

SECTION 4 – MAJOR MODIFICATION PROTOCOL (PROGRAM RENEWAL AND SIGNIFICANT CHANGE)

Proposal for Major Modification

**APPROVAL OF THE LETTER OF INTENT (STEP 1) MUST HAVE BEEN RECEIVED TO CONTINUE TO THIS STEP 2.
PLEASE ATTACH THE APPROVED LOI TO THIS PROPOSAL.**

The academic unit will prepare the Proposal for Major Modification as per the template below. From there, this Proposal will be submitted to:

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| <p style="text-align: center;"><u>Undergraduate Programs</u></p> <ul style="list-style-type: none"> • Academic Unit • ARCC • Faculty Executive • ACC* • Senate | <p style="text-align: center;"><u>Graduate Programs</u></p> <ul style="list-style-type: none"> • Academic Unit • GSC* • Faculty Executive • Senate |
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*If the Provost determines the Major Modification may require substantial changes to resources/infrastructure, the proposal will also need to be heard at AQAPC following ACC (for undergraduate programs) or GSC (for graduate programs). The proposal must be reviewed at both AQAPC and ACC/GSC before moving forward to Senate.

CURRENT PROGRAM NAME:	
IF CHANGING, PROPOSED PROGRAM NAME:	
ACADEMIC UNIT PROPOSING THE MODIFICATION:	
PROPOSED START DATE:	
SUBMITTED BY:	

PROVIDE A DETAILED SUMMARY OF THE PROPOSED MAJOR MODIFICATION.

EXPLAIN THE RATIONALE FOR MODIFYING THE EXISTING PROGRAM. WHY ARE THESE CHANGES NECESSARY? WHAT DOES THE PROGRAM SEEK TO ACCOMPLISH BY IMPLEMENTING THESE CHANGES? HOW DOES THIS MODIFICATION IMPROVE THE STUDENT EXPERIENCE?

IDENTIFY THIS MODIFICATION'S RELATIONSHIP TO THE UNIVERSITY'S STRATEGIC PLAN, AND THE APPROVED STRATEGIC MANDATE AGREEMENT (SMA). IF RELEVANT, DISCUSS THIS PROPOSAL IN RELATION TO OTHER STRATEGIC DOCUMENTS EXTERNAL TO THE UNIVERSITY (FOR EXAMPLE, THE TRUTH AND RECONCILIATION COMMISSION OF CANADA: CALLS TO ACTION, AND THE UNITED NATIONS' SUSTAINABLE DEVELOPMENT GOALS).

IF ANY OF THE CHANGES HAVE BEEN DEVELOPED AS A RESULT OF RECOMMENDATION(S) FROM A CYCLICAL PROGRAM REVIEW, PLEASE IDENTIFY THOSE CHANGES ALONG WITH THEIR ASSOCIATED RECOMMENDATION(S) FROM THE REVIEW.

PROVIDE DETAILS OF EXISTING AND NEW RESOURCES (HUMAN, PHYSICAL AND BUDGETARY) REQUIRED TO MODIFY THE PROGRAM. BE SURE TO DETAIL WHERE SAVINGS MAY BE FOUND AS A RESULT OF THE MODIFICATION.

DISCUSS THE PROGRAM'S MODE(S) OF DELIVERY (E.G., LECTURE FORMAT, DISTANCE, PROBLEM-BASED, COMPRESSED PART-TIME, OR OTHER NON-STANDARD FORM OF DELIVERY). EXPLAIN WHY THIS APPROACH IS BEST SUITED TO FACILITATE STUDENTS' SUCCESSFUL COMPLETION OF THE PROGRAM-LEVEL LEARNING OUTCOMES.

IF THIS PROPOSAL IMPACTS THE PROGRAM'S CURRICULUM, PLEASE PROVIDE A COPY OF THE CURRENT PROGRAM REQUIREMENTS FROM THE ACADEMIC CALENDAR, AS WELL AS A COPY OF HOW THE PROPOSED VERSION WOULD APPEAR IF APPROVED. PLEASE HIGHLIGHT THE DIFFERENCES BETWEEN THE TWO VERSIONS OF THE PROGRAM.

PLEASE PROVIDE A COPY OF THE CURRENT PROGRAM-LEVEL LEARNING OUTCOMES. DISCUSS HOW THESE CHANGES ARE IN ALIGNMENT WITH THOSE OUTCOMES OR IDENTIFY HOW THEY WILL BE MODIFIED.

IF THIS PROPOSAL IMPACTS THE FACULTY COMPLEMENT, PLEASE PROVIDE A DETAILED EXPLANATION AND RATIONALE, SHOWING THE INTENDED TIMELINE(S) AND BENCHMARKS USED.

OUTLINE THE EXPECTED IMPACT ON CONTINUING STUDENTS, IF ANY, AND HOW THEY WILL BE ACCOMMODATED. AS WELL, DESCRIBE HOW THIS CHANGE WILL BE COMMUNICATED TO NEW AND ACTIVE STUDENTS.

PLEASE INCLUDE EVIDENCE OF CONSULTATION WITH ALL AFFECTED ACADEMIC UNITS, AS WELL AS INPUT FROM CURRENT STUDENTS AND RECENT GRADUATES.

INCLUDE CERTIFICATION FROM THE RELEVANT DEAN(S) THAT THIS MODIFICATION IS AN APPROPRIATE AND DESIRABLE ADDITION TO THE ACADEMIC PROGRAMS OF THE UNIVERSITY, AND THAT A PROPOSED DISCONTINUATION OF THE CURRENT VERSION IS APPROPRIATE AND IN LINE WITH THE STRATEGIC DIRECTION OF THE FACULTY. AS WELL, INCLUDE A CLEAR COMMITMENT THAT THE MODIFIED PROGRAM WILL BE APPROPRIATELY RESOURCED.

FOR UNDERGRADUATE PROGRAMS, THE RELEVANT DEAN(S) SHALL BE THE DEAN(S) OF THE FACULTY WITHIN WHICH THE PROGRAM RESIDES. FOR GRADUATE PROGRAMS, THE APPROPRIATE DEANS SHALL BE BOTH THE DEAN OF GRADUATE STUDIES AND THE DEAN(S) OF THE RELEVANT FACULTY OR FACULTIES.

DECANAL COMMENTS:

If the Provost determines this Major Modification involves substantial changes to resources or infrastructure, those submitting the Major Modification will be required to provide details to explain additional resources required. Areas discussed may include (but not be limited to) resources such as:

- Human, physical, and financial resources, and any institutional commitment to supplement these resources
- The planned faculty hiring schedule of a faculty complement that is competent to teach and/or supervise in the program
- The resources necessary to sustain the quality of scholarship produced by students, including library support, information technology support, and laboratory access (if applicable)

This information will be heard at AQAPC following ACC (for undergraduate programs) or GSC (for graduate programs).