AGENDA

EXECUTIVE OF COUNCIL

Date: 16 April 2025
To: Executive of Council
From: Glenys Sylvestre, University Secretary
Re: Meeting of 23 April 2025

A meeting of Executive of Council is scheduled for 23 April 2025, 2:30-4:30 p.m. in the Administration Humanities Building, 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 chose to attend as guests.

AGENDA

1. **Approval of the Agenda**

2. **Approval of the Minutes of 26 March 2025 –** *Circulated with the Agenda*

3. **Business Arising from the Minutes**

4. **Remarks from the Chair**

5. **Report from the University Secretary**

6. **Report from Committees of Council**
   6.1   Council Committee on Budget, Appendix I, pp. 2-3
   6.2   Council Committee on Undergraduate Admissions and Studies, Appendix II, pp. 4-29
   6.3   Council Discipline Committee, Appendix III, pp. 30-38

7. **Graduand Lists**
   7.1   Graduand Lists for Approval – Omnibus Motion – *Distributed Confidentially*
       7.1.1   Faculty of Graduate Studies and Research
       7.1.2   Centre for Continuing Education

8. **Reports from Faculties, Academic Units, and Federated Colleges**

9. **Other Business**

10. **Adjournment**

UNIVERSITY OF REGINA
Executive of Council

Subject: Report from the Council Committee on Budget

Item(s) for Information:

CCB has typically reported to Council or the Executive of Council at the end of the winter term, a time that coincides with the conclusion of the annual budget making process. CCB last reported to the Executive of Council on April 2024 meeting. This report includes some important highlights about CCB's work during 2024-25 academic year.

CCB has held its scheduled monthly meetings. Given CCB active participation in the 2024- 25 Budget making process in its advisory role to the President and the VPs, there was a sense that major budgetary challenges were behind us and University would have a normal budgeting process for 2025-26. Hence, CCB expected to structure its work along the budget timelines specified on the Unit Budget Submissions Document 2025-26. More specifically, we had planned to review budget submissions from Faculties and other units as well as to attend budget presentations of the managers in mid-February. As you may be aware from other forums, the sharp decline on 2024-25 international enrollments due to CCI policy changes has adversely affected the tuition revenues and has created significant budgetary challenges moving forward. As a results, the budget presentations were cancelled in early February and budget managers were asked to submit scenarios with one and two percent base budget cuts.

Given the multimillion-dollar gap expected in the new fiscal year and based on our ongoing discussions on the future challenges, this year CCB approached its advisory mandate by producing a set of general recommendations for the president. All passed with unanimous support at the CCB Meeting of March 17, 2025 and may be taken into consideration in the making of 2025-26 budget and beyond. These are:

1. CCB recommends to the President that NO additional base budget spendings/investments are undertaken in 2025-2026 unless such spendings/investments will generate net revenue that are clearly demonstrated and supported by a business case.
2. CCB recommends to the President the creation of an explicit policy on units' reserves (for example a certain percentage of the unit's budget size) to mitigate revenue uncertainty/ volatility in a proportionate manner and to encourage financial stewardship.
3. CCB recommends to the President to undertake a thorough review of the ratios of both the academic and administrative spendings within the overall operating budget, and for the new investments of the last few years.
4. CCB recommends to the President that concrete actions be taken to look into the University's operations for structural changes that would bring about long-lasting cost savings.

For more details on all CCB recommendations to the President for the 2025-26 Budget please consult the CCB March 17, 2025 minutes expected to be approved on the upcoming CCB meeting of April 24.

Agendas and approved minutes/notes of CCB meetings are available at:
https://ursource.uregina.ca/executive/governance/council-committees/council-committee-on-budget.html

Monika Çule, Chair
Submitted on behalf of CCB on April 11, 2025

UNIVERSITY OF REGINA
Executive of Council

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

Item(s) for Decision:

1. FACULTY OF ARTS, FACULTY OF MEDIA, ART, AND PERFORMANCE, AND FACULTY OF SCIENCE

1.1 Bachelor of Arts and Science – Program Revisions

> **MOTION:** To update the numeracy section of the Bachelor of Arts and Science (BA&Sc), effective 202530.

Credit Hours	Bachelor of Arts and Science Program Requirements
0.0	**Strategies for Success:** One of: Arts 099, SCI 099, MAP 001, or equivalent
Combined Major Requirements	
3.0	**Communications and Literacy**: One of: ACAD 100, RDWT 120, ENGL 100, or equivalent
3.0	**Numeracy:** One of: **MATH 102**, MATH 103, **or** MATH 110, ~~STAT 100, or STAT 160~~
18.0	**Sciences:** Any six courses from the following: ACSC, ASTR, BIOL, BIOC, CHEM, CS, ESC, ENVS, GES (odd-numbered courses), MATH, PHYS, or STAT*
18.0	**Liberal and Creative Arts:** Any six courses from the following: AHCS, ANTH, ARTH, ART, CATH, CHIN, CLAS, CREE, CTCH, DAK, DENE, DES, ECON, ENGL, FILM, FRN, GER, GES (even-numbered courses), HIST, HMH, HS, HUM, IDS, ILP, INA, INAH, INCA, INDG, INDL, INHS, IS, JAPN, JRN, JS, LING, MAP, MU including applied music lessons in the MU series, MUEN, MUHI, MUTH, NISH, NSLI, PAST, PHIL, PPE, PSCI, PSYC, RLST, SOC, SOST, THTR, WGST*
42.0	**Subtotal: 65.00% PGPA required**
Open Electives	
48.0	16 elective courses
90.0	**TOTAL: 65.00% PGPA and 60.00% UGPA required**
Note 1: Must have three courses in Indigenous Studies or Indigenous Knowledge in the above choices. **Note 2:** No more than 14 courses may be taken at the 100-level ***Note 3:** At least three courses must be taken at the 300- or 400-level, including at least one in each of the Sciences, and Liberal and Creative Arts major requirement.	

Rationale:

The program requires students complete Science courses at least one Science course at the 300 or 400 level; STAT 100 and 160 do not give students a viable path through the degree, because the pre-requisites to get to upper-level Science course require MATH courses be taken. Adding MATH 102 provides more options for students without Precalculus 30.

(end of Motion)

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2.   **FACULTY OF ARTS AND FACULTY OF EDUCATION**

   2.1   **Bachelor of Arts in Education Studies – New Program**

> **MOTION:** To create the Bachelor of Arts in Education Studies, effective 202620.

Bachelor of Arts in Education Studies

General Information
This degree program provides a pathway for students in the Faculty of Education who are unable to complete the requirements of the Bachelor of Education (B.Ed.) to complete an undergraduate degree. Students accepted to this program will transfer to the Faculty of Arts and complete a program that does not qualify them to be certified to teach in Saskatchewan.

Admission to Education Studies
To qualify for admission to Education Studies, students would normally have completed at least 75.0 credit hours towards a B.Ed. Students must be referred by the Associate Dean, Student Services and Undergraduate Programs (SSUP) in the Faculty of Education and accepted by the Associate Dean, Undergraduate in the Faculty of Arts.

Program Requirements

Credit Hours	BA in Education Studies Required Courses
Major Requirements	
36.0	Any 100-, 200-, or 300-level courses from the following (at least 12 credit hours must be at the 300-level): DART, DELF, DEPH, DESO, DMTH, DMXE, DSCI, EAE, EAES, ECCU, ECE, ECS, ECSF, ED, EDAN, EDRA, EDTC, EFDN, EFLD, EFRN, EHE, EIBP, EIEA, EIND, EINL, EINH, EISE, EIST, ELBP, ELIT, ELNG, EMTH, EMUS, EOE, EPE, EPS, EPSF, EPSY, ERDG, ESCI, ESST, EVIS
Arts Core Requirements	
0.0	ARTS 099 Academic Integrity
3.0	ENGL 100 Critical Reading and Writing I
3.0	INDG 100 Introductory to Indigenous Studies

Credit Hours	BA in Education Studies Required Courses
3.0	Logical and Numerical Reasoning: One of: PHIL 150, ECON 224, any 100- or 200-level MATH course, SOST 201 or 100- or 200-level STAT course
3.0	Any 100- or 200-level Humanities course from the following: ARTS, CATH, CLAS, EAS, ENGL, HIST, HUM, INDL, IDS, LING, PAST, PHIL, RLST or WGST
3.0	Any 100- or 200-level Social Sciences course from the following: ANTH, ECON, GES (except GES 121, 203, 207, and 297AA-ZZ), HS, ILP, IS, JRN, JS, NSLI, PPE, PSCI, PSYC, SOC or SOST
3.0	Any 100- or 200-level Indigenous Knowledge course from the following: INCA, INHS or INDG (except INDG 100 or 104)
3.0	Any 100- or 200-level Media, Art, and Performance course from the following: ART, ARTH, CTCH, FILM, INA, INAH, MAP, MU, MUCO, MUEN, MUHI, MUTH, THAC, THDS, THEA, THST or THTR
3.0	Any 100- or 200-level Science course from the following: ASTR, BIOC, BIOL, CHEM (except CHEM 100), CS, ESC, GES (GES 121, 203, 207, or 297AA-ZZ), or PHYS
6.0	Any two courses in the same Additional Language from the following: ARBC, CHIN, CREE, DAK, DENE, FRN, GER, JAPN, LANG, NAK, NISH, SPAN, CLAS 150 and 151, CLAS 160 and 161, RLST 184 and 284, RLST 188 and 288
30.0	Subtotal
Open Electives	
54.0	18 elective courses
120.0	**Total: 60.00% PGPA and UGPA required**
Note: To qualify for admission to this program, students must have completed at least 75.0 credit hours towards a Bachelor of Education and have the permission of the Associate Deans Academic in the Faculty of Arts and Education. **This program does not lead to teacher certification in Saskatchewan.**	

Rationale:

All undergraduate degrees in the Faculty of Education have been designed to enable our graduates to meet teacher certification requirements in the Province of Saskatchewan. The Bachelor of Arts in Education Studies provides an alternative pathway for Faculty of Education students who have worked hard to complete the Bachelor of Education but are unable to do so due to not passing the practica requirement. Since practica typically occurs in the final year of study, these students often find themselves without a clear path to graduation. Currently, their options are to leave the university without a credential or to transfer to another program, which may require starting over, ultimately costing them more time and money.

This program is designed specifically for Faculty of Education students who are unable to complete the requirements of the Bachelor of Education. To qualify for admission to the Bachelor of Arts in Education Studies, students must have completed at least 75.0 credit hours toward a Bachelor of Education. Admission will be by referral from the Associate Dean, Student Services and Undergraduate Programs in the Faculty of Education and reviewed and accepted by the Associate Dean, Undergraduate in the Faculty of Arts. The Bachelor of Arts in Education is not a direct-entry degree program.

Students accepted into the program will receive academic advising from the Arts Student Services Office. An Academic Advisor will assist them in understanding how their completed courses fit into the new program, what courses remain, and how to complete the degree requirements.

This program will have no impact on current programs (both in Education and Arts). At present, students who would qualify for this pathway often leave the University of Regina with up to 105.0 credit hours but no credential. By offering this option, the university can help convert a small number of students into graduates.

Graduates of the Bachelor of Arts in Education Studies will be eligible to apply for jobs requiring a four-year degree. However, they will be advised that this credential does not lead to teacher certification in Saskatchewan.

Please see **Attachment A** for the Registrar's Undergraduate Programming Questionnaire.

(end of Motion)

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3.   **FACULTY OF ENGINEERING AND APPLIED SCIENCE**

3.1   **Process Engineering Minor – Program Revision**

MOTION: To revise the Process Engineering Minor, effective 202620.

Credit hours	Process Engineering Minor Required Courses
3.0	~~ENPE 490 or ENPE 491 or ENPE 492~~ **ENER 490 or ENER 492 or ENER 380 or ENER 491 or ENER 457 or ENER 475**
3.0	ENIN 355
3.0	ENIN 455
3.0	ENIN 456
3.0	ENIN 457
15.0	TOTAL

Rationale:

Petroleum systems engineering courses are not available.

(end of Motion)

4.   FACULTY OF KINESIOLOGY AND HEALTH STUDIES

4.1   Microcredential in Athletic Injury Management – New Program

> **MOTION:** To approve the Microcredential in Athletic Injury Management, effective 202620.

Admission Requirements:
The Microcredential in Athletic Injury Management is not a direct entry option for students. To be considered for the Microcredential in Athletic Injury Management, students must complete an application form and interview process.

Graduation Requirements:
To graduate with the Microcredential in Athletic Injury Management, students must complete all program requirements with a minimum grade point average of 65 in the required courses, and final recommendation from the Athletic Therapy team.

Program Requirements:

Credit Hours	Microcredential in Athletic Injury Management Course Requirements
3.0	KIN 255 – Care and Prevention of Athletic Injuries
3.0	KIN 450 – Advanced Clinical Assessment and Application
1.0	KHSR 051 - 1st Practicum Student Trainer
1.0	KHSR 052 - 2nd Practicum Student Trainer
1.0	KHSR 053 - 3rd Practicum Student Trainer
0.0	Canadian Red Cross First Responder
9.0	**Total credit hours**

*Canadian Red Cross First Responder Course must be completed prior to the start of the 2nd Internship.
** Practicum Assessment:
1st Practicum - Skill Based Exam
2nd Practicum - Case Study Based Exam
3rd Practicum - Reflection of Practicum Experiences

Rationale:

The creation of this microcredential allows formal recognition for students who spend a significant amount of time with the Athletic Therapy unit supporting the athletic teams. It will allow for additional promotion of the opportunities within Athletic Therapy on campus. This formalizes expectations currently in practice and does not require any additional resources.

(end of Motion)

4.2   Faculty of Kinesiology and Health Studies Final Exam Regulation – Revisions

> **MOTION:** To revise the Faculty of Kinesiology and Health Studies Final Examination Regulation, effective 202530.

Current KHS Exam Regulation: Approved: Faculty Council, Nov. 17th, 2023

Scheduled **Final** exams for distance-delivered learning courses (asynchronous online, televised, video- conferenced, remote section of hybrid courses) in the Faculty of Kinesiology and Health Studies will be invigilated **in person** by a University-authorized invigilator except for those courses with take-home final exams.

Students living within a 60 kilometer radius of the University of Regina main campus must write their final exam at that location. Students living outside this radius may still choose to write their exam at the University of Regina main campus if they wish to do so. Saskatchewan-based students not able to write the exam at the main campus must make arrangements to write the exam at a designated, pre-authorized site within Saskatchewan. The exam can be written at any authorized exam centre that meets the student's schedule and needs. Students will be responsible for any fees the exam centre may charge. A list of authorized invigilation centres will be provided. Students registered for any in-person course in the same term as a distance-delivered course will be required to write the final exam for the distance-delivered course at the University of Regina main campus.

Students who must write at any other location in Saskatchewan, or to write at a location outside of the province, must receive approval from the Dean's office, for the proposed site and/or invigilator.

Students writing outside of the main U of R campus are responsible for making their invigilation arrangements prior to the add/drop deadline of the semester/part of term in which the course takes place. Exams will be written online using UR Courses and an invigilator will be present with the student for the duration of the exam. Students with accommodation needs will make arrangements with their Instructors through the Centre for Student Accessibility (as is currently the case), and will need to ensure these requirements (for e.g. extra time) are communicated to the invigilator at the test centre.

Students must provide photo identification to the invigilator prior to writing.

New KHS Exam Regulation

All scheduled exams (finals and midterms worth greater than, or equal to, 15% of the total mark) for all KHS courses (including asynchronous online, hybrid, hyflex, and blended courses) will be written at a scheduled date and time, **in person**, on campus at the University of Regina (except for those courses with take-home final exams). Students in online or hybrid courses unable to write at the designated location (U of R) can submit a request to write the exam in person at an alternate off-campus location. Students registered for any in-person course in the same term as a distance-delivered course will be required to write all exams at the University of Regina main campus.

Instructors will provide students with an approved list of test centre locations. It is the students' responsibility to make arrangements with KHS Academic Services and the off-campus test centre for the scheduling of alternate exams. In the event that a suitable in-person exam location cannot be found, students can request an e-proctored online exam. E-proctoring requests will only be considered in situations where there is no alternative.

Requests for exams at alternate locations must be received by the 50% refund deadline for the semester in which the course will be taken. Students who fail to meet this deadline will be required to write at the published exam location (i.e., on campus at the U of R) or withdraw from the course. Students are responsible for the payment of any fees required by the invigilation site for the administration of the exam. The student must also provide confirmation to the faculty that the exam has been scheduled, including the location, date and time of the exam by providing a copy of a receipt, physical copy or screenshot of a document indicating the appointment, and/or by forwarding an e-mail to KHS Academic Services. Confirmation for final exams must be provided by the end of the drop period for the semester in which the course will be taken (typically approximately 3 weeks before the end of the semester). Students who fail to do so will be required to write at the published exam location (on campus at the U of R) or withdraw from the course.

Students who have an alternate exam location request approved will write the exam at the designated test centre location. Students are responsible to arrive on time and to be in possession of photo ID (for identity verification). As per University of

Regina exam regulations, students will not be allowed to write the exam without proof of identity or to write the exam 30 minutes after the scheduled start time of the exam. Alternate location exams will be invigilated by a test centre employee, and students are expected to follow all rules and procedures as required by the test centre. All exams will be closed book exams unless otherwise specified by the instructor. Students will not be permitted to have any materials on their person (e.g., paper, books, notes, cell phones, etc.) during the exam unless specified by the instructor.

Students with accommodation needs will make arrangements with their Instructors through Student Accessibility and will need to ensure these requirements (for e.g. extra time) are communicated to the invigilator at the test centre.

Rationale:

Final exams for distance-delivered learning courses being invigilated in person by a University-authorized invigilator courses has been successful; therefore, the Faculty of Kinesiology and Health Studies would like to expand their Exam regulation to include midterm exams for in-person invigilation.

(end of Motion)

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5. FACULTY OF SCIENCE

5.1 Faculty of Science Programs – Removal of SCI 099

MOTION: To revise all Faculty of Science program templates by removing SCI 099, effective 202530.

Rationale:

The University has created their own essential skills course, UNIV 001, that all incoming students must take. UNIV 001 replaces SCI 099, but is not to show in the templates.

(end of Motion)

5.2 Computer Science Co-op Program – Admission Requirement Revision

MOTION: To change the admission requirement to the Computer Science Co-op program, effective 202530.

Current requirement: "A student must have successfully completed CS 115" Proposed Change: "A student must have successfully completed CS 210."

Rationale:

This revised eligibility clause, consisting of replacing CS 115 (a pre-requisite for CS 210) with CS 210, will ensure that students possess the necessary problem- solving and programming skills for their co-op work

positions. Also, this clause will increase students' chances of securing a co-op placement, given the competitiveness of the job market and the increasing number of students enrolling.

(end of Motion)

5.3   Computer Science Co-op Program – Admission Average Revision

> **MOTION:** To add a new admission requirement for the Computer Science Co-op Program, effective 202530.

New requirement: "Have a program GPA of at least 70.00%"

Rationale:
The minimum PGPA is 65.00% in Computer Science. This new eligibility clause will ensure that students have the necessary Computer Science skills for their co-op placements (other departments at the Faculty of Science also require a threshold on the PGPA).

(end of Motion)

5.4   Computer Science Co-op Program – Program Revisions

> **MOTION:** To revise the Computer Science Co-operative Program, effective 202530.

Co-operative Education Programs in Computer
Science and Software Systems Development

Website: www.cs.uregina.ca/Academic/workstudy.html

Co-op is available with all Computer Science and Software Systems Development degree programs. Students participate in the Co-op Program under the direction of the Department's Co-op Coordinator. To receive the Co-op designation upon graduation students must successfully complete three work terms, with fourth and fifth work terms being optional. It is strongly recommended that a student's final term be an academic one.

Sequencing of the program will depend on the registration and academic credit of the student. Students are encouraged to meet with an academic advisor or the Co-op coordinator to discuss the appropriate alternating of four-month work and academic terms. Each work term must be preceded and followed by an academic term.

Entrance Criteria
To be eligible for the Computer Science (CS) Co-op program, a student must

- have successfully completed a minimum of 30.0 credit hours at the time of application.
- have successfully completed CS 115; and
- have achieved a minimum (UGPA) of 70.00%.

Note: Students who do not register in their first co-op term prior to completing 60.0 credit hours may not have time to complete the required number of co-op work terms necessary to achieve the Co-op designation on their official transcript.

To continue in the CS Co-op program, a student must

- maintain a minimum UGPA of 70.00% throughout their program. If a student's UGPA drops below 70.00%, permission of the Dept. Co-op coordinator will be required in order to continue in the Co-op program; and
- enroll in at least 9.0 credit hours in Fall or Winter terms or at least 3.0 credit hours in Spring/Summer terms between work terms.

Three Co-op work terms are required to achieve the Co-op designation on the student's official transcript. Additional two work terms are optional.

Note: A Co-op work term is typically defined as 4-months (one term). Longer work terms may be considered at the discretion of the co-op coordinator. For further details, contact the Co-operative Education Office or visit its website: www.uregina.ca/careercentre/coop, or contact the Department of Computer Science.

Rationale:

Students often reach out to the co-op coordinator to join or continue in the co-op program, even though their UGPA is below 70% (other departments do not have this)

Permission from the co-op coordinator is not required for students to enroll in longer work terms because their applications are handled by the co-op office.

(end of Motion)

5.5 Bachelor of Science in Software Systems Development – Admissions and Transfer Suspension

> **MOTION:** To suspend admissions or transfers into the BSc in Software Systems Development program, effective 202530.

Rationale:

This program will be removed as an option on the application for admission on September 2, 2025. There are currently 50 students enrolled in this program (as of Winter 2025). This represents 5.3% of the undergraduate students currently enrolled in all CS B.Sc. programs (823 students are in our core B.Sc. in Computer Science program, and 139 among specialized programs such as this one). The primary distinction between this program and our B.Sc. in Computer Science program is the inclusion of electronics (ENEL) courses. While updating our core curriculum to match the latest ACM/IEEE/AAAI Computer Science Curriculum (2023), it has become clear that electronics topics are no longer critical to a CS education. Further, recent changes in these ENEL courses have made the prerequisite pathway difficult for CS students. Ceasing admissions and eventually dropping these programs will allow the Department of Computer Science to focus its limited resources on our other programs. The Program

Advisors in the Science Academic Hub will work with the 50 students in these programs to ensure that they are able to finish their degrees without disruption. In place of this, the Department of Computer Science will work with the Faculty of Engineering and Applied Science to provide a guidance on elective courses.

(end of Motion)

5.6 Bachelor of Science in Computer Science, Business Concentration – Admission and Transfer Suspension

> **MOTION:** To suspend admissions or transfers into the BSc in Computer Science, Business Concentration, effective 202530.

Rationale:

This program will be removed as an option on the application for admission on September 2, 2025. There are currently 31 students enrolled in this program (as of Winter 2025). This represents 3.3% of the undergraduate students currently enrolled in all CS B.Sc. programs (823 students are in our core B.Sc. in Computer Science program, and 139 among specialized programs such as this one). The primary distinction between this program and our B.Sc. in Computer Science program is the inclusion of a broad selection of business courses. Ceasing admissions and eventually dropping these programs will allow the Department of Computer Science to focus its limited resources on our other programs. The Program Advisors in the Science Academic Hub will work with the 31 students in these programs to ensure that they are able to finish their degrees without disruption. In place of this, the Department of Computer Science will work with the Faculty of Business to provide a pathway for CS students to add a Certificate to their degrees (e.g., Certificate in Ideation, Creativity, and Entrepreneurship, Certificate in International Business).

(end of Motion)

5.7 Bachelor of Science and Bachelor of Science Honours in Environmental Geoscience – Program Revision

> **MOTION:** To revise the BSc and BSc Honours in Environmental Geoscience, effective 202530.

Credit hours	BSc in Environmental Geoscience Required Courses
3.0	ESC 102
3.0	ESC 201
3.0	ESC 210
3.0	ESC 211

Credit hours	BSc in Environmental Geoscience Required Courses
3.0	ESC 240
3.0	ESC 241, ESC 270, or GES 207
3.0	ESC 307
3.0	ESC 314
3.0	ESC 329 or GES 329
3.0	ESC 353
3.0	ESC 396 or GES 411
3.0	ESC 460
3.0	GES 121
3.0	GES 203
3.0	GES 323
3.0	GES 327 or ESC 476
6.0	One of: ESC 340, GES 303, 309, 321, 333, 325, 327, BIOL 356, ENEV 321, 322, 334, 363, or 384*
3.0	Two of: ESC 400AA. 400AB, 400AC, 414, 416, 429, 430, 451, 453, 454, 470, 472, 473, 476, 490AH, 496, GES 421, 423, 429, 431, 499AA 499AB, 499AC, BIOL 456, ENEV 422, 440, or 480*
3.0	CHEM 104
3.0	CHEM 105
3.0	CS 110
3.0	MATH 110
3.0	PHYS 109 and 119 or
3.0	PHYS 111 and 112
3.0	STAT 100 or 160
3.0	BIOL 100 or 101
3.0	One Science elective (APEGS approved)
3.0	One of: INDG 100, 104, 200, 201, 236, ENVS 100, 200, ANTH 241AK, GES 344, 396AI, BIOC 200, RLST 290AN, ADMN 436AM or other course with core Indigenous component
87.0	Subtotal: Major Requirements 65.00% Major GPA required
3.0	ENGL 100
3.0	ENGL 110
12.0	Four Arts, La Cité, or Media, Art, and Performance electives
3.0	One Science, Arts, La Cité, or Media, Art, and Performance elective
3.0	One Science elective
9.0	Three Open electives
120.0	Total: 65.00% Program GPA required
*In order to qualify for APEGS registration, these three courses must be APEGS accepted	

Credit hours	BSc Honours in Environmental Geoscience Required Courses
0.0	SCI 099
3.0	ESC 102
3.0	ESC 201
3.0	ESC 210
3.0	ESC 211
3.0	ESC 240
3.0	ESC 241, ESC 270, or GES 207
3.0	ESC 307
3.0	ESC 314
3.0	ESC 329 or GES 329
3.0	ESC 353
3.0	ESC 396 or GES 411
6.0	ESC 400AC (or ESC 400AA and 400AB), or GES 499AC (or GES 499AA and 499AB)
3.0	ESC 413 or higher; or GES 409 or higher
3.0	ESC 460
3.0	GES 121
3.0	GES 203
3.0	GES 323
3.0	GES 327 or ESC 476
3.0	One of: ESC 340, GES 303, 309, 321, 333, 325, 327, BIOL 356, ENEV 321, 322, 334, 363, or 384*
6.0	One of: ESC 414, 416, 429, 430, 452, 453, 454, 470, 472, 473, 476, 490AH, 496, GES 421, 423, 429, 431, BIOL 456, ENEV 422, 440, or 480*
3.0	CHEM 104
3.0	CHEM 105
3.0	CS 110
3.0	MATH 110
3.0	PHYS 109 and 119 or
3.0	PHYS 111 and 112
3.0	STAT 100 or 160
3.0	BIOL 100 or 101
3.0	One Science elective (APEGS approved)
3.0	One of: INDG 100, 104, 200, 201, 236, ENVS 100, 200, ANTH 241AK, GES 344, 396AI, BIOC 200, RLST 290AN, ADMN 436AM or another course with core Indigenous component.
96.0	Subtotal: Major Requirements 75.00% Major GPA required
3.0	ENGL 100
3.0	ENGL 110
12.0	Four Arts, La Cité, or Media, Art, and Performance electives

Credit hours	BSc Honours in Environmental Geoscience Required Courses
3.0	One Science elective
3.0	One Open elective
120.0	Total: 70.00% Program GPA required
*In order to qualify for APEGS registration, these three courses must be APEGS accepted	

Rationale:

This change will give the Department of Earth Sciences the flexibility to assist students in completing their programs.

(end of Motion)

5.8   Certificate in the Foundations of Science – Program Revision

MOTION: To revise the Certificate in the Foundations of Science, effective 202530.

Credit hours	Certificate in the Foundations of Science
~~0.0~~	~~SCI 099~~
3.0	ENGL 100
3.0	BIOL 100 or 101
3.0	CHEM 104
3.0	CS 110 or CS 165
3.0	ESC 102
3.0	MATH 103 or 110
3.0	PHYS 109
6.0	Any two electives from Arts, La Cité, Media, Art, and Performance, or Science*
3.0	Open elective*
30.0	**Total: 65.00% PGPA and 60.00% UGPA**
*From any Faculty, including Science. The Faculty of Science encourages students to include INDG 100 (Indigenous Studies) or ENVS 100 (Indigenous Environmental Science) for their electives.	

Rationale:

Demand for CS 110 is so high that it can delay students in completing their certificate program. Adding CS 165 as an option provides the flexibility to allow students a path forward to timely completion of their certificate.

(end of Motion)

5.9 Diploma in General Science – Program Revision

MOTION: To revise the Diploma in General Science, effective 202530.

Credit hours	Diploma in General Science
~~0.0~~	~~SCI 099~~
3.0	BIOL 100
3.0	BIOL 101
3.0	CHEM 104
3.0	CHEM 105 or 140
3.0	CS 110 **or CS 165**
3.0	ENGL 100
3.0	ENGL 110
3.0	ESC 102
3.0	MATH 103 or 110
3.0	MATH 111 or 112
3.0	PHYS 109 or 111
3.0	PHYS 119 or 112
3.0	STAT 100 or 160
12.0 – 18.0	Completion of a Concentration in Science* Options include: Biology, Biochemistry, Chemistry, Environmental Geoscience, Geology, Indigenous Knowledge and Science, Applied Mathematics, Pure Mathematics, Statistics, Physics
3.0	One Arts, La Cité, or Media, Art, and Performance course**
0.0-6.0	Science, Arts, La Cité, or Media, Art, and Performance course(s)
60.0	**Total: 65% PGPA and 60% UGPA and a 65.00% average in the Concentration (minor).**
*For the purposes of the Diploma in General Science, requirements for a Concentration in Science corresponds with the Minor requirements outlined in the Department section for each discipline. ** The Faculty of Science encourages students to include INDG 100 (Indigenous Studies) or ENVS 100 (Indigenous Environmental Science) for their electives.	

Rationale:

Demand for CS 110 is so high that it can delay students in completing their diploma program. Adding CS 165 as an option provides the flexibility to allow students a path forward to timely completion of their diploma.

(end of Motion)

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6.   **CENTRE FOR CONTINUING EDUCATION**

   6.1   Certificate in Local Government Administration and the Certificate in Advanced Local Government Administration – Program Revisions

MOTION: That the Certificate in Local Government Administration and the Certificate in Advanced Local Government Administration be revised, effective 202620.

Credit hours	Certificate in Local Government Administration Required Courses
3.0	LG 200
3.0	LG 202
3.0	LG 204
3.0	LG 206
3.0	**LG 201 or** 208AA-ZZ
15.0	Total: 60.00% PGPA required

Credit hours	Advanced Certificate in Local Government Administration Required Courses
3.0	LG 200
3.0	LG 202
3.0	LG 204
3.0	LG 206
3.0	**LG 201 or** LG 208AA-ZZ
6.0	Two of*: PSCI 100, ECON 100, ECON 201, GES 100
*Remaining courses may be taken as electives if not taken as core courses.	
Elective Courses	
Nine additional credit hours chosen from the list of subjects below, of which two courses must be at the 200-level or above. Electives must be selected from at least two different disciplines.	
9.0	Anthropology, Business, Economics, Geography, History, Indigenous Studies, Public Relations, Psychology, Political Science, Religious Studies, Sociology, or Women's and Gender Studies.
30.0	Total 60.00% PGPA required
Courses should include topics in areas of public or business administration, community development, prairie studies, climate change, etc. These electives must be approved by the Career and Professional Development Division, CCE, in consultation with the LGA Advisory Committee.	

Rationale:

LG 208AA was made permanent and renumbered LG 201.

(end of Motion)

6.2   First Nations Language Instructor's Certificate – Program Revisions

> **MOTION:** That the First Nations Language Instructor's Certificate (FNLIC) program be revised, effective 202530.

Credit hours	First Nations Language Instructor's Certificate Required Courses
3.0	~~EPS 100~~ EIND 100
3.0	~~EPS 116~~ EIND 116
3.0	EPSY 205
3.0	EINL 225
3.0	EINL 325
3.0	EINL 335
3.0	EINL 450
3.0	LING 230 (formerly LING 175)
3.0	One Indigenous Language course at the 104 level
3.0	One language course at the 105 level
30.0	Total

Rationale:

The University of Regina Faculty of Education changed the EPS 100 and EPS 116 courses to EIND 100 and EIND 116, effective as of the 201730 term. The Indigenous Education templates were modified during the process; however, the First Nations Language Instructors' Certificate (FNLIC) was not. This is to ensure the program is updated correspondingly.

(end of Motion)

6.3   Centre for Continuing Education Programs – Removal of CCE 099

> **MOTION:** That CCE 099 be removed from the following programs, effective 202530.

- Certificate in Administration Level I

- Certificate in Administration Level II
- Liberal Arts Certificate
- Liberal Arts Diploma
- Certificate in Administration Level I (FNUniv)
- Certificate in Administration Level II (FNUniv)
- Certificate in Indigenous Language Level I
- Certificate in Indigenous Language Level II
- Certificate in Indigenous Language Guardianship

Rationale:

UNIV 001 will cover the content and therefore replace CCE 099.

(end of Motion)

Attachment A

Registrar's Undergraduate Academic Programming Questionnaire

I.   PROGRAM INFORMATION

Program Name: **Bachelor of Arts in Educational Studies**

Type of Program:

	Certificate
	Diploma
x	Baccalaureate
	After Degree
	Other (specify):

Credential Name (if different from Program Name):

Faculty(ies)/School(s)/Department(s): **Faculty of Arts**

Expected Proposal Submission Date (Month/Year): **09/2024**

Expected Start Date (Month/Year): **05/26**

II. RATIONALE (CCAM)

1.   Describe the rationale/need for this program.

All undergraduate programs in the Faculty of Education lead to teacher certification. There are a small number of students who make it to their third or fourth year, and, usually because of their experiences in extended practicum placements, will not be successful in their program. Often, they discover this after failing their extended practicum. By the time these students realize that they will be unable to become teachers, they sometimes have 105 credits towards an undergraduate degree. This BA in Educational Studies represents a pathway to allow these students to complete an undergraduate degree at our institution.

2.   What are the key objectives and/or goals of this program and how will it be delivered?

This program exists as an off-ramp to allow Education students who are otherwise in good academic standing, but will be unable to complete their Education degree to finish a BA and get an academic degree out of their time at the University of Regina. The Faculty of Education will identify eligible students to apply to this program.

3. How does this program compare to similar programs (Provincial/National)?

There are not any programs that are similar to this one.

4. List the expected benefits of the program to University of Regina students.

> For students who are unable to successfully complete their practicum experiences, they are left with many credits and no program for them to use them within. The BA in Educational Studies will allow those students to complete a program of study at our institution.

5. What is the impact on current programs? Does this program duplicate or overlap with existing University programming in any way? If so, the affected unit(s) must be consulted. Attach letters from affected units that show the host unit(s) and affected unit(s) have established a plan for managing the program overlap.

> There is no impact on current programs. Students who currently would qualify for this program are now just leaving the university with as many as 105 credits and no degree.

III.   STRATEGIC CONSIDERATIONS (CCAM)

1. How does this program support your Faculty's Strategic Plan?

> N/A

2. How does this program support the University Strategic Vision and Objectives and/or create other opportunities for the University?

> N/A

3. Are there any other strategic considerations for this program?

> This program will allow the university to convert a small number of students who currently leave without completing a degree into graduates.

4. Does this program support external and/or community needs? Please attach letters of support if available.

> N/A

IV.   Program Plan

1. What are the program admission requirements?

> To qualify for admission to the BA in Education Studies, students must have completed at least 75 hours towards a B.Ed. Students must be referred by the Associate Dean (SSUP) in the Faculty of Education and accepted by the Associate Dean (Undergraduate) in the Faculty of Arts.

2. Insert the proposed curriculum here.

Course Name or Subject Area	Subject and Course Number (s)	Credit Hours
Arts Core Requirements		
	ARTS 099 Academic Integrity	0.0
	ENGL 100 Critical Reading and Writing I	3.0
	INDG 100 Introductory to Indigenous Studies	3.0
	Logical and Numerical Reasoning: One of: PHIL 150, ECON 224, any 100- or 200-level MATH course, SOST 201 or 100- or 200-level STAT course	3.0
	Any 100- or 200-level Humanities course from the following: ARTS, CATH, CLAS, EAS, ENGL, HIST, HUM, INDL, IDS, LING, PAST, PHIL, RLST or WGST	3.0
	Any 100- or 200-level Social Sciences course from the following: ANTH, ECON, GES (except GES 121, 203, 207, and 297AA-ZZ), HS, ILP, IS, JRN, JS, NSLI, PPE, PSCI, PSYC, SOC or SOST	3.0
	Any 100- or 200-level Indigenous Knowledge course from the following: INCA, INHS or INDG (except INDG 100 or 104)	3.0
	Any 100- or 200-level Media, Art, and Performance course from the following: ART, ARTH, CTCH, FILM, INA, INAH, MAP, MU, MUCO, MUEN, MUHI, MUTH, THAC, THDS, THEA, THST or THTR	3.0
	Any 100- or 200-level Science course from the following: ASTR, BIOC, BIOL, CHEM (except CHEM 100), CS, ESC, GES (GES 121, 203, 207, or 297AA-ZZ) or PHYS	3.0
	Any two courses in the same Additional Language from the following: ARBC, CHIN, CREE, DAK, DENE, FRN, GER, JAPN, LANG, NAK, NISH, SPAN, CLAS 150 and 151, CLAS 160 and 161, RLST 184 and 284, RLST 188 and 288	3.0
	Sub-total	30.0
Elective Requirements		
	18 Open Elective Courses	54.0
Major Requirements (if applicable)		

	Any 100, 200, 300 or 400 level courses from the following (At least 12 hours must be at the 300 level): DART, DELF, DEPH, DESO, DLNG, DMTH, DMXE, DSCI, EAE, EAES, ECCU, ECE, ECS, ECSF, ED, EDAN, EDRA, EDTC, EFDN, EFLD, EFRN, EHE, EIBP, EIEA, EIND, EINL, EINH, EISE, EIST, ELBP, ELIT, ELNG, EMTH, EMUS, EOE, EPE, EPS, EPSF, EPSY, ERDG, ESCI, ESST, EVIS	36.0
Minor Requirements (if applicable)		

3. Is any of the curriculum new or under development? If so, list here.

Course Name	Subject and Course Number	NEW	UD	Anticipated Date of Course Availability

Note: Please attach new and under development course descriptions as appendices.

4. What are the total credit requirements? Are there other conditions a student must fulfill to graduate?

120 credit hours. No.

5. Are there any other program specific regulations that differ from other programs within the faculty (minimum GPA requirements, etc.)?

Students who access this program will need to be recommended by the Faculty of Education and accepted by the Faculty of Arts.

6. What is the source of students for the program?

This program serves that small number of students in the Faculty of Education who are unable/unfit to complete their extended practicum experiences.

7. How will students be recruited to the program?

There will be no recruitment for this program. Faculty of Education academic advisors will identify potential students who qualify and might benefit from this program.

8. What is the expected 5 year enrolment?

Year 1	Year 2	Year 3	Year 4	Year 5
1-2	1-2	1-2	1-2	1-2

9. How will prospective and current students receive academic advising?

Academic advising will start within the Faculty of Education.

10. Will this program be delivered in a distance or distributed manner. That is, is it planned that the entire program or specific courses will be delivered:

    _____ Online

    _____ At a distance (in a specific community for example)

    _____ Video-conferenced or distributed.

Please provide details.

N/A

V. **Needs and Costs of the Program (CCB)**

1. Are there any new faculty/staff resources required for the program? What will be the cost of the new resources?

N/A

2. What is the budget source of the new resources?

N/A

3. What existing faculty/staff resources will be used? Is this additional workload or are these resources being redirected?

There will be minimal impact on faculty resources.

4. Will the program have any specialized needs for off-site delivery, either online or video-conferenced or live-streamed or at a distance? If so, is there specific funding arranged for the development and delivery of such courses? What timelines are present for development and delivery (given it usually takes up to a year to develop an online course)? Have you consulted the Distance and Distributed Learning Committee and the Flexible Learning Division of CCE about such proposed development?

N/A

5. Proposed budget and revenue from the Program.

Year	Projected Revenue	Projected Expenses	Net
1			
2			
3			
4			
5			
5 Year Total			

6. What additional Library holdings are required and what is the cost?

N/A

7. Will the program have any specialized classroom, laboratory, or space needs? If yes, please specify.

N/A

VI.   Faculty/Department/Academic Unit Contact Person

Contact Person(s)	Email	Telephone

VII.   Approvals

	Signature (if required)	Date
Department Head/Program Director		
Associate Dean (Undergraduate)		
Departmental/Program Council		
Faculty Council		
CCUAS		
CCB (if deferred)		

CCAM (if deferred)		
Executive of Council		
Senate		

UNIVERSITY OF REGINA
Executive of Council

Subject: Report from the Council Discipline Committee

Item(s) for Decision:

1.   Council Discipline Committee Terms of Reference

> **MOTION:** That the Council Discipline Committee (CDC) Terms of Reference be revised, effective July 1, 2025.

Background and Rationale:

The Council Discipline Committee is recommending several changes to their terms of reference:

- Adjustments to membership and quorum requirements to enable ease of scheduling and more timely appeal hearings:
    o Increasing the number of members who are elected or appointed to the Council Discipline Committee in order to increase the "pool" of members available to hear appeals
    o Reducing the quorum requirement, which still maintaining an odd number in the event of a tie vote, to allow for greater flexibility with scheduling
- Allowing for additional time for students, Investigating Deans, and Committee members to submit and review materials
- Clarifying the roles of advocates and witnesses at a hearing
- Clarifying hearing processes

The recommended revisions result from feedback from investigating deans, consideration by the Provost and Vice-President (Academic) as well as the Associate Vice-President (Academic), as well as the University's legal counsel.

The proposed Council Discipline Committee Terms of Reference are provided as **Attachment A** and the current Council Discipline Committee Terms of Reference are provided as **Attachment B.**

Attachment A - Proposed TOR

COUNCIL DISCIPLINE COMMITTEE
TERMS OF REFERENCE

Purpose:

The Council Discipline Committee ensures that the University enacts and enforces regulations respecting the discipline of students (the "Discipline Regulations") in accordance with the principles of natural justice. It is also the body responsible for hearing all student appeals with respect to decisions of academic and non-academic misconduct.

Membership:	*Elected:*	7 members of Council holding academic appointments 7 students, who are normally student members of Council
	Ex Officio:	Provost and Vice-President (Academic) or designate University Secretary (non-voting)

Resources: University Secretary's Office

Chair: The Provost and Vice-President (Academic) or designate will serve as Chair.

Quorum: 5 voting members as follows: Provost and Vice-President (Academic) or designate
2 members of Council holding academic appointments
2 student members of Council

NOTE: In the event that quorum is not met when a hearing is scheduled, the Chair may ask the Appellant and the Respondent if they agree to waive the quorum requirement and are prepared to proceed before the Committee members present at that hearing. The Appellant and the Respondent must both agree to proceed. Otherwise, the hearing will be rescheduled.

Terms: Members of Council holding academic appointments will normally serve for three years. Student members normally serve for one year.

Roles and Responsibilities:

1. To carry out such powers as are delegated by Senate in relation to disciplinary matters.
2. To recommend to Executive of Council changes in the Discipline Regulations, in accordance with section 33(1)(f) of the Act and Senate By-Laws 8.2
3. To recommend to Executive of Council the appeal proceedings that will be followed by the Committee. Students appealing to the Council Discipline Committee have a right to a fair hearing in accordance with the rules of natural justice.
4. To provide a hearing of cases of academic and non-academic misconduct, on request from any student who has been found to have committed an act of misconduct, in accordance with the Senate By-Laws 8.3.
5. To consider petitions from expelled students for permission to apply for re-admission to the University.

6. To publish annually and report to Executive of Council a summary of the Committee's proceedings over the course of the previous year.

Further Information:

Grounds for an appeal of a disciplinary decision to the Council Discipline Committee are based on one or more of the following:

a) There is additional relevant information which was not considered by the Investigating Dean or the Associate Vice-President (Student Affairs) in both cases, the University Officer.

b) There was a problem in procedure during the investigation.

c) The substance of the case was not considered correctly by the University Officer. For example, relevant rules and regulations were applied incorrectly.

d) Even if relevant rules and regulations were applied correctly, the resulting decision is unfair or unreasonable in the circumstances.

Decisions of the Council Discipline Committee can be appealed to the Senate Appeals Committee under Section 33 (1) (e) of the *University of Regina Act* and the *University of Regina Senate By-Laws.* See: https://www.uregina.ca/university-leadership/governance/student-appeals.html

Section A: Procedural Rules

A1. Preparation
1. Meetings of the Committee are scheduled as required.
2. Students wishing to appeal a disciplinary decision must submit a notice of appeal in writing to the University Secretary's Office, within 30 days following the date of the disciplinary decision.
3. Students are required to meet with the University Secretary's Office prior to the hearing being scheduled.
4. Written notice of the hearing, and information about the Committee's procedures, is provided at least twenty (20) business days in advance of the scheduled date to the affected parties (the student and the University Officer). Cases will normally be heard within four (4) months of the date of the first notice of hearing.
5. Each party is required to provide a detailed written submission for the Committee.
6. At least fifteen (15) business days prior to the scheduled hearing, the student is required to provide to the University Secretary a written submission setting out the basis for their appeal, along with all supporting documents and evidence they will be relying on at the hearing. The student's submission should include, as a minimum, the grounds for seeking appeal, the evidence in support of their case and the name and relationship of their advocate (if any). Should a student choose to bring legal counsel as their advocate, the University Officer will also have legal counsel present. This submission will immediately be provided to the University Officer. If the student's submission is not received by the prescribed deadline, the hearing will be cancelled and the student will be deemed to have irrevocably abandoned their appeal (and the disciplinary decision will stand).
7. At least ten (10) business days in advance of the hearing, the University Officer is required to provide to the University Secretary a written submission. The University Officer's submission should include, as a minimum, the evidence relied upon for the finding of misconduct (and any evidence to

address matters raised in the student's submission), and the rationale for the disciplinary decision and the penalty assigned.

8. Witnesses are not necessary at most hearings. However, if the student or the University Officer wish to bring witnesses, they must provide the names of such witnesses and a statement about the evidence each witness will provide as part of their written submission. The Chair will review the witness statements in advance of the hearing. If the Chair determines that the evidence of any witness is not relevant to the hearing, the Chair will advise the party seeking to call the witness that the witness will not be allowed to testify at the hearing, citing their reason.

9. The Committee does not summon witnesses. It is up to the parties to make arrangements for the approved witnesses that each wish to call.

10. At least five (5) business days in advance of the hearing, the University Secretary's Office will distribute the student's notice of appeal and the written submission of both the student and the University Officer to members of the Committee, the student, and the University Officer

11. The hearing will be based on the parties' written submissions and the evidence included by them with their written submissions (along with oral testimony and submissions made at the hearing). Written submissions are expected to be comprehensive and complete, as new evidence will not normally be allowed (i.e. "walked on") at the hearing.

A2. Hearing

1. The hearing is not open to the public. Only the parties, their advocates, and their witnesses may attend.

2. The hearing will be recorded, should transcripts be needed for future appeal proceedings. The record of the hearing will be retained by the University Secretary's Office until the appeal process has been exhausted.

3. Each party may choose to bring one advocate. The role of the advocate is to assist in the presentation of the case/submissions. In addition, the University Officer may bring a subject matter expert (e.g. the instructor of the course).

4. Other than with the permission of the Chair in exceptional circumstances, parties will not be entitled to bring forward evidence at the hearing that has not been included with their written submissions.

5. The hearing will proceed as follows:
    a. The University Officer and/or the Officer's advocate will briefly present the case against the student, and may call any witnesses that have been permitted, in advance, by the Chair.
    b. The student or their advocate may then ask questions of the University Officer and their witnesses (if any), followed by questions from the Committee members. The student and/or their advocate will briefly present the student's case and may call any witnesses that have been permitted, in advance, by the Chair. The University Officer or their advocate may ask questions of the student and their witnesses (if any), followed by questions from the Committee members. The student (not their advocate) will be expected to answer questions from the Committee. Each party (or the party's advocate) may summarize their case at the conclusion of testimony, with the student or student's advocate speaking last.

6. All parties are asked to state their case concisely and to keep questioning of witnesses to relevant facts; the Chair may set a time limit for testimony or questioning if already-known facts are being reiterated. As a guideline, it is suggested that each party should limit the presentation of their case (including initial and closing summaries and any witness testimony) to 30 minutes.

7. If the student does not appear at the scheduled hearing date (without explanation and without having requested and being granted an adjournment), the case will be heard *in absentia*.

A3. Decision
1. The deliberations of the Committee occur after the parties, their advocates, and witnesses have left the meeting. These deliberations are confidential.
2. If the finding of misconduct is substantiated, the penalty assigned by the Committee may be the same as, or less or more severe than, the original penalty.
3. The decision of the Committee, and the reasons for the decision, will be provided to the parties in writing. If the student is to be suspended or expelled, or if a grade of XF is to be assigned, or if a credential is to be withheld or rescinded, the University Secretary's Office will notify the Registrar for action relative to the student record when the deadline for an appeal to Senate Appeals Committee has expired.

Section B: Rules for Petitioning to Return following a Suspension or Expulsion (Academic or Non-Academic Misconduct)

B1. Preparation
1. Individuals seeking permission to apply for re-admission to the University following an expulsion (a "Petitioner") must submit an application for re-admission and a letter of petition to the University Secretary's Office
2. Written notice of the hearing, and information about the Committee's procedures, is provided at least twenty (20) business days in advance of the scheduled date to the Petitioner. Petitions will normally be heard within four (4) months of the date of the first notice of hearing.
3. At least ten (10) business days prior to the scheduled hearing, the Petitioner is expected to provide the University Secretary with a written submission articulating why they should be granted permission to apply for re-admission to the University, with any supporting documents and the name of their advocate (if any).
4. At least five (5) business days in advance of the hearing, the University Secretary will distribute the Petitioner's submission to the Committee members and the petitioner, along with any relevant correspondence between the Petitioner and the University related to the Petitioner's academic history, and a copy of all materials submitted for previous appeal hearings (if any).

B2. Hearing
1. The hearing is not open to the public.
2. The Petitioner may bring one advocate. No witnesses are permitted.
3. The Petitioner or their advocate will present their case. The Petitioner has the onus of showing that their petition to return should be granted. The Chair may set a time limit if already-known facts are being reiterated.
4. Committee members may ask questions of the Petitioner.
5. The Petitioner or their advocate will summarize their request.
6. If the Petitioner does not appear at the scheduled hearing date (without explanation and without having requested and being granted an adjournment), their petition will be denied. .

B3. Decision
1. The deliberations of the Committee occur after the appellant and their advocate have left the meeting. These deliberations are confidential.
2. The Committee may approve the petition for permission to re-apply or deny the Petitioner their request.
3. The decision of the Committee and the reasons therefore are rendered in writing to the Petitioner and the University Registrar for action relative to the student record.

4. If the petition is approved by the Committee and the Petitioner is granted permission to re-apply to the University, the Petitioner must meet the academic requirements for admission or re-admission to their chosen faculty.
5. If the petition is denied by the Committee, the Committee may either set a new time period before the appellant can petition again or determine that no further petitions will be allowed. The decision of the Committee is final and cannot be appealed further..

Draft for Executive of Council: April 7, 2025

Attachment B - Current TOR

**COUNCIL DISCIPLINE COMMITTEE
TERMS OF REFERENCE**

Purpose:

The Council Discipline Committee ensures that the University enacts its student disciplinary bylaws in accordance with the principles of natural justice. It is also the body responsible for hearing all student appeals with respect to decisions of academic and non-academic misconduct.

Membership: 3 members of Council holding academic appointments (and 3 alternates)
3 students appointed by URSU and GSA (and 3 alternates) including at least one member and one alternate from the GSA
Ex officio: Provost and Vice-President (Academic) or designate who will be the Chair
University Secretary (non-voting)

Resources: University Secretariat

Quorum: 7 voting members as follows: Provost and Vice-President (Academic) or designate, 3 members of Council, 3 members appointed by URSU including 1 representative from the GSA

NOTE: In the event that quorum is not met when a hearing is scheduled, the Chair may ask the Appellant and the Respondent if they agree to waive the quorum requirement and are prepared to proceed before the Committee members present at that hearing. The Appellant and the Respondent must both agree prior to do so. Otherwise, the hearing will be rescheduled.

Roles and Responsibilities:

1. To carry out such powers as are delegated by Senate in relation to disciplinary matters.
2. To recommend to Council changes in the disciplinary by-laws, in accordance with section 33(1)(f) of the Act and Senate By-Law 7.2
3. To recommend to Council the appeal proceedings that will be followed by the Committee. Students appealing to the Council Discipline Committee have a right to a fair hearing in accordance with the rules of natural justice.
4. To provide a hearing of cases of academic and non-academic misconduct, on request from any student who has been found to have committed an act of misconduct.
5. To consider expelled students' petitions for permission to apply for re-admission to the University.
6. To publish annually and report to Council a summary of the Committee's proceedings over the course of the previous year.

Further Information:

Grounds for an appeal to the Council Discipline Committee are based on one or more of the following:

a) There is additional relevant information which was not considered by the Investigating Dean.
b) There was a problem in procedure during the investigation.
c) The substance of the case was not considered correctly by the Investigating Dean. For example, relevant rules and regulations were applied incorrectly.
d) Even if relevant rules and regulations were applied correctly, the resulting decision is unfair or unreasonable in the circumstances.

Decisions of the Council Discipline Committee can be appealed to the Senate Appeals Committee under Section 33 (1) (e) of the *University of Regina Act* and the *University of Regina Senate By-Laws*. Procedural rules are available for consultation at: https://www.uregina.ca/president/executive-team/ed-governance-univ-secretary/student-appeals/disciplinary-appeals.html

Section A: Procedural Rules

A1. Preparation

1. Dates of Committee meetings are set at the start of the year and published, taking into account the timing of final examination periods. In extenuating or emergency circumstances the Committee will meet on a non-scheduled hearing date.
2. Requests for a hearing must be submitted in writing to the University Secretary's office. A hearing must be requested within 30 days of the date of the disciplinary decision.
3. Written notice of the hearing is provided at least two weeks in advance of the scheduled date to the affected parties (the student and the University officer) with the statement that the case will be heard *in absentia* unless a rescheduling is requested in writing. Cases must be heard within 4 months of the date of the first notice of hearing.
4. Procedures of the committee accompany the notice of hearing. Parties are asked to provide a detailed written submission, and to keep their oral testimony to important facts. As a guideline, it is suggested that parties should limit the presentation of their case (including initial and closing summaries and any testimony by witnesses) to 30 minutes.
5. One week prior to the scheduled hearing, the two parties are expected to provide to the University Secretary a written submission making their respective cases, with any supporting documents, the name of their representative (if any), and a statement about the evidence to be presented by witnesses, who must also be named. The University officer's submission should include, as a minimum, the evidence for misconduct and the penalty assigned. The student's submission should include, as a minimum, the remedy sought and the grounds for seeking it. The Council Discipline Committee does not summon witnesses. It is up to the parties to make arrangements for the witnesses that each wish to call.
6. The University Secretary distributes this information to Committee members at least three days in advance of the hearing.

A2. Hearing

1. The hearing is not open to the public. Only the parties, their representatives, and their witnesses may attend.
2. Each party may choose to bring one representative. Although witnesses are not necessary at most hearings, each party may choose to call witnesses. Following review of the witness statements (see A5), the Chair may state that the evidence of any witness is not relevant to the hearing, giving his or her reason, and decline to have the witness called.
3. The University officer and/or the officer's representative will briefly present the case against the student, and may call witnesses at this point.
4. The student or representative may ask questions of the University officer and witnesses.
5. Committee members may ask questions of the University officer and witnesses.
6. The student and/or the student's representative will briefly present the student's defence. The presentation will include a clear statement of what outcome the student expects. The student's witnesses may be called at this point.
7. The University officer may ask questions of the student and witnesses.
8. Committee members may ask questions of the student and witnesses.
9. Each party (or the party's representative) may summarize his or her case at the conclusion of testimony, with the student or student's representative speaking last.
10. All parties are asked to state their case concisely and to keep questioning of witnesses to relevant facts; the Chair may set a time limit for testimony if already-known facts are being reiterated.

A3. Judgement

1. The deliberations of the Committee occur after the parties and their representatives and witnesses have withdrawn. These deliberations are confidential.
2. If misconduct is substantiated, the penalty assigned by the Committee may be the same as, or less or more severe than, the original penalty.
3. The judgement of the Committee, and the reasons for the judgement, are rendered to the parties in writing. If the student is to be suspended or expelled, or if a grade of XF is to be assigned, or if a credential is to be withheld or rescinded, the University Secretary's office will notify the Registrar for action relative to the student record when the deadline for appeal to Senate Appeals Committee has expired.

Section B: Rules for Petitioning to Return following a Suspension or Expulsion (Academic or Non-Academic Misconduct)

B1. Preparation
1. Applications for re-admission and a letter of petition must be submitted in writing to the University Secretary's Office, for consideration by the Council Discipline Committee.
2. Written notice of the hearing is provided at least two weeks in advance of the scheduled date to the student with the statement that the case will be heard *in absentia* unless a rescheduling is requested in writing. Cases must be heard within 4 months of the date of the first notice of hearing. The Council Discipline Committee will serve as the University officer.
3. Procedures of the Committee accompany the notice of hearing.
4. One week prior to the scheduled hearing, the student is expected to provide the University Secretary with a written submission making their respective case, with any supporting documents and the name of their representative (if any). The student's submission should include, as a minimum, the grounds for seeking re-admission.
5. At least three days in advance of the hearing, the University Secretary will distribute the student's submission to the Committee members, along with any correspondence between the appellant and the University and a copy of all materials submitted for the previous appeal hearing.

B2. Hearing
1. The hearing is not open to the public.
2. The appellant may bring one representative. No witnesses are permitted.
3. The appellant or his/her representative will present his or her case. The appellant has the onus of showing that their petition to return should be granted. The Chair may set a time limit if already-known facts are being reiterated.
4. Committee members may ask questions.
5. The appellant or his/her representative will summarize their request.

B3. Judgement
1. The deliberations of the Committee occur after the appellant and his/her representative have withdrawn. These deliberations are confidential.
2. The Committee may approve the petition to return or deny the appellant their request.
3. If the petition is approved by the Committee for acceptance to the University of Regina, students must still meet the academic requirements for admission, re-admission or transfer to their chosen faculty.
4. If the petition is denied by the Committee, the decision is deemed final and a new time period may be allotted before the student can petition again to return.
5. The judgement of the Committee and the reasons for the judgement are rendered in writing to the appellant and the University Registrar for action relative to the student record.

Approved by Executive of Council 26 March 2014