

Academic: Calendar Changes - Required Information

Effective Date: January 20, 1986, Revised September 29, 2000,

Comment [k1]: Date to be added

Approved by: Senate

Calendar Changes - Required Information

The academic units concerned should be reminded that the Senate Standing Committees have requested that academic units, when submitting proposed course or program changes, **provide the required documentation related to** ~~forward the following documentation:~~

1. confirmation that the proposed changes have been approved by the Faculty Council where applicable;
2. ~~A statement concerning the~~ academic viability and significance of the proposed changes;
3. ~~A statement concerning the~~ budgetary implications of the proposed changes including their impact on staffing requirements (full or part-time academic, technical and support) demand on central resources (library, computer) course enrolments, and space, equipment and supply needs;
4. the impact the proposed changes will have on the offerings of other academic units and confirmation that those affected have been consulted.

Additional information on procedures related to submitting a Calendar Change are posted on the Senate website.