

## Samples of Approval Processes and Motions

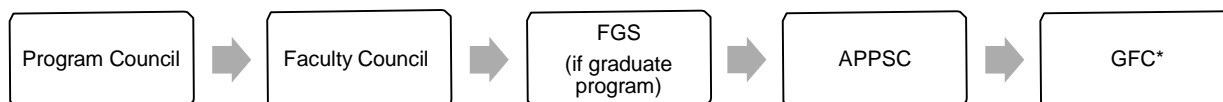
### Samples of approval processes

The approval process for new program proposals and suspension of programs will generally be:



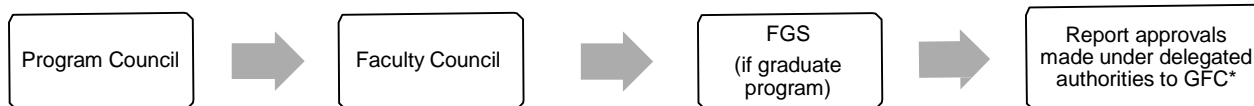
\*Alberta Advanced Education

The approval process for changes to program regulations through Academic Planning, Policy, and Standards Committee will generally be:



\* GFC (if in the opinion the VPA, APPSC should recommend to GFC)

The approval process for changes to courses a faculty council and or centre approves in accordance with the authorities delegated by GFC will generally be:



**\*Deans/Directors must report changes approved by the faculty councils and or centres as per delegated authorities from GFC noted below. Deans and Directors have the appropriate outline of issue form to use for that purpose. Even if a faculty council or centre has not approved any changes, the Dean/Director must still submit a report indicating such.**

GFC Motions 16-07 and 16-08, approved on October 23, 2013

*Motion 16-07: That General Faculties Council delegates to the Faculty Councils, Centre for Distance Education and Centre for World Indigenous Knowledge and Research the authority to approve adding and removing courses within the list of electives in credential regulations and report on such to the next regularly scheduled meeting of General Faculties Council, effective October 23, 2013.*

*Motion 16-08: That General Faculties Council delegates to the Faculty Councils, Centre for Distance Education and Centre for World Indigenous Knowledge and Research the authority to approve the following changes to courses where there is no impact on credential regulations and report on such to the next regularly scheduled meeting of General Faculties Council, effective October 23, 2013:*

- Title
- Level
- Credit Value
- Discipline/area of study

GFC Motion 36-05, approved on December 07, 2016

*Motion 36-05: That the General Faculties Council delegates to the Faculty Councils, Centre for Distance Education and Centre for World Indigenous Knowledge and Research the authority to approve closing and opening courses and report on such to the next regularly scheduled meeting of General Faculties Council, effective December 08, 2016.*

## Samples of motions for a new undergraduate program proposal

### Program Council

**Motion:** That the Bachelor of Arts Program Council recommends to the Faculty Council of Humanities and Social Sciences approval of the NEW PROGRAM NAME, effective September 1, 2020.

### Faculty Council

**Motion:** That the Faculty Council of Humanities and Social Sciences recommends to the Academic Planning, Policy and Standards Committee approval of the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Bachelor of Arts Program Council.

### Academic Planning, Policy, and Standards Committee

**Motion:** That the Academic Planning, Policy and Standards Committee recommends to General Faculties Council approval of the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Faculty Council of Humanities and Social Sciences and the Bachelor of Arts Program Council.

### General Faculties Council

**Motion:** That the General Faculties Council recommends that the Board of Governors approve the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Academic Planning, Policy, and Standards Committee, Faculty Council of Humanities and Social Sciences and the Bachelor of Arts Program Council, pending approval by Alberta Advanced Education.

### Board Motion

University Secretariat writes motion

## Samples of motions for a new graduate program proposal

### Program Council

**Motion:** That the Bachelor of Arts Program Council recommends to the Faculty Council of Humanities and Social Sciences approval of the NEW PROGRAM NAME, effective September 1, 2020.

### Faculty Councils

**Motion:** That the Faculty Council of Humanities and Social Sciences recommends the Faculty Council of Graduate Studies recommends to the Academic Planning, Policy and Standards Committee approval of the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Bachelor of Arts Program Council.

**Motion:** That the Faculty Council of Graduate Studies recommends to the Academic Planning, Policy, and Standards Committee approval of the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Faculty Council of Humanities and Social Sciences and the Bachelor of Arts Program Council.

*NOTE: the Faculty Council of Graduate Studies notifies the Faculty Council of Humanities and Social Sciences of its decision.*

**Academic Planning, Policy, and Standards Committee**

**Motion:** That the Academic Planning, Policy, and Standards Committee recommends to General Faculties Council approval of the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Faculty Council of Graduate Studies, the Faculty Council of Humanities and Social Sciences and the Bachelor of Arts Program Council.

**General Faculties Council**

**Motion:** That the General Faculties Council recommends that the Board of Governors approve the NEW PROGRAM NAME, effective September 1, 2020, as recommended by the Academic Planning, Policy, and Standards Committee, the Faculty Council of Graduate Studies, the Faculty Council of Humanities and Social Sciences and the Bachelor of Arts Program Council, pending approval by Alberta Advanced Education.

**Board Motion**

University Secretariat writes motion

**Samples of motions for changes to undergraduate program regulations Academic Planning, Policy, and Standards Committee approves**

**Program Council**

**Motion:** That the Bachelor of Arts Program Council recommends to the Faculty Council of Humanities and Social Sciences approval of the following changes to the Bachelor of Arts Humanities Major Program Regulations, effective September 1, 2020:

[list the proposed changes]

**Faculty Council**

**Motion:** That the Faculty Council of Humanities and Social Sciences recommends to the Academic Planning, Policy and Standards Committee approval of the following changes to the Bachelor of Arts Humanities Major Program Regulations, effective September 1, 2020, as recommended by the Bachelor of Arts Program Council:

[list the proposed changes]

**Academic Planning, Policy, and Standards Committee**

**Motion:** That the Academic Planning, Policy, and Standards Committee approves the following changes to the Bachelor of Arts Humanities Major Program Regulations, effective September 1, 2020, as recommended by the Faculty Council of Humanities and Social Sciences and the Bachelor of Arts Program Council:

[list the proposed changes]

## **Samples of motions for changes to graduate program regulations Academic Planning, Policy, and Standards Committee approves**

### **Program Council**

**Motion:** That the NAME Program Council recommends to the Faculty Council of Humanities and Social Sciences approval of the following changes to the NAME Program Regulations, effective September 1, 2020:

[list the proposed changes]

### **Faculty Councils**

**Motion:** That the Faculty Council of Humanities and Social Sciences recommends the Faculty Council of Graduate Studies recommends to the Academic Planning, Policy, and Standards Committee approval of the following changes to the NAME Program Regulations, effective September 1, 2020, as recommended by the NAME Program Council.

[list the proposed changes]

**Motion:** That the Faculty Council of Graduate Studies recommends to the Academic Planning, Policy, and Standard Committee approval of the following changes to the NAME Program Regulations, effective September 1, 2020, as recommended by the Faculty Council of Humanities and Social Sciences and the NAME Program Council:

[list the proposed changes]

*NOTE: the Faculty Council of Graduate Studies notifies the Faculty Council of Humanities and Social Sciences of its decision.*

### **Academic Planning, Policy, and Standards Committee**

**Motion:** That the Academic Planning, Policy, and Standards Committee approves the following changes to the Bachelor of Arts Humanities Major Program Regulations, effective September 1, 2020, as recommended by the Faculty Council of Graduate Studies, the Faculty Council of Humanities and Social Sciences and the NAME Program Council:

[list the proposed changes]

## **Samples of motions for changes to undergraduate courses a faculty council and or centre approves in accordance with the authorities delegated by GFC**

### **Program Council**

**Motion:** That the Bachelor of Arts Program Council recommends to the Faculty Council of Humanities and Social Sciences approval of the following changes to the Bachelor of Arts Humanities Major Program Regulations, effective September 1, 2020:

[list the proposed changes]

### **Faculty Council**

**Motion:** That the Faculty Council of Humanities and Social Sciences approves of the following changes to the Bachelor of Arts Humanities Major Program Regulations, effective September 1, 2020, as recommended by the Bachelor of Arts Program Council:

[list the proposed changes]

## **Samples of motions for changes to graduate courses a faculty council and or centre approves in accordance with the authorities delegated by GFC**

### **Program Council**

**Motion:** That the NAME Program Council recommends to the Faculty Council of Humanities and Social Sciences approval of the following changes to the NAME Program Regulations, effective September 1, 2020:

[list the proposed changes]

### **Faculty Councils**

**Motion:** That the Faculty Council of Humanities and Social Sciences recommends to the Faculty Council of Graduate Studies approval of the following changes to the NAME Program Regulations, effective September 1, 2020, as recommended by the NAME Program Council.

[list the proposed changes]

**Motion:** That the Faculty Council of Graduate Studies approves the following changes to the NAME Program Regulations, effective September 1, 2020, as recommended by the Faculty Council of Humanities and Social Sciences and the NAME Program Council.

*NOTE: the Faculty Council of Graduate Studies notifies the Faculty Council of Humanities and Social Sciences of its decision.*