SENATE UNDERGRADUATE STUDIES COMMITTEE (SUSC)

Composition:

- Three (3) Deans or Associate Deans, Academic Affairs, with one (1) representing each of the Faculties;
- The Associate Vice-President, Students;
- The University Registrar;
- The Director, Writing & Learning Centre, or his or her Designate;
- The University Librarian or his or her Designate;
- The Director, Studio Facilities;
- The Chief Information Officer, IT Services, or his or her Designate;
- The Director, Diversity, Equity & Sustainability Initiatives, or his or her Designate;
- Four (4) Faculty Members, two (2) of whom are Senators, at least one of whom is a graduate Faculty Member, and two (2) of whom are Faculty program chairs. One of these four Faculty Members will serve as committee Chair; and
- Two (2) undergraduate Students.

Terms of Reference:

- The SUSC has the responsibility to assist Senate in overseeing the implementation of educational policy as it relates to undergraduate education at the University and identifying strategic priorities for the coming academic year and submitting them annually to the Senate.
- For undergraduate degree and/or certificate programs:
- Oversees the activity of the Faculty curriculum committees, receives, for ratification, revisions to undergraduate curriculum (e.g. course changes, additions, etc.) and ensures that the relevant consultation with other Faculties has taken place; and
• Reviews and approves proposals for changes to all programs, core and non-core, as defined by Ministry of Training, Colleges and Universities.

• For the undergraduate degree and/or certificate programs, discusses and approves:
  • Proposals for the addition or elimination of undergraduate degree and/or certificate programs, taking into consideration the academic philosophy of the institution, its planned directions, the coherence of proposed programming, and the relevant internal and external criteria for the evaluation of such programs.
  • The addition or elimination of undergraduate degree program specializations (e.g. majors, minors).

• The SUSC shall, in general, advise and, where appropriate, make recommendations to Senate concerning:
  • Statements of academic and educational goals, and standards pertaining to undergraduate education at the University, including the University’s learning objectives and matters pertaining to internationalism and student financial accessibility at the undergraduate level.
  • Policies pertaining to academic and educational plans, priorities and developments affecting undergraduate education at the University.
  • The implementation of Senate-approved statements, policies and programs affecting undergraduate education matters that bear on the formulation or further development of Senate policy.
  • The implementation of co-curricular services and programs that support student retention and success.
  • Reports directly to Senate. May consult with other committees of Senate as necessary.