 2026

ITEM 7.2(c) – Subcommittee on Program Review – Undergraduate (SUPR-U)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: SUPR-U meets monthly on Wednesdays at 2:00 p.m.

Composition: Three (3) undergraduate students elected by Senate

Current Senate-Elected Members:

Terms ending June 30, 2024:

Tunajjina Mahboob (UNDG), Alexandra Agyapong (UNDG), Sarah Tribe (UNDG)

Required: **Three (3)** undergraduate students, term from July 1, 2024 to June 30, 2025

Nominees:	Sydney Buhrow (UNDG)	(Student, UNDG)	Term to June 30, 2025
	Sima Kootar (UNDG)	(Student, UNDG)	Term to June 30, 2025
	Tunajjina Mahboob (UNDG)	(Student, UNDG)	Term to June 30, 2025

ITEM 7.2(d) – The Subcommittee on Undergraduate Academic Courses (SOC)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: SOC meets monthly on Wednesdays at 10:00 a.m.

Composition: Six (6) members elected by Senate including:

- Four (4) faculty members who are familiar with course/module development, elected by Senate, at least two (2) of whom have served as an Undergraduate Chair (or equivalent)
- Two (2) undergraduate students

Current Senate-Elected Members:

Terms ending June 30, 2024:

Jenna Beecroft (UNDG), Amy Horton (HS), Aliya Jokhu (UNDG), Gildo Santos (Schulich)

Terms continuing to June 30, 2025:

Derek McLachlin (Schulich)

Required: **Two (2)** undergraduate students (term from July 1, 2023 to June 30, 2024)

Nominees: Angeli Cooke (UNDG) (Student, UNDG) Term to June 30, 2024

Noah Zabian (UNDG) (Student, UNDG) Term to June 30, 2024

Required: **Three (3)** faculty members who are familiar with course/module development, one (1) of whom has served as an Undergraduate Chair:

- **Two (2)** faculty members, term from July 1, 2024 to June 30, 2026
- **One (1)** faculty member, term from July 1, 2024 to June 30, 2025

Nominees: Rosanne Abdulla (Edu) (Faculty) Term to June 30, 2026

Gildo Santos (Schulich) (Faculty) Term to June 30, 2026

_____ (Faculty) Term to June 30, 2025

ITEM 7.2(e) – Senate Committee on Academic Policy (Policy)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: Meets monthly on Mondays at 9:30 a.m.

Composition: Ten (10) members elected by Senate, including:

- Eight (8) faculty members. No more than two (2) may be from the same Faculty, School, or Affiliated University College. At least four (4) must have membership in the School of Graduate and Postdoctoral Studies.
- Two (2) students:
  - One (1) graduate student
  - One (1) undergraduate student

Current Senate-Elected Members:

Terms ending to June 30, 2024:

Melissa Adler (FIMS), Robert Klassen (Ivey), Ankita Mishra (UNDG), WG Pearson (AH), Amala Poli (GRAD), Mark Workentin (Sci)

Terms continuing to June 30, 2025:

Mark Cleveland (SS), Lorraine Davies (SS), Joanna Langille (Law), Alexander Meyer (AH)

Required: **Two (2)** students:

- One (1) graduate student, term from July 1, 2024 to June 30, 2025
- One (1) undergraduate student, term from July 1, 2024 to June 30, 2025

Nominees:	Kathleena Henricus (UNDG)	(Student, UNDG)	Term to June 30, 2025
	Alexander Zero (GRAD)	(Student, GRAD)	Term to June 30, 2025

Required: **Four (4)** faculty members, term from July 1, 2024 to June 30, 2026

- No more than two (2) members may be from the same Faculty, School or Affiliate University College
- At least four (4) faculty members must have membership in the School of Graduate and Postdoctoral Studies.

Nominees:

Nicole Campbell (Schulich)	(Faculty)	Term to June 30, 2026
Michael Fox (AH)	(Faculty)	Term to June 30, 2026
	(Faculty)	Term to June 30, 2026
	(Faculty)	Term to June 30, 2026

ITEM 7.2(f) – Senate Committee on University Planning (SCUP)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: SCUP meets Mondays at 3:00 p.m. as required.
Meetings scheduled for the week prior to Senate.

Composition: Twelve (12) members elected by Senate, including:
Six (6) members of faculty, who are members of Senate at the time their term on the Committee begins, only one (1) of whom may be a Dean

- Two (2) Graduate Students
- One (1) Undergraduate Student Senator
- Two (2) Administrative Staff
- One (1) Postdoctoral Fellow

Current Senate-Elected Members:

Terms ending June 30, 2024:

Cara Anne Davidson (GRAD), Rachel Forrester-Jones (HS), Rachel Halaney (Admin. Staff), Emilie Kalaydjian (UNDG), Donna Kotsopoulos (Edu), Jasvinder Paul Mann (GRAD), Scheila Schmidt (Post-Doc)

Terms continuing to June 30, 2025:

Aaron Hodgson (Music), Dale Laird (Schulich), Treena Orchard (HS), Ryan Palmer (Admin. Staff)

Required: **Three (3)** students:

- **One (1)** undergraduate student, term from July 1, 2024 to June 30, 2025
- **Two (2)** graduate students, term from July 1, 2024 to June 30, 2025

Nominees:	Jenna Beecroft (UNDG)	(Student, UNDG)	Term to June 30, 2025
	Chloe Cheung (GRAD)	(Student, GRAD)	Term to June 30, 2025
	Matheus Sanita Lima (GRAD)	(Student, GRAD)	Term to June 30, 2025

Required: **One (1)** Administrative Staff, term from July 1, 2024 to June 30, 2026

Nominees: Rachel Halaney (Admin. Staff) (Admin. Staf)) Term to June 30, 2026

Required: **One (1)** Postdoctoral representative, term from July 1, 2024 to June 30, 2026

Nominees: _____ (Post.Doc) Term to June 30, 2026

Required: **Three (3)** members of faculty, who are members of Senate at the time their term on the Committee begins, only one (1) of whom may be a Dean:

- **Two (2)** faculty members, who are members of Senate at the time elected, term from July 1, 2024 to June 30, 2026
- **One (1)** faculty member, who is a member of Senate at the time elected, term from July 1, 2024 to June 30, 2025

[Secretary's note: Stephen Pitel has resigned effective July 1, 2024.]

Nominees: Blaine Chronik (Sci) (Senator, Faculty) Term to June 30, 2026

Zoë Sinel (Law) (Senator, Faculty) Term to June 30, 2026

_____ (Senator, Faculty) Term to June 30, 2025

ITEM 7.2(g) – Senate Committee on University Teaching Awards (SUTA)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: Meets two or three times a year, as required.

Composition: Four (4) members of faculty, full-time appointments / Academic Clinicians appointed under Conditions of Appointment for Physicians (2018), elected by Senate

One (1) graduate student, elected by Senate

Current Senate-Elected Members:

Terms ending June 30, 2024:

Daniel Arauz Nunez (GRAD), Aleksandra Zecevic (HS)

Term continuing to June 30, 2025:

Mark Cleveland (SS), José Herrera (Eng)

Term continuing to June 30, 2026:

Sarah McLean (Schulich)

Required: **One (1)** graduate student, term from July 1, 2024 to June 3, 2025

Nominees:

Azmat Jehan (GRAD) (GRAD) Term to June 30, 2025

Required: **One (1)** faculty member, full-time appointment / Academic Clinicians appointed under Conditions of Appointment for Physicians (2018), term from July 1, 2024 to June 30, 2027

Nominees: Aleksandra Zecevic (HS) (Faculty) Term to June 30, 2027

ITEM 7.2(h) – Senate Review Board Academic (SRBA)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: Individual SRBA appeal meetings and hearings are arranged by the University Secretariat as required.

Composition: One Chair and twenty-three voting members:

- Thirteen (13) members of faculty
- Ten (10) students:
  - Six (6) Undergraduate Students
  - Four (4) Graduate Students

Current Senate-Elected Members:

Terms ending June 30, 2024:

Chair: Lina Dagnino (Schulich)

Students: Eric Gair (UNDG), Kathleena Henricus (UNDG), Markus Kenneth Sung-In Hong (UNDG), Angela Liu (UNDG), Ankita Mishra (UNDG), Chloe Vanderlugt (UNDG), Dana Broberg (GRAD), Chloe Cheung (GRAD), Abdelmoneim Elnaggar (GRAD), Pedro Marinho (GRAD)

Faculty: Torin Chiles (Music), Caroline Dick (SS), Mike Domaratzki (Sci), Ken Kirkwood (HS), Ruth Ann Strickland (SS),

Terms continuing to June 30, 2025:

Faculty: Miriam Capretz (Eng), Isha DeCoito (Edu), John Di Guglielmo (Schulich), Randal Graham (Law), Danielle Lacasse (Law), Stephen Renaud (Schulich), Rob Stainton (AH), John Wilson (Ivey)

Required: **One (1)** person to serve as Chair, term from July 1, 2024 to June 30, 2025

Nominees: Lina Dagnino (Schulich) (Faculty) Term to June 30, 2025

Required: **Six (6)** undergraduate students, term from July 1, 2024 to June 30, 2025

Nominees:	Grace Achonu-Johnson (SS, UNDG)	(Student, UNDG)	Term to June 30, 2025
	Alexandra Agyapong (SS, UNDG)	(Student, UNDG)	Term to June 30, 2025
	Brooklin Begg (SS, UNDG)	(Student, UNDG)	Term to June 30, 2025
	Eva Kamimura (SS, UNDG)	(Student, UNDG)	Term to June 30, 2025
	Ankita Mishra (Sci, UNDG)	(Student, UNDG)	Term to June 30, 2025
	Jadyn Smith (AH, UNDG)	(Student, UNDG)	Term to June 30, 2025

Required: **Four (4)** graduate students, terms from July 1, 2024 to June 30, 2025

Nominees:	Dana Broberg (Schulich, GRAD)	(Student, GRAD)	Term to June 30, 2025
	Abdelmoneim Elnaggar (Eng, GRAD)	(Student, GRAD)	Term to June 30, 2025
	Pilar Rodriguez Mata (AH, GRAD)	(Student, GRAD)	Term to June 30, 2025
	Manuel Spiller (SS, GRAD)	(Student, GRAD)	Term to June 30, 2025

Required: **Five (5)** faculty members, term from July 1, 2024 to June 30, 2026

Nominees:	Torin Chiles (Music)	(Faculty)	Term to June 30, 2026
	Caroline Dick (SS)	(Faculty)	Term to June 30, 2026
	Charys Martin (Schulich)	(Faculty)	Term to June 30, 2026
	Ken Kirkwood (HS)	(Faculty)	Term to June 30, 2026
	Ruth Ann Strickland (SS)	(Faculty)	Term to June 30, 2026

ITEM 7.2(i) – University Research Board (URB)

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: URB meets Tuesdays at 1:00 p.m., approximately eight times per year.

Composition: Seventeen (17) members elected by Senate, including:

- Eleven (11) members of faculty
  - One (1) from each Faculty/school, excluding SGPS
  - At least one of whom occupies a senior position in a Research Centre or Institute as defined under MAPP 7.9
- One (1) undergraduate student
- Two (2) graduate students
- Two (2) postdoctoral representatives
- One (1) senior member of administrative staff serving in a leadership position with a research focus

Current Senate-Elected Members:

Terms ending June 30, 2024:

Kenisha Arora (UNDG), Sarah Gallagher (Sci), Lorelei Anne Lingard (Edu), Margaret Martin (Law), Manoj Reddy Medapati (Post-Doc), Matheus Sanita Lima (GRAD), Cheryle Séguin (Schulich), Dakota Soares (GRAD), Jana Starling (Music), Laura Stephenson (SS)

Terms continuing to June 30, 2025:

Miranda Goode (Ivey), Amanda Grzyb (FIMS), Kelly Olson (AH), Carolyn Paterson (Admin. Staff), Trish Tucker (HS)

Required: **Three (3)** students:

- **One (1)** undergraduate student, term from July 1, 2024 to June 30, 2025
- **Two (2)** graduate students, term from July 1, 2024 to June 30, 2025

Nominees:	Ethan Da Costa (UNDG)	(Student, UNDG)	Term to June 30, 2025
	Cara Davidson (GRAD)	(Student, GRAD)	Term to June 30, 2025
	Alexandra Lukawski (GRAD)	(Student, GRAD)	Term to June 30, 2025

Required: **Two (2)** postdoctoral representatives:

- **One (1)** postdoctoral representative, term from July 1, 2024 to June 30, 2026
- **One (1)** postdoctoral representative, term from July 1, 2024 to June 30, 2025

Nominees:	_____	(Pos.Doc)	Term to June 30, 2026
	_____	(Pos.Doc)	Term to June 30, 2025

Required: **Six (6)** faculty members, one of whom occupies a senior position in a Research Centre or Institute, one from each Faculty/School, excluding the School of Graduate and Postdoctoral Studies, at least one (1) of whom occupies a senior position in a Research Centre or Institute:

- **One (1)** member of the Faculty of Education, term from July 1, 2024 to June 30, 2026
- **One (1)** member of the Faculty of Science, term from July 1, 2024 to June 30, 2026
- **One (1)** member of the Faculty of Law, term from July 1, 2024 to June 30, 2026
- **One (1)** member of the Schulich School of Medicine & Dentistry, term from July 1, 2024 to June 30, 2026
- **One (1)** member of the Faculty of Music, term from July 1, 2024 to June 30, 2026
- **One (1)** member of the Faculty of Engineering, term from July 1, 2024 to June 30, 2025

Nominees:	Augusto Riveros (Edu)	(Faculty, Edu)	Term to June 30, 2026
	Sarah Gallagher (Sci)	(Faculty, Sci)	Term to June 30, 2026
	Wade Wright (Law)	(Faculty, Law)	Term to June 30, 2026
	Cheryle Séguin (Schulich)	(Faculty, Schulich)	Term to June 30, 2026
	Jana Starling (Music)	(Faculty, Music)	Term to June 30, 2026
	Ana Luisa Trejos (Eng)	(Faculty, Eng)	Term to June 30, 2025

ITEM 7.2(j) – Honorary Degrees Committee

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Workload: Meets two or three times a year, as required.

Composition: Nine (9) members elected by Senate, one (1) of whom must be a Student Senator, and at least one of whom must be a member of Staff

Current Senate-Elected Members:

Terms ending June 30, 2024:

Jenna Beecroft (UNDG), Nica Borradaile (Schulich), Lisa Henderson (FIMS), Darren Meister (Ivey), Kim Solga (AH)

Terms continuing to June 30, 2025:

Mark Daley (Admin. Staff), Stacey Hann (SS), Nicole Redvers (Schulich), Laurel Shire (SS)

Required: **One (1)** student Senator, term from July 1, 2024 to June 30, 2025

Nominees:	Matheus Sanita Lima (GRAD)	(Student Senator)	Term to June 30, 2025

Required: **Four (4)** members, term from July 1, 2024 to June 30, 2026

Nominees:	Constanza Burucúa (AH)	(Faculty/Staff/ Student)	Term to June 30, 2026
	Lisa Henderson (FIMS)	(Faculty/Staff/ Student)	Term to June 30, 2026
	Allyson Page (HS)	(Faculty/Staff/ Student)	Term to June 30, 2026
	Ricardas Zitikis (Sci)	(Faculty/Staff/ Student)	Term to June 30, 2026

ITEM 7.2(k) – Distinguished University Professor Selection Committee

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Composition: Four (4) senior scholars at Western, elected by Senate (once renewable).

Current Senate-Appointed Member:

Terms ending June 30, 2024:

Glenn Bauman (Schulich), Dale Laird (Schulich)

Term continuing to June 30, 2025:

Ingrid Johnsrude (SS), Isaac Luginaah (SS)

Required: **Two (2)** faculty members who are Senior Scholars, term July 1, 2024 to June 30, 2026

Nominees:	Pauline Barmby (Sci)	(Senior Scholar, Faculty)	Term to June 30, 2026
	Kathy Hibbert (Edu)	(Senior Scholar, Faculty)	Term to June 30, 2026

ITEM 7.2(l) – Faculty Scholar Selection Committee

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Composition: Four (4) senior scholars at Western, elected by Senate (once renewable).

Current Senate-Appointed Member:

Terms ending June 30, 2024:

Zoë Sinel (Law), Trish Tucker (HS)

Term continuing to June 30, 2025:

Nusha Keyghobadi (Sci), Wayne Martino (Edu)

Required: **Two (2)** faculty members who are Senior Scholars, term July 1, 2024 to June 30, 2026

Nominees:	Lorelei Lingard (Schulich)	(Senior Scholar, Faculty)	Term to June 30, 2026
	Jason Neyers (Law)	(Senior Scholar, Faculty)	Term to June 30, 2026

ITEM 7.2(m) – Academic Colleague

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Required: **One (1)** member appointed by Senate, term from July 1, 2024 to June 30, 2026

Nominees: Sophie Roland (Music) (Faculty/Staff) Term to June 30, 2026

ITEM 7.2(n) – Board of Governors

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Must be members of Senate
Workload: Meets 5 times per year.

Composition: Includes two (2) members of the Faculty elected by the Senate who are members of the Senate at the time of election.

Current Members:

Terms ending June 30, 2024:

Stephen Pitel (Law)

Terms continuing to June 30, 2026:

Ken Yeung (Sci)

Required: **One (1)** member of Faculty, elected by the Senate, who is a member of Senate at the time of election, to serve on the Board of Governors for a four-year term (July 1, 2024 - June 30, 2028).

Nominees: Shawn Whitehead (Schulich) (Faculty, Senator) Term to June 30, 2028

ITEM 7.3 – Selection/Review Committee for the Dean of the Faculty of Education

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

In accordance with the "Appointment Procedures for Senior Academic and Administrative Officers of the University," the term for Deans is five years, renewable. A Selection Committee will conduct a review of the incumbent with a view to possible reappointment.

Composition:

- the Provost & Vice-President (Academic), who shall be Chair
- the Vice-President (Research)
- Six (6) persons, one of whom shall be an undergraduate student enrolled in the Faculty and one of whom shall be a graduate student enrolled in a program housed in the relevant Faculty, elected by the Council of the Faculty concerned
- Three (3) faculty or staff elected by Senate, who are from outside of the Faculty concerned, and only one of whom may be a Dean

Members elected by Council of the Faculty of Education:

- One (1) graduate student: Rizwan Ahmed (doctoral student)
- One (1) teacher candidate/student: Grace Flaherty
- Four (4) members: Heather Beecroft (staff member), Kathy Hibbert (faculty member), Goli Rezai-Rashti (faculty member) and Jacqui Specht (faculty member).

Required: Three (3) faculty or staff elected by Senate, who are from outside of the Faculty concerned, and only one of whom may be a Dean.

Nominees: Ken Coley (Eng) (Dean)

Matt Lebo (SS) (Faculty/Staff)

Geoff Wild (Sci) (Faculty/Staff)

ITEM 7.4 – Selection Committee for the Dean of the Faculty of Law

ACTION: ☒ ACTION ☐ INFORMATION ☐ DISCUSSION

Composition:

- the Provost & Vice-President (Academic), who shall be Chair
- the Vice-President (Research)
- Six (6) persons, one of whom shall be an undergraduate student enrolled in the Faculty and one of whom shall be a graduate student enrolled in a program housed in the relevant Faculty, elected by the Council of the Faculty concerned
- Three (3) faculty or staff elected by Senate, who are from outside of the Faculty concerned, and only one of whom may be a Dean
- One (1) member of the Law Alumni Association, named by the Association.

Required: Three (3) faculty or staff elected by Senate, who are from outside of the Faculty concerned, and only one of whom may be a Dean.

Nominees: Michael Kim (Music) (Dean)

Rachel Forrester-Jones (HS) (Faculty/Staff)

Tracy Isaacs (AH) (Faculty/Staff)

ITEM 7.5 – Membership – Operations/Agenda Committee (OAC)

Workload: OAC meets monthly on Thursdays at 3:00 p.m.

Composition: Nine (9) current members of Senate, at least one of whom shall be a student. The Vice-Chair of Senate is the Chair *ex officio* of this Committee.

Current Senate-Elected Members:

Terms ending June 30, 2024:

Matheus Sanita Lima (GRAD), Elizabeth Gillies (Sci), Ben Rubin (Sci)

Terms continuing to June 30, 2025:

Mark Cleveland (SS), Dale Laird (Schulich), Christopher Lengyell (Amin. Staff), Stephen Pitel (Law), Shawn Whitehead (Schulich)

Required: One (1) member of Senate to complete the term vacant due to resignation, term to June 30, 2024

Nominees	_____ (Senator)	Term to June 30, 2024

ITEM 9.1 – Huron University College: Introduction of a Subject Area in "Animal Ethics and Sustainability Leadership"

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, a subject area in "Animal Ethics and Sustainability Leadership" be introduced by Huron University College and included in Category A for Breadth Requirements for Graduation, as shown in Item 9.1.

EXECUTIVE SUMMARY:

Senate recently approved the introduction of a Major and Minor in Animal Ethics and Sustainability Leadership at Huron University College. This proposal is to create the complementary subject area.

"AESL" will be used in the Academic Calendar listing of modules/requisites instead of the full subject area name of "Animal Ethics and Sustainability Leadership".

Following approval of the subject area, Huron University College will submit proposals to the Subcommittee on Undergraduate Academic Courses (SOC) to introduce AESL courses that will be cross-listed with the following required courses for the Major and Minor in Animal Ethics and Sustainability Leadership:

Management and Organizational Studies 2185A/B: *Animal Welfare and Sustainability Leadership*
Global Great Books 3001F/G: *Nature and Technology*
Governance, Leadership and Ethics 3011F/G: *Animals in Law and Policy*
Philosophy 3725F/G: *Animal Ethics*

ATTACHMENT(S):

Revised Calendar Copy – Breadth Requirements for Graduation (contained in the policy on "Registration and Progression in Three-Year, Four-Year and Honours Programs")

REVISED CALENDAR COPY
https://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/registration_progression.pdf

REGISTRATION AND PROGRESSION IN THREE-YEAR, FOUR-YEAR AND HONOURS PROGRAMS

Breadth Requirements for Graduation

At least 1.0 course must be chosen from **each of the three categories** (A, B, and C) shown below. Any outstanding breadth requirement not completed in first year must be completed prior to graduation. Note: Not all subjects listed below offer first-year courses.

CATEGORY A

Social Science

Anthropology, Economics, [Gender, Sexuality, and Women's Studies], Geography, History, Indigenous Studies, International Relations, Jewish Studies, Leadership Studies, Management and Organizational Studies, Political Science, Psychology, Sociology

Interdisciplinary and Multidisciplinary

American Studies, Analytics and Decision Sciences, **Animal Ethics and Sustainability Leadership,** Canadian Studies, Childhood and Youth Studies, Creative Arts, Dance, Disability Studies, Education, Family Studies and Human Development, Global Studies, [Governance, Leadership, and Ethics], Health Sciences, Human Rights Studies, Information and Media Studies, Interdisciplinary Studies, Kinesiology, Linguistics, Media and the Public Interest, [Media, Information and Technoculture], Nursing, Rehabilitation Sciences, [Politics, Philosophy and Economics], Social Justice and Peace Studies, Social Science, Transitional Justice

Various
Business Administration, Digital Communication, Foods and Nutrition, Human Ecology, Law, Music, Social Work, Thanatology

…

ITEM 9.2 – Huron University College and King's University College: Introduction of a Subject Area in "Islamic Studies"

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, a subject area in "Islamic Studies" be introduced by Huron University College and King's University College and included in Category B for Breadth Requirements for Graduation, as shown in Item 9.2.

EXECUTIVE SUMMARY:

Huron University College and King's University College propose the introduction of a subject area in "Islamic Studies" to improve the visibility of courses currently being offered in this field under the subject area of "Religious Studies". The intention, following approval of the new subject area, is to introduce Islamic Studies cross-listings of current Religious Studies courses in the area (through the Subcommittee on Undergraduate Academic Courses (SOC)).

Both the Department of Religious Studies at King's University College and the Faculty of Theology at Huron University College have offered courses on Islam and Islamic Studies for many years. Huron University College also offers courses in the proposed teaching area at the 5000-level, in the Master of Divinity and the Master of Theological Studies, with the latter degree program offering two concentrations in Islamic Studies. The two schools are also in discussions about the possibility of adding Huron University College as a campus to offer the Minor in Islamic Studies currently being offered at King's University College. The addition of Islamic Studies as a subject area will also provide clear pathways for students in the module to complete its requirements.

ATTACHMENT(S):

Revised Calendar Copy – Breadth Requirements for Graduation (contained in the policy on "Registration and Progression in Three-Year, Four-Year and Honours Programs")

REVISED CALENDAR COPY
https://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/registration_progression.pdf

REGISTRATION AND PROGRESSION IN THREE-YEAR, FOUR-YEAR AND HONOURS PROGRAMS

Breadth Requirements for Graduation

At least 1.0 course must be chosen from **each of the three categories** (A, B, and C) shown below. Any outstanding breadth requirement not completed in first year must be completed prior to graduation. Note: Not all subjects listed below offer first-year courses.

…

CATEGORY B

Arts and Humanities

Art History, Arts and Humanities, Classical Studies, Comparative Literature and Culture, Creative Arts, Digital Humanities, East Asia Studies, English, Film Studies, French Studies, [Gender, Sexuality, and Women's Studies], Global Great Books, Intercultural Communications, **Islamic Studies,** Italian Studies, Linguistics, Medieval Studies, Museum and Curatorial Studies, Philosophy, Religious Studies, Speech, Studio Art, The New Liberal Arts, Theatre Studies, Theological Studies, Visual Arts History, Visual Arts Studio, World Literatures and Cultures, Writing

Languages

American Sign Language, Arabic, Chinese, French, German, Greek, Hebrew, Hindi, Italian, Japanese, Korean, Latin, Persian, Polish, Portuguese, Russian, Spanish

…

ITEM 9.3 – King's University College: Introduction of a Certificate in Ecological Justice and Climate Ethics

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, a Certificate in Ecological Justice and Climate Ethics be introduced by King's University College as shown in Item 9.3.

EXECUTIVE SUMMARY:

The Certificate in Ecological Justice and Climate Ethics is designed to provide students with greater depth and awareness of the social, existential, and ethical dynamics of climate change so that they can contribute to ethical and proactive adaptation and response. It draws on a range of disciplines in King's unique constellation of humanities departments to offer students grounding in critical diagnosis, creative action, and transformative thinking.

The Certificate is distinguished by its inclusion of a strong core of experiential learning. Students who complete this Certificate will participate in a year-long placement in a local organization whose mission is ecologically focused or complete 1.0 courses with an experiential land-based pedagogical component.

ATTACHMENT(S):

New Calendar Copy – Certificate in Ecological Justice and Climate Ethics

Extracted from the New Undergraduate Module/Program Proposal – Certificate in Ecological Justice and Climate Ethics

NEW CALENDAR COPY

CERTIFICATE IN ECOLOGICAL JUSTICE AND CLIMATE ETHICS
Social Justice and Peace Studies and Philosophy

This Certificate is designed to provide students with greater depth and awareness of the social, existential, and ethical dynamics of climate change so that they can contribute to ethical and proactive adaptation and response. All Certificate courses may be credited toward other undergraduate programs. Any undergraduate student may apply for admission, subject to prerequisites and general admission requirements. Current courses for the Certificate will be maintained by the Social Justice and Peace Studies department and the Philosophy department.

Admission Requirements

Completion of first-year requirements with no failures.

Module/Program Information

To qualify for the Certificate in Ecological Justice and Climate Ethics, students must: (i) complete 4.0 courses and (ii) satisfy the experiential learning requirement.

1.0 course from: Philosophy 2242F/G, Philosophy 3244F/G, Social Justice and Peace Studies 1025F/G.

2.0 courses from at least two disciplines from:

English: English 2262F/G.
Philosophy: Philosophy 2203, Philosophy 2208E, Philosophy 2227F/G, Philosophy 2246F/G, Philosophy 3244F/G, Special Topics courses (see Department for approved list).
Politics and International Relations: Political Science 3400F/G, Special Topics courses (see Department for approved list).
Religious Studies: Religious Studies 2230F/G.
Social Justice and Peace Studies: Social Justice and Peace Studies 1026F/G, Social Justice and Peace Studies 2290A/B, Social Justice and Peace Studies 2304F/G, Social Justice and Peace Studies 3362F/G, Social Justice and Peace Studies 3383F/G
Sociology: Sociology 2220A/B, ~~Sociology 3390F/G, Sociology 3391F/G~~, Sociology 3318F/G.
Thanatology: Thanatology 3331F/G.

1.0 course: Social Justice and Peace Studies 3500E (with placement in a local environmental organization) or 1.0 course with approved experiential learning components.

A list of approved Special Topics courses will be maintained and updated each year by the departments of Social Justice and Peace Studies and Philosophy.

All Certificate courses may be credited toward other undergraduate programs.

Extracted from the New Undergraduate Module/Program Proposal – Certificate in Ecological Justice and Climate Ethics

Description and Rationale

This Certificate is designed to provide students with greater depth and awareness of the social, existential, and ethical dynamics of climate change so that they can contribute to ethical and proactive adaptation and response. Such response requires skills that cut across traditional disciplinary divides and deeper understanding of social, existential, philosophical, and political causes of the crisis beyond its geophysical and earth science dynamics. It also requires the ability to creatively dialogue, engage, and work with a variety of skill sets and perspectives. In recognition of this multi-modal complexity, this proposed Certificate draws on a range of disciplines in King's unique constellation of humanities departments to offer students grounding in critical diagnosis, creative action, and transformative thinking.

The Certificate is distinguished by its inclusion of a strong core of experiential learning. Students who complete this Certificate will participate in a year-long placement in a local organization whose mission is ecologically focused or complete 1.0 courses with an experiential land-based pedagogical component. This opportunity is built on a foundation of community-based learning developed within the Social Justice and Peace Studies program over the past two decades.

Work on this Certificate began in response to a petition with nearly 100 signatures from students who wanted more course content engaging with the social, political, and existential dynamics of the climate crisis. In response to their requests, courses were added in Social Justice and Peace Studies and Philosophy that address theories of ecological justice, philosophy of nature and the Earth, integral ecology, environmental racism, gender and climate change, and Indigenous epistemology and metaphysics. The Certificate also reflects new faculty specialty in the Department of Philosophy. Finally, in keeping with King's University College's mission as a Catholic university, this Certificate responds to Pope Francis' direction in *Laudato Si* and *Laudate Deum* centring the climate crisis at the intersection of social, psycho-spiritual, and material harms and injustices.

Statistics from the Environmental Labour Market Demand Report show positive forecasts for environmental employment demand with job openings anticipated to approach a quarter-million by 2029.

In emphasizing existential and psycho-spiritual aspects of climate change, the Certificate also responds to the increasingly recognized prevalence of "eco-anxiety" amongst undergraduates. In addition to possible employment options, the Certificate thus gives students opportunities for sharing, discussing, and responding to this affective burden.

The Certificate also aligns with the City of London's Climate Emergency Action Plan, in particular its stated goals of "Advancing Knowledge, Research, and Innovation" and "Engaging, Inspiring, and Learning from People".

The last decade has seen substantial growth of green jobs in Canada. The Environmental Labour Market Demand Report accordingly forecasts sizeable hiring demand across the environmental sector due to a combination of job creation and high levels of retirement, opening up opportunities at all career levels. The report highlights that the environmental sector is expected to grow 8% by 2029 and the combination of new jobs and replacement demand may contribute as many as 233,500 net openings by this time. The demand for environmental workers will impact every region and nearly every occupation.

The Certificate is also relevant to undergraduates seeking to pursue further degree programs in Environmental Studies and Sustainability, including Western's own Master of Environment and Sustainability.

The Certificate organizes and sequences already existing courses to help students make connections across disciplines and to provide them with a path for developing greater awareness and expertise in climate change issues and responses.

This Certificate's design and content should supplement the recently introduced Major in Climate and Society at Western University while centring King's unique strengths and particular mission. There is no other certificate program offered by Western or one of the Affiliates that combines theoretical study of social, political, existential and psycho-spiritual dimensions of climate change with options for experiential learning and applied knowledge. Given its design, the Certificate is compatible with existing modules and programs at King's and should be an attractive credential for new undergraduates as a supplement to several different majors (including Philosophy, Social Justice and Peace Studies, and Religious Studies).

This Certificate is designed as an interdisciplinary constellation focused on ethical and social justice issues inherent in the climate crisis. The goal is to provide undergraduates with a deeper and broader sense of the causes of climate change beyond its geophysical dynamics, as well as greater knowledge of different methodologies and discourses in how climate change is framed and approached. Through its emphasis on experiential learning, the Certificate aims to provide students with opportunities to apply this knowledge and improve communication skills in manners that supplement the traditional classroom.

The Certificate's objectives align with Western's stated mission to be "a powerful agent of change in the lives of individual scholars and, through them, in society generally" as well as aligning with Western's strategic priority of creating a culture of sustainability. The Certificate also aligns with King's University College's mission as a Catholic University committed to the dialogue of faith and reason and the discovery of knowledge for the common good. Because students learn both about systemic social forces and patterns as well as personal and existential issues, the Certificate combines two key features of King's mission: community engagement towards social justice and formation of empowered and active citizen-scholars dedicated to the common good. In both cases, the Certificate resonates with the needs for creative action in meeting one of the most pressing challenges of the twenty-first century.

Learning Outcomes

Students who complete this certificate will:

1. Understand intersections and relationships between social and historical patterns of injustice and the contemporary crisis of climate change.
2. Describe how present social and economic patterns contribute to climate injustice and be more intentional in their choices for changing these patterns.
3. Develop interdisciplinary research questions and projects in relation to climate change and ecological justice.
4. Create collegial and inclusive environments of collective discussion, community learning and problem-solving while engaging different perspectives and traditions.
5. Apply theoretical paradigms to active projects of community and personal development in response to climate change.

Admission and Progression Requirements

To be eligible for enrolling in the Certificate, students must complete their first academic year in good standing.

After enrolling, students: (i) complete 4.0 courses and (ii) satisfy a experiential learning requirement.

To satisfy the experiential learning component, students either: (i) complete Social Justice and Peace Studies 3500E with placement in a local environmental organization; or (ii) complete at least 1.0 course with approved experiential learning components.

Course work:

Students take **1.0 courses** from:

Philosophy 2242F/G: *Philosophy of the Earth*
Philosophy 3244F/G: *Planetary Ethics and Social Transformation*
Social Justice and Peace Studies 1025F/G: *Introduction to Social Justice and Peace Studies*

Students take an additional **2.0 courses** from at least two disciplines from:

English:
English 2262F/G: *Water and Our World: Literature, Ecology, Activism and Animals*

Philosophy:
Philosophy 2203: *History of Scientific Thought*
Philosophy 2208E: *Introduction to Social and Political Thought*
Philosophy 2227F/G: *Introduction to Indigenous Philosophies*
Philosophy 2246F/G: *Philosophy of Encounter*
Philosophy 3244F/G: *Planetary Ethics and Social Transformations*
Additional Special Topics Courses by theme

Politics and International Relations:
Political Science 3400F/G: *Politics of the Arctic*
Additional Special Topics Courses by theme
Religious Studies:
Religious Studies 2230F/G: *Eco-Spirituality and Justice*
Social Justice and Peace Studies:
SJPS 1026F/G: *Approaches to Social Justice and Peace Studies*
SJPS 2290A/B: *Contemporary Indigenous Issues*
SJPS 2304F/G: *The Social Networks of Power and Privilege*
SJPS 3362F/G: *Ecofeminism and Justice*
SJPS 3383F/G: *Ecological Justice*
Sociology:
Sociology 2220A/B: Sociology of the Environment
Sociology 3318F/G: Global Injustice, Borders
~~Sociology 3390F/G: Decolonization I~~
~~Sociology 3391F/G: Decolonization II~~
Thanatology:
Thanatology 3331F/G: *Climate Change and Grief*

Students complete an experiential learning requirement:

1.0 course: Social Justice and Peace Studies 3500E: *Community Based Learning* (with placement in a local environmental organization) or 1.0 course with approved experiential learning components.

Oversight and approval for permissions of Special Topics courses, as well as course list updating, will be shared between the departments of Social Justice and Peace Studies and Philosophy and their respective Academic Program Advisors.

In the third year, the coordinator for community-based learning will work with students enrolled in the Certificate to place them in an appropriate ecological/climate-oriented, local organization.

ITEM 10.1(a) – 2024-2025 University Operating and Capital Budgets

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

RECOMMENDED: That Senate provide advice to the Board of Governors, through the President and Vice-Chancellor, recommending the approval of the 2024-25 University Operating and Capital Budgets as shown in Item 10.1(a).

EXECUTIVE SUMMARY:

The Operating and Capital Budgets and setting of tuition fees are in the purview of the Board of Governors. The Senate may provide advice to the Board under the authority of Section 30(f) of the *UWO Act*:

> The Senate may ... pass resolutions and make recommendations to the Board with respect to any matter connected with the administration of the University and the promotion of its affairs but this clause shall not be construed to subtract from the powers and duties conferred on the Board elsewhere in [the] Act.

ATTACHMENT(S):

2024-25 Operating and Capital Budgets

2024-25 Operating and Capital Budgets

March 31, 2024

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ACRONYMS used in University Budget Document

	Acronym	Description
1	AI	Artificial Intelligence
2	APF	Academic Priorities Fund
3	APPF	Academic Planning, Policy, & Faculty
4	AQ	Additional Qualification Courses in the Faculty of Education
5	B.Ed.	Bachelor of Education Program/Degree
6	B.L.U.E.	Black Student Leadership University Experience
7	CFI	Canada Foundation for Innovation
8	CRCs	Canada Research Chairs
9	CRV	Current Replacement Value (of Buildings)
10	CSD	Communication Sciences and Disorders Program
11	DM	Deferred Maintenance
12	Ed.D.	Doctor of Education Degree
13	EDI	Equity, Diversity, and Inclusion
14	EDID	Equity, Diversity, Inclusion, and Decolonization
15	EFB	Employee Future Benefits
16	EMBA	Executive Master of Business Administration Degree/Program
17	FIMS	Faculty of Information & Media Studies
18	FRSF	Federal Research Support Fund
19	FTE	Full-Time Equivalent
20	HBA	Honours Business Administration Degree/Program
21	HR	Human Resources
22	IBA	Inflationary Budget Adjustment
23	ITIF	Information Technology Infrastructure Fund
24	LMS	Learning Management System
25	LRSP	Long-Range Space Plan
26	MA	Master of Arts Degree
27	MBA	Master of Business Administration Degree/Program
28	M.Cl.Sc.	Masters in Clinical Sciences Degree
29	MCU	Ministry of Colleges and Universities
30	MD	Doctor of Medicine Degree/Program
31	MEng	Master of Engineering Degree/Program
32	MESc	Master of Engineering Science Degree
33	MMI	Maintenance, Modernization, and Infrastructure
34	MN	Masters in Nursing Degree
35	MOS	Management & Organizational Studies Program
36	MPT	Masters in Physical Therapy Degree
37	MSc	Master of Science Degree
38	MSOF	Major Strategic Opportunities Fund
39	OT	Occupational Therapy (School/Program)
40	PAL	Provincial Attestation Letter (in support of international student study permits)
41	Ph.D.	Doctor of Philosophy Degree
42	PSE	Post-Secondary Education
43	PT	Physical Therapy (School/Program)
44	RISF	Research Infrastructure Support Fund
45	SSHRC	Social Science and Humanities Research Council
46	STEM	Science, Technology, Engineering, and Mathematics
47	SUPF	Support Unit Priorities Fund
48	U.C.	University College
49	UCC	University Community Centre
50	USC	University Students' Council
51	USRI	Undergraduate Summer Research Internship Program
52	WAFAR	The Western Academy for Advanced Research

2024-25 Operating Budget

Western continues to be guided by the priorities outlined in our **Strategic Plan** – ***Towards Western at 150*** – and is focused on its commitment to an outstanding student experience, scholarship, research, and creativity. The dedicated efforts made by all members of our university community have enabled the university to maintain those commitments as we look ahead to building a stronger university.

The last three university budgets started the process of investing in our strategic plan priorities and this budget builds on those investments.

The current budget makes additional significant investments in our strategic plan priorities including:

- Support for enrolment growth
- International student recruitment
- Scholarship/research/creativity
- Student financial support
- Educational partnerships with local organizations
- Infrastructure to accommodate growth

These investments are critical to Western's ongoing commitment to pursue the various components of our mission as a leading research university.

A. Planning and Budgetary Context

The recently completed planning process leads us forward to the second year of the 3-year budget/planning cycle – spanning the period 2023-24 through 2025-26. In the summer of 2022, our Faculties and Support Units submitted Academic and Operational Plans in alignment with our strategic plan – and the priorities in those plans have formed the basis for the 3-year university plan.

At this point in time, as we reach the end of the current fiscal year, our financial situation remains strong. The Operating Reserve at the end of the current year (2023-24) is projected to be $51.4 million – which is $9.8 million higher than the budgeted figure of $40.6 million. The higher level is primarily due to a year-end one-time $9.9 million grant from the Provincial Government to recognize unfunded students in STEM programs. Excluding this one-time grant – which was announced on February 26, 2024 as part of a PSE stabilization funding program – the in-year position is projected to be a balanced budget.

Looking ahead to 2024-25, we have developed the University budget with the following general assumptions regarding revenues:

- Under the Provincial Government's corridor-based block-grant funding system, our overall core on-going provincial grants will remain frozen at the 2016-17 level.
- The Province's tuition framework rolled back domestic tuition rates by 10% in 2019-20 and the rates were kept constant (at the reduced levels) in 2020-21 through 2023-24. Government has confirmed that domestic tuition rates for Ontario students will remain frozen from 2024-25 through 2026-27 – making it a total of 8 years of no change to domestic tuition rates.

- Enrolments are the primary driver of operating revenues. For budgetary purposes, our first-year class for 2024-25 is expected to be about 6,600 students (which includes about 640 international students) and the graduate enrolment plan is the aggregate of the plans developed by the Faculties – which is a growth of over 230 students and supports our research aspirations. Total full-time enrolment (undergraduate and graduate) is projected to increase by just over 1,400 in 2024-25. This figure includes about 700 students expected to join Western – from Brescia University College – as part of the integration of Brescia into Western, effective May 1, 2024.
- The Brescia-Western Integration is projected to have the following impacts on our revenue in 2024-25: Government Operating Grants – addition of $8.8 million; Affiliation Fee Transfer to Western – loss of $2.6 million; estimated tuition from Brescia students continuing at Western – addition of $4.2 million; estimated tuition from incremental year 1 students to replace the year 1 class at Brescia – addition of $1.4 million; and all other revenues – addition of $0.4 million. The net impact is the addition of about $12.2 million to our operating revenues.
- As noted earlier, in late February, the Provincial Government announced one-time funding investment in Ontario's Universities. Western's estimated allocations are: $9.9 million for unfunded STEM students in 2023-24 and allocations from a PSE Sustainability Fund over the next three years – $8.4 million in 2024-25, $14.2 million in 2025-26, and $20.0 million in 2026-27.
- In late-January, the Federal Government announced its intention to limit international student permits – which would apply only to undergraduate students seeking new study permits to come to Canada. Ontario, which had the largest impact, recently allocated set numbers of Provincial Attestation Letters (PALs) to its universities – which will allow off-shore international students to apply for study permits and then (if successful) be able to enrol in Ontario's universities. Western's PAL allocation is 848 – and an additional 210 PALs were allocated (in total) to Huron and King's University Colleges. Our analysis indicates that, with this allocation, we should be able to achieve the 640 first-year international target noted above.

At Western, our integrated approach to planning serves us well. We continue to focus our budget planning on our strategic priorities. Our approach to enrolment planning allows us to make significant enhancements to the quality of education and the educational experience we offer our students:

- Recruitment of outstanding undergraduate students is a high priority. The average entering grade of our incoming class in the fall of 2022 was 91.7%, well above the Ontario average.
- Over 92% of our first-year students continue into their second year. Our retention rates are amongst the highest in Canada and much higher than at our peer institutions in the United States.
- Graduation rates of our undergraduate students have been steadily increasing and they are currently much higher than the average of peer universities in Canada and the United States. About 84% of Western's 2016-17 entering cohort graduated within 6 years.
- We are continuing to invest in international undergraduate recruitment to grow international enrolments while also diversifying geographical source and program destination. At present, about 9% of our undergraduate enrolment is international. Our Strategic Plan aspires to reaching 20% international undergraduate students.
- Expansion of graduate enrolments in areas of demand and capacity continues to be a strategic priority at Western. The current plans from the Faculties show significant growth aspirations. In the current year, full-time graduate students comprise about 19% of total full-time enrolment.

We remain committed to building on the substantive gains we have made in the areas of student quality, educational quality, and student experience. Going forward, we will continue to manage our resources and target them towards the priorities identified in our new Strategic Plan.

Figure A

Total FTE Enrolment at Western

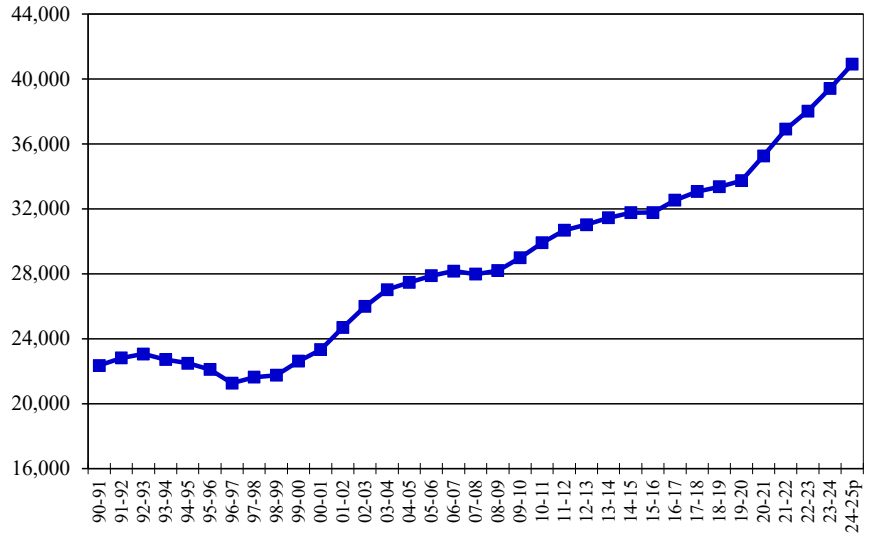
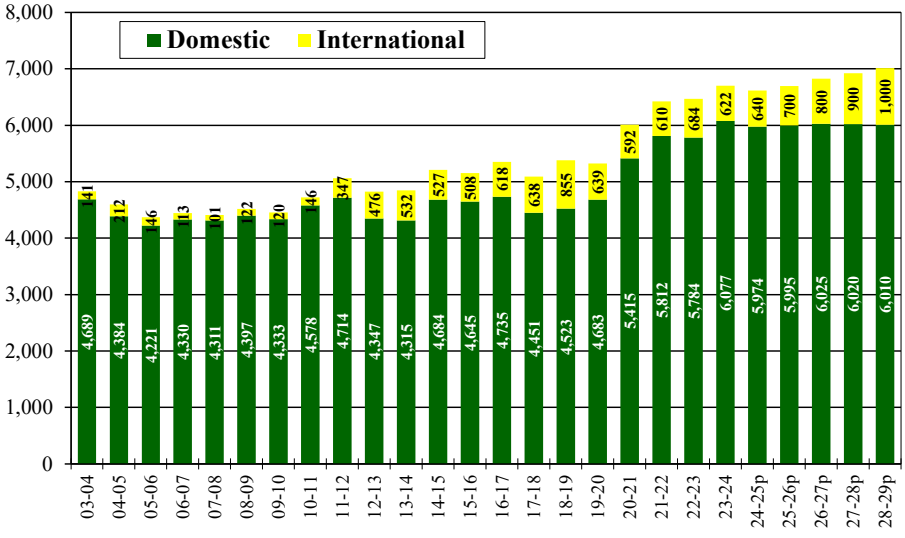


Figure B

Full-Time Year 1 Undergraduate Enrolment at Western



B. Updates on Priorities and Initiatives from Last Year's Budget

The following initiatives were included in the 2023-24 Budget and involved substantial investments in alignment with the themes in our Strategic Plan.

Theme 1: Greater Impact

Growth: Enrolments

- The multi-year Engineering expansion involving a new 5-year undergraduate program that combines the core elements of Artificial Intelligence (AI) and Information & Communications Technology with any of the core disciplines in Engineering continued in 2023-24 – and included expansion of enrolments, faculty and staff complements, planning for space/facilities, and allocations to the Faculty of Science which contributes in a significant manner to the teaching of Engineering students.

  Engineering: $771,000 base funding to support faculty and staff positions, $900,000 one-time for faculty start-up funding, and $5.66 million to support the construction of a new building.

  Science: $100,000 base funding and $150,000 one-time for faculty start-up funding.

- Expansion in undergraduate Nursing and other programs in the Faculty of Health Sciences was supported through the allocation of $2.3 million in one-time funding, primarily for the creation of incremental teaching/clinic spaces and equipment renewal.

Growth: Faculty and Staff Renewal/Expansion

- Last year's budget included a number of initiatives aimed at faculty and staff renewal and expansion:
  - The allocation of $15 million one-time to the Endowed Chairs Matching Program.
  - Various central base allocations – including the Academic Priorities Fund (APF) and Support Units Priorities Fund (SUPF) – to support faculty and staff positions.

  The combined impact of the above allocations/initiatives is that full-time faculty complement increased by 10 and full-time staff complement increased by 35 in 2023-24 (as of January 31, 2024) over 2022-23. A year ago, the Faculty plans collectively called for a growth of over 50 faculty positions – and therefore, recruitment for many approved positions is on-going.

Space, Facilities, and Infrastructure to Support Growth

In order to ensure that we offer the best educational environment for our students and to support our faculty and staff with adequate state-of-the-art facilities, the 2023-24 Budget included the following one-time allocations:

- $40 million to support our Long-Range Space Plan: $4.5 million for a facility to consolidate the Child and Youth Development Clinics in the Faculty of Education; $20 million to support a new building to provide enrolment expansion in the Faculty of Health Sciences; and $15.5 million for the Bio-convergence Centre – an interdisciplinary research and experiential learning facility;

- $5.66 million (noted above) for the new Engineering Building; and
- $1.6 million for technology-related modernization of general university instructional spaces.

Activities ranging from space planning, site assessment, design, and early construction are underway for all of the above projects.

Enhancing our Research Profile and Impact

Last year's budget recommended various scholarship/research related initiatives, including:

- $11 million one-time to provide matching funds for external grants for major research initiatives including a pathogen and vaccine development research facility. Planning for this facility is well underway and construction is expected to start later this year.
- $2.65 million one-time to the Vice-President (Research) to support university-wide research initiatives.

Enhancing the Learning Experience

The 2023-24 budget allocated a sum of $2 million one-time to support the continuation of the Undergraduate Summer Research Internship Program (USRI). The program has supported over 290 student internships working under the supervision of 280 faculty members across campus – and included an education and training component as part of the overall experiential research opportunity for our students.

State-of-the Art Information Technology Infrastructure

A sum of $5 million one-time was provided in 2023-24 to support the renewal and expansion of I.T. infrastructure across campus. The funds are being used to modernize core network infrastructure and wireless technologies across campus.

Implementation of a new Learning Management System (LMS) is well underway – and was supported in the 2023-24 Budget with a base allocation of $1 million (for annual licensing costs) and $500,000 one-time to support implementation costs.

Theme 2: People, Community, and Culture

Last year's budget included a number of budget allocations in direct support of our goals in the areas of Equity, Diversity, & Inclusion (EDI) and Indigenization.

- Many allocations to our Faculties and Support Units to support additional faculty and staff positions and programming initiatives in the areas of EDI and Indigenization were part of the 2023-24 budget. All the allocations have been made and the positions have either been filled or the searches are nearing completion. The initiatives included programming in the Wampum Lodge, hosting of the annual Building Reconciliations Conference, the Black Student Leadership University Experience Initiative (B.L.U.E.), and expansion of scholarships aimed at recruiting Indigenous Students and Black Students.
- In recognition of the financial pressures faced by graduate students, the 2023-24 Budget included: (a) the establishment of a new $500,000 Graduate Student Needs-based and Emergency Fund, (b) an increase to the minimum funding guarantee to funding-eligible Ph.D. students from tuition plus $13,000 to tuition plus $17,000 – an increase of $4,000, and (c) a one-time transition grant/award

of $1,000 to all new-to-Canada international graduate and undergraduate students. The new bursary fund and the new-to-Canada award are projected to exceed a total of $1.2 million.

Theme 3: Western's Place in the World

The commitments under this theme were directly supported in the 2023-24 Budget through the following initiatives:

- Western's Long-Range Space Plan which included modernization of the Weldon Library, the Ronald D. Schmeichel Building for Entrepreneurship and Innovation, a new Engineering Building, the Bio-convergence Centre, a new facility to consolidate the Faculty of Education's Child and Youth Development Clinics, and new residences. All of these projects are in various stages of progress – ranging from initial space needs assessment (including costing), site planning, design, and actual construction.
- Various university-wide campus sustainability, energy conservation, and infrastructure projects (supported through an allocation of $29.7 million) are continuing.
- Led by the Vice-President (Operations and Finance), Western is exploring options for additional physical presence in Toronto.

C. Priorities for the 2024-25 Budget and New Initiatives

The recently completed planning process identified the following high priority initiatives that are directly aligned with the three themes in our new Strategic Plan.

Theme 1: Greater Impact

Growth: Enrolments

1. A central element of "Greater Impact" is to grow strategically in areas of demand and societal need. In support of this imperative, the following initiatives are recommended in the 2024-25 Budget.
    - As indicated in section B, a strategic Engineering expansion is underway with a fully developed multi-year plan involving expansion of enrolments, faculty/staff complements, space/facilities, and investments in other Faculties that contribute in a significant manner to the teaching of Engineering students. The investments include: Engineering – $1.2 million in base funding (Table 4, line 4, column d), $725,000 in one-time funding (Table 8, line 19), and $5.8 million one-time for a new building (Table 8, line 7); and Science – $246,000 in base funding (included in Table 4. Line 10, column d) and $100,000 in one-time funding (Table 8, line 25).
    - The Faculty of Social Science has seen substantial growth in enrolments teaching in recent years. At the same time, the international component of the enrolments has declined since 2019-20 – which in turn has created significant budget pressures for the Faculty. In recognition of this a sum of $2.5 million in base funding is recommended in this budget (included in Table 4, line 11, column d).

2. The Brescia-Western Integration will contribute to enrolment growth at Western – starting with the transition of current Brescia students to Western in 2024-25 (until they graduate) followed by our plans to build on Brescia's unique programs and replace the Brescia enrolments in other programs across campus. In total, we expect an increase of about 1,000 students (at the main campus, in steady-state) due to the Brescia-Western Integration. Funding to support this integration is included in the budget – through base and one-time allocations to the Faculties and Support Units as well as funding to support various transition costs ($7.15 million show in Table 8, line 5) which includes employee voluntary separation pay and scholarship previously-committed to current Brescia students who will continue at Western.

3. Recruitment of undergraduate international students is a high priority for the University. In support of this – and in the context of the current external environment, which includes global competition for these students and the Federal Government's limits on study permits – we are recommending $6 million in one-time funding for international student recruitment awards.

Growth: Faculty and Staff Renewal/Expansion

Faculty and staff renewal and expansion, commensurate with enrolment growth, is a key priority in our Strategic Plan. In support of this, the following budget allocations are recommended:

4. The base budget recommendations to the Faculties and Support Units (Tables 4 and 6) include substantial allocations through the Academic Priorities Fund (APF), the Support Unit Priorities Fund (SUPF), funds associated with Brescia-Western Integration, and other targeted strategic base

allocations. A total of 35 full-time Brescia faculty and 80 Brescia staff have committed to joining Western. In addition to these Brescia faculty and staff joining Western, the Faculties' preliminary final plans show an incremental growth of about 40 faculty positions and 60 staff positions in 2024-25 over the current year (as of January 31, 2024).

Space, Facilities, and Infrastructure to Support Growth

5. In order to ensure that we offer the best educational environment for our students and to support our faculty and staff with adequate state-of-the-art facilities, the Strategic Plan calls for investment in facilities and infrastructure. In support of this priority, the following one-time allocations are recommended in this budget:
    - $9 million (Table 8, line 4) to support the new building to provide incremental space for enrolment expansion in the Faculty of Health Sciences;
    - $5.8 million from the multi-year Engineering enrolment expansion revenues to support the new Engineering Building (Table 8, line 7); and
    - $2.1 million to support technology-related modernization of general university instructional spaces (Table 8, line 9).

Enhancing our Research Profile and Impact

6. In support of the research aspirations in our Strategic Plan, under the Greater Impact Theme, the following budget allocations are recommended in this budget:
    - $13.5 million one-time to support our Interdisciplinary Research Institutes (Table 8, line 1): $12.5 million to create an endowment that would provide an annual amount of $500,000 starting in 2025-26 and $1 million as transitionary funding in 2024-25;
    - $10 million one-time as CFI Matching Funds – to enable Western's researchers to compete effectively in future CFI competitions (Table 8, line 2);
    - $1 million one-time to establish and effectively support Core Research Facilities that enables us to provide infrastructure and services that are generally too expensive, complex, or specialized for individual researchers to provide (Table 8, line12);
    - $1.6 million one-time to support the continuation of the Post-Doctoral Fellowship Program (Table 8, line 11);
    - $500,000 one-time for the Western Academy for Advanced Research (WAFAR) to continue its themes-based approached to seeking solutions to major issues facing Canada and the world. (Table 8, line 15); and
    - $3.4 million one-time support for a number of university-wide research initiatives – under the direction of the Vice-President Research (Table 8, line 41).

Enhancing the Learning Experience

7. A sum of $2 million one-time is recommended to support the continuation of the Undergraduate Summer Research Internship Program (USRI) (Table 8, line 10). In 2024-25, the program is expected to support 300 student internships – and will include an education and training component as part of the overall experiential research opportunity for our students.

State-of-the-Art Information Technology Infrastructure

8. The commitment in the Strategic Plan to invest in state-of-the-art I.T. infrastructure is being supported through the recommendation of $10 million in one-time funding to support renewal of I.T equipment across campus (Table 8, line 3). This allocation augments the on-going base budget ($8.3 million) line for I.T. Infrastructure shown in Table 7, line 7.

Theme 2: People, Community, and Culture

9. In support of the priorities under this theme, and in direct support of our goals in the areas of Equity, Diversity, & Inclusion (EDI) and Indigenization, the following budget allocations are recommended for 2024-25:
    - $124,000 in base funding and $100,000 in one-time funding to the Office of Indigenous Initiatives to support additional staffing and programming initiatives (Table 6, line 7 and Table 8, line 32);
    - A sum of $115,000 one-time to the Office of Equity, Diversity, & Inclusion to support the Black Student Leadership University Experience Initiative (B.L.U.E.) and programming initiatives (Table 8, line 38); and
    - A sum of $455,000 in base funding to continue the expansion of scholarships aimed at recruiting Black Students and Indigenous Students (Table 5, line 1). At the end of the 3-year planning cycle, the total annual funding is expected to reach $1.9 million.

10. As committed last year, in recognition of the financial pressures facing our graduate students, the Graduate Student Needs-based and Emergency Fund will continue in 2024-25 – and a one-time allocation of $500,000 is recommended (Table 8, line 14). This fund augments the general bursary funds already available to graduate students and undergraduate students (Table 5, line 4).

Theme 3: Western's Place in the World

11. The priorities under this theme are directly supported in this budget through the following commitments:
    - Enhancing Western's campus is a central priority in our Long-Range Space Plan (Table 13), and includes the following projects that are underway or in planning stages: Weldon Library Modernization, the Ronald D. Schmeichel Building for Entrepreneurship and Innovation, a new Engineering Building, the Bio-convergence Centre, the new facility to consolidate the Faculty of Education's Child and Youth Development Clinics, new residences, and the Pathogen Research Centre Facility;
    - The on-going range of university-wide Campus Sustainability, Energy Conservation, and Infrastructure Projects support our aspiration to reduce carbon emissions for campus operations, and we are projecting expenditures of $29.5 million in 2024-25 (Table 14, line 3);
    - Western – in partnership with the Greater London International Airport Authority (GLIAA) and Fanshawe College – is in the early stages of an initiative aimed at capitalizing on the unique opportunities existing in London and the growing labour market demands around the aviation and aerospace industry. The plans will be anchored to the Commercial Aviation Management Stream of the DAN Management & Organizational Program and be supported by other Faculties and programs at Western. The initiative will promote industry partnerships, support regional economic development, and respond to industry needs and

labour shortages reinforcing Canada's competitiveness. This budget recommends $2 million one-time to support this initiative's needs in the areas of staffing, equipment, and facilities.

D. Three-Year Operating Budget Forecast

We seek approval of the 2024-25 Budget as outlined in this document. The recommendations in this document have been guided by projections of operating revenues and expenditures for the remaining two years of the 3-year planning period.

Table 1 summarizes our current forecast for the remaining two years of the 3-year planning period, and the major underlying assumptions are as follows:

Revenues

- Provincial government on-going grant funding remains constant during remaining two years of the 3-year planning period, consistent with the current corridor funding system and the planned move to performance-based funding. However, as noted earlier, due to the Brescia-Western Integration, on-going operating grants (about $8.5 million) which previously transferred to Brescia will now flow to Western. This is reflected in lines 3 and 4 of Table 1.

- As noted earlier, the Province recently announced a one-time Sustainability Grant which will flow $8.4 million in 2024-25 and $14.2 million 2025-26 to Western – and these are included in line 5 of Table 1.

- The federal government's Research Support Fund, which is in recognition of the indirect costs of granting-council-supported research covered by the University's operating budget, is expected to be stable.

- As required by the Province, domestic tuition rates were rolled back 10% in 2019-20 and were held constant in 2020-21 through 2023-24. The Province recently confirmed that domestic tuition for Ontario students will remain frozen from 2024-25 through 2026-27.

  Starting in 2022-23, the Province allowed for a 5% increase in tuition rates for domestic students from other provinces. For 2024-25, the Province has allowed for a further 5% in domestic out-of-province undergraduate tuition rates – and this budget recommends the implementation of this 5%.

  International tuition rates are de-regulated and we propose increases in the range of 4% to 6% for incoming undergraduate students – and the commitment of no more than a 4% increase in upper years of study in direct-entry programs. For international graduate students, the increases range from 2% to 6%.

  Our proposed rates for 2024-25 are shown in Tables 10, 10a, and 11.

- The Senate-approved enrolment projections and plans, which drive our tuition revenue projections, are shown in Table 12. As indicated earlier, our first-year class (for budgetary purposes) is assumed to be an intake of 6,600 students – including 640 international students.

Expenditures

- Faculty and Support Unit base budgets have been adjusted to reflect the 3% Inflationary Budget Adjustment (IBA) and augmented by allocations from the Academic Priorities Fund (APF), the Support Units Priorities Fund (SUPF), enrolment expansion funding, and Canada Research Chairs (CRCs). *Note that, for this 3-year planning period (as a pilot), the IBA calculation has been modified. The IBA is now applied only to the full-time employee compensation component of Faculty and Support Unit budgets – compared to the previous approach of applying it to the full base budget. Under this approach, at the end of the 3-year planning period, the total dollar value of the IBA is lower by $8 million for the Faculties and $1.2 million for the Support Units. The revised approach has been well-received by the units.*

- Enrolment-related revenue sharing with the Faculties, which transfers nearly 50% of incremental enrolment-related revenue to the Faculty budgets, continues in 2024-25.

- Non-salary costs associated with major University-wide budget items (e.g. utilities, insurance, and I.T. infrastructure) are based on the current estimates from the units that manage these expenditures.

- Central funding to cover the costs of negotiated employee compensation increases have been set aside and these funds will be transferred to Faculty and Support Unit budgets throughout the year, as the various compensation provisions are implemented.

Net Position and the Operating Reserve

- As can be seen in line 32 of Table 1, the Operating Reserve is projected to be at $51.4 million at the end of the current year (i.e. 2023-24). The reserve is projected to be 44.5 million at the end of the 3-year planning period (2025-26) – above the Board-mandated minimum level of $10 million.

The second year of the 3-year plan – which has been updated in the context of the external environment, internal priorities, and societal need – moves us forward with the following objectives:

1. A responsible plan that ensures fiscal health and financial stability;
2. Aligns with Western's Strategic Plan priorities and the ambitions of our Faculties and Support Units; and
3. Supports our students, faculty, and staff.

Table 1
HIGH-LEVEL BUDGET PLAN FOR REMAINING TWO YEARS OF 3-YEAR PLAN
2024-25 and 2025-26

		2021-22a	2022-23a	2023-24e	2024-25p	2025-26p
1	**REVENUES**					
2	**Government Grants**					
3	Provincial: Core Operating Grant	175.0	145.5	113.7	102.2	102.2
4	Provincial: Performance-based Grant	96.2	125.8	157.6	177.6	177.6
5	Provincial: Special Purpose Grants	17.0	17.1	25.4	24.3	30.6
6	Federal: Research Support Fund (FRSF)	11.7	11.3	11.7	11.6	11.6
7	**Total**	**299.9**	**299.6**	**308.3**	**315.7**	**322.0**
8	**Tuition Revenue**	**446.4**	**465.6**	**483.1**	**491.5**	**502.0**
9	**All Other Revenues**					
10	Canada Research Chairs (CRCs)	8.7	8.5	8.7	8.2	8.4
11	Recoverable Salaries	27.3	27.6	27.2	27.2	27.2
12	All Other	74.7	86.2	84.6	87.8	88.9
13	**Total**	**110.7**	**122.3**	**120.5**	**123.2**	**124.5**
14	**Total Revenues**	**857.0**	**887.5**	**911.9**	**930.4**	**948.5**
15	**EXPENDITURES**					
16	**Faculties**					
17	Base Budgets	451.4	465.2	483.6	493.2	487.9
18	Revenue Sharing Allocations	0.0	0.0	1.6	2.4	4.9
19	Canada Research Chairs (CRCs)	7.6	7.4	7.6	7.1	7.3
20	All Other	47.1	49.6	50.8	50.1	50.2
21	**Total**	**506.1**	**522.2**	**543.6**	**552.8**	**550.3**
22	**Scholarships and Bursaries**	**38.5**	**38.2**	**40.7**	**41.7**	**43.3**
23	**Support Areas**	**114.3**	**123.2**	**130.6**	**133.0**	**133.8**
24	**University-wide Expenditures**	**77.7**	**75.7**	**81.4**	**87.7**	**89.9**
25	**Provision for Cost Fluctuations**	**0.4**	**0.0**	**0.0**	**24.0**	**46.4**
26	**One-Time Allocations**	**121.3**	**159.0**	**105.8**	**90.9**	**91.8**
27	**Total Expenditures**	**858.3**	**918.3**	**902.1**	**930.2**	**955.5**
28	**REVENUES minus EXPENDITURES**	**-1.3**	**-30.8**	**9.8**	**0.2**	**-7.0**
29	**OPERATING RESERVE**					
30	Beginning Operating Reserve	73.6	72.3	41.6	51.4	51.5
31	Surplus / (Deficit) -- from Line 28 above	-1.3	-30.8	9.8	0.2	-7.0
32	**Ending Operating Reserve**	**72.3**	**41.6**	**51.4**	**51.5**	**44.5**

E. Summary of the 2024-25 Operating Budget

Table 2 summarizes the 2024-25 Operating Budget, including total revenues, expenditures by area, net position for the year, and the projected operating reserve.

Line 5: Total operating revenue is projected to be $930.4 million in 2024-25. Details of the operating revenues are shown in Table 3.

Line 13: Total expenditures are projected to be $930.2 million in 2024-25. Details of the expenditures (by area) are shown in Tables 4 through 8.

Line 14: The in-year net position is projected to be a surplus of $9.8 million in 2023-24 and a balanced budget in 2024-25.

Line 17: The Operating Reserve is forecast to be $51.4 million at the end of 2023-24 and $51.6 million at the end of 2024-25 – above the Board-mandated minimum level of $10 million.

Table 2

SUMMARY OF OPERATING BUDGET: 2024-25

		<a> 2023-24 Budget (@Feb 29, 2024)	<b> 2024-25 Budget	<c> $ Change from 2023-24
1	**Operating Revenues (Table 3)**			
2	Government Grants	308,316,028	315,657,305	7,341,277
3	Tuition Revenue	483,054,790	491,451,866	8,397,076
4	All Other	120,489,062	123,261,514	2,772,452
5	**Total Revenues**	**911,859,880**	**930,370,685**	**18,510,805**
6	**Expenditure Budgets**			
7	Faculties (Table 4)	543,598,123	552,817,334	9,219,211
8	Scholarships and Bursaries (Table 5)	40,740,392	41,693,667	953,275
9	Support Areas (Table 6)	130,638,984	133,026,612	2,387,628
10	University-wide Expenditures (Table 7)	81,408,194	87,741,887	6,333,693
11	Provision for Cost Fluctuations	0	24,014,370	24,014,370
12	One-Time Allocations	105,691,490	90,916,608	-14,774,882
13	**Total Expenditures**	**902,077,183**	**930,210,478**	**28,133,295**
14	**Surplus / (Deficit) - Line 5 minus Line 13**	**9,782,697**	**160,207**	

15	**Beginning Operating Reserve Balance**	**41,626,994**	**51,409,691**	
16	Surplus / (Deficit) -- Line 14 above	9,782,697	160,207	
17	**Closing Operating Reserve Balance**	**51,409,691**	**51,569,898**	
18	**Board-mandated Minimum Level Reserve Target**	**10,000,000**	**10,000,000**	

F. Details of the 2024-25 Operating Revenue Forecasts (Table 3)

Government Grants

In 2017-18, the Provincial Government introduced an enrolment corridor-based funding system whereby the major portion of on-going provincial grants would flow as a block grant, provided the institution maintains an overall level of domestic enrolments. In 2019-20, the Province had signaled the move to a performance-based funding system whereby, gradually, over the next 5 years (starting in 2020-21), the major portion of grant funding would be tied to ten performance/outcomes metrics. In response to the global pandemic and its impact on university operations, the Province has delayed the actual metrics-based implementation until the end of 2022-23. Starting with 2023-24, the Government has notionally presented the grants transitioning to the performance-based system, but with no change in the overall grant funding level (i.e. the sum of lines 2 and 3 in Table 3 remain unchanged).

Tuition Fees

The recommended tuition fee rates for 2024-25 are summarized in Tables 10, 10a, and 11. Tuition revenue projections are a function of tuition rates and the enrolment forecasts shown in Table 12.

Domestic Students from Ontario

As noted earlier (in section A), tuition rates for domestic students from Ontario remain unchanged.

Domestic Students from Other Provinces

As described earlier, tuition rates for undergraduate domestic students from other provinces are recommended to increase by 5% in 2024-25.

International Students

Recent University budgets highlighted the fact that Western's international undergraduate student tuition rates were below the average of our peer research-intensive institutions in Ontario and it was noted that, looking forward, our recommendations for these tuition fees will seek to move Western's tuition rates to the level of our peers. The recommendations for international undergraduate tuition fees continue on the path to narrowing the gap with our peer institutions.

Starting in the fall term of 2018, tuition rates for international Ph.D. students have been set at the same rate as domestic students.

All Other Revenues

A number of other sources contribute to the University's Operating Budget. Major items to note are the Canada Research Chairs (CRCs), the Fee-for-Services Transfer from the Affiliated University Colleges, Fundraising associated with Student Financial Aid, Royalties and Licenses, and the Fee-for-Services Transfer from Ancillaries and Other Self-funded Operations.

- Table 9 summarizes the distribution of currently-occupied CRCs at Western. Our current allocation is a total of 78 CRCs. The occupancy of the Chairs turns over dynamically as terms end and begin. There are 61 occupied Chairs in the current year and we are projecting 58 occupied chairs in 2024-25, with $8.2 million in associated revenue. An additional 20 CRCs are currently allocated and are in the selection and recruitment phase. These positions should be finalized in 2024-25.

- The Fee-for Services Transfer from the Affiliated University Colleges represents payments for services and teaching provided to their students. The transfer rate is 12% of the Colleges' grant and tuition revenue. The projected $10.9 million for 2024-25 is a $2.4 million reduction, which is primarily due the Brescia-Western Integration described earlier.

- Fundraising for needs-based Student Awards continues to be of high priority for the University. In 2024-25, we project a sum of nearly $11 million from this source.

- The revenue from Royalties and Licenses includes patents/licenses associated with the Robarts Research Institute which flows to the Schulich School. We are projecting an increase of $1.4 million in 2024-25.

- Western's self-funded operations and ancillary units transfer substantial funds to the University Operating Budget by way of payments associated with facilities/land costs and services provided by the University. This category also includes the payment from the Ivey Business School to the University for services provided by the University at-large to Ivey, a component within the funding model for the Ivey School that was introduced in 2004-05.

G. Details of the 2024-25 Expenditure Recommendations

1. Faculty Budget Recommendations

Table 4 shows the 2024-25 **base budget recommendations** for Western's Faculties. Final 2024-25 base budgets are the net result of the following:

- Starting base budgets;
- The Inflationary Budget Adjustments (IBA);
- Academic Priorities Fund (APF) allocations;
- Program expansion funding and/or targeted government allocations;
- Funds associated with the addition of Brescia faculty and staff members – as part of the Brescia-Western Integration; and
- Funds associated with CRC positions (detailed in Table 9).

The **Inflationary Budget Adjustment (IBA)**, which reduces base budgets by 3%, is applied annually. This adjustment is required to help fund inflationary costs, which are primarily the annual employee salary increases as negotiated through collective bargaining agreements. As described in section D, the IBA mechanism has been modified – and the outcome is that the Faculty budgets (in total) benefit to an equivalent of $8 million in base funding at the end of the 3-year planning period. *It should be noted that central funding to cover the costs of negotiated employee compensation increases will be incrementally added to Faculty base budgets (in year) as the information is available – i.e. the funds will be added to the figures shown in column <f> of Table 4.*

The **Academic Priorities Fund (APF)** shown in line 19 of Table 4 was established in 2011-12. The Provost's APF recommendations are in direct response to requests from the Faculties and are made in the context of the following considerations:

- The Faculty's overall resource situation relative to enrolments/teaching
- Plans for program expansion and/or development of new graduate and undergraduate programs
- Projected revenue sharing allocations
- Resources relative to similar programs/Faculties
- Cost structure variations among disciplines/Faculties
- Relationship between resources, enrolments, and faculty/staff complements
- Scholarship/research activities and new initiatives, including interdisciplinary or cross-Faculty initiatives
- Investments made in recent years

The **Faculty-specific APF base recommendations** for 2024-25 (as shown in column <c> of Table 4) are:

- $50,000 to the Faculty of Arts & Humanities in support of a Senior Development Officer staff position;
- $85,000 to the Faculty of Engineering in support of a Lab Technician staff position;
- $150,000 to the Faculty of Information & Media Studies for a tenure-track faculty appointment;
- $418,000 to the Schulich School of Medicine & Dentistry for two staff positions and support for core research facilities;
- $150,000 to the Faculty of Social Science for a tenure-track faculty appointment.

Note that all of these APF allocations were approved in the first year of the 3-year plan – i.e. a year ago.

The **Other Base Changes** for the Faculties (shown in column <d> of Table 4) consist of:

- $1,185,000 to Engineering as a direct result of enrolment expansion – and this funding is expected to support additional faculty and staff positions;
- $246,000 to Science in support of the incremental teaching associated with the Engineering expansion plan;
- $2.5 million to Social Science in support of substantial increases in enrolments/teaching;
- About $6.2 million associated with funding for the salaries and benefits of faculty and staff members joining our Faculties from Brescia.

The **funding model for the Ivey Business School**, introduced in 2004-05, flows all tuition fees and government grants deriving from enrolments directly to Ivey. Under this funding model, the Ivey School does not participate in the University's other funding programs such as the APF, the Research Infrastructure Support Fund (RISF), and other targeted special funding programs, and the Faculty is responsible for all its costs, including annual employee compensation increases. Ivey also transfers an annual amount to the central budget reflecting the cost of general services provided to the Faculty by the University.

Over and above the base budget allocations, the Faculties receive substantial additional on-going funds through the **enrolment-related revenue sharing mechanism** that was implemented in 2011-12. A proportion of tuition revenue deriving from incremental enrolments flows to the Faculties, as follows:

- 50% on direct-entry undergraduate enrolments/teaching – with 30% distributed based on program enrolments and 20% based on teaching levels (measured in course registrations)
- 50% on second-entry (or professional) undergraduate enrolments
- 50% on graduate enrolments

The Faculties are projected to receive $2.4 million in 2024-25 through the overall enrolment-related revenue-sharing mechanism, as shown in Table 4, column f, line 15. This amount is in addition to the $3.9 million that was rolled into Faculty base budgets in 2022-23.

The Faculties also receive additional budgetary support through:

- **One-time operating budget allocations** (totaling $13.3 million) which are detailed in Table 8 (lines 16 to 26);
- The new **PhD enrolment growth funding support program**, estimated at $1.1million (Table 4, line 16);
- **The Research Infrastructure Support Fund (RISF)** totaling $750,000 (Table 4, line 17); and
- Support for **Faculty-specific capital projects** totaling $1.3 million – through the University's Capital Budget.

A consolidated summary of the Provost's allocation recommendations for the Faculties (direct to the Faculties, from the various sources described above) is presented in Figure C. These recommendations are for the 2024-25 Budget.

Figure C

SUMMARY OF 2024-25 ALLOCATION RECOMMENDATIONS FOR THE FACULTIES

(direct allocations to the Faculties through the planning process)

		Excluding Brescia Integration Funding			Brescia Integration Funding	
		Base Allocations	One-Time Allocations	Capital Support	Base Allocations	One-Time Allocations
1	Arts & Humanities	50,000	499,478	81,000	899,978	
2	Education		55,000		180,166	
3	Engineering	1,270,679	912,000	294,900		
4	Health Sciences		1,976,601	40,000	2,593,879	678,837
5	Information & Media Studies	150,000	138,000			
6	Law		40,000	300,000		
7	Medicine & Dentistry	418,000	7,592,286	300,000	168,931	
8	Music		566,564			
9	Science	246,148	100,000	320,000	136,499	147,162
10	Social Science	2,650,000	346,375		2,223,697	294,323
11	**Total**	**4,784,827**	**12,226,304**	**1,335,900**	**6,203,150**	**1,120,322**

Note: These recommendations are for the 2024-25 budget -- and should be considered in the context of resource allocations made in previous recent planning cycles.

2. Scholarships and Bursaries

Base budget allocations for centrally-funded student support programs are shown in Table 5 – with a total of $41.7 million estimated for 2024-25.

- Undergraduate scholarships are projected to increase by $455,000 due to continued expansion of the scholarship program for Black and Indigenous students.
- Fundraising for undergraduate and graduate student needs-based awards continues to be a high priority for the University. In 2024-25, we project a sum of $11 million from this source.
- Western's bursary program supports undergraduate and graduate students – with an allocation of $2.8 million in the coming year.
- As the footnote in Table 5 indicates, graduate student funding is addressed through the Faculty budgets, and the Faculty plans estimate a total of $57.9 million in 2024-25 for this priority item. Graduate students also receive additional funding through faculty members' research grants, external student award programs (e.g. tri-agencies), and other sources. In recent years, these sources have added about $50 million annually to overall graduate student financial support.

In addition to the base budget allocations shown in Table 5, two special one-time student financial support funding allocations are also recommended in this budget:

- The commitment made last year to provide $500,000 for a Graduate Student Needs-based and Emergency Fund is included in Table 8, line 14. This fund augments the regular annual general bursary funds available to all students (shown in Table 5, line 4).

- As described earlier, international undergraduate student recruitment is a high priority for the University – and is of even greater importance in the current environment which includes the Federal Government's plan to limit the number of study permits for international students. In support of this, $6 million in one-time funding for international undergraduate student recruitment awards (shown in Table 8, line 6).

3. Support Unit Budget Recommendations

Table 6 shows the 2024-25 base budget recommendations for Support Units. Final 2024-25 base budgets are the net result of the following:

- Starting base budgets;
- The Inflationary Budget Adjustments (IBA);
- Support Units Priorities Fund (SUPF) allocations;
- Funds associated with the addition of Brescia staff members – as part of the Brescia-Western Integration; and
- Other strategic and operational base allocations.

The **Support Unit Priorities Fund (SUPF)** was established in 2011-12, and the unit-specific base allocations for 2024-25 (shown in column <c> of Table 6) are:

- $100,000 to the Vice-Provost (Academic Programs) Portfolio for an eLearning Specialist staff position;
- $210,000 to Western Technology Services for an Identity Developer staff position and Infrastructure Security staff position;
- $131,962 to Western Libraries to maintain staffing levels;
- $96,000 to the Registrar's Office for incremental undergraduate recruitment staffing;
- $124,000 to the Office of Indigenous Initiatives for additional staffing and programming initiatives;
- $100,000 to the Vice-Provost (Academic Planning, Policy, & Planning) Portfolio for Immigration Recruitment Consultant staff position;
- $100,000 to the Office of Institutional Planning & Budgeting for a data analyst staff position;
- $100,000 to Western International for an additional International Student Advisor staff position;
- $320,000 to Financial Services to sustain operations and two additional staff positions;
- $307,180 to Facilities Management for two staff positions and technology initiatives;
- $190,038 to Campus Safety & Emergency Services for additional staffing and equipment renewal;
- $14,000 to Internal Audit to sustain operations;
- $200,000 to the Vice-President (Research) Portfolio for additional staffing;
- $175,000 to the Vice-President (Advancement) Portfolio in support of our next fundraising campaign-related activities;
- $205,000 to Human Resources to maintain service levels;
- $100,000 to Western Communications maintain staffing levels;
- $35,000 to the University Secretariat to sustain operations;
- $30,000 to the Office of Equity, Diversity, & Inclusion to sustain operations.

Note that funding for all of these SUPF allocations were approved in the first year of the 3-year plan – i.e. a year ago.

The Provost and the Vice-President (Operations & Finance) are also carrying forward a portion of the SUPF resources associated with their units for allocation in the future. These are shown in lines 14 and 22 of Table 6.

The **Other Base Changes –** totaling $2.7 million **–** for the Support Units (shown in column <d> of Table 6) consist of:

- A series of allocations to all Support units (equivalent to 1% of the IBA) to maintain service levels;
- $250,000 to the Libraries to maintain staff capacity in order to ensure optimal library services to the University community;
- $489,725 to Facilities Management to support the operating costs of incremental space/facilities;
- About $690,000 in funding for the salaries and benefits of staff members joining our Support Units from Brescia.

Similar to the Faculties, the Support Units also receive additional budgetary support through:

- **One-time operating budget allocations** ($5.8 million) which are detailed in Table 8 (lines 28 through 43); and
- Support for **Unit-specific capital projects** totaling $500,000 – through the University's Capital Budget.

4. University-wide Expenditures

Table 7 summarizes University-wide Expenditures. These are expenses that extend across all areas of the University.

- The increase in the University's physical plant **Utilities** is the net result of projected utilities rate increases, utilization patterns, anticipated savings resulting from the implementation of energy efficiency initiatives, the opening of new buildings, and the integration of Brescia facilities into Western.

- The **Library Acquisitions Budget** continues to be a high priority and is being increased by $75,000 in support of acquisitions related to the unique academic programs that will be integrated into Western as part of the Brescia-Western integration.

- A sum of $500,000 is being added to the **Maintenance, Modernization, and Infrastructure (MMI)** transfer to the Capital Budget to reflect the MMI needs associated with the Brescia facilities which will become part of our space inventory.

- The **FRSF Transfer to Capital** continues at the $3 million level and these funds are used to support projects in our Long-range Space Plan that involve research facilities.

- The **Information Technology Infrastructure Fund (ITIF)** supports rapidly-expanding University-wide central IT infrastructure including our networks, wireless technologies, internet bandwidth, IT security infrastructure, general university computer labs, instructional support and eLearning software applications, central university databases, the hardware necessary to run the applications and databases, and maintenance costs associated with all the hardware and software.

- **Contingency** is being set at approximately $2.3 million or 0.25% of Operating Revenues, as in previous years.

5. One-Time Recommendations

As noted above, the Faculties and Support Units will receive substantial one-time funding in 2024-25. The specific one-time recommendations are summarized in Table 8 and include unit-specific items as well as allocations for University-wide initiatives.

As described earlier in Section C of this document, the following high priority university-wide initiatives are recommended for support in the 2024-25 budget – with one-time allocations totaling $73.3 million:

- **Support for Research Institutes**: $13.5 million
- **University Matching Contribution for future CFI Initiatives**: $10 million
- **Renewal of Information Technology Core Infrastructure** across campus: $10 million
- **Long-Range Space Plan**: $9 million
- **Brescia Integration Transition Costs**: 7.2 million
- **International Undergraduate Recruitment Awards**: 6 million
- Multi-year plan to fund a **new Engineering Building** to accommodate the enrolment expansion: $5.8 million
- Creation of an **Aviation and Aerospace Training Hub and Campus** at/near the London International Airport – in partnership with the Greater London International Airport Authority and Fanshawe College: $2 million.
- **Modernization of General University Instructional Facilities**: $2.1 million
- Continuation of the **Undergraduate Summer Research Internship Program**: $2 million
- Continuation of the **Postdoctoral Fellowships Program**: $1.6 million
- Infrastructure and Staffing Support for **University-wide Core Research Facilities**: $1 million
- The **National Brand Campaign** – in support of our next fundraising campaign: $640,000
- Incremental resources to support **Graduate Student Need-based Bursaries and Emergency Funding**: $500,000
- Additional Research/Scholarship Themes at the **Western Academy for Advanced Research (WAFAR)**: $500,000

Table 3

2024-25 OPERATING REVENUES

		2023-24 Budget Forecast (@Feb 29, 2024) (1)	2024-25 Budget (2)	Increase / (Decrease) Amount (3)	% Change (2) to (1)
1	**Government Grants**				
2	Provincial: Core Operating Grant	113,653,799	102,227,545	-11,426,254	-10.1%
3	Provincial: Performance-based Grant	157,581,575	177,553,581	19,972,006	12.7%
4	Provincial: Special Purpose Grants	25,361,567	24,276,179	-1,085,388	-4.3%
5	Federal Research Support Fund (FRSF)	11,719,087	11,600,000	-119,087	-1.0%
6	**Sub-Total Government Grants**	**308,316,028**	**315,657,305**	**7,341,277**	**2.4%**
7	**Tuition Revenue**				
8	Undergraduate	308,180,000	310,440,971	2,260,971	0.7%
9	Graduate	69,550,000	71,274,151	1,724,151	2.5%
10	*Sub-Total General Programs*	*377,730,000*	*381,715,122*	*3,985,122*	1.1%
11	Ivey Programs (Undergraduate and Graduate)	88,736,040	93,824,744	5,088,704	5.7%
12	International Medical and Dental Students	14,892,750	14,216,000	-676,750	-4.5%
13	*Sub-Total Other Programs*	*103,628,790*	*108,040,744*	*4,411,954*	4.3%
14	Miscellaneous Fees	1,696,000	1,696,000	0	0.0%
15	**Sub-Total Tuition Revenue**	**483,054,790**	**491,451,866**	**8,397,076**	**1.7%**
16	**Other Revenues**				
17	Canada Research Chairs (CRCs)	8,700,000	8,200,000	-500,000	-5.7%
18	Fee for Services Transfer from Affiliated University Colleges	13,341,257	10,943,676	-2,397,581	-18.0%
19	Recoverable Salaries	27,240,000	27,240,000	0	0.0%
20	Fundraising -- Need-based Student Awards and Bursaries	10,970,000	10,970,000	0	0.0%
21	Application Fees	2,412,500	2,512,500	100,000	4.1%
22	Research Overhead Revenues	3,949,000	3,949,000	0	0.0%
23	Royalties and Licences	3,450,000	4,875,000	1,425,000	41.3%
24	Scholarship/Research Initiatives in the SSHRC Disciplines	483,384	494,849	11,465	2.4%
25	Fee for Services Transfer from Self-Funded & Ancillary Operations	46,462,520	50,737,117	4,274,597	9.2%
26	Miscellaneous Revenues	3,480,401	3,339,372	-141,029	-4.1%
27	**Sub-Total Other Revenues**	**120,489,062**	**123,261,514**	**2,772,452**	**2.3%**
28	**Total Revenues**	**911,859,880**	**930,370,685**	**18,510,805**	**2.0%**

Table 4
FACULTIES

		<a> 2023-24 Base Budget (@Feb 29, 2024)	<b> IBA	<c> APF	<d> Other Base Changes	<e> Canada Research Chairs	<f> Resulting 2024-25 Base Budget **
1	***Faculties***						
2	Arts & Humanities	34,205,653	-809,234	50,000	899,978	170,000	34,516,397
3	Education	19,968,472	-406,024		180,166		19,742,614
4	Engineering	41,341,326	-891,801	85,000	1,185,679	-80,000	41,640,204
5	Health Sciences	38,444,674	-815,619		2,593,879		40,222,934
6	Information & Media Studies	12,290,086	-251,339	150,000			12,188,747
7	Law	10,246,139	-279,530			-90,000	9,876,609
8	Medicine & Dentistry	80,246,622	-1,329,258	418,000	168,931	-260,000	79,244,295
9	Music	11,724,094	-272,640			90,000	11,541,454
10	Science	70,903,814	-1,487,710		382,647	-270,000	69,528,751
11	Social Science	69,170,494	-1,539,853	150,000	4,723,697	10,000	72,514,338
12	***Sub-Total Faculties (excluding Business)***	***388,541,374***	***-8,083,008***	***853,000***	***10,134,977***	***-430,000***	***391,016,343***
13	Business	101,631,600			5,516,092		107,147,692
14	***Sub-Total Faculties***	***490,172,974***	***-8,083,008***	***853,000***	***15,651,069***	***-430,000***	***498,164,035***
15	Enrolment-related Revenue Sharing Allocation	1,603,080			787,725		2,390,805
16	PhD Enrolment Growth Support	1,158,000			-60,000		1,098,000
17	Research Infrastructure Support Fund (RISF)	750,000					750,000
18	Faculty Recruitment Initiatives	255,654					255,654
19	Academic Priorities Fund (APF)	2,693,160		1,147,000			3,840,160
20	***Total -- with Revenue Sharing Allocation***	***496,632,868***	***-8,083,008***	***2,000,000***	***16,378,794***	***-430,000***	***506,498,654***
21	***All Other***						
22	Western Strategic Success Programs	1,500,000					1,500,000
23	Continuing Studies: Trois-Pistoles						0
23	Education: Continuing Education for Teachers	1,327,700			30,175		1,357,875
24	Medicine & Dentistry: International Tuition and Primary Care	15,242,555			-676,750		14,565,805
25	Faculties' Share of Research Overheads	1,010,000					1,010,000
26	Faculty Scholars & Distinguished University Professors	505,000					505,000
27	Graduate and Undergraduate Program Reviews	140,000					140,000
28	Recoverable Salaries	27,240,000					27,240,000
29	***Sub-Total***	***46,965,255***	***0***	***0***	***-646,575***	***0***	***46,318,680***
30	**Total Academic Units**	**543,598,123**	**-8,083,008**	**2,000,000**	**15,732,219**	**-430,000**	**552,817,334**

***** Note: Funding to cover the costs of negotiated employee salary and benefits increases will be incrementally added to Faculty base budgets (in year, to column f), as the information is available.***

Table 5

SCHOLARSHIPS and BURSARIES

		<a>	<b>	<c>
		2023-24 Base Budget (@Feb 29, 2024)	Changes	Resulting 2024-25 Base Budget
1	Undergraduate Scholarships	9,060,297	455,000	9,515,297
2	Government-Mandated Domestic Tuition Re-Investment	17,005,183	559,026	17,564,209
3	Privately-Funded Need-based Awards & Bursaries	10,970,000		10,970,000
4	Western Bursaries and Fellowships	2,746,683	33,378	2,780,061
5	Targeted MCU Bursaries	758,229	-94,129	664,100
6	Global Opportunities Awards	200,000		200,000
7	**Total Scholarships and Bursaries**	**40,740,392**	**953,275**	**41,693,667**

Graduate student funding is addressed through the Faculty budgets. In 2023-24, this funding is estimated to be $58.7 million and the plan for 2024-25 is $57.9 million.
Graduate students also receive additional funding through faculty members' research grants, external student award programs (e.g. tri-agencies), and other sources. In recent years, these sources have added about $50 million annually to overall graduate student financial support.

Table 6
SUPPORT AREAS

		<a>	<b>	<c>	<d>	<e>
		2023-24 Base Budget (@Feb 29, 2024)	IBA	SUPF	Other Base Changes	** Resulting 2024-25 Base Budget
1	***Reporting to the Provost***					
2	Academic Programs Portfolio	2,085,266	-50,038	100,000	212,721	2,347,949
3	Western Technology Services	12,709,151	-250,223	210,000	83,408	12,752,336
4	Western Libraries	14,018,437	-348,161	131,962	586,865	14,389,103
5	Registrar's Office	8,728,138	-160,700	96,000	329,317	8,992,755
6	Student Experience Portfolio	3,310,546	-77,816		25,939	3,258,669
7	Office of Indigenous Initiatives	1,242,518	-19,799	124,000	6,600	1,353,319
8	Vice-Provost (APPF) Portfolio	1,843,178	-47,047	100,000	15,682	1,911,813
9	Graduate & Postdoctoral Studies	2,266,988	-57,504		19,168	2,228,652
10	Institutional Planning and Budgeting	3,261,836	-69,982	100,000	23,327	3,315,181
11	Western International	2,731,085	-60,367	100,000	99,117	2,869,835
12	McIntosh Gallery - Operating Budget Supplement	283,566				283,566
13	Teaching Fellows Program	475,312				475,312
14	Support Unit Priorities Fund (SUPF)	1,312,345		113,038		1,425,383
15	***Sub-Total***	***54,268,366***	***-1,141,637***	***1,075,000***	***1,402,144***	***55,603,873***
16	***Reporting to the Vice-President Operations & Finance***					
17	Financial Services	5,553,869	-157,661	320,000	52,554	5,768,762
18	Facilities Management	20,705,799	-445,108	307,180	856,780	21,424,651
19	Campus Safety & Emergency Services	4,563,099	-105,399	190,038	35,133	4,682,871
20	Internal Audit	702,432	-14,865	14,000	4,955	706,522
21	Legal Services	1,042,967	-19,849		6,616	1,029,734
22	Support Unit Priorities Fund (SUPF)	241,379		-151,218		90,161
23	***Sub-Total***	***32,809,545***	***-742,882***	***680,000***	***956,038***	***33,702,701***
24	***Reporting to the Vice-President Research***					
25	Animal Care/Veterinary Services - Operating Budget Supplement	3,712,300				3,712,300
26	Research Western	6,796,099	-173,083	200,000	57,694	6,880,710
27	Research Promotion Fund	1,500,000				1,500,000
28	Special Grants Support for Arts/Humanities/Social Sciences	250,000				250,000
29	Scholarship/Research Initiatives in the SSHRC Disciplines	483,384			11,465	494,849
30	Western Innovation Fund	400,000				400,000
31	***Sub-Total***	***13,141,783***	***-173,083***	***200,000***	***69,159***	***13,237,859***
32	***Vice-President University Advancement Portfolio***	***9,334,720***	***-210,500***	***175,000***	***70,167***	***9,369,387***
33	***General Administration***					
34	Human Resources (Including Workplace Health Services)	8,587,349	-219,129	205,000	73,043	8,646,263
35	Offices of the President and All Vice-Presidents	4,129,222	-118,520		39,507	4,050,209
36	Western Communications	6,160,355	-136,765	100,000	45,588	6,169,178
37	University Secretariat	1,336,656	-17,758	35,000	5,919	1,359,817
38	Office of Equity, Diversity, and Inclusion	870,988	-20,495	30,000	6,832	887,325
39	***Sub-Total***	***21,084,570***	***-512,667***	***370,000***	***170,889***	***21,112,792***
40	**Total Support Areas**	**130,638,984**	**-2,780,769**	**2,500,000**	**2,668,397**	**133,026,612**

Note: Funding to cover the costs of negotiated employee salary and benefits increases will be incrementally added to Unit base budgets (in year, to column e), as the information is available.

Table 7
UNIVERSITY-WIDE EXPENDITURES and EMPLOYEE BENEFIT COSTS

		<a>	<b>	<c>	<d>
		2023-24 Base Budget (@Feb 29, 2024)	New Investment	Other Changes	Resulting 2024-25 Base Budget
1	Utilities	24,028,994		3,700,728	27,729,722
2	Library Acquisitions	15,665,896		75,000	15,740,896
3	Transfer to MMI: Operating	15,500,000		500,000	16,000,000
4	Transfer to MMI: Ancillaries	600,000			600,000
5	FRSF Transfer to Capital	3,000,000			3,000,000
6	CRC Transfer to Capital	904,000		-56,000	848,000
7	Information Technology Infrastructure Fund	8,276,722			8,276,722
8	Property Taxes	2,618,775		183,375	2,802,150
9	Insurance	4,424,991		427,599	4,852,590
10	Contingency	2,239,938		85,989	2,325,927
11	Accessible Education Services	1,473,454			1,473,454
12	Professional Fees	1,685,000		290,000	1,975,000
13	Institutional Memberships	1,700,000		100,000	1,800,000
14	Sports and Recreation Services - Operating Budget Supplement	871,498		7,497	878,995
15	The Western Entrepreneurship Ecosystem - Operating Budget Supplement	674,207			674,207
16	Costs Associated with Employee Contracts	685,000			685,000
17	Convocation and Diplomas	338,000			338,000
18	Governance-Related Costs	205,800			205,800
19	Office of the Ombudsperson	122,424			122,424
20	**Total University-wide Expenditures**	**85,014,699**	**0**	**5,314,188**	**90,328,887**
21	Employee Benefit Plan Costs	146,708,843		9,661,157	156,370,000
22	Employee Benefit Recoveries	-150,315,348		-8,641,652	-158,957,000
23	**Net Employee Benefits**	**-3,606,505**	**0**	**1,019,505**	**-2,587,000**
24	**Net University-wide Expenditures**	**81,408,194**	**0**	**6,333,693**	**87,741,887**

Table 8
2024-25 ONE-TIME ALLOCATIONS

1	Support for Research Institutes - Create Endowment ($12.5M) and Transitionary Funding ($1M)	13,500,000
2	University Matching Contribution for future CFI Initiatives	10,000,000
3	University-wide IT Infrastructure Renewal/Expansion	10,000,000
4	Long-Range Space Plan -- to support Additional Space for Health Sciences	9,000,000
5	Brescia Integration -- Transitional Costs	7,150,000
6	International Undergraduate Recruitment Awards	6,000,000
7	Engineering Expansion -- Support for New Building (multi-year plan)	5,772,006
8	Aviation and Aerospace Training Hub and Campus	2,000,000
9	Modernization of General University Instructional Facilities	2,109,000
10	Undergraduate Summer Research Internship Program (USRI)	2,000,000
11	Post Doctoral Fellowships Program	1,600,000
12	Support for Core Research Facilities	1,000,000
13	National Brand Campaign	640,000
14	Graduate Student Needs-based Bursaries	500,000
15	Western Academy for Advanced Research (WAFAR)	500,000
16	**Faculties**	
17	Arts & Humanities: Limited-Term Appointment in Philosophy ($120K), and Renewal of Limited-Term Appointments in Languages & Cultures, Gender, Sexuality & Women's Studies, and English & Writing ($379K)	499,478
18	Education: Centre for Research & Education on Violence Against Women & Children (CREVAWC) Supplement	55,000
19	Engineering: Lab Equipment Modernization ($187K), Undergraduate Enrolment Expansion -- Start-up and Faculty Recruitment Funding ($725K)	912,000
20	Health Sciences: EDIDA Education & Teaching Resources ($175K), Targetted Government Funding for Clinical Education ($814K) and Nurse Practitioner Program ($988K), and Western Brescia Integration Support ($679K)	2,655,438
21	FIMS: Academic Advisor ($40K), CEL HUB Coordinator (10K), Community Studio Coordinator ($45K), and ED Technical Support Staffing ($43K)	138,000
22	Law: EDID Initiatives	40,000
23	Medicine & Dentistry: Medicine Targetted Government Funding for Medical Education ($2.0M), International Recruitment & Marketing ($418K), Dentistry Targetted Government Funding for Dental Clinical Education ($1.1M), Robarts Royalties & Licences Flowthrough ($4.0M)	7,592,286
24	Music: Limited-Term Renewal ($128K), Classroom & Studio Equipment Renewal ($288K), Student Recruitment Initiatives ($121K), Ensemble/Concert Series ($19K), and Bassoon Reed-making Equipment ($10K)	566,564
25	Science: Engineering Expansion Teaching Support ($100K) and Western Brescia Integration Support ($147K)	247,162
26	Social Science : Two International Student Counsellors ($261K), International Student Financial Support ($35K), Western Brescia Integration Support ($294K), and Museum of Ontario Archaeology Supplement ($50K)	640,698
27	**Sub-Total Faculties**	**13,346,626**
28	**Support Units**	
29	Western Technology Services: Enterprise Resource Planning and Financial Application Migration ($100K)	100,000
30	Libraries: Public IT Equipment Upgrades ($43K), Furniture and IT Equipment ($125K)	168,000
31	Student Experience: University Contribution for Artificial Turf Fields ($218K) and Family Practice Clinic Support ($400K)	617,700
32	Office of Indigenous Initiatives: Wampum Learning Lodge Programming Initiatives	100,000
33	Vice-Provost (APPF): Contract Staffing ($72K) and Training & Development Initiatives for New Faculty ($100K)	172,000
34	Western International: International Student Orientation Initiatives	100,000
35	Campus Safety & Emergency Services: Additional Staffing, Technology Enhancements, and Equipment Renewal	173,283
36	Facilities Management: Equipment Acquisition and Renewal	402,993
37	Human Resources: General Non-Salary Support	100,000
38	Equity, Diversity & Inclusion: Black Student Leadership University Experience -- B.L.U.E. ($100K) and Community Outreach Initiatives ($15K)	115,000
39	Western Communications: Alumni Gazette ($70K), and Fundraising Campaign Support Initiatives ($150K)	220,000
40	University Secretariat: General Non-Salary Support	15,000
41	Vice-President (Research): Support for Research/Scholarship Initiatives	3,395,000
42	Vice-President (University Advancement): Fundraising Campaign Support	120,000
43	**Sub-Total Support Units**	**5,798,976**
44	**Total One-Time Allocations**	**90,916,608**

Table 9

CANADA RESEARCH CHAIRS -- by FACULTY (Cumulative)

		2023-24 Final						2024-25 Preliminary					
		Tier 1		Tier 2		Total		Tier 1		Tier 2		Total	
		N	$	N	$	N	$	N	$	N	$	N	$
1	Arts & Humanities	**1**	170,000	**1**	90,000	2	260,000	**2**	340,000	**1**	90,000	3	430,000
2	Business	**1**	170,000	**1**	90,000	2	260,000	**1**	170,000	**1**	90,000	2	260,000
3	Education	**1**	170,000	**3**	270,000	4	440,000	**1**	170,000	**3**	270,000	4	440,000
4	Engineering	**5**	850,000	**5**	450,000	10	1,300,000	**4**	680,000	**6**	540,000	10	1,220,000
5	Health Sciences	**3**	510,000	**3**	270,000	6	780,000	**3**	510,000	**3**	270,000	6	780,000
6	Info & Media Studies			**1**	90,000	1	90,000			**1**	90,000	1	90,000
7	Law			**1**	90,000	1	90,000					0	0
8	Medicine & Dentistry	**7**	1,190,000	**11**	990,000	18	2,180,000	**6**	1,020,000	**10**	900,000	16	1,920,000
9	Music									**1**	90,000	1	90,000
10	Science	**5**	850,000	**7**	630,000	12	1,480,000	**5**	850,000	**4**	360,000	9	1,210,000
11	Social Science	**3**	510,000	**2**	180,000	5	690,000	**2**	340,000	**4**	360,000	6	700,000
12	Total to Faculties	**26**	4,420,000	**35**	3,150,000	**61**	7,570,000	**24**	4,080,000	**34**	3,060,000	**58**	7,140,000
13	**Total CRC Funding**		**5,200,000**		**3,500,000**		**8,700,000**		**4,800,000**		**3,400,000**		**8,200,000**

Table 10
2024-25 TUITION FEE PROPOSALS FOR UNDERGRADUATE PROGRAMS

		Domestic Ontario Students			International Students		
		Actual	2024-25		Actual	2024-25	
		2023-24 Tuition	Proposed Tuition	<a> % Increase	2023-24 Tuition	Proposed Tuition	<a> % Increase
1	**First-Entry Programs <b>**						
2	Year 1	6,050	6,050	0.0%	42,233	44,767	6.0%
3	Year 2	6,050	6,050	0.0%	40,669	43,922	4.0%
4	Year 3	6,050	6,050	0.0%	39,162	42,296	4.0%
5	Year 4	6,050	6,050	0.0%	37,712	40,728	4.0%
6	Computer Science						
7	Year 1	6,503	6,990	7.5%	n/a	52,000	n/a
8	Year 2	6,050	6,990	7.5%	40,669	43,922	4.0%
9	Year 3	6,050	6,050	0.0%	39,162	42,296	4.0%
10	Year 4	6,050	6,050	0.0%	37,712	40,728	4.0%
11	Engineering						
12	Year 1	12,294	12,294	0.0%	58,287	60,618	4.0%
13	Year 2	12,294	12,294	0.0%	56,128	60,618	4.0%
14	Year 3	12,294	12,294	0.0%	54,049	58,373	4.0%
15	Year 4	12,294	12,294	0.0%	52,047	56,211	4.0%
16	M.O.S.						
17	Year 1	6,503	6,990	7.5%	54,475	56,654	4.0%
18	Year 2	6,050	6,990	7.5%	52,458	56,654	4.0%
19	Year 3	6,050	6,050	0.0%	50,515	54,556	4.0%
20	Year 4	6,050	6,050	0.0%	48,644	52,536	4.0%
21	Nursing						
22	Year 1	6,050	6,050	0.0%	54,197	56,365	4.0%
23	Year 2	6,050	6,050	0.0%	52,189	56,365	4.0%
24	Year 3	6,050	6,050	0.0%	50,257	54,277	4.0%
25	Year 4	6,050	6,050	0.0%	48,395	52,267	4.0%
26	**Second-Entry Programs**						
27	Business (HBA)						
28	Year 1	25,200	25,200	0.0%	56,700	60,050	5.9%
29	Year 2	25,200	25,200	0.0%	56,700	60,050	5.9%
30	Dentistry						
31	Year 1	35,341	35,341	0.0%	120,614	125,439	4.0%
32	Year 2	35,341	35,341	0.0%	116,147	125,439	4.0%
33	Year 3	35,341	35,341	0.0%	111,845	120,793	4.0%
34	Year 4	35,341	35,341	0.0%	107,702	116,319	4.0%
35	Education (B.Ed.)	7,271	7,271	0.0%	40,073	41,676	4.0%
36	Law						
37	Year 1	20,151	20,151	0.0%	46,465	49,253	6.0%
38	Year 2	20,151	20,151	0.0%	44,744	48,324	4.0%
39	Year 3	20,151	20,151	0.0%	43,086	46,534	4.0%
40	Medicine (M.D.)						
41	Year 1	23,986	23,986	0.0%	86,882	92,095	6.0%
42	Year 2	23,986	23,986	0.0%	n.a.	90,357	4.0%
43	Year 3	23,986	23,986	0.0%	n.a.	n.a.	n.a.
44	Year 4	23,986	23,986	0.0%	n.a.	n.a.	n.a.

<a> The proposed 2024-25 rates would be effective May 1, 2024.
The % increase figures are calculated on the previous year of study in the previous academic year;
for example, the % increase for year 2 is the increase over the year 1 tuition in the previous academic year.

<b> Includes Arts & Humanities, BMedSci program, Health Sciences, Kinesiology, Music, Science (excl. Computer Science), and Social Science (excl. M.O.S.).

Table 10a
2024-25 TUITION FEE PROPOSALS FOR UNDERGRADUATE OUT-OF-PROVINCE DOMESTIC STUDENTS

		Actual 2023-24 Tuition	2024-25 Proposed Tuition	2024-25 <a> % Increase
1	**First-Entry Programs <b>**			
2	Year 1	6,669	7,002	5.0%
3	Year 2	6,669	7,002	5.0%
4	Year 3	6,669	7,002	5.0%
5	Year 4	6,669	7,002	5.0%
6	Computer Science			
7	Year 1	6,669	7,002	5.0%
8	Year 2	6,669	7,002	5.0%
9	Year 3	6,669	7,002	5.0%
10	Year 4	6,669	7,002	5.0%
11	Engineering			
12	Year 1	13,553	14,230	5.0%
13	Year 2	13,553	14,230	5.0%
14	Year 3	13,553	14,230	5.0%
15	Year 4	13,553	14,230	5.0%
16	M.O.S.			
17	Year 1	6,669	7,002	5.0%
18	Year 2	6,669	7,002	5.0%
19	Year 3	6,669	7,002	5.0%
20	Year 4	6,669	7,002	5.0%
21	Nursing			
22	Year 1	6,669	7,002	5.0%
23	Year 2	6,669	7,002	5.0%
24	Year 3	6,669	7,002	5.0%
25	Year 4	6,669	7,002	5.0%
26	**Second-Entry Programs**			
27	Business (HBA)			
28	Year 1	27,783	29,170	5.0%
29	Year 2	27,783	29,170	5.0%
30	Dentistry			
31	Year 1	38,963	40,911	5.0%
32	Year 2	38,963	40,911	5.0%
33	Year 3	38,963	40,911	5.0%
34	Year 4	38,963	40,911	5.0%
35	Education (B.Ed.)	8,015	8,415	5.0%
36	Law			
37	Year 1	22,215	23,325	5.0%
38	Year 2	22,215	23,325	5.0%
39	Year 3	22,215	23,325	5.0%
40	Medicine (M.D.)			
41	Year 1	26,444	27,766	5.0%
42	Year 2	26,444	27,766	5.0%
43	Year 3	26,444	27,766	5.0%
44	Year 4	26,444	27,766	5.0%

<a> The 2024-25 rates abide by the Provincial Government's framework for domestic out-of province students -- and would be effective May 1, 2024.

<b> Includes Arts & Humanities, BMedSci program, Health Sciences, Kinesiology, Music, Science (excl. Computer Science, and Social Science (excl. M.O.S.).

Table 11
2024-25 TUITION FEE PROPOSALS FOR GRADUATE PROGRAMS

		Domestic Students			International Students		
		Actual 2023-24 Tuition	2024-25 Proposed Tuition	2024-25 <a> % Increase	Actual 2023-24 Tuition	2024-25 Proposed Tuition	2024-25 <a> % Increase
1	**Masters Category 1**						
2	Arts & Humanities	6,360	6,360	0.0%	19,751	20,146	2.0%
3	Engineering (M.E.Sc.)	6,360	6,360	0.0%	19,751	20,146	2.0%
4	Health & Rehabilitation Sciences	6,360	6,360	0.0%	19,751	20,146	2.0%
5	Health Information Sciences	8,664	8,664	0.0%	27,873	28,430	2.0%
6	Interdisciplinary Programs <b>	6,360	6,360	0.0%	19,751	20,146	2.0%
7	Kinesiology M.A. & MSc	6,360	6,360	0.0%	19,751	20,541	4.0%
8	Law/Studies in Law	10,368	10,368	0.0%	27,830	28,387	2.0%
9	Media Studies	6,360	6,360	0.0%	19,751	20,146	2.0%
10	Medicine (Basic Medical Sciences)	6,360	6,360	0.0%	19,751	20,146	2.0%
11	Music	6,360	6,360	0.0%	19,751	20,146	2.0%
12	Nursing (M.Sc.)	7,639	7,639	0.0%	27,873	28,430	2.0%
13	Science	6,360	6,360	0.0%	19,751	20,146	2.0%
14	Social Science	6,360	6,360	0.0%	19,751	20,146	2.0%
15	**Masters Category 2**						
16	Master in Management Analytics	46,000	48,300	5.0%	73,800	77,500	5.0%
17	C.S.D./O.T./P.T. (MPT)	11,294	11,294	0.0%	37,412	38,908	4.0%
18	Foods and Nutrition (MScFN)	10,877	10,877	0.0%	37,412	38,908	4.0%
19	Dentistry (Orthodontics)	27,373	27,373	0.0%	89,261	94,617	6.0%
20	Education (MA)	10,877	10,877	0.0%	37,412	38,908	4.0%
21	Engineering (M.Eng.)	10,877	10,877	0.0%	42,737	44,446	4.0%
22	Environment & Sustainability	12,179	12,179	0.0%	37,412	38,908	4.0%
23	Financial Economics	30,549	30,549	0.0%	58,599	60,943	4.0%
24	Library & Information Science	10,877	10,877	0.0%	37,412	38,908	4.0%
25	M.M. in Journalism & Communication	13,543	13,543	0.0%	37,412	38,908	4.0%
26	M.N Nurse Practitioner	10,877	10,877	0.0%	37,412	38,908	4.0%
27	MA in Research for Policy & Evaluation	18,720	18,720	0.0%	33,746	35,096	4.0%
28	Master of Data Analytics	23,308	23,308	0.0%	55,307	57,519	4.0%
29	Master of Mgmt. of Applied Science	19,690	19,690	0.0%	55,307	57,519	4.0%
30	Medicine (Family Medicine)	14,322	14,322	0.0%	37,412	38,908	4.0%
31	Medicine (Pathology Assistant)	11,295	11,295	0.0%	37,412	38,908	4.0%
32	Medicine (Public Health)	33,388	34,055	2.0%	56,252	57,377	2.0%
33	Interdisciplinary Medical Sciences (MSc)	11,295	11,295	0.0%	37,856	39,370	4.0%
34	Advanced Health Care Practice (M.Cl.Sc.)	10,877	10,877	0.0%	37,412	38,908	4.0%
35	**Doctoral**						
36	Doctor of Musical Arts	6,360	6,360	0.0%	6,360	6,360	0.0%
37	Doctor of Education (EdD)	10,097	10,097	0.0%	37,412	38,908	4.0%
38	PhD Programs	6,360	6,360	0.0%	6,360	6,360	0.0%

<a> The proposed 2024-25 rates would be effective September 1, 2024.

<b> Includes Biomedical Engineering, Neuroscience, and Theory & Criticism

Table 12

ENROLMENT PROJECTIONS: 2024-25 to 2028-29

includes Enrolments associated with Brescia Integration into Western

		Actual					Forecast				
		2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
1	**Constituent University**										
2	**Full-Time Undergraduates**										
3	Arts & Humanities	882	877	853	864	923	1,118	1,131	1,199	1,204	1,221
4	Business (HBA)	1,090	1,057	1,072	1,210	1,336	1,357	1,356	1,356	1,356	1,356
5	Dentistry	262	263	264	281	281	284	284	284	284	284
6	Education	697	677	697	703	783	780	668	668	668	668
7	Engineering	2,008	2,151	2,293	2,497	2,590	2,663	2,739	2,706	2,702	2,697
8	Health Sciences										
9	Foods & Nutrition						159	146	179	203	216
10	Family Studies						107	94	112	120	157
11	BHSc Program	1,251	1,339	1,424	1,437	1,546	1,632	1,639	1,694	1,647	1,639
12	Kinesiology	1,241	1,285	1,283	1,311	1,293	1,317	1,269	1,255	1,254	1,265
13	Nursing	974	989	1,028	1,180	1,326	1,330	1,403	1,464	1,381	1,299
14	Law	485	490	482	496	503	510	520	530	530	530
15	MIT (Media, Information, & Technoculture)	895	871	899	880	909	950	959	1,004	1,020	1,033
16	Medicine										
17	MD Program	683	686	688	689	698	718	735	755	756	759
18	B.Med.Sci. Program	1,036	1,161	1,252	1,305	1,199	1,041	1,118	1,256	1,314	1,406
19	Music	449	443	434	410	375	348	352	365	374	389
20	Science - B.Med.Sci.	1,457	1,731	1,905	1,546	1,500	1,638	1,675	1,734	1,828	1,857
21	Science - Computer Science						400	787	1,162	1,524	1,554
22	Science - All Other	3,869	3,804	3,904	4,416	4,763	4,588	4,002	3,533	2,969	3,013
23	Social Science - MOS	2,689	3,056	3,315	3,397	3,457	3,279	3,217	3,215	3,180	3,225
24	Social Science - All Other	3,814	3,826	4,033	4,280	4,469	4,893	4,744	4,624	4,575	4,594
25	**Total Full-Time Undergraduates**	**23,782**	**24,706**	**25,826**	**26,902**	**27,951**	**29,112**	**28,838**	**29,095**	**28,888**	**29,162**
26	Concurrent Programs	288	345	380	370	384	402	402	402	402	402
27	Medical Residents	936	940	968	999	1,023	1,025	1,025	1,025	1,025	1,025
28	**Full-Time Graduates**										
29	Masters	3,946	3,869	4,360	4,231	4,370	4,571	4,736	4,832	4,874	4,883
30	Doctoral	2,219	2,231	2,345	2,415	2,477	2,511	2,544	2,560	2,579	2,597
31	**Total Full-Time Graduates**	**6,165**	**6,100**	**6,705**	**6,646**	**6,847**	**7,082**	**7,280**	**7,392**	**7,453**	**7,480**
32	**Total Full-Time Enrolment**	**31,171**	**32,091**	**33,879**	**34,917**	**36,205**	**37,621**	**37,545**	**37,914**	**37,768**	**38,069**
33	**Part-Time FTEs**										
34	Undergraduate	1,988	2,563	2,408	2,537	2,670	2,700	2,700	2,700	2,700	2,700
35	Education (AQs)	435	447	460	416	417	450	460	460	460	460
36	Masters	110	122	128	111	96	110	110	110	110	110
37	Doctoral	32	35	29	32	30	30	30	30	30	30
38	**Total Part-Time FTEs**	**2,566**	**3,167**	**3,025**	**3,096**	**3,213**	**3,290**	**3,300**	**3,300**	**3,300**	**3,300**
39	**Total Constituent FTEs**	**33,737**	**35,258**	**36,904**	**38,013**	**39,418**	**40,911**	**40,845**	**41,214**	**41,068**	**41,369**
40	**Affiliated University Colleges**										
41	**Full-Time Undergraduates**										
42	Brescia	1,421	1,301	1,171	1,099	1,125					
43	Huron	1,266	1,431	1,525	1,560	1,729	1,999	2,216	2,387	2,497	2,540
44	King's	3,267	3,415	3,253	3,150	2,986	2,975	3,004	3,045	3,096	3,154
45	**Total Full-Time Undergraduates**	**5,954**	**6,147**	**5,949**	**5,809**	**5,840**	**4,974**	**5,220**	**5,432**	**5,593**	**5,694**
46	**Part-Time Undergraduate FTEs**										
47	Brescia	73	70	72	65	61					
48	Huron	48	57	58	50	76	55	55	55	55	55
49	King's	265	299	266	272	269	289	293	298	303	308
50	**Total Part-Time FTEs**	**386**	**426**	**396**	**387**	**406**	**344**	**348**	**353**	**358**	**363**
51	**Graduate FTEs**										
52	Brescia	40	35	31	31	32					
53	Huron	11	13	10	7	8	12	15	15	15	15
54	King's	61	60	62	65	64	64	65	65	65	65
55	**Total Graduate FTEs**	**112**	**108**	**103**	**103**	**104**	**76**	**80**	**80**	**80**	**80**
56	**Total Affiliate FTEs**	**6,452**	**6,681**	**6,448**	**6,299**	**6,350**	**5,394**	**5,648**	**5,865**	**6,031**	**6,137**
57	**Total FTEs - Western Complex**	**40,189**	**41,939**	**43,352**	**44,312**	**45,768**	**46,305**	**46,493**	**47,079**	**47,099**	**47,506**

Table 12
ENROLMENT PROJECTIONS: 2024-25 to 2028-29
includes Enrolments associated with Brescia Integration into Western

		Actual					Forecast				
		2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
	Rows 59 to 97 Included above										
58	**International Students**										
59	Constituent Full-Time										
60	Undergraduates	2,763	2,822	2,761	2,593	2,398	2,330	2,391	2,530	2,749	3,060
61	Medical Residents	130	130	173	189	207	185	185	185	185	185
62	Masters (excluding Ivey)	925	695	826	818	905	903	978	1,017	1,025	1,029
63	MBA (Regular), Ivey MSc	81	159	199	222	239	225	216	216	216	216
64	Executive MBA	4	1	2	1	0	0	0	0	0	0
65	Doctoral	665	686	798	875	941	903	905	908	914	918
66	Affiliates										
67	Undergraduates	1,256	1,390	1,233	1,144	1,027	980	1,068	1,163	1,264	1,324
68	Masters	2	4	4	3	3	0	0	0	0	0
69	**Year 1 Only**										
70	**Constituent**										
71	Arts & Humanities	209	221	248	202	257	285	290	295	300	305
72	Engineering	586	704	774	893	848	850	850	850	850	850
73	Health Sciences										
74	Foods & Nutrition						50	50	60	60	70
75	Family Studies						0	25	50	50	50
76	BHSc Program	385	407	421	387	477	460	440	445	450	455
77	Kinesiology	339	335	351	351	344	340	340	345	350	355
78	Nursing	144	159	142	142	176	174	210	210	210	210
79	Media, Information, & Tech	252	226	270	212	244	250	250	255	260	265
81	Music	123	117	94	88	98	100	100	105	110	115
82	Science - B.Med.Sci.	797	1,092	1,049	1,000	981	1,000	1,005	1,030	1,055	1,065
84	Science - Computer Science						400	410	420	430	435
83	Science - All Other	879	709	967	1,033	1,084	600	610	620	630	640
80	Social Science - MOS	768	1,072	1,052	1,151	1,200	1,105	1,115	1,135	1,150	1,170
85	Social Science - All Other	840	965	1,054	1,009	990	1,000	1,000	1,005	1,015	1,025
86	**Total Year 1 - Constituent**	**5,322**	**6,007**	**6,422**	**6,468**	**6,699**	**6,614**	**6,695**	**6,825**	**6,920**	**7,010**
87	**Affiliated University Colleges**										
88	Brescia	332	270	258	244	304					
89	Huron	454	489	448	417	575	710	717	734	748	748
90	King's	895	968	840	721	650	750	770	790	810	810
91	**Total Year 1 - Affiliates**	**1,681**	**1,727**	**1,546**	**1,382**	**1,529**	**1,460**	**1,487**	**1,524**	**1,558**	**1,558**
92	**Total Year 1 - Western Complex**	**7,003**	**7,734**	**7,968**	**7,850**	**8,228**	**8,074**	**8,182**	**8,349**	**8,478**	**8,568**
93	**Masters**										
94	All Programs (excluding MBAs)	3,491	3,301	3,545	3,429	3,512	3,704	3,888	3,987	4,026	4,035
95	Ivey (excl EMBA)	285	466	665	631	653	664	674	674	674	674
96	Executive MBA	170	102	150	171	205	203	174	171	174	174
For Information											
97	Year 1 Constituent International Students	639	592	610	684	622	640	700	800	900	1,000

*** Part-time FTEs are estimates -- and will be updated when second/January-term course registrations are finalized.*

Table 13
WESTERN'S LONG-RANGE SPACE PLAN
Note: within each category, the projects are not prioritized

	Project	Type
	Category 1 -- Projects Underway, Soon-to-Start, or in Advanced Planning	
1	**Weldon Library Modernization**	Modernization (almost complete)
2	**Ronald D. Schmeichel Building for Entrepreneurship and Innovation**	New Construction (almost complete
3	**New Engineering Building**	New Construction
4	**The Bioconvergence Centre -- Interdisciplinary Research & Experiential Learning Facility**	New Construction
5	**Building Addition to consolidate Faculty of Education Clinics**	New Construction
6	**Undergraduate Residence -- University Drive Location**	New Construction
7	**Graduate and Upper-Year Housing -- Platt's Lane East**	New Construction
8	**Pathogen Research Centre Facility**	New Construction
9	**Replacement of University Drive Bridge**	New Construction
10	**University-wide Campus Sustainability/Energy Conservation/Infrastructure Projects (multiple stages -- ongoing)**	New Construction, Modernization
11	**Pedestrian-friendly Campus Initiatives -- *Open Space Strategy***	New Construction, Adaptation
12	**Category 2 -- Projects in Various Planning Stages**	
13	**Additional Space for Health Sciences -- to support Enrolment Expansion**	New Construction
14	**Social Sciences Centre Realignment/Expansion**	Adaptation / Expansion
15	**Western Commons -- Common/Gathering Spaces**	New Construction
16	**Multi-Sport Field House -- with Parking Garage**	New Construction
17	**Category 3 -- For Future Consideration (requires funding plan)**	
18	**Modernization of Schulich School's Medical/Dental Facilities**	Modernization
19	**Renewal of Facilities at the Brescia Campus**	Modernization
20	**Renewal/Replacement of Chemistry Laboratory Facilities**	Modernization or Replacement
21	**Western in Downtown London**	Partnership / New Construction
22	**Ivey Spencer Hotel and Conference Centre Renewal**	Modernization
23	**New Space for the McIntosh Gallery**	New Construction / Adaptation
24	**Space Realignment in the Natural Sciences Centre**	Modernization / Adaptation
25	**New Research Initiatives/Partnerships at the Research Parks**	New Construction
26	**Multi-Level Parking Structures**	New Construction
27	**Residence Renovation Projects**	Modernization
28	**Renewal: University Community Centre, Law Building, Spencer Engineering Building, Elborn College**	Modernization or Replacement
29	**Asset Acquisitions**	Acquisition

2024-25 Capital Budget

A. The Nature of University Capital Expenditures

The Capital Budget for 2024-25 should be seen in the context of both recent trends in capital spending and the University's proposed Long-Range Space Plan as outlined in Table 13 of the Operating Budget. Table 14 sets out expenditures in the Capital Budget from 2020-21 in nine categories.

Category 1 shows all new construction, while categories 2 to 7 show renovations to existing space. Category 1 expenditures are usually funded from general University funds, the major exceptions being projects funded all or in part from external research grants, private funds, government, student contributions, and Housing construction – the latter being funded from the Housing budget. Categories 2 to 5 are funded primarily from general University funds and government, while category 6 is funded from Housing operations, and category 7 is funded by the Ancillary Unit undertaking the work. Categories 8 and 9 involve carrying costs and loan repayments, other expenditures such as purchases of land and buildings, and transfers from the Capital Budget for other purposes. Planned capital expenditures for 2024-25 total $259.3 million.

Categories 2 to 5 involve **Maintenance, Modernization, and Infrastructure (MMI)** and are eligible to receive funds from the annual MMI transfer from the Operating Budget to the Capital Budget, which is budgeted to increase to $16.0 million in 2024-25 from $15.5 million in 2023-24. These expenditures are directed at the modification of existing space and the renewal and expansion of the utilities and infrastructure of the University.

In planning future expenditures on MMI, it is useful to consider the Current Replacement Value (CRV) of our capital assets on campus, which have risen over the last few years with the escalating cost of construction. As shown in Figure D, our buildings and infrastructure have a CRV of approximately $4,475 million (as at February 27, 2024). Brescia University College, which will integrate with Western on May 1, 2024, has been included separately in the table for information purposes only.

Figure D
CURRENT REPLACEMENT VALUE (BUILDINGS AND INFRASTRUCTURE)

	Western University	CRV ($M)	Square Metres	Major Buildings
1	Major Non-Residential Buildings	2,794	567,040	74
2	Utilities and Infrastructure	229		
3	Subtotal, Eligible for MMI	3,024	567,040	74
4	Housing	1,102	266,299	14
5	Other Ancillary Buildings	350	71,983	11
6	Total	4,475	905,332	99

	Brescia University College	CRV ($M)	Square Metres	Major Buildings
7	Major Non-Residential Buildings	100	17,852	5
8	Utilities and Infrastructure	18		
9	Subtotal, Eligible for MMI	118	17,852	5
10	Housing	61	12,223	1
11	Total	179	30,075	6

As at February 27, 2024, the University had approximately 567,000 gross square metres spread amongst 74 major non-residential buildings. The non-residential buildings, including utilities and infrastructure, are the physical assets generally eligible for MMI expenditures. The University also has 266,000 square metres of Housing space in eleven major undergraduate residences, three major apartment buildings, and numerous smaller buildings for graduate students in Platt's Lane Estates. Other than Housing, there are many buildings which are operated largely or entirely as ancillaries: Western Student Recreation Centre, Thompson Recreation and Athletic Centre, TD Stadium, Boundary Layer Wind Tunnel, Western Day Care, the Ivey Spencer Leadership Centre, and facilities at the Research Parks.

The 2024-25 capital budget expenditures for categories 1 to 9 include Western's existing buildings and infrastructure planning. Once Brescia's capital is integrated with Western, the capital budget will incorporate those capital expenditures after appropriate planning processes have occurred. Outside of regular maintenance and commitments made in the Memorandum of Agreement (section 6.2) between Brescia and Western, there is no new construction or major building renovations anticipated for Brescia's campus in 2024-25. In Table 14, the 2024-25 budgeted replacement values (line E), number of major buildings (line L) and total gross square meters (line M) are inclusive of Brescia's information from Figure D noted above.

With this background in mind, we briefly set out the nine categories of University capital expenditures.

1. **New Construction**. This category includes projects which create new buildings, including housing, additions to existing buildings, and other new facilities such as parking structures or lots, power plants and athletic fields. It does not include projects which improve the space within existing buildings or projects which upgrade other existing facilities.

2. **Major Building Renovations**. This category involves major maintenance and renovation expenditures on non-residential building projects, with projects generally spanning more than one year. Given that 57% of the 567,000 square metres in major buildings were built before 1980, renovations to major buildings will continue to be a part of our capital planning.

3. **Utilities and Infrastructure Projects**. This category involves projects with values greater than $10,000 directed at the upgrading and new installation of utilities and other infrastructure, including boilers and chillers, electrical, water, and sewer distribution systems, and sustainability and energy conservation initiatives such as deep energy retrofits. Construction of a new Chiller Plant or major Power Plant expansion would be included in category 1.

4. **Modernization of Instructional and Research Facilities.** This category includes the renewal and modernization of classrooms, laboratories, libraries, and other space used for instruction and research, as well as upgrades to information technology. These expenditures are critical to maintaining Western's reputation as a leader in the quality of teaching and research. These projects are sometimes funded by the units themselves with operating or research funds.

5. **General Maintenance and Modernization Projects.** This category consists of a wide variety of maintenance and modernization projects which are not included in categories 2 to 4. Most of the projects are under $100,000, involving such work as roof replacement, interior and exterior painting, road, bridge, and sidewalk repair, and general maintenance of structures and systems. Open Space Strategy projects, such as the recent update to UC Hill, may also be included in this category. A provision for unforeseen projects forms part of the allotment in this category.

6. **Housing Renovations**. This category includes all maintenance and modernization expenditures on University residences and apartment buildings. Construction of a new residence or apartment building would be included in category 1. Maintenance and modernization expenditures, projected to be $13.3 million in 2024-25, are funded from Housing revenues. Housing has always set aside adequate maintenance funds and does not have the significant deferred maintenance on its buildings which may be observed in many other University buildings.

7. **Ancillary Projects**. This category includes capital expenditures on Ancillaries other than Housing, including Hospitality Services, the Book Store, Parking Services, student fee-funded units, self-funded support units, and self-funded research units. These units pay a charge to the University for the space they occupy.

8. **Carrying Costs and Debt Repayments**. This category consists of principal repayments and interest on debt for capital projects.

9. **Other Capital Expenditures**. This category includes asset acquisitions and other miscellaneous expenditures. It has been an established principle in Western's Campus Development Strategy (formerly the Campus Master Plan) that the University pursue, as appropriate, the purchase of lands contiguous to University property as lands become available. Western will continue to seek to protect the Regional Facilities zoning around the main campus and to buy land near our campus when it comes up for sale. The University will also look to acquire strategic physical assets.

The last twelve lines of Table 14 are labeled A to M. Line A shows total sources of funding for the Capital Budget, including debt; line B, sources of funds less expenditures; line C, the capital reserve at year-end; and line D, capital debt outstanding at year-end. Details of these items are shown in Tables 16 and 18. Annual changes in the capital reserve (line C) are driven by the differences between funding and expenditure (line B). Thus for 2022-23, line B shows a net source of $23.6 million, the difference between funding of $117.5 million and expenditures of $93.9 million. The accumulated capital reserve in line C increases by this same amount of $23.6 million. In years where the expenditure exceeds sources of funding, the reserve is drawn upon as planned, as is forecasted in the 2024-25 budget for ($118.3 million).

Line E shows the replacement value of non-residential buildings and utilities and infrastructure, the assets eligible for MMI spending, while line F shows the ratio of the annual MMI expenditure to the replacement value. For example, in 2022-23, MMI expenditures were $42.7 million, while the

estimated replacement value of non-residential buildings, utilities, and infrastructure was $2,414 million. The ratio of the two is 1.8%, as shown in line F.

Line G of Table 14 shows the annual transfer from the Operating Budget to the Capital Budget for Maintenance, Modernization, and Infrastructure (the MMI transfer). The annual transfer has increased in 2024-25 to $16.0 million, after having been maintained at $15.5 million since 2017-18. This consistent level of funding commitment has established Western as a leader among Canadian universities in maintaining its facilities and dealing with deferred maintenance.

Line H of Table 14 shows the ratio of the annual MMI transfer to total MMI expenditures; for example, in 2022-23, the transfer was $15.5 million, and expenditures were $42.7 million, so the ratio is 36.3%. This ratio will fluctuate with the level of MMI expenditure each year. Other sources of funding for MMI expenditures can include the annual capital facilities renewal grant from the Province, special Provincial grants, additional one-time allocations from the University's Operating Budget, one-time allocations from the Province, fundraising, and borrowing.

Line J contains an estimate of maintenance spending, defined narrowly as spending required to bring aging facilities up to their condition when originally built. Whenever Western undertakes a major maintenance project, there is also modernization of the facility, and whenever we carry out a major modernization project, there is generally some maintenance expenditure; it is thus difficult to separate the two. Line J is calculated on the assumption that 2/3 of the expenditures in categories 2, 3, and 5 involve maintenance (the remaining 1/3 is modernization), while 1/3 of the expenditures in category 4 involve maintenance (the remaining 2/3 is modernization). While the ratio of maintenance to modernization would vary by project and by year, Facilities Management considers them a reasonable average for the four categories over several years.

The value of line J in 2022-23 is $24.9 million, or 1.0% (line K) of the replacement value in that year. A standard target in industry for this ratio is 2.0%; if large buildings last an average of 50 years, then average maintenance spending should be 2.0% of replacement value. When the actual ratio is consistently lower than 2.0%, as has been the case at Western and most Canadian universities over the last three decades, the level of deferred maintenance will grow. As Western renovates aging buildings, there will be years that deferred maintenance will decline as a result.

Table 15 outlines major capital projects, which are assigned to one of the nine categories. Where possible, the year and month of the start and end of the project(s) are shown.

The projects listed in Table 15 reflect the Long-Range Space Plan outlined in Table 13 of the Operating Budget portion of this document. These projects include new construction that will create new student and research spaces, major building renovations as well as utilities and infrastructure projects. With new building construction on campus continuing, Western is utilizing scarce developable land in the core campus. The Campus Development Strategy highlights the constraints in the amount of buildable land on our campus and the fact that new buildings are being constructed on parking lots – thus increasing the pressure on available parking. We continue planning for the construction of additional parking structures at the periphery of campus – including siting, a funding plan, and the required parking fee rates to finance these structures. Campus sustainability, energy conservation, and infrastructure projects are also included on Table 15 and will play a prominent role in Western's pursuit of net-zero carbon emissions from campus operations by 2050, or sooner. Often, these projects are comprised of multiple projects completed over several years.

The approved integration of Brescia University College with Western on May 1, 2024, will increase the land holdings of the university; however, these lands have not been included in the Campus Development Strategy, which will require further consideration in a future update to the strategy.

B. Sources of Funding and Capital Expenditures in 2024-25

Table 16 displays sources of funding for budgeted capital expenditures with estimates of comparative data for 2023-24, divided into five major categories: federal, provincial, and municipal government grants; funds transferred from Western's Operating Budget; one-time funds from Internally Restricted Net Assets; borrowing; and other sources.

The University must carefully balance its available resources for use in capital expenditures. For example, projects financed by debt require an ultimate funding source, and one-time funding from Internally Restricted Net Assets, such as allocations from the Major Strategic Opportunities Fund, must be used strategically since they can be exhausted.

Table 17 shows expenditures in categories 1 and 2 for 2023-24 (estimates as of March 18, 2024) and 2024-25 (current proposals).

In alignment with the priorities in our Strategic Plan, Western is continuing our capital plan in support of "growth and impact". We closely monitor construction market conditions and have been adjusting our capital plan and related timing of projects accordingly.

Table 14
CAPITAL BUDGET SUMMARY, 2020-21 TO 2024-25
($000)

Category	Purpose	Actual 2020-21	Actual 2021-22	Actual 2022-23	Projected 2023-24	Budget 2024-25
	New Construction					
1	New Construction (Table 17, line 13)	13,284	31,367	35,439	31,498	154,628
	Maintenance, Modernization, and Infrastructure (MMI)					
2	Major Building Renovations (Table 17, line 22)	22,063	27,539	11,321	3,919	20,043
3	Utilities and Infrastructure Projects	4,679	7,513	6,673	12,708	29,464
4	Modernization of Instructional and Research Facilities	5,303	8,925	10,682	14,380	8,626
5	General Maintenance and Modernization Projects	5,764	7,871	14,076	13,019	28,056
	Sub-Total MMI	37,809	51,848	42,751	44,026	86,189
	Other					
6	Housing Renovations	6,914	6,682	6,514	4,452	13,325
7	Ancillary Projects	1,874	2,859	2,261	1,830	4,148
8	Carrying Costs and Debt Repayments	1,026	963	904	823	800
9	Other Capital Expenditures	5,196	12,543	6,072	4,721	232
	Sub-Total Other	15,010	23,047	15,751	11,826	18,505
10	**Total Expenditures**	**66,103**	**106,262**	**93,941**	**87,350**	**259,322**

Line		Actual 2020-21	Actual 2021-22	Actual 2022-23	Projected 2023-24	Budget 2024-25
	Sources of Funding, Reserves, and Debt					
A	Total Sources of Funding, Including Debt (Table 16)	164,258	136,617	117,561	107,639	140,950
B	Sources of Funding less Expenditures	98,155	30,355	23,620	20,289	-118,372
C	Capital Reserve, Year End (Table 18)	153,712	184,067	207,687	227,976	109,604
D	Capital Debt Outstanding, Year End (Table 18)	345,936	328,661	320,623	312,257	303,709
E	Replacement Value of Non-Residential Buildings, Utilities & Infrastructure, $M	2,062	2,162	2,414	3,024	3,342
F	MMI Expenditures/Replacement Value	1.8%	2.4%	1.8%	1.5%	2.6%
G	Annual MMI transfer from Operating to Capital Budget	15,500	15,500	15,500	15,500	16,000
H	MMI transfer/MMI Expenditures	41.0%	29.9%	36.3%	35.2%	18.6%
J	Estimate of Maintenance Expenditure	23,438	31,590	24,940	24,557	54,584
K	Maintenance Expenditure/Replacement Value	1.1%	1.5%	1.0%	0.8%	1.6%
L	Number of Major Buildings	97	98	99	99	106
M	Total Gross Square Meters (000's)	894	903	905	905	946

Category 8 does not include carrying costs and loan repayments for Residences and Apartments, Research Park and the Ivey Business School Foundation.

Line B is equal to Line A Total Sources of Funding less Total Expenses.

The change in line C from one year to the next is equal to Line B.

Line J consists of 2/3 of Category 2, 3 and 5 and 1/3 of Category 4.

Table 15
MAJOR CAPITAL PROJECTS

		Category	Start	End
1	***Projects Underway, Soon-to-Start, or in Advanced Planning***			
2	Weldon Library Modernization	**2**	Sept 19	tbd
3	Ronald D. Schmeichel Building for Entrepreneurship and Innovation	**1**	Jun 19	Sep 24
4	New Engineering Building	**1**	tbd	tbd
5	The Bioconvergence Centre -- Interdisciplinary Research & Experiential Learning Facility	**1**	tbd	tbd
6	Building Addition to consolidate Faculty of Education Clinics	**1**	tbd	tbd
7	Undergraduate Residence -- University Drive Location	**1**	tbd	tbd
8	Graduate and Upper-Year Housing -- Platt's Lane East	**1**	tbd	tbd
9	Pathogen Research Centre Facility	**1**	tbd	tbd
10	Replacement of University Drive Bridge	**1**	tbd	tbd
11	University-wide Campus Sustainability/Energy Conservation/Infrastructure Projects (multiple stages -- ongoing)	**1,3&5**	Ongoing	
12	Pedestrian-friendly Campus Initiatives -- *Open Space Strategy*	**1&5**	Ongoing	
13	***Projects in Various Planning Stages***			
14	Additional Space for Health Sciences -- to support Enrolment Expansion	**1**	tbd	tbd
15	Social Sciences Centre Realignment/Expansion	**1&2**	tbd	tbd
16	Western Commons - Common/Gathering Spaces	**1**	tbd	tbd
17	Multi-Sport Field House -- with Parking Garage	**1**	tbd	tbd
18	***Projects for Future Consideration (requires funding plan)***			
19	Modernization of Schulich School's Medical/Dental Facilities	**2**	tbd	tbd
20	Renewal of Facilities at the Brescia Campus	**2**	tbd	tbd
21	Renewal/Replacement of Chemistry Laboratory Facilities	**2**	tbd	tbd
22	Western in Downtown London	**1&2**	tbd	tbd
23	Ivey Spencer Hotel and Conference Centre Renewal	**2**	tbd	tbd
24	New Space for the McIntosh Gallery	**1&2**	tbd	tbd
25	Space Realignment in the Natural Sciences Centre	**2**	tbd	tbd
26	New Research Initiatives/Partnerships at the Research Parks	**1**	tbd	tbd
27	Multi-Level Parking Structures	**1**	tbd	tbd
28	Residence Renovation Projects	**6**	tbd	tbd
29	Renewal: University Community Centre, Law Building, Spencer Engineering Building, Elborn College	**2**	tbd	tbd
30	Asset Acquisitions	**9**	tbd	tbd

Table 16
CAPITAL BUDGET: SOURCES OF FUNDING
($000)

		Projected 2023-24	Budget 2024-25
1	***Government Grants***		
2	MCU Annual Capital Grant (Facilities Renewal Program)	6,719	6,608
3	Ministry of Environment and Climate Change Canada (Decarbonization Incentive Program)	0	3,120
4	Department of Natural Resources Canada (Zero Emission Vehicle Infrastructure Program)	340	110
5	MCU Capital Grant (Training Equipment and Renewal Fund)	175	0
6	***Sub-Total***	***7,234***	***9,838***
7	***Operating Budget***		
8	Operating Budget MMI Transfer - Base	15,500	16,000
9	Operating Budget MMI Transfer - Base (Ancillaries)	600	600
10	Operating Budget - FRSF Transfer	3,000	3,000
11	Operating Budget - CRC Transfer	904	848
12	Operating Budget - New Engineering Building	5,663	5,772
13	Operating Budget - Building Addition to consolidate Faculty of Education Clinics	4,500	0
14	Operating Budget - Classroom Modernization	250	0
15	***Sub-Total***	***30,417***	***26,220***
16	***Major Strategic Opportunities Funding (MSOF) and Undistributed Investment Returns***	***44,903***	***9,085***
17	***Borrowing***		
18	Expansion of Residence Capacity	2,200	62,755
19	***Sub-Total***	***2,200***	***62,755***
20	***Other***		
21	Student Contribution - Western Student Recreation Centre	1,387	1,429
22	Student Contribution - New Engineering Building	200	200
23	Energy Conservation Incentives (Rebates)	422	300
24	Sports & Recreation Services - Student Contribution for Artificial Turf Playing Fields	187	189
25	Unit Contributions	14,417	13,461
26	Projects Funded by Housing	4,452	13,325
27	Projects Funded by Ancillaries	1,820	4,148
28	***Sub-Total***	***22,885***	***33,052***
29	**Total Sources of Funding (In-Year)**	**107,639**	**140,950**

Table 17

CAPITAL EXPENDITURES FOR NEW CONSTRUCTION AND MAJOR BUILDING RENOVATIONS

2023-24 and 2024-25

($000)

		Projected 2023-24	**Budget** 2024-25
1	***Category 1: New Construction***		
2	Undergraduate Residence - University Drive Location	1,600	37,429
3	New Engineering Building	639	28,990
4	Graduate and Upper-Year Housing - Platt's Lane East	600	25,267
5	Western Commons - Common/Gathering Spaces	532	22,500
6	Ronald D. Schmeichel Building for Entrepreneurship and Innovation	24,400	17,750
7	Pathogen Research Centre Facility	480	8,530
8	The Bioconvergence Centre - Interdisciplinary Research & Experiential Learning Facility	400	7,800
9	Building Addition to consolidate Faculty of Education Clinics	1,225	3,500
10	Additional Space for Health Sciences - to support Enrolment Expansion	22	1,600
11	Biomedical Research Facility - Phase 1 of Medical School Project	1,500	1,162
12	Multi-Sport Field House -- with Parking Garage	100	100
13	***Total, Category 1***	***31,498***	***154,628***
14	***Category 2: Major Building Renovations***		
15	Weldon Library Modernization	1,699	10,860
16	Elborn College, Faculty of Health Sciences Expansion of Physical & Occupational Therapy	466	3,500
17	Donald K. Johnson Leadership Centre - First Canadian Place Leasehold Improvements	100	2,920
18	Social Sciences Centre Realignment/Expansion	100	1,942
19	Fanshawe Boathouse/Rowing Centre Renewal	50	521
20	Biotron Growth Chambers Renewal	1,359	200
21	Wampum Learning Lodge	145	100
22	***Total, Category 2***	***3,919***	***20,043***

Table 18
CAPITAL RESERVES AND DEBT AT FISCAL YEAR END
($000)

		Actual 2020-21	Actual 2021-22	Actual 2022-23	Projected 2023-24	Budget 2024-25
1	**A. Capital Reserves**					
2	General Capital Fund	39,633	47,218	56,427	51,350	21,652
3	Designated Capital Fund	114,079	136,849	151,260	176,626	87,952
4	**Total Capital Reserves**	**153,712**	**184,067**	**207,687**	**227,976**	**109,604**

		Actual 2020-21	Actual 2021-22	Actual 2022-23	Projected 2023-24	Budget 2024-25
5	**B. Capital Debt**					
6	New Construction, Major Renovations & Other	0	0	0	0	0
7	Housing	59,779	50,561	41,061	33,457	86,109
8	Research Park	24,294	12,300	11,662	10,800	10,100
9	Unused and Invested Debenture Proceeds	261,863	265,800	267,900	268,000	207,500
10	**Total Capital Debt**	**345,936**	**328,661**	**320,623**	**312,257**	**303,709**

Line 2 includes the required $6 million general capital reserve fund.
Line 3 includes fund balances for large capital projects.

Long-Term Financial Trends

The Operating and Capital Budgets set out in Tables 2 and 14 of this document describe proposed spending of some $1.2 billion for the single year of 2024-25. That spending will take place, however, in a long-term context which must be understood when evaluating the Operating and Capital Budgets. The Administration and Board have identified three elements of that long-term context which should be reviewed in the annual Budget of the University: capital reserves and debt, employee future benefits, and deferred maintenance.

A. Capital Reserves and Debt

Table 18 displays Capital Reserves and Debt for fiscal years ending April 30. Capital Reserves are divided into two categories:

- the General Capital Fund, which includes funds not yet designated for specific purposes and funds designated for future projects.
- the Designated Capital Fund, which has been assigned to specific capital projects.

Capital Debt is divided into the following categories:

- **New Construction, Major Renovations, Infrastructure, and Other** – represents debt on projects that are largely new construction, additions to existing buildings, other new facilities, non-residential projects that involve major maintenance, and renovations to existing space. It also includes debt on purchases of property.
- **Housing –** debt required for new construction, maintenance, and modernization projects for University residences and apartment buildings.
- **Research Park –** debt incurred by the Research Park.
- **Unused and Invested Debenture Proceeds** – unused proceeds from Western's debenture issuances that have been committed and invested until specific capital projects require the funding.

Capital Debt is viewed as part of the capitalization structure of the University and a resource that can help the University advance its Long-Range Space and Campus Master Plans. While the use of debt as a financing strategy is important in our planning, this financing requires an ultimate funding source. Careful consideration of the optimal capitalization levels is also required, balancing the ongoing debt burden and service costs with the University's long-term financial sustainability.

The University has Capital Debt, acquired through debenture issuances of $190 million and $100 million in 2007 and 2017, respectively, and by entering into a $100 million fifteen-year facility in 2013 to finance a residence and other capital projects. The University's debentures necessitate an annual credit rating review. Standard & Poor's completed its annual review in February 2024 and the credit rating was re-affirmed at AA although Western's outlook was upgraded from Stable to Positive.

The Board of Governors has approved a Capital Debt Policy that outlines the principles used in guiding the University's overall capitalization and debt management strategy. Western is in compliance with both of its compliance ratios set out in the policy (net assets-to-debt and debt burden). The University also utilizes monitoring ratios as part of its management strategy. Figure E shows selected Capital Debt monitoring ratios for the years ending April 30.

Figure E
CAPITAL DEBT MONITORING RATIOS

	FTE Enrolment	Debt ($M)	Debt per FTE ($)	Revenues Available for Repayment ($M)	Debt / Revenues Available for repayment (%)
2020	33,737	353.9	10,490	1,022.5	34.6%
2021	35,258	345.9	9,810	1,152.7	30.0%
2022	36,904	328.7	8,907	1,110.8	29.6%
2023	38,013	320.6	8,434	1,200.8	26.7%
2024p	39,418	312.2	7,920	1,224.8	25.5%

The projected debt is based on Board-approved projects with allowance for other projects, which may be presented to the Board during the period under consideration.

B. Employee Future Benefits

Subject to eligibility rules set within various collective agreements, the University provides medical, dental, and life insurance benefits to eligible employees after their employment with Western ends.

The obligation for these employee future benefits is projected by actuarial valuation every three years. In the years between valuations, an extrapolation of the actuarial valuation is used to determine the projected benefit obligations. At April 30, 2023, the University's accrued benefit liability relating to the employee future benefit plans was $420.7 million (2022 - $478.6 million). The annual expense for non-pension employee future benefits in 2023 was $23.3 million (2022 - $27.6 million).

A recent review of major research universities identified only four institutions with significant post-employment benefit obligations greater than $100 million, ranging from $124 million to $803 million and an unweighted average of $373 million. Western ranked second in total liability for employee future benefits.

Figure F outlines the University employee future benefits, the obligation and expense for years ending April 30.

Figure F
EMPLOYEE FUTURE BENEFITS (EFB) AS A % OF TOTAL EXPENSES

	EFB Obligation ($M)	EFB Expense ($M)	Total University Expenses ($M)	EFB Expense as % of Total
2019	546.5	23.4	1,170	2.0%
2020	561.8	21.9	1,182	1.9%
2021	565.3	30.1	1,137	2.6%
2022	478.6	27.6	1,212	2.3%
2023	420.7	23.3	1,323	1.8%

C. Deferred Maintenance

Deferred Maintenance is defined as work on the maintenance of physical facilities that has been deferred on a planned or unplanned basis to a future budget cycle or postponed until funds become available. To avoid increasing the size of the deferred maintenance backlog, it is necessary to carry out replacement of facility components on an annual basis.

The estimates of deferred maintenance are different from estimates of debt or employee future benefits in the previous sections. There are actual contracts in place for the first two categories that allow us to make reasonable estimates. For deferred maintenance, this is not the case; therefore, we have to find other ways to quantify this liability. The University uses a capital-asset management system common to the sector to assess, track, and report on the condition of facilities. The system requires that each major component of a building – roof sections, classrooms, heating, ventilation, air-conditioning systems and so on – be inspected, either entirely or on a sample basis. Data on the findings of these inspections are entered into a central database. The system uses industry-standard cost and lifecycle data to forecast the timing and costs of capital renewal projects. Cost forecasts also include soft costs and automatic renewal requirements to maintain assets.

The University, in coordination with all other Ontario universities, is undertaking a campus wide review of its facilities data, to further improve upon our facilities condition estimates. This data review is being conducted by a common vendor across the sector and is expected to be complete by 2024-25. As the data review continues, the estimates of deferred maintenance may fluctuate from year to year.

As at February 27, 2024, the Facilities Management Division estimates that deferred maintenance at Western is $326 million for non-residential buildings and $77 million for residences. Approximately 64% of the deferred maintenance for non-residential buildings relates to mechanical and electrical requirements. Other major components include maintenance driven by code requirements and maintenance for roofs and windows.

A common measure for determining the overall condition of facilities is the ratio of deferred maintenance over Current Replacement Value (DM/CRV) of the facilities. The calculation as at February 27, 2024, is outlined in Figure G as follows:

Figure G
DEFERRED MAINTENANCE TO CURRENT REPLACEMENT VALUE

		Non-Residential Buildings	Combined Residences
1	Current Replacement Value (CRV)	$3,024 million	$1,102 million
2	Deferred Maintenance (DM)	$326 million	$77 million
3	DM/CRV	10.8%	7.0%

The average age of buildings for universities in the Province of Ontario was 56 years as of March 2024. Western's average age is 43.2 years and 55% of our buildings were built before 1980. Western's residences are funded through rents which cover maintenance; the University has never had a problem

with deferred maintenance on residences. A ratio of 10.8% (Deferred Maintenance/Current Replacement Value) for non-residential buildings indicates a significant need for maintenance funding.

If the average component of a large building lasts 50 years, then on average, maintenance spending should be 2.0% of replacement value. This level of spending is a standard target in the industry. When the actual ratio is consistently less than 2.0%, as has been the case at most Canadian universities, the volume of deferred maintenance will grow. Failure to adequately address deferred maintenance results in substandard facilities and could result in the failure of critical systems. Based on the Current Replacement Value of our facilities at $3,024 million, spending on major maintenance for campus buildings at 2.0% should be in the range of $60 million annually, an estimate that has risen significantly over the past number of years as construction costs have risen.

As explained at the start of the Capital Budget, the annual maintenance transfer is used for Maintenance, Modernization, and Infrastructure (MMI). The Administration is sometimes asked by faculty and staff if the MMI transfer is too large. As lines G and E in Table 14 show, the ratio of the MMI transfer to the Current Replacement Value of our non-residential buildings, utilities, and infrastructure has been below 1% in recent years (Figure H).

Figure H
MMI TRANSFER TO CRV RATIO 2020-21 to 2024-25

		Actual 2020-21	Actual 2021-22	Actual 2022-23	Projected 2023-24	Budget 2024-25
1	MMI ($M)	15.5	15.5	15.5	15.5	16.0
2	CRV ($M)	2,062	2,162	2,414	3,024	3,342
3	Ratio	0.75%	0.72%	0.64%	0.51%	0.48%

Thus, the MMI transfer from the Operating to the Capital Budget is nearly a quarter of the 2.0% required to keep deferred maintenance from growing. Continuation of this MMI transfer is essential to maintaining a safe and reliable campus infrastructure, which supports modern research and teaching, and sustains faculty, staff, and student morale.

Line J of Table 14 presents an estimate of maintenance spending from all sources, with maintenance defined as spending required to bring aging facilities up to their condition when originally built. The last time the ratio of this estimate to current replacement value was about 2.0% was 2010-11. A projected ratio of 1.6% for 2024-25 will be higher than in recent years, but below the 2.0% target. Additional funding, from provincial and federal sources, continues to be required to catch up and maintain the 2.0% target over the long-term. Achieving the 2.0% target over time is required to sustain the condition of Western's facilities.

ITEM 10.1(b) – 2024-25 Program Specific Fees and Other Supplemental Fees

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

Recommendations and associated information regarding the Operating and Capital budgets and the setting of tuition fees are provided to Senate through the Senate Committee on University Planning (SCUP). As Supplementary information for Senate, the Program Specific Tuition and Other Supplemental Fees are attached.

ATTACHMENT(S):

2024-25 Program Specific Fees and Other Supplemental Fees

2024-25 Program Specific Fees and Other Supplemental Fees

March 31, 2024

Western University

Notes regarding 2024-25 Program-specific Tuition and Fees and Other Supplemental Fees

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Table 1: Program-Specific Tuition

This table includes tuition fees that do not align with the standard structure of tuition fees outlined in Tables 10, 10a, and 11 of the Operating Budget document – and include concurrent programs, new programs, and graduate diploma programs.

Table 2: Program-Related Fees

This table includes program-related fees – including internship/placement fees, course materials fees, tuition deposits, and the health insurance plan for International Students.

Table 3: Application Fees

This table includes application fees for graduate programs, professional programs, and undergraduate exchange programs.

Table 4: Supplemental Fees and Other Charges

This table includes a variety of other fees including late registration fees, course cancellation/change fees, and charges for official documentation, supplemental exams, and photo identification.

Table 5: Business School Course Material Fees

Reports the costs of custom course material fees (course packs and related) for all pre-HBA courses.

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Table 1

2023-2024 and Proposed 2024-2025 PROGRAM-SPECIFIC TUITION FEES

			2023-24	Proposed 2024-25	
			Amount	Amount	% change
1	**Concurrent Programs**				
2	**HBA/BESc Program**				
3	Entering After 2 Years of Engineering	*Domestic*	22,138.00	22,138.00	0.0%
4	Entering After 3 Years of Engineering	*Domestic*	32,095.00	32,095.00	0.0%
5	Entering After 2 Years of Engineering	*Domestic Out-of-Province*	24,407.00	25,627.00	5.0%
6	Entering After 3 Years of Engineering	*Domestic Out-of-Province*	35,385.00	37,154.00	5.0%
7	Entering After 2 Years of Engineering	*International*	86,637.00	90,643.00	4.6%
8	Entering After 3 Years of Engineering	*International*	114,987.00	120,668.00	4.9%
9	**HBA/JD Program**				
10	All Years	*Domestic*	29,505.00	29,505.00	0.0%
11	All Years	*Domestic Out-of-Province*	32,529.00	34,155.00	5.0%
12	All Years	*International*	74,815.00	79,278.00	6.0%
13	**HBA/BA-BSc Program**				
14	Entering After 2 Undergraduate Years	*Domestic*	17,361.00	17,361.00	0.0%
15	Entering After 3 Undergraduate Years	*Domestic*	27,902.00	27,902.00	0.0%
16	Entering After 2 Undergraduate Years	*Domestic Out-of-Province*	19,141.00	20,098.00	5.0%
17	Entering After 3 Undergraduate Years	*Domestic Out-of-Province*	30,762.00	32,300.00	5.0%
18	Entering After 2 Undergraduate Years	*International*	70,583.00	74,792.00	6.0%
19	Entering After 3 Undergraduate Years	*International*	98,933.00	104,817.00	5.9%
20	**JD/BA-BSc Program**				
21	Entering After 2 Undergraduate Years	*Domestic*	15,600.00	15,600.00	0.0%
22	Entering After 3 Undergraduate Years	*Domestic*	19,955.00	19,955.00	0.0%
23	Entering After 2 Undergraduate Years	*Domestic Out-of-Province*	17,199.00	18,059.00	5.0%
24	Entering After 3 Undergraduate Years	*Domestic Out-of-Province*	22,000.00	23,100.00	5.0%
25	Entering After 2 Undergraduate Years	*International*	59,132.00	62,680.00	6.0%
26	Entering After 3 Undergraduate Years	*International*	67,582.00	71,637.00	6.0%
27	**JD/BESc Program**				
28	Entering After 2 Years of Engineering	*Domestic*	18,891.00	18,891.00	0.0%
29	Entering After 3 Years of Engineering	*Domestic*	22,192.00	22,192.00	0.0%
30	Entering After 2 Years of Engineering	*Domestic Out-of-Province*	20,827.00	21,869.00	5.0%
31	Entering After 3 Years of Engineering	*Domestic Out-of-Province*	24,467.00	25,690.00	5.0%
32	Entering After 2 Years of Engineering	*International*	69,835.00	73,247.00	4.9%
33	Entering After 3 Years of Engineering	*International*	75,609.00	79,562.00	5.2%
34	**MBA/JD Program**				

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Table 1

2023-2024 and Proposed 2024-2025 PROGRAM-SPECIFIC TUITION FEES

			2023-24	Proposed 2024-25	
			Amount	Amount	% change
35	Note: 2023-24 = March 2024; 2024-25 = March 2025				
36	Year 1	*Domestic*	63,982.00	63,982.00	0.0%
37	Years 2 and 3	*Domestic*	42,380.00	42,380.00	0.0%
38	Year 1	*Domestic Out-of-Province*	65,268.00	66,704.00	2.2%
39	Year 2	*Domestic Out-of-Province*	42,804.00	43,746.00	2.2%
40	Year 3	*Domestic Out-of-Province*	42,380.00	43,746.00	2.2%
41	Year 1	*International*	111,400.00	116,190.00	4.3%
42	Years 2 and 3	*International*	77,671.00	81,011.00	4.3%
43	**JD/MA-MSc Program**				
44	Entering Before Year 1 Law	*Domestic*	22,229.00	22,229.00	0.0%
45	Entering After Year 1 Law	*Domestic*	23,507.00	23,507.00	0.0%
46	Entering Before Year 1 Law	*Domestic Out-of-Province*	24,335.00	25,445.00	4.6%
47	Entering After Year 1 Law	*Domestic Out-of-Province*	25,395.00	26,505.00	4.4%
48	Entering Before Year 1 Law	*International*	53,049.00	55,968.00	5.5%
49	Entering After Year 1 Law	*International*	56,341.00	59,326.00	5.3%
50	**MBA/MEng Program**				
51	Note: 2023-24 = March 2024; 2024-25 = March 2025				
52	Years 1 - 2	*Domestic*	48,154.00	48,154.00	0.0%
53	After 2 years	*Domestic; per term*	16,050.00	16,050.00	0.0%
54	Years 1 - 2	*Domestic Out-of-Province*	48,154.00	48,154.00	0.0%
55	After 2 years	*Domestic Out-of-Province: per term*	16,050.00	16,050.00	0.0%
56	Years 1 - 2	*International*	82,053.00	84,350.00	2.8%
57	After 2 years	*International; per term*	27,351.00	28,117.00	2.8%
58	**MBA Direct /JD Program**				
59	Note: 2023-24 = July 2023; 2024-25 = July 2024				
60	Year 1	*Domestic*	41,688.00	41,688.00	0.0%
61	Year 2	*Domestic*	34,425.00	34,425.00	0.0%
62	Year 3	*Domestic*	34,425.00	34,425.00	0.0%
63	Year 1	*Domestic Out-of-Province*	43,752.00	45,021.00	2.9%
64	Year 2	*Domestic Out-of-Province*	36,489.00	37,547.00	2.9%
65	Year 3	*Domestic Out-of-Province*	36,489.00	37,547.00	2.9%
66	Year 1	*International*	78,371.00	82,054.00	4.7%
67	Year 2	*International*	67,612.00	70,790.00	4.7%
68	Year 3	*International*	67,612.00	70,790.00	4.7%

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Table 1

2023-2024 and Proposed 2024-2025 PROGRAM-SPECIFIC TUITION FEES

			2023-24	Proposed 2024-25	
			Amount	Amount	% change
69	**Ivey Business School**				
70	The rates shown below are program fees				
71	Business (MBA)	*Domestic*	83,250.00	83,250.00	0.0%
72	Business (MBA)	*International*	126,600.00	129,750.00	2.5%
73	Business (MSc) -- all streams	*Domestic*	38,250.00	38,250.00	0.0%
74	Business (MSc) -- all streams	*International*	73,800.00	81,180.00	10.0%
75	Business (MGMT/CEMS)	*Domestic*	43,200.00	43,200.00	0.0%
76	Business (MGMT/CEMS)	*International*	79,500.00	87,380.00	9.9%
77	Business (MSc) Double Degree Track Program -- Business Analytics Stream for Ivey Students Attending 2 terms at Norwegian School of Economics	*Domestic (total for 5 terms) - effective with the September 2024 intake*	47,800.00	47,800.00	0.0%
78	Business (MSc) Double Degree Track Program -- Business Analytics Stream for Ivey Students Attending 2 terms at Norwegian School of Economics	*International (total for 5 terms) - effective with the September 2024 intake*	85,300.00	93,800.00	10.0%
79	Tuition, Executive MBA Program- Canada -- September & February Intake	*Domestic: total for 3 terms*	119,925.00	122,900.00	2.5%
80	Tuition, Executive MBA Program- Canada -- September & February Intake	*International: total for 3 terms*	119,925.00	122,900.00	2.5%
81	Tuition, MBA Direct (Domestic) -- July Intake		50,085.00	50,085.00	0.0%
82	Tuition, MBA Direct (International) -- July Intake		74,200.00	75,960.00	2.4%
83	Tuition, Accelerated MBA (Domestic) -- November Intake		83,000.00	86,000.00	3.6%
84	GDip in Management				
85	If taken in Hong Kong				
86	Per Module (1-4)	*Fees in U.S Dollars*	3,000.00	3,000.00	0.0%
87	Term 5	*Fees in U.S Dollars*	3,000.00	3,000.00	0.0%
88	Entry Assessment	*Fees in U.S Dollars*	1,000.00	1,000.00	0.0%
89	Graduate Diploma in Accounting				
90	Summer program	*Domestic, 1 term*	9,000.00	9,200.00	2.2%
91	Summer program	*International, 1 term*	16,640.00	17,300.00	4.0%
92	Graduate Diploma in Business and Sustainability (MSc)	*Domestic*	5,000.00	5,000.00	0.0%
93	Graduate Diploma in Business and Sustainability (MSc)	*International*	5,000.00	5,000.00	0.0%
94	Graduate Diploma in Climate Risk Assessment and Opportunity (Business and Climate Impact)	*Domestic (per-course)*	5,000.00	5,000.00	0.0%
95	Graduate Diploma in Climate Risk Assessment and Opportunity (Business and Climate Impact)	*International (per-course)*	7,500.00	7,500.00	0.0%
96	**Faculty of Education**				
97	Tuition - Post Graduate Certificate in Education	*per course*	250.00	250.00	0.0%
98	3-Part Additional Qualification	*per course*	685.00	685.00	0.0%
99	Additional Basic Qualification	*Domestic, per course*	735.00	735.00	0.0%
100	Additional Basic Qualification	*International, per course*	1,470.00	1,470.00	0.0%
101	Honor Specialist Additional Qualification	*per course*	735.00	735.00	0.0%

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Table 1

2023-2024 and Proposed 2024-2025 PROGRAM-SPECIFIC TUITION FEES

			2023-24	Proposed 2024-25	
			Amount	Amount	% change
102	Honor Specialist Additional Qualification	*International, per course*	1,470.00	1,470.00	0.0%
103	Technology Studies: Additional Qualification	*per course*	735.00	735.00	0.0%
104	Certificate of Unified English Braille Competence (non-credit)	*per level*	325.00	325.00	0.0%
105	**Master of Professional Education (MPEd)**				
106	Domestic Students				
107	All Fields	*per course*	2,719.00	2,719.00	0.0%
108	International Students				
109	Onsite	*per course*	4,454.00	4,632.00	4.0%
110	Online	*per course*	3,399.00	3,535.00	4.0%
111	**Faculty of Engineering**				
112	University Network of Excellence in Nuclear Engineering Program	*10 courses or 8 courses and project*	22,500.00	22,500.00	0.0%
113	Graduate Diploma in Engineering Leadership and Innovation	*Domestic: per term tuition fee*	3,625.00	3,625.00	0.0%
114	Graduate Diploma in Engineering Leadership and Innovation	*International: per term tuition fee*	14,246.00	14,815.00	4.0%
115	Graduate Diploma in Climate Risk Assessment and Opportunity (Climate Risk and Infrastructure Resiliency)	*Domestic (per-course)*	5,000.00	5,000.00	0.0%
116	Graduate Diploma in Climate Risk Assessment and Opportunity (Climate Risk and Infrastructure Resiliency)	*International (per-course)*	7,500.00	7,500.00	0.0%
117	**Faculty of Information and Media Studies**				
118	MLIS Part-Time	*Domestic; per-course tuition fee*	725.13	725.13	0.0%
119	MLIS Part-Time	*International; per-course tuition fee*	2,494.13	2,593.00	4.0%
120	**Faculty of Health Science**				
121	**Compressed Nursing Program**				
122	Years 3 and 4, Fall/Winter	*Domestic*	6,050.00	6,050.00	0.0%
123	Years 3 and 4, Fall/Winter	*Domestic Out-of-Province*	6,669.00	7,002.00	5.0%
124	Year 3, Fall/Winter	*International*	54,197.00	56,364.00	4.0%
125	Year 4, Fall/Winter	*International*	52,189.00	56,364.00	4.0%
126	Summer Term between Years 3 and 4	*Domestic*	3,025.00	3,025.00	0.0%
127	Summer Term between Years 3 and 4	*Domestic Out-of-Province*	3,334.50	3,501.00	5.0%
128	Summer Term between Years 3 and 4	*International*	26,094.50	27,138.00	4.0%
129	**Combined Health Professional Masters and PhD**				
130	All Years	*Domestic*	11,294.00	11,294.00	0.0%
131	All Years	*International*	37,412.00	38,908.00	4.0%
132	Graduate Diploma in Applied Health Sciences	*Domestic; per-course tuition fee*	1,418.00	1,418.00	0.0%
133	Graduate Diploma in Applied Health Sciences	*International; per-course tuition fee*	3,623.00	3,767.00	4.0%
134	Graduate Diploma in Primary Health Care Nurse Practitioner	*Domestic; per term*	2,666.66	2,666.00	0.0%
135	Masters of Kinesiology (MKIN)	*New -- Domestic; per term*		2,120.00	

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Table 1

2023-2024 and Proposed 2024-2025 PROGRAM-SPECIFIC TUITION FEES

			2023-24	Proposed 2024-25	
			Amount	Amount	% change
136	Masters of Kinesiology (MKIN)	*New -- Internation; per term*		9,476.67	
137	**Brescia School of Foods & Nutrition**				
138	Diploma in Dietetic Education & Practical Training (DDEPT)	*Domestic*	6,050.00	6,050.00	0.0%
139	Diploma in Dietetic Education & Practical Training (DDEPT)	*Out of Province*	6,669.00	7,002.00	5.0%
140	Diploma in Dietetic Education & Practical Training (DDEPT)	*International*	37,712.00	39,220.00	4.0%
141	**Faculty of Law**				
142	Graduate Diploma in Mining Law, Finance and Sustainability	*Domestic; per-course tuition fee*	2,250.00	2,250.00	0.0%
143	Graduate Diploma in Mining Law, Finance and Sustainability	*International; per-course tuition fee*	3,786.00	3,937.00	4.0%
144	**Schulich School of Medicine and Dentistry**				
145	Medicine (M. D.) -- Year 5	*due to unmatched residency*	11,993.00	11,993.00	0.0%
146	Medicine (M. D.) -- Year 6	*due to unmatched residency*	5,996.00	5,996.00	0.0%
147	Medicine (M. D.) -- Year 7	*due to unmatched residency*	5,996.00	5,996.00	0.0%
148	MSc in Clinical Medical Biophysics	*Domestic; per-course tuition fee*	1,411.75	1,411.75	0.0%
149	MSc in Clinical Medical Biophysics	*International; per-course tuition fee*	4,368.00	4,543.00	4.0%
150	Internationally Trained Dentistry Program	Year 2 (plus full-time ancillary and supplementary fees)	56,000.00	56,000.00	0.0%
151	Internationally Trained Dentistry Program	Year 3 (plus full-time ancillary and supplementary fees)	56,000.00	56,000.00	0.0%
152	Internationally Trained Dentistry Program	Year 4 (plus full-time ancillary and supplementary fees)	56,000.00	56,000.00	0.0%
153	International Medical Trainees	*includes Saudi Trainees*	100,000.00	100,000.00	0.0%
154	Dentistry, Prior Learning Assessment (PLA) -- Internationally Trained Dentists	*reflects changes in exam structure*	800.00	800.00	0.0%
155	Grad Diploma: Pathology and Laboratory Medicine	*Domestic per Term*	2,496.00	2,595.00	4.0%
156	Grad Diploma: Pathology and Laboratory Medicine	*International per Term*	3,245.00	3,375.00	4.0%
157	Grad Diploma: Clinical Translational Sciences	*Domestic; per-course tuition fee*	1,350.00	1,350.00	0.0%
158	Grad Diploma: Clinical Translational Sciences	*International; per-course tuition fee*	3,375.00	3,510.00	4.0%
159	Master of Health Sciences (MHSc) -- Global Health Systems	*Domestic*	22,000.00	22,000.00	0.0%
160	Master of Health Sciences (MHSc) -- Global Health Systems	*International*	55,307.00	57,519.00	4.0%
161	Master of Science in Drug Safety and Pharmacovigilance	*Domestic*	22,002.00	22,002.00	0.0%
162	Master of Science in Drug Safety and Pharmacovigilance	*International*	36,000.00	37,440.00	4.0%
163	**Faculty of Music**				
164	Music Recording Arts, All Years - Domestic tuition	*Domestic: compressed prgm with Fanshawe*	6,914.00	6,914.00	0.0%
165	Music Recording Arts, All Years - Domestic tuition	*Domestic Out-of-Province: compressed prgm with Fanshawe*	7,623.00	8,004.00	5.0%
166	Music Recording Arts - Year 1 - International tuition	*compressed prgm with Fanshawe*	36,798.00	38,270.00	4.0%
167	Music Recording Arts - Year 2 - International tuition	*compressed prgm with Fanshawe*	36,798.00	38,270.00	4.0%
168	Music Recording Arts - Year 3 - International tuition	*compressed prgm with Fanshawe*	36,798.00	38,270.00	4.0%
169	**Faculty of Science**				

Western University

Table 1

2023-2024 and Proposed 2024-2025 PROGRAM-SPECIFIC TUITION FEES

			2023-24	Proposed 2024-25	
			Amount	Amount	% change
170	Graduate Diploma in Climate Risk Assessment and Opportunity (Natural Hazards and Risks)	*Domestic (per-course)*	5,000.00	5,000.00	0.0%
171	Graduate Diploma in Climate Risk Assessment and Opportunity (Natural Hazards and Risks)	*International (per-course)*	7,500.00	7,500.00	0.0%
172	**Faculty of Social Science**				
173	Graduate Diploma in Public Administration				
174	per-course tuition	*Domestic*	920.00	920.00	0.0%
175	per-course tuition	*International*	4,781.00	4,971.00	4.0%
176	Graduate Diploma in Climate Risk Assessment and Opportunity (Climate Change Governance)	*Domestic (per-course)*	5,000.00	5,000.00	0.0%
177	Graduate Diploma in Climate Risk Assessment and Opportunity (Climate Change Governance)	*International (per-course)*	7,500.00	7,500.00	0.0%
178	UG Diploma in Management Studies	*Domestic*	6,050.00	6,050.00	0.0%
179	UG Diploma in Management Studies	*International*	19,900.00	21,000.00	5.5%
180	**School of Graduate and Postdoctoral Studies**				
181	Graduate Diploma in Accounting				
182	Summer program	*Domestic, 1 term*	9,000.00	9,200.00	2.2%
183	Summer program	*International, 1 term*	16,640.00	17,300.00	4.0%
184	**Per-Course Tuition Fees**				
	First Entry Programs: • Tuition per full course is one-fifth (20%) of full program tuition for the respective program. • Tuition per full audited course is one-tenth (10%) of full program tuition for the respective program.				
185	*Law:* Tuition per full course is one-seventh of full program tuition.				
186	*Medicine/Dentistry:* Tuition will be set by special arrangement.				
187	*Graduate Programs:* Tuition per term is one-half (50%) of full-time tuition for the respective program.				

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Table 2

Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
1	**Faculty of Arts and Humanities**			
2	Student Donation	*opt out option: to support Faculty priorities*	50.00	50.00
3	Visual Arts Field Trip Fee	*Applicable to several VA courses*	45.00	60.00
4	1020 Safety Kit & Materials Fee	*SA 1601*	30.00	40.00
5	236 Printmaking Materials Fee	*SA 2630 A/B*	100.00	120.00
6	330 Printmaking Materials Fee	*SA 3633*	160.00	190.00
7	SA 2690Y-Studio Art Ceramics Materials Fee	*SA 2690 Y*	160.00	160.00
8	Printmaking Silk Screen Fee	*SA 4605 / 9500*	50.00	60.00
9	Workshop Fees	*Applicable to several VA courses*	20.00	25.00
10	Sculpture 1 Workshop Materials Fee (half course)	*Applicable to several VA courses*	80.00	95.00
11	Sculpture 2 Workshop Materials Fee (full course)	*SA 2643 / 3643*	160.00	190.00
12	Toronto: Culture and Performance field trip fee	*Theatre Studies 3581F/English 3581F/ArtHum 3393F*	150.00	175.00
13	Internship Fee - 4 month academic internship (0.5 credit), Western-sourced position	*one instalment*	125.00	150.00
14	Internship Fee - (Professional Internship) - 4 month work term	*one instalment*	125.00	150.00
15	Studio Art Materials Fee	*Studio Art 3678*	30.00	50.00
16	Destination Theatre Trip (accommodation, live theatre, seminars/workshops)	*Theatre Studies 3900G*	2,500.00	2,700.00
17	Havana Course	*Spanish 2104F/G*	1,800-2,000	1,800-2,000
18	Rondine Course	*Italian 3040A/B*	4,500-5,000	4,500-5,000
19	San Luis Potosi Mexico	*Spanish 2908H/3908B*	2,500-3,000	2,500-3,000
20	Sevilla Course	*SP 3910B and SP 2956G*	3,000-3,500	3,000-3,500
21	Study Trip to Oaxaca, Mexico	*AH2680G/SA2690B*	4,500-5,000	4,500-5,000
22	Study Tour to Greece	*New: Classical Studies 3010G*		3,500.00
23	Vindolanda Field School Fees	*New: Classical Studies 4580G*		2,800-3,200
24	**Continuing Studies**			
25	Tuition Deposit for Diploma Programs in: Not for Profit Management, Clinical Trials Management, Occupational Health & Safety Management, Public Relations, Pedorthics, Marketing, Human Resources, Computer Science	*non-refundable*	250.00	500.00
26	**Faculty of Education**			
27	Tuition Deposit - B.Ed./Dip.Ed.	*non-refundable*	500.00	500.00
28	Tuition Deposit - Add'l Qualifications (per full course)	*non-refundable*	100.00	100.00

Western University

Table 2

Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
29	Tuition Deposit - All Graduate programs	*non-refundable*	500.00	500.00
30	Deferral Fee - All Graduate programs	*admission deferral, non-refundable*	500.00	500.00
31	Practicum Supports B.Ed./Dip. Ed.	*Year 1*	550.00	550.00
32	Practicum Supports B.Ed./Dip. Ed.	*Year 2*	550.00	550.00
33	Student Donation	*opt out option: to support Faculty priorities*	30.00	30.00
34	Technology AQ Facility Fee	*to rent space & equipment needed for course EDTECH 5677*	75.00	75.00
35	School & Applied Child Psychology -- Access to Psychological Test Material		40.00	40.00
36	**Faculty of Engineering**			
37	M.Eng Tuition Deposit	*non-refundable*	500.00	500.00
38	Student Donation	*opt out option: to support UG Student Initiatives (i.e., project teams, events, clubs)*	100.00	100.00
39	Undergraduate Student Laboratory Endowment Fund	*opt out option: to support Faculty Laboratories*	50.00	50.00
40	Co-op Program Application	*non-refundable*	125.00	125.00
41	Co-op Program	*Fee Per Term*	550.00	550.00
42	Undergraduate Student Co-curricular Learning Space	*non-refundable*	75.00	75.00
43	MME 4490 - Engineering in a Global Context: Advanced Manufacturing	*International Component Course Fee*	2,300.00	2,300.00
	Exchange Programs For information on fees for the International Study Centre, please contact Western International at exchange@uwo.ca or call (519) 661-2111 ext. 89309 Incoming Exchange, Fees Payable to Western: • *Full or half year:* bus pass, Western One card, and UHIP for International Students Outgoing Exchange, Fees Payable to Western: • *Full Year:* full program tuition fees, USC health and dental plans • *Half Year at Western:* full program tuition fees, USC health plan and dental plans, bus pass, half of full-time ancillary fees *Half Year not at Western:* half of full-time tuition fees, USC health and dental plans			
44	**Faculty of Health Science (CSD, Nursing, OT, PT, Health Studies, Kinesiology, AHCP)**			
45	Graduate Professional Programs Tuition Deposit fee	*Domestic*	500.00	500.00
46	Graduate Professional Programs Tuition Deposit fee	*New: International*		2,000.00
47	**School of Health Studies**			
48	Course fee: Aging Globally, Lessons from Scandinavia		4,000.00	4,000.00
49	Student Donation *(Student Opportunity Fund)*	*opt out option: to support Faculty priorities*	100.00	100.00

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Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
50	**School of Kinesiology**			
51	Holster Kit Fee	*Applicable to specific courses*	120.00	120.00
52	Student Donation *(Student Opportunity Fund)*	*opt out option: to support Faculty priorities*	100.00	100.00
53	Kinesiology - Taping supplies		85.00	95.00
54	Kinesiology - Tophat interactive learning tool	*for students in Kinesiology 2032*	30.00	30.00
55	Kinesiology - Tophat interactive learning tool	*for students in Kinesiology 3388*	30.00	30.00
56	Kinesiology - Tophat interactive learning tool	*for students in Kinesiology 2276*	30.00	30.00
57	Kinesiology - First responder certification training	*for students in Kinesiology 4585*	425.00	425.00
58	Kinesiology - Course Reader Fee	*New: Opt out option -- for students in Kinesiology 3362*		45.00
59	**School of Kinesiology AND School of Health Studies**			
60	Internship fee: 4 month work term	*paid in one installment*	450.00	450.00
61	Internship fee: 8 month work term	*paid in two installments*	700.00	700.00
62	Internship fee: 9-12 month work term	*paid in three installments*	950.00	950.00
63	Internship fee: 13-16 month work term	*paid in three installments*	1,200.00	1,200.00
64	Health Record Verification	*for students in Kinesiology 4995F/G and Health Science 4995F/G*	40.00	50.00
65	**School of Nursing**			
66	Student Donation *(Student Opportunity Fund)*	*opt out option: to support Faculty priorities*	100.00	100.00
67	Placement Kit	*for students in Nursing 1201 and Nursing 1080*	20.00	20.00
68	Clinical Fieldwork Placement Fee - Crisis Intervention Training	*for students in Nursing 3900, Nursing 3911 and Nursing 2271*	60.00	70.00
69	NurseAchieve eLearning Tool - Collaborative & CTF Program	*for students in Nursing 3630*	450.00	450.00
70	NurseAchieve eLearning Tool - Collaborative Program	*for students in Nursing 3910*	550.00	550.00
71	**School of Occupational Therapy**			
72	Clinical Fieldwork Placement Fee - Crisis Intervention Training	*for students in Occupational Therapy 9580*	60.00	70.00
73	**School of Physical Therapy**			
74	Clinical Fieldwork Placement Fee - Crisis Intervention Training	*for students in Physical Therapy 9181*	60.00	70.00
75	**School of Communication Sciences and Disorders**			
76	Laboratory and Clinic Kit fee		300.00	300.00
77	**Applied Health Care Practice**			
78	AHCP Wound Healing Supplies	*for students taking AHCP9660, 9670*	300.00	550.00

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Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
79	AHCP Sport & Exercise Medicine Taping Supplies and Certificate Costs	*for students taking AHCP9691*	510.00	550.00
80	AHCP MCISc Clinical Mentorship		2,100.00	2,100.00
81	**Brescia School of Foods & Nutrition**			
82	Student Donation *(Student Opportunity Fund)*	*NEW: opt out option -- to support Faculty priorities. All undergraduate students in Foods & Nutrition & Family Studies*		100.00
83	Course fee: Canadian & Japanese FN Diet Professions	*for students in FN 4488*	3,500.00	4,000.00
84	Lab Fee: Foods & Nutrition Labs	*for all students in FN 3310A/B, FN 3340A/B, FN 3342A/B, FN 3348A/B FN 3400A/B, FN 4420A/B, FN 4435A/B, FN 9342A/B, FN 9420A/B, FN 9430A/B*	50.00	50.00
85	Lab Fee: Foods & Nutrition Labs	*for all students in FN 2130, 2232*	100.00	100.00
86	DDEPT Clinicial Preceptorship	*for students in DDEPT program. Summer Term for students in FN 4903*	4,000.00	4,000.00
87	Masters of FN (MScFN) Clinical Preceptorship Fees	*Payable installments for students in MScFN paid per term (5 installments)*	4,000.00	4,000.00
88	Crisis Intervention Training	*NEW: All Master Program & DDEPT only. Training in May.*		70.00
89	**Faculty of Information and Media Studies**			
90	MLIS Co-op Placement	*Applicable to specific courses*	618.00	800.00
91	PhDLIS Co-op Placement	*Applicable to specific courses*	618.00	800.00
92	Internship Fee, FIMS, Academic Internship		125.00	125.00
93	Internship Fee, MMJC, non-academic, Third-Term Internship		103.00	103.00
94	Tuition Deposit, MMJC	*non-refundable*	412.00	412.00
95	Tuition Deposit, Library and Info. Science (Graduate)	*non-refundable*	412.00	412.00
96	Student Donation	*opt out option: to support Faculty priorities*	50.00	50.00
97	Health Information Sciences Placement	*New: Applicable to specific courses*		800.00
98	**Faculty of Law**			
99	Tuition Deposit, JD program, Year 1 only	*non-refundable*	500.00	500.00
100	Tuition Deposit, LLM and MSL programs, new students only	*non-refundable*	500.00	500.00
101	International Law Capstone Course field trip fee; Ottawa	*optional*	500-600	600-700
102	International Organizations Course field trip fee; Washington/NY	*optional*	1,000-1,600	1,200-1,800
103	Career Management Platform (12Twenty)		40.00	40.00
104	**Schulich School of Medicine and Dentistry**			

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Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
105	Dental Kits	*Year 1*	17,000.00	17,000.00
106	Dental Kits	*Year 2*	18,000.00	18,000.00
107	Dental Kits	*Year 3*	4,500.00	4,500.00
108	Dental Kits	*Year 4*	1,000.00	1,000.00
109	Internationally Trained Dentists Program - Dental Kits	*Year 2*	35,000.00	35,000.00
110	Internationally Trained Dentists Program - Dental Kits	*Year 3*	4,500.00	4,500.00
111	Internationally Trained Dentists Program - Dental Kits	*Year 4*	1,000.00	1,000.00
112	Tuition Deposit, Dentistry, Year 1 only	*$500 non-refundable*	1,000.00	1,000.00
113	Tuition Deposit, Dentistry, Year 2, Internationally Trained Dentistry	*$500 non-refundable*	4,950.00	4,950.00
114	Instrument Deposit, Dentistry, Year 2, Internationally Trained Dentistry	*non-refundable*	5,000.00	5,000.00
115	International Medical Elective Insurance Fee (Specific Partnerships)	*New: per elective*		445.00
116	Tuition Deposit, Medicine, Year 1 only	*$500 non-refundable*	1,000.00	1,000.00
117	Tuition Deposit, Masters of Public Health	*$500 non-refundable*	500.00	500.00
118	Visiting Medical Elective, Canadian Universities	*per elective*	100.00	150.00
119	Visiting Medical Elective, International Universities	*per elective*	1,050.00	945.00
120	Student Donation, Undergraduate BMSc	*opt out option: to support Faculty priorities*	75.00	75.00
121	Interdisciplinary Medical Sciences MSc: Fee for Material and External Assessment Tool		150.00	150.00
122	Summer Experiential Learning Fee -- MHSc (Global Health Systems)		4,000.00	5,000.00
123	**Faculty of Music**			
124	Music Lesson (2 term total)	*Applicable to specific courses*	2,700.00	2,700.00
125	Music - Audition Fee		80.00	85.00
126	Music - Opera Workshop Fee		80.00	85.00
127	Music - Music Education Instrument Fee		55.00	60.00
128	Music Performance String Instrument Bank Fee		125.00	130.00
129	Internship Fee - 4 month academic internship (0.5 credit), Western-sourced position	*one instalment*	125.00	125.00
130	Student Donation (Gift Fund)	*opt out option: to support Faculty priorities*	100.00	100.00
131	**Ivey Business School**			
132	Tuition Deposit, MBA	*$500 non-refundable*	5,000.00	5,000.00
133	Tuition Deposit, Executive MBA Program (Canada)	*non-refundable*	3,000.00	3,000.00

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Table 2

Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
134	Tuition Deposit, Accelerated MBA	*$500 non-refundable*	5,000.00	5,000.00
135	Tuition Deposit, Master of Management-Analytics (MMA)	*non-refundable*	2,000.00	2,000.00
136	MMA Program (Canada) Cancellation fee (withdrawal from program within 30 days of the program start date)	*non-refundable*	5,000.00	5,000.00
137	Executive MBA Program (Canada) Cancellation fee (withdrawal from program within 30 days of the program start date)	*non-refundable*	5,000.00	5,000.00
138	Tuition Deposit, HBA	*$500 non-refundable*	2,000.00	2,000.00
139	Tuition Deposit, MSc program	*$500 non-refundable*	2,000.00	2,000.00
140	Tuition Deposit, PhD	*non-refundable*	300.00	300.00
141	Course Material Fees, MBA		2,639.00	2,639.00
142	Course Material Fees, MBA (exchange students)		420.00	420.00
143	Course Material Fees, JD/MBA		2,325.00	2,325.00
144	Course Material Fees, Direct MBA		1,490.00	1,490.00
145	Course Material Fee, Graduate Diploma in Accounting		1,000.00	1,000.00
146	Pre Business Custom Course Material Fees	*See Ivey Custom Course Material Fees 2024-2025*		
147	HBA 1 Custom Course Material Fees		1,500.00	1,500.00
148	HBA 2 Custom Course Material Fees		600.00	600.00
149	HBA Dual Degree Course Material Fees		300.00	300.00
150	MSc Business Analytics Course Material Fees (Fall 2024 Intake)	*Fall 2024 & Winter 2025 terms*	625.00	650.00
151	MSc International Business Course Material Fees (Winter 2024 & Winter 2025 Intakes)	*Fall 2024 & Winter 2025 terms*	600.00	625.00
152	MSc Digital Management Course Material Fees (Fall 2024 Intake)	*Fall 2024 & Winter 2025 terms*	875.00	875.00
153	**Faculty of Science**			
154	Telescope Access Fee	*Astronomy 2801*	35.00	35.00
155	*For internships:*			
156	Internship Fee - 4 month work term (Science 3397)	*$500 per 4-month term*	450.00	500.00
157	Internship Fee - 8 month work term (Science 3393 / 3396)	*$500 per 4-month term*	700.00	1,000.00
158	Internship Fee - 12 month work term (Science 3394)	*$500 per 4-month term*	950.00	1,500.00
159	Internship Fee - 16 month work term (Science 3395)	*$500 per 4-month term*	1,200.00	2,000.00
160	Student Donation	*opt out option: to support Faculty priorities*	75.00	75.00
161	Accelerated Masters in Geology	*field school course; refundable upon successful completion of course*	1,600.00	1,600.00
162	Accelerated Masters in Geophysics		1,600.00	1,600.00

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Table 2

Proposed 2024-2025 PROGRAM-RELATED FEES

			2023-24 Amount	Proposed 2024-25 Amount
163	Master of Environment and Sustainability (MES)	*placement costs*	3,000.00	3,000.00
164	Master of Management of Applied Science Internship Fee	*placement costs*	3,000.00	3,000.00
165	Master of Data Analytics	*placement costs*	3,000.00	3,000.00
166	**Faculty of Social Science**			
167	MOS 4410 Strategic Management Singapore field trip fee	*approximate cost; optional*	1,500.00	1,500.00
168	Internship Fee (replace varied work term rates)	*per 4-month term*	500.00	500.00
169	Masters of Research for Policy and Evaluation: Internship Fee		3,000.00	3,000.00
170	Student Donation	*opt out option; to support Faculty priorities*	50.00	50.00
171	Course Material Fees, Graduate Diploma in Accounting		1,000.00	1,000.00
172	**General**			
173	Admission Deferral Deposit	*non-refundable*	250.00	500.00
174	Tuition Deposit, Full-time Undergraduates	*non-refundable*	500.00	500.00
175	Tuition Deposit, Part-time Undergraduates	*non-refundable*	100.00	150.00
176	Tuition Deposit, Full-time International Undergraduates	*New: non-refundable*		1,000.00
177	University Health Insurance Plan for International Students			
178	Undergraduates, Full-time and Part-time	*12 month term*	756.00	TBD
179	Graduates, excluding MBA	*per term*	252.00	TBD
180	Graduates, MBA	*12 month term*	756.00	TBD
181	Exchange students	*per term*	252.00	TBD

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Table 3

Proposed 2024-2025 APPLICATION FEES

			2023-24 Amount	Proposed 2024-25 Amount
1	**Undergraduate Programs**			
2	Arts and Humanities - Application fee for Student Service Learning Option in Cuba	*Spanish 2200 or 3300*	60.00	60.00
3	Arts and Humanities - Application fee for summer study at University of Holguin Oscar Lucero Moya in Cuba	*academic credit via Letter of Permission (Spanish 2200 or 3300)*	60.00	60.00
4	Arts and Humanities - Visual Arts Portfolio Application Fee	*BFA Studio Arts; USD*	12.00	15.00
5	Dentistry		375.00	375.00
6	Dentistry International Student Application		375.00	375.00
7	Dentistry: Advanced Standing Dentistry Application		375.00	375.00
8	Dentistry: Internationally Trained Dentist Program Application		375.00	375.00
9	Education, B.Ed./Dip.Ed.		80.00	80.00
10	Engineering, Leadership and Innovation Certificate	*change in name from Technological Entrepreneurship Certificate*	100.00	125.00
11	Exchange programs: Western International Exchange, Study Abroad, Internship, Research & Summer programs		60.00	60.00
12	Exchange programs, Faculty of Law		55.00	60.00
13	Part-time Application Fee		70.00	75.00
14	Law		115.00	115.00
15	Medicine		125.00	125.00
16	**Ivey Business School**			
17	HBA		125.00	150.00
18	HBA Advanced Entry Opportunity Program		125.00	150.00
19	**Continuing Studies**			
20	Application Fee due at time of submission for Diploma Program in: Not for Profit Management, Clinical Trials Management, Occupational Health & Safety Management, Public Relations, Pedorthics, Marketing, Human Resources, Computer Science	*non-refundable*	100.00	100.00
21	**Graduate Programs**			
22	Communication Sciences and Disorders (M.CL.Sc.)		250.00	275.00
23	Occupational Therapy M.Sc. (OT)		250.00	275.00
24	Physical Therapy (MPT)		250.00	275.00
25	Ivey MBA		150.00	150.00
26	Ivey MSc		100.00	150.00
27	Ivey MMA		150.00	150.00

Western University

Table 3

Proposed 2024-2025 APPLICATION FEES

			2023-24 Amount	Proposed 2024-25 Amount
28	Orthodontics		350.00	350.00
29	All other graduate programs		150.00	170.00

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Table 4

Proposed 2024-2025 SUPPLEMENTAL FEES AND OTHER CHARGES

			2023-24 Amount	Proposed 2024-25 Amount
1	**Course Cancellation/Change Fees**			
2	Full-time Undergraduates - excl. Yr 1 Dentistry, Yr 1 Medicine and HBA		370.00	380.00
3	Part-time Undergraduates	*per full course*	80.00	100.00
4	Part-time Undergraduates	*per half course*	40.00	50.00
5	Education - B.Ed./Dip.Ed.		350.00	350.00
6	Education - Additional Qualifications		100.00	100.00
7	Law - JD, First year only		500.00	500.00
8	Law - LLM and MSL programs		500.00	500.00
9	EMBA	*if withdrawing up to 30 days from start of session*	5,000.00	5,000.00
10	HBA		645.00	645.00
11	MMA Deferral Fee		200.00	200.00
12	**Identification Cards**			
13	Photo Identification Card (Western ONEcard)		35.00	40.00
14	Photo Identification Replacement		35.00	40.00
15	**Late Payment Charges: based on overdue balance on new consolidated account including tuition and residence charges (Fall 2024)**			
16	Late payment charges will be charged monthly at an interest rate of 1.5% on overdue balances, which is equivalent to an annual interest rate of 19.56%			
17	**Late Registration Fees**			
18	Full-time Undergraduates		190.00	200.00
19	Part-time Undergraduates		95.00	100.00
20	Accommodated Exam, Unauthorized Exam Absence Fee		22.00	25.00
21	Courier	*Within Ontario*	35.00	45.00
22	Courier	*Canada (Outside of Ontario)*	40.00	50.00
23	Courier	*U.S.*	50.00	55.00

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Table 4

Proposed 2024-2025 SUPPLEMENTAL FEES AND OTHER CHARGES

			2023-24 Amount	Proposed 2024-25 Amount
24	Courier	*International*	80.00	100.00
25	Course Description/Course Syllabus	*1 course*	2.00	3.00
26	Deregistration Fee		320.00	350.00
27	Diploma Authentication		7.00	10.00
28	Amended Tax Receipts (T2202/T4A)	*includes electronic filing of amendments*	30.00	35.00
29	Early Release of Diploma		120.00	130.00
30	Education - French as a Second Language Testing		100.00	100.00
31	Braille Drills Supplement Book	*one time charge for levels 2-4; included if entering in level 1*	30.00	40.00
32	PLA Testing Braille Certificate	*if studied at other Braille provider*	100.00	100.00
33	Education - Kodaly certification		320.00	320.00
34	Engineering - Supplemental Examination	*non-refundable*	100.00	125.00
35	Exchange Placement fee, Faculty of Law		165.00	165.00
36	Exchange , Western International & Western Heads East Placement Fee		165.00	165.00
37	Facsimile (Fax)/PDF charge		25.00	28.00
38	Electronic Degree Parchment		50.00	55.00
39	Late Application to Graduate		105.00	120.00
40	Letter of Permission - Outgoing Students		80.00	90.00
41	Letter of Permission - Incoming Students		80.00	90.00
42	Mailing of Diplomas	*Outside of Canada*	80.00	90.00
43	Mailing of Diplomas	*Within Canada*	40.00	50.00
44	Mailing of Miscellaneous Items	*for mailing items through Canada Post (excludes mailing of transcripts, official letters, forms)*	12.00	15.00
45	Medicine - Supplemental Examination	*London*	75.00	75.00
46	Dentistry - Supplemental Examination	*London*	75.00	75.00

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Table 4

Proposed 2024-2025 SUPPLEMENTAL FEES AND OTHER CHARGES

			2023-24 Amount	Proposed 2024-25 Amount
47	Medicine - Supplemental Examination	*Outside Centre*	100.00	100.00
48	Medicine - Postgraduate Fellowship Administrative Fee		150.00	150.00
49	Medicine - Masters of Public Health - Learning Materials	*charged 1/3 in each of 3 terms*	800.00	800.00
50	Medicine - Masters of Public Health - Field Trip Fee	*charged 1/3 in each of 3 terms*	600.00	600.00
51	Medicine - Masters of Public Health - Practicum Fee	*charged 1/3 in each of 3 terms*	600.00	600.00
52	Medicine - Postgraduate Verification-Dates only	*Regular & Rush*	50.00	50.00
53	Medicine - Postgraduate Verification-Dates & Performance		75.00	75.00
54	Medicine - Postgraduate Certificate of Completion of Training - duplicate/replacement		25.00	25.00
55	Medicine - Postgraduate Courier	*Within Canada*	15.00	15.00
56	Medicine - Postgraduate Courier	*To USA*	25.00	25.00
57	Medicine - Postgraduate Courier	*International*	50.00	50.00
58	Medicine - Postgraduate Registration - Residents/Fellows	*set by provincial COFM*	910.00	945.00
59	Medicine - Undergraduate Non-credit Summer Elective	*per elective*	60.00	60.00
60	Medicine - Undergraduate Verification-Dates only		50.00	50.00
61	Medicine - Undergraduate Verification-Dates & Performance		75.00	75.00
62	International Health and Equity Learning (IHEL) - International Placement Fee	*per placement*	50.00	50.00
63	Music - Recital Cancellation Fee		200.00	210.00
64	Nursing - Foreign Licensure Documentation		300.00	300.00
65	Nursing - Professional Practice Remedial Fee		300.00	300.00
66	Official Western Letter	*Per Electronic Letter*	17.00	20.00
67	Official Western Letter, on demand	*Per Paper Letter*	25.00	30.00
68	Physical Therapy - Foreign Licensure Documentation		300.00	300.00
69	Physical Therapy - Clinical Fieldwork Placement Remedial Fee		300.00	300.00

Western University

Table 4

Proposed 2024-2025 SUPPLEMENTAL FEES AND OTHER CHARGES

			2023-24 Amount	Proposed 2024-25 Amount
70	Occupational Therapy - Clinical Fieldwork Placement Remedial Fee		300.00	300.00
71	Occupational Therapy - Foreign Licensure Documentation		300.00	300.00
72	Communication Sciences & Disorders - Clinical Fieldwork Placement Remedial Fee		300.00	300.00
73	Communication Sciences & Disorders - Foreign Licensure Documentation		300.00	300.00
74	Physical Therapy - Supplemental Examination		250.00	250.00
75	Occupational Therapy - Supplemental Examination		250.00	250.00
76	AHCP - MClSc Supplemental Practical Examination		500.00	500.00
77	Re-admission Fee (Undergraduates deleted for non-payment of fees)		80.00	90.00
78	Removal of Academic Sanctions (Sealing charge)		70.00	75.00
79	Replacement Cheque Fee		30.00	35.00
80	Replacement/Duplication of Graduation Diplomas		65.00	70.00
81	Reprinting of non-current fee bills		21.00	25.00
82	Returned Cheque Charge		75.00	80.00
83	Self-service Letters	*Per Letter*	8.00	10.00
84	Supplemental Examination	*London; for Faculties not listed above*	45.00	50.00
85	Third Party Forms	*per form; standard processing time*	17.00	20.00
86	Third Party Forms on demand	*New*		30.00
87	Transcripts, electronic (MyCreds)	*per copy; electronic (MyCreds)*	17.00	20.00
88	Transcripts, paper	*per copy; paper*	25.00	25.00
89	Transcript Special Handling	*to include with a transcript an external student-provided form that does not require completion*	5.00	5.00
90	Transcript Evaluation Fee		96.00	100.00
91	Visiting Research Only Processing Fee	*Graduate*	200.00	200.00

Western University

Table 4

Proposed 2024-2025 SUPPLEMENTAL FEES AND OTHER CHARGES

			2023-24 Amount	Proposed 2024-25 Amount
92	Visiting Research Only Processing Fee	*Undergraduate*	200.00	200.00
93	Writing Proficiency Examination		75.00	90.00
94	Payment Plan Charge	*New*		100.00

Western University

Table 5

PROPOSED 2024-25 BUSINESS SCHOOL COURSE MATERIAL FEES

				2023-24 Amount	2024-25 Amount	% change
	BUSINESS FOUNDATIONS CUSTOM COURSE MATERIAL FEES					
	Course		***Fees include program activity fees if applicable***			
1	1220E	Bus 1220E Introduction to Business	*Making Business Decisions Text and Cases 16th Edition*	215.00	230.00	7.0%
2	2257	Bus 2257 Accounting and Business Analysis	*Bus2257 Accounting and Business Analysis Casebook*	290.00	300.00	3.4%
3	2295F/G	Bus 2295 F/G Business Basics for the Sciences	*Bus2295F/G Bus Basic for Science Casebook*	80.00	90.00	12.5%
4	1299E	Bus 1299E Business for Engineers	*Bus1299E Business for Engineers Casebook*	230.00	245.00	6.5%
5	**Notes**					
6	•	*Business Foundations course material fees include a custom coursepack, plus all course materials not bound in the custom coursepack including in-class readings, handouts, additional cases and items ordered from outside suppliers like software, workbooks, or other materials.*				
7	•	*The custom course pack and hardcopy handouts are comprised of purchased material, copyright material reported through copyright holders directly, copyright material reported through Access Copyright, and materials that fall in the fair dealing copyright exception.*				

ITEM 11.1 – New MAPP policy: Policy 7.17 – Establishment, Governance and Review of Core Research Facilities

ACTION: ☐ APPROVAL ☐ INFORMATION ☒ DISCUSSION

EXECUTIVE SUMMARY:

P. Pexman, Vice-President (Research) and B. Neff, Associate Vice-President (Research), will present the new MAPP 7.17 – Establishment, Governance and Review of Core Research Facilities for discussion.

ATTACHMENT(S):

MAPP 7.17 – Establishment, Governance and Review of Core Research Facilities

Procedures for MAPP 7.17 – Establishment, Governance and Review of Core Research Facilities

POLICY 7.17 – Establishment, Governance and Review of Core Research Facilities

Policy Category: Research

Subject: Establishment, Governance and Review of Core Research Facilities

Approving Authority: Board of Governors on recommendation of Senate

Responsible Officer(s): Vice-President (Research)

Responsible Office: Office of the Vice-President (Research)

Related Procedures: **Procedures for the Establishment, Governance and Review of Institutional Core Research Facilities**

Effective Date: TBD

Supersedes:

A. PURPOSE

1.00 The University is committed to research excellence and innovation. The University's strengths as a research-intensive institution have derived, in good measure, from the efforts of individual scholars. With ever-increasing needs by scholars for expensive, complex, or specialized research infrastructure, there is a need to enhance the functionality of research facilities, to consider economies of scale, and to ensure a coordinated effort to maximise efficient use and impact within the University. The purpose of this document is to set out the policies and procedures of Core Research Facilities related to their intended scope, required governance, and reporting structures.

B. DEFINITION & SCOPE

1.00 **Core Facility**: A unit within the institution that provides users with access to state-of-the-art research services, analyses, instruments, technology, expertise, resources, and/or training that are typically too expensive, complex, or specialized to be maintained by individual scholars. A core facility typically operates on a fee-for-service basis, supports multiple users, and is available to qualified users without any requirement for collaboration or co-authorship. A core facility is recognized and supported by the institution, has a sustainability plan, and a clear governance and management structure. The facility provides benefits such as financial savings through economies of scale, expert operators, training opportunities, and reduced duplication of services and effort within the institution.

2.00 This policy recognizes two types of core facilities: (i) Faculty and (ii) Institutional. Faculty Core Facilities receive oversight and administration from faculties and/or departments. Institutional Core Facilities are primarily administered within their respective faculty(s), while receiving additional oversight provided by the Office of the Vice-President (Research) through a structured governance framework. The formalized institutional oversight and assessment process can serve as a significant factor for external funding agencies when evaluating large-scale infrastructure proposals (e.g. Canadian Foundation for Innovation (CFI) Major Science

Initiatives Fund, Innovation Fund). Institutional Core Facilities may be marked by the scale and diversity of services they provide, the complexity of equipment, utilization that transcends disciplinary boundaries, or influence on a provincial, national, or international scale.

C. ESTABLISHMENT AND RENEWAL

1.00 Establishment of a Faculty Core Facility

Proposals to establish a Faculty Core Facility are submitted to the relevant Dean(s). The Dean will ensure that the proposed facility meets the requirements and is aligned with Faculty interest and priorities. The Dean will also review sources of funding and resource requirements to ensure that requirements can be supported by the Faculty and that liabilities are minimized. For Faculty Core Facilities to be recognized, once per year the Dean will submit a report to the Vice-President (Research) listing the Faculty Core Facilities that are currently active within their Faculty, providing for each facility: the facility name, the name and contact information for the facility director, the facility website, and a list of services or equipment provided by the facility.

2.00 Terms and Renewals for a Faculty Core Facility

Terms and Renewals of Faculty Core Facilities are managed by the relevant Dean(s). Facility status is reported by the Dean to the Vice-President (Research) as described in section 1.00.

3.00 Establishment of an Institutional Core Facility

Proposals for Institutional Core Facilities are submitted to the Vice-President (Research) in accordance with the requirements enumerated in the **Procedures for the Establishment, Governance and Review of Institutional Core Research Facilities**. Proposals will be reviewed by the Core Planning Group (CPG) to assess alignment with the definition and purpose of Institutional Core Facilities. Proposals that are supported by the CPG will be forwarded to the Vice-President (Research) for approval. Establishment of an Institutional Core Facility will be reported to the University Research Board (URB) and through it, to Senate for information.

4.00 Terms and Renewal for an Institutional Core Facility

The initial term shall normally not exceed five years. Upon application, additional terms, each normally not exceeding five years in duration, may be granted by the Vice-President (Research) in consultation with the Core Planning Group, and subject to the satisfactory review of performance and impact, alignment with Western's strategic research priorities, and business model of the Institutional Core Facility. The Vice-President (Research) will notify the URB of any renewal or expiration of the term of an Institutional Core Facility for information.

D. GOVERNANCE AND REPORTING

1.00 All core facilities are expected to adhere to general practices of good governance with administrative structures that utilize expert advice and which ultimately inform the Faculty Dean(s) and the Vice-President (Research) as to their activities and performance.

2.00 **Director**

A Core Facility is led by a Director, who will typically hold a research-eligible appointment at Western University (e.g. faculty, adjunct, clinical, institute scientist). The term of the Director of an Institutional Core Facility will typically coincide with the term of the facility. The Director will normally hold an academic appointment and report to the appropriate Dean and Chair with respect to their academic responsibilities. The Vice-President (Research), in consultation with the appropriate Dean(s), will be responsible for the search and appointment of an Institutional Core Facility Director. The appropriate Dean(s) or Department Chair(s) will be responsible for the search and appointment of a Faculty Core Facility Director.

3.00 **Manager**

A Core Facility will normally employ a Manager, who reports to the Director, and is responsible for supervising the day-to-day operations of the facility and its staff.

4.00 **Advisory Board**

All Core Facilities are expected to incorporate expert advice to guide their activities. For Institutional Core Facilities, this advisory process will be formalized through the formation of an Advisory Board, by the Director, as appropriate to the facility. The Advisory Board is chaired by the Director and its mandate is to advise on the overall direction and operations of the Institutional Core Facility. It will meet at least once per year. The Advisory Board will receive an annual report from the Director on the status, progress, and immediate future plans of the Institutional Core Facility.

E. REVIEW, RENEWALS, RESTRUCTURING OR DISSOLUTION

1.00 **Review of Institutional Core Facilities**

Renewal applications for Institutional Core Facilities are submitted to the Vice-President (Research) in accordance with the requirements enumerated in the **Procedures for the Establishment, Governance and Review of Institutional Core Research Facilities**. See section C.4.00 above for term details.

If the renewal deadline has been reached and no renewal application is forthcoming (and no extension has been approved), the Vice-President (Research), after consultation with the Core Planning Group, will inform the URB about the dissolution of the facility. Decommissioning of the facility may involve consultation with Institutional Planning and Budgeting, the Vice-President (Research), Faculties and other stakeholders as required.

Institutional Core Facilities will be reviewed by the Core Planning Group (CPG) in accordance to the **Procedures for the Establishment, Governance and Review of Institutional Core Research Facilities**. The CPG will prepare a report for the Vice-President (Research) that summarizes the overall performance of the facility and Director and includes recommendations with respect to the renewal, restructuring or dissolution of the facility, renewal of the incumbent Director and comments about the proposed plan for a next term. After considering the information presented by the CPG, the Vice-President (Research) will decide one of the following: renewal of the facility (with specific recommendations to be implemented over the next term); dissolution/non-renewal of the facility; or restructuring of the facility into a Faculty Core Facility. If the Institutional Core Facility is recommended for renewal, the Vice-President (Research) will also assess the details of the term for the Director.

2.00 **Re-Appointment of or Search for the Facility Director**

If the Institutional Core Facility is to be renewed, the Vice-President Research will either renew the Director's term or launch a search for a new Director.

F. BENEFITS AVAILABLE TO CORE FACILITIES

1.00 **CFI John Evans Leaders Fund (JELF)**

The Core Planning Group is expected to allocate a proportion of Western's CFI JELF envelope for applications from recognized Core Facilities.

2.00 **Internal Assessment of Proposals**

Core Facility status is a factor that will, as appropriate, be considered by internal evaluation committees when considering applications for programs with limited institutional envelopes (e.g. CFI Innovation Fund).

3.00 **Research Support Fund (RSF)**

Core Facility status is a factor that will be considered by Institutional Planning and Budgeting, the Vice-President (Research) or Faculties when allocating RSF funding.

4.00 **Western Research Chairs**

Directors of Institutional Core Facilities are eligible to be nominated for a Western Research Leadership Chair.

5.00 **Alternative Workload**

Departments and Faculties may consider alternative workloads for Core Facility Directors commensurate with the additional administrative responsibilities associated with the Core Facility.

6.00 **Institutional Support**

Core Facility status will, as appropriate, be considered in the allocation of institutional resources, including CFI Infrastructure Operating Funds and funding specifically allocated to support Core Facilities, as such funding becomes available.

7.00 **Personnel Hiring and Retention**

Recognition, support, and stability of Core Facilities will help establish Western University as a destination of choice for the Highly Qualified Personnel (HQP) that are critical for the operation of Core Facilities.

8.00 **Budget Unit**

Institutional Core Facilities may request to become an ancillary budget unit, subject to approval from Institutional Planning and Budgeting, the Vice-President (Research), and the associated Faculty Dean. Such designation can be used to direct research overhead in accordance with MAPP 7.7.

9.00 **Recognition and Discovery**

Information about Core Facilities will be used to develop a web-portal that will enable potential users to identify services available from recognized Core Facilities at Western University.

G. GENERAL CONDITIONS

1.00 Adherence to University Policies

All Core Facilities are expected to adhere to all applicable university policies and procedures, financial and otherwise, as established or amended from time to time.

2.00 Incorporation

Requests for incorporation by Core Facilities will be entertained only in the most exceptional circumstances and must be approved by the Board of Governors of the University. Should such approval be granted, a formal Affiliation Agreement shall be established between the Core Facility and the University, the terms of which are subject to the approval of the Board of Governors. In any incorporated entity, the members of the governing board of the Core Facility shall be approved by the University's Board of Governors, and/or a majority of the members of the governing board of the Core Facility shall be appointed by the University.

3.00 Fundraising

All fundraising activities proposed by Core Facilities shall be undertaken in consultation with, and subject to the approval of, the Vice-President (University Advancement) and the Faculty Dean for Faculty Core Facilities or Vice-President (Research) for Institutional Core Facilities. All charitable income tax receipts will be issued in the name of the University and by the University.

4.00 Contracts

The University shall be solely responsible for the negotiation and approval of research contracts involving Core Facilities or its members, unless stipulated otherwise under the terms of a written and active agreement with the University.

PROCEDURE FOR POLICY 7.17 – Establishment, Governance and Review of Institutional Core Research Facilities

A. Establishment

The following information is to be included in a proposal to establish an Institutional Core Facility:

1. Purpose and Function

a) Proposed name.

b) Link to the facility website.

c) List of equipment and / or services provided by the facility.

d) Faculties/Departments/School or external institutions directly involved in the facility operations (provide documentation indicating support for the proposal from each unit, as appropriate).

e) Rationale and justification; potential for impact as it relates to research and, where applicable, teaching, training, and EDI; alignment with Western's strategic research priorities; and anticipated benefits such as financial savings through economies of scale and reduced duplication of services within the institution.

f) Primary objectives, anticipated outcomes, and Key Performance Indicators (KPI) that will be used to measure progress towards those objectives as appropriate for the scope and mandate of the facility. Include current KPI benchmarks along with targets.

2. Governance, Administration and Organizational Relationships

a) Name, affiliation and qualifications of the proposed Director or the plan to identify a Director.

b) Description and membership of the Advisory Board. Include proposed membership if the Advisory Board is not yet established.

3. Students and Training

a) Level and type of involvement of undergraduate students, graduate students and postdoctoral associates in Institutional Core Facility activities.

b) Contribution to training and instructional programs.

4. Physical Requirements

a) Space requirements at Western: (i) at start-up; (ii) within 5 years.

b) Space requirements at other institutions or locations as appropriate (provide documentation of any arrangements in place to secure such space).

c) Requests for customized supports from university services such as library, security, computing, purchasing, accounting, human resources, payroll, and so forth.

5. Staffing Requirements

a) Requirements for administrative, and/or technical personnel support from the University, including descriptions of the expected requirements from supporting units (e.g. Animal Care and Veterinary Services).

b) Details of all proposed support staffing arrangements, as follows: For each support staff member, indicate: i) proposed source of budget (e.g. University, Faculty, Institutional Core Facility); ii) role or duties.

6. Business Model and Sustainability

a) Provide a five-year budget plan. Summary of funding sources, including projected fee-for-service revenue and associated rate cards for internal and external users, in-kind support requested from Faculties/Schools/Departments, central administration of the University, or external sources. In the case of financial/in-kind support from external institutions, provide evidence that necessary agreements between the University and the external institution are in place or have been submitted for approval and attach a copy of the agreement or proposed agreement.

b) Where available, a 5-year summary of past financial performance.

c) Estimated total budget of the Institutional Core Facility (at start-up and for the first five years of operation).

d) Anticipated remaining useful life for major equipment, as well as the estimated expenses and source of funds for decommissioning that equipment (e.g. reserved from user fees).

e) Any proposed deviations from the standard rate and distribution of overhead on contract research as set out in MAPP 7.7 shall be detailed within the context of the overall budget plan.

7. Intellectual Property and Commercialization

a) Details of proposed arrangements relating to the ownership and/or commercialization of intellectual property created through work undertaken at the Institutional Core Facility, including a statement recognizing the requirement to follow all guidelines set out by MAPP 7.16, the UWOFA Collective Agreement, and the Postdoctoral Associates Collective Agreement.

b) Details of proposed arrangements for the conduct of private sector contract research (subject to individual negotiation).

B. Renewal

The renewal application should be submitted to the Office of the Vice-President (Research) three months in advance of the end of the current mandate term. In order to meet this deadline, Institutional Core Facilities are advised to begin the review process at least 6 months prior to the end of the current mandate term. The following information is to be included in a proposal to renew an Institutional Core Facility:

1. Purposes and Function

a) Facility Name.

b) Link to the facility website.

c) List of equipment and services provided by the facility.

d) Faculties/Departments/School or external institutions directly involved in the facility operations (provide documentation indicating support for the renewal for each or all as appropriate).

e) Rationale and justification; potential for impact as it relates to research and, where applicable, teaching, training, and EDI; alignment with Western's strategic research priorities; and anticipated benefits such as financial savings through economies of scale and reduced duplication of services within the institution.

f) Primary objectives, anticipated outcomes, and Key Performance Indicators (KPI) that will be used to measure progress towards those objectives. Include current KPI benchmarks along with targets.

g) Report on activities since formation or the previous renewal and progress towards objectives (as above) including:

i. Progress towards primary objectives, anticipated outcomes and KPI identified for the previous term.

ii. Overview/highlights of research productivity.

iii. Evidence of impact at the regional, national or international level including details about the organizations, groups and institutions involved.

iv. External grant applications and awards in support of the Institutional Core Facility.

v. Overview/highlights of other activities.

vi. Feedback / survey responses from facility users.

2. Governance, Administration and Organizational Relationships

a) Name, affiliation and qualifications of the proposed Director.

b) Description and membership of the Advisory Board.

3. Students and Training

a) Level and type of involvement of undergraduate students, graduate students and postdoctoral associates in Institutional Core Facility activities.

b) Contribution to training and instructional programs.

4. Physical Requirements

a) Space requirements at Western: (i) current; (ii) within 5 years.

b) Space requirements at other institutions or locations as appropriate (provide documentation of any arrangements in place to secure such space).

c) Requests for customized supports from university services such as library, security, computing, purchasing, accounting, human resources, payroll, and so forth.

5. Staffing Requirements

a) Requirements for administrative, and/or technical personnel support from the University, including descriptions of the expected requirements from supporting units (e.g. Animal Care and Veterinary Services).

b) Details of all proposed support staffing arrangements, as follows: For each support staff member, indicate: i) proposed source of budget (e.g. University, Faculty, Institutional Core Facility); ii) role or duties.

6. Business Model and Sustainability

a) Provide a five-year budget plan. Summary of funding sources, including projected fee-for-service revenue, “in-kind” support requested from Faculties/Schools/Departments, central administration of the University, or external sources. In the case of financial/in-kind support from external institutions, provide evidence that necessary agreements between the University and the external institution have been approved by the University’s General Council or have been submitted for approval and attach copy of agreement or proposed agreement.

b) Total budget of the Institutional Core Facility (over the previous term and expected for the next five years of operation).

c) Anticipated remaining useful life for major equipment, as well as the estimated expenses and source of funds for decommissioning that equipment (e.g. reserved from user fees).

d) Any proposed deviations from the standard rate and distribution of overhead on contract research as set out in MAPP 7.7 shall be detailed within the context of the overall budget plan.

7. Intellectual Property and Commercialization

a) Details of proposed arrangements relating to the ownership and/or commercialization of intellectual property created through work undertaken at the Institutional Core Facility, including a statement recognizing the requirement to follow all guidelines set out by MAPP 7.16, the UWOFA Collective Agreement, and the Postdoctoral Associates Collective Agreement.

b) Details of arrangements for the conduct of private sector contract research.

C. Administrative Responsibilities

The administrative responsibilities of an Institutional Core Facility include, but are not limited to:

a) Preparing an annual report. This report is submitted by the Director to the Advisory Board and details the status, progress and immediate plans of the facility. Following revision if required, the annual report should be shared with the Associate Dean(s) Research and the Vice-President (Research).

b) Holding an annual meeting of the Advisory Board. This meeting will discuss the status, progress and immediate plans of the facility, with meeting notes recorded.

c) Managing staff. The Institutional Core Facility is expected to oversee and provide continuing training opportunities for staff that maintain the operational needs of the facility.

d) Maintaining website. Each Institutional Core Facility should maintain an up-to-date, Western-branded website including services and pricing, contacts, as well as details of the research activities supported by the facility.

e) Performing education and outreach. Participate in educational activities, where appropriate, that benefit the University research community and broader community.

f) Developing access model. Institutional Core Facilities are expected to develop fair, equitable and transparent access models that balance the needs of their research communities. Pricing models are expected to incorporate sound budgeting and provide access to Western users at rates that reflect the subsidy provided by institutional support, with rates for external users reflecting the full cost of the services provided. Institutional Core Facilities are also encouraged to develop guidelines that encourage users to pursue grants for shared equipment, which might include preferred access to that equipment or credits for services at the facility.

ITEM 12.0 – Report of the Academic Colleague

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

The COU Academic Colleagues met on April 3 and 4, 2024. The April 3 meeting included a presentation on University Governance with Cheryl Foy, President of Strategic Governance Consulting Services Ltd., who spoke on the relationship between university governance, shared governance as a system, the roles of boards and academic governing bodies, and the role of faculty associations in governance. Ms. Foy stated that ineffective university governance is a threat to autonomy (failures invite provincial governments to step in), and that universities have an important democratic role to play in protection against the tyranny of ideas. University governance differs from corporate governance, with its complex relationship between Boards and Senates, the large number of people involved, and an academic culture that prizes individual professors' autonomy. It's critical for members of governing bodies to understand their roles within governance as a system.

Discussion around the presentation centered on the role of equity, diversity, and inclusion in university governance, and how governance might need to change to foster decolonization. Several members pointed out that an important role for faculty associations is in supporting members of marginalised groups to engage with university governance.

Information shared by Colleagues at the April 4 meeting included news about budgets, labour relations, and free expression at universities across Ontario.

COU's President, Steve Orsini, discussed the provincial budget: the $1.26 billion of new funding for the post-secondary sector included $93M to universities for STEM programming above enrolment corridors (1 year), $700M to colleges and universities for base operating funding (3 years, details unknown), and $203M for institutions in significant financial difficulty (3 years, details unknown). Tuition is frozen for an additional three years, and international enrolment at universities frozen at current levels. Negotiations for the fourth round of strategic mandate agreements (SMA4) begin soon, and COU expects that a press for additional operating funding will likely happen then.

Other instances of public attention toward university campuses include discussions of contentious topics, safety on campus, and research security, the last of particular interest to the federal government. Newly introduced Ontario Bill 166 requires institutions to produce reports on student mental health, disclosures of fees and costs, and anti-hate efforts.

The 317th meeting of Council on April 4 included a transition of COU to a new governance structure as required by the Ontario Not-for-Profit Corporations Act. The Council and its Constitution were dissolved, and reconstituted under new by-laws that enshrine the rights of voting members of COU – Executive Heads and Academic Colleagues – and the shift of all fiduciary responsibilities and liabilities to the COU Board of Directors.

ITEM 13.0 – The Unanimous Consent Agenda

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That the items listed in the Consent Agenda be approved or received for information by the Senate by unanimous consent.

The Senate's parliamentary authority - *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* (formerly called *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.

A number of Canadian university governing bodies have employed the consent agenda format to include not only routine approval items, but also information items. One reason for using this format is to allow the governing body to focus on major items of business. While approval of an omnibus motion saves time at meetings, members will want to review the agenda materials carefully in order that they properly discharge their responsibilities.

How it works for Senate:

In consultation with Committee chairs and principal resource persons, the University Secretary identifies action and information items that are routine and/or likely non-controversial. Action and information items on the agenda that are not noted on the consent agenda will be presented singly for discussion and voting (when appropriate).

When members receive their meeting 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, they can ask to have it removed from the consent agenda** by contacting the University Secretary (at senate@uwo.ca) 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 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. Those matters that have been struck from the consent agenda will be handled in the usual way.

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.

ITEM 13.1(a) – Senate Membership – Vacancies Filled by Appointment

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

The Senate seats listed below were filled by appointment for the term indicated at the recommendation of the units concerned in accordance with the Senate Election Procedures.

Faculty of Science	
Anne Simon	July 1, 2024 – June 30, 2026
Mahmoud El-Sakka	July 1, 2024 – June 30, 2026

Faculty of Law	
Randal Graham	July 1, 2024 – June 30, 2025

SGPS	
Education: Immaculate Namukasa	July 1, 2024 – June 30, 2026

Huron	
Dan Smith	July 1, 2024 – June 30, 2026

ITEM 13.1(b) – Revision to the Approval Level for SGPS Regulations (presented in the Report of the *ad hoc* Working Group – September 2022)

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

In June 2021 the Operations/Agenda Committee (OAC) formed an *ad hoc* Working Group to review the structure and remit of the Senate Committee on Academic Policy and Awards (SCAPA) and its subcommittees.

The Second Report of the *ad hoc* Working Group ("the Report"), received by Senate at its September 16, 2022 meeting, presented recommendations relating to the review and approval of graduate-level academic policy.

As described in the Report, the *ad hoc* Working Group, in consultation with the Vice-Provost (Graduate and Postdoctoral Studies) reviewed the SGPS Regulations in effect at that time and considered the appropriate approval level for each Regulation. The Report included a table that presented the *ad hoc* Working Group's recommendation for the approval level for each SGPS Regulation (i.e., Senate or Graduate Education Council).

SGPS Regulations that contained academic policy were identified as falling under the purview of Senate. SGPS Regulations that fell outside the scope of academic policy (e.g., financial support; process relating to thesis formatting, SGPS membership) were identified as falling under the purview of the Graduate Education Council.

At its meeting on September 16, 2022, Senate approved a motion to ratify the SGPS Regulations identified as falling under Senate's purview in the Report as Senate Academic policy.

At that time, SGPS Regulation 7.01 (Visitor and Exchange Programs) was identified as falling under the authority of the Graduate Education Council (GEC) and SGPS Regulation 7.02 (Graduate Study at Western for Non-Western Students) was identified as falling under the purview of Senate.

Regulation 7.01 (Visitor and Exchange Programs) pertained to Western students accessing the Ontario Visiting Graduate Student Program (OVGS) and Canadian Universities Graduate Transfer Agreement (CUGTA) programs.

Regulation 7.02 (Graduate Study at Western for Non-Western Students) pertained to non-Western students attending Western via the OVGA and CUGTA programs.

It was subsequently determined that the policy on "Graduate Student at Western for Non-Western Students" (former SGPS Regulation 7.02) had been incorrectly classified as under the purview of Senate as both 7.01 and 7.02 pertained to the OVGS and

CUGTA programs which are under the authority the Council of Ontario Universities (COU) (specifically, the Ontario Council on Graduate Studies (OCGS)) and the Canadian Association for Graduate Studies (CAGS) respectively, and all member institutions of CAGS have access to the program.

Accordingly, at its March 15, 2024 meeting, on the recommendation of the Senate Committee on Academic Policy, Senate approved that effective March 15, 2024, the policy on “Graduate Study at Western for Non-Western Students” be rescinded as Senate Academic Policy.

SGPS subsequently reestablished the former policy on “Graduate Study at Western for non-Western Students” as an SGPS Regulation, which is presented for information at Item 13.2(c) of the Senate Agenda.

This proposal corrects the approval level for the former SGPS Regulation 7.02.

ATTACHMENT(S):

Revised Approval Level for SPGS Regulations

SGPS Regulations			
Section	**Subsection**	**Comments**	**ad hoc Working Group Recommendation for Approval Authority**
1.General Information	1. General Information	statement that regulations relate to all graduate students at Western and affiliates	approved by other processes
	1.01 Calendar of Events	lists dates from Academic Calendar; list includes grad specific dates (such as Thesis-Defense-Only submission deadline) which are determined by other SGPS Regulations	approved by other processes
	1.02 Personal Information Collection Notice	provides summary of Western's information privacy policy and link to the university's information and privacy website	approved by other processes
	1.03 Graduate Studies at Western	provides general descriptive overview to grad studies	approved by other processes
	1.04 Degrees and Certificates Offered	provides link to SGPS Programs webpage, which lists all currently approved/offered grad programs	approved by other processes
2. Admissions	2. General	describes general admission requirements pertaining to all graduate programs (eg, minimum average; 4-yr degree for masters; masters or equivalent for doctoral)	Senate
	2.01 Proficiency in English	lists English proficiency tests that are accepted and the minimum scores set by SGPS (noting programs may have higher requirements)	Senate
	2.02 Graduate Record Examination	notes that some programs may require GRE scores in the application submission and that the cost of completing the test is the applicant's responsibility	Graduate Education Council
	2.03 Application Procedure	includes a list of the standard information reqiured on all admission applications, noting programs may require additional information	Graduate Education Council
3. Programs	3. Programs	provides a general description of graduate level education	Graduate Education Council
	4.01 Initial Registration	notes admission is for the term noted in the offer; deferral requires approval of program and SGPS	Senate
	4.02 Registration and Fee Payment	statement of tuition requirement and referral to OOR website for information regarding fees and refunds	Graduate Education Council
	4.03 Registration Requirements	notes need for continuous registration; describes maximum enrolment for masters and doctoral programs	Senate
	4.04 Categories of Registration	describes FT and PT enrolment; lists programs approved to be delivered PT; describes Thesis-Defense-Only registration; describes non-degree PT student enrolment; lists currently approved concurrent degree programs	Senate* (*Graduate Education Council for for listing of approved PT programs and concurrent degree programs)

4. Registration	4.05 Transfer from Masters to Doctoral Degree Status in a Program	notes that transfer from masters to doctoral may be allowed based on approval of program and SGPS	Senate
	4.06 Leave of Absence	describes the terms and conditions of leaves of absence and describes specific types of leaves	Senate
	4.07 Withdrawal	describes withdrawal and explains voluntary withdrawal and a requirement to withdraw	Senate
	4.08 Admission After Withdrawal	notes the need to formally re-apply for adimission if previously withdrawn and explains conditions or readmission if fees were previously outstanding	Senate
	4.09 Refunds	notes that refunds are made on pro rata basis and refers students to refund schedule on OOR website	Graduate Education Council
	4.10 Time Away From Studies & Vacation Time	notes grad student entitlement to days off for holidays and personal/vacation time	Graduate Education Council
	4.11 Academic Integrity Module	states requirement for all incoming grad students to complete the SGPS online Academic Integrity module	Senate
5. Financial Support	5. General overview	statement that funding packages provided to FT students in research-based programs are provided to offset the cost of FT studies	Graduate Education Council
	5.01 Funding For Students in Research-Based Programs	describes the types of funding included in funding packages	Graduate Education Council
	5.02 Academic Requirements and Eligibility for Financial Support	notes requirements for funding (eg, FT, meeting progression requirements)	Graduate Education Council
	5.03 Program Duration and Eligibility for Financial Support	explains the number of terms of funding for masters and PhD	Graduate Education Council
	5.04 Minimum Annual Financial Package for Doctoral Students	defines the minimum funding for PhD students and sources of funding included	Graduate Education Council
	5.05 External Scholarships on Transcripts	lists the external scholarships that are noted on transcripts	Senate
	5.06 Completion of the Student's Program	explains that some portion of the funding package may need to be repaid if student completes or withdraws part way through a term	Graduate Education Council
6. Program Design	6.01 Definitions	provides definition of a "course" and "milestone"	Senate
	6.02 Course Outlines	provides link to Course Outlines policy in Academic Handbook, and notes additional information to be included on graduate course outlines	Senate
	6.03 Course Numbering	notes grad course numbers range from 9000 to 9999	Senate
	6.04 Adding or Dropping Graduate Courses	explains process for adding or dropping courese; provides deadlines	Senate
	6.05 Auditing Graduate Courses	explains process and approvals needed for auditing; includes link to audit form	Senate

	6.06 Repeated Courses	explains how grades are recorded on transcript for repeated courses	Senate
	6.07 Incomplete Courses	explains INC notation	
	6.08 Adding, Auditing, or Withdrawing from Undergraduate Courses	explains process and approvals to take an undergrad course; includes link to form	Senate
	6.09 Compulsory Student Evaluation of Courses	notes that all grad courses are to include a student questionnaire	Graduate Education Council
	6.10 Credit for Prior Graduate Work	notes that credit for prior work may be credited toward degree	Senate
7. Visitor & Exchange Programs	7.01 Visitor and Exchange Programs	explains process for our students to engage in opportunities, including OVGS Program, Canadian Universities Graduate Transfer agreement and provides links to application forms explains exchanges and provides link to IESC explains approval process to take courses at other university	Graduate Education Council
	7.02 Graduate Study at Western for Non-Western Students	explains requirements for students visiting Western, including Visiting Grad Student-Research Only, OVGS, and Canadian Unversity Graduate Transfer students	**Graduate Education Council** ~~Senate~~
8. Thesis	8.1 General Thesis Regulations	Explains thesis requirement in masters and PhD programs	Senate
	8.2 Completion of All Non-Thesis Degree Requirements	explains that all other degree requirememts must be completed prior to scheduling of thesis examination	Senate
	8.3 Thesis Preparation and Format	describes thesis formats	Graduate Education Council
	8.4 Doctoral Candidate - Completion of the Thesis Degree Requirement	Explains the process of submitting a doctoral thesis, forming an examination board, the examination process, and final submission process	Graduate Education Council
	8.5 Masters Candidate - Completion of the Thesis Degree Requirement	Explains the process of submitting a masters thesis, forming an examination board, the examination process, and final submission process	Graduate Education Council
9. Professional & Career Engagement	9. Professional & Career Engagement	General statement that students have the right to engage in professional development and career-related activities	Graduate Education Council
10. SGPS Membership	10. General Statement that involvement in graduate teaching and supevision requires membership	general overview	Graduate Education Council
	10.01 Categories	lists categories of membership	Graduate Education Council
	10.02 Duration	defines duration of membership for categories	Graduate Education Council
	10.3 Privileges, Criteria and Qualifications	specifies the criteria and qualifications required for each membership category and the privileges associated with each	Graduate Education Council
11. Supervision	11. General statement of the importance of supervision	notes importance of supervision and the variations in supervision across areas	Graduate Education Council
	11.01 Supervisory Roles	explains the role of a supervisor and committee member	Graduate Education Council
	11.02 Expectations & Requirements of Supervisors	lists the expectations and requirements of faculty members in supervisory roles	Graduate Education Council

	11.03 Expectations & Requirements of Students in Thesis-Based Programs	lists the expectations and requirements of students	Graduate Education Council
	11.04 Changing a Supervisor	describes the process for changing supervisors	Graduate Education Council
12. Assessing Student Progress	12.01 Overview	overview of importance of monitoring student progress to support timely completion; states requirement that program evaluate student progress and communicate feedback at least annually	Senate
	12.02 Meeting Program Expectations	explains that degree requirements must be clearly communicated to students and student are expected to make timely progress	Senate
	12.03 Annual Progress Evaluations	notes that program must communicate and support the process of evaluation	Graduate Education Council
	12.04 Annual Progress Evaluations and the Use of Pathfinder	explains the use of Pathfinder to review progress and provide feedback to students	Graduate Education Council
	12.05 Guidelines When a Student is not Meeting Degree Expectations	explains the steps to address lack of progress	Graduate Education Council
	12.06 Sustained Lack of Progress: Guidelines for Withdrawal for Failure to Meet Program Expectations	explains process when student consistently fails to meet progress expectations	Graduate Education Council
	12.07 Pathfinder and Confidentiality	explains that Pathfinder adheres to the Official Student Record Information Privacy Policy and provide link to the policy	Graduate Education Council
13. Graduation	13. Graduation	Lists requirements and process for graduation	Senate
14. Appeals & Discipline	14.01 Scholastic Discipline for Graduate Students	includes general statement of importance of academic integrity: provides link to policy in Academic Handbook	Senate
	14.02 Academic Appeals for Graduate Studets	includes general statement of right to appeal; provides link to policy in Academic Handbook	Senate
	14.03 Code of Student Conduct	includes general statement of purpose of code; provides link to the Code in MAPP	Board of Governors
15. Support Services for Students with Disbilities	15. Support Services for Students with Disabilities	provides statement of commitment to barrier-free accessibility and description of AE services; includes link to Accessible Education website	outside of GEC

ITEM 13.2(a) – Schulich School of Medicine & Dentistry: Revisions to the "Dean's Honour List and Graduation "With Distinction"" Policy

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective September 1, 2024, the "Dean's Honour List and Graduation "With Distinction"" policy be revised as shown in Item 13.2(a).

EXECUTIVE SUMMARY:

Schulich Dentistry is proposing to update the "Dean's Honour List and Graduation "With Distinction"" policy to:

- remove the Dean's Honour List from the Doctor of Dental Surgery (DDS) program; and
- specify that a DDS student will graduate "With Distinction" if they achieve a cumulative average in the top 10% of the class and have a minimum overall average of 80% with no course failures.

Schulich Medicine removed the Dean's Honour List from the Doctor of Medicine (MD) program a number of years ago. Schulich Dentistry would like to align with the MD program by removing the Dean's Honour List from the DDS program.

Inclusion on the Dean's Honour List in any given year does not help students be competitive for a dentistry residency program following graduation from the DDS program. What does help a student to be competitive for a dentistry residency program is their cumulative average and their overall ranking in the class.

With the removal of the Dean's Honour List, Schulich Dentistry is proposing that students graduate "With Distinction" if they achieve a cumulative average in the top 10% of the class and have a minimum overall average of 80% with no course failures.

The Secretariat has also included administrative updates to the provisions for the Honours Business Administration (HBA) program.

ATTACHMENT(S):

Revisions to the "Dean's Honour List and Graduation "With Distinction"" Policy

Dean's Honour List and Graduation "With Distinction"

Policy Category:	Registration, Progression, Graduation
Subject:	Dean's Honour List and Graduation "With Distinction"
Subsections:	Dean's Honours List – Undergraduate Students; Graduation "With Distinction" – Undergraduate Students; Honours Designations in the Ivey Graduate Programs
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy
Related Procedures:	*
Officer(s) Responsible for Procedures:	*
Related Policies:	*
Effective Date:	**TBD** ~~September 1, 2023~~
Supersedes:	**September 1, 2023;** September 1, 2022; January 2022

DEAN'S HONOUR LIST - UNDERGRADUATE STUDENTS

The following statements apply to undergraduate students in the Faculties of Arts and Humanities, Health Sciences, Information and Media Studies, Music, Science and Social Science, and at Brescia University College, Huron University College and King's University College.

Undergraduate students with outstanding academic records are adjudicated for inclusion in the Dean's Honour List in May and August of each year.

1. In May of each year the Dean of each Faculty establishes an Honour List containing the names of all full-time students registered in that Faculty who completed a minimum of 4.0 courses during the previous Fall/Winter Session (September-April) and earned an average of 80% or more with no failed courses.

2. Students enrolled in fewer than 4.0 courses will qualify for the list in May or August each time they accumulate a new set of at least 4.0 consecutive courses and earn an 80% average with no failed courses within that set.

3. Graduating students who attained Dean's Honour List standing at their last checkpoint and maintained a cumulative average of 80% with no failures on any courses taken from then until graduation will be named to the Dean's Honour List upon graduation.

4. Grades received on a Letter of Permission will be included in the average.

The following statements apply to other undergraduate faculties/schools/programs:

1. **Richard Ivey School of Business:** The Honours designations that are available to **Honours Business Administration (**HBA**)** students are listed below. If an HBA student is found in breach of the Ivey Student Code of Conduct, the student may be ineligible to receive any of the Honours designations – Dean's Honours List, Ivey Scholar, Gold Medal, "With Distinction" – and may not be included in the Ivey Ring Tradition Ceremony.

    a. **Pass with Distinction:** Students in the ~~Honours Business Administration (~~HBA~~)~~ program who achieve an overall average of at least 80% on a full year's work in HBA1 or HBA2, as defined by the program, will be designated as Pass with Distinction on Western's transcripts.

    b. **Dean's Honour List:** A student must complete a full year's course work as defined by the program and attain grades in the top 25% of the class to receive the Dean's Honour List standing on Western's transcripts. Students may attain Dean's Honour List standing at the end of HBA1 and at the end of HBA2. The average excludes exchange and non-Ivey courses.

    c. **Ivey Scholar:** A student who achieves a standing in the top 10% in both HBA1 and HBA2 will be designated as an Ivey Scholar on Western's transcripts. Students may attain Ivey Scholar designation only at the end of HBA2. The HBA1 and HBA2 averages exclude exchange and non-Ivey courses.

~~2. **School of Dentistry** (both DDS and ITD programs)**:** Students must complete a full year's work as defined by the program and achieve an average of 80% or have a special recommendation of the Director.~~

~~**Note:** Students who have sat supplemental examinations are not eligible to be ranked to the Dean's Honours List.~~

3. **Faculty of Education**. At the end of each of years 1 and 2, students in the B.Ed. program who achieve an overall weighted average of at least 85%, with no failed courses, will qualify for inclusion on the Dean's Honour List.

4. **Faculty of Engineering**, to be named to the Dean's Honour List students in Engineering must complete a minimum of five courses (5.0 credits) in the academic year (i.e., September - April) and achieve an average of 80% on all courses with no failed courses.

5. **Faculty of Law**, students must complete a full year's work as defined by the program and be in the top 10% of the class to be named to the Dean's Honour List for that year.

   Only the grades earned in courses taken at the Faculty of Law in a particular year (provided those courses total at least 14 credit hours) are used to calculate a student's standing for an overall achievement award in that year. Students who attend the Faculty of Law on a letter of permission from another law school are not considered for the Dean's Honour List or an overall achievement award in that year.

6. **School of Nursing**. Students who have achieved an 80 percent in each course, excluding electives, will be considered for Dean's Honour List.

The following statements apply to Undergraduate **Combined Degree Programs**:

Students who are registered in the Fall/Winter session in an approved program of full-time studies leading to two undergraduate degrees will be adjudicated for the Dean's Honour List of each Faculty provided that at least 3.5 courses of the year's work have been approved for credit toward the particular degree.

1. **Engineering**:
   Students registered in a combined degree program will be adjudicated for the Dean's Honour List for Engineering based on all courses taken in the academic year (i.e., September - April) provided the student is registered in a minimum of five courses (5.0 credits). In addition, an average of 80% must be achieved on all courses taken towards the BESc degree with no failed courses.

   Engineering and Business:
   For Engineering students in the BESc/BA(HBA) program, refer to point 1 above. For Business students in this program, refer to point 2 below.

   Engineering and Law:
   For Engineering students in the BESc/JD program, refer to point 1 above. At the Law School, students are considered for the Dean's Honour List during their first year of Law (Year Four). Students enrolled in Years Five and Six of

the combined program are considered for the Dean's Honour List provided they take Law courses totaling at least 12 credit hours. Only the Law courses will be used in the calculation for the Dean's Honour List for Law.

2. **Business – all Combined Degree Programs**:
At the Richard Ivey School of Business, students are considered for the Dean's Honour List during their first year of HBA. Students enrolled in Years 4 and 5 of the combined program are considered for the Dean's Honour List in Year 5 only and only grades obtained in 4000-level Business courses will be used in calculating averages for the purpose of determination of Dean's Honour List standing.

Exceptions:

a) **Business and Law (HBA/JD program)**
At the Richard Ivey School of Business, students are considered for the Dean's Honour List during their first year of HBA. Students enrolled in Years 5 and 6 of the combined degree program are considered for the Dean's Honour List in Year 6 only. Only grades obtained in 4000-level Business courses will be used in calculating averages for the purpose of determination of Dean's Honour List standing.

A student who takes Law courses totaling at least 12 credit hours in each of Years 5 and 6 of the combined program is considered for the Dean's Honour List at the Faculty of Law in that year on the basis of those courses.

b) **Business and Health Sciences**
For Business, see point 2 above. In the Faculty of Health Sciences, students will be adjudicated for the Dean's Honour List based on all courses taken in the academic year (i.e., September – April) provided the student is registered in a minimum of five courses. In addition, an average of 80% must be achieved on all courses taken toward the BHSc degree with no failed courses.

c) **Business and Media, Information and Technoculture**
For Business, see point 2 above. In the Faculty of Information and Media Studies, students may be eligible for the Dean's Honour list in Years 4 and 5. Adjudication will be based on having an overall 80% average on all courses (including both MIT and HBA courses) taken in each academic year.

d) **Faculty of Arts and Humanities**
For Business, see point 2 above. In Arts and Humanities, students will be considered for the Dean's Honour list in the usual way in Years 1 and 2. Students who take at least 3.0 Arts and Humanities courses in each of

Year 4 and Year 5 will be considered for the Dean's Honour List in each year on the basis of those courses. If fewer than 3.0 Arts and Humanities courses are attempted in Year 4, all Arts and Humanities courses taken in Years 4 and 5 will be considered for the Dean's Honour list at the end of Year 5.

GRADUATION "WITH DISTINCTION" - UNDERGRADUATE STUDENTS

Students in degree programs who have achieved an overall average of 80% and no grade lower than 70% on the entire program with no failed courses will graduate "with distinction."

Exceptions:

1) **Business:** A student who achieves an overall average of 80% in each of HBA1 and HBA2 and no grade lower than 70% and with no failed courses in the program will receive the designation Graduation with Distinction on Western diplomas and transcripts.

   *Note that the average required is in both HBA1 and HBA2 and it is not a cumulative average over both.

2) **Dentistry: A Doctor of Dental Surgery (DDS) student who achieves a cumulative average in the top 10% of the class and has a minimum overall average of 80% with no course failures shall graduate "With Distinction"** ~~A student who passes each year of the DDS or ITD program with Honours shall be graduated "With Distinction"~~.

3) **Education:** Graduating students who obtain cumulative averages within the top 10% of graduating student averages within the program will graduate "With Distinction."

4) **Engineering**: Students must fulfill Dean's Honour List criteria for every year of study after first year to graduate with distinction. Students who were not registered in a full course load because of transfer credit(s), dual degrees, or varsity sports will be assessed on an individual basis by a committee.

5) **Law**: Students must be on the Dean's Honour List in at least two of their three years in the Law program to graduate with distinction.

6) **Nursing**: In order to graduate 'with distinction' the student will have achieved an average grade in the top 10% of the class, with a minimum average of 85%, no course failures, and no course average below 70%.

Graduands of diploma or certificate programs offered by Western who have achieved an overall average of 80% and no grade lower than 70% on the entire program with no failed courses will receive the designation "With Distinction."

Notes:

- Students who qualify for Graduation "With Distinction" will receive the designation on diplomas, transcripts and reports.
- Letters of Permission: In accordance with the Senate policy, letter of permission grades will be recorded as numeric values and included in the overall average for the calculation of Graduation "With Distinction."
- Since the designation "With Distinction" is conferred only when a student has achieved a certain average, a failure to achieve graduation with distinction may not be appealed (although the grades on which the designation is based may be appealed in the normal way. See Section on Academic Rights and Responsibilities).

HONOURS DESIGNATIONS IN THE IVEY GRADUATE PROGRAMS

Eligibility for Honours Designations in the Ivey Graduate Programs

If an Ivey graduate student is found in breach of the Ivey Student Code of Conduct, the student may be ineligible to receive any of the Honours designations listed below.

MBA Programs at Ivey (MBA, AMBA and EMBA)

MBA Dean's Honour List
A student must complete all courses as defined by the program and attain grades in the top 25% of the class to be included on the Dean's Honour List, or have special recommendation from the Dean. The Dean's Honour List calculation excludes non-Ivey and exchange courses. Non-Ivey exchange students are not eligible.

Graduation "With Distinction"
A student who receives the Dean's Honour List designation will be designated "With Distinction" on Western transcripts and the graduation diploma. Students must complete a full course load as defined by the program. The Ivey Scholar calculation excludes non-Ivey and exchange courses.

MBA Ivey Scholars
A student must complete all courses as defined by the MBA program and attain grades in the top 10% of the class to be considered as MBA Ivey Scholars. The Ivey Scholar calculation excludes non-Ivey and exchange courses.

MBA Gold Medals
Ivey Gold Medals will be awarded to one student in each of the Ivey MBA Direct, AMBA and EMBA programs to the student with the highest combined average in each program. In addition, the Robert Johnson Gold Medal will be awarded to the student with the highest combined average after the completion of the full-time MBA Program. All students must have completed a full course load as defined by the programs. The Gold Medal calculation excludes non-Ivey and exchange courses.

Combined JD/MBA Program

Dean's Honour List
Students are considered for the Dean's Honour List at the Faculty of Law during their first year of Law. In subsequent years of the combined program, students who take Law courses totaling at least 12 credit hours in any year are considered for the Dean's Honour List at the Faculty of Law in that year on the basis of those courses. Students are considered for the Dean's Honour List at the Richard Ivey School of Business after completion of the MBA component of the combined JD/MBA program.

Graduation "With Distinction"
Eligibility is determined by the regulations in effect in the Faculty of Law and the Richard Ivey School of Business respectively.

Gold Medal
Students in the combined program are not eligible for the gold medal in the Faculty of Law and the Richard Ivey School of Business.

MSc in Management Program

MSc Ivey Dean's Honour List
The MSc Ivey Dean's Honour List designation will be awarded by field at the end of the program. A student must complete all courses as defined by the MSc program in each term and attain grades in the top 25% of the class by field to be designated as Dean's Honour List on Western's transcripts and designated as "With Distinction" on degree diplomas. The average includes only MSc grades received at Ivey and excludes exchange and non-Ivey courses.

MSc Ivey Scholars
A student must complete all courses as defined by the MSc program and attain grades in the top 10% of the class by field to be considered as MSc Ivey Scholars. The Ivey Scholar calculation excludes non-Ivey and exchange courses.

MSc Gold Medals
To be awarded by field, the recipients must complete all courses as defined by the Ivey MSc program and achieve the highest average within their field. The average is

the simple average calculation over all courses taken at Ivey as defined by the Ivey MSc program and by the relevant field. The average excludes exchange and non-Ivey courses, while also excluding non-Ivey visiting exchange students.

Master of Management (MM) Program

MM Dean's Honour List

A student must complete all courses as defined by the program and attain grades in the top 25% of the class to be included on the Dean's Honour List, or have special recommendation from the Dean. The Dean's Honour List calculation excludes non-Ivey and exchange courses. Non-Ivey exchange students are not eligible.

Graduation "With Distinction"

A student who receives the Dean's Honour List designation will be designated "With Distinction" on Western transcripts and the graduation diploma. Students must complete a full course load as defined by the program.

MM Ivey Scholars

A student must complete all courses as defined by the MM program and attain grades in the top 10% of the class by field to be considered as MM Ivey Scholars. The Ivey Scholar calculation excludes non-Ivey and exchange courses.

MM Gold Medal

To be awarded by field, the recipients must complete all courses as defined by the Ivey MM program and achieve the highest average within their field. The average is the simple average calculation over all courses taken at Ivey as defined by the MM program and by the relevant field. The average excludes exchange and non-Ivey courses, while also excluding non-Ivey visiting exchange students.

ITEM 13.2(b) – Faculty of Law: Revisions to the Policy on "Progression Requirements – Law"

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of the Senate Committee on Academic Policy, Senate approve that effective September 1, 2024, the policy on "Progression Requirements – Law" be revised as shown in Item 13.2(b).

EXECUTIVE SUMMARY:

The Faculty of Law is proposing to eliminate the Upper Year January Intensive Period from the Faculty of Law's Winter Term.

Western Law's Upper Year January Intensive Period is, as the name suggests, an intensive instructional period that takes place over three weeks in January. During that period students in Years 2 and 3 of the JD program take intensive courses that meet daily for three hours or use the time to prepare for external competitive moots (for which students also receive academic credit).

The Upper Year January Intensive Period was initially conceived, at least in part, as an opportunity to bring experts from across the globe to Western Law to enhance, diversify, and internationalize the JD curriculum. This objective has proved to be expensive and has, unfortunately, been realized only to a limited extent.

While the Faculty of Law does host international visitors who teach comparative or special topics courses in the Upper Year January Intensive Period, the majority of the instruction is done by local adjuncts or by full-time Western Law faculty members.

The Upper Year January Intensive Period creates a number of administrative issues that are not easily addressed, including more complicated course scheduling and a compressed Winter Term. It is also increasingly expensive to run. Moreover, many of the courses taught during the Upper Year January Intensive Period could just as easily be taught in the Fall or Winter terms.

The consensus among colleagues is that the Upper Year January Intensive Period has outlived its usefulness and that it should be eliminated from the Winter Term.

ATTACHMENT(S):

Revisions to the Policy on "Progression Requirements – Law"

Western UNIVERSITY · CANADA

Senate Academic Policies

Progression Requirements – Law

Policy Category:	Registration, Progression, Graduation
Subject:	Progression Requirements – Law
Subsections:	Law; JD/HBA Combined Degree Program; JD/MBA Combined Degree Program
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy
Related Procedures:	*
Officer(s) Responsible for Procedure:	*
Related Policies:	*
Effective Date:	**TBD** ~~September 1, 2023~~
Supersedes:	**September 1, 2023;** September 1, 2022; September 2020

LAW

The Academic Session
The Academic Session at the Faculty of Law comprises a period of approximately thirty weeks: the session is divided into two terms. (See Faculty of Law – Sessional Dates)

The timetable for the first term is available in the Administrative Office on the first day of classes. The Faculty may, on notice, schedule compulsory classes and seminars additional to those indicated on the timetable.

Attendance
Success in law studies requires that students devote their full time to the work of the school. The Faculty advises all students to avoid outside employment unless absolutely necessary.

No credit is allowed for work done in absentia. Leave of absence is not permitted except in unusual circumstances. Students in good standing who are permitted to withdraw can rejoin the Faculty of Law subject to the regulations in force at the time they apply to re-enter. Failure to attend classes, seminars, appointments or examinations without good cause constitutes a ground for exclusion from the Faculty.

The right to sit for examinations or to submit work for evaluation is conditional upon regular class attendance and participation in required exercises. An instructor, with the approval of the Associate Dean (Academic), may refuse to evaluate all or part of a student's work where attendance has not been regular.

Permission to Register in Individual Courses
A student registered in another faculty at Western may, upon application, be granted permission to register in one full or equivalent course offered by the Faculty of Law. Such registration occurs at the discretion of the student's dean and the dean of the Faculty of Law. Students granted such permission will be granted in the same way as regular students in the course; however, they can obtain no credit toward a Bachelor of Laws degree in this manner.

Evaluation
Course descriptions must set out clearly the contents of the course and the method of evaluation. These may not be changed after they have been published without the instructor’s and students’ agreement.

Instructors should be as specific as possible about the method of evaluation. While it may not be essential to indicate whether an examination is open or closed book, it is preferable to provide students with this information at the outset of the course.

In upper-year courses, a final examination may count for more than 75% of a student's final grade only if the student (i) has been given the option of a final examination worth 75% or less, and (ii) has declined that option. First-year courses (with the exception of Legal Research, Writing and Advocacy, Corporate Law and Legal Ethics and Professionalism) run the full academic year, with mid-term examinations held in December worth at least 20% and not more than 30% of the student’s final grade in the course. Questions included in first-year December examinations cannot be released to students prior to the day after classes end in the fall term.

The Faculty uses a system of blind marking, and students are issued exam numbers each term. These numbers are the only identification used by students on examination papers. They also may be used for other methods of evaluation.

No more than 75% of a student's final grade in a course may be assessed on the basis of group work. This rule does not apply to a research paper undertaken as a joint Individual Research project for which a group of students has received approval.

"Group work" means an assignment submitted by two or more students for which there is a single overall evaluation with one common mark allotted to all students in the group.

No more than 20% of the final grade in a course may be for class participation. The basis for the participation component must be clearly stated.

A student who has an unexcused absence from an examination, or an unexcused failure to submit an assignment or complete a course component, will receive an F for the examination, assignment or course component.

Grading Rules
The Faculty of Law uses the following grade designations:

Grades	Grade Meanings	Numeric Values
A+	Excellent	90-100%
A	Excellent	85-89%
A-	Excellent	80-84%
B+	Good	77-79%
B	Good	73-76%
B-	Good	70-72%
C+	Competent	67-69%
C	Competent	63-66%
C-	Barely Competent	60-62%
D	Marginal Pass	50-59%
F	Fail	0-49%
PAS	Pass	
FAI	Fail	
AUD	Audit	
WDN	Withdrawn	
INC	Work is Incomplete	

Students receive only a letter grade for each subject. The numeric values are used for letter grade calculation only.

The "PAS" and "FAI" designations are used only in courses identified specifically as being graded on a pass/fail basis. This pass/fail designation is used also for grades obtained on exchanges. A grade of "FAI" is treated the same as an "F" grade.

In any course not identified specifically as being graded on a pass/fail basis,

no components of any student's grade in the course can be assessed on a pass/fail basis.

The class average in an upper-year course of 25 or fewer students must be between 74.0 – 79.0. The class average in an upper-year course of more than 25 students and in all first year courses must be between 74.0 – 76.0. Grades in the "F" range will be excluded from the calculation of class averages. These grading rules do not apply to independent research projects, supplemental writing credits, courses in which students participate in external advocacy competitions, or to internships or externships with fewer than five enrolled students.

For the purposes of calculating class averages and the overall average of individual students, including the determination of Honours standing, final letter grades for each student are assigned the following fixed numeric values:

Grades	Fixed Numeric Value
A+	92
A	87
A-	82
B+	78
B	75
B-	71
C+	68
C	65
C-	61
D	58
F	45

Individual grades assigned by instructors remain provisional until they are approved at the Faculty of Law Grades Meeting. The grades assigned by instructors must comply with the applicable class average requirements and must be submitted, together with electronic evidence demonstrating such compliance, in the form stipulated by the Assistant Dean, Student Services. However, after grades have been assigned, the Faculty has the discretion, at a Faculty of Law grades meeting, to waive the class average requirements. If an instructor wishes to seek an exemption from the class average requirements, the instructor must apply to the Faculty at a Grades Meeting, supplying the reasons for the application and the recommended non-compliant grades along with an alternative set of compliant grades.

In the case of a class with fewer than six students, an instructor who has submitted non-compliant grades is not required to submit at the same time an alternative set of compliant grades.

Supplemental Assessments
A student who has failed a course is normally entitled to write a supplemental assessment to attempt to obtain credit for the course.

A student is not entitled to write a supplemental assessment if:

1. The student obtained, prior to writing any supplemental assessment, more than one grade of F in first year or more than one grade of F in any single term of an upper year;
2. The student failed to demonstrate a reasonable or good faith effort to fulfill the academic requirements of the failed course; or
3. The grade of F in the course was attributable, in whole or in part, to the commission of a scholastic offence, as defined by university policy on scholastic offences, and the Associate Dean (Academic) has determined through that policy that the student should not be entitled to write a supplemental assessment.

If an instructor alleges that a student failed to demonstrate a reasonable or good faith effort to fulfill the academic requirements of a failed course, the Associate Dean (Academic) shall determine whether the allegation is valid. Before making a final determination, the Associate Dean (Academic) shall first give the failing student notice of the allegation, including the reasons for it, and provide the student a reasonable opportunity to explain how the student did demonstrate a reasonable and good faith effort.

A student who fails a course and is not entitled to write a supplemental assessment receives a final grade of F in the course.

A student who is entitled to write a supplemental assessment but does not do so receives a final grade of F in the course.

A student who is entitled to write a supplemental assessment must obtain a minimum grade of C on the assessment to pass and thereby obtain credit for the course. If the student obtains a C or better on the assessment, the original grade of F remains on the transcript with a notation that the course has been “passed by supplemental”. If the student does not obtain a C or better on the supplemental assessment, the student receives a final grade of F in the course.

Normally, a supplemental assessment will take the same form as the original assessment. However, it is within the instructor's discretion to select another form of supplemental assessment.

Progression Requirements – Law

Progression
Unless granted permission by the Associate Dean (Academic), a student is not entitled to take any additional courses before successfully completing all of the following courses: Constitutional Law; Contracts; Criminal Law; Legal Research, Writing and Advocacy; Property; Torts; and either Corporate Law or Legal Ethics and Professionalism.

Unless given academic accommodation, a student must enrol in enough courses to meet the minimum term and annual credit requirements stipulated in the Faculty's Academic Program. A student who fails to meet the minimum credit requirements of a given term or year for reasons other than failing a course must spend the next term only making up the missing credits. In that next term, the student is only entitled to enrol in the minimum number of courses necessary to make up the missing credits. No additional courses can be taken until after the missing credits have been earned.

A student earns no credit for any course in which the student receives a final grade of F. A failed course for which a student receives no credit does not fulfill any Law program requirements. If the student is entitled to remain enrolled in the Faculty, the student must make up any missing credits in a later term designated by the Associate Dean (Academic). The student is only required to make up credits to the extent necessary to meet, after the fact, the minimum credit requirements for the term and year in which the student obtained the final grade of F.

A student who obtains a final grade of F in a course in the winter term of third-year, and who is entitled to remain enrolled in the Faculty, may return in a fourth year to make up the missing credits. The student is only entitled to take a maximum of two courses. The course or courses must be taken in the fall term.

A student who obtains a final grade of F in a course, and who is entitled to remain enrolled in the Faculty, is normally permitted, but not required, to re-take the failed course in a later term. In appropriate circumstances, the Associate Dean (Academic) may deny such permission.

Continuing Enrolment
Continuing enrolment in the Faculty of Law is conditional on a student demonstrating sufficient academic competence. A student will be required to withdraw from the Faculty in any of the following situations:

1. Over the course of a student's enrolment in the Faculty, the student accumulates any of the following combinations of final grades:
   a. Two or more grades of F;
   b. One grade of F plus two or more grades of D;
   c. One grade of F plus, collectively, three or more grades of D and/or C-;
   d. Collectively, five or more grades of D and/or C-.
2. A student obtains a final grade of F in any compulsory course.

For greater certainty,

1. A compulsory course is any course specified in the Faculty's Academic Program as one that a student must take;
2. In a pass/fail course, a fail will be considered a final grade of F and a pass will not count as a grade of F, D or C-;
3. A student shall be deemed not to have obtained a final grade of F, D or C- in a course if the student initially receives a failing grade but later passes the course by supplemental assessment.

Before requiring a student to withdraw, the Associate Dean (Academic) shall arrange for a review of all final grades of C- or lower in all courses taken by the student. This review will include rereading of all the student's examination papers to verify the accuracy of the marking process.

Despite the above, the Dean may grant a student who is required to withdraw permission to remain enrolled, subject to any conditions the Dean deems appropriate. Before making a final decision, the Dean shall first inform the student of the outcome(s) of the aforementioned review and give the student an opportunity to explain why the student should be permitted to remain enrolled.

Prerequisites
A student may not take a course for which there is a prerequisite if the final grade obtained in the prerequisite was an F.

Process
The Faculty of Law uses the Gradebook in OWL to record grades. It is the responsibility of all instructors to enter their students' final grades and, for first-year full-year courses, their students' mid-term examination grades into this program.

The deadline for entering grades is: (a) in courses with a final examination, one week following the writing of the examination; and (b) in courses without a final examination, one week after the last day of classes.

An instructor does not have the authority to unilaterally change a student's final grade after it has been submitted to the Student Services Office. However, if an instructor discovers a mathematical or other technical error in a grade that has been submitted, the instructor should contact the Student Services Office as soon as possible to officially record the appropriate grade.

The Faculty has the right to alter course grades at the grades meetings. The Dean or Associate Dean (Academic) will alert an instructor if the instructor's grades appear to be anomalous and may seek an explanation.

Faculty of Law: Winter Term Format
The Winter Term **for first year students** begins with a period of intensive instruction. During this period students enrolled in first year will work exclusively in small groups developing research, writing, and advocacy skills~~, while students in second and third year will select one from a range of optional intensive courses~~. Students will fulfill their remaining course requirements for the year during ~~the balance of~~ the Winter Term.

Honours
A student who achieves an average of at least "B" on a full year's work as defined by the program and who is in the top 10% of the class, is named to the Dean's Honour List.

Students in any year who attend another law school on a letter of permission from Western and students in any year who attend the Faculty of Law on a letter of permission from another law school, are not considered for the Dean's Honour List in that year.

Only the grades earned in courses taken at the Faculty of Law in a particular year (provided those courses total at least 14 credit hours) are used to calculate a student's standing for an overall achievement award in that year.

A student who is on the Dean's Honour List for at least two of the three years at the Faculty of Law and who obtains a cumulative average of at least "B" over the three years shall graduate *With Distinction*.

The winner of awards or prizes for the highest marks in a particular subject will be determined without regard to whether the student has received other prizes or awards.

Appeal Procedures
Please refer to the Faculty of Law website, www.law.uwo.ca. For related information, refer to the
Student Academic Appeals – Undergraduate section.

Academic Program
In first year, students take the following courses: Constitutional Law; Contracts; Criminal Law; Legal Research, Writing and Advocacy; Property; Torts; and either Corporate Law or Legal Ethics and Professionalism.

Students in their second and third years must take a minimum of fourteen course credit hours in each term and a minimum of twenty-nine such hours in an academic year. Students may take more than seventeen course credit hours in a term or thirty-three such hours in an academic year only with the permission of the Associate Dean (Academic).

Progression Requirements – Law

Students must, after first year, take Civil Procedure and Administrative Law. In second year, students must take whichever of Corporate Law or Legal Ethics and Professionalism that they did not complete in first year.

~~Students must complete a January Intensive course in each of second and third year, unless they participate in an exchange program in Winter Term.~~

By the end of third year, a student must satisfy the Faculty writing requirements. Students may satisfy the Faculty writing requirements in either of two ways, namely: (1) by completing in upper year courses two research essays, each worth at least two credits, or (2) by completing in upper year courses one research essay worth at least two credits and one or more practice-oriented legal writing assignments worth at least two credits collectively.

A practice-oriented legal writing assignment must involve independent legal research and/or analysis. To provide some examples, a factum or legal memo will generally count as a practice-oriented legal writing assignment, while a research essay worth less than two credits or a reflective journal will not.

A Supplemental Writing Credit may count towards fulfilling the Faculty writing requirements. Specifically, a student can complete the requirements for a research essay worth at least two credits by adding a Supplemental Writing Credit to a course assessed in part by a research essay (worth at least one but less than two credits), if the Supplemental Writing Credit is used to extend the research essay. A Supplemental Writing Credit can count toward completing a practice-oriented legal writing assignment if the Supplement Writing Credit is attached to a course that already includes a practice-oriented legal writing assignment.

In all cases, the Associate Dean (Academic) has the final authority to decide whether a component of a course will satisfy a Faculty writing requirement.

Note: In each of second and third years, a student may take courses outside the Law School up to the equivalent of six credit hours, but no more than four such hours in any one semester. The approval of the course instructor and the Associate Dean (Academic) of the Faculty of Law must be obtained.

Cross-Registration in Business Courses
The Faculty of Law and the Richard Ivey School of Business have a joint arrangement whereby second and third-year law students and MBA students may cross register in courses offered by the other Faculty or School. Students must obtain approval from both the Associate Dean of the school in which they are registered and the student services office of the school offering the course(s) they wish to attend. Such students are expected to meet all requirements of the course. Grades for Law students taking courses at the Richard Ivey School of Business will be recorded on their university academic records on the 100-point grading scale.

JD/HBA COMBINED DEGREE PROGRAM

Structure of the Program

The combined program is administered on behalf of the Richard Ivey School of Business and the Faculty of Law by the two HBA/JD Program Directors, one of whom is appointed by the Richard Ivey School of Business and the other by the Faculty of Law. The combined program allows students to complete both the JD and HBA degrees in six academic years instead of the seven years that would be required if the degrees were taken separately.

Students are registered in the combined program for Years Four to Six. Below is a brief outline of the program by year. The specifics may change as courses change in each faculty. It is assumed that students do not take more than two years of course work prior to beginning HBA1; however, it is possible to undertake the combined program with more than ten credits prior to HBA1.

Admission to the Combined Program

See http://www.uwo.ca/univsec/pdf/academic_policies/admission/law.pdf

Years One and Two

All students must complete at least two years of full-time university courses obtaining 10.0 credits. Students may take a wide variety of courses in any faculty. However, they must take Business Administration 2257.

Year Three

All students will take: Business Administration 3300K, 3301K, 3302K, 3303K, 3304K, 3307K, 3311K, 3316K, 3321K, 3322K, 3323K.

No substitutes for any of the above courses are permitted under any circumstances.

Year Four - Combined Program

All students must take first-year Law in Year Four. They may not take any business or outside courses during this year.

Year Five and Six - Combined Program

Students will take an approved mix of required and elective courses from both faculties in these years.

Students must take:

(i) International Perspective Requirement: Business Administration 4505A/B.

(ii) Corporations and Society Perspective Requirement: at least 0.5 course from Business Administration 4521A/B, 4522A/B, 4523A/B or another business elective as determined and approved by the HBA Program Director as satisfying this requirement.

(iii) Applied Project Requirement: Business Administration 4569.

(iv) 1.0 elective course chosen from 4000-level Business courses.

Students must take courses in Law totaling 45 credit hours. These courses must include the three compulsory upper-year courses, and a course or courses that satisfy the Faculty of Law writing requirements.

Students' choices of elective courses are subject to the approval of the Program Directors who must review proposed elective course selections to ensure that the objectives of the program are met. The elective courses may not include introductory courses of a dual law and business nature such as Law and Accounting or Business Law.

Exchange Programs
With advanced planning, students in this the combined program may be eligible for to participate in one exchange term in an academic exchange program in Year Five or Six. Interested students must discuss exchange options with the HBA Program Office and with the Faculty of Law's International Program Office. The student must satisfy both Program Directors that the student's course load is balanced appropriately before permission will be given to participate in an exchange program.

Progression Standards
Once admitted to the combined program, students must attain a minimum weighted average of 75% in their 4000-level HBA courses and a B- average in their Law courses.

Failure to Meet Progression Standards
A student who fails to meet the combined progression standards in any year must withdraw from the combined program. However, if that student has met the progression standards of either the HBA or Law program, the student will be allowed to proceed to the next year of that program. If that student has satisfied the progression standards of both individual programs, the student may continue in either program and may petition the School or Faculty whose program was not selected for permission to complete that program at later date. A student who is required to withdraw from the combined program, and wishes to pursue either or both of the individual programs, must complete all the degree requirements of the individual program or programs in order to graduate from that program or those programs.

Dean's Honour List
At the Richard Ivey School of Business, students are considered for the Dean's Honour List during their first year of HBA. Students enrolled in Years Five and Six of the combined degree program are considered for the Dean's Honour List in Year Six only. Only grades obtained in 4000-level Business courses will be used in calculating averages for the purpose of determination of Dean's Honour List

standing. The Dean's Honour List for HBA2 typically includes the top 25% of all of HBA2 and is determined by vote of the teaching faculty. Courses taken outside the Business School are excluded. Calculations for Ivey Scholar and Gold Medals are completed in the same way.

A student who takes Law courses totaling at least 12 credit hours in each of Years Five and Six of the combined program is considered for the Dean's Honour List at the Faculty of Law in that year on the basis of those courses.

Graduation with Distinction
Eligibility to graduate "with distinction" for each degree is determined by each Faculty.

Gold Medal
Students in the combined program are eligible to be considered for the Gold Medal in either or both degree programs, along with other eligible graduating students in those programs, as determined by the requirements in the Faculty of Law or the Richard Ivey School of Business.

Fees
Students pay the prevailing fees as determined by the University policy on combined programs. Contact the Office of the Registrar, Western Student Services building, room 1120, 519-661-2100, or at www.registrar.uwo.ca for details.

JD/MBA COMBINED PROGRAM

Structure
Students are registered in the combined JD/MBA program for all three years. Upon completion of the combined program, students will receive both a JD and an MBA degree. Below is a brief outline of the program by year. The specifics may change as courses change in each faculty.

Year	Months	Program Structure
One	March - August (to Labour Day)	MBA Modules 1, 2 (with MBA 2015-2016 class)
	September - April	Law 1
Two	September - December	Law and MBA
	January - April	Law and MBA
	September - December	Law and MBA

Three		
	January - April	Law and MBA
	June	Law Convocation MBA Convocation

JD/MBA combined program students must successfully complete:

- MBA core courses (Modules 1, 2, ICP/INVP), 6 MBA electives (weight of 0.75 each), totaling 14.50 credits.
- 1 independent research credit from MBA (0.75 weight) or Law.
- The compulsory elements of Western Law's regular JD program, including ~~January Term intensives and~~ the Faculty writing requirement.
- Additional upper year Law courses totaling at least 33 credit hours.

ICP = Ivey Consulting Project course
INVP = New Venture Project course

Students' choices of elective courses are subject to the approval of the Program Directors who must review proposed elective course selections to ensure that the objectives of the program are met. The elective courses may not include introductory courses of a dual law and business nature.

Visit:
https://law.uwo.ca/future_students/jd_admissions/combined_degree_programs/applications_combined_graduate_programs.html
for further details on the JD/MBA combined program.

Exchange Programs
Students enrolled in the combined program may be eligible for a Law exchange in Year Three. Students must ensure that their course load is appropriately balanced before permission will be given to participate in an exchange program.

Progression Standards
Students in the combined program must meet the regular progression requirements of the JD and MBA programs.

Failure to Meet Progression Standards
A student who fails to meet the progression standards must withdraw from the combined program. However, a student who has met the progression standards of either the MBA or JD program will be allowed to proceed in that program, and must complete all the degree requirements of the individual program in order to graduate from that program.

Dean's Honour List
Students are considered for the Dean's Honour List at the Faculty of Law during their first year of Law. In subsequent years of the combined program, students who take Law courses totaling at least 12 credit hours in any year are considered for the Dean's Honour List at the Faculty of Law in that year on the basis of those courses. Students are considered for the Dean's Honour List at the Richard Ivey School of Business after completion of the MBA component of the combined JD/MBA program.

Graduation with Distinction
Eligibility is determined by the regulations in effect in the Faculty of Law and the Richard Ivey School of Business respectively.

Stephen Watchorn Memorial Medal
Students in the combined program are eligible for the Stephen Watchorn Memorial Medal, and are not eligible for the Gold Medal in the Faculty of Law or the Richard Ivey School of Business.

Fees
Tuition fees for the combined programs are set by the University. Contact the Office of the Registrar, Western Student Services building, RM 1120, 519-661-2100, or at www.registrar.uwo.ca for details.

ITEM 13.2(c) – School of Graduate and Postdoctoral Studies: SGPS Regulation: Visitor and Exchange Programs

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The School of Graduate and Postdoctoral Studies (SGPS) Regulation "Visitor and Exchange Programs" is presented for information.

Background:

In June 2021 the Operations/Agenda Committee (OAC) formed an *ad hoc* Working Group to review the structure and remit of the Senate Committee on Academic Policy and Awards (SCAPA) and its subcommittees.

The Second Report of the *ad hoc* Working Group ("the Report") presented recommendations relating to the review and approval of graduate-level academic policy.

At its meeting on September 16, 2022, Senate ratified the SGPS Regulations identified in the Report as falling under Senate's purview as Senate Academic policy.

At that time, SGPS Regulation 7.01 (Visitor and Exchange Programs) was identified as falling under the authority of the Graduate Education Council (GEC) and SGPS Regulation 7.02 (Graduate Study at Western for Non-Western Students) was identified as falling under the purview of Senate.

Regulation 7.01 (Visitor and Exchange Programs) pertained to Western students accessing the Ontario Visiting Graduate Student Program (OVGS) and Canadian Universities Graduate Transfer Agreement (CUGTA) programs.

Regulation 7.02 (Graduate Study at Western for Non-Western Students) pertained to non-Western students attending Western via the OVGA and CUGTA programs.

It was subsequently determined that the policy on "Graduate Student at Western for Non-Western Students" (former SGPS Regulation 7.02) had been incorrectly classified as under the purview of Senate as both 7.01 and 7.02 pertained to the OVGS and CUGTA programs which are under the authority the Council of Ontario Universities (COU) (specifically, the Ontario Council on Graduate Studies (OCGS)) and the Canadian Association for Graduate Studies (CAGS) respectively, and all member institutions of CAGS have access to the program.

Accordingly, at its March 15, 2024 meeting, on the recommendation of the Senate Committee on Academic Policy, Senate approved that effective March 15, 2024, the policy on "Graduate Study at Western for Non-Western Students" be rescinded as Senate Academic Policy.

SGPS is now reestablishing the former policy on "Graduate Study at Western for non-Western Students as an SGPS Regulation.

The SGPS Regulation “Visitor and Exchange Programs” is presented for information.

ATTACHMENT(S):

SGPS Regulation: Visitor and Exchange Programs

Western Graduate& PostdoctoralStudies

Visitor and Exchange Programs

Effective Date: April 19, 2024
Supersedes: *
Approval Authority: Graduate Education Council

Graduate Study at Other Universities for Western Students

This section outlines and describes the situations in which a graduate student at Western may study at other institutions.

1. **Ontario Visiting Graduate Student Program**
   With the approval of their program and the School of Graduate and Postdoctoral Studies, students registered at Western may take courses at other Ontario universities under the Ontario Visiting Graduate Student program, without additional tuition.

   Courses taken under this agreement must be required for the student's degree program and must be taken for credit.

   For students in course based programs, no more than two half- courses can be taken at another institution.

   To apply to take a course under the Ontario Visiting Graduate Student program, students must complete the Ontario Visiting Graduate Student Program Application Form:

   - Application Form

2. **Exchange Agreement with Canadian and International Universities**
   Western has exchange agreements with many Canadian and International universities.

   With the approval of their Western program and the School of Graduate and Postdoctoral Studies, students may take courses for Western credit at a partner university, subject to the particulars of Western's exchange agreement with the partner institution.

Western Students on exchange must register as full-time students at Western, and pay tuition to Western and hence are not subject to tuition at the international rate at a partner university.

3. Canadian Universities Graduate Transfer Agreement

Western is a member of the Canadian Association for Graduate Studies (CAGS).

With the approval of their program and the School of Graduate and Postdoctoral Studies, students registered in a program at a CAGS member university (the home institution) may take courses for credit at another CAGS-member university (the host institution).

For students in course based programs no more than two half-courses can be taken at another institution.

To apply to take a course under the Canadian Universities Graduate Transfer Agreement, students must complete the Canadian Universities Graduate Transfer Agreement

- Application Form

4. Credit Courses at Non-Partner Universities

Western students may take courses for Western credit at a university that is not covered by an exchange of transfer agreement.

This requires the approval of the School of Graduate and Postdoctoral Studies and an offer for admission to the non-partner university.

In this case, the student pays tuition to the non-partner university.

Graduate Study at Western for Non-Western Students

This section outlines and describes the situations in which a non-Western graduate student may study at Western.

5. Full-Time Students on Exchange Programs

These students must be registered full-time in their home institution and satisfy Western admission requirements.

Exchange students may visit Western for research only or they may take Western courses for credit.

Exchange students cannot audit Western courses.

Exchange students who fail to meet SGPS's English-language requirement, [see English Language Proficiency Requirements in the SGPS Admissions Policy], may visit Western for research only.

6. Visiting Graduate Students (for Research Only)

Students who are not part of an exchange program may register as Part-Time Visiting Graduate Students to engage in research activities.

They cannot take courses at Western and are not provided with a Western transcript.

If they are international students they must pay UHIP (University Health Insurance Plan) fees but no tuition.

7. Ontario Visiting Graduate Students

Students from other Ontario universities may take courses at Western under the Ontario Visiting Graduate Student program.

These students pay all fees at their home university.

8. Canadian University Graduate Transfer Students

Students registered in Canadian Association for Graduate Studies (CAGS) member universities may take courses at Western under the Canadian Universities Graduate Transfer Agreement.

These students pay part-time fees at Western.

Students must arrange the details of their visit with the Graduate Chair of the Western program and the Exchange Office at their home university if they are visiting Western as Exchange Students.

If they are not Exchange Students, they apply to the Western Graduate Chair, who then must obtain approval from the School of Graduate and Postdoctoral Studies.

Western Graduate& PostdoctoralStudies

Visitor and Exchange Programs

Effective Date: April 19, 2024
Supersedes: *
Approval Authority: Graduate Education Council

Graduate Study at Other Universities for Western Students

This section outlines and describes the situations in which a graduate student at Western may study at other institutions.

1. **Ontario Visiting Graduate Student Program**
   With the approval of their program and the School of Graduate and Postdoctoral Studies, students registered at Western may take courses at other Ontario universities under the Ontario Visiting Graduate Student program, without additional tuition.

   Courses taken under this agreement must be required for the student's degree program and must be taken for credit.

   For students in course based programs, no more than two half- courses can be taken at another institution.

   To apply to take a course under the Ontario Visiting Graduate Student program, students must complete the Ontario Visiting Graduate Student Program Application Form:

   - Application Form

2. **Exchange Agreement with Canadian and International Universities**
   Western has exchange agreements with many Canadian and International universities.

   With the approval of their Western program and the School of Graduate and Postdoctoral Studies, students may take courses for Western credit at a partner university, subject to the particulars of Western's exchange agreement with the partner institution.

Western Students on exchange must register as full-time students at Western, and pay tuition to Western and hence are not subject to tuition at the international rate at a partner university.

3. Canadian Universities Graduate Transfer Agreement

Western is a member of the Canadian Association for Graduate Studies (CAGS).

With the approval of their program and the School of Graduate and Postdoctoral Studies, students registered in a program at a CAGS member university (the home institution) may take courses for credit at another CAGS-member university (the host institution).

For students in course based programs no more than two half-courses can be taken at another institution.

To apply to take a course under the Canadian Universities Graduate Transfer Agreement, students must complete the Canadian Universities Graduate Transfer Agreement

- Application Form

4. Credit Courses at Non-Partner Universities

Western students may take courses for Western credit at a university that is not covered by an exchange of transfer agreement.

This requires the approval of the School of Graduate and Postdoctoral Studies and an offer for admission to the non-partner university.

In this case, the student pays tuition to the non-partner university.

Graduate Study at Western for Non-Western Students

This section outlines and describes the situations in which a non-Western graduate student may study at Western.

5. Full-Time Students on Exchange Programs

These students must be registered full-time in their home institution and satisfy Western admission requirements.

Exchange students may visit Western for research only or they may take Western courses for credit.

Exchange students cannot audit Western courses.

Exchange students who fail to meet SGPS's English-language requirement, [see English Language Proficiency Requirements in the SGPS Admissions Policy], may visit Western for research only.

6. Visiting Graduate Students (for Research Only)

Students who are not part of an exchange program may register as Part-Time Visiting Graduate Students to engage in research activities.

They cannot take courses at Western and are not provided with a Western transcript.

If they are international students they must pay UHIP (University Health Insurance Plan) fees but no tuition.

7. Ontario Visiting Graduate Students

Students from other Ontario universities may take courses at Western under the Ontario Visiting Graduate Student program.

These students pay all fees at their home university.

8. Canadian University Graduate Transfer Students

Students registered in Canadian Association for Graduate Studies (CAGS) member universities may take courses at Western under the Canadian Universities Graduate Transfer Agreement.

These students pay part-time fees at Western.

Students must arrange the details of their visit with the Graduate Chair of the Western program and the Exchange Office at their home university if they are visiting Western as Exchange Students.

If they are not Exchange Students, they apply to the Western Graduate Chair, who then must obtain approval from the School of Graduate and Postdoctoral Studies.

ITEM 13.3(a) – Schulich School of Medicine & Dentistry, Department of Medical Biophysics and Faculty of Science: Withdrawal of the Honours Specialization in Medical Biophysics (Biological Science Concentration), Honours Specialization in Medical Biophysics (Physical Science Concentration), and Honours Specialization in Medical Biophysics and Biochemistry

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, admission to the following modules offered by the Department of Medical Biophysics in the Schulich School of Medicine & Dentistry and the Faculty of Science be discontinued:

Honours Specialization in Medical Biophysics (Biological Science Concentration)

Honours Specialization in Medical Biophysics (Physical Science Concentration)

Honours Specialization in Medical Biophysics and Biochemistry

And, that students currently enrolled in the modules be permitted to graduate upon fulfillment of the module requirements by August 31, 2027, and

That the modules be withdrawn effective September 1, 2027.

EXECUTIVE SUMMARY:

The Department of Medical Biophysics is withdrawing all Honours Specializations in Medical Biophysics except the Honours Specialization in Medical Biophysics (Medical Science Concentration).

The Honours Specialization in Medical Biophysics (Biological Science Concentration), Honours Specialization in Medical Biophysics (Physical Science Concentration), and Honours Specialization in Medical Biophysics and Biochemistry are no longer relevant as stand-alone modules. There has been little interest in these modules in recent years and all have low enrolment.

The Department of Medical Biophysics will work with the Faculty of Science to introduce a new Honours Specialization module that appeals to non-medical science students, composed of courses aligned with the principles of the consolidated themed curriculum in Medical Biophysics.

ITEM 13.3(b) – Schulich School of Medicine & Dentistry and Faculty of Science: Revisions to the Policy on "Medical Sciences First Entry"

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, the policy on "Medical Sciences First Entry" be revised as shown in Item 13.3(b).

EXECUTIVE SUMMARY:

The Department of Medical Biophysics has recently made changes to the admission requirements for the Honours Specialization in Medical Biophysics (Medical Sciences Concentration) to no longer strictly require that students take Physics 1202A/B or 1502A/B and Calculus 1301A/B or 1501A/B. These changes were approved at the March 15, 2024 meeting of Senate.

The Notes in the Medical Sciences First Entry Program policy are being revised to reflect these changes.

ATTACHMENT(S):

Revisions to the Policy on "Medical Sciences First Entry"

Policy Category:	Registration, Progression, Graduation
Subject:	Medical Sciences First Entry
Subsections:	Medical Sciences 1 (Year 1); Medical Sciences 2
Approving Authority:	Senate
Responsible Committee:	Senate Committee on Academic Policy
Related Procedures:	*
Officer(s) Responsible for Procedures:	*
Related Policies:	Admission to the Bachelor of Medical Sciences (BMSc) Program
Effective Date:	**TBD** ~~September 1, 2023~~
Supersedes:	**September 1, 2023;** September 1, 2022; September 2021

Students interested in the Bachelor of Medical Sciences (BMSc) Program should enrol in Medical Sciences First Entry. Medical Sciences First Entry is referred to as a Medical Sciences 1 in first year and Medical Sciences 2 in second year, and only students in Medical Sciences 1 who satisfy the requirements listed below may progress to Medical Sciences 2. Students in Medical Sciences 2 who satisfy certain conditions are assured admission to the BMSc Program in Year 3 (see Admission to the Bachelor of Medical Sciences (BMSc) Program).

It is anticipated that not all of the spaces available in Year 3 BMSc will be filled by the students in Medical Sciences 2 who satisfy the conditions for assured admission, allowing additional students to apply for admission to Year 3 BMSc from the “competitive pool”. See Admission to the Bachelor of Medical Sciences (BMSc) Program for the conditions that must be satisfied by these additional students applying from the “competitive pool” for admission to Year 3 BMSc.

MEDICAL SCIENCES 1 (YEAR 1):

5.0 courses and Medical Sciences 1000Y (non-credit course):

1.0 course: Biology 1001A and Biology 1002B.
1.0 course: Chemistry 1301A/B and Chemistry 1302A/B.
0.5 course from: Calculus 1000A/B or Calculus 1500A/B
0.5 course from: Applied Mathematics 1201A/B, Calculus 1301A/B or Calculus 1501A/B, Mathematics 1600A/B (see note below).
0.5 course from: Physics 1201A/B, Physics 1501A/B.
0.5 course from: Computer Science 1026A/B, Physics 1202A/B, Physics 1502A/B ~~(see note below)~~.
1.0 1000-level course from either Category A or Category B (see Breadth Requirements for Bachelor Degrees).
Medical Sciences 1000Y (non-credit course)

Note:

The Admission Requirements for the **Honours Specialization in Medical Bioinformatics require either Calculus 1301A/B or Calculus 1501A/B.** ~~following basic medical science modules require specific 1000-level courses from the picklists above:~~

- ~~Medical Biophysics and Medical Bioinformatics modules require either Calculus 1301A/B or Calculus 1501A/B~~
- ~~Medical Biophysics modules require either Physics 1202AB or Physics 1502A/B~~

To progress from Medical Sciences 1 to Medical Sciences 2, students must meet the following requirements prior to the beginning (September) of Medical Sciences 2:

- Achieve a minimum grade of 50% in any course(s) taken during Medical Sciences First Entry (including summer sessions);
- Achieve a PASS in Medical Sciences 1000Y (non-credit course);
- Achieve a mark of at least 50% in 1.0 1000-level course(s) from either Category A or B; and
- Achieve a mark of at least 60% in the first attempt at each of the half courses listed above in Biology, Chemistry, and mathematics (i.e., courses in Applied Mathematics, Calculus, Mathematics.
- Achieve a mark of at least 60% in the first attempt at each of the half courses listed above in Physics or Computer Science. Students may defer the completion of these two 0.5 requirements to the Fall/Winter of Medical Sciences 2.

MEDICAL SCIENCES 2:

Medical Sciences 2 consists of a full load of 5.0 courses comprised of the remaining courses (usually 2000-level courses) listed in the Admission Requirements for the module(s) each student plans to pursue if admitted to the BMSc Program in Year 3, as well as optional courses. The conditions that must be satisfied by students in Medical Sciences 2 for assured admission to the BMSc Program in Year 3, as well as the conditions that must be satisfied by students in the competitive pool applying for admission to Year 3 BMSc, are outlined in Admission to the Bachelor of Medical Sciences (BMSc) Program.

ITEM 13.3(c) – Faculty of Social Science, Departments of History and Political Science and Ivey Business School: Revisions to the Admission and Program Requirements of the Honours Specialization in International Relations and the Combined Honours Specialization in International Relations/HBA

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, the admission and program requirements of the Honours Specialization in International Relations and the combined Honours Specialization in International Relations/HBA be revised as shown in Item 13.3(c).

EXECUTIVE SUMMARY:

The Honours Specialization in International Relations is jointly offered by the Department of History and the Department of Political Science in the Faculty of Social Science. The combined Honours Specialization in International Relations / Honours Business Administration (HBA) is administered by the Faculty of Social Science and the Ivey Business School.

International Relations is seen as an elite program which attracts excellent students. While the program has no wish to change this, it feels there is room for growth which could be achieved with slightly easier admission requirements. This proposal brings the admissions requirements for both the modules in line with the current admission requirements for History and Political Science. The revised admission requirements will be easier to administer and should encourage the program's growth. The proposed changes need not dilute the quality of the program, nor do they oblige the program to expand beyond capacity, as meeting minimum requirements does not guarantee enrollment.

This proposal also makes minor changes to the combined Honours Specialization in International Relations/HBA module requirements to align it with changes made to the Honours Specialization in International Relations last year.

Editorial amendments to Calendar copy are also included.

ATTACHMENT(S):

Revised Calendar Copy – Honours Specialization in International Relations

Revised Calendar Copy – Combined Honours Specialization in International Relations/HBA

REVISED CALENDAR COPY
https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21017

HONOURS SPECIALIZATION IN INTERNATIONAL RELATIONS

Enrolment in this module is limited. Meeting the minimum requirements does not guarantee that students wishing to transfer into this module will be offered enrollment.

Please note: Political Science courses from different modules will not be double counted for credit. Students combining the Honours Specialization in International Relations with another Political Science module must consult the Department of Political Science concerning how best to claim credit for their Political Science courses.

Admission Requirements

Completion of first-year requirements with no failures. Students must have an average of at least ~~75%~~ **70%** in 3.0 principal courses, including **Political Science 1020E, 1.0 course in History at the 1000-level, and 1.0 additional course, with no mark in these principal courses below 60%** ~~a minimum grade of 75% in each of Political Science 1020E and 1.0 course in a 1000-level History course, and no mark in any other principal course below 60%~~.

Module

10.0 courses:

0.5 course: Political Science 2531F/G.
1.0 course: History 2705E.
1.0 course: International Relations 2703F/G; International Relations 2704F/G or Political Science 2545F/G; or the former International Relations 2702E.
0.5 course: Political Science 2325F/G.
0.5 course: Political Science 3325F/G.
1.5 Political Science designated International Relations-eligible essay courses (E, F or G) at the 3000-level or above (normally taken in 3rd year).
2.0 ~~courses:~~ **History designated International Relations-eligible essay courses** at the 3000-level or above (normally taken in 3rd year).
1.0 additional History or Political Science designated International Relations-eligible essay course (E, F or G) at the 3000-level or above.
1.0 History or Political Science designated International Relations-eligible essay course~~s~~ (E, F or G) at the 4000-level.
0.5 course: International Relations 4703F/G.
0.5 course: International Relations 4704F/G or any 0.5 Political Science International Relations-eligible essay course at the 4000-level or the former International Relations 4702E or 4701E.

~~To enter the Honours Specialization in International Relations after second or third year, students must have achieved an overall average of 75% on the last 5.0 courses and a cumulative average of 70%.~~

Students are advised to check http://internationalrelations.uwo.ca for more detailed information regarding the program. See the listings of approved History and Political Science courses at the 3000- and 4000-levels.

REVISED CALENDAR COPY
https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21319
https://www.westerncalendar.uwo.ca/Modules.cfm?ModuleID=21483

HONOURS SPECIALIZATION IN INTERNATIONAL RELATIONS/HBA

The combined degree programs are administered on behalf of the Richard Ivey School of Business and the Departments of History and Political Science in the Faculty of Social Science.

The combined program is a five-year program leading to a BA in Honours Business Administration (HBA) and a BA Honours Specialization in International Relations. In Year 1 students complete the general first year program including the first-year prerequisites for admission to the Honours Specialization in International Relations. In Year 2 they register in the normal curriculum for the Honours Specialization in International Relations. In Year 3, students are registered in the HBA program. Students are registered in the combined program in Years 4 and 5. Admission requirements for the combined program are outlined below.

Admission Requirements

To be eligible for consideration for admission to the combined program, in the first two years students must complete a minimum of 10.0 courses including Business Administration 2257. In Year 1 they must complete the admission requirements as specified in the current Academic Calendar for entry into the Honours Specialization in International Relations module offered by the Departments of History and Political Science.

Admission to the International Relations Honours Specialization occurs at the end of Year 1. The requirements are: completion of first year requirements with no failures, as well as an average of ~~75%~~ **at least 70%** in 3.0 principal courses, including **Political Science 1020E, 1.0 courses in History at the 1000-level, and 1.0 additional courses, with no mark in these principal courses below 60%** ~~a minimum grade of 75% in Political Science 1020E, 75% in 1.0 course in 1000 level History, and no mark in any other principal course below 60%~~.

For admission to the HBA, students must attain a minimum weighted average of 78%, a minimum mark of 70% in Business Administration 2257, and no mark less than 60%, in the first two years of study. They also must gain admission to the HBA program through the regular application process. In addition, students must normally attain a minimum weighted average of 78% in the first year of the HBA.

Students apply for the combined degree program during the HBA 1 year, typically their third year of University. Applications to the combined program must be made in

writing to the Director of the International Relations Program and to the HBA Program Office by the deadlines published by the Richard Ivey School of Business. Entrance to the program may be limited.

Module/Program Information

Year 1

5.0 courses:

1.0 course: first year History.
1.0 course: Political Science 1020E.
3.0 first year courses.

Note: It is strongly recommended that students include in their first-year course selection 1.0 course requirement from Category B and 1.0 course requirement from Category C in order to meet the breadth requirements of their degree.

Year 2

5.0 courses:

0.5 course: Political Science 2531F/G.
0.5 course: Political Science 2325F/G.
1.0 course: History 2705E.
1.0 course: International Relations 2703F/G; International Relations 2704F/G or Political Science 2545F/G; or the former International Relations 2702E.
1.0 course: Business Administration 2257.
1.0 course: complete breadth requirements if not already done.

Year 3
HBA 1:
The third year of the undergraduate program in Business Administration consists of an integrated set of courses (7.5 courses) designed to give a basic understanding of the functions and the interrelationships of the major areas of management, as well as to develop problem-solving and action-planning skills.

All students will take: Business Administration 3300K, Business Administration 3301K, Business Administration 3302K, Business Administration 3303K, Business Administration 3304K, Business Administration 3311K, Business Administration 3316K, Business Administration 3321K, Business Administration 3322K, Business Administration 3323K (with at least a 78% average for combined degree acceptance)

Years 4 and 5
HBA (Requirements can be taken over Year 4 or 5, except Business Administration 4569 which must be taken in Year 4).

5.0 courses:

0.5 course: International Perspective Requirement: Business Administration 4505A/B.
0.5 course: Corporations and Society Perspectives Requirement: At least one course from Business Administration - Corporations and Society designated electives offered during the academic year (Business Administration 4538A/B, Business Administration 4539A/B, Business Administration 4588A/B, Business Administration 4625A/B) or other business elective as determined and approved by the HBA Program Director to satisfy this requirement.
0.5 course: Managerial Accounting Requirement: Business Administration 4624A/B.
1.0 course: Applied Project Requirement: Business Administration 4569.
2.5 additional business elective courses. (These must be taken at the Business School and cannot be substituted with other Western courses.)

Years 4 and 5
International Relations (Requirements can be taken over Year 4 or 5 although students must have the prerequisites for 4000-level courses).

7.0 courses:

0.5 course: Political Science 3325F/G or acceptable substitute (must be pre-approved by the Department of Political Science through Special Permission)
1.5 Political Science designated International Relations-eligible essay courses (E,F, or G) at the 3000-level or above*
2.0 ~~courses in~~ **History designated International Relations-eligible essay courses (E,F, or G)** at the 3000-level or above*
1.0 additional ~~course in~~ **History or Political Science designated International Relations-eligible essay course** (E,F, or G) at the 3000-level or above*
1.0 ~~course in~~ **History or Political Science designated International Relations-eligible essay course** (E,F, or G) at the 4000-level*
~~1.0 course: International Relations 4703F/G and International Relations 4704F/G or the former International Relations 4702E~~
0.5 course: **International Relations 4703F/G.**
0.5 course: **International Relations 4704F/G or any 0.5 Political Science International Relations-eligible essay course at the 4000-level or the former International Relations 4702E or 4701E.**

*Only ~~eligible~~ courses **designated as International Relations eligible** may count toward completion of ~~the~~ **these** module requirements. For a list go to: http://internationalrelations.uwo.ca/undergraduate/course_information/index.html

Note: Students must take a 1.0 course overload in Year 4 and Year 5.

ITEM 13.3(d) – Brescia University College: Withdrawal of the Major in Philosophy

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective May 1, 2024, admission to the Major in Philosophy currently offered by Brescia University College be discontinued, and

That students currently enrolled in the module be permitted to graduate upon fulfillment of the module requirements by August 31, 2025, and

That the module be withdrawn effective September 1, 2025.

EXECUTIVE SUMMARY:

The cyclical program review of the Major in Philosophy at Brescia University College was held in March 2022. At its June 29, 2022, meeting SUPR-U recommended a "Conditionally Approved with Report in 12 months" evaluation which ACA subsequently approved and forwarded to Senate in September 2022.

The "Conditionally Approved" evaluation included a requirement that there be additional full-time hires in Philosophy. Brescia University College is closing and will not appoint additional faculty members in Philosophy.

A proposal to withdraw the Major in Philosophy at Brescia University College is now presented for ACA's consideration.

There are currently four students enrolled in the Major (two in Year 3, two in Year 4). Students currently enrolled in the module will be permitted to complete the module through Western University.

ITEM 13.3(e)(i) – School of Graduate and Postdoctoral Studies: Major Modification to the Master of Engineering (MEng) in Mechanical and Materials Engineering

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective May 1, 2024, the Master of Engineering (MEng) in Mechanical and Materials Engineering be revised as shown in Item 13.3(e)(i).

EXECUTIVE SUMMARY:

The proposed modification is the addition of a new field of "Advanced Manufacturing" in the Master of Engineering (MEng) in Mechanical and Materials Engineering (MME) program.

Advanced/Intelligent manufacturing techniques and approaches are critical for keeping Canada competitive in the manufacturing sector. Manufacturing covers a very broad spectrum of industries, including automotive, aerospace, textile, food processing, construction components, and packaging and shipping, all of which can benefit from advanced automation, artificial intelligence, machine learning, and control.

The Advanced Manufacturing field will afford students the option to enrich their skillset in manufacturing and prepare themselves for this continually emerging sector. The proposed field will have a similar structure to the existing fields in the MEng in MME.

ATTACHMENT(S):

Major Modification to the Master of Engineering (MEng) in Mechanical and Materials Engineering

Major Modification to the Master of Engineering (MEng) in Mechanical and Materials Engineering

The proposed modification is the addition of a new field of “Advanced Manufacturing” in the Master of Engineering (MEng) in Mechanical and Materials Engineering (MME) program.

The MEng in MME currently has the following fields:

- Automation Technologies and Systems
- Composite Materials
- Heating, Ventilation and Air Conditioning (HVAC)
- Materials and Solid Mechanics
- Mechanical Engineering
- Thermofluids

Advanced/Intelligent manufacturing techniques and approaches are critical for keeping Canada competitive in the manufacturing sector. Manufacturing covers a very broad spectrum of industries, including automotive, aerospace, textile, food processing, construction components, and packaging and shipping, all of which can benefit from advanced automation, artificial intelligence, machine learning, and control. The Advanced Manufacturing field will afford students the option to enrich their skillset in manufacturing and prepare themselves for this continually emerging sector.

Already, many students who enroll in the MEng in MME program gravitate towards courses within the manufacturing realm like: Production Management, Robotics and Automation, Reverse Engineering, and Design and Manufacturing. The Department is also developing/rejuvenating an Advanced/Intelligent Robotics and Automation laboratory that will serve as a workspace for additional courses in modern automation and intelligent manufacturing, including AI techniques and digital twinning. Promotion of an MEng field in Advanced Manufacturing with AI will broaden the appeal of the MEng in MME program to a greater population of foreign and domestic students. The Department has a great deal of expertise in Manufacturing and has recently hired additional faculty members in the Artificial Intelligence Systems Engineering area who will help in the development and delivery of intelligent manufacturing courses in the proposed field.

The proposed field will have a similar structure to the existing MME fields, however, some core courses will be restricted to the new field. Students will be required to take 10 courses (or eight courses plus a project), including two core technical courses, two professional courses, and six (or four if students pursue a project) technical elective courses from a list of electives.

Current fields	Advanced Manufacturing field

• Required courses (2)
• Required elective courses:
  ○ 2 Professional courses
  ○ 6 or 4 technical courses, depending on course- or project-based curriculum option
	• Required courses (3)
	• Required elective courses:
	  ○ 1 Core course
	  ○ 2 Professional courses
	  ○ 4 or 2 technical courses, depending on course- or project-based curriculum option
	
	  ➢ Four courses without a project
	  ➢ Two courses with a project

The proposed specialization field will have the following requirements:

MEng in MME, Advanced Manufacturing Field

Required courses:
Students must take all required courses:

- MME 9601 – Design and Manufacturing
- MME 9605 – Production Management (new field specific course)
- MME 9606 – Robotics & Automation (new field specific course)

Required elective courses:

Core courses:
Students must select one of:

- MME 9602 – Engineering Materials
- MME 9603 – Solid Mechanics
- MME 9604 – Fluid Mechanics

Professional courses:
Students must select two of:

- ELI 9110 – Risk Assessment and Management in Engineering Systems
- ELI 9200 – Engineering Planning and Project Management
- ELI 9001 – Engineering Business
- ELI 9100 – Intellectual Property for Engineers
- ELI 9310 – New Venture Creation
- ELI 9600 – Engineering Communication
- ELI 9105 – Commercialization Innovation

Elective courses:
Students must take two or four courses, depending on project-based or course-based option, respectively:

- MME 9527 – ADVANCED CAE: REVERSE ENGINEERING
- MME 9622 – ADVANCED KINEMATICS AND DYNAMICS
- MME 9612 – FINITE ELEMENT METHODS
- MME 9521 – SYSTEMS AND CONTROL
- MME 9624 – ACTUATOR PRINCIPLES, INTEGRATION AND CONTROL
- MME 9640 – MEDICAL DEVICE DESIGN
- MME 9643 – COMPOSITES PROCESSING
- MME 9651 – ADDITIVE MANUFACTURING
- MME 9654 – MECHATRONIC SYSTEMS ENGINEERING

Milestones:

- Academic Integrity Module
- MEng Proposed Program Form
- MEng Project (Project-based only)

The program learning outcomes will not change.

MEng students who will start their second term in May 2024 will be given the option to switch to this new field.

ITEM 13.3(e)(ii)– School of Graduate and Postdoctoral Studies: Major Modification to the Master of Library and Information Science (MLIS)

ACTION: ☒ APPROVAL ☐ INFORMATION ☐ DISCUSSION

Recommended: That on the recommendation of ACA, Senate approve that effective September 1, 2024, the Master of Library and Information Science (MLIS) be revised as shown in Item 13.3(e)(ii).

EXECUTIVE SUMMARY:

The Faculty of Information and Media Studies is proposing to offer a completely online delivery mode for the existing Master of Library and Information Science (MLIS). This will be in addition to the existing in-person and hybrid delivery modes. The program learning outcomes, length, and the number of courses available will be the same, but students will have the option to complete the program entirely online.

ATTACHMENT(S):

Major Modification to the Master of Library and Information Science (MLIS)

Major Modification to the Master of Library and Information Science (MLIS)

The Faculty of Information and Media Studies will offer a completely online delivery mode for the existing Master of Library and Information Science (MLIS) program. This will be in addition to the existing in-person and hybrid delivery modes. The program learning outcomes, course requirements, content, length, and the number of courses available will be the same, but students will have the option to complete the program entirely online.

Historically, the MLIS program has been in-person with few online course offerings. The emergency online teaching related to the COVID-19 health measures in 2020 and 2021 showed that the Faculty has the capacity to offer courses online. Since the return to regular operations, the Faculty has seen strong interest from MLIS students in online courses and has further expanded its capacity. Currently, the program works in a hybrid manner with some courses offered in-person and others offered online.

The American Library Association accredits MLIS programs in both Canada and the United States. Of the eight MLIS programs in Canada, only one currently offers an online program. In the United States, however, online MLIS programs are normalized. Because only one Canadian university offers an online option with limited enrolment, some Canadians are forced to attend an online program in the United States if they want to obtain the degree. The addition of the online MLIS option to the current program will allow greater accessibility to a wider range of students.

For current students, online courses are in high demand and are consistently at capacity. Additionally, there are equity issues involved. Remote learning provides a broader level of access to people who would not otherwise be able to attend. For potential students, the Faculty is currently unable to accommodate individuals who cannot be on campus due to disability, are unable to move to London, or have a preference to stay in their communities.

The in-person program will remain unchanged. The proposed online program will create a dedicated online delivery mode for students. With this change, students who enroll in the online MLIS program will have priority in enrolling in online courses whilst in-person students will have priority in enrolling in in-person courses. The program will be working to increase the number of courses available in both formats.

Current program	Proposed Change(s)
Delivery modes offered: In-person Hybrid	**Delivery modes offered:** In-person Hybrid Online

ITEM 13.3(f) – Dissolution of the Subcommittee for Western Approved Micro-credentials (SWAM)

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

At its April meeting, ACA approved a motion that the Subcommittee for Western Approved Micro-credentials (SWAM) be dissolved effective July 1, 2024.

RATIONALE

In March 2021, a discussion took place at Senate regarding micro-credentials. The Senate minutes note that at that time, the Ministry did not have a policy framework or conclusive definition of micro-credentials and was in the process of developing a regulatory framework. Subsequently in April, the Vice-Provost (Academic Programs) brought forward a proposal to the Senate Committee on Academic Policy and Awards (SCAPA) to establish SWAM effective July 1, 2021, and introduce a "General Definition of Approved Western Micro-credentials" policy.
The rationale provided to SCAPA included:

- There was increasing interest in micro-credentials in post-secondary education.
- Western did not have a policy framework or official definition of micro-credentials.

In May 2021, Senate received notice of the establishment of SWAM and approved the introduction of a "General Definition of Western Approved Micro-credentials" policy (this was subsequently included in the "Certificate and Diplomas" policy, which was renamed as the "Certificates, Diplomas, and Micro-credentials" policy).
In its first year, SWAM focused on the development of the SWAM application form.

Based on SWAM's annual reports, the work of the sub-committee has focused on approving OSAP-eligible micro-credentials. SWAM has provided an expedient path to approve pre-existing offerings by Western Continuing Studies and the Faculty of Education. SWAM served a role in moving these existing certificates forward so they could be called micro-credentials and be eligible for OSAP funding.

In making this decision, ACA and SWAM considered the following:

- Since its first year of activity (2021), SWAM has received a low volume of proposals.
- Given the low volume, ten meetings have been cancelled;
- While SWAM served a key role in moving forward existing offerings, the current workload of the committee is minimal;
- Given the low workload, a free-standing subcommittee is not required; and
- ACA is a suitable body to approve credit-bearing alternative credentials (micro-credentials, post-degree diplomas, and certificates).

ITEM 13.3(g) – Faculty-Specific Sessional Dates: Faculty of Education (2024-25)

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The 2024-25 sessional dates for the Faculty of Education are attached for information.

ATTACHMENT(S):

2024-25 Sessional Dates for the Faculty of Education

Sessional Dates 2024-25 – Faculty of Education

2024	Admitted 2024	Admitted 2023
September 2	Labour Day	
September 3	Term 1 Classes Begin	
September 3 – 6	Term 1 Add/Drop	Summer Break
September 9 – October 18		Practicum Block 3
October 14	Thanksgiving	
October 15 - 18	Fall Reading Week	
October 21		Term 1 Classes Begin
October 21 - 25		Term 1 Add/Drop
November 11 – December 20	Practicum Block 1	
December 2 – December 20		Alternative Field Experience 1
December 23 – January 3		Winter Break
December 23 – January 10	Winter Break	
2025	**Admitted 2024**	**Admitted 2023**
January 6		Term 2 Classes Begin
January 6 - 10		Term 2 Add/Drop
January 13	Term 2 Classes Begin	
January 13 – 17	Term 2 Add/Drop	
February 17	Family Day	
February 18 - 21	Spring Reading Week	
February 18 – March 28		Practicum Block 4
March 10 - 14		March Break
March 27 – May 9	Practicum Block 2	
March 31 – April 25		Alternative Field Experience 2
April 18	Good Friday	
April 21	Easter Monday	
April 25		Last Day of Program
May 12	Term 3 Classes Begin (Remote)	
May 19	Victoria Day	
June 23 – August 15	Alternative Field Experience Block	
July 1	Canada Day	
August 4	Civic Holiday	
August 18 – 29	Summer Break	
September 1	Labour Day	
September 2 – October 10	Practicum Block 3	
October 13	Thanksgiving	
October 14 – 17	Fall Reading Week	
October 20	Term 4 Classes Begin (Remote)	
November 28	Last Day of Program	

ITEM 13.3(h)(i) – New Donor-Funded Scholarships, Awards and Prizes

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

On behalf of the Senate, the Senate Committee on Academic Curriculum and Awards (ACA) approved the terms of reference for the new scholarships, awards and prizes shown in Item 13.3(h)(i), for recommendation to the Board of Governors through the President & Vice-Chancellor.

ATTACHMENT(S):

New Donor-Funded Scholarships, Awards and Prizes

New Donor-Funded Scholarships, Awards and Prizes

Any Undergraduate Program

Catherine Juster Bursary
Awarded to full-time undergraduate students in any faculty based on financial need. Preference will be given to candidates from Quebec. Online financial assistance applications are available through Student Center and must be submitted by October 31. The Office of the Registrar will select the recipients. This award was established by Catherine Juster (BA '70).

Value: 1 at $2,000 awarded annually
Effective: 2024-2025 to 2028-2029 academic years inclusive

Schulich School of Medicine & Dentistry

Dr. Cason King Graduate Student Award
Awarded to PhD students in the Department of Microbiology and Immunology, Schulich School of Medicine & Dentistry based on academic achievement. Preference will be given to candidates who have been first author of a paper which has made a scientific contribution to the field of Microbiology and Immunology. A committee in the Department of Microbiology and Immunology will select recipients. At least one representative of the committee must hold membership in the School of Graduate and Postdoctoral Studies.

Value: 1 at $1000 awarded annually
Effective: May 2024

Dr. Cason King was a gifted communicator, highly intelligent mentor and charismatic collaborator who developed strong collegial relationships in his work and teaching. Cason displayed true strength and character when passionately undertaking projects and personal causes. His exceptional level of motivation, productivity and self-confidence were a continuous inspiration to his family, friends and colleagues; through all of his successes, he remained humble. This award was established by Cason's family as a tribute to their beloved son and his many achievements at Western University. It is their hope that the recipient of this award will respect and reflect the qualities of Cason they most value.

ITEM 13.3(h)(ii) – New Western-Funded Scholarships, Awards and Prizes

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

On behalf of the Senate, the Senate Committee on Academic Curriculum and Awards (ACA) approved the terms of reference for the new scholarships, awards and prizes shown in Item 13.3(h)(ii), for recommendation to the Board of Governors through the President & Vice-Chancellor.

ATTACHMENT(S):

New Western-Funded Scholarships, Awards and Prizes

New Western-Funded Scholarships, Awards and Prizes

Any Undergraduate Program

Continue in Canada Admission Scholarship
Awarded to international students completing high school in Canada on a study permit. Candidates must apply directly from high school for first year full-time studies in any first-entry undergraduate program at Western Main Campus and pay international student tuition and fees. This scholarship is renewable for up to four years provided recipients maintain full-time status (minimum 3.5 course load), achieve an 80% average and continue to pay international student tuition and fees. As part of the scholarship, students will be guaranteed four years in residence. Consideration for this scholarship is automatic and no application is required.

Value: $40,000 (payable $10,000 per year for four years of undergraduate studies)
Effective date: 2024-2025 academic year

ITEM 13.4(a) – Honorary Degree Recipients- Spring 2024

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The list of recipients of Honorary Degrees and the Spring 2024 Convocation ceremonies at which they will be awarded is included for information.

ATTACHMENT(S):

Honorary Degree Recipients – Spring 2024

Spring 2024 Honorary Degree Recipients

Stephen Baker & John Smallwood (June 10, 2024 – 3:00 p.m.)

Teachers Stephen Baker and John Smallwood are educational pioneers who developed some of the first fully online courses for high school students in Canada and co-founded the fully online Virtual High School and Virtual Elementary School based out of Bayfield, Ontario. Since 2001, the two schools have seen more than 94,000 students enrolled from 130 countries worldwide. Baker and Smallwood have also trained more than 150 teacher candidates in how to develop content for online courses.

Jay Ingram (June 12, 2024 – 10:00 a.m.)

Jay Ingram is one of Canada's best-known science journalists and has played a leading role in promoting public awareness of science in Canada and abroad. The long-time host of Quirks & Quarks on CBC radio and Daily Planet on Discovery Channel Canada has published 19 books and received honours including the Queen Elizabeth II Diamond Jubilee Medal, the Order of Canada and the Walter C. Alvarez Award from the American Medical Writers' Association.

Mona Nemer (June 12, 2024 – 3:00 p.m.)

Mona Nemer has been Canada's Chief Science Advisor since 2017 and a tireless champion for evidence-based decision-making in government. Under her leadership, policies on scientific integrity and a roadmap for open science have been established, along with a network of science advisors across federal departments. A leader in the field of molecular cardiology, her work has contributed to the development of diagnostic tests for heart failure and the genetics of cardiac birth defects.

Bob Vigars (June 14, 2024 – 3:00 p.m.)

Bob Vigars is a longtime coach, educator and advocate who led his teams to win 42 championships (14 national and 28 conference titles), which to this day is a record among all coaches in all sports in Western Mustangs history. Concurrent with his coaching career, Vigars taught kinesiology, was chair of the kinesiology undergraduate program and authored dozens of publications. A respected leader in the Canadian sporting community, Vigars has hosted over 300 meets and founded the London-Western Track & Field Club, the Canadian Universities Cross-Country Coaches Association and the Canadian Universities Track & Field Coaches Association. He also chaired the Labatt 24-Hour Relay for 12 years, helping to raise $5.8 million for London hospitals.

John Barford (June 19, 2024 – 10:00 a.m.)

John Barford is an entrepreneur and business leader whose success has enabled him to make a significant impact as a community leader and philanthropist in the areas of education, health care and social services. Barford is past Chairman of GSW Inc., a consumer products manufacturer, and is now President of Valleydene Corporation, a private investment company based in Toronto.

Jeff Westeinde (June 19, 2024 – 3:00 p.m.)

Jeff is an award-winning entrepreneur, active impact investor and visionary leader in sustainable engineering. He heads a group of companies dedicated to addressing some of Canada's most complex environmental challenges and creating some of the country's most sustainable communities. As a partner at THEIA Partners and President of Zibi Canada, Jeff is on the forefront of developing one the world's most sustainable developments serving as a global model for community transformation. Westeinde's initiative and passion for entrepreneurship and engineering inspired him to establish companies specializing in environmental remediation, real estate and energy, playing a key role in promoting green building practices and sustainable energy applications across Canada.

Jeff's active involvement in volunteering for industry and community initiatives reflects his dedication to making a difference. Engineering runs deep in the Westeinde family tree. Jeff and his wife Colleen, who is also an engineer, both have fathers who are engineers, and three of their five children work in engineering careers.

Kyle MacDonald (June 20, 2024 – 10:00 a.m.)

Kyle MacDonald has been described as a successful business entrepreneur, pioneer, leader, visionary and status-quo disrupter. For more than 30 years, Kyle has owned and operated numerous successful international businesses. In 1987 she founded Phoenix Interactive Design Inc. and delivered complex self-serve software solutions to the world's largest banks and retailers. After selling Phoenix in 2015, Kyle became an investor/owner and the CEO of Airia Brands Inc., a highly successful company manufacturing best-in-class indoor air ventilation systems under the LIFEBREATH brand. Her newest business venture is the acquisition of Quai du Vin Estate Winery in Elgin County. Kyle is in the process of transforming it into a world-class winery and tourism destination under the new name Skye Chase Estate Winery.

As the CEO of Harbour Grace Holdings Inc., Kyle also understands the social importance and positive impact of charitable support. While she continues to move the needle forward with her business endeavours, Kyle has made significant financial donations to organizations that focus on health and well-being, veterans care, clinical research and continuing education.

Randy Boyagoda (June 21, 2024 – 3:00 p.m.)

Internationally respected writer, critic and scholar Randy Boyagoda is an accomplished author and academic and Professor of English at the University of Toronto, where he also serves as the university's advisor on Civil Discourse as well as Vice-Dean, Undergraduate in the Faculty of Arts & Science. He has held a series of leadership roles at the university, including Principal and Vice-President of St. Michael's College and Acting Vice-Provost, Faculty & Academic Life. From 2015-2017, he served as President of PEN Canada, the writers' organization that celebrates literature, defends freedom of expression and aids writers in peril.

A regular contributor to the New York Times, the Atlantic, the Financial Times of London, the Times Literary Supplement, the Walrus, and the Globe and Mail, Boyagoda is a prominent voice on a range of subjects involving religion, politics, literature, and culture. He appears frequently on CBC Radio and hosts a podcast for the Toronto Public Library. He is the author of six books, including a scholarly monograph, a SSHRC-supported biography, and four novels. His work has been nominated for the Scotiabank Giller Prize, IMPAC Dublin Literary Prize, and named New York Times Book Review Editor's Choice and Globe and Mail Best Books of the Year. His most recent novels, Original Prin and Dante's Indiana, have generated both critical acclaim and popular response for their satirical explorations of contemporary campus culture, faith, and family life.

ITEM 14.0 - Items Removed from the Consent Agenda

ACTION: ☐ APPROVAL ☒ INFORMATION ☐ DISCUSSION

EXECUTIVE SUMMARY:

The following items have been removed from the Consent Agenda by request:

ITEM 15.0 – Discussion and Question Period

1. Jane Toswell, Senator:

The grand excitement about getting a new learning management system to move forward from OWL has gotten me thinking. Since I remember being a beta-tester for the OWL system (back when it was a free Sakai system and before Western got hold of it), and that memory is more recent than the adoption of PeopleSoft, I find myself thinking about that very bumpy year or two when that system was being implemented. Since it was American software there were set holidays in it and no chance of Canada Day being used to replace July 4 at all. (If you think this does not matter, think about the fact that this system runs your paycheque delivery.) Oh, the glitches. Staff members racing away from their computers to get outside before they turned the air blue. Logins that did not work for no discernible reason. Window after window that had to be filled in with precisely the right information in a precise but unclear order. Happiness. But all of this came before the millennium, if I remember correctly. Indeed, there were covens of people hoping that PeopleSoft would crash irretrievably at the millennium so we could get something else. And yet, we seem to keep using this. I found this mission statement for the courageous souls who continue to support what is now called Oracle/PeopleSoft Enterprise administration systems:

Our Mission

The Western Information Systems Group (WISG) is responsible for the support, maintenance, and development of the Oracle/PeopleSoft Enterprise administrative applications at Western. We work in partnership with Advancement Services, the School of Graduate and Postdoctoral Studies, Financial Services, Human Resources, Information Technology Services, the Office of the Registrar, and Research Western to promote and support the development of administrative systems and re-engineering of operational processes. WISG is a division within the Western Technology Services.
We believe in leveraging Oracle/PeopleSoft Enterprise technology to reduce costs and redundancy, improve efficiency and service, and simplify and optimize processes. We believe in continual learning, in finding the best solution to a problem, in the value of automating manual processes, and in the importance of delivering systems that enable staff to perform at a higher level and to deliver better service to their constituents. We believe in providing self-service applications and enabling access by decision-makers to the systems that support their work. Our small group of highly trained, committed staff provide strategic services in the areas of project management, business process analysis, technical design and analysis, client server and web development, systems management, and database optimization for the Oracle/PeopleSoft administrative applications.

My question is: is PeopleSoft now so deeply embedded into the Western DNA that we can never dig it out? It was sold to us as a benefit that it runs the HR systems, the financial systems, the advancement systems, the student systems, the counselling systems, and so very much else. And yet, is it still working optimally (part of me wonders if it ever worked optimally?)? Are we thinking about PeopleSoft 2.0?

2. Jane Toswell, Senator:

I have an array of concerns related to the strike by PSAC 610, our graduate student teaching assistants. My first concern is whether we are taking this situation seriously enough as a university. I don't see anything on the website, yet there are effects on every student trying to get to a final examination and get it written, and on every faculty member who has a t.a. scheduled to invigilate or grade an exam, and on every unionized member of the campus who hates (rightly) to walk by a picket line peopled by very very young and enthusiastic souls who represent the future of the academy and are fighting for their own individual futures.
My second concern surrounds questions of safety and security. I grasp that exams need to proceed, and that some members of PMA are willing to train and to proctor these (presumably for extra pay). However, none of us should be asked to facilitate this or to support this or endorse this. Nor should students or faculty feel unsafe in exams, and I gather there have been some difficulties. Notably, could someone please explain whether the current problem with fire alarms is in some way connected to the PSAC 610 strike?
My third concern is really about information. Since I do not do social media, I do not know what the bones of contention are. Is salary the issue? or working conditions? or are the t.a.s trying to improve their benefits or workload or EDI situation? This concern is not wholly curiosity; Canada remains a very rich country yet in Senate just over a year ago we heard many stories of grad students suffering food insecurity, and since then I think we are all aware that Western has less grad student housing while London has a very very low rental vacancy rate. Our teaching assistants hold those positions because they are starting to learn how to teach at the university level, and we expect that apprenticeship to consist of ten hours per week, but we all know that a more subtle and complex calculus is done by students and by faculty in developing the details of workload and academic responsibilities. I'm a faculty member; I'd like information, which means neither pious platitudes nor simple slogans. Please.
My fourth concern is our students, both grad and undergrad. If the strike is not settled soon, the lack of exam grading may well lead to problems with adjudications to graduate. We have a list of honorary degree recipients in the package for Senate, but some of those convocations will be in jeopardy if final grades cannot be provided. I also worry about recruitment of new graduate students. The strike has drawn national media attention, which makes it hard for us to recruit future students, particularly given the complications with international student visas. I have colleagues in graduate offices who are trying to answer questions from prospective graduate students, but have no information to provide.
My fifth concern is that there does not seem any sense of urgency here. I have been told (and I hope this is wrong) that the negotiating teams are not at the bargaining table and do not have their next sessions scheduled. Surely this cannot be. Graduate students are the lifeblood of a research university: I hope we are taking their concerns seriously.

3. Ken Kirkwood, Senator:

As a two-term Senator, and Acting Director of the School of Health Studies, I have a question related to the effects of the Graduate Teaching Assistant's strike on undergraduates.
While exams have gone forward with replacement proctors, many courses have written work which was contracted out to GTAs for grading. This grading work has stopped, and faculty members have the right to refuse this grading, and most simply can't do more in this circumstance. I have waited for some leadership from Central Administration on this issue, and as of the question submission deadline, have seen none.

After an informal survey of the School of Health Studies. it would seem that most of our students are going to be harmed by the delay in grading, most significantly the second and third year students. A rough calculation suggests that about 1,000 students in our School alone could be harmed.

4. Johanna Weststar, Official Observer:

The strike of GTAs has proceeded for over one week with no meetings of the parties. Exam procedures and academic integrity are the purview of Senate. The university community has been assured in emails from senior administrators that exams have been proceeding "normally" and in a “responsible, safe and inclusive way”. However, the use of strikebreaking replacement workers can not be considered "normal" and many faculty do not feel that pressure to supervise replacement workers and striking GTAs is "normal" or "responsible" or "inclusive" of rights, values and constitutionally supported principles. Could there please be a fulsome account of how exams have been proceeding and what the senior administration intends to do about marking and grade submission and about the allocation of TAs for summer and intersession courses.

Excerpt from Senate’s Adopted Policies and Procedures:

4.1 Purpose

The Discussion Question Period has two functions:

4.1.1 To allow members to ask questions about the progress of current Senate business, re-open matters previously dealt with by Senate, and raise questions on other matters within Senate’s mandate.

4.1.2 To provide time for open discussion and debate of issues related to Senate’s mandate that are not on the agenda but may be of interest or concern to Senate members or their constituencies.

4.2 General Regulations

4.2.1 No motions may be put or considered during this period on the agenda.

4.2.2 The length of the Discussion and Question Period is limited to 30 minutes unless extended by a majority vote of Senate.

4.2.3 Questions or issues will be dealt with in the order in which they are received, although related questions or issues received in advance of the meeting may be grouped together by the Secretariat. Questions or issues submitted in advance of the meeting will be dealt with before questions or issues raised from the floor.

4.2.4 Members who submit more than one question or issue will be asked to indicate their order of precedence. At the Senate meeting, second and subsequent questions or issues presented by any member will be dealt with after all other

members have an opportunity to have their first question or issue discussed.

4.2.5 At the Senate meeting, questions or comments should be directed to the Chair who will call upon the appropriate individuals to answer or direct the discussion thereafter.

4.2.6 In order to ensure that all those who wish to raise a matter have the opportunity to do so, presentation of issues and questions should be brief and to the point. Members are discouraged from reading or reiterating the material that has already been presented in written form.

4.2.7 If there are issues or questions that have not been put at the end of the 30 minute period or any extension, and there is no further extension, the remaining questions or issues will be carried forward to the Discussion and Question Period of the following meeting of Senate, unless withdrawn by the members who initially submitted the questions or issues.

4.3 Process

4.3.1 Questions

(a) It is suggested, though not required, that members who wish to ask questions at this point in the agenda, submit them to the University Secretary at least 48 hours prior to the meeting at which they are to be raised. Questions received within this time frame will be included in a reposted agenda in advance of the meeting.

(b) The Secretary will forward questions submitted at least 48 hours prior to the meeting to the appropriate individuals for preparation of responses and every effort will be made to have responses available at the meeting.

(c) Questions not submitted at least 48-hours prior may need to be deferred to the next meeting for response.

(d) If after an answer is received, there are concerns or issues remaining that are within Senate's mandate, those issues will be referred to the appropriate Senate standing committee for review and a report will be made back to Senate. If the concerns or issues remaining are not within Senate's mandate, the Chair will refer the matter to the appropriate vice-president.

(e) A member who has submitted a question is entitled to ask one supplementary question relating to the response.

4.3.2 Issues for Discussion

(a) It is suggested, though not required, that members who wish to raise an issue for discussion at this point in the agenda, submit the issue to the University Secretary at least 48 hours prior to the meeting at which it is to be raised. Notice of issues for discussion received within this time frame will be included in a reposted agenda in advance of the meeting.

(b) Members are responsible for preparing any background documentation they wish to distribute related to the issue they are raising. The Secretariat must be provided with an electronic copy of such documentation for Senate's records. Documentation received at least 48 hours before the meeting will be circulated to members of Senate with the notice of the issue to be discussed.

(c) If at the end of the 30 minute period there are still members who wish to speak on an issue under discussion, and the period is not extended, discussion will be resumed at the following meeting of Senate as part of that meeting's Discussion and Question Period.

(d) If after discussion of an issue is concluded, there are concerns or issues remaining that are within Senate's mandate, those issues will be referred to the appropriate Senate standing committee for review and a report will be made back to Senate. If the concerns or issues remaining are not within Senate's mandate, the Chair will refer the matter to the appropriate vice-president.