

AGENDA



University
of Regina

Go far,
together.

EXECUTIVE OF COUNCIL

Date: 16 September 2026
To: Executive of Council
From: Glenys Sylvestre, Chief Governance Officer and University Secretary
Re: Meeting of 23 September 2026

A meeting of Executive of Council is scheduled for 23 September 2026, 2:30 p.m. - 4:30 p.m. in the Administration Humanities Building, Fifth Floor Boardroom, Room 527 (AH 527) and via web conferencing (Zoom). As per Section 4.6.2 of the Council Rules and Regulations, meetings shall be closed except to persons invited to attend and members of Council who choose to attend as guests.

Time	Tab No.	Tab	Item Name
2:30 PM	1	Call to Order	Call to Order
	2	Agenda	Approval of the Agenda
	3	Minutes	Approval of the Minutes of 24 June 2026
	4	Business Arising	Business Arising from the Minutes
2:35 PM	5	Verbal Updates and Reports	
	5.1	Information Item	President's Report
	5.2	Information Item	University Secretary's Report
3:00 PM	6	Academic Items	
	6.1	Decision Item	Joint Report - Item(s) from the Council Committee on the Faculty of Graduate Studies and Research and the Council Committee on Undergraduate Admissions and Studies
	6.2	Decision Item	Item(s) from the Council Committee on the Faculty of Graduate Studies and Research
	6.3	Decision Item	Item(s) from the Council Committee on Undergraduate Admissions and Studies
	6.4	Decision Item	Item(s) from the Council Nominating Committee
	6.5	Information Item	Annual Report from the Council Committee on Academic Mission
3:45 PM	7	<i>In Camera Session</i>	
	7.1	Graduand Lists	Approval of the Graduand Lists
	7.2	Decision Item	Item(s) from the Faculty of Graduate Studies and Research Scholarship and Awards Committee
	7.3	Decision Item	Item(s) from the Council Committee on Undergraduate Awards
4:00 PM	8	Other Business	
	8.1	Information Item	Reports from Faculties, Academic Units, and Federated Colleges
4:30 PM	9	Adjournment	

Note: Next Meeting of Executive of Council – 2:30 p.m., Wednesday, 28 October 2026

UNIVERSITY OF REGINA
Executive of Council

Subject: Report from the Council Committee on the Faculty of Graduate Studies and Research and the Council Committee on Undergraduate Admissions and Studies

Item(s) for Decision:

1. FACULTY OF GRADUATE STUDIES AND RESEARCH AND THE REGISTRAR'S OFFICE

1.1 Graduate and Undergraduate Calendar Revision – Grade of IN (Incomplete)

MOTION: That the non-numeric grade IN (Incomplete) be deleted from the University's Grading System and the relevant calendar sections concerning the grade of DE (Deferred) be revised, effective 202720.

Rationale:

The grade of DE (Deferred) covers the instances when the IN (Incomplete) grade can be assigned. As currently described in the Graduate Calendar, the interim grade of IN is used for deferral of term work alone, while DE is assigned for deferral of final examination or deferral of both term work and final examination.

To outline the process of deferral: The grade earned by the student applying for a deferral of term work and/or final exam is entered by the instructor. If the deferral application is denied, the grade earned remains in the student transcript. In cases where the deferral application is approved, the Registrar's Office enters the interim grade of DE. There will not be an interim grade of IN for term work; instead, DE will be used for both deferred term work and final exam. After the student completes the deferred term work and/or final exam, the DE grade is replaced with the final grade achieved by the student.

Item 6.1 - Joint Report

Current Undergraduate Calendar Regulation Page 61 – Grading of Deferrals	Proposed Undergraduate Calendar Regulation Page 61 – Grading of Deferrals	Current Graduate Calendar Regulation Page 29 – Grading Deferrals – Deferred (DE) and Incomplete (IN) Grades	Proposed Graduate Calendar Regulation Page 29 – Grading Deferrals – Deferred (DE) Grades
If the student does not complete the course work or term exam as approved by a course instructor, a grade of zero is assigned to the course work or term exam that has been deferred and a percentage grade for the course is submitted. When a deferral has been approved by a dean (or designate) an interim grade of DE (deferred) is assigned for a deferred exam or deferral of both final exam and course work. A grade of IN (incomplete) is assigned for a deferral of course work alone. When the deferred final exam and/or course work has been completed, the course instructor will grade the work and assign a percentage grade to replace the interim grade. In the absence of the course instructor, the department head (or designate) is responsible for grading the course work and assigning the percentage grade. On the day following the deadline for completion of deferrals, the Registrar’s Office will convert grades as follows: - Grades of DE will be converted to NP (not passed). - Grades of IN will be converted to a percentage grade or to a grade of NP as	If the student does not complete the course work or term exam as approved by a course instructor, a grade of zero is assigned to the course work or term exam that has been deferred and a percentage grade for the course is submitted. When a deferral has been approved by a dean (or designate) an interim grade of DE (deferred) is assigned for a deferred <u>final exam and/or term work</u>. or deferral of both final exam and course work. A grade of IN (incomplete) is assigned for a deferral of course work alone. When the deferred final exam and/or course work has been completed, the course instructor will grade the work and assign a percentage grade to replace the interim grade. In the absence of the course instructor, the department head (or designate) is responsible for grading the course work and assigning the percentage grade. On the day following the deadline for completion of deferrals, the Registrar’s Office will convert grades of DE to NP (not passed) <u>or a percentage grade based on the course work completed by the student as determined by the instructor.</u>	Grading of Deferrals - Deferred (DE) and Incomplete (IN) Grades An interim grade of DE (deferred) is assigned for a deferred final examination or deferral of both final examination and term work. An interim grade of IN (incomplete) is assigned for deferral of term work alone. When the deferred final examination has been written, and/or missing work completed, the instructor (or, in the instructor's absence, the department head or department head's designee) will grade the work and assign a percentage grade to replace the interim grade. Beginning on May 15, September 15, and January 15 for the previous fall, winter, and spring/summer courses respectively, the Registrar's Office will convert any grade of DE to a grade of NP, and any grade of IN to a percentage grade based on the portion of the course completed or to a grade of NP, as determined by the instructor and approved by the Dean. The grades of students who were granted a deferral only to the end of the first month of the subsequent term may be converted by the Registrar's Office earlier than the schedule indicated above.	Grading of Deferrals - Deferred (DE) and Incomplete (IN) Grades An interim grade of DE (deferred) is assigned for a deferred final examination <u>and/or deferral of both final examination and</u> term work. An interim grade of IN (incomplete) is assigned for deferral of term work alone. When the deferred final examination has been written, and/or missing work completed, the instructor (or, in the instructor's absence, the department head or department head's designee) will grade the work and assign a percentage grade to replace the interim grade. Beginning on May 15, September 15, and January 15 for the previous fall, winter, and spring/summer courses respectively, the Registrar's Office will convert any grade of DE to a grade of NP, and any grade of IN to a percentage grade based on the portion of the course completed or to a grade of NP, as determined by the instructor and approved by the Dean. The grades of students who were granted a deferral only to the end of the first month of the subsequent term may be converted by the Registrar's Office earlier than the schedule indicated above.

determined by the course instructor and approved by the dean (or designate)	Grades of IN will be converted to a percentage grade or to a grade of NP as determined by the course instructor and approved by the dean (or designate)		
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		Current Graduate Calendar Regulation Page 29 – Grade Change Forms	Proposed Graduate Calendar Regulation Page 29 – Grade Change Forms
		Grade Change Forms Grade change forms must be submitted to FGSR for final approval for any grade that will be changed after initial submission, such as IN, DE, and NR grades or in cases where there is an informal reassessment after an initial grade has been approved. These forms are available from the academic unit. Grades should be resolved as quickly as possible in order that the student's efforts to obtain funding are not delayed. Any unresolved grade will render the student ineligible for FGSR funding. Since the recording of grades for a course is the formal dissolution of the course and the final record of results, instructors may not initiate a grade change for a grade as a result of subsequent special consideration being given to a student, such as further examination or submission of more work.	Grade Change Forms Grade change forms must be submitted to FGSR for final approval for any grade that will be changed after initial submission, such as IN, DE and NR grades or in cases where there is an informal reassessment after an initial grade has been approved. These forms are available from the academic unit. Grades should be resolved as quickly as possible in order that the student's efforts to obtain funding are not delayed. Any unresolved grade will render the student ineligible for FGSR funding. Since the recording of grades for a course is the formal dissolution of the course and the final record of results, instructors may not initiate a grade change for a grade as a result of subsequent special consideration being given to a student, such as further examination or submission of more work.

Current Undergraduate Calendar Regulation Page 394 – Deferrals (DE)	Proposed Undergraduate Calendar Regulation Page 394 – Deferrals (DE)		
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Deferrals (DE) Postponement of course work and/or final examination for legitimate reasons, with special permission (see the Academic Regulations section).	Deferrals (DE) Postponement of course term work and/or final examination for legitimate reasons, with special permission (see the Academic Regulations section).		
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Current Undergraduate Calendar Regulation Page 395 – Incomplete (IN)	Proposed Undergraduate Calendar Regulation Page 395 – Incomplete (IN)		
Incomplete (IN) An interim grade assigned when course work is delayed for legitimate reasons; an extension has been granted.	Incomplete (IN) An interim grade assigned when course work is delayed for legitimate reasons; an extension has been granted.		

Current Undergraduate Calendar Regulation Page 62 – Alphabetical Grades					Proposed Undergraduate Calendar Regulation Page 62 – Alphabetical Grades					Current Graduate Calendar Regulation Page 26 – Grading System		Proposed Graduate Calendar Regulation Page 26 – Grading Systems	
AG	Aegrotat	IP	In Progress		AG	Aegrotat	IP	In Progress		Graduate students must [...] [...] The remaining grades are neutral.		Graduate students must [...] [...] The remaining grades are neutral.	
AU	Audit, no credit	MC	Maintenance Candidacy		AU	Audit, no credit	MC	Maintenance Candidacy					
AW	Audit Withdrawal	N	No Credit		AW	Audit Withdrawal	N	No Credit		AG Aegrotat Standing	MC Maintenance of Candidacy ¹	AG Aegrotat Standing	MC Maintenance of Candidacy ¹
C	Credit	NCC	No Credit-COVID-19 (Winter 2020 only)		C	Credit	NCC	No Credit-COVID-19 (Winter 2020 only)					
CRC	Credit-COVID-19 (Winter 2020 only)	NP	Not Passed		CRC	Credit-COVID-19 (Winter 2020 only)	NP	Not Passed		AU Audit, No Credit ^{1 2}	N No Credit for hours Shown	AU Audit, No Credit ^{1 2}	N No Credit for hours Shown
CW	Compulsory Withdrawal	NR	Not Yet Reported		CW	Compulsory Withdrawal	NR	Not Yet Reported		AW Audit withdrawal ^{1 2}	NP Not Passed	AW Audit withdrawal ^{1 2}	NP Not Passed
DE	Deferred	P	Pass		DE	Deferred	P	Pass		C Credit	NR Not yet reported	C Credit	NR Not yet reported

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F	Failure	W	Withdrawal from Courses
	IN	XF	Academic Misconduct
F	Failure	W	Withdrawal from Courses
	IN	XF	Academic Misconduct
		(Interim grade) ¹	
CW	Compulsory Withdrawal ¹	P	Pass
DE	Deferred Examination	W	Withdrew From Course ²
F	Failure	XF	Academic misconduct
IN	Incomplete ¹	CRC	Credit-COVID-19 (Winter 2020 only)
IP	In progress (Final grade) ¹	NCC	No Credit-COVID-19 (Winter 2020 only)
¹ Administrative grades are not included in the calculation of a grade point average or when determining the cumulative hours towards program completion. IN and DE indicates that an extension has been granted. IP is an interim grade for a one-term course taught over two or three terms; the final grade is applied to the second term of the course. NR			
		(Interim grade) ¹	
CW	Compulsory Withdrawal ¹	P	Pass
DE	Deferred Examination	W	Withdrew From Course ²
F	Failure	XF	Academic misconduct
IN	Incomplete¹	CRC	Credit-COVID-19 (Winter 2020 only)
IP	In progress (Final grade) ¹	NCC	No Credit-COVID-19 (Winter 2020 only)
¹ Administrative grades are not included in the calculation of a grade point average or when determining the cumulative hours towards program completion. DE indicates that an extension has been granted. IP is an interim grade for a one-term course taught over two or three terms; the final grade is applied to the second term of the course. NR			

		is used when a course is 'in progress;' this includes courses with an end date beyond the normal end of term. CW is used when a student is not permitted to complete a course by a disciplinary ruling. ²AU, AW, and W grades are neutral. Grades of P, C, and AG are passing grades; F and N are failing grades. These grades are included when determining cumulative hours towards program completion. These grades have no numeric value, therefore are not included in a GPA calculation.	is used when a course is 'in progress;' this includes courses with an end date beyond the normal end of term. CW is used when a student is not permitted to complete a course by a disciplinary ruling. ²AU, AW, and W grades are neutral. Grades of P, C, and AG are passing grades; F and N are failing grades. These grades are included when determining cumulative hours towards program completion. These grades have no numeric value, therefore are not included in a GPA calculation.
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(end of Motion)

1.2 Graduate and Undergraduate Calendar Revision – Grade of NP (Not Passed)

MOTION: That the non-numeric grade NP (Not Passed) and its usage be revised in the Undergraduate and Graduate Calendars, effective 202720.

Rationale:

Currently, the NP (Not Passed) grade is interpreted and used inconsistently. It is also the case that in some courses, all assignments and/or assignments that carry a very small grade weight are designated as essential to passing the course without justification or rationale. This situation gives rise to unfairness for students across courses and creates significant barriers to students' progress in their programs. By describing essential course components and setting clear requirements for designating a course component as essential to passing the course, this proposed definition for the NP grade aims to ensure both consistency in the usage of NP and more judicious use of the option to designate a course component as essential to passing the course.

Current Undergraduate Calendar Regulation Page 1 – Important Dates and Deadlines	Proposed Undergraduate Calendar Regulation Page 1 – Important Dates and Deadlines	Current Graduate Calendar Regulation Page 1 – Important Dates and Deadlines	Proposed Graduate Calendar Regulation Page 1 – Important Dates and Deadlines
Students who have not formally withdrawn are registered students, liable for fees, and if at the end of the term are still registered, are assigned a failing grade of NP. Deadlines are effective at 11:59 p.m. in UR Self-Service on the stated day. In-person business hours are normally 8:30 a.m. to Noon; 1:00 p.m. to 4:30 p.m. For example, the deadline for dropping a class through an office is 4:30 p.m. on the stated day.	Students who have not formally withdrawn are registered students, liable for fees, and if at the end of the term are still registered, are assigned a failing grade of NP (subject to the regulation below) or a percentage grade based on course work completed by the student as determined by the instructor. Deadlines are effective at 11:59 p.m. in UR Self-Service on the stated day. In-person business hours are normally 8:30 a.m. to Noon; 1:00 p.m. to 4:30 p.m. For example, the deadline for dropping a class through an office is 4:30 p.m. on the stated day.	Academic Schedule for 2026-2027 [...] Students who have not formally withdrawn are registered students, liable for fees, and if at the end of the term are still registered, are assigned a failing grade of NP. Deadlines are effective at 11:59 p.m. in UR Self-Service on the stated day. In-person business hours are normally 8:15 a.m. to Noon; 1:00 p.m. to 4:30 p.m. For example, the deadline for dropping a class through an office is 4:30 p.m. on the stated day. [...]	Academic Schedule for 2026-2027 [...] Students who have not formally withdrawn are registered students, liable for fees, and if at the end of the term are still registered, are assigned a failing grade of NP (subject to the regulation described in the Grade Information section) or a percentage grade based on the portion of the course work completed, as determined by the instructor. Deadlines are effective at 11:59 p.m. in UR Self-Service on the stated day. In-person business hours are normally 8:15 a.m. to Noon; 1:00 p.m. to 4:30 p.m. For example, the deadline for dropping a class through an office is 4:30 p.m. on the stated day. [...]

Current Undergraduate Calendar Regulation Page 61 – Academic Regulations	Proposed Undergraduate Calendar Regulation Page 61 – Academic Regulations	Current Graduate Calendar Regulation Page 28 – Grades Assigned on Withdrawal	Proposed Graduate Calendar Regulation Page 28 – Grades Assigned on Withdrawal
On the day following the deadline for completion of deferrals, the Registrar's Office will convert grades as follows: - Grades of DE will be converted to NP (not passed). - Grades of IN will be converted to a percentage grade or to a grade of NP as determined by the course	On the day following the deadline for completion of deferrals, the Registrar's Office will convert grades as follows: - Grades of DE will be converted to NP (not passed) or a percentage grade based on the portion of the course work completed, as determined by the instructor. - Grades of IN will be converted to a percentage grade or to a grade of NP as	Graduate Grading System and Descriptions [...] Grades Assigned on Withdrawal. The part of term is divided into three periods for grades: - Period 1: no grade; the course does not appear on the student's official transcript. - Period 2: grade of W; appears on the	Graduate Grading System and Descriptions [...] Grades Assigned on Withdrawal. The part of term is divided into three periods for grades: - Period 1: no grade; the course does not appear on the student's official transcript. - Period 2: grade of W; appears on the

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instructor and approved by the dean (or designate).	determined by the course instructor and approved by the dean (or designate) Page 63 – Grades of NP (Not Passed) <u>The non-numeric grade NP (not passed) is a failing grade, and its use is explained below.</u> <u>Most courses at the University of Regina are assessed on a numerical scale of 0%-100%. The minimum grade required to receive credit for the course is 50% for undergraduate students and 70% for graduate students. The numerical grade is calculated using the total of the grades earned over all assigned, graded work in the course.</u> <u>Essential Components for Passing a Course and the NP Grade</u> <u>Unless it is explicitly indicated on the syllabus that attending the final exam is not required, if a course has a final exam with a grade weight of 25% or above, then a student must write the final exam to receive a numerical grade. In this default situation, if a student does not write the final exam, then a grade of NP is assigned to the student.</u> <u>It may happen that a student scores below 50% (undergraduate students) or 70% (graduate students) on the final exam, yet</u>	student's official transcript but is neutral in the calculation of grade point averages. • Period 3: grade of NP: appears on the student's official transcript and is a failing grade that counts as 55% in calculation of grade point averages. After the end of period 2 (the drop period), a grade can be converted from NP to W only with the authorization of FGSR which will normally grant approval only when a withdrawal is requested for reasons beyond the student's control (for example, illness, accident, involuntary job transfer, or serious personal problems). Requests received after the end of the term will usually only be considered in terms of a full withdrawal from all of the term's courses. A written request may be, and supporting documentation will be, required (supporting documentation will be treated as confidential). Regardless of whether or not there is an associated fee adjustment, students who are on student loan funding during a term in which they withdraw for medical or compassionate reasons should notify the provider of the loans of their withdrawal and provide a copy of the supporting documentation.	student's official transcript but is neutral in the calculation of grade point averages. • Period 3: grade of NP, which appears on the student's official transcript and is a failing grade that counts as 55% in calculation of grade point averages, <u>or a percentage grade based on the portion of the course work completed, as determined by the instructor.</u> After the end of period 2 (the <u>End of grade-of-W</u> drop period), a grade can be converted from NP or percentage grade, as the case may be, to W only with the authorization of FGSR which will normally grant approval only when a withdrawal is requested for reasons beyond the student's control (for example, illness, accident, involuntary job transfer, or serious personal problems). Requests received after the end of the term will usually only be considered in terms of a full withdrawal from all of the term's courses. A written request may be, and supporting documentation will be, required (supporting documentation will be treated as confidential). Regardless of whether or not there is an associated fee adjustment, students who are on student loan funding during a term in which they withdraw for medical or compassionate reasons should notify the provider of the loans of their withdrawal and provide a copy of the supporting documentation.
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	<u>has a total computed grade of 50% or 70%, or higher. In such cases, the earned total grade should be awarded, unless passing the final exam has been identified on the course syllabus as an element essential to passing the course.</u> <u>Other components as essential to passing a course are specific assignments, tests, labs, projects, or presentations that must be completed to earn a numerical grade in the course. Failure to complete any one of the designated essential elements results in a grade of NP, even if the actual calculated numerical grade the student has earned is 50% or 70%, or greater. For this reason, the use of elements essential to passing the course in one’s grading scheme must be incorporated carefully and judiciously, if at all.</u> <u>There are two categories of “essential components” for passing a course:</u> <u>1) required course components that must be passed (otherwise NP);</u> <u>2) required course components that must be completed (otherwise NP).</u> <u>Instructors who use course components that must be passed as a requirement for passing the course (otherwise NP) may do so only under the following conditions:</u> <u>i) if the required component is a major assigned work, such</u>		
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	i) <u>if the weight of the required component toward the final grade is at least 25%; or</u> ii) <u>if the required element is a laboratory or clinical component, or a design project in Engineering, and the weight of the required element to be completed toward the final grade is at least 20%. In rare cases, the Dean may approve a lower weight as appropriate.</u> <u>In rare cases, the Dean may approve a lower weight as appropriate.</u> <u>Note: Within the framework defined above, individual faculties may set out their own specific guidelines for what constitutes an essential element for passing a course and what is the minimum passing grade for essential course components (e.g., passing the final exam means earning a grade of at least 45% on the final exam).</u>		
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		Current Graduate Calendar Regulation Page 29 – Grading Deferrals – Deferred (DE) Grades	Proposed Graduate Calendar Regulation Page 29 – Grading Deferrals – Deferred (DE) Grades
		Grading of Deferrals - Deferred (DE) Grades An interim grade of DE (deferred) is assigned for a deferred final examination and/or term work.	Grading of Deferrals - Deferred (DE) Grades An interim grade of DE (deferred) is assigned for a deferred final examination and/or term work.

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		When the deferred final examination has been written, and/or missing work completed, the instructor (or, in the instructor's absence, the department head or department head's designee) will grade the work and assign a percentage grade to replace the interim grade. Beginning on May 15, September 15, and January 15 for the previous fall, winter, and spring/summer courses respectively, the Registrar's Office will convert any grade of DE to a grade of NP or a percentage grade based on the portion of the course completed or to a grade of NP, as determined by the instructor and approved by the Dean. The grades of students who were granted a deferral only to the end of the first month of the subsequent term may be converted by the Registrar's Office earlier than the schedule indicated above.	When the deferred final examination has been written, and/or missing work completed, the instructor (or, in the instructor's absence, the department head or department head's designee) will grade the work and assign a percentage grade to replace the interim grade. Beginning on May 15, September 15, and January 15 for the previous fall, winter, and spring/summer courses respectively, the Registrar's Office will convert any grade of DE to a grade of NP or a percentage grade based on the portion of the course or to a grade of NP, as determined by the instructor and approved by the Dean. The grades of students who were granted a deferral only to the end of the first month of the subsequent term may be converted by the Registrar's Office earlier than the schedule indicated above.
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		Current Graduate Calendar Regulation Page 29 – Grade Information	Proposed Graduate Calendar Regulation Page 29 – Grade Information
		In Progress (IP) Grades [...] NR Grades [...] Aegrotat Standing [...]	<u>NP Grades</u> <u>The non-numeric grade NP (not passed) is a failing grade, and its use is explained below.</u> <u>Most courses at the University of Regina are assessed on a numerical scale of 0%-100%. The minimum grade required to receive credit for the course is 70% for graduate students. The numerical grade is calculated using the total of the grades earned over all assigned, graded work in the course.</u> <u>Essential Components for Passing a Course and the NP Grade</u> <u>Unless it is explicitly indicated on the syllabus that attending the final exam is not required, if a course has a final exam with a grade weight of 25% or above, then a student must write the final exam to receive a numerical grade. In this default situation, if a student does not write the final exam, then a grade of NP is assigned to the student.</u> <u>It may happen that a student scores below 70% on the final exam, yet has a total computed grade of 70%, or higher. In such cases, the earned total grade should be awarded, unless passing the final exam has been identified on the course syllabus as an element essential to passing the course.</u>

			<u>Other components as essential to passing a course are specific assignments, tests, labs, projects, or presentations that must be completed to earn a numerical grade in the course. Failure to complete any one of the designated essential elements results in a grade of NP, even if the actual calculated numerical grade the student has earned is 70%, or greater. For this reason, the use of elements essential to passing the course in one’s grading scheme must be incorporated carefully and judiciously, if at all.</u> <u>There are two categories of “essential components” for passing a course:</u> 3) <u>required course components that must be passed (otherwise NP);</u> 4) <u>required course components that must be completed (otherwise NP).</u> <u>Instructors who use course components that must be passed as a requirement for passing the course (otherwise NP) may do so only under the following conditions:</u> iv) <u>if the required component is a major assigned work, such as a final exam, project, or presentation, and the weight of the required component toward the final grade is at least 25%; or</u> v) <u>if the required component is a laboratory or clinical component, or a group of activities that are graded Pass/Fail and must be passed as a</u>
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			<u>requirement for passing the course as approved by the line Faculty or in rare cases, designated as such by the Dean of the line Faculty; or</u> vi) <u>if the required component is a laboratory or clinical component, or a design project in Engineering, and the weight of the required component toward the final grade is at least 20%.</u> <u>In rare cases, the Dean of the line Faculty may approve a lower weight as appropriate.</u> <u>Instructors who use course components that must be completed as a requirement for passing the course (otherwise NP) may do so only under the following conditions:</u> i) <u>if the weight of the required component toward the final grade is at least 25%; or</u> ii) <u>if the required element is a laboratory or clinical component, or a design project in Engineering, and the weight of the required element to be completed toward the final grade is at least 20%.</u> <u>In rare cases, the Dean of the line Faculty may approve a lower weight as appropriate.</u>
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			<u>Note: Within the framework defined above, individual faculties may set out their own specific guidelines for what constitutes an essential element for passing a course and what is the minimum passing grade for essential course components (e.g., passing the final exam means earning a grade of at least 50% on the final exam).</u> In Progress (IP) Grades [...] NR Grades [...] Aegrotat Standing [...]
Current Undergraduate Calendar Regulation Page 396 - Definitions	Proposed Undergraduate Calendar Regulation Page 396 - Definitions		
Not Passed (NP)	Not Passed (NP)		

NP is a failing grade that may be assigned in three cases: 1. When a student does not successfully complete an element of a course, and that element has been explicitly identified in the syllabus as essential to passing the course. Successful completion of the final examination, a laboratory component, or a term paper are examples of elements that could be so identified. 2. When a student has abandoned a course without formally withdrawing. 3. When a course is dropped after the last day to receive a W. For the purposes of the calculation of a GPA, the NP is interpreted as a grade of 40 for undergraduate students and 55 for graduate students to reflect the difference in the passing grade. When a letter grade is not assigned, the actual numerical grade earned should be entered. 40 should not be substituted for the actual earned grade.	NP is a failing grade that may be assigned in three cases: 1.—When a student does not successfully complete an element of a course, and that element has been explicitly identified in the syllabus as essential to passing the course. Successful completion of the final examination, a laboratory component, or a term paper are examples of elements that could be so identified. 2.—When a student has abandoned a course without formally withdrawing. 3.—When a course is dropped after the last day to receive a W. For the purposes of the calculation of a GPA, the NP is interpreted as a grade of 40 for undergraduate students and 55 for graduate students to reflect the difference in the passing grade. When a letter grade is not assigned, the actual numerical grade earned should be entered. 40 should not be substituted for the actual earned grade. <u>Not Passed (NP)</u> <u>The non-numeric grade NP (not passed) is a failing grade. See Grades of NP (Not Passed).</u>		
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Current Undergraduate Calendar Regulation Page 398 - Definitions	Proposed Undergraduate Calendar Regulation Page 398 - Definitions		
Withdrawal Formal procedure by a student to voluntarily discontinue from a course or academic program. Non-attendance does not constitute withdrawal. There are deadlines beyond which a withdrawal will be assigned: 1) a grade of W; or, 2) a failing grade of NP. Both grades appear on the transcript. Refer to the Class Registration and Withdrawal section of this Calendar.	Withdrawal Formal procedure by a student to voluntarily discontinue from a course or academic program. Non-attendance does not constitute withdrawal. There are deadlines beyond which a withdrawal will be assigned: 1) a grade of W; or, 2) a failing grade of NP; or 3) a percentage grade, as applicable. Both <u>These</u> grades appear on the transcript. Refer to the Class Registration and Withdrawal section of this Calendar.		

(end of Motion)

Item 6.2 - Item(s) from the Council Committee on the Faculty of Graduate Studies and Research

UNIVERSITY OF REGINA

Executive of Council

Subject: Report from the Council Committee on the Faculty of Graduate Studies and Research

Item(s) for Decision:

1. FACULTY OF ARTS

1.1 Program Revision – Master of Arts in Social Studies (Thesis)

MOTION: That the thesis-based Master of Arts in Social Studies be revised to include both SOST 801 and SOC 804, effective 202710.

Master of Arts (MA) in Social Studies (thesis)

https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/sociology.html#fact_2_2

Current	Proposed
The MA program in Social Studies is an interdisciplinary program that provides the candidate with the opportunity to develop a program bridging two or more social science disciplines. Students with a variety of social science backgrounds may be eligible for this program. Students interested in this program should contact the Graduate Program Coordinator.	The MA program in Social Studies is an interdisciplinary program that provides the candidate with the opportunity to develop a program bridging two or more social science disciplines. Students with a variety of social science backgrounds may be eligible for this program. Students interested in this program should contact the Graduate Program Coordinator.
Any 4 8XX approved social science	SOST 801 3 credit hours
SOC/SOST 800 (Seminar)	SOC 804 3 credit hours
SOC/SOST 800 (Seminar)	Any 2 8XX approved social science 6 credit hours
SOST 901 (Thesis Research)	SOC/SOST 800 (Seminar) 0 credit hours
TOTAL 30 credit hours	SOC/SOST 800 (Seminar) 0 credit hours
	SOST 901 (Thesis Research) 18 credit hours
	TOTAL 30 credit hours

Rationale:

Currently, students in the thesis-based MA in Social Studies have no required courses; all four classes can consist entirely of electives. Therefore, a student could feasibly complete a Social Studies Master's degree with no courses in Social Studies or Sociology. This occurs despite our offering SOST 801 (Interdisciplinary Issues in the Social Sciences) every year, which would be an obvious choice for this interdisciplinary program. Notably, students in the course-based Social Studies program are required to complete SOST 801. Furthermore, since students in this program prepare a thesis, the Department recommends that they be required to complete our graduate-level methodology course, SOC 804, for methodological preparation.

This change does not affect current active students. Students accepted for the 202710 term onwards will follow the new program template.

(end of Motion)

2. FACULTY OF EDUCATION

2.1 Discontinue Programs – Master of Adult Education & Community Engagement (Thesis, Project, Course), Master of Human Resource Development (Thesis, Project, Course), Maîtrise en éducation française (Thesis, Project, Course), and School Librarianship by Distance Learning Program

MOTION: That the following programs be discontinued, effective immediately:
Master of Adult Education & Community Engagement (Thesis, Project, Course)
Master of Human Resource Development (Thesis, Project, Course)
Maîtrise en éducation française (Thesis, Project, Course)
School Librarianship by Distance Learning Program

Rationale:

The Master of Adult Education and Community Engagement – Thesis, Project, Course routes (originally suspended 202130) and Master of Human Resources Development-Thesis, Project, and Course routes (originally suspended 202130) were combined into the Master of Education in Adult Education and Human Resources Development, effective 202210.

The Maîtrise en éducation française – Thesis, Project, Course routes (originally suspended 202330) was replaced with the Maîtrise en éducation française en enseignement, apprentissage et leadership to align with its English equivalent, the Master of Education in Teaching, Learning, and Leadership, effective 202410.

The School Librarianship by Distance Learning Program has been suspended for more than two years (originally suspended 201910) and has no students enrolled.

(end of Motion)

3. FACULTY OF GRADUATE STUDIES AND RESEARCH

3.1 Graduate Calendar Revision – Scholarship and Teaching Assistantships/Fellowships

MOTION: That the Scholarships and Teaching Assistantships/Fellowship section of the Financial Support page in the Graduate Calendar be revised, effective immediately.

Current	Proposed
https://www.uregina.ca/graduate-studies-research/graduate-calendar/financial-support.html#sch	
The following are the categories for funding from FGSR: [...] • Graduate Teaching Assistants assist with the instructional program of undergraduate classes, seminars or laboratories	The following are the categories for funding from FGSR: [...] • Graduate Teaching Assistants assist with the instructional program of undergraduate classes, seminars or laboratories

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as assigned by the head of the academic unit. It does not include acting as a research assistant for the personal research of a professor(s). Teaching assistantships are typically available only in the fall and winter terms. Hours of work and rates of pay are determined through collective bargaining between the University of Regina and CUPE local 2419-Academic Assistants. Graduate students are required to attend a seminar at the Centre for Teaching and Learning (CTL) prior to assuming or during their first appointment in a teaching assistant position. [...]	as assigned by the head of the academic unit. It does not include acting as a research assistant for the personal research of a professor(s). Teaching assistantships are typically available only in the fall and winter terms. Hours of work and rates of pay are determined through collective bargaining between the University of Regina and CUPE local 2419-Academic Assistants. Graduate students are required to successfully complete a mandatory course (GRST 800AB) prior to assuming or during their first appointment in a teaching assistant position. [...]
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Rationale:

Previously, students had to complete a mandatory series of workshops offered through the Centre for Teaching and Learning in order to be eligible to hold a Graduate Teaching Assistantship. This requirement has been superseded by the mandatory Graduate Teaching Enhancement Certificate course.

(end of Motion)

3.2 Graduate Calendar Revision – General Admission Requirements

MOTION: That the General Admission Requirements section in the Graduate Calendar be revised, effective immediately.

Current https://www.uregina.ca/graduate-studies-research/graduate-calendar/application-procedures.html#gen	Proposed
General Admission Requirements [...] 3. English Proficiency Tests. International applicants, except those who attended universities where the language of instruction was English, must submit proof of English proficiency, usually in the form of recognized tests with the exception of applications to French language programs in La Cité universitaire francophone. The most common is <u>TOEFL (Test of English as a Foreign Language)</u>. Applicants must have a TOEFL score of at least 4 Internet-based, except as noted below. FGSR accepts the following tests: [...]	General Admission Requirements [...] 3. English Language Proficiency. <i>All applicants seeking admission to a graduate program must demonstrate English language proficiency by providing evidence of proficiency or by qualifying for an exemption as outlined below.</i> <i>An applicant is exempt from the English language requirement if they meet one of the following criteria:</i> <i>They have completed or will complete before the start of their graduate program, a four-year baccalaureate degree (or equivalent) from an accredited Canadian post-secondary institution where English is the official language of instruction for the credential.</i> <i>They are currently enrolled in, or have completed, a graduate degree or graduate certificate program at an accredited Canadian post-secondary institution where English is the official language of instruction for the credential.</i> <i>Applicants currently enrolled in an eligible</i>

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	<i>graduate degree or graduate certificate program qualify for this exemption without having completed the credential.</i> 1. They have completed or will complete before the start of their graduate program, a four-year baccalaureate degree (or equivalent) or a graduate degree from an accredited post-secondary institution outside Canada where English is the official language of instruction for the credential. <i>For post-secondary institutions outside of Canada, English is considered the official language of instruction if it is listed as the only language on the World Higher Education Database or if is the primary language of instruction, as indicated on our University of Regina ELP List by Country.</i> <i>The Faculty of Graduate Studies and Research reserves the right to require an applicant to provide evidence of English language proficiency, regardless of whether the applicant meets one or more of the exemption criteria.</i> <i>Applicants applying to French language programs in La Cité universitaire francophone are exempt from English language proficiency requirements.</i> <i>An applicant who does not qualify for an exemption can meet the English language proficiency requirement by achieving the minimum required score on one of the following tests:</i> [...]
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Rationale:

The previous wording focused on international applicants and did not account for other applicants, such as permanent residents, who may also need to demonstrate English language proficiency. The revised wording clarifies who is exempt from the English language proficiency requirement. It is adapted from language used by the University of Toronto and aligns with wording used at many major Canadian institutions.

(end of Motion)

3.3 Graduate Calendar Revision – Registration Status

MOTION: That the Registration Status section of the Graduate Calendar be revised to include ENEL 917 plus 3 credit hours of additional registration, effective 202710.

Current https://www.uregina.ca/graduate-studies-research/graduate-calendar/registration-regulations.html#reg	Proposed
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Registration Status A student's status will be determined as follows: Full-time: [...] • registration in any Co-operative Education/Work Term course (ARTS 601, 602; CS 601, 602, 603; ENGG 601, 602; SCI 601, 602; GBUS 801, 802, 803; MBA 801, 802, 803, GRST 601, 602, 603); • registration in GRST 995AA for post program for students who have completed course and other program credit hour requirements, but have not finished writing or defending the thesis/project/practicum; [...]	Registration Status A student's status will be determined as follows: Full-time: [...] • registration in any Co-operative Education/Work Term course (ARTS 601, 602; CS 601, 602, 603; ENGG 601, 602; SCI 601, 602; GBUS 801, 802, 803; MBA 801, 802, 803, GRST 601, 602, 603); • registration in ENEL 917 plus 3 credit hours of additional registration; • registration in GRST 995AA for post program for students who have completed course and other program credit hour requirements, but have not finished writing or defending the thesis/project/practicum; [...]
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Rationale:

FGSR is working with the Registrar's Office to ensure multi-term courses are all scheduled the same. ENEL 917 is a 3 credit hour course that runs over two terms. With this change, the course will show as 0 credit hours taken and earned in the first term and 3 credit hours taken and earned in the second term. This change will ensure that students are still recognized as full-time students while in this course and another 3-credit hour course during the first term that they take this course.

(end of Motion)

3.4 Graduate Calendar Revision – Applicants for Graduate Programs Who Are, or Are Closely Associate with, UofR Staff

MOTION: That the Applicants for Graduate Programs Who Are, or Are Closely Associated with, U of R Staff title and regulation be revised, effective immediately.

Current https://www.uregina.ca/graduate-studies-research/graduate-calendar/uni-policies-procedures.html#coi Applicants for Graduate Programs Who Are, or Are Closely Associated with, U of R Staff University of Regina's Conflict of Interest and Conflict of Commitment Policy Conflict of Interest Declaration: Applicants for Graduate Programs Who Are, or Are Closely Associated with, U of R Staff University of Regina staff members may be applicants for any graduate program in the Faculty of Graduate Studies and Research.	Proposed Graduate Program Conflict of Interest Declaration University of Regina's Conflict of Interest and Conflict of Commitment Policy Graduate Program Conflict of Interest Declaration Form <i>Real, potential, and perceived Conflicts of Interest threaten the integrity, credibility, and reputation of graduate programs, and must be avoided or mitigated wherever possible.</i> <i>A Conflict of Interest exists when someone's employment at the University of Regina compromises, has the potential to compromise, or could be perceived by others as having the</i>
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Conditions under which staff become students are stated in the collective bargaining agreements of the University of Regina Faculty Association, the Administrative Professional and Technical Employees Bargaining Unit, and the Canadian Union of Public Employees.

Those who are closely associated with a U of R staff member may also be considered for admission to U of R graduate programs provided that a plan can be formulated and implemented to mitigate the Conflict of Interest.

The perception of a possibility of, or the occurrence of, a conflict of interest is considered to be a major threat to the integrity of a graduate program. It is the responsibility of a prospective applicant to declare this prior to entering a graduate program, or if not evident until after that point, as soon as it becomes evident. Details of a conflict are to be reported, in writing, to the Dean of the Faculty of Graduate Studies and Research (FGSR).

Examples of conflict of interest include, but are not limited to, the following:

- A relationship between an employee and an applicant that imperils or could compromise a fair and impartial review in an academic sphere would normally be prohibited.
- A relationship between an applicant to a graduate program and a closely associated person who works in the academic unit offering the program.
- A person seeking to complete a graduate degree in an academic unit in which they are employed full-time.
 - A person employed by an academic unit should not take courses or a degree program in that academic unit.
 - Similarly, a person taking a graduate program in an academic unit should not become a full-time employee in that unit until the program of studies has been successfully completed or formally terminated. While such an arrangement might, under certain circumstances, be regarded as acceptable in the case of a support staff member, the situation would be regarded as unacceptable for a faculty position.

If reasonable remedies to avoid or minimize a possible conflict of interest are not found, the Dean of FGSR may rule to reject an application. If this situation arises after an applicant has been accepted as a candidate for a graduate program, and ways of avoiding or offsetting a conflict of interest are not found, the Dean of FGSR may decide to implement remedies that could include discontinuation of the student's program at this University.

Right of Appeal

A student wishing to appeal a decision is first directed to the Dean of the Faculty of Graduate Studies and Research. If the

potential to compromise their ability to provide an unbiased assessment of a U of R student. A Conflict of Interest also exists when someone's employment at the University gives them access to U of R systems, processes, or resources that could be used to give an unfair advantage or disadvantage to a student. Applicants must pay special attention to potential conflicts of interest with Closely Associated Persons.

Those who **have identified a conflict of interest may still** be considered for admission to U of R graduate programs provided that a plan can be formulated and implemented to mitigate the Conflict of Interest.

Right of Appeal

*If an applicant who has otherwise been deemed admissible believes their denial of admission resulted from an error in reviewing the Conflict of Interest declaration, the decision should be discussed with the Dean of the Faculty of Graduate Studies and Research. If the applicant is not satisfied with the outcome of the discussion, the applicant can request that the matter be addressed by the **Chief Governance Officer or designate**.*

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appellant is not satisfied with the outcome of the Dean's review, the next level is to request that the matter be addressed by the PhD Committee, a sub-committee of the Council Committee on the Faculty of Graduate Studies and Research (CCFGSR).

Exemptions

Exemptions from these terms include those employees/applicants who are not full time or are hired full time on an interim (i.e., term) basis. For example, graduate teaching assistants, and department research and teaching assistants would normally be exempt from review according to the terms of this policy.

Rationale:

Our previous Conflict of Interest (COI) procedure only required a declaration from U of R employees who are applying to become graduate students. In the event an applicant declared a COI, the Dean reviewed the COI to determine whether a mitigation plan was required. If required, the mitigation plan required sign off by the Dean of FGSR and the Dean of the academic unit delivering the program to which the applicant applied, among others. There were several issues with this approach.

First and foremost, some of the most concerning real, perceived, or potential COIs arose from applicants who were not themselves employees of the University, but who were closely associated with employees of the University. In these cases, a COI would only be identified if the applicant took it upon themselves to declare it.

Second, applicants were often confused about whether they needed to complete the COI declaration and a mitigation plan. On the one hand, applicants for whom the policy clearly applies sometimes would not see themselves as having a potential COI. On the other hand, those with minimally-concerning COIs often assumed that they needed a Dean-approved mitigation plan when none was requested. Additionally, applicants sometimes misunderstood the existence of a potential COI as an indication that they were ineligible to pursue graduate studies at the U of R.

Third, as COI concerns were brought to our attention, we came to realize that they often involved concerns about the applicant's responsibilities at the University rather than their relationships. This includes access to information, involvement with governance or administration of a graduate program, or access to university systems such as DOME or Banner. The narrow scope of our existing COI policy in many cases prevented us from identifying and mitigating these concerns until the applicant was already accepted into a graduate program.

Finally, our existing COI policy was only reviewed by applicants who perceived themselves to have a potential COI. If an applicant with no COI later came to have a COI, there was no mechanism to ensure that applicants understood their responsibility to declare the existence of a potential COI to FGSR.

Summary of Changes to Current Process:

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1. All applicants are now required to review and sign the COI declaration.
2. Once approved, the declaration will be completed during the application process in Slate to ensure all potential COIs are identified, that only those from whom a mitigation plan is required are asked to provide one, and that COIs can be addressed in an efficient manner. Until the necessary information is created in Slate, we will use a hard copy form as outlined in Appendix A.
3. Applicants will enter the e-mail addresses of those who should be aware of the potential COI, including any closely-associated persons working at the University. This ensures that all relevant parties are made aware of the potential COI and how it is addressed.

Benefits of Updated Process

1. Efficiency: Ensures only more serious COIs are passed on to admissions processors
2. Consistency: All applicants complete declaration, reducing the risk of missing COIs and preventing misconceptions from applicants about their admissibility based on potential COIs
3. Automation: Allows most of the COI declaration process to be automated
4. Reduced decanal involvement: Ensures only the more serious potential conflicts have to involve review by deans

Attachment A: New Conflict of Interest Form and Regulation

Attachment B: Current Conflict of Interest Form and Regulation

(end of Motion)

4. FACULTY OF NURSING

4.1 Admission Requirement Revision – WES ICAP Course-By-Course Report

MOTION: To require the WES ICAP course-by-course report as an admission requirement for all Nursing programs except the CNPP program, effective 202730.

Current	Proposed
https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/nursing.html#fact_2_1	
Master of Nursing [...]	Master of Nursing [...]
Admission Requirements • Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research. • Registered Nurses, Registered Psychiatric Nurses or Licensed Practical Nurses with any baccalaureate degree	Admission Requirements • Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research. • Registered Nurses, Registered Psychiatric Nurses or Licensed Practical Nurses with any baccalaureate degree. • <i>Applicants with international credentials are required to provide the WES International Credential Advantage Package (ICAP) Course-by-Course report for degree equivalency and</i>

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	<i>GPA calculation as per FGSR.</i> <i>Applicants who have completed a credential from a Canadian post-secondary institution are exempt from the requirement to provide the WES ICAP Course-by-Course report.</i>
Current https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/nursing.html#fact_2_3	Proposed
Graduate Certificates Graduate Certificate in Nursing Education [...] Admission Requirements - Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research. - Registered Nurses, Registered Psychiatric Nurses or Licensed Practical Nurses with any baccalaureate degree. [...] Graduate Certificate in Nursing Leadership [...] Admission Requirements - Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research. - Registered Nurses, Registered Psychiatric Nurses or Licensed Practical Nurses with any baccalaureate degree. [...]	Graduate Certificates Graduate Certificate in Nursing Education [...] Admission Requirements - Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research. - Registered Nurses, Registered Psychiatric Nurses or Licensed Practical Nurses with any baccalaureate degree. Applicants with international credentials are required to provide the WES International Credential Advantage Package (ICAP) Course-by-Course report for degree equivalency and GPA calculation as per FGSR. <i>Applicants who have completed a credential from a Canadian post-secondary institution are exempt from the requirement to provide the WES ICAP Course-by-Course report.</i> Graduate Certificate in Nursing Leadership [...] Admission Requirements - Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research. - Registered Nurses, Registered Psychiatric Nurses or Licensed Practical Nurses with any baccalaureate degree. Applicants with international credentials are required to provide the WES International Credential Advantage Package (ICAP) Course-by-Course report for degree equivalency and GPA calculation as per FGSR. <i>Applicants who have completed a credential from a Canadian post-secondary institution are exempt from the requirement to provide the WES ICAP Course-by-Course report.</i> [...]
Current https://www.uregina.ca/graduate-studies-research/future-students/eligibility-requirements.html#row_4	Proposed
Nursing Collaborative Nursing Practitioner Program [...]	Nursing Collaborative Nursing Practitioner Program [...]

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	<i>All Nursing programs except the Collaborative Nursing Practitioner Program</i> • <i>Applicants with international credentials who apply for admission to the Master's of Nursing (MN) Program and the Graduate Certificate Programs are required to provide the WES International Credential Advantage Package (ICAP) Course-by-Course report for degree equivalency and GPA calculation as per FGSR.</i> <i>Applicants who have completed a credential from a Canadian post-secondary institution are exempt from the requirement to provide the WES ICAP Course-by-Course report.</i>
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Rationale:

As these programs are open to out-of-country applicants, we are having difficulties interpreting the marks on transcripts. Requiring WES will ensure we are getting an accurate GPA for the committee to consider the applicants. If the applicant holds a credential from a Canadian post-secondary institution, we will not require WES for any other transcripts.

Application Process for 202730/202810 intake: Master of Nursing Course based and Graduate Certificates

When all the motions are passed at senate on October 16, 2026, and upon notification from FGSR that all implementations are completed in Slate (about 3 weeks after senate date), Faculty of Nursing will run a query report and create a list of all complete and in progress applications. These applications will not be required to follow the new admission requirements, as established below.

Master of Nursing Course based and Graduate Certificates:

Master of Nursing Course based and Graduate Certificate applicants who have completed or started their application prior to notification from FGSR of all systems update will not be required to submit a WES evaluation. Since admission for the programs has already opened for Winter 2027, S/S 2027 and Fall 2027, those applicants will have until July 1, 2027, to complete their application without the need to submit a WES evaluation as a requirement. Any application submitted afterwards will require a WES evaluation. Nursing will run a list and keep a record of all applicants with completed and ongoing applications. For a smoother process, FGSR, Nursing and the RO (Slate team) will work together to ensure checklist items are updated correctly.

(end of Motion)

4.2 Program Revisions – Master of Nursing, Graduate Certificate in Nursing Education, and the Graduate Certificate in Nursing Leadership

MOTION: That the Master of Nursing, the Graduate Certificate in Nursing Education, and the Graduate Certificate in Nursing Leadership programs be revised, effective immediately.

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Master of Nursing

https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/nursing.html#fact_2_1

Current	Proposed																																
Program Description The Master of Nursing course-based program will prepare students for advanced practice in focused areas, including clinical nursing practice, education with skills to improve healthcare delivery and patient outcomes, and strengthened leadership capacity to expand and evaluate nursing practice. Academic content will focus on vulnerable or marginalized populations. Graduates of the MN program will be prepared to engage in opportunities, such as leadership roles in healthcare organizations (e.g., coordinator, manager and director), faculty/clinical education and research roles in university and college, and clinical/community education roles. The MN course-based program will provide a solid foundation for students who are interested in progressing to doctoral studies in future. Admission Requirements [...] Master of Nursing <table> <tr> <th>Course</th><th>Cr Hrs</th></tr> <tr> <td>NURS 700</td><td>3</td></tr> <tr> <td>NURS 701</td><td>3</td></tr> <tr> <td>NURS 702</td><td>3</td></tr> <tr> <td>NURS 703</td><td>3</td></tr> <tr> <td>Choose a minimum of 2: NURS 775, NURS 777, NURS 778, NURS 785, NURS 786, NURS 787, NURS 788, NURS 799AA-ZZ, NURS 804, NURS 815, NURS 820</td><td>18</td></tr> <tr> <td>Choose a maximum of 4: EAHR 810, EC&I 804, EC&I 834, ED 817, AGIN 803, AGIN 816, JSGS 823, JSGS 824, JSGS 826, JSGS 829, JSGS 887</td><td></td></tr> <tr> <td>TOTAL</td><td>30</td></tr> </table>	Course	Cr Hrs	NURS 700	3	NURS 701	3	NURS 702	3	NURS 703	3	Choose a minimum of 2: NURS 775, NURS 777, NURS 778, NURS 785, NURS 786, NURS 787, NURS 788, NURS 799AA-ZZ, NURS 804, NURS 815, NURS 820	18	Choose a maximum of 4: EAHR 810, EC&I 804, EC&I 834, ED 817, AGIN 803, AGIN 816, JSGS 823, JSGS 824, JSGS 826, JSGS 829, JSGS 887		TOTAL	30	Program Description The Master of Nursing course-based program will prepare students for advanced practice in focused areas, including clinical nursing practice, education with skills to improve healthcare delivery and patient outcomes, and strengthened leadership capacity to expand and evaluate nursing practice. Academic content will focus on vulnerable or marginalized populations. Graduates of the MN program will be prepared to engage in opportunities, such as leadership roles in healthcare organizations (e.g., coordinator, manager and director), faculty/clinical education and research roles in university and college, and clinical/community education roles. The MN course-based program will provide a solid foundation for students who are interested in progressing to doctoral studies in future. <i>This program is offered through distance learning and utilizes synchronous and asynchronous learning. International students may not be eligible to receive a study permit for this program and may not qualify for a Post Graduate Work Permit upon completion of the program. International applicants are strongly encouraged to consult with IRCC before applying to this program.</i> Admission Requirements [...] Master of Nursing <table> <tr> <th>Course</th><th>Cr Hrs</th></tr> <tr> <td>NURS 700</td><td>3</td></tr> <tr> <td>NURS 701</td><td>3</td></tr> <tr> <td>NURS 702</td><td>3</td></tr> <tr> <td>NURS 703</td><td>3</td></tr> <tr> <td>Choose a minimum of 2 NURS 775, NURS 777, NURS 778, NURS 785, NURS 786, NURS 787, NURS 788, NURS 799AA-ZZ, NURS 804, NURS 815, NURS 820/AGIN 893</td><td>18</td></tr> <tr> <td>Choose a maximum of 4: EAHR 810, EC&I 804, EC&I 834, ED 817, AGIN 803/SW 803, AGIN 816/SW 816, JSGS 823, JSGS 824, JSGS 826, JSGS 829, JSGS 888</td><td></td></tr> <tr> <td>TOTAL</td><td>30</td></tr> </table>	Course	Cr Hrs	NURS 700	3	NURS 701	3	NURS 702	3	NURS 703	3	Choose a minimum of 2 NURS 775, NURS 777, NURS 778, NURS 785, NURS 786, NURS 787, NURS 788, NURS 799AA-ZZ, NURS 804, NURS 815, NURS 820/ AGIN 893	18	Choose a maximum of 4: EAHR 810, EC&I 804, EC&I 834, ED 817, AGIN 803/ SW 803 , AGIN 816/ SW 816 , JSGS 823, JSGS 824, JSGS 826, JSGS 829, JSGS 888		TOTAL	30
Course	Cr Hrs																																
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Graduate Certificates

https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/nursing.html#fact_2_3

Current	Proposed																				
Graduate Certificate in Nursing Education [...]	Graduate Certificate in Nursing Education [...]																				
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TOTAL	9																				

Rationale:

As we receive more inquiries and more applications to the Master of Nursing program, we want to ensure the wording is clear in the program description for international students. As this program is online or in-person, students are not required to be in Canada to take it. Therefore, it does not qualify for student permit or work permit according to Government of Canada

<https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/study-permits/other-considerations.html>

This has also been confirmed with UR International.

This motion also corrects errors that were in the original Master of Nursing, Graduate Certificate in Nursing Education and Graduate Certificate in Nursing Leadership proposals. There are three courses listed in the electives of these programs that are already cross listed with other courses. We are updating our lists to reflect the cross-listed courses. The NURS 820 course is cross listed with AGIN 893, AGIN 816 is cross listed with SW 803 and AGIN 816 is cross listed with SW 816. There is also a correction to one of the electives: the wrong number was in the proposal, so it is being corrected to JSJS 888.

In the Graduate Certificate in Nursing Education and Graduate Certificate in Nursing Leadership proposals, the word minimum was missed. Adding the word minimum allows students to take one or two of their electives as Nursing courses. Adding the word maximum to the non-nursing electives ensures that students take at least one Nursing elective in this nursing certificate.

(end of Motion)

4.3 Embedded Certificate Options – Master of Nursing

MOTION: To allow graduate students the option to take an embedded certificate in conjunction with their Master of Nursing (MN) degree program. The following certificates are permitted to be embedded, effective immediately:

- Graduate Certificate in Nursing Education
- Graduate Certificate in Nursing Leadership

Certificate	Master's Program
Graduate Certificate in Nursing Education	Master of Nursing
Graduate Certificate in Nursing Leadership	Master of Nursing

Rationale:

The Faculty of Graduate Studies and Research recently passed a motion to add embedded certificates to the Graduate Credential Framework. Allowing our graduate students to earn an embedded certificate while also completing their Master of Nursing degree program meets current student demand. Note: This does not apply to the Master of Nursing – Nurse Practitioner degree program.

(end of Motion)

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4.4 Admission Requirement Revision – Collaborative Nursing Practitioner Program

MOTION: To revise the admission requirements to the Collaborative Nurse Practitioner Program, effective 202730.

Current https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/nursing.html#fact_2_2	Proposed
Collaborative Nurse Practitioner Program (CNPP) [...] Admission Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research, be licensed to practice as an RN in a Canadian Province(s) or Territory and: • Demonstrate completion of an approved baccalaureate nursing program; • Indicate which Canadian Province(s) or Territory applicant has licensure as a registered nurse; • Provide a CV/resume and cover letter. CV/resume should include your education (formal and continuing nursing education), nursing and work history, professional practice and/or community involvement. The cover letter (maximum 1 page) should include why you are interested in becoming a Nurse Practitioner and what supports you have that will ensure your success in the program. • Sign the Authorization for Release of Personal Information (included in the online application). • In addition to two references required for FGSR, we require a third reference. Minimally, two of the references should be familiar with the applicants nursing practice (i.e., manager, supervisor, clinical faculty, preceptor); applicants must refer to FGSR criteria for further details. Risk Management Requirements NOTE: details pertaining to these documents and the submission process will be provided after acceptance into the program. Application Deadline here. NOTE: Applications from out of province candidates are welcome but first consideration will be given to Saskatchewan residents. Quebec does not support practice experiences for students enrolled in out of province programs. Applicants from Quebec should contact the program prior to applying.	Collaborative Nurse Practitioner Program (CNPP) [...] Admission Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research, be licensed to practice as an RN in a Canadian Province(s) or Territory and: • <i>Have an overall grade point average of 75% in the most recent 60 credit hours of post-secondary studies;</i> • Demonstrate completion of an approved baccalaureate nursing program; • Indicate which Canadian Province(s) or Territory applicant has licensure as a registered nurse; • Provide a CV/resume. CV/resume should include your education (formal and continuing nursing education), nursing and work history, professional practice and/or community involvement. • Sign the Authorization for Release of Personal Information (included in the online application). • In addition to two references required <i>by</i> FGSR, we require a third reference. Minimally, two of the references should be familiar with the applicants nursing practice (i.e., manager, supervisor, clinical faculty, preceptor); applicants must refer to FGSR criteria for further details. Risk Management Requirements NOTE: details pertaining to these documents and the submission process will be provided after acceptance into the program. Application Deadline here. NOTE: Applications from out of province candidates are welcome but first consideration will be given to Saskatchewan residents. <i>Saskatchewan applicants must submit current proof of residency (2 pieces) to be given first consideration. Acceptable documentation may include items such as a Saskatchewan health card, driver's license, income tax documentation, utility bill, bank statement, or lease agreement (with confidential information redacted).</i> Quebec does not support practice experiences for students enrolled in out of province programs. Applicants from Quebec should contact the program prior to applying.
Current	Proposed

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https://www.uregina.ca/graduate-studies-research/future-students/eligibility-requirements.html#row_4	
Nursing Collaborative Nursing Practitioner Program • A cover letter (maximum 1 page) should include why you are interested in becoming a Nurse Practitioner and what supports you have that will ensure your success in the program. • Valid Canadian registered nurse license. • A third letter of recommendation.	Nursing Collaborative Nursing Practitioner Program • Valid Canadian registered nurse license. • A third letter of recommendation. [...]

Rationale:

Overall, these changes are intended to create a more efficient, fair, and student-focused admissions process.

In 2025, we piloted using applicants' overall undergraduate GPA as the primary admission criterion for the CNPP. While intended to streamline the process, this approach proved more administratively complex and did not always reflect applicants' most recent academic capabilities. We are therefore proposing a return to calculating admission averages based on the most recent 60 credit hours (minimum 75%). This approach better recognizes applicants who have demonstrated growth and strong performance in recent or continuing education, creating a more equitable and student-centered admissions process.

We are also proposing to simplify application requirements. At present, the Faculty of Graduate Studies and Research requires a letter of intent, while the Faculty of Nursing requires a cover letter. We have found that these documents are often duplicative, with applicants submitting nearly identical content in both. Removing the cover letter will reduce redundancy, streamline the application process, and lessen the burden on applicants.

Finally, to ensure fairness and transparency in a provincially funded program, we are strengthening residency verification for Saskatchewan applicants. In the past, some applications have listed Saskatchewan addresses without clear evidence of residency. As priority is given to in-province applicants, proof of residency will now be required to support these claims. Acceptable documentation may include items such as a Saskatchewan health card, driver's license, income tax documentation, utility bill, bank statement, or lease agreement (with confidential information redacted). Applicants who do not provide proof of residency will still be considered for admission but will not receive priority consideration.

Application Process for 202730/202810 intake: Collaborative Nurse Practitioner Program

When all the motions are passed at senate on October 16, 2026, and upon notification from FGSR that all implementations are completed in Slate (about 3 weeks after senate date), Faculty of Nursing will run a query report and create a list of all complete and in progress applications. These applications will not be required to follow the new admission requirements, as established below.

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For the Collaborative Nurse Practitioner Program, in-progress and completed applications prior to Senate's meeting October 16, 2026, and notification from FGSR that all systems are updated will not be required to prove Saskatchewan Residency but will remain in the first consideration at CNPP Admission Committee, following Nursing internal processes. In regards to overall grade point average of 75% in the most recent 60 credit hours of post-secondary studies, the Faculty of Nursing will assess all transcripts and consider both overall GPA (including all credits hours taken) and GPA in the most recent 60 credit hours, whichever benefits the applicant. Moreover, these applicants are still required to submit a cover letter.

In addition, all newly submitted applications, after October 16, 2026, and upon notification from FGSR to the Faculty of Nursing that all systems have been updated, these applications will require proof of Saskatchewan residency, if applicants would like to have first consideration. These applicants will not be required to submit a cover letter and will be held to the 75% GPA in most recent 60 credit hours requirement.

After the deadline for applications for the Fall 2027 and Winter 2028 terms has been reached, all incomplete and new applications will have their checklist items in Slate updated outlining newly updated admission requirements.

(end of Motion)

5. FACULTY OF SCIENCE

5.1 Program Suspension – Master of Science in Computer Science (Project)

MOTION: To suspend admissions to the Master of Science in Computer Science (Project) degree, effective 202810.

Rationale:

The Department of Computer Science currently has two research-focused Master of Science routes: thesis and project. The difference in these degrees is the amount of time students spend on research (15 credits in the thesis route; 9 credits in the project route).

Over the last four years, faculty members in the Department of Computer Science have shown a decreasing interest in supervising MSc project route students. In Fall 2022, 23% of the MSc students in Computer Science were in the project route. As of Fall 2025 this is now 5%. This change is aligned with a renewed focus on innovation, impact, and research excellence within the Department of Computer Science that came about through the development of new mission and vision statements.

Over this same period, interest in the project route has remained disproportionately high, with 577 applications compared to 163 for the thesis route. In consultation with recently admitted students, many do not know the difference between the two routes and choose the one that appears to be easier. When the applications for the project route students get to the faculty members, many have interviews

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with the students and make offers for the thesis route.

Suspending admissions to the MSc in Computer Science (Project) degree will streamline the application and admissions process for students, remove confusion among applications, and align the graduate degree offerings with the strategic priorities of the Department of Computer Science.

(end of Motion)

6. Hill Levene School of Business

6.1 Program Suspension – Master of Business Administration (Course, Co-op, Project)

MOTION: That admissions to the Master of Business Administration (course, co-op, project) be suspended, effective immediately.

Rationale:

The Levene Master of Business Administration (MBA) program is currently undergoing a comprehensive review in response to changing enrollment patterns, resource allocation considerations, and the faculty's long-term strategic priorities. The program was placed on moratorium (pause on admissions) starting Winter 2026, and preliminary steps toward reopening admissions have been undertaken. However, given the scope of the review, additional time is required before admissions can be resumed. The Faculty proposes suspension of the program to allow sufficient time to complete the review process. Students currently enrolled in the MBA program will continue to be supported in completing their program requirements.

(end of Motion)

7. Johnson Shoyama Graduate School of Public Policy

7.1 Admission Requirement Revision – Master of Public Administration

MOTION: That the admission requirements for the Master of Public Administration (MPA) be changed to include personal statement questions, effective 202830.
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Current	Proposed
https://www.uregina.ca/graduate-studies-research/graduate-calendar/all-programs/public-policy.html#fact_2_3	
Admission Requirements Applicants must meet the entrance requirements of the Faculty of Graduate Studies and Research, with the following additions (where applicable): Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research and additionally have an overall grade point average of 75%. In addition, JSGS	Admission Requirements Applicants must meet the entrance requirements of the Faculty of Graduate Studies and Research, with the following additions (where applicable): Applicants must satisfy the admission requirements of the Faculty of Graduate Studies and Research and additionally have an overall grade point average of 75%. In addition, JSGS

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requires three letters of reference. 2. The MPA programs are open to persons with a four-year undergraduate degree in any area. 3. Those students without a background in economics may be required to complete introductory courses in micro and macro economics.	requires three letters of reference. 2. The MPA programs are open to persons with a four-year undergraduate degree in any area. 3. Those students without a background in economics may be required to complete introductory courses in micro and macro economics. 4. Applicants must respond to the personal statement questions here. (once approved the document will be uploaded in Slate and on the FGSR website)
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Rationale:

This is an alignment exercise, not a change in admission standards. Eligibility for admission to the MPA, the grade point average requirement, and the reference letter requirement are unchanged.

- **Approval trail.** The revised questions, the common word limit, and the statement on generative AI were approved unanimously by the JSGS MPA and Related Certificates Committee (MPARCC) on April 28, 2026, and by the JSGS Joint Faculty Council (JFC) on May 14, 2026 (moved: Justin Longo; seconded: Danette Starblanket; carried). JFC attached a condition that the generative AI statement be confirmed against USask institutional guidance before publication; that confirmation has been obtained. Implementation is proceeding at USask, where the catalogue specifies only that a letter of intent or personal statement is required and no further university-level approval is needed.
- **Cross-campus alignment.** The MPA is one program delivered at two campuses, but each campus has been using a different question set, structure, and word limits. A single set allows applicants to both campuses to be assessed on a common basis.
- **Usefulness of applicant responses.** A review of approximately 130 MPA applications in the 2026 cycle found that certain questions, particularly the USask question asking applicants to relate their interests to the School's three research priority areas, rarely produced information useful to the Admissions Committee. The revised set consolidates the questions into three: motivation and interest, preparation, and goals and fit.
- **Fit with a course-based professional program.** MPARCC tightened the first question to "What has motivated you to pursue an MPA?", removing a clause that prompted research-style or thesis-oriented answers. Applicants frequently do not distinguish the course-based professional MPA from the thesis-based research MPP; the revised preamble and first question make that distinction clear at the point of application.
- **Retention of the letter of intent and personal statement questions.** MPARCC considered whether the letter of intent and personal statement questions remain useful given pervasive use of generative AI and the weight carried by grade point average, and decided to retain it: it allows applicants with non-traditional backgrounds or difficult life circumstances to signal value beyond GPA; it is of practical use where GPA falls in a borderline range; and its removal would carry reputational risk for the School.
- **Generative AI.** A significant proportion of statements in the 2026 cycle appeared to be AI-assisted, with very few disclosures. Detection tools are not reliable, so the statement sets an explicit expectation and a disclosure requirement instead. The Dean of FGSR has confirmed that JSGS may direct applicants on this point.
- **Calendar consistency across JSGS programs.** The MPP and PhD entries already direct applicants to a question set posted by FGSR; the MPA entry is silent. The addition at 1(a) gives the approved MPA questions the same standing in published University of Regina material.

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- **Consequential modifications.** FGSR to post the approved question set in the FGSR admissions document library and hyperlink it from the MPA calendar entry; FGSR application portal updated to the revised questions and word limit; JSGS website and the USask application (Slate) updated by JSGS. No new or revised courses, no change to credit hours, program length, or structure; no resource implications and no impact on other academic units. In University of Regina material the instrument is titled the “personal statement” and the approved text will be rendered accordingly; this is a naming difference between the two application systems, not a substantive change.
- **Management of transition.** No current student is affected; the change applies only to applications for admission. Applications for terms before 202730 are assessed under the questions in force when they were submitted. Any 202730 applications submitted before the revised questions are posted will be assessed as submitted, and those applicants will not be asked to resubmit.

Attachment C: JSGS Master of Public Administration (MPA) Program Personal statement questions

(end of Motion)

7.2 Admission Requirement Revision – Master of Public Policy and PhD in Public Policy

MOTION: That the personal statement questions for the Master of Public Policy (MPP) and for the PhD in Public Policy, be revised effective 202830.

Rationale:

This is an alignment exercise, not a change in admission standards. Eligibility for admission to the MPP and to the PhD, the grade point average requirements, and the reference letter requirements are unchanged. Both programs are delivered jointly by JSGS at the University of Regina and the University of Saskatchewan, and each campus has been using a different version of the application questions for the same program.

- **Approval trail.** The revised questions for both programs, together with the generative AI acknowledgement, were accepted by unanimous consensus of the JSGS MPP & PhD Committee (MPC) on May 13, 2026, and approved by the JSGS Joint Faculty Council (JFC) on May 14, 2026 (moved: Michelle Bussière-Prytula; seconded: Justin Longo; carried as amended). JFC considered the two question sets in a single motion, as they are presented here. The one amendment made at that meeting applied to the MPP preamble: that the statement that the MPP is a research degree be retained and placed at the beginning of the description, followed by the existing calendar language, answering a concern that the revised wording could reduce clarity about the research focus of the program. No changes were proposed to the PhD description beyond those included here, the current wording being considered appropriate.
- **Cross-campus alignment.** Each of these is one program delivered at two campuses. A single question set, preamble, and word limit for each program removes an unexplained difference between the two application systems and allows applicants to either campus to be assessed on a common basis.
- **Consistency with the Graduate Calendar and program materials.** In both sets the revised preamble reproduces the program description in the Graduate Calendar and on the JSGS program

Item 6.2 - Item(s) from the Council Committee on the Faculty of Graduate Studies and Research

website, so that applicants meet the same description of the program wherever they encounter it. For the MPP, the description is preceded by the explicit statement that the MPP is a research degree, as directed by JFC. For the PhD, the current preamble's general statement about the nature of a doctorate is replaced by the approved program description, which is more informative about what the program prepares graduates to do; the statement that the PhD is a research degree and the highest degree awarded in Public Policy is retained.

- **MPP — clearer signal of research readiness.** The revised questions 2 and 3 ask applicants to state a proposed research question and to explain what evidence, theory, methods, data, interest-holder perspectives, or policy considerations would matter in studying it. This gives reviewers a comparable basis for assessing preparation for thesis research and fit with available supervisors, which the current question framed around research area, theories, and methods does not consistently produce. The thesis requirement, currently stated inside question 3, is carried by the revised preamble and by the program requirements in the Graduate Calendar; no requirement is removed.
- **MPP — recognition of varied pathways into policy research.** The revised first question invites applicants to connect their motivation to academic, professional, volunteer, or personal experience, allowing applicants with non-traditional backgrounds to signal relevant preparation. Career aspirations, previously a separate question, are addressed within it.
- **MPP — differentiation from the MPA.** Applicants frequently do not distinguish the thesis-based research MPP from the course-based professional MPA. The opening sentence of the revised preamble and the research-question items make the difference apparent at the point of application, addressing a concern raised at both MPC and JFC.
- **MPP — word limit.** 750 words overall, in place of 700, gives applicants a modest additional allowance for the more substantive content now asked for at questions 2 and 3, while preserving the expectation of concise writing. The PhD limit is unchanged at 1,500 words.
- **PhD — substance of the questions retained.** Questions 1 through 5 are unchanged. They ask applicants to demonstrate research background, identify researchable topics, engage with theory and method, and show that they can define a topic, apply concepts, cite literature, and propose a contribution. Retaining them holds PhD applicants to the higher expectations appropriate to the degree while the surrounding structure is aligned with the MPP.
- **PhD — question 6.** The revised wording asks applicants to name the faculty members they have approached. The clause asking applicants to describe the nature of those interactions is not carried forward; the question is kept to the factual matter the admissions committee relies on, and the wording is now identical across the two campuses.
- **Generative AI.** The acknowledgement added to both sets is the statement already in use on the USask application. It was confirmed at JFC that this language aligns with existing College of Graduate and Postdoctoral Studies guidance and that the University of Regina has flexibility to align with it. Adopting the same text holds applicants to both campuses of these joint programs to a single disclosure expectation. The Dean of FGSR has confirmed that JSGS may direct applicants on this point.
- **Relationship to the PhD calendar entry approved May 14, 2026 (section 10.6, motion 1).** That entry, effective 202730, retains the requirement that applicants respond to the personal statement questions posted by FGSR. This motion does not disturb that cross-reference; it changes the content of the posted document. The Joint Faculty Council approved the two question sets now before the committee on the afternoon of the same day.
- **Consequential modifications.** No change to the text of the Graduate Calendar entries is required for either program. Both entries direct applicants to the question sets posted by FGSR; this motion changes those posted documents. FGSR to replace the two posted documents, retaining their existing

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file locations so that the Graduate Calendar hyperlinks are unaffected; the acknowledgement added to the MPP and PhD applications in the FGSR portal; FGSR supplementary materials listing, the JSGS website, and the USask application (Slate) updated. No new or revised courses, no change to credit hours, program length, or structure; no resource implications and no impact on other academic units.

- **Management of transition.** No current student is affected; the change applies only to applications for admission. Applications for admission to terms before 202830 are assessed under the questions in force when they were submitted. The effective date allows the posted documents and the application portal to be updated before the 202830 application cycle opens, so that all applicants to a given intake answer the same questions.

Attachment D: JSGS Master of Public Policy (MPP) Program Personal statement questions

Attachment E: JSGS PhD in Public Policy (after Master's) Personal statement questions

(end of Motion)

Item 6.2 - Item(s) from the Council Committee on the Faculty of Graduate Studies and Research

ITEM(S) FOR INFORMATION

1. COURSE CHANGES / REPLACEMENTS

Faculty of Education (effective immediately)

ED 904 - The grading mode and billing/credit hours changed.

Faculty of Engineering and Applied Science (effective 202620)

Current	Proposed
ENIN 804 Foundation of Solid Mechanics Three dimensional stresses and strains; stress and strain tensors; equilibrium and compatibility relations; constitutive equations; applications to elastic, plastic, and viscoelastic materials; finite strains; plane stress applications; stress concentration and implications to fracture.	ENIN 804 Advanced Solid Mechanics Three dimensional stresses and strains; stress and strain tensors; equilibrium and compatibility relations; constitutive equations; applications to elastic, plastic, and viscoelastic materials; finite strains; plane stress applications; stress concentration and implications to fracture. **Note: This course is cross listed with ENER 804.
ENER 804 Foundation of Solid Mechanics Three dimensional stresses and strains; stress and strain tensors; equilibrium and compatibility relations; constitutive equations; applications to elastic, plastic, and viscoelastic materials; finite strains; plane stress applications; stress concentration and implications to fracture. **Note: Students may receive credit for ENER 804 or ENER 880AA. This course is cross listed with ENIN 804.	ENER 804 Advanced Solid Mechanics Three dimensional stresses and strains; stress and strain tensors; equilibrium and compatibility relations; constitutive equations; applications to elastic, plastic, and viscoelastic materials; finite strains; plane stress applications; stress concentration and implications to fracture. **Note: Students may receive credit for ENER 804 or ENER 880AA. This course is cross listed with ENIN 804.

2. COURSE INACTIVATION

Faculty of Engineering and Applied Science (effective 202710)

That ENEL 902 be inactivated (archived).

ATTACHMENT A

GRADUATE PROGRAM CONFLICT
OF INTEREST DECLARATIONUniversity
of ReginaFaculty of
Graduate Studies
and Research

Real, potential, and perceived Conflicts of Interest threaten the integrity, credibility, and reputation of graduate programs, and must be avoided or mitigated wherever possible.

A Conflict of Interest exists when someone's employment at the University of Regina compromises, has the potential to compromise, or could be perceived by others as having the **potential to compromise their ability to provide an unbiased assessment of a U of R student**. A Conflict of Interest also exists when someone's employment at the University **gives them access to U of R systems, processes, or resources that could be used to give an unfair advantage or disadvantage to a student**. Applicants must pay special attention to potential conflicts of interest with Closely Associated Persons¹.

¹ A [Closely Associated Person](#), as defined by the University of Regina, is *A family member or other person related by blood, adoption, marriage, or common-law marriage to the member; A person with whom the member has an intimate personal relationship (or an individual with whom the member has had such a relationship)*

ALL GRADUATE APPLICANTS AND/OR STUDENTS ARE REQUIRED TO COMPLETE THIS FORM ONLINE IN SLATE OR HARD COPY BELOW.

SECTION A: EMPLOYMENT INFORMATION

ARE YOU EMPLOYED BY THE UNIVERSITY OF REGINA?

☐ I am not employed at the U of R (complete the information below question)

DOES YOUR EMPLOYMENT OUTSIDE OF THE UNIVERSITY OF REGINA CONSTITUTE A REAL, POTENTIAL, OR PERCEIVED CONFLICT OF INTEREST AT THE UNIVERSITY OF REGINA?

☐ No – **PROCEED TO SECTION B**

☐ Yes – COMPLETE THE INFORMATION BELOW

Complete this section with your employment information (outside of the University of Regina)

Your Employer (company/name):

Explain how your employment outside of the University of Regina constitutes a real, potential, or perceived Conflict of Interest at the University of Regina, then **PROCEED TO SECTION B**.

If additional space is required, please use a separate sheet of paper.

☐ I am employed by the U of R (complete the information below)

Complete the below questions based on your employment at the University of Regina.

UofR ID: _____

Your Name: _____

Position Title: _____

Faculty/Administrative Unit: _____

UofR Email Address: _____

Supervisor's Email Address: _____

For Contract Employees Only (i.e. Term employment, Sessional instructor, Teaching/Research Assistant, etc.)

Employment End Date: _____

PROCEED TO SECTION B

GRADUATE PROGRAM CONFLICT OF INTEREST DECLARATION



University
of Regina

Faculty of
Graduate Studies
and Research

SECTION B: ANOTHER EMPLOYEE OF THE UNIVERSITY OF REGINA

ARE YOU AWARE OF ANOTHER EMPLOYEE OF THE UNIVERSITY OF REGINA WHOSE EMPLOYMENT COULD CONSTITUTE A REAL, POTENTIAL, OR PERCEIVED CONFLICT OF INTEREST?

☐ I am not aware

☐ I am aware (complete the information below)

PROCEED TO SECTION C

Complete the below questions based on the Other Employee's information.

Their Name: _____

Their Faculty/Administrative Unit (if available): _____

Their Position title (if available): _____

Their Email address (if available): _____

PROCEED TO SECTION C

SECTION C: CLOSELY ASSOCIATED PERSON AT THE UNIVERSITY OF REGINA

A Closely Associated Person, as defined by the University of Regina, is A family member or other person related by blood, adoption, marriage, or common-law marriage to the member; A person with whom the member has an intimate personal relationship (or an individual with whom the member has had such a relationship)

ARE YOU AWARE OF A CLOSELY ASSOCIATED PERSON AT THE UNIVERSITY OF REGINA WHOSE EMPLOYMENT COULD CONSTITUTE A REAL, POTENTIAL, OR PERCEIVED CONFLICT OF INTEREST?

☐ I am not aware

☐ I am aware (complete the information below)

PROCEED TO SECTION E

Complete the below questions based on the Closely Associated Person's information.

Their Name: _____

Their Faculty/Administrative Unit (if available): _____

Their Position title (if available): _____

Their Email address (if available): _____

PROCEED TO SECTION D

GRADUATE PROGRAM CONFLICT OF INTEREST DECLARATION



University
of Regina

Faculty of
Graduate Studies
and Research

SECTION D: CONFLICT OF INTEREST (COI) INFORMATION

BRIEFLY DESCRIBE THE ROLE OF THE UNIVERSITY OF REGINA EMPLOYEE (YOURSELF, SOMEONE YOU KNOW, OR THE CLOSELY ASSOCIATED PERSON) AND THE REAL, POTENTIAL OR PERCEIVED CONFLICT OF INTEREST.

If additional space is required, please attach this information on a separate sheet of paper.

SECTION E: DECLARATION AND ACKNOWLEDGEMENT

I confirm that I understand what constitutes a real, potential, or perceived Conflict of Interest at the University of Regina as described in this form. I have declared all real, potential, or perceived Conflicts of Interest of which I am aware. I understand that not all Conflicts of Interest can be mitigated and that I may not be offered admission to a University of Regina graduate program if a Conflict of Interest cannot be satisfactorily mitigated. I understand that failure to declare a Conflict of Interest, or the discovery of a previously unknown Conflict of Interest may lead to revocation of an offer of admission or removal from a graduate program. I agree to abide by the terms of the mitigation plan if such a plan is in place. I understand that the Dean of the Faculty of Graduate Studies and Research or their designate will make the final determination of whether a real, potential, or perceived Conflict of Interest exists, and on the suitability of all preliminary or formal mitigation plans.

I acknowledge that it is my responsibility to ensure all those who need to be aware of the real, potential, or perceived Conflict(s) of Interest will be informed as soon as the Conflict(s) of Interest are recognized.

Applicant's Signature

Date

If applicable Graduate Studies
& Research Dean or Designate

Signature

Date

Email this Form to: grad.studies@uregina.ca

ATTACHMENT B

CONFLICT OF INTEREST DECLARATION: APPLICANTS FOR GRADUATE PROGRAMS WHO ARE, OR ARE CLOSELY ASSOCIATED WITH, U OF R STAFF



University
of Regina

Faculty of
Graduate Studies
and Research

Applicants for Graduate Programs who Are, or Are Closely Associated with, U of R Staff

University of Regina staff members may be applicants for any graduate program in the Faculty of Graduate Studies and Research.

Conditions under which staff become students are stated in the collective bargaining agreements of the University of Regina Faculty Association, the Administrative Professional and Technical Employees Bargaining Unit, and the Canadian Union of Public Employees.

Those who are [closely-associated](#) with a U of R staff member may also be considered for admission to U of R graduate programs provided that a plan can be formulated and implemented to mitigate the Conflict of Interest.

The perception of a possibility of, or the occurrence of, a conflict of interest is considered to be a major threat to the integrity of a graduate program. It is the responsibility of a prospective applicant to declare this prior to entering a graduate program, or if not evident until after that point, as soon as it becomes evident. Details of a conflict are to be reported, in writing, to the Dean of the Faculty of Graduate Studies and Research (FGSR).

Examples of conflict of interest include, but are not limited to, the following:

- A relationship between an employee and an applicant that imperils or could compromise a fair and impartial review in an academic sphere would normally be prohibited.
- A relationship between an applicant to a graduate program and a [closely-associated](#) person who works in the academic unit offering the program.
- A person seeking to complete a graduate degree in an academic unit in which they are employed full-time.
 - A person employed by an academic unit should not take courses or a degree program in that academic unit.
 - Similarly, a person taking a graduate program in an academic unit should not become a full-time employee in that unit until the program of studies has been successfully completed or formally terminated. While such an arrangement might, under certain circumstances, be regarded as acceptable in the case of a support staff member, the situation would be regarded as unacceptable for a faculty position.

If reasonable remedies to avoid or minimize a possible conflict of interest are not found, the Dean of FGSR may rule to reject an application. If this situation arises after an applicant has been accepted as a candidate for a graduate program, and ways of avoiding or offsetting a conflict of interest are not found, the Dean of FGSR may decide to implement remedies that could include discontinuation of the student's program at this University.

Right of Appeal

A student wishing to appeal a decision is first directed to the Dean of the Faculty of Graduate Studies and Research. If the appellant is not satisfied with the outcome of the Dean's review, the next level is to request that the matter be addressed by the PhD Committee, a sub-committee of the Council Committee on the Faculty of Graduate Studies and Research (CCFGSR).

Exemptions

Exemptions from these terms include those employees/applicants who are not full-time or are hired full-time on an interim (i.e., semester) basis. For example, graduate teaching assistants, and department research and teaching assistants would normally be exempt from review according to the terms of this policy.

CONFLICT OF INTEREST DECLARATION:

APPLICANTS FOR GRADUATE PROGRAMS WHO ARE, OR ARE CLOSELY ASSOCIATED WITH, U OF R STAFF



University
of Regina

Faculty of
Graduate Studies
and Research

Employee/Applicant Name: _____ ID Number: _____

Graduate Program of Study: _____

Faculty/Department/Academic Unit of Employment: _____

- ☐ As outlined in the [Applicants for Graduate Programs who Are, or Are Closely Associated with, U of R Staff Policy](#), I declare that **I am aware of a real or perceived conflict of interest** arising from my employment or that of a closely associated person **and have attached a mitigation plan**.
- ☐ As outlined in the [Applicants for Graduate Programs who Are, or Are Closely Associated with, U of R Staff Policy](#), I declare that **I am unaware of a real or perceived conflict of interest** arising from my employment, or that of a closely associated person.

I, _____, have read the [Applicants for Graduate Programs who Are, or Are Closely Associated with, U of R Staff Policy](#), and understand that this declaration is given in accordance with that Policy. Should any real or perceived conflicts appear in the future, I will bring them to the attention of my/my close associate's Supervisor/Manager, Dean or Designate of my Graduate Program of Study and of the Dean or Designate of the Faculty of Graduate Studies and Research immediately. I declare that the information contained in this Conflict of Interest Declaration is true and correct to the best of my knowledge.

Employee/Applicant Signature Date

* UR Employee's Supervisor/Manager Signature Date

* If you **are not** a UR Employee, the above signature from a Supervisor/Manager **is not** required. If you **are a UR Employee**, the above signature from your Supervisor/Manager **is required** and a final copy of this form will be sent to the primary Academic or Administrative Unit for information.

Program of Study's Dean or Designate Signature Date

Graduate Studies & Research Dean or Designate Signature Date

Email the Form, **and Mitigation Plan if necessary**, to: grad.studies@uregina.ca.

ATTACHMENT C

JSGS Master of Public Administration (MPA) Program Application Questions

The MPA is a professional program designed to prepare you for a career in public administration and policy work in diverse areas such as non-government organizations, industry associations, and, of course, the public service. To help the committee understand whether the MPA program is right for you, and whether you will be a good fit for our school, please address the following:

1. Motivation and interest. What has motivated you to pursue an MPA?
2. Preparation. How have your education, professional experience, and other relevant experiences prepared you to succeed in a graduate-level professional program in public policy and administration?
3. Goals and fit. What do you hope to achieve through the MPA, and why is the Johnson Shoyama Graduate School of Public Policy the right place for you to pursue these goals?

Word limit: 200 words per question.

Statement on the use of generative AI: This response is intended to be your own work and is one of the primary ways the Admissions Committee assesses your written communication skills and your fit with the program. You may use generative AI tools (e.g., ChatGPT) for limited purposes such as proofreading, grammar checking, or brainstorming. You may not use generative AI to draft the substance of your letter. If you use AI tools in any capacity, you must disclose this at the end of your letter, briefly describing how they were used. Submissions that appear to be substantially AI-generated, or that fail to disclose AI use, may be disadvantaged in the review process.

ATTACHMENT D

JSGS Master of Public Policy (MPP) Program Application Questions

~~The MPP is a research degree.~~ *The JSGS Master of Public Policy (MPP) is a research degree that prepares graduates to conduct policy research and analysis for use in the policy system. The MPP program trains students to apply their skills in the public policy domain. Graduates are prepared to work as policy researchers locally and globally in the public, not-for-profit, and corporate sectors and employ innovative strategies to address policy challenges.*

Your personal statement offers you the opportunity to describe to the admissions committee your interests and fit with the MPP program. It also provides you with the opportunity to clearly detail your background and preparation, the ideas and methods that you bring to public policy and an indication of the particular areas of public policy that interest you. ~~In your personal statement, ensure that you clearly address each of the following:~~

1. Why do you want to pursue a ~~research degree focusing on public policy?~~ *What public policy challenge has personally motivated you to pursue a public policy degree, and how does it connect to your academic, professional, volunteer, or personal experiences?*
2. ~~What is your research background and preparation on policy-related research, including academic credentials and practical experience?~~ *What is your proposed research question?*
3. ~~A master's thesis that examines a public policy problem is a requirement of this program. What research area are you interested in exploring? What type of theories and/or methods would you like to use in your research?~~ *Identify a public policy issue, challenge, or area that you would like to study during the MPP. Explain what kinds of evidence, theory, methods, data, interest-holder perspectives, or policy considerations would be important in studying or addressing this issue.*
4. ~~How would a master's in public policy at JSGS enable you to reach your career aspirations?~~ *How does your research background (including academic credentials and practical experience) prepare you for policy-related research?*
5. Have you approached any of the faculty at the school to be your supervisor? If so, please name them.

~~You do NOT need to have a well-developed research proposal. However, the committee would like to see that you can clearly articulate your interests and ideas. If you do have a specific project that you are committed to, please include that information in your statement. This statement is an opportunity to show your personality, critical thinking ability, and interest in public policy research. Please say something original and distinctive that sets you apart from other applicants.~~

~~Your personal statement should be a maximum of 700 words.~~
Maximum of 750 words (overall).

Applicant acknowledgement: I agree that all uses of Generative AI in this application have been properly cited, and I understand that failing to disclose or reference the use of Generative AI in any part of my application, including any supplementary application materials, may result in the rejection of the application in its entirety.

ATTACHMENT D

JSGS PhD in Public Policy (after Master's) Application Questions

The *JSGS* PhD *in Public Policy* is a research degree and is the highest degree awarded in Public Policy. ~~It denotes an advanced level of competence in scholarly research and communication. Your personal statement offers you the opportunity to describe to the admissions committee your interests and to clearly detail your background and preparation, the ideas and methods that you bring to public policy, and to indicate the particular areas of interest in public policy. Please clearly address each of the following within 1,500 words.~~ *The program prepares graduates to conduct advanced policy research across a variety of sectors. Through inquiry and application of interdisciplinary knowledge, the PhD in Public Policy program equips students to advance public policy knowledge. Graduates are prepared to work as advanced researchers locally and globally in the academic, public, not-for-profit, and corporate sectors to identify innovative strategies to address policy challenges.*

1. Why do you want to pursue a PhD focusing on public policy?
2. What is your research background and preparation in policy-related research, including scholarly and practical experience?
3. Describe one or more general areas within public policy in which you would like to do research. Please provide some examples of specific topics you consider interesting and researchable within this area.
4. What type of theories and methods do you want to use or explore?
5. Please provide an example that demonstrates your ability to define a topic, apply theoretical concepts to it, cite existing key literature, and propose ways to create new scholarly knowledge on that topic. This example might relate to one of the sample topics you identified in (3) above.
6. Have you approached any of the faculty at our school regarding your application? If so, please provide their name(s) ~~and briefly describe the nature of your interactions.~~

Maximum of 1,500 words.

Applicant acknowledgement: I agree that all uses of Generative AI in this application have been properly cited, and I understand that failing to disclose or reference the use of Generative AI in any part of my application, including any supplementary application materials, may result in the rejection of the application in its entirety.

UNIVERSITY OF REGINA
Executive of Council

Subject: Report from the Council Committee on Undergraduate Admissions and Studies

Item(s) for Decision:

1. REGISTRAR'S OFFICE

1.1 Undergraduate Calendar Revision – Exam Regulations

MOTION: That the Exam Regulations section of the Undergraduate Calendar be revised, effective 202710.

pp. 58-60 of 2025-26 UG Calendar

Exams

Exam Scheduling

The following regulations apply to the scheduling of exams:

1. No exams or tests worth more than 10% in the total evaluation of the course will be scheduled for credit courses in the last three hours of ~~the course~~ ~~scheduled lectures~~, or in the day(s) between the end of ~~lectures~~ classes and the first day of the final exam period, without prior written approval from the instructor's dean (or designate), with a copy to the Registrar. Practical assessments such as lab exams, exhibitions, juries, and recitals are exempt.
2. Mid-term exams are to be scheduled during a regular class meeting and are held on the published date(s) listed in the course outline.
3. Final exams are held in a designated exam period. Courses with take-home final exams will use the scheduled final exam date as the due date.
4. Final exam locations are added to the web course schedule towards the end of the term.
5. Once an exam date and time have been published in the course registration system (for final exams) or in the course outline (for other exams), they cannot be changed without the written consent of all students in the course and the approval of the instructor's dean (or designate).
6. Information about exams (including take-home finals) will be included in the course outline. The course outline must include the type of exam (paper based or online) and how it will be invigilated (on-site or remotely proctored).
7. The weighting and/or the pass/fail requirement of a final exam cannot be changed once it has been published in the course outline.

Exam Location

1. Exams for in-person classes will be scheduled at an on-site location.
2. ~~Students are expected to write their exams at the scheduled location. Final exams for in-person classes will be scheduled at an on-site location.~~

Item 6.3 - Item(s) from the Council Committee on Undergraduate Admissions and Studies

3. Students registered in online, ~~or~~ remote, [hyflex, live-streamed, or blended](#) class sections ~~(including live-streamed and blended courses)~~ must refer to their course outline for instructions about exam delivery and on-site attendance requirements.
4. When in-person invigilation is required for courses that are not delivered in-person on University of Regina or Federated College campuses, the final exam may be scheduled at the University of Regina campus or at designated, preauthorized locations within Saskatchewan.
5. Students who reside in a location that precludes them from writing an [final exam](#) in-person at the scheduled exam location must receive approval from the faculty, federated college, or academic unit delivering the exam to write at a location other than what has been scheduled by completing an Application for Alternate Exam Location form (see Requirement for Exam Invigilation Approval). [Permission to write at an alternate exam location will not be granted to students registered for any in-person class in the same term as an online or remote class section.](#)
6. The University maintains the right to request documentation that confirms the student's place of residence and/or to refuse a proposed location. ~~and invigilator. Permission to write at an alternate location will not be granted to students registered for any in-person class in the same term as an online or remote class section.~~

Requirements for [Alternate](#) Exam Invigilation Approval

1. If the University approves a student's Application for Alternate Exam Location, the student will be required to ~~make invigilation arrangements~~:
 - [Arrange for an invigilator and confirm alternate location.](#)
 - [Ensure the invigilator can provide the required exam environment at the same time as the scheduled exam.](#)
 - [Pay for any costs related to exam invigilation.](#)
 - [Carefully review the complete instructions on the Application for Alternate Exam Location \(PDF\) form, complete the form, and email it to \[invigilator.approval@uregina.ca\]\(mailto:invigilator.approval@uregina.ca\).](#)
2. The ~~faculty, federated college, or academic unit~~ [Registrar's Office](#) will ~~provide~~ [maintain and publish](#) a list of invigilators that are currently approved by the University of Regina.
- ~~3. Students are responsible for any additional costs that are incurred for exam invigilation and must ensure an invigilator can provide the necessary environment to invigilate an online exam when required.~~
- ~~4. In cases where a student wants to seek approval for an invigilator that is not on the approved invigilator list, they must apply to the faculty, federated college, or academic unit responsible for the course~~
5. [The Registrar's Office will review the application, notify students if the application is approved or denied, and forward approved forms to the faculty, federated college, or academic unit of the course to facilitate the exam.](#)
6. Invigilators ~~must meet the following requirements~~ [are required to](#):
 - Provide a safe and quiet exam writing environment that is free from distraction and disruption.
 - ~~Have a secure method of holding~~ [Keep](#) the exam information [safe and confidential](#) ~~when required.~~

Item 6.3 - Item(s) from the Council Committee on Undergraduate Admissions and Studies

- ~~Have the ability to~~ Ensure that an exam is invigilated in accordance with University of Regina standards and in accordance with the Exam Invigilation Procedures of the exam.
 - ~~Have the ability to~~ Ensure that a student does not have access to the exam outside of the scheduled write date and time.
 - ~~Agree to~~ Ensure that the student writes the exam within the allotted time to do so.
 - ~~Have the ability to~~ Provide a desktop or laptop computer that is compatible with the technology, [if applicable](#), that is required to host the online exam and that the device is located in an environment that is suitable to the writing of the exam.
7. A proposed invigilator must be fluent in written and spoken English, or the language of instruction of the course, and be a permanent employee in one of the following categories:
- A professor or instructor at a recognized public or private post-secondary institution;
 - An administrative, professional, or library employee of a recognized public or private post-secondary institution;
 - An administrative, professional, faculty, or library staff member of a recognized public or private elementary, middle, or secondary school;
 - An administrative or professional staff member of a public library;
 - A ranking officer in the Armed Forces;
 - An official at an embassy or consulate office.
8. A proposed invigilator may not be a friend, neighbour, co-worker, supervisor, family member, or relative of the student, and must not live at the same address as the student. The faculty, federated college, or academic unit must be confident that there is no conflict of interest between the approved invigilator and student.
9. The University retains the right to refuse a proposed invigilator.

Deadline for Application for Alternate Exam Location

The deadline for making a request ~~is the 50%-refund deadline for final exams is the course's 50% refund deadline or for midterm exams is the course's add/drop deadline of the course.~~ For further information please check the MyRefund Schedule [and Drop Deadline Dates](#) in UR Self-Service.

Failure to Make a Request for an Alternate Exam Location

Students who fail to make a request within the deadline will be required to write at the published exam location or withdraw from the class section. Withdrawals will be processed in accordance with regulations of the Class Registration and Withdrawal section of this calendar.

Exam Regulations

Invigilation Requirement – ~~Final~~ [Exams \(including quizzes and tests\) that are worth more than 10% of a student's final grade in courses delivered remotely or online \(including hybrid, live-streamed, and blended formats\) must be invigilated either in person by a university-authorized invigilator or through a university-approved remote proctoring platform. Exams that are worth more than 10% of a student's final grade in courses delivered in-person must be invigilated in person. Exceptions include open-book take-home exams or other assessment formats that do not require invigilation.](#) ~~delivered in courses offered in the remote and online formats, and courses that are offered off-campus (including live-~~

Item 6.3 - Item(s) from the Council Committee on Undergraduate Admissions and Studies

~~streamed and blended courses), must be invigilated by a university authorized, in-person invigilator or University approved remote proctoring platform service in accordance with the course delivery type, except for courses with take-home final exams or other assessment types that do not require invigilation/supervision. **Note**—Students may be required to complete final exams for online, remote, and off-campus courses in-person at a scheduled location.~~

Weight of non-proctored exams. The total weight of non-proctored exams (excluding open-book take-home exams) cannot be more than 20% of the students' final grade in the course to protect the integrity of academic assessment. Approval of the instructor's dean (or designate) is required if the total weight of non-proctored exams (including quizzes and tests) will be above 20%.

Requirement for Photo Identification – For in-person ~~or remote~~ invigilation, students must provide photo identification to the invigilator prior to writing the exam. For online exams using an online proctoring platform, students must verify their identity by photo identification following the instructions provided prior to taking the exam and be prepared to show their photo identification to a live-online invigilator when asked. The preferred photo identification ~~may include~~ is a U of R Student ID card. Government-issued photo ID is also acceptable.

Personal Belongings - Personal Belongings - When final exams for multiple classes are conducted in a centralized location (e.g. a gymnasium), students are required to put their personal belongings in the dedicated space provided in the exam room. This includes, but is not limited, to coats, jackets, hats, purses, and backpacks, and items not authorized by the course instructor. When examinations are conducted in a classroom or other non-centralized location, instructors may also require students to put their personal belongings in a dedicated space provided for this purpose.

Face coverings – Students who wear face coverings for religious or medical reasons may continue to do so during an exam. However, where it is necessary to confirm identity, students may be asked to briefly remove or adjust their face covering in a private setting, and only by an individual of the same gender, for the sole purpose of verifying identity.

Food and Beverage - Food and Beverage - Unless a student has an approved accommodation, no food is permitted in examination rooms. Beverages are permitted only in clear containers.

Electronic Devices – Students may not be in the possession of electronic devices during an exam unless otherwise permitted by the instructor. This includes, but is not limited to, smart devices (such as smart watches and digital glasses), cell phones, wireless devices, calculators, and other electronic devices.

~~**Access to Subject Related Materials During an Exam**~~ – Unless permission has been granted otherwise, students are not to access any materials (physical or online) during an exam.

Admission to an Exam – No student will be permitted to commence an exam ~~later than~~ after thirty minutes ~~after~~ past the scheduled start time. No additional time will be provided to a student who arrives late to an exam.

Leaving an Exam – No student will be permitted to leave an exam in the first thirty minutes of the exam. ~~prior to its completion, unless permission has been granted by the exam invigilator.~~

Exam Question Clarification – Students may only consult an ~~invigilator~~ authorized individual, such as the instructor or an invigilator, for clarification of an exam question.

Item 6.3 - Item(s) from the Council Committee on Undergraduate Admissions and Studies

Communication – Communication with other students during an exam is strictly prohibited.

Academic Misconduct – ~~Students suspected of cheating during an exam will normally be allowed to continue writing after the unauthorized materials or devices are removed. If a student is caught talking to another student during an exam, the invigilator may ask the student(s) to move to another seat following a warning.~~ Students in possession of unauthorized materials (e.g., class notes, cheat notes, smart devices, etc.) during an exam will be required to surrender those materials to an invigilator immediately. Students engaging in unauthorized communication will typically be warned by an invigilator and thereafter may be required to move to a different seat for the remainder of the exam. Students will generally be allowed to complete their exam following incidents of suspected academic misconduct.

Allegations of ~~cheating~~ academic misconduct will be reported in accordance with the University's Regulations Governing Discipline for Academic and Non-Academic Misconduct ~~Academic Misconduct Procedure~~ and investigated accordingly. Exam invigilators witnessing a suspected incident of academic misconduct will keep a record of the incident and provide the relevant details in their report.

Additional Exam Regulations for Online Exams

In addition to the Exam Regulations that apply to all exams regardless of modality, students who are completing an online exam are required to ensure they are familiar with the following additional regulations.

Exam Writing Space – Students must choose a quiet, disruption-free space for their online exams. ~~and no other individuals may be present in that space.~~ No other individuals may be present in that space.

Onboarding – If onboarding is required ~~For~~ exams delivered using an ~~remote~~ online ~~proctoring~~ exam platform, students are required to onboard to ~~the online exam~~ the platform ~~well before their exam date (at least 72 hours prior) to ensure any technical difficulties can be resolved~~ in accordance with the exam instructions.

Identification for the Onboarding and Exam Processes – ~~The preferred~~ If the online exam platform requires an onboarding process, students will be required to present photo identification in the form of a U of R Student ID card. Government-issued photo ID is also acceptable.

Admission Entrance to the Exam – Students are required to follow the ~~published~~ exam ~~admission~~ entrance procedures of their course. No student will be allowed to ~~take~~ commence an online exam after thirty minutes ~~of past the scheduled~~ exam ~~opening start time.~~ With the exception of students who are experiencing technical difficulties, late arrivals will not be accommodated with additional time.

Technical Difficulties – Students who are experiencing technical difficulties upon admission to or during the scheduled exam must immediately report the difficulty to their instructor and email to: itsc@uregina.ca ~~IT.Support@uregina.ca~~. If a resolution is not possible during the scheduled exam, the University will proceed in accordance with the regulations of the Cancellation of Exam Papers section of the Undergraduate Calendar. Failure to immediately report a technical difficulty will result in no further action being considered.

Exam Question Clarification – Students must follow the process included in their exam instructions when seeking clarification on an exam question during an online exam.

Communication – Communication with anyone other than ~~the instructor, the instructor's assistants, or an exam invigilator~~ [an authorized individual](#) during the exam is strictly prohibited.

Exam Disruptions

Whenever possible, instructors should consult with their dean (or designate) in the event of an exam disruption (fire alarm, for example). Typically, one of three outcomes will result:

1. If the disruption lasts for less than 30 minutes, the instructor may extend the exam for the length of time of the disruption. Students who are not able to stay for the extended period may have their exam paper cancelled and apply for a deferred exam within three days of the date of the exam.
2. If the disruption lasts for more than 30 minutes, the exam may be cancelled and rescheduled for another time.
3. In the event that the exam room must be evacuated, the exam may be cancelled and rescheduled for another time.

Cancellation of Exam Papers

A student who becomes seriously ill or is informed of urgent family matters during an exam should report immediately to the person supervising the exam, hand in the unfinished paper, and request that it be cancelled. A dated, signed medical certificate or other supporting documentation must be provided to the student's faculty, federated college, or academic unit (final exams) or instructor (term exams) within three days following the date of the exam.

A request for cancellation after the fact, when an exam has been written and handed in for marking, will be denied.

Deferred exam policies and procedures apply to a cancelled final exam, while action taken with respect to a cancelled term exam is at the discretion of the instructor (see [Deferral of Final Exams or Course Work](#)).

Deferral of Final Exams or Course Work

Late Course Work Submission

Students may encounter situations that prevent them from submitting course work on time. In these cases, the instructor's policy on the late submission of course work applies.

Grounds for Deferral

Extensions of deadlines for completion of assignments or writing of exams, including final exams may be granted to students who are in good standing on the basis of:

- serious illness;
- accident;
- serious illness or death of an immediate family member;
- domestic affliction;
- participation in sanctioned university activities (varsity athletics or academic conference for example);
- involuntary job changes; or,

- other extreme circumstances beyond their control.

Deferrals will not be granted on the basis of personal or leisure travel arrangements made by the student or others on their behalf.

Deferral of Course Work and Term Exams

Requests to defer course work during the scheduled class dates must be requested prior to the due date of the course work and directed to the course instructor. The course instructor may extend the due date up to the date of the final exam. If there is no final exam in the course, deferred course work must be completed no later than five days after the scheduled end date of classes.

When an instructor approves the deferral of a term exam, they may assign a make-up exam or transfer the weight of the term exam to another exam or assignment that has not yet been submitted, including the final exam. The manner in which deferred course work is made up will be consistent with the policies on deferred course work in the faculty, federated college, or academic unit that is offering the course.

Requests for the deferral of course work that are made after the scheduled final exam date of a class are subject to the approval of the dean (or designate) of the student's faculty, federated college, or academic unit.

Students must submit a completed [Application for Deferral of Term Work and/or Final Exam](#), including supporting documentation, to the faculty, federated college, or academic unit for approval.

Requests must be received within three business days of the scheduled final exam date, or they will be denied.

Deferral of Final Exam

Students who are unable to write their final exam must notify their course instructor or the faculty, federated college, or academic unit. Initial communication by telephone or by email is acceptable. Students must submit an [Application for Deferral of Course Term Work and/or Final Exam](#) including supporting documentation within three business days of the scheduled final exam date.

Rationale:

The proposed amendments clarify the University's exam regulations by providing more explicit requirements for exam scheduling, invigilation, exam locations, identity verification, and exam administration. The changes strengthen academic integrity clauses by establishing clearer requirements for invigilated assessments, introducing limits on the weighting of non-proctored exams, clarifying expectations for online examinations, and enhancing procedures related to academic misconduct and exam security. Overall, the proposed changes improve operational efficiency, support student success through greater transparency, and align University regulations with current assessment and instructional practices.

(end of motion)

2. FACULTY OF EDUCATION

2.1 Undergraduate Calendar Revision – Policies and Regulations within the Secondary Programs

MOTION: That the Faculty of Education's Policies and Regulations within the Secondary Programs section be revised, effective 202720.

p. 176, 2026-2027 Undergraduate Calendar

Policies and Regulations within the Secondary Programs

[...]

Students and their cooperating teachers are expected to participate in [an internship orientation](#). ~~a professional development seminar during internship, except in exceptional circumstances.~~

Rationale:

The professional development seminar has been replaced with an internship orientation.

(end of Motion)

2.2 Undergraduate Calendar Revision – Pass/Fail Courses

MOTION: To remove the Faculty of Education's Pass/Fail Courses regulation from the Undergraduate Calendar, effective 202720.

p. 166, 2026-2027 Undergraduate Calendar

~~Pass/Fail Courses~~

~~Students may select up to six credit hours to be graded pass/fail. The declaration of this intention must be made at the time of registration on the registration form. Note that choice of pass/fail grading may make students ineligible for some scholarships and the Dean's Honours List.~~

Rationale:

This option does not exist for students and therefore the calendar should not indicate it.

(end of Motion)

Item 6.4 - Item(s) from the Council Nominating Committee

UNIVERSITY OF REGINA Executive of Council

Subject: Report from the Council Nominating Committee

Item(s) for Decision:

1. Replacements on the Committees of Council

MOTION: That the individuals listed below be approved to service on the Committees of Council as indicated.

Background and Description:

Council Committee on Academic Mission

Cheryl Ferguson – Faculty of Media, Art, and Performance

Linnea Richard – University Libraries and Archives

Council Committee on Budget

Saman Azadbakht – Faculty of Engineering and Applied Science

Council Committee on Undergraduate Admissions and Studies

Marcel DeCoste – Faculty of Arts

Tina Alexander-Luna – Faculty of Media, Art, and Performance

Council Committee on Undergraduate Awards

Sami Uddin – Faculty of Science

Council Nominating Committee

Catherine Hart – Faculty of Kinesiology and Health Studies

Chris Kortright – Faculty of Arts

Jasmine Lavertu – Faculty of Nursing

MEMBERSHIP ON COUNCIL COMMITTEES

COUNCIL COMMITTEE ON ACADEMIC MISSION (3 YEAR TERM)

<u>Member</u>		<u>End of Term</u>
Provost & Vice President (Academic)	<i>Ex Officio</i>	
Vice-President (Research)	<i>Ex Officio</i>	
Associate Vice-President (Academic)	<i>Ex Officio</i>	
Brian Sterenberg	Council Member - Science	2027
Abiodun Isiaka	Council Member – Business	2027
Segun Afolabi	Council Member – La Cite	2028
Charisma Thomson	Council Member – Arts	2029
Syed Zaidi	Council Member – Engineering	2029
Phillip Charrier	Council Member – Arts	2028
Cheryl Ferguson	Council Member – MAP	2029
Linnea Richards	Council Member – Library	2029
TBD Student Representative	Student Member (UG)	2027
TBD Student Representative	Student Member (GR)	2027

COUNCIL COMMITTEE ON BUDGET (3 YEAR TERM)

<u>Member</u>		<u>End of Term</u>
Provost and Vice-President (Academic)	<i>Ex Officio</i>	
Vice-President (Administration)	<i>Ex Officio</i>	
Vice-President (Research)	<i>Ex Officio</i>	
Tom McIntosh	Council Member – Arts	2027
Shaun Fallat	Council Member – Science	2027
Monika Cule	Council Member – Arts	2028
Janine Brown	Council Member – Nursing	2028
Dale Storie	Council Member – Library	2028
Michael Angell	Council Member – MAP	2029
Robert Thomas	Council Member – Library	2028
Saman Azadbakht	Council Member – Engineering	2029
TBD Student Representative	Student Member (UG)	2027
TBD Student Representative	Student Member (GR)	2027

Item 6.4 - Item(s) from the Council Nominating Committee

COUNCIL COMMITTEE ON UNDERGRADUATE ADMISSIONS AND STUDIES (4 YEAR TERM)

<u>Member</u>		<u>End of Term</u>
University Secretary	<i>Ex Officio</i>	
Registrar	<i>Ex Officio</i>	
Director (Enrolment Services)	<i>Ex Officio</i>	
Associate Director (UR International)	<i>Ex Officio</i>	
Laurie Sykes Tottenham	<i>Campion Rep. (Ex Officio)</i>	
Scott Wilson	<i>Luther Rep. (Ex Officio)</i>	
Bettina Schneider	<i>FNUniv Rep. (Ex Officio)</i>	
Andre Magnan	<i>Standing, Arts</i>	
Jacqui Gagnon	<i>Standing, Business</i>	
Michael Cappello	<i>Standing, Education</i>	
Paul Laforge	<i>Standing, Engineering</i>	
Susan Johnston	<i>Standing, MAP</i>	
John Barden	<i>Standing, KHS</i>	
Ebin Arries-Kleyenstüber	<i>Standing, Nursing</i>	
Remus Floricel	<i>Standing, Science</i>	
Jacqueline Fields	<i>Standing, Social Work</i>	
Robin Markel	<i>Standing, CCE</i>	
Sophie Gaudet	<i>Standing, La Cite</i>	
Marcel DeCoste	Council Member – Arts	2030
Stephen Cheng	Council Member – Science	2029
Tina Alexander-Luna	Council Member – MAP	2030
TBD Student Representative	Student Council Member (UG)	2027
TBD Student Representative	Student Council Member (UG)	2027

COUNCIL COMMITTEE ON UNDERGRADUATE AWARDS (3 YEAR TERM)

<u>Member</u>		<u>End of Term</u>
University Secretary	<i>Ex Officio</i>	
Registrar	<i>Ex Officio</i>	
Director, Enrolment Services	<i>Ex Officio</i>	
Cassandra Ozog	<i>Arts (Ex Officio)</i>	
Adil Kalyal	<i>Business (Ex Officio)</i>	
TBD	<i>Education (Ex Officio)</i>	
Paul Laforge	<i>Engineering (Ex Officio)</i>	
Susan Johnston	<i>MAP (Ex Officio)</i>	
John Barden	<i>KHS (Ex Officio)</i>	
Abigail Wickson-Griffiths	<i>Nursing (Ex Officio)</i>	
Remus Floricel	<i>Science (Ex Officio)</i>	
Emily Alston-O'Connor	<i>Social Work (Ex Officio)</i>	
Gillian Ramsay	<i>Campion Awards (Ex Officio)</i>	
Dorothy Lane	<i>Luther Awards (Ex Officio)</i>	
Bettina Schneider	<i>FNUniv Awards (Ex Officio)</i>	
Heather Nelson	Council Member – Nursing	2027
Amin Asfari	Council Member – Arts	2028
Sami Uddin	Council Member – Science	2029
TBD Student Representative	Student Council Member (UG)	2027

COUNCIL NOMINATING COMMITTEE (3 YEAR TERM)

<u>Member</u>		<u>End of Term</u>
President	<i>Ex Officio</i>	
University Secretary	<i>Ex Officio</i>	
Chris Kortright	Council Member – Arts	2029
Abiodun Isiaka	Council Member – Business	2027
Alexandra Stoddart	Council Member – Education	2029
Mohammad Khondoker	Council Member – Engineering	2029
Catherine Hart	Council Member – KHS	2029
Charity Marsh	Council Member – MAP	2029
Shaun Fallat	Council Member – Science	2029
Nuelle Novik	Council Member – Social Work	2028
Jasmine Lavertu	Council Member – Nursing	2029

UNIVERSITY OF REGINA
Executive of Council

Subject: Report from the Council Committee on Undergraduate Admissions and Studies

Item(s) for Information:

The Council Committee on Academic Mission (CCAM) hereby submits its report to the Executive of Council on activities undertaken from October 21, 2025 to May 26, 2026, in accordance with its Terms of Reference.

1. Committee Documentation

CCAM Meeting Agendas and Minutes are available on UR Source at:

<https://ursource.uregina.ca/executive/governance/council-committees/council-committee-on-academic-mission.html>

Academic Unit Reviews (AUR) can be found on the AUR website at:

<https://ursource.uregina.ca/executive/governance/council-committees/academic-unit-reviews.html>

2. Academic Unit Reviews Oversight

Consistent with its mandate, CCAM reviewed the extent to which academic units have responded to, managed and implemented recommendations arising from external review processes. During the reporting period, the Committee received and considered follow-up and cyclical review reports from several academic units and, where applicable, met with unit representatives.

Since our last report, the following reviews were completed:

- Department of Gender, Religion, and Critical Studies (15-18-month AUR follow-up; materials reviewed and formal feedback letter issued)
- La Cité Universitaire Francophone (15-18-month follow-up; materials reviewed and formal feedback letter issued)
- Department of Anthropology (5-year report, reviewed and feedback letter issued)
- MAP Interdisciplinary Undergraduate Programs (5-year report; reviewed and formal feedback letter issued)
- MAP Visual Arts (5-year report; reviewed and formal feedback letter issued)

3. Advisory and Consultative Activities

In addition to its review responsibilities, CCAM contributed to institutional initiatives related to the University's academic mission. During the reporting period, the Committee:

Item 6.5 - Annual Report from the Council Committee on Academic Mission

- Participated in the Provost Search Advisory Committee through designated CCAM representation.
- Met with the Strategic Planning Committee on December 9, 2025, and subsequently provided formal written feedback on the Strategic Plan.
- Consulted with Dean's Council and agreed that academic units undergoing an AUR may request a virtual site visit, where appropriate.
- Met with the Registrar on October 21, 2025, to discuss the Strategic Enrolment Plan and provided Committee feedback.
- Reviewed and approved a motion from the Faculty of Business Administration to rename the Faculty as the Hill Levene School of Business.
- Approved a revised CCAM template for unit responses and follow-up reports.

4. Acknowledgements:

The Committee acknowledges and thanks the academic units that submitted reports and responded to requests for additional information. These contributions support the integrity and effectiveness of the academic review process.

The Committee also extends its appreciation to Kristina Eckel for her exemplary and dedicated administrative support.

Respectfully submitted,

On behalf of the Council Committee on Academic Mission
Ebin Arries-Kleyenstuber