



**Agenda of the meeting Senate of the University of Prince Edward Island held on
September 25, 2026, at 3:00 p.m. at Alumni Hall in Room 102.**

#	Title	Lead/Support	Type	Time
1.	Call to Order, Welcome, Land Acknowledgement and Opening Remarks from Chair and Vice-Chair	W. Rodgers	Procedure	3:00 – 3:02
2.	Approval of Agenda <i>MOTION: That the agenda for September 25, 2026, be approved</i>	W. Rodgers	Decision	3:02 – 3:03
3.	Approval of Minutes of May 8, 2026 <i>MOTION: That the minutes of the open session of May 8, 2026, be approved.</i>	W. Rodgers	Decision	3:03 – 3:04
4.	Business Arising from the Minutes of May 8, 2026 a. SharePoint access update	W. Rodgers / P. Robichaud	Discussion	3:04 – 3:05
5.	Information Session on Action Plan Audit	Deloitte	Information	3:05 – 3:30
6.	Institutional KPIs	J. Ngobia / K. Richard	Information	3:30 – 3:45
7.	Election of Senator member to the Board of Governors and Vice-Chair of Senate	P. Robichaud	Decision	3:45 – 3:50
8.	Senior Administration Reports a. Presidents Report b. Vice-President Academic and Research Report i) Report on early enrolment data c. Vice-President People and Culture Report	a. W. Rodgers b. P. Wood-Adams c. J. Ngobia	Information	3:50 – 4:10
9.	Question Period a. Questions and Answers Received from Placemats b. Questions Received in Advance c. Questions Received from the Floor	W. Rodgers	Discussion	4:10 – 4:17
10.	Reports from Standing Committees a. Senate Steering and Nominating Committee i) Annual Report of the Senate Steering and Nominating Committee ii) Report on election of committees of Senate iii) Review of the Processes and Procedures of the Senate iv) SSNC report of June 2026 b. Academic Planning and Curriculum Committee i) First Curriculum Report <u>For the Faculty of Education, recommendations 1 and 2:</u>	a. W. Rodgers i) W. Rodgers ii) P. Robichaud iii) P. Robichaud iv) W. Rodgers b. i) P. Wood-Adams	a) Information i) Information ii) Information iii) Information iv) Information b) Decision	4:17 - 4:38

Agenda
First Senate Meeting – September 25, 2026

	<i>MOTION 1: That the course description for ED4320 be changed and the course title for ED4330 be changed.</i> <u>For the Registrar's Office, recommendations 3 to 5:</u> <i>MOTION 2: That the calendar entry for Transcript Requests be changed, and that there be a new calendar entry for Academic Calendar Dates for 2027-2028 and 2028-2029.</i> <u>Faculty of Science, recommendations 6 and 7:</u> <i>MOTION 3: That the course title and description for ACC1010 be changed and new course BIO4160 be approved.</i> <u>Faculty of Veterinary Medicine, recommendations 8 to 11:</u> <i>MOTION 4: That the creation of VCA8325, VCA8380, and VCA8340 be approved, and the course title change for VCA8330 be approved.</i> <i>MOTION 5: That the new calendar entry for DVM Calendar dates 2027-2028 be approved.</i> <i>NOTICE OF INTENT: Executive Master of Business Administration</i> <i>MPHEC response – Doctor of Psychology in Clinical Psychology</i> ii) Annual Report of the Academic Planning and Curriculum Committee iii) Working Group updates c. Academic Units Report			
		ii) P. Wood-Adams iii) W. Whelan c. P. Wood-Adams	ii) Information iii) Information c) Discussion	
11.	Report of the Board of Governors to Senate	J. McIntyre	Information	4:38 - 4:40
12.	Faculty of Medicine Business Update	P. Smith	Information	4:40 - 4:50
13.	Shoutouts	W. Rodgers	Discussion	4:50 – 4:52
14.	Closed session			4:52 - 4:59

Agenda
First Senate Meeting – September 25, 2026

	<i>MOTION: That Senate move to a closed session.</i>			
	<i>MOTION: That the credentials for the X candidates listed as having completed the requirements for the faculties listed at the Charlottetown campus, be approved.</i>			
	<i>MOTION: That the credentials for the X candidates listed for the faculties listed at the Cairo campus be approved.</i>			
	<i>MOTION: That Senate move to an open session.</i>			
15.	Adjournment	W. Rodgers	Procedure	5:00

Circulated to Senators on September 18, 2026

Pascal Robichaud, Secretary of Senate

REMINDERS:

- Next meeting on Friday, October 23, 2026

Senate Committee Vacancies

- One vacancy for a faculty member from the Faculty of Business, Veterinary Medicine, IKERAS, Nursing or Medicine on the Academic Planning & Curriculum Committee (APCC) for a term ending June 30th, 2029.
- One vacancy for a faculty member from IKERAS on the Senate Research Advisory Committee (SRAC) for a term ending June 30th, 2029.
- Two vacancies for faculty member from different faculties or the library, with exception of Engineering on the Senate Committee on Scholarships and Awards for a term ending June 30th, 2029.

Minutes of the Academic Senate of the University of Prince Edward Island
Friday, May 8, 2026, 3:00 – 5:00pm
Alumni Hall and via Teams

- Present:** W. Rodgers (Chair), K. Mears (Vice-Chair), Y. Almonte, M. Arfken, P. Bernard, A. Braithwaite, S. Brown, C. Campeanu, R. Carragher, A. Carrothers, M. Clapson, R. Deziel, P. Drake, N. Etkin, P. Foley, D. Hardy Cox, R. Hoersting, T. Jackson, G. Jia, S. Kochkina, S. Kresta, B. Linkletter, S. Lloyd, J.T. McClure, J. McIntyre, M. McMahon, W. Montelpare, J. Ngobia, M. Pascal, Y. Rashchupkina, E. Reid, J. Sentance, M. Sweeney-Nixon, A. Trowbridge, M. Turnbull, M. von Eccher, T. Walker, A. Weenie, W. Whelan
- Regrets:** A. Amjad, M. Arfken, I. Bhalesha, S. Cassidy, N. Clark, P. Ehimiyen, M. Fast, D. Griffon, A. Hsiao, S. Mackinnon, H. Mady, S. Myers, T. Saksida, C. Sallavo, P. Smith
- Recorder:** K. Porter, S. McCool
- Secretariat:** P. Robichaud

OPEN SESSION

1. Call to Order, Welcome, Land Acknowledgement and Opening Remarks from Chair and Vice Chair.

The Chair of the Senate calls the meeting to order at 3:01 pm, welcomes Senators, and acknowledges the land.

2. Approval of Agenda

MOTION: MOVED by B. Montelpare and SECONDED by M. McMahon that the agenda for April 24, 2026, be approved. CARRIED.

3. Approval of Minutes of April 24, 2026

MOTION: MOVED by J. Sentance and SECONDED by A. Braithwaite that the minutes of the open session of March 27, 2026, be approved. CARRIED.

4. Business Arising from the Minutes of March 27, 2026

5. Senior Administration Reports

- a. President's Report

President Rodgers thanks all those who contributed to another successful academic year and thanks all for their patience as the University continues to work to develop its processes.

She noted that some Senators are attending their last meeting, as their term of office ends on June 30. They are:

- Bill Montelpare
- Rob Deziel
- Marie Pascal
- James Sentence
- Erin Reid
- Suzan Brown

She welcomes new student Senators, who are attending their first meeting after their election. They are:

- Amy Christina Montesdeoca Castro (President of the UPEISU)
- Yoely Almonte (VP Academic of the UPEISU)
- Prince Ehimiye, Graduate student
- Amena Amjad, student
- Caitlyn Sallavo, student
- Hasna Mady – returning to Senate for a second term

As the University is celebrating colleagues that have dutifully served the University, she notes the service of:

- Amy Hsiao – 10yrs
- Tarek Mady – 10 yrs
- George (ye) Jia – 15yrs
- Sharon Myers – 20 yrs
- James Sentence - 40yrs

President Rodgers indicates that, as convocation is upon us, this is a time to celebrate our accomplishments. To that end, a few trinkets have been added to Senators' placemats to help celebrate this time of year. She invites Senators to attend Convocation as the University sends its students into the world and notes that the University's greatest contribution to the world is its graduates. That contribution is all the more important in difficult times such as those we are all experiencing these days.

She offers thanks to all that have graciously served the University at Senate and special thanks to Vice Chair Mears for her steadfast support and work. A note of thanks also goes to members of the *Senate Steering and Nominating Committee*, who have worked hard on many changes to process this year. The tireless work of the Registrar's Office in their support of the work of the *Academic Planning and Curriculum Committee* is

noted. Thanks are also offered to the Secretariat, who have worked hard to keep is on schedule and for cleaning up our processes.

b. Vice-President Academic & Research Report

Vice President Hardy Cox reports with a focus on graduates and speaks of a very pleasant task that our Senate committee has approved for your consideration - 1040 UPEI students have completed their course requirements. It is a wonderful celebration as well as the purpose behind our collective work. Later in the meeting, these names will come forward for your approval.

Likewise, we look forward to this year's Professor Emeritus/Emerita joining the Class of 2026 on the convocation stage.

She offers congratulations to the *Teaching and Learning Center* on a very successful conference. It was very well attended, and the Keynote speaker offered thoughtful reflections on the emotional labour of teaching. This session provided insight into the care that faculty bring to their teaching practice every day. The TLC entre is now preparing for the *Faculty Development Institute* where we look forward to welcoming participants from across North America.

The University continues to closely monitor enrolment trends for Fall 2026 and is actively implementing a strategic mix of proven approaches alongside new pilot initiatives, with encouraging early results. There are still efforts required to convert those admitted to committed students for the Fall Semester. Recognizing that the summer period is critical for student retention and yield, our enrollment teams will be taking a proactive approach to maximizing enrollment outcomes.

Two significant projects are also taking place this summer to enhance services for all members of our community. The library will begin its first phase of renovations, and Accessibility Services will be relocated adjacent to the library into an accessible space.

Looking ahead, APCC intends to bring forth in the fall semester a proposal on *Curriculum Planning Procedures*. To develop these procedures, Senator Bill Whelan, acts as process chair.

She takes a moment to celebrate the accomplishments of our learners, researchers, faculty, staff, sessional, and Board Members this academic year - the collective efforts continue to strengthen our academic mission and reputation.

Finally, she thanks the staff of the Senate office for their continued support throughout the year. Their efforts make a significant contribution to the functioning of our academic governance processes.

As we end this academic year there is much to Celebrate ... and celebrate we shall you and your colleagues are invited to join the graduates for a Pancake breakfast on Monday from 8:30 -10:30 om at the Chaplaincy Centre specially – AND - in September the teams of students services professionals and student leaders look forward to having you join us to welcome the new and returning Panthers to our community.

She expresses thanks for the opportunity to serve in this interim role, and wishes everyone a very happy and restorative break

c. Vice-President People & Culture Report

Vice President Ngobia states that the meeting is about recognizing the achievements of students and offers congratulations to them all.

It has been a year since she came to UPEI to take on the role of VPPC. In the coming weeks, she will share more stories about her learnings along the way. She offers thanks to all who have contributed to her learning this year.

She notes that the coming months will be very busy as negotiations of several collective agreements start soon.

As It's been almost 3 years since the Robin Tomlinson report was tabled, the University will be busy with the audit of the Year 2 items. In future meetings, we will speak more about the ambitions of the Action Plan.

6. Question Period

a. Questions and Answers Received from the Placemats

The Chair notes that no placement questions were received.

b. Questions Received in Advance

The Chair notes that there were no questions received in advance.

c. Questions from the Floor

There we no questions from the floor.

7. Reports from Standing Committees

a. Senate Steering and Nominating Committee

i) Committee Report

The Chair of Senate notes that the Committee's report is included in the meeting materials and is considered received.

ii) Elections Report

The Chair of Senate notes that the Elections report is included in the meeting materials and is considered received. The University Secretary reports that elections were conducted in keeping with the rules set by the Senate under its Processes and Procedures. Three calls for nominations were made, with several candidates coming forward and being acclaimed. No elections were required. One seat for a member of faculty from IKERAS and one seat for a student senator remain to be filled. The third and final call for nominations for the vacant faculty position is ongoing with the first eligible candidates to step forward being automatically elected. Confidence is high that the positions will be filled. The Student's Union is working on filling the student seat. Now that the election of Senators is mostly resolved, the Secretariat will proceed to a call for nominations to fill current and upcoming vacancies on committees of the Senate.

8. Shout Outs

- To Christine Greening, academic records clerk at the Registrar's Office who reviews all the degrees in support of the end-of-year degree audit process in a very tight schedule.
- To the *Convocation Committee* as a well-oiled machine. Much goes into making sure that all is ready for next week's ceremonies.
- To Svetlana Kochkina for moving to our corner of the world to take on the role of Head Librarian and for the way she threw herself into the role.
- To Food and Nutrition, at the Faculty of Science, for being successful at the renewal of their accreditation.
- To John McIntyre who stepped in at the last minute to help us with our valedictorian speech.

9. Closed Session

Having received a report from the *Senate Committee on Admissions and Degrees*, the Senate will move to a closed session to confer degrees on students who have met the requirements for their degrees.

MOTION: MOVED by S. Kresta and SECONDED by W. Montelpare that Senate proceed to a closed session.

MOTION: MOVED by N. Etkin and SECONDED by M. Turnbull that the credentials for the 924 candidates listed as having completed the requirements for the faculties listed at the Charlottetown campus, be approved. CARRIED.

MOTION: MOVED by J. Sentance and SECONDED by W. Montelpare that the credentials for the 115 candidates listed for the faculties listed at the Cairo campus be approved. CARRIED.

MOTION: MOVED by S. Kresta and Seconded by W. Whelan that the President, relevant Dean and Registrar acting together in full agreement be empowered to approve any degrees, diplomas or certificates that may surface as unexpected cases.

MOTION: MOVED by N. Etkin and SECONDED by M. Sweeney Nixon that Senate proceed to an open session.

10. Adjournment

There being no further business; the Chair adjourned the meeting at 3:40pm.

Purpose:	DISCUSSION
Subject:	Election of the Vice of the Senate and the Senate Member on the Board of Governors
Prepared by:	P. Robichaud, University Secretary
Prepared for:	Senate
Date:	September 25, 2026

ACTION

Elect a Vice Chair of the Senate and a Senator on the Board of Governors

BACKGROUND

Vice Chair of the Senate

Under the *Processes and Procedures of the Senate* (PPS), The Senate shall accept nominations for and elect one faculty Senator to the role of Vice Chair of Senate for a three-year term or until their term on Senate expires. Responsibilities include:

- a) serving as Acting Chair of Senate in the absence of the Chair
- b) serving on the Senate Steering and Nominating Committee

As the term of the incumbent Vice Chair is coming to an end, there is a need to proceed to an election.

Senator on the Board

The Senate elects two members of the Board from its faculty members. One Senator on the Board's terms has come to an end, which calls on the Senate to elect another member. Senators serve on Board for a 3-year term or until their term on Senate ends, whichever is shorter. When a vacancy exists, elections for these positions occur at the first Senate meeting of the academic year.

The definition of "faculty" under the PPS includes tenured and tenure track faculty and probationary and permanent librarians. Both elections are resolved via election in session.

RECOMMENDATION

That Senate elects a faculty member to be its Vice Chair for a three-year term to start immediately.

That Senate elects a faculty member to be a member of the Board of Governors for a three-year term to start immediately.



BOARD MEMBER, BOARD OF GOVERNORS

ROLE DESCRIPTION

Approved by: Governance, Nominating and Appeals Committee

Date: (Insert Date)

Purpose

Members of the Board of Governors ("Board members") at the University of Prince Edward Island are fiduciaries of the University, entrusted with governing the institution in the public interest. They provide strategic oversight, ensure accountability, and support the long-term success of the University. As members of one of two primary governing bodies within UPEI's bicameral governance system, Board members work alongside Senate (the academic governing body) to uphold UPEI's mission, vision, values, and responsibilities to students, the province, and the public. Their collective role is to help the University navigate complexity and change with courage, compassion, and integrity.

Key Responsibilities

1. Governance, Legal, and Fiduciary Duties

- Act honestly, in good faith, and in the best interests of the University as a whole.
- Fulfill fiduciary duties of loyalty and care and comply with relevant legislation, Board by-laws, and University policies.
- Understand the respective roles of the Board and the Senate, and the distinct responsibilities of each under UPEI's bicameral governance structure.
- Maintain a clear distinction between:
 - Strategic and policy-level governance (Board responsibility), and
 - Academic matters and operational implementation (Senate and administration responsibility).

Note: While Board members may bring the perspective of the constituency from which they hail (e.g., faculty, students, government), they do not serve as representatives of those groups. All decisions must be made based on the best interests of the University as a whole.

2. Institutional Oversight and Strategy

- Provide informed input into the development and monitoring of the University's strategic plan, institutional goals, and performance measures.
- Be knowledgeable about the University's mandate, objectives, operations, and public role.
- Monitor progress on financial, reputational, strategic, and risk-related goals.

3. Financial and Risk Stewardship

- Review and approve the annual budget, audited financial statements, and material capital expenditures.
- Oversee institutional risk, internal controls, audit processes, and long-term financial health.

4. Participation and Board Effectiveness

- Attend all Board and assigned committee meetings, development sessions, and related events.
- Review materials in advance, ask questions, and engage thoughtfully and respectfully in discussions.
- Serve on at least two Board committees and contribute actively to their work.
- Participate in self-assessment and evaluation processes to support continuous Board improvement.

5. Communication

- Recognize that the Chair of the Board (or their express delegate) is the sole spokesperson on Board matters, and the President (or their express delegate) is the sole spokesperson on behalf of the University.
- Refer any requests for comment or information to the appropriate spokesperson and refrain from making unofficial statements about Board matters.
- Promptly communicate any significant concern from the community to both the Board Chair and President.
- Maintain the confidentiality of all in-camera or sensitive discussions.

6. Ethical, Collegial, and Compassionate Governance

- Govern with integrity, independence, respect, and professionalism.
- Demonstrate compassion and awareness for those in the university community who may have experienced or may be experiencing fatigue, stress, or hardship, particularly during times of uncertainty, transition or crisis.
- Be courageous and principled in the commitment to do the right thing for the institution and its communities, especially in difficult or complex situations.
- Consider the impact of decisions on key stakeholders, demonstrate this through asking questions and raising issues, and treat stakeholders fairly and equitably, while acting in the best interests of the University.
- Disclose any real, potential, or perceived conflicts of interest to the Board Chair, Committee Chair or University Secretary, and withdraw from related discussions or decisions in accordance with the University's conflict-of-interest policy.
- Maintain the confidentiality of sensitive Board materials and discussions, particularly during in-camera sessions.
- Support a Board culture that is inclusive, respectful, and open to diverse perspectives.

7. Public Trust and Institutional Advocacy

- Act as stewards, safeguarding the autonomy, reputation, and integrity of the University.
- Promote transparency, inclusion, sustainability, and reconciliation with Indigenous Peoples.
- Serve as ambassadors of the University in the community, advancing its mission through networks, advocacy, and service.
- Support the President and senior administration in advancing the University's goals and reputation.

Qualifications and Attributes

- Commitment to postsecondary education and public service.
- Independent judgment, integrity, and the ability to collaborate in a complex governance environment.
- The attached skills matrix outlines the key competencies required for effective governance by the Board of Governors. While individual Board members are not expected to possess all of these skills, it is important that the Board as a whole reflects a well-distributed and balanced range of these competencies to fulfill its responsibilities effectively.
- Appointees should be willing and able to devote sufficient time and attention to Board work.

Time Commitment

- Attend 4–6 Board meetings per year, along with committee work, retreats, and preparation.
- Estimated time commitment: 12–20 days per year, depending on responsibilities.

Term of Appointment

- Board and Government appointed members are typically appointed for a three-year term, renewable in accordance with the University Act. Terms for other appointed or elected members vary according to the rules of the appointing bodies (e.g. Senate, Alumni Association).

Support and Orientation

- Board members receive comprehensive orientation and ongoing access to professional development opportunities.
- Governance support and information are provided through the University Secretariat.

Senate Meeting

September 25, 2026

Questions in Advance

1. **Question:** A question was received from Professor Bill Whalen by email.

Is the Senate considering or working on a policy on the use of smart glasses in classrooms, labs, during assessments, etc.? Professor Whalen is not aware of any specific Senate action on this but suggests it is something that the university should consider.

Professor Whalen indicates that a quick GPT scan of other universities in Canada seems to indicate that this is mostly handled within academic units, rather than a university-wide policy. They suggest for operational consistency this would be better positioned as a university-wide policy.

Response: The question was referred to the VPAR for discussion at the *Academic Planning and Curriculum Committee (APCC)*. If APCC believes that this is a policy matter to be prioritized, it can recommend to the Senate that it take up the matter.

Purpose: INFORMATION

Subject: Review of the Processes and Procedures of the Senate

Prepared by: Pascal Robichaud, University Secretary

Prepared for: Senate Steering and Nominating Committee

Date: September 25, 2026

ACTION

Socialize with the Senate the parameters of the review of the *Processes and Procedures of the Senate*

BACKGROUND

The *Processes and Procedures of the Senate* provide that they be reviewed at least every 3 years. They are due for review, and the Senate has committed to that review as part of its Workplan for 2026 – 2027.

With the University's renewed focus on strengthening its governance and in the spirit of the Governance Review, the review would include:

- Resolving the service of members of faculty in the Senate during sabbatical leave.
- The addition of a comprehensive list of definitions of terms and nomenclature.
- A review of the number, structure, composition and terms of committees of the Senate. (See details in Appendix)
- Regulation of academic governance under the mandate of the Senate; redefining the PPS as By-Laws or Regulations of the Senate.
- Rewriting rules of election of Senators and members of committees of the Senate.
- Strengthening the rules of order, including the types of motions and the processes applicable to them.

If the Senate agrees with the parameters, the review would be carried out later this year and be launched via a recommendation from SSNC to establish a working group and approve a process and timeline, at an upcoming meeting of the Senate.

RECOMMENDATION

That Senate discuss and provide input on the parameters of the review of the *Processes and Principles of the Senate*.

Appendix

Review of the Structure and Composition of committees of the Senate

1. Proceed from a blank slate and draw a new slate of committees based on the academic governance mandate of the Senate and key academic governance functions that must be delivered from the Senate.
2. Each committee to have Terms of Reference that include:
 - a) The composition of the committee (number and type of member)
 - b) The duration of the term of office of each member, including the staggering of terms.
 - c) A detailed purpose and mandate of the Committee with a connection to the mandate of the Senate under the Act.
 - d) A clear delegation of authority from the Senate, where applicable.
 - e) A description of the role of the Chair.
 - f) A defined quorum.
 - g) Provisions for an annual workplan.
 - h) Rules about its agendas, meetings.
 - i) Detailed responsibilities.
 - j) Identification of resources in support
 - k) Where the committee has adjudicative responsibilities, clear adjudicative criteria and procedure.



ANNUAL REPORT TO THE SENATE

SENATE STEERING AND NOMINATING COMMITTEE

September 25, 2026

Period Covered: June 1, 2025 – June 1, 2026

Committee Chair: Dr. Wendy Rodgers

Committee Members:

Wendy Rodger, Chair

Kim Mears, Vice Chair of the Senate

Erin Reid, member of faculty

Amy Montesdeoca, student

Pascal Robichaud, Secretary of the Senate

Andrea Trowbridge, University Registrar

Mandate

To provide strategic oversight and stewardship of Senate governance processes by establishing and coordinating the agenda and business of Senate, ensuring matters are referred through appropriate governance channels, overseeing the effectiveness, structure, and composition of Senate committees, and recommending governance-related policies, procedures, and appointments to Senate. The committee may exercise delegated authority on behalf of Senate between meetings when expressly authorized and shall report annually to Senate on its activities and recommendations.

Meetings

The Committee meets at least once before each meeting of the Senate, normally on Thursday morning the day before documents are posted for the upcoming meeting of the Senate.

Meetings were held on the following dates:

September 18, 2025

October 16, 2025

November 13, 2025

December 11, 2025

January 22, 2026

February 18, 2026

March 19, 2026

April 16, 2026

April 30, 2026

Highlights

The *Senate Steering and Nominating Committee* focused on advancing key institutional priorities while strengthening governance and Senate effectiveness. Major work included supporting strategic and academic planning initiatives, modernizing governance processes and Senate composition, enhancing training and orientation for Senators, improving committee reporting and documentation standards, and streamlining academic policy and curriculum approval processes. The Committee also endorsed several significant governance reforms, including annual Senate work planning, expanded use of briefing materials for major decisions, improved compositional rules of the Senate, and measures to improve transparency, accountability, and decision-making across Senate operations.

A detailed list of committee activities is included below.

Committee Activities

Governance and Senate Administration

- Reviewed and advanced major institutional initiatives, including the Strategic Plan, Strategic Enrolment Management Plan, Action Plan Audit, and institutional policy revisions.
- Led governance modernization efforts, including Senate training, orientation, and review of Senate administrative responsibilities.
- Reviewed Senate composition and established interim measures pending a broader review.
- Developed and approved the first annual Senate Workplan (2026-2027) and supported making it an annual governance tool.
- Confirmed the Assistant Vice-President Students would resume the statutory Senate seat previously associated with the Director of Extension and Summer Sessions.

Policy and Academic Governance Review

- Reviewed and provided feedback on the proposed replacement of the *Policy on Academic Accommodations for Students with Disabilities* (PAASD).
- Reviewed the *Course Materials Policy* prior to Senate and Board consideration.
- Reviewed briefing materials for the Academic Plan and identified consultation-related gaps.
- Considered the establishment of a Faculty Council for the Faculty of Medicine through temporary statutes.

Senate Processes and Procedures

- Endorsed transferring Secretary of Senate responsibilities to the University Secretary and corresponding procedural amendments.
- Reviewed and improved Senate reporting, agenda development, decision-making processes, and committee reporting standards.
- Developed a formal process for managing Senate placemat questions and responses.
- Introduced and supported the use of Notices of Intent for significant Senate matters.
- Established standards for Senate documentation, naming conventions, and meeting materials.
- Endorsed a formula-based approach and three-year planning framework for Senate meeting schedules.

Committee Administration and Elections

- Addressed Senate committee vacancies and explored ways to strengthen nomination and election processes.
- Reviewed elections reports and election procedures for Senators and committee members.
- Reissued election calls where required and continued recruitment efforts to fill vacancies.
- Supported establishing ad hoc working groups to address governance matters more efficiently.

Training and Orientation

- Reviewed and developed a Senate Training Plan.
- Considered recording training sessions and providing access through SharePoint.
- Received updates on Senate orientation activities and planned future orientation for newly elected Senators.

Academic Governance and Curriculum Oversight

- Supported inclusion of majors on undergraduate degree parchments, subject to Senate approval.
- Reviewed Academic Planning and Curriculum Committee (APCC) reports and reporting practices.
- Reviewed curriculum reports and requested briefing materials to support Senate consideration of major academic proposals.

- Discussed curricular approval processes, academic planning, and deadlines related to the University Calendar.

Records Management and Information Sharing

- Promoted greater use of the Senate SharePoint site for governance records, committee documentation, training materials, and confidential Senate documents.
- Reviewed record-keeping practices and identified opportunities to improve governance transparency, accountability, and institutional continuity.

Committee Liaison and Oversight

- Requested enhanced reporting on activities of Senate special and ad hoc committees.
- Reviewed committee Terms of Reference and identified opportunities for modernization.
- Oversaw matters related to honorary degree recommendations, Senate deliberations, and closed-session processes.

Reporting to the Senate

The Committee provided written updates at each Senate meeting.

Appendix

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 9/18/2025

Attendance: Wendy Rodgers, Kim Mears, Andrea Trowbridge, Pam Trainor, Pascal Robichaud, Willow Anderson, Sannu Lawt

Regrets: None

Senate Meeting Date: 9/26/2025

Items Discussed

- At the September 26 meeting of Senate, Trevor Ferguson of Deloitte will present the Report of the Audit of the Action Plan for years 0 and 1. Sufficient time has been allocated to welcome questions. The Plan is on its way to the Board for final presentation on October 7, 2025.
- The VPAR will present a draft of the Strategic Enrollment Management Plan, with the intent to receive comments and suggestions from Senators for the final draft of the plan.
- The University's Strategic Plan for 2025 -2030 will be presented to Senate for information as a final draft on its way to the Board for approval on October 7, 2025.
- The Policies on Harassment and Discrimination and Sexual Violence have been finalized by the Steering Committee and will be presented to Senate on September 26 for information and discussion. The policies are on the agenda of the Open Session of the Board on October 7, 2025. This will be the ultimate opportunity to provide feedback before the policies are up for approval.
- Pam Trainor spoke to the need to develop a training plan for Senators under the Governance Review. A survey of Senators will collect information regarding Senator's training needs, which will form the basis of a plan to be presented for consideration at the next meeting of SSNC.
- The Registrar and University Secretary presented for discussion a briefing note outlining the process for the transfer of responsibilities of the Secretary of Senate from the Registrar to the University Secretary. This will come back for discussion at the next meeting of

SSNC, with consideration of a recommendation to Senate to amend the Processes and Procedures of Senate.

- The Committee received an update on vacancies and elections, with note of election of a Senator to the Board of Governors to proceed from the floor. Notice of this election will be given to Senators along with the notice of meeting and publication of materials.

Decisions Made

- The September 26, 2025, agenda of Senate was approved

Recommendations to Senate

- N/A

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 10/16/2025

Attendance: Wendy Rodgers, Kim Mears, Erin Ried, Lucianna Paredes, Andrea Trowbridge, Pam Trainor, Pascal Robichaud

Regrets: None

Senate Meeting Date: 10/24/2025

Items Discussed

- As the Policy on Academic Accommodations for Students with Disabilities (PAASD) is being repealed and replaced with a new policy recommended by APPC, questions arose as to whether students would have access to the documentation required to be accommodated. The requirement of a certificate from a registered psychiatrist may be overly restrictive and cause some students to miss needed accommodations. The question is put to the proponent of the Policy with a request that they come prepared to discuss this issue.
- The Committee agreed to the recommendation that Majors be from now on, with the approval of Senate, reflected on undergraduate degree parchments.
- The Committee agreed with a recommendation from the Registrar and the University Secretary that the responsibilities of the Secretary of Senate be vested in the University Secretary and to the modifications to the Processes and Procedures of Senate to make it so.
- The Committee indicated a need for better coordination of activities to fill Senate committee complement. The established practice is to put out a call for nominations and, failing any candidacies, to proceed to a second call. If both calls are unsuccessful, the Committee reaches out to eligible members of the University Community to solicit their interest. There is also interest in improving the SharePoint site to be more interactive.
- It was noted that committees of Senate do not seem to be using the new SharePoint site. Members asked that the Secretary reach out to individuals in support of Senate committees to ask that they store materials in the SharePoint site.

- Senate's training needs were discussed, with a focus on those elements to which the University has committed in response to the Governance Review. A plan had been drafted from a Senate Knowledge Scheme developed by the University Secretary. Pam Trainor prepared and presented the plan. Members asked that the possibility of recording training sessions and uploading them to the SharePoint site in a way that would respect Senators' privacy.
- The Committee indicated that it would be timely for the VPAR to report on the activities of some Senate special or Ad Hoc Committees.

Decisions Made

- The October 24, 2025, agenda of Senate was approved
- The Committee approved and recommended to Senate for approval a first Senate Training Plan.
- The Committee approved and recommended to Senate for approval the transfer of the responsibilities of the Secretary of Senate to the University Secretary.

Recommendations to Senate

- That Senate's Training Plan be approved
- That the responsibilities of Secretary of Senate be transferred to the University Secretary and that the Processes and Procedures of Senate be amended accordingly.

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 11/13/2025

Attendance: Wendy Rodgers, Kim Mears, Erin Ried, Andrea Trowbridge, Pam Trainor, Pascal Robichaud

Regrets: None

Senate Meeting Date: 11/21/2025

Items Discussed

- On information provided by the University Secretary, the Committee discussed the provisions under the Act that provide a seat for the Director of Extension and Summer Sessions (DESS)¹; a role that has long been subsumed into that of AVPS. With the role of AVPS being split from that of University Registrar, the AVPS will resume the seat provided under the Act for the DESS.
- The Committee discussed the need for the reports from APCC to be presented in a way that allows Senators to focus on the important topics at hand and handle more routine matters via an omnibus motion. Policy items or items of import should come to Senate twice; a first time in the form of a notice of intent, providing an opportunity for early discussion, and a second time for approval. Curricular proposals should be grouped thematically, allowing Senate to consider all the ramifications of decisions regarding a program or field of study.
- As per the Third Curriculum Report, the Committee asked that the recommendations regarding the modification to graduation requirements and the establishment of an undergraduate degree program for the Bachelor of Arts, Indigenous Studies, be supported by their own briefing notes providing some narrative in support of the recommended action.
- The Committee noted the Secretary's presentation of a training session on Senate and Senators roles and responsibilities.
- The Committee noted the report of the Research Advisory Committee to Senate.

Decisions Taken

- Approval of the Agenda of the November 21 meeting of Senate.

- Confirmation that the Assistant Vice President Students will resume their seat at Senate.

Recommendations to Senate

- Agenda of Senate

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 12/11/2025

Attendance: Wendy Rodgers, Kim Mears, Erin Ried, Andrea Trowbridge, Pam Trainor, Pascal Robichaud

Regrets: None

Senate Meeting Date: 1/22/2026

Items Discussed

- The Committee considered the possibility of not convening a meeting of Senate in December, as attendance might light and there may not be important topics for discussion. As there is a need to resolve the question of the composition of Senate without delay, it is felt that a meeting is warranted.
- The Committee reviewed the draft agenda of Senate.
- The Forth Curriculum Report was received, with no alterations recommended.
- The Committee discussed the matter of the composition of Senate. There is currently concern at Senate that its composition might be imbalance or non-compliant with the Act. The Secretary prepared a report indicating that, according to faculty seats granted under the Act and those added by Senate under section 3.2 of the Processes and Procedures of Senate, there would be need to add four seats to Seante to ensure that it has at least 50% of faculty members.
- The Committee discussed it operations with a will to more thoroughly engage members. It is suggested that there be a shared folder on SharePoint that could allow members to contribute to the production and review of documents.
- The Committee noted that the initial call for the election of members to the Senate Integrity Committee was problematic and needs to be redone. The call will be relaunched early in the new year.
- The Secretary suggested that there should be drafting standards for the agenda and minutes of Senate to help the Committee deliver on its role to approve the agenda of Senate and review the minutes before they are provided to members.
- The Committee discussed some challenges in the management of the membership of Senate in part due to lack of information about

sabbaticals. The Secretariat sometimes finds out about sabbaticals after they've started. The Processes and Procedures of Senate are also silent as to the way to handle sabbaticals.

Decisions Taken

- Senate will meet in December as there are important matters to resolve.
- Recommend to Senate the addition of four seats for full-time faculty and that those seats be filled at-large while Senate awaits recommendations from a Working Group on the Composition of Senate. The Working Group would be co-chaired by the Vice Chair of Senate and the University Secretary, to whom would be added to Senators chosen by Senate. While the Working Group is operational, an standing item of business for its report will be added to the agenda of SSNC.
- That drafting standards for the drafting of minutes and agendas of Senate be developed.

Recommendations to Senate

- Agenda of Senate
- Addition of Seats to Senate
- Creation of a Working Group on the Composition of Senate

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 1/22/2026

Attendance: Wendy Rodgers, Kim Mears, Andrea Trowbridge, Pascal Robichaud, Luciana Paredes

Regrets: Erin Ried

Senate Meeting Date: 1/30/2026

Items Discussed

- **Chair responsibilities at Senate**

Possibility of bringing the Vice Chair more frequently into the role of assembly chair

- **Course Materials Policy**

Being brought forward to Senate one last time before going to BoG in March

- **Curriculum report**

Briefing note to be included at beginning

- **Composition**

Discussion on information that was brought forward for the motion at Senate in December.

- **Election of Senators and committee members**

Call for nominations was sent out January 21st

Secretariat is working on election SOP to ensure continuity of process and is looking at ways to improve efficiency

Question was brought up on student composition. Secretariat to follow up and clarify.

Decisions Taken

- Approval of the Agenda of the January 30 meeting of Senate.

Recommendations to Senate

- Agenda of Senate
- Motion to reconsider an approved motion on composition of Senate

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 2/18/2026

Attendance: Wendy Rodgers, Kim Mears, Andrea Trowbridge, Pascal Robichaud, Luciana Paredes, Erin Ried

Regrets: None

Senate Meeting Date: 2/27/2026

Items Discussed

- The Committee discussed the briefing materials in support of the draft Academic Plan and noted that there isn't information about the consultation process and by which mechanism it was developed.
- The Committee noted the need for better guidelines for the drafting of Senate materials.
- It was noted that some names of some documents don't align with titles on the agenda. Naming conventions should be developed.
- It was noted that there will be a closed session at Senate to receive the recommendation of the Honorary Degrees Committee for the selection of prospective honorees.
- The Committee discussed the process to handle placemat questions. It agreed that the process will be as follows:
 - Secretariat to collect placemat and collate questions
 - Secretariat will distribute questions to academic leaders so that they provide a response
 - Secretariat will add questions and responses to the agenda of the next meeting of Senate and present them to SSNC on their way to Senate
- The Committee discussed the report on elections and provided guidance on its drafting and presentation.
- The Committee reviewed the recommendations of the Working Group on the composition of Senate. It was stressed that the aggressive timeline for this recommendation was set by Senate and, therefore, they will proceed to Senate without being discussed twice.

- The Committee discussed the impact of late documentation and the need to enforce the deadline for the submission of documents to the Secretariat for Senate.

Decisions Taken

- To recommend the agenda of Senate
- To require modifications to the documentation in support of the Academic Plan. If those modifications cannot be made in time for the February meeting of Senate, the item will be brought to the March meeting.
- That the deadline for the submission of documents to the Secretariat for Senate will be enforced and all items received late will be carried over to the next meeting of Senate.

Recommendations to Senate

- Agenda of Senate
- Modifications to the Processes and Procedures of Senate to enact the recommendations of the Working Group on the composition of Senate.

Committee Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 3/19/2026

Attendance: Wendy Rodgers, Kim Mears, Andrea Trowbridge, Pascal Robichaud, Luciana Paredes, Erin Ried

Regrets: None

Senate Meeting Date: 3/27/2026

Items Discussed

- Issues encountered that did not lead to the desired level of support for the February meeting of Senate were discussed with an aim to ensure those issues do not reoccur.
- Chair of Senate explains her decision not to proceed to an electronic consultation to confer honorary degrees following the last meeting of Senate, as the decision is best made with full opportunity to discuss candidacies.
- Naming and drafting conventions for documents of Senate. Documents to be identified by the topic rather than the nature of the document. The topic should be the same as the title of the related item on the agenda.
- The use of Notices of Intent to bring matters of import to Senate. The Chair of Senate will introduce the concept in her opening remarks at Senate.
- The process to share documents with Senators for the conferment of academic and honorary degrees and the need to find a means to do so without printing documents. As SharePoint provides a password protected environment, a special restricted folder can be used to share confidential materials. That approach has been used successfully for materials regarding appeals proceeding to the Governance, Nominating and Appeals Committee of the Board of Governors and can be replicated to Senate's purposes.
- Encouragement to be given to Senator to submit questions in advance as much as possible. Questions from the floor are sometimes difficult to answer without access to all needed resources.

- The Committee noted that the UPEISU has proceeded to its annual elections and that the names of incoming student Senators will be received soon.
- The need to define a clear deadline for the submission of curricular content meant to be published in the University Calendar. Modifications to programs or courses after admission has begun are problematic as they may undermine the University's promise to those students as they applied for admission.
- The Committee noted the need to proceed to annual elections of Senate now that the Working Group on the composition of Senate has completed its work, while noting that there are other seats at Senate to be filled.

Decisions Taken

- After review, the Committee agrees with the Workplan for 2026 – 2027 as presented by the University Secretary and agrees that such a plan should be submitted to Senate yearly and noted the following:
 - The Committee discussed the process to determine whether there should be a meeting of Senate in December. It was agreed that a notice could be given to Senate in November whether there is apparently sufficient business to warrant a meeting of Senate in December. SSNC could make a call at its regular meeting in preparation for the December meeting based on the volume and importance of the proposed business for the December meeting.
 - Training of Senate on procedures should wait till new Senators are elected, with the best time being in the early Fall. This could be combined with the orientation session before the September meeting of Senate.
 - The timing of annual reports was discussed. Although the Committee understands the purpose of distributing the reports throughout the Academic Year as to no overload the September meeting of Senate, the practice going forward could be to have all reports be submitted and received at Senate in September and have Senate discuss them over several subsequent meetings.

- The workplan and its underlying processes should be folded into the Processes and Procedures of Senate as part of their upcoming review.
- Placemat questions from the January meeting that we missed at the February meeting are presented to Senate in March.
- The Committee agreed to bring forward to Senate a notice of Intent from the Dean of the Faculty of Medicine and the University Secretary, to establish a Faculty Council through the granting of Statutes.
- The Committee approved the draft agenda of Senate, noting the following:
 - The curriculum report is structured such that routine matters are grouped by Faculty and to be approved via omnibus motions by Faculty.
 - Important items are drawn from the report and supported by separate documents, namely the modifications to the Bachelor of Science in Analytics.
 - Items that should come to Senate twice for decision will proceed through a Notice of Intent in March and will come back in April for approval, namely the deletion of the Minor in Acadian Studies and the Major in Spanish.
 - The annual report of the Graduate Studies Advisory Committee is received and ready to proceed to Senate.

Recommendations to Senate

- Agenda of Senate
- The monthly report of SSNC to Senate
- The first annual Workplan of Senate for 2026 - 2027

Senate Steering and Nominating Committee Report

Committee Meeting Date: 4/16/2026

Attendance: Wendy, Andrea, Erin, Kim, Pascal, Shannon

Regrets: Luciana

Senate Meeting Date: 4/24/2026

Matters Discussed

- Senate agenda
 - The Chair indicates that she will respond orally to a query from a Senator regarding the legal recourse available to Senate to challenge a decision of the Board. The Chair obtained a legal opinion on the matter. Under the Act, the Senate and the Board are part of one body corporate. The University is the only legal entity and constituent entities of the University are not autonomous and cannot act against the University. Individuals could, but not Senate. The Act also establishes that the Board has power to arbitrate disagreements about jurisdiction and that its rulings on such matters are final. She also notes that the Act is written in such a way that it is unlikely that the Board would overturn a decision of Senate, as the jurisdictions are quite distinct.
 - The motions for the approval of recommendations from the Faculty IKERAS under the Curriculum Report are missing. They will be added before the documents go out tomorrow. for recommendations 188 – 193 under curriculum report.
 - The Committee notes on the agenda the establishment of the Faculty Council at the Faculty of Medicine, which is coming to Senate in April after a Notice of Intent on the part of the Dean of the Faculty of Medicine in March.
- The Chair welcomes to Shannon McCool, new interim Senate Assistant.
- On the recommendation of the University Secretary, the Committee agrees with formularization of the schedule, with the proposed formula and with the proposed schedule. It is noted that the schedule is a projection and it can evolve during the year as

things emerge, so it should bare a notice that meetings are subject to change and cancellation due to circumstances. The Committee discusses the meetings of Senate in December and agrees that those should be held only if there is timely business and enough of it to warrant a meeting. This is in respect that December is a busy time of year; that students and members of faculty are in the midst of exams. The Committee asks that the dates for the May meeting be reviewed to ensure that they do not conflict with convocation and ensure that the conferment of degrees is approved in time for convocation. As there is very little time to prepare documents for the May meeting of Senate immediately after the April meeting, the Committee believes that the May meeting should be limited to the conferment of degrees and any urgent emerging business. The Committee agrees to move its meetings to Wednesday as recommended, thus providing more time to prepare meeting materials for Senate in the following days. The Registrar notes there is a need to set clear deadlines for curricular proposals to ensure that important decisions are taken much earlier in the year.

- The Committee discussed the current state of the Terms of Reference of Committees of Senate, as it does not believe they currently provide good guidance to members in their responsibilities. It also notes that the keeping of insufficient records also undermines the ability of Senators to deliver on their mandate; that too much business is transacted based on lore rather than records. Lack of clarity is hampering service, as members do not understand their role. The Committee agrees to a future discussion about its priorities in the review of terms of reference of committees of Senate. The Secretary of Senate indicates that the Secretariat is working at adding the Terms of Reference of committees to the Senate's webpage.

- The Committee notes that committees of Senate, other than SSNC and the HDC are not using the Senate SharePoint site for their records. Committee Chairs and Secretaries should be prompted to use the SharePoint site for committee records and to standardize their records. Copies of reports or minutes of committee meetings should be available to the Secretariat and to Senate.

- The Committee agrees that recommendations of curricular content from APCC should be moved by the VPAR and seconded by the Dean of the Faculty. Before this is implemented, the Deans may need a bit of prep for that role. This is to be discussed with Senate at a later meeting.
- The Committee wishes that the recommendations from APCC be presented in numerical order in future curriculum reports.

Decisions Taken

- Approve the Agenda of Senate
- Approve the Report of the Committee to Senate
- Recommend to Senate the Schedule of meeting for the next three academic governance years

Recommendations to Senate

- That the Schedule of meetings of Senate be, from now on, based on a formula and approved for three-years at a time going forward.
- That the report of the Committee be received.
- That the draft agenda of Senate be approved.

September 2026

Senate and Senate Committee Elections

VACANCIES REMAINING:

- One vacancy for a faculty member from the Faculty of Business, Veterinary Medicine, IKERAS, Nursing or Medicine on the Academic Planning & Curriculum Committee (APCC) for a term ending June 30th, 2029.
- One vacancy for a faculty member from IKERAS on the Senate Research Advisory Committee (SRAC) for a term ending June 30th, 2029.
- Two vacancies for faculty member from different faculties or the library, with exception of Engineering on the Senate Committee on Scholarships and Awards for a term ending June 30th, 2029.

An open round of calls for nominations to fill these vacancies is active.

As a result of the call for nominations (see Appendix), the Secretariat can report the following electoral results:

Summary Results

Following two rounds of nominations, acclamations and elections:

Elected to Senate

- Patrick Burns AVC – Companion Animals
- Erin Reid IKERAS

Elected to the Senate Committee on Admissions and Degrees

- Brianna Hughes Faculty of Nursing

The committee's complement is now complete.

Elected to the Academic Planning and Curriculum Committee

- John Bayhi Library

One faculty vacancy remains, and one for Graduate Student.

Elected to Senate Research Advisory Committee

- Ken MacKinnon Faculty of Education
- Sebastien Parker Faculty of Arts
- Brianna Hughes Faculty of Nursing

One faculty vacancy remains open for IKERAS, one vacancy for Senior Undergraduate and one for Graduate Student.

Elected to the Senate Library Committee

- Melissa Belvadi Library

One vacancy remains for Undergraduate student, and one for Graduate Student.

Elected to the Senate Committee on Scholarships and Awards

- **Two faculty vacancies remain** – Open call out

Elected to the Senate Committee on the Enhancement of Teaching

- Katelyn Brown Library

Two vacancies remain for Undergraduate students, and one for Graduate Student.

Elected to the Senate Steering and Nominating Committee

- Magdalena Von Eccher Faculty of Arts

The committee's complement is now complete.

Elected to the Senate Academic and Student Discipline Appeals Committee

- Mike MacLellan Faculty of Science

The committee's complement is now complete.

Detailed results

FOR SENATE

For the election of a faculty member from the AVC (Companion Animals only) to a term ending June 30, 2027, to fill a sabbatical.

- Patrick Burns was acclaimed as being the only nominee after second call for nominations.

For the election of one faculty member from IKERAS to a term ending June 30th, 2029.

- Erin Reid was acclaimed as being the only nominee after second call for nominations.

FOR THE ACADEMIC PLANNING AND CURRICULUM COMMITTEE (APCC)

For the election of two faculty members from the Faculty of Business, Veterinary Medicine, IKERAS, Nursing, Medicine, or the Library to the Academic Planning & Curriculum Committee to a term ending June 30th, 2029.

One candidacy having been received, the following member was acclaimed.

John Bayhi	Library
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FOR THE SENATE RESEARCH ADVISORY COMMITTEE (SRAC)

For the election of four faculty members for a term ending June 30, 2029. As provided under Policy, faculty members must be from different faculties.

The following members were acclaimed as they were the only nominees from their Faculty and the total number of nominees was inferior to the number of seats to fill.

Ken McKinnon	Education
Sebastien Parker	Arts
Brianna Hughes	Nursing

FOR THE SENATE COMMITTEE ON THE ENHANCEMENT OF TEACHING (SCENT)

For the election of a librarian or faculty member from any area to a term ending June 30th, 2029.

As two nominations were received, an election was held with the following results.

Katelyn Brown	Library – (Elected)
Robert Deziel	Science

FOR THE SENATE LIBRARY COMMITTEE (SLC)

For the election of one librarian to a term ending June 30th, 2028.

One candidacy having been received, the following member was acclaimed.

Melissa Belvadi	Library
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FOR THE SENATE COMMITTEE ON SCHOLARSHIPS AND AWARDS (SCSA)

For the election two faculty members or librarian from any area with exception of Engineering to a term ending June 30th, 2029.

No candidates were nominated; therefore, two vacancies remain.

FOR THE SENATE COMMITTEE ON ADMISSIONS AND DEGREES (SCAD)

For the election of a librarian or faculty member from any area with exception of Engineering to a term ending June 30th, 2029.

As two nominations were received, an election was held with the following results.

Brianna Hughes	Nursing – (Elected)
Sara Sadri	Science

APPENDIX

Call for Nominations - Senate vacancies are as follows:

Senate – Sabbatical replacement

One member of faculty or librarian

Eligibility:

- Eligible Faculty is Veterinary Medicine (Companion Animals Department only) (Sabbatical Leave - Peter Foley)

Frequency of meetings: Once a month on a Friday from 3:00-5:00 from September to May. The 2026-2029 Senate Meeting Schedule is attached for your reference.

Duration of term: from Sept 1, 2026 - June 30, 2027 – Sabbatical

Senate – IKERAS

One member of faculty or librarian

Eligibility

- Eligible Faculty for IKERAS

Duration of term: term ending June 30, 2029 - IKERAS

Frequency of meetings: Once a month on a Friday from 3:00-5:00 from September to May. The 2026-2029 Senate Meeting Schedule is attached for your reference.

Academic Planning and Curriculum Committee - (Please see the attached Terms of Reference).

Two members of faculty or librarian

Eligibility:

- *Faculty members from different faculties or the Library.*
- *Eligible Faculties are Business, Veterinary Medicine, IKERAS, Nursing, and Medicine, or the Library.*

Frequency of meetings: Eight (8) APCC Curriculum Meetings each year, and eight (8) APCC Regular Meetings each year from September to April.

Duration of Term: term ending June 30, 2029.

Senate Research Advisory Committee - (Please see the attached Terms of Reference).

Three members of faculty.

Eligibility:

- *1 Faculty member each from Arts, Education, Nursing, and IKERAS.*

Duration of Term: term ending June 30, 2029.

Senate Committee on the Enhancement of Teaching - (Please see the attached Terms of Reference).

One member of faculty or librarian.

Eligibility:

- *1 Faculty member from any area or the Library.*

Frequency of meetings: As required

Duration of Term: term ending June 30, 2029.

Senate Library Committee - (Please see the attached Terms of Reference).

One librarian.

Eligibility:

- *Librarian*

Duration of Term: term ending June 30, 2028.

Senate Committee on Scholarships and Awards - (Please see the attached Terms of Reference).

Two members of faculty or librarian

Eligibility:

- *Faculty members from different faculties or the Library, with exception of Engineering.*

Frequency of meetings: Twice per academic year, and all other work is done through electronic distribution of adjudication files following the main award cycles, i.e. Entrance, Fall, Winter, Convocation. Adjudication files can each take several hours to review and rank.

Duration of Term: term ending June 30, 2029.

Senate Committee on Admissions and Degrees - (Please see the attached Terms of Reference).

One member of faculty or librarian

Eligibility:

- *Faculty members from different Faculties.*
- *Eligible Faculties: All but Engineering.*

Frequency of meetings: Once per term - three times per academic year. The main work is to review and approve the list of graduands. However, the Committee may meet to recommend modifications to policy regarding the awarding of degrees.

Duration of Term: term ending June 30, 2029.

SSNC Report to Senate

Committee Name: Senate Steering and Nominating Committee

Committee Meeting Date: 6/25/2026

Attendance: Wendy Rodgers, Kim Mears, Andrea Trowbridge (till 11:30), Pascal Robichaud

Regrets: Amy Montesdeoca

Senate Meeting Date: 9/25/2026

Items Discussed

- The Committee welcomes a presentation from Charlotte McCardle, Director of Strategic Planning, on a proposed Framework for submissions to the Senate. In reviewing the proposal, the Committee provides the following comments:
 - Chair's and presenter's Comments:
 - The purpose of the proposed process is to prepare Senate for quality discussions.
 - At the Chair's request, Charlotte McCardle has created a format for the submission of items to the Senate.
 - The process by which we bring important elements for consideration at the Senate must be consistent and give Senators an opportunity to engage with important subject matters at least twice.
 - The Chair notes that a promise was made to the Senate to have this discussion at some point.
 - Those who prepare the materials are better directed to prepare materials so that decisions are better informed.
 - Process is focused on non-routine matters that require a more thorough discussion at Senate.
 - Much of what is proposed is what we intuitively do now, but sometimes with much structure.

Report due to senate@upei.ca at least two weeks prior to Senate meeting

- Open to feedback on how we can improve workflow and simply the process.
 - Checklist asks questions to ensure that due diligence is done in the preparation of materials.
- Member's Comments:
 - The process is a good step in the right direction.
 - Members feel that the process may be too demanding; that it should be simplified before we present it to the Senate. It could generate a lot of work and barriers to bring important items to consideration by the Senate.
 - Submissions from committees, not individuals. The process should be clear as to what must come from committees and what could come from individuals.
 - A 7-page form to fill out for submissions feels like too much. There could be an abbreviated form for committees and more rigorous one for individuals. The word document could be transformed into an electronic form, to make it easier to fill. Mandatory elements should be identified, with other elements being presented as guidance in the preparation of materials.
 - There is concern that the Senate may not be ready for such an elaborate process. It could be best to take it to Senate incrementally, starting with the fundamentals and going from there.
 - The Committee suggests that a small working group of Senate be struck to provide feedback over the summer and come back to SSNC with a modified process by mid-August. The Committee would see the amended process on September 16 in preparation for the September 25 meeting of the Senate.
 - In keeping with the proposed process, the Framework would come to Senate more than once for discussion this Fall, with a first discussion on September 25.

Decisions Taken

- Seek a small working group of Senate to review the process. The Secretary can put out a call to Senators to meet with Charlotte and Kim to discuss the process over the summer.
- A modified process would be brought forth mid-August and be discussed by the Committee in September.

Recommendations to Senate

- None

SUMMARY OF CHANGES

Faculty of Education

Motion#1

That the course title changes and course description change for the Faculty of Education as listed in items #1 to #2 be approved.

#	Item	Type of Item	Page#
1.	ED 4320	Course Description Change	4
2.	ED 4330	Course Title Change	5

Registrar's Office

Motion#2

That the calendar entry change and new calendar entries for the Registrar's Office as listed in items #3 to #5 be approved.

#	Item	Type of Item	Page#
3.	Transcript Requests	Calendar Entry Change	7-8
4.	Academic Calendar Dates 2027-2028	New Calendar Entry	9-12
5.	Academic Calendar Dates 2028-2029	New Calendar Entry	13-16

Faculty of Science

Motion#3

That the creation of a new course and course title change for the Faculty of Science as listed in items #6 to #7 be approved.

#	Item	Type of Item	Page#
6.	ACC 1010	Course Title & Description Change	18-19
7.	BIO 4160	New Course Proposal	20-23

SUMMARY OF CHANGES

Faculty of Veterinary Medicine

Motion#4

That the creation of new courses, course description change and course title changes for the Faculty of Veterinary Medicine as listed in items #8 to #11 be approved.

#	Item	Type of Item	Page#
8.	VCA 8325	New Course Proposal	25-28
9.	VCA 8380	New Course Proposal	29-32
10.	VCA 8340	New Course Proposal	33-36
11.	VCA 8330	Course Title Change	37-38

Motion#5

That the new calendar entry for the Faculty of Veterinary Medicine as listed in item #12 be approved

#	Item	Type of Item	Page#
12.	DVM Calendar Dates 2027-2028	New Calendar Entry	39-40

SUMMARY OF CHANGES FACULTY OF EDUCATION**Motion # 1****Summary of Items****Faculty of Education****Motion # 1**

#	Item	Type of Item
1.	ED 4320	Course Description Change
2.	ED 4330	Course Title Change

CALENDAR & CURRICULUM CHANGE

Item # 1

Revision is for a: Course Description Change

Faculty/School/Department: Education

Department/Program(s)/Academic Regulations: **Bachelor of Education Program**

MOTION: THAT COURSE DESCRIPTION FOR ED-4320 BE APPROVED AS PROPOSED

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
4320 PRIMARY/ELEMENTARY LANGUAGE LITERACIES AND MULTILITERACIES I This course provides an examination of the foundations of language/literacy processes based on current theories of language acquisition and literacy development. The focus is on six core strands: reading, writing, listening, speaking, viewing and representing, as well as balanced approaches to teaching, learning and assessing literacy skills in the Primary/Elementary grades. Three hours a week	4320 PRIMARY/ELEMENTARY LANGUAGE LITERACIES AND MULTILITERACIES I This course provides an examination of the foundations of language/literacy processes based on current theories of language acquisition and literacy development. The focus is on six core strands: reading, writing, listening, speaking, viewing, and representing, as well as balanced <u>comprehensive</u> approaches to teaching, learning, and assessing literacy skills in the primary/elementary grades. Three hours a week <u>Three semester hours of credit.</u>

Rationale for Change: We propose to change the word “balanced” to “comprehensive.” This maintains what we attempt to capture with our students but uses a less controversial term (the term “balanced” has become a red flag with some literacy instruction groups). Third, we are adding “Three semester hours of credit,” for consistency across our program (our other BEd courses generally have this in their description).

Effective Term: SUMMER 2027

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: None

Authorization

Date:

Departmental Approval: B.Ed Committee	April 24, 2026
Faculty/School Approval: Faculty of Education Council	June 26, 2026
Faculty Dean’s Approval: Dr. Miles Turnbull, Dean	June 26, 2026
Grad. Studies Dean’s Approval: N/A	N/A
Received by Registrar’s Office:	August 17, 2026

CALENDAR & CURRICULUM CHANGE

Item # 2

Revision is for a: Course Title Change

Faculty/School/Department: Education

Department/Program(s)/Academic Regulations: **Bachelor of Education Program**

MOTION: THAT THE CHANGE OF TITLE FOR ED-4330 BE APPROVED AS PROPOSED

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
4330 LITERACY AND MULTILITERACIES IN THE EARLY YEARS II This course is a continuation of Education 4320, in which students use language arts outcomes, materials, methods, and assessment techniques to design comprehensive literacy programs and activities. PREREQUISITE: Education 4320	4330 LITERACY AND MULTILITERACIES IN THE EARLY YEARS II <u>PRIMARY/ELEMENTARY LANGUAGE LITERACIES AND MULTILITERACIES II</u> This course is a continuation of Education 4320, in which students use language arts outcomes, materials, methods, and assessment techniques to design comprehensive literacy programs and activities. <u>Three semester hours of credit.</u> PREREQUISITE: Education 4320

Rationale for Change: We propose to change the titles of this course, which is the part II of ED-4320 but with a completely different name. This change is to maintain consistency across education course names and to reduce confusion for course instructors and students. Second, we are adding "Three semester hours of credit," as this was missing from the previous description and is added for consistency across our program (our other BEd courses generally have this in their description).

Effective Term: SUMMER 2027

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: None

Authorization

Date:

Departmental Approval: B.Ed Committee	April 24, 2026
Faculty/School Approval: Faculty of Education Council	June 26, 2026
Faculty Dean's Approval: Dr. Miles Turnbull, Dean	June 26, 2026
Grad. Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

SUMMARY OF CHANGES REGISTRAR'S OFFICE

Motion # 2

Summary of Items

Registrar's Office

Motion # 2

#	Item	Type of Item
3.	Calendar Entry Change	Transcript Requests
4.	New Calendar Entry	Academic calendar Dates 2027-2028
5.	New Calendar Entry	Academic Calendar Dates 2028-2029

CALENDAR & CURRICULUM CHANGE

Item # 3

Revision is for a: Calendar Entry Change

Faculty/School/Department: Registrar's Office

Department/Program(s)/Academic Regulations: **Transcript Requests**

MOTION: To edit the Transcript Request entry to reduce the amount of operational and financial information that can change frequently

Reproduction of Current Calendar Entry	Proposed revision with changes underlined and deletions indicated clearly
Requesting Transcripts See UPEI's Apply page for submitting transcripts with your UPEI application. Students can request official copies of transcripts for mailing to other institutions, and unofficial copies for personal use. Transcripts will be provided to the student or directly to an external party upon written request. For current students: - To request an official transcript: Login to MyUPEI, go to Student Planning in the Student Toolbox. Select the Transcript Requests selection and fill out the form. Please note that the information entered in this section is directly printed onto the transcript, so ensure it is complete and accurate. The University is not liable for incomplete or incorrect information. - To request an unofficial transcript: Login to MyUPEI and click the link for the Unofficial Transcript Request in the Student Toolbox. This will produce a PDF copy of your unofficial transcript at any time, for your personal use. For former students: - Please complete the Transcript Request Form and submit your request to transcripts@upeil.ca. If possible, please use your UPEI.ca student email address to submit your requests. - If you still have access to your Student Portal (Student Planning), you can make the request through the Transcript Requests selection instead of using the Transcript Request Form. NOTES: - Transcripts are prepared daily; however, during peak periods, such as at the end of each academic session, at least one week's notice may be required.	Requesting Transcripts See UPEI's Apply page for submitting transcripts with your UPEI application. <u>Current Students and former students can request to have an official copies of transcripts for mailing to other released to other institutions or third parties, and unofficial copies for personal use. Transcripts will be provided to the student or directly to an external party upon written request.</u> For current students: - To request an official transcript: Login to MyUPEI, go to Student Planning in the Student Toolbox. Select the Transcript Requests selection and <u>fill out</u> complete the form. <u>Please note that the information entered in this section is directly printed onto the transcript, so ensure it is complete and accurate.</u> The University is not liable for incomplete or incorrect information. - To <u>request access</u> an unofficial transcript: Login to MyUPEI and click the link for the Unofficial Transcript Request in the Student Toolbox. This will produce a PDF copy of your unofficial transcript at any time, for your personal use. For former students: Please <u>To request an official transcript: complete the Transcript Request Form and submit your request to</u> transcripts@upeil.ca If possible, please use your UPEI.ca student email address to submit your requests. If you still have access to your Student Portal (Student Planning), you can make the request through the Transcript Requests selection instead of using the Transcript Request Form. NOTES: Transcripts are prepared daily; however, during peak periods, such as at the end of each academic

CALENDAR & CURRICULUM CHANGE

Item # 3

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
- Requests from students with fees owing to the University will not be processed. Fees: - Regular mail and fax service are free of charge. - Courier fees are as follows: \$10 within the Maritimes \$20 for other Canadian destinations \$30 for International Courier requests must include a street address and a phone number, including the area code. \$15 same-day processing fee (does not include delivery time), in addition to the costs of the particular request. - Payment accepted by VISA, MasterCard, or American Express. Sorry, no Visa Debit.	session, at least one week's notice may be required. - Requests from students with fees owing to the University will not be processed. Fees: <u>See fees on the UPEI website</u> Regular mail and fax service are free of charge. Courier fees are as follows: \$10 within the Maritimes \$20 for other Canadian destinations \$30 for International Courier requests must include a street address and a phone number, including the area code. \$15 same-day processing fee (does not include delivery time), in addition to the costs of the particular request. Payment accepted by VISA, MasterCard, or American Express. Sorry, no Visa Debit.

Rationale for Change: The current entry contains information that reflects operational and transactional processes that are reflected on the UPEI website and within MyUPEI, and should not be in the Academic Calendar, as this type of information and process can change frequently. This entry should reflect general information about requesting official transcripts, but should not reflect all of the transactional details.

Effective Term: FALL 2026

Implications for Other Programs: None

Impact on Students Currently Enrolled: None specifically

<i>Authorization</i>	<i>Date:</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: N/A	N/A
Faculty Dean's Approval: N/A	N/A
Grad. Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

NEW CALENDAR ENTRY

Item # 4

Faculty/School: Registrar's Office

Department/Program(s): **N/A**

MOTION: To approve Academic Dates for 2027-2028 – all programs except for Doctor of Veterinary Medicine and Bachelor of Education.

Proposed New Calendar Entry	
UPEI Calendar Dates 2027-2028	
FALL SEMESTER (September–December 2027)	
All programs except Veterinary Medicine and Bachelor of Education	
SEPTEMBER 2027	
7 Tuesday	Classes Begin
12 Sunday	Final date to apply to graduate for Fall Semester
17 Friday	FINAL DAY FOR REGISTRATION, FOR CHANGING COURSES OR SECTIONS, FOR CANCELLATION OF COURSES OR SECTIONS, FOR CANCELLATION OF COURSES WITH FULL REFUND.
21 Tuesday	All Fall Semester Fees due.
30 Thursday	National Day for Truth and Reconciliation. No classes
OCTOBER 2027	
11 Monday	Thanksgiving Day. No Classes.
12-15 (Tues-Fri)	Mid-semester break. No Classes. (Does not apply to EMBA)
29 Friday	Last day for discontinuing courses – 50% tuition refund. No discontinuations after this date.
NOVEMBER 2027	
11 Thursday	Remembrance Day. No Classes.
30 Tuesday	Final date to apply to graduate for Winter Semester for the May Convocations.
DECEMBER 2027	
8 Wednesday	Final Day of Fall Semester Classes
10-20(Fri-Mon)	60 Teaching Days **EXAMINATIONS. No examinations will be held during the period 26 November to 9 December inclusive without the permission of the Chair and Dean. Note: Please see Academic Regulation #13.
12 Sunday	No exams
19 Sunday	Exams afternoon and evening only.
23 Thursday	End of Fall Semester. Course grades to be submitted to Registrar's Office by noon on this date.
WINTER SEMESTER (January–May 2028)	
JANUARY 2028	
10 Monday	Classes Begin
21 Friday	FINAL DAY FOR REGISTRATION, FOR CHANGING COURSES OR SECTIONS, FOR CANCELLATION OF COURSES OR SECTIONS, FOR CANCELLATION OF COURSES WITH FULL REFUND.
25 Tuesday	All Winter Semester Fees Due.
FEBRUARY 2028	
21 Monday	Islander Day. No Classes.
22-25 (Tues-Fri)	Mid-semester break. No Classes. (Does not apply to EMBA)
22 Tuesday	Registration begins for 2028 Summer

NEW CALENDAR ENTRY

Item # 4

Proposed New Calendar Entry	
28 Monday	Classes resume
29 Tuesday	Last day for discontinuing courses – 50% tuition refund. No discontinuations after this date.
APRIL 2028	
7 Friday	Final Day of Winter Semester Classes 60 Teaching
Days	
14 Friday	Good Friday. No Exams
17 Monday	Easter Monday. No Exams
12-24 (Wed-Mon)	**EXAMINATIONS. No examinations will be held during the period 27 March to 7 April inclusive without the permission of the Chair and Dean. Note: Please see Academic Regulation #13.
16 Sunday	No exams.
23 Sunday	Exams afternoon and evening only.
27 Thursday	End of Winter Semester. Course grades for graduating students to be submitted to the Registrar's Office by noon on this date.
MAY 2028	
4 Thursday	Course grades for all students (not graduating) to be submitted to Registrar's Office by noon on this date.
9 Tuesday	CONVOCATION MORNING (Faculty of Veterinary Medicine and Faculty of Nursing)
10 Wednesday	CONVOCATION MORNING (Faculty of Business and Faculty of Engineering)
11 Thursday	CONVOCATION MORNING (Faculty of Arts, Faculty of Education, and Faculty of Graduate Studies (MGA only))
12 Friday	CONVOCATION MORNING (Faculty of Science)
16 Tuesday	Registration date for students with 4 th year standing
18 Thursday	Registration date for students with 3 rd year standing
23 Tuesday	Registration date for students with 2 nd year standing
24 Wednesday	Registration date for all other students
SUMMER SEMESTER (May-August 2028)	
FEBRUARY 2028	
22 Tuesday	REGISTRATION begins for 2028 Summer
FIRST SUMMER SESSION 2028	
NOTE: For courses that do not follow the regularly scheduled Summer Session dates published here, please note the unique First day, Last day, Add, Drop, and Discontinuation deadlines published here [LINK] Tuition and fee payment deadline matches the Add/Drop date for each course.	
MAY 2028	
8 Monday	First Summer Session classes begin
12 Friday	Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections
22 Monday	Victoria Day. No Classes.

NEW CALENDAR ENTRY

Item # 4

Proposed New Calendar Entry		
JUNE 2028		
1 Thursday	Last day to discontinue from First Summer Semester courses*	
15 Thursday	Final Day of First Summer Session Classes	28 Teaching
Days		
19-20 (Mon-Tues)	Exams for First Summer Session courses	
23 Friday	First Summer Session grades must be submitted to Registrar's Office by noon	
SECOND SUMMER SESSION 2028		
NOTE: For courses that do not follow the regularly scheduled Summer Session dates published here, please note the unique First day, Last day, Add, Drop, and Discontinuation deadlines published here [LINK] Tuition and fee payment deadline matches the Add/Drop date for each course.		
JUNE 2028		
26 Monday	Second Summer Session classes begin	
30 Friday	Final date to apply to graduate for Summer Semester	
	Last day to register late for Second Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections	
JULY 2028		
1 Saturday	Canada Day.	
3 Monday	Holiday in Lieu of Canada Day. No classes	
20 Thursday	Last day to discontinue from Second Summer Session courses*	
AUGUST 2028		
3 Thursday	Final Day of Second Summer Session Classes	28 Teaching
Days		
7-8 (Mon-Tues)	Exams for Second Summer Session courses	
11 Friday	Second Summer Session grades must be submitted to the Registrar's Office by noon	
18 Friday	Gold Cup and Saucer Day. No classes	
31 Thursday	Final Day of Summer Semester (for Internships, coop placements and other learning delivered over the full Summer Semester (May through August) – Grades must be submitted to the Registrar's Office by noon for these courses.	
*NOTE: For courses that begin on the dates prior to the regularly scheduled Summer Semester dates, and for regularly scheduled summer semester courses, please contact the Registrar's Office for refund schedule.		
**Should a final exam, scheduled within the exam period, be cancelled due to storm conditions or other unforeseen circumstances, the Registrar's Office will reschedule the exam. Cancelled exams will be rescheduled to the earliest possible date within the exam period (normally, this would occur at the end of the exam period to avoid other previously scheduled exams). Updates will be posted to the University website.		

Rationale for New Calendar Entry: To approve 2027-2028 Academic Calendar dates.

Effective Term: **FALL 2026**

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: N/A

NEW CALENDAR ENTRY**Item # 4****Resources Required:** N/A***Authorization******Date:***

Departmental Approval: N/A	N/A
Faculty/School Approval: N/A	N/A
Faculty Dean's Approval: N/A	N/A
Graduate Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

Form Version: August 2026

NEW CALENDAR ENTRY

Item # 5

Faculty/School: Registrar's Office

Department/Program(s): **N/A**

MOTION: To approve Academic Calendar Dates for 2028-2029 – all programs except Doctor of Veterinary Medicine and Bachelor of Education.

Proposed New Calendar Entry		
UPEI Calendar Dates 2028-2029		
FALL SEMESTER (September–December 2028)		
All programs except Veterinary Medicine and Bachelor of Education		
SEPTEMBER 2028		
5 Tuesday	Classes Begin	
10 Sunday	Final date to apply to graduate for Fall Semester	
15 Friday	FINAL DAY FOR REGISTRATION, FOR CHANGING COURSES OR SECTIONS, FOR CANCELLATION OF COURSES OR SECTIONS, FOR CANCELLATION OF COURSES WITH FULL REFUND.	
19 Tuesday	All Fall Semester Fees due.	
OCTOBER 2028		
2 Monday	Holiday in lieu of National Day for Truth and Reconciliation. No Classes.	
9 Monday	Thanksgiving Day. No Classes.	
10-13 (Tues-Fri)	Mid-semester break. No Classes. (Does not apply to EMBA)	
31 Tuesday	Last day for discontinuing courses – 50% tuition refund. No discontinuations after this date.	
NOVEMBER 2028		
13 Monday	Holiday in lieu of Remembrance Day. No Classes.	
30 Thursday	Final date to apply to graduate for Winter Semester for the May Convocations.	
DECEMBER 2028		
6 Wednesday	Final Day of Fall Semester Classes	60 Teaching
Days		
9-19 (Sat-Tue)	**EXAMINATIONS. No examinations will be held during the period 23 November to 6 December inclusive without the permission of the Chair and Dean. Note: Please see Academic Regulation #13.	
10 Sunday	No exams	
17 Sunday	Exams afternoon and evening only.	
22 Friday	End of Fall Semester. Course grades to be submitted to Registrar's Office by noon on this date.	
WINTER SEMESTER (January–May 2029)		
JANUARY 2029		
8 Monday	Classes Begin	
19 Friday	FINAL DAY FOR REGISTRATION, FOR CHANGING COURSES OR SECTIONS, FOR CANCELLATION OF COURSES OR SECTIONS, FOR CANCELLATION OF COURSES WITH FULL REFUND.	
23 Tuesday	All Winter Semester Fees Due.	
FEBRUARY 2029		
19 Monday	Islander Day. No Classes.	
20-23 (Tues-Fri)	Mid-semester break. No Classes. (Does not apply to EMBA)	
20 Tuesday	Registration begins for 2029 Summer	

NEW CALENDAR ENTRY

Item # 5

Proposed New Calendar Entry	
26 Monday	Classes resume
28 Wednesday	Last day for discontinuing courses – 50% tuition refund. No discontinuations after this date.
March 2029	
30 Friday	Good Friday. No Classes
APRIL 2029	
2 Monday	Easter Monday. No Classes
10 Tuesday	Final Day of Winter Semester Classes 60 Teaching
Days	
13-23 (Fri-Mon)	**EXAMINATIONS. No examinations will be held during the period 26 March to 10 April inclusive without the permission of the Chair and Dean. Note: Please see Academic Regulation #13.
15 Sunday	No exams.
22 Sunday	Exams afternoon and evening only.
26 Thursday	End of Winter Semester. Course grades for graduating students to be submitted to the Registrar's Office by noon on this date.
MAY 2029	
3 Thursday	Course grades for all students (not graduating) to be submitted to Registrar's Office by noon on this date.
15 Tuesday	CONVOCATION MORNING (Faculty of Veterinary Medicine and Faculty of Nursing)
16 Wednesday	CONVOCATION MORNING (Faculty of Business and Faculty of Engineering)
17 Thursday	CONVOCATION MORNING (Faculty of Arts, Faculty of Education, and Faculty of Graduate Studies (Cleantech Leadership Management))
18 Friday	CONVOCATION MORNING (Faculty of Science)
22 Tuesday	Registration date for students with 4 th year standing
24 Thursday	Registration date for students with 3 rd year standing
29 Tuesday	Registration date for students with 2 nd year standing
30 Wednesday	Registration date for all other students
SUMMER SEMESTER (May-August 2029)	
FEBRUARY 2029	
20 Tuesday	REGISTRATION begins for 2029 Summer
FIRST SUMMER SESSION 2029	
NOTE: For courses that do not follow the regularly scheduled Summer Session dates published here, please note the unique First day, Last day, Add, Drop, and Discontinuation deadlines published here [LINK] Tuition and fee payment deadline matches the Add/Drop date for each course.	
MAY 2029	
7 Monday	First Summer Session classes begin
11 Friday	Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections
21 Monday	Victoria Day. No Classes.
31 Thursday	Last day to discontinue from First Summer Session courses*

NEW CALENDAR ENTRY

Item # 5

Proposed New Calendar Entry		
JUNE 2029		
14 Thursday	Final Day of First Summer Session Classes	28 Teaching
Days		
18-19 (Mon-Tues)	Exams for First Summer Session courses	
22 Friday	First Summer Session grades must be submitted to Registrar's Office by noon	
SECOND SUMMER SESSION 2029		
NOTE: For courses that do not follow the regularly scheduled Summer Session dates published here, please note the unique First day, Last day, Add, Drop, and Discontinuation deadlines published here [LINK] Tuition and fee payment deadline matches the Add/Drop date for each course.		
JUNE 2029		
25 Monday	Second Summer Session classes begin	
29 Friday	Final date to apply to graduate for Summer Semester	
	Last day to register late for Second Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections	
JULY 2029		
1 Sunday	Canada Day.	
2 Monday	Holiday in Lieu of Canada Day. No classes	
19 Thursday	Last day to discontinue from Second Summer Session courses*	
AUGUST 2029		
2 Thursday	Final Day of Second Summer Session Classes	28 Teaching
Days		
6-7 (Mon-Tues)	Exams for Second Summer Session courses	
10 Friday	Second Summer Session grades must be submitted to the Registrar's Office by noon	
17 Friday	Gold Cup and Saucer Day. No classes	
31 Friday	Final Day of Summer Semester (for Internships, coop placements and other learning delivered over the full Summer Semester (May through August) – Grades must be submitted to the Registrar's Office by noon for these courses.	
*NOTE: For courses that begin on the dates prior to the regularly scheduled Summer Semester dates, and for regularly scheduled summer semester courses, please contact the Registrar's Office for refund schedule. **Should a final exam, scheduled within the exam period, be cancelled due to storm conditions or other unforeseen circumstances, the Registrar's Office will reschedule the exam. Cancelled exams will be rescheduled to the earliest possible date within the exam period (normally, this would occur at the end of the exam period to avoid other previously scheduled exams). Updates will be posted to the University website.		

Rationale for New Calendar Entry: N/A

Effective Term: **FALL 2027**

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: N/A

NEW CALENDAR ENTRY

Item # 5

Resources Required: N/A

Authorization

Date:

Departmental Approval: N/A	N/A
Faculty/School Approval: N/A	N/A
Faculty Dean's Approval: N/A	N/A
Graduate Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

Form Version: August 2026

SUMMARY OF CHANGES FACULTY OF SCIENCE

Motion # 3

Summary of Items

Faculty of Science

Motion # 3

#	Item	Type of Item
6.	ACC 1010	Course Title & Description Change
7.	BIO 4160	New Course Proposal

CALENDAR & CURRICULUM CHANGE

Item # 6

Revision is for a: Course Title Change

Faculty/School/Department: Science

Department/Program(s)/Academic Regulations: **School of Climate Change and Adaptation**

MOTION: To approve the course title and description change for ACC 1010 Introduction to PEI's Living Climate Lab as proposed.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
1010 INTRODUCTION TO CLIMATE CHANGE AND PEI'S LIVING CLIMATE LAB This course focuses on how Prince Edward Island is the perfect "living laboratory" for understanding the causes, impacts, and solutions to the challenge of climate change. Students will examine how unique locations on the Island can play a role in understanding the vulnerability, impacts and adaptation to climate change. One hour lecture, four hours field/laboratory a week; Three semester hours	1010 INTRODUCTION TO CLIMATE CHANGE AND PEI'S LIVING CLIMATE LAB <u>This course focuses on how Prince Edward Island is the perfect "living laboratory" for understanding the causes, impacts, and solutions to the challenge of climate change. Students will examine how unique locations on the Island can play a role in understanding the vulnerability, impacts and adaptation to climate change.</u> <u>This course combines the fundamentals of climate change science with hands-on exploration of Prince Edward Island as a unique "living laboratory."</u> <u>Students gain a solid grounding in the terminology, concepts, causes, and global consequences of climate change, while examining PEI's local vulnerabilities and opportunities for adaptation. Through lectures and immersive field experiences, students study the direct and indirect impacts of climate change on ecosystems, societies, and economies, with particular attention to coastal environments and livelihoods. By linking global perspectives to local realities, students develop practical knowledge and critical skills to address climate change challenges and explore innovative solutions.</u> <u>One Two</u> hours lecture <u>per week</u>, four hours field/laboratory a <u>week-biweekly</u>; Three semester hours

Rationale for Change: ACC 1010 Introduction to PEI's Living Climate Lab course title and description change to provide accuracy of the course. We added relevant course content of ACC 1010 Introduction to PEI's Living Climate Lab and ACC 1040 Introduction to Climate Change now deleted to create one course

Effective Term: FALL 2027

CALENDAR & CURRICULUM CHANGE

Item # 6

Implications for Other Programs: None

Impact on Students Currently Enrolled: None, ACC 1040 was removed in the 2026-27 academic year. This should have no impact on incoming students.

Authorization

Date:

Departmental Approval: Aitazaz Farooque	November 10, 2025
Faculty/School Approval: Science Council	December 22, 2025
Faculty Dean's Approval: Nola Etkin	December 22, 2025
Grad. Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

Form Version: October 2025

NEW COURSE PROPOSAL

Item # 7

Faculty: Science

Department/Program(s): **Biology**

MOTION: Approve a new course proposal for Wildlife Diseases (Bio 4160)

Course Number and Title	BIO 4160 – Wildlife Diseases
Description	This course builds on the strong wildlife interests of students who are eager to learn about diseases that impact vertebrates as individual organisms and populations. Topics include mechanisms of disease, common diseases of mammals, birds, and fish using a structure based on disease causing agents (etiology), as well as the importance of proper diagnostics and how biologists can facilitate this. This course caters to students interested in veterinary medicine, conservation, wildlife biology and natural resources management careers.
Cross-Listing	n/a
Prerequisite/Co-Requisite	third or fourth year standing in Biology
Credit(s)	3
Notation	3 hours lecture per week

This is: An Elective Course

Grade Mode: Numeric (Standard)

Evidence of Student Interest and Anticipated Enrolment:

This course has been offered as a Special Topics under the same title and by the same sessional instructor for the maximum number of times allowable. This summer session web-based offering has consistently attracted over 40 students.

Rationale for New Course: The proposed new course has been offered as a Special Topics and served a dual purpose: as a required course for BWC students (to substitute/compensate for sporadic offering of BIO 4150) and as an upper-level summer offering elective for Biology Majors.

Effective Term: January 2027

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: no impact on students currently enrolled in Biology programs

Resources Required (i.e. personnel, Library, lab space, operating funds): Existing resources (i.e sessional stipend for BWC program) have been used to offer this course in its Special Topics format.

Contingency Plan (if required resources are not secured. Approval of this form does not imply budgetary approval):

NEW COURSE PROPOSAL

Item # 7

In offering this course will UPEI require facilities or staff at other institutions: Yes

If yes, please explain. Sessional Instructor with degree in veterinary medicine and expertise in wildlife diseases.

Authorization**Date:**

Departmental Approval: C. Lacroix, Chair on behalf of Biology	February 27, 2026
Library Approval: S. Kochkina, University Librarian	March 10, 2026
Faculty/School Approval: Science Council	March 19, 2026
Faculty Dean's Approval: Nola Etkin	March 19, 2026
Graduate Studies Dean's Approval: N/A	N/A
Received by the Registrar's Office:	August 17, 2026

Form Version: October 2025

NEW COURSE PROPOSAL

Item # 7

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

BIO-4160 Wildlife Diseases

To be completed by the liaison and/or collections librarian.

Note that the submitting program is required to allow the library staff two weeks to complete this.

Existing resources:

- Books
 - Print
 - A [subject search](#) for “wildlife diseases*” – 48 results
 - A [title search](#) for “wildlife diseases*” OR “animal diseases*” – 168 results
 - Keyword search for (disease etiology) AND (mammals OR birds or fish OR vertebrates) – 8 results
 - eBooks
 - A [subject search](#) for “wildlife diseases*” – 99 results
 - A [title search](#) for “wildlife diseases*” – 138 results
 - A [title search](#) for “animal diseases*” – 1430 results
 - Keyword search for (disease etiology) AND (mammals OR birds or fish OR vertebrates) – 108 results
- Journals
 - Title contains “wildlife diseases*” – 2 results (1 refereed)
- Database Subscriptions
 - Interdisciplinary*
 - Academic Search Complete
 - CAB Abstracts
 - Scopus
 - Subject Specific
 - BioOne (trial until Dec 2026)
- Media
 - None
- Interdisciplinary* packages that include contain that may support this course
 - Journal Packages
 - SAGE Premier Collection
 - Elsevier ScienceDirect
 - Wiley Online
 - Springer
 - Oxford
 - Taylor and Francis
 - Cambridge
 - eBook Packages (subscriptions, not perpetual access)
 - Elsevier eBooks
 - Sage Knowledge Complete
 - Springer eBooks
 - EBSCO
 - Proquest
 - JSTOR
 - Cambridge

NEW COURSE PROPOSAL

Item # 7

- Wiley
- Physical Space in Library (other than collections, explain)
 - Study spaces, collections, computer/technology resources available to all students
- Library Administrative/Research Support
 - A Liaison Librarian provides research assistance and instruction services to both students and faculty as needed. Interlibrary loan services are available for titles not within the library's collection.

New resources needed to support this proposal:

- Collections:
 - Monographs
 - None
 - Subscriptions/Databases
 - None
 - Other including potential Open Educational Resources (OERs)
 - None found, opportunity to engage with [OER development grant program](#)
- Physical Space in Library (other than collections, explain)
 - None
- Library Administrative/Research Support
 - None
- Other One-Time or Ongoing Library expenses (e.g. software licenses, explain)
 - None

Summary of additional budget allocation required:

- First year startup: \$ 0 in first fiscal year the course/program is offered
- Additional startup years: \$0 in second year, \$0 in third year....
- Annual: \$0 in addition to the startup figure(s) above starting in the fiscal year AFTER the year the course is first offered
 - Per-year percentage increase in annual: _____

**If future budget constraints require the Library to change or cancel the interdisciplinary packages noted above, there may be a loss of resources needed for this course.*

This completed form does not confirm any budgetary allocations. Requests for additional Library budget allocations are administered separately through a budgeting process once per year in advance of the Board's approval of the University's annual budget for the next fiscal year. It is the joint responsibility of the academic unit and Robertson Library to develop a contingency plan at the time of this submission in the event that the Library's budgetary request is not sufficiently funded through the annual budgeting process of the University.

Date Received by Liaison/Collections Librarian	March 2, 2026
Name of Librarian to be Contacted with Questions	John Bayhi, liaison to Biology
Approved by University Librarian or Designate	Svetlana Kochkina
Date Approved by UL or Designate	March 10, 2026

SUMMARY OF CHANGES FACULTY OF VETERINARY MEDICINE Motion #'s 4-5

Summary of Items**Faculty of Veterinary Medicine****Motion # 4**

#	Item	Type of Item
8.	VCA 8325	New Course Proposal
9.	VCA 8380	New Course Proposal
10.	VCA 8340	New Course Proposal
11.	VCA 8330	Course Title Change

Motion # 5

12.	DVM Calendar Dates 2027-2028	New Calendar Entry
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NEW COURSE PROPOSAL

Item # 8

Faculty: Veterinary Medicine

Department/Program(s): **Companion Animals**

MOTION: That a new course entitled “ VCA 8325 Advanced Companion Animal Topics II” be approved as proposed.

Course Number and Title	VCA 8325 Advanced Companion Animal Topics II
Description	This seminar course reviews recent advances in companion animal veterinary disciplines, at a level appropriate for an early career veterinarian. This course meets once a week throughout a 1-year PGC program. This course is a mix of instructor and student-directed discussions of complex clinical cases and relevant literature in a variety of companion animal veterinary disciplines. Students are evaluated on their participation in group discussions, attendance and presentation skills. This course is graded Pass/Fail.
Cross-Listing	Click here to enter text.
Prerequisite/Co-Requisite	VCA 8320 Advanced Companion Animal Topics I
Credit(s)	2
Notation	1 hour seminar per week over the course of a 1 year program

This is: An Elective Course

Grade Mode: Pass/Fail

Evidence of Student Interest and Anticipated Enrolment: Post Graduate Certificate programs offered through the Companion Animals department are competitive, small cohort, post-DVM clinical training programs. To date, an average of 3 distinct PGC programs are offered per year, with limited enrolment. Successful students may complete one program and enrol in a different PGC program in the subsequent year. This has occurred annually for the past 5-6 years.

Rationale for New Course: Post Graduate Certificate programs offered through the Companion Animals department are competitive, small cohort, post-DVM clinical training programs. Several different PGC programs are offered annually. This course is a seminar-based course that is offered in each PGC program. Due to the potential for a PGC student to move from one PGC program to another in sequential academic years (typically, a student enrolls in a rotating PGC program and subsequently a specialized PGC program), this will distinguish the seminar course from program year to program year. This course will only be offered to PGC students completing a second PGC program, after having completed the pre-requisite VCA 8320 Advanced Companion Animal Topics I course.

Effective Term: **SUMMER 2027**

Implications for Other Programs: none

Impact on Students Currently Enrolled: none

NEW COURSE PROPOSAL

Item # 8

Resources Required (i.e. personnel, Library, lab space, operating funds): no additional resources are required, as both VCA 8320 Advanced Companion Animal Topics I and this course Advanced Companion Animal Topics II will be occurring simultaneously. Students are enrolled in the first or second course in this series, dependent solely on whether this is their first or second PGC program.

Contingency Plan (if required resources are not secured. Approval of this form does not imply budgetary approval): [n/a](#)

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain. [Click here to enter text.](#)

Authorization

Date:

Departmental Approval: Katie Hoddinott, Chair	May 6, 2026
Library Approval: Svetlana Kochkina	July 7, 2026
Faculty/School Approval: L. McDuffee, Chair, AVC GSR Committee	June 18, 2026
Faculty Dean's Approval: D. Griffon, Dean & Chair, AVC DC	July 28, 2026
Graduate Studies Dean's Approval: Dr. Marva Sweeney-Nixon	August 6, 2026
Received by the Registrar's Office:	August 17, 2026

Form Version: October 2025

NEW COURSE PROPOSAL**Item # 8**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

[Click here to enter text.](#)

To be completed by the liaison and/or collections librarian.

Note that the submitting program is required to allow the library staff two weeks to complete this.

Existing resources:

- Collections – Print books, Ebooks, other physical media, other online media, subscriptions, other
 - Books/eBook
 - OneSearch - filter Books/eBooks
 - ("companion animal*" OR "domestic* animal*" OR "small animal") – 39,786 results
 - DVM Student Academics Portal - eBooks page
 - [Small Animal](#) (85 books)
 - [Exotics](#) (42 books)
 - [Equine](#) (34 books)
 - Journals
 - Subject 'Veterinary Medicine' 285 journals (219 peer-reviewed)
 - Databases
 - Interdisciplinary
 - PubMed
 - Medline Ultimate
 - Academic Search Complete
 - Scopus
 - BioOne
 - Subject Specific
 - CAB abstracts
 - VetMed Resource
 - Vetlexicon
 - Plumb's Veterinary Drugs
 - Earth, Atmospheric & Aquatic Science Database
 - Agricola
- Interdisciplinary packages that include content that support this course
 - Journal Packages
 - SAGE Premier Collection
 - Elsevier ScienceDirect
 - Wiley Online
 - Springer
 - Oxford
 - Taylor and Francis
 - Cambridge
 - eBook packages
 - Elsevier eBooks
 - Sage Knowledge Complete
 - Springer eBooks
 - EBSCO

NEW COURSE PROPOSAL

Item # 8

- Proquest
- JSTOR
- Cambridge
- Wiley
- Elsevier
- Taylor and Francis
- Physical Space in Library (other than collections, explain)
- Library Administrative/Research Support
 - Liaison Librarians at the library provide reference and instruction support for both students and faculty. They supervise the collection and ensure there are adequate resources for the program.

New resources needed to support this proposal:

- Collections:
 - Monographs
 - Subscriptions/Databases
 - Other including potential Open Educational Resources (OERs)
- Physical Space in Library (other than collections, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses, explain)

Summary of additional budget allocation required:

- First year startup: \$ ____ in first fiscal year the course/program is offered
- Additional startup years: \$ ____ in second year, \$ ____ in third year....
- Annual: \$ ____ in addition to the startup figure(s) above starting in the fiscal year AFTER the year the course is first offered
 - Per-year percentage increase in annual: ____

This completed form does not confirm any budgetary allocations. Requests for additional Library budget allocations are administered separately through a budgeting process once per year in advance of the Board's approval of the University's annual budget for the next fiscal year. It is the joint responsibility of the academic unit and Robertson Library to develop a contingency plan at the time of this submission in the event that the Library's budgetary request is not sufficiently funded through the annual budgeting process of the University.

Date Received by Liaison/Collections Librarian	June 19, 2026
Name of Librarian to be Contacted with Questions	Keri McCaffrey
Approved by University Librarian or Designate	Svetlana Kochkina
Date Approved by UL or Designate	July 7, 2026

NEW COURSE PROPOSAL

Item # 9

Faculty: Veterinary Medicine

Department/Program(s): **Companion Animals**

MOTION: That a new course entitled “VCA 8380 Companion Animal Clinical Practice IV” be approved as proposed

Course Number and Title	VCA 8380 Companion Animal Clinical Practice IV
Description	This course provides additional advanced training in companion animal internal medicine, surgery, and companion animal community practice and is offered in any academic semester based on student enrolment. Under close supervision of diplomates (ACVIM, ACVS), students spend 12 weeks in companion animal clinical services at the AVC. Using the problem-oriented approach, students examine patients, perform diagnostic procedures, interpret diagnostic tests, and diagnose and treat companion animal patients. Topics discussed in rounds include surgical techniques, surgical anatomy, preventive medicine, infectious disease, diseases affecting performance, pharmacology, etc.
Cross-Listing	
Prerequisite/Co-Requisite	DVM or equivalent degree, acceptance as a graduate student in a clinical discipline
Credit(s)	3
Notation	40 hours of clinical rotation per week

This is: An Elective Course

Grade Mode: Pass/Fail

Evidence of Student Interest and Anticipated Enrolment: Post Graduate Certificate programs offered through the Companion Animals department are competitive, small cohort, post-DVM clinical training programs. To date, an average of 3 distinct PGC programs are offered per year, with limited enrolment. Successful students may complete one program and enrol in a different PGC program in the subsequent year. This has occurred annually for the past 5-6 years.

Rationale for New Course: This course will reflect the clinical training PGC students receive in their final semester of the PGC clinical training program. This final semester clinical training is currently only reflected through an emergency based clinical course, which is not suitable for all PGC programs.

Effective Term: **WINTER 2027**

Implications for Other Programs: none

Impact on Students Currently Enrolled: none

NEW COURSE PROPOSAL

Item # 9

Resources Required (i.e. personnel, Library, lab space, operating funds): No additional resources are required, as this course will merely better reflect the clinical training that is already occurring in the final semester of select PGC programs.

Contingency Plan (if required resources are not secured. Approval of this form does not imply budgetary approval): [n/a](#)

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization	Date:
Departmental Approval: Katie Hoddinott, Chair	May 8, 2026
Library Approval: Svetlana Kochkina	July 7, 2026
Faculty/School Approval: Dr. L. McDuffee, Chair, AVC GSR Committee	June 18, 2026
Faculty Dean's Approval: D. Griffon, Dean and Chair, AVC DC	July 28, 2026
Graduate Studies Dean's Approval: Dr. Marva Sweeney-Nixon	August 6, 2026
Received by the Registrar's Office:	August 17, 2026

Form Version: October 2025

NEW COURSE PROPOSAL

Item # 9

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

To be completed by the liaison and/or collections librarian.

Note that the submitting program is required to allow the library staff two weeks to complete this.

Existing resources:

- Collections – Print books, Ebooks, other physical media, other online media, subscriptions, other
 - Books/eBook
 - OneSearch - filter Books/eBooks
 - ("companion animal*" OR "domestic* animal*" OR "small animal") – 39,786 results
 - AND surg* - 6077 results
 - AND "internal medicine" - 1073 results
 - AND prevent* N1 medicine – 65 results
 - AND pharmacolog* - 2067 results
 - AND clinical* - 8178 results
 - DVM Student Academics Portal - eBooks page
 - [Small Animal](#) (85 books)
 - [Exotics](#) (42 books)
 - [Equine](#) (34 books)
 - [Surgery](#) (15 books)
 - [Pharmacology](#) (8 books)
 - Journals
 - Subject 'Veterinary Medicine' 285 journals (219 peer-reviewed)
 - Databases
 - Interdisciplinary
 - PubMed
 - Medline Ultimate
 - Academic Search Complete
 - Scopus
 - BioOne
 - Subject Specific
 - CAB abstracts
 - VetMed Resource
 - Vetlexicon
 - Plumb's Veterinary Drugs
 - Earth, Atmospheric & Aquatic Science Database
 - Agricola
- Interdisciplinary packages that include content that support this course
 - Journal Packages
 - SAGE Premier Collection
 - Elsevier ScienceDirect
 - Wiley Online
 - Springer
 - Oxford
 - Taylor and Francis
 - Cambridge

NEW COURSE PROPOSAL

Item # 9

- eBook packages
 - Elsevier eBooks
 - Sage Knowledge Complete
 - Springer eBooks
 - EBSCO
 - Proquest
 - JSTOR
 - Cambridge
 - Wiley
 - Elsevier
 - Taylor and Francis
- Physical Space in Library (other than collections, explain)
- Library Administrative/Research Support
 - Liaison Librarians at the library provide reference and instruction support for both students and faculty. They supervise the collection and ensure there are adequate resources for the program.

New resources needed to support this proposal:

- Collections:
 - Monographs
 - Subscriptions/Databases
 - Other including potential Open Educational Resources (OERs)
- Physical Space in Library (other than collections, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses, explain)

Summary of additional budget allocation required:

- First year startup: \$ ____ in first fiscal year the course/program is offered
- Additional startup years: \$ ____ in second year, \$ ____ in third year....
- Annual: \$ ____ in addition to the startup figure(s) above starting in the fiscal year AFTER the year the course is first offered
 - Per-year percentage increase in annual: _____

This completed form does not confirm any budgetary allocations. Requests for additional Library budget allocations are administered separately through a budgeting process once per year in advance of the Board's approval of the University's annual budget for the next fiscal year. It is the joint responsibility of the academic unit and Robertson Library to develop a contingency plan at the time of this submission in the event that the Library's budgetary request is not sufficiently funded through the annual budgeting process of the University.

Date Received by Liaison/Collections Librarian	June 19, 2026
Name of Librarian to be Contacted with Questions	Keri McCaffrey
Approved by University Librarian or Designate	Svetlana Kochkina
Date Approved by UL or Designate	July 7, 2026

NEW COURSE PROPOSAL

Item # 10

Faculty: Veterinary Medicine

Department/Program(s): **Companion Animals**

MOTION: That a new course entitled “ VCA 8340 Clinical Case Presentation and Project Report II” be approved as proposed.

Course Number and Title	VCA 8340 Clinical Case Presentation and Project Report II
Description	In this course students present a seminar to the AVC community during the Clinical Conference course on a clinical case relevant to their discipline. Students must also attend presentations by others in this course. In addition, they must submit a written report on a topic of their choice (clinical case report, clinical investigation, prospective or retrospective case study, literature review, etc.) approved by their supervisor prior to the conclusion of their program. The report should make a contribution to the body of knowledge in the candidate's field. Publication in a refereed journal is encouraged but not required. Students are assessed utilizing standardized rubrics for the two course components. This course is graded Pass/Fail.
Cross-Listing	
Prerequisite/Co-Requisite	VCA 8330 Clinical Case Presentation and Project Report I
Credit(s)	2
Notation	1 hour seminar per week over the course of a 1 year program

This is: An Elective Course

Grade Mode: Pass/Fail

Evidence of Student Interest and Anticipated Enrolment: Post Graduate Certificate programs offered through the Companion Animals department are competitive, small cohort, post-DVM clinical training programs. To date, an average of 3 distinct PGC programs are offered per year, with limited enrolment. Successful students may complete one program and enrol in a different PGC program in the subsequent year. This has occurred annually for the past 5-6 years.

Rationale for New Course: Post Graduate Certificate programs offered through the Companion Animals department are competitive, small cohort, post-DVM clinical training programs. Several different PGC programs are offered annually. This course is a seminar-based course that is offered in each PGC program. Due to the potential for a PGC student to move from one PGC program to another in sequential academic years (typically, a student enrolls in a rotating PGC program and subsequently a specialized PGC program), this will distinguish the seminar course from program year to program year. This course will only be offered to PGC students completing a second PGC program, after having completed the pre-requisite VCA 8330 Clinical Case Presentation and Project Report I course.

Effective Term: **SUMMER 2027**

NEW COURSE PROPOSAL

Item # 10

Implications for Other Programs: none

Impact on Students Currently Enrolled: none

Resources Required (i.e. personnel, Library, lab space, operating funds): no additional resources are required, as both VCA 8330 Clinical Case Presentation and Project Report I and II will be occurring simultaneously. Students are enrolled in the first or second course in this series, dependent solely on whether this is their first or second PGC program.

Contingency Plan (if required resources are not secured. Approval of this form does not imply budgetary approval): n/a

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

<i>Authorization</i>	<i>Date:</i>
Departmental Approval: Katie Hoddinott, Chair	May 6, 2026
Library Approval: Svetlana Kochkina	July 7, 2026
Faculty/School Approval: Dr. Laurie McDuffee, Chair, AVC GSR Committee	June 18, 2026
Faculty Dean's Approval: D. Griffon, Dean & Chair, AVC DC	July 28, 2026
Graduate Studies Dean's Approval: Dr. Marva Sweeney-Nixon	August 6, 2026
Received by the Registrar's Office:	August 17, 2026

Form Version: October 2025

NEW COURSE PROPOSAL

Item # 10

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

[Click here to enter text.](#)

To be completed by the liaison and/or collections librarian.

Note that the submitting program is required to allow the library staff two weeks to complete this.

Existing resources:

- Collections – Print books, Ebooks, other physical media, other online media, subscriptions, other
 - Books/eBook
 - OneSearch - filter Books/eBooks
 - Veterinar* AND (“clinical case” OR “clinical research” OR “case study” OR “clinical investigation”) – 821 results
 - Veterinar* AND (communication* OR present*) – 13,718 results
 - Veterinar* AND educat* - 6229 results
 - (Medic* OR clinical) N1 (communication* OR present*) – 26,614 results
 - (Medic* OR clinical) N1 educat* - 53,078 results
 - DVM Student Academics Portal - eBooks page
 - [Veterinary Research](#) (6 books)
 - [Communication](#) (6 books)
 - Journals
 - Subject ‘Veterinary Medicine’ 285 journals (219 peer-reviewed)
 - Databases
 - Interdisciplinary
 - PubMed
 - Medline Ultimate
 - Academic Search Complete
 - Scopus
 - BioOne
 - Subject Specific
 - CAB abstracts
 - VetMed Resource
 - Vetlexicon
 - Plumb’s Veterinary Drugs
 - Earth, Atmospheric & Aquatic Science Database
 - Agricola
- Interdisciplinary packages that include content that support this course
 - Journal Packages
 - SAGE Premier Collection
 - Elsevier ScienceDirect
 - Wiley Online
 - Springer
 - Oxford
 - Taylor and Francis
 - Cambridge
 - eBook packages
 - Elsevier eBooks
 - Sage Knowledge Complete

NEW COURSE PROPOSAL

Item # 10

- Springer eBooks
- EBSCO
- Proquest
- JSTOR
- Cambridge
- Wiley
- Elsevier
- Taylor and Francis
- Physical Space in Library (other than collections, explain)
- Library Administrative/Research Support
 - Liaison Librarians at the library provide reference and instruction support for both students and faculty. They supervise the collection and ensure there are adequate resources for the program.

New resources needed to support this proposal:

- Collections:
 - Monographs
 - Subscriptions/Databases
 - Other including potential Open Educational Resources (OERs)
- Physical Space in Library (other than collections, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses, explain)

Summary of additional budget allocation required:

- First year startup: \$ ____ in first fiscal year the course/program is offered
- Additional startup years: \$ ____ in second year, \$ ____ in third year....
- Annual: \$ ____ in addition to the startup figure(s) above starting in the fiscal year AFTER the year the course is first offered
 - Per-year percentage increase in annual: _____

This completed form does not confirm any budgetary allocations. Requests for additional Library budget allocations are administered separately through a budgeting process once per year in advance of the Board's approval of the University's annual budget for the next fiscal year. It is the joint responsibility of the academic unit and Robertson Library to develop a contingency plan at the time of this submission in the event that the Library's budgetary request is not sufficiently funded through the annual budgeting process of the University.

Date Received by Liaison/Collections Librarian	June 19, 2026
Name of Librarian to be Contacted with Questions	Keri McCaffrey
Approved by University Librarian or Designate	Svetlana Kochkina
Date Approved by UL or Designate	July 7, 2026

CALENDAR & CURRICULUM CHANGE

Item # 11

Revision is for a: Course Title Change

Faculty/School/Department: Veterinary Medicine

Department/Program(s)/Academic Regulations: **Companion Animals**

MOTION: That a course title change be approved as proposed.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
VCA 8330 – Clinical Case Presentation and Project Report In this course students present a seminar to the AVC community during the Clinical Conference course on a clinical case relevant to their discipline. Students must also attend presentations by others in this course. In addition, they must submit a written report on a topic of their choice (clinical case report, clinical investigation, prospective or retrospective case study, literature review, etc.) approved by their supervisor prior to the conclusion of their program. The report should make a contribution to the body of knowledge in the candidate's field. Publication in a refereed journal is encouraged but not required. Students are assessed utilizing standardized rubrics for the two course components. This course is graded Pass/Fail.	VCA 8330 – Clinical Case Presentation and Project Report I In this course students present a seminar to the AVC community during the Clinical Conference course on a clinical case relevant to their discipline. Students must also attend presentations by others in this course. In addition, they must submit a written report on a topic of their choice (clinical case report, clinical investigation, prospective or retrospective case study, literature review, etc.) approved by their supervisor prior to the conclusion of their program. The report should make a contribution to the body of knowledge in the candidate's field. Publication in a refereed journal is encouraged but not required. Students are assessed utilizing standardized rubrics for the two course components. This course is graded Pass/Fail.

Rationale for Change: This course is offered for Post Graduate Certificate students. As there are multiple PGC programs available in the Companion Animals department, it is not uncommon for a student to participate in different programs sequentially from one academic year to another. Typically, a student enrolls in a rotating PGC program and subsequently a specialized PGC program. This course will be offered to first time PGC students, whereas a new course (Clinical Case Presentation and Project Report II) will be offered to students taking a second (different) PGC program in a subsequent academic year.

Effective Term: SUMMER 2027

Implications for Other Programs: none

Impact on Students Currently Enrolled: none

CALENDAR & CURRICULUM CHANGE

Item # 11

Authorization**Date:**

Departmental Approval: Katie Hoddinott, Chair	May 6, 2026
Faculty/School Approval: Dr. Laurie McDuffee, Chair, AVC GSR Committee	June 18, 2026
Faculty Dean's Approval: Dr. Dominique Griffon, Chair, AVC Dean's Council	August 4, 2026
Grad. Studies Dean's Approval: Dr. Marva Sweeney-Nixon	August 17, 2026
Received by Registrar's Office:	August 17, 2026

Form Version: October 2025

NEW CALENDAR ENTRY

Item # 12

Faculty/School: Veterinary Medicine

Department/Program(s): **Veterinary Medicine**

MOTION: To have the 2027-2028 Academic Calendar Dates for the Veterinary Medicine Program be approved as proposed.

Proposed New Calendar Entry	
1st Academic Semester (May-December 2027) (66 Teaching Days)	
May 2027	
3 Monday	First day of Fourth Year Rotations - Summer Semester
24 Monday	<i>Victoria Day - no classes</i>
August 2027	
16 Monday	First day of Fourth Year Rotations - Fall Semester
26 Thursday	First Year Orientation
30 Monday	Pre-Clinical Classes begin
September 2027	
1 Wednesday	Course grades for Fourth Year Summer Semester (Blocks A through E) to be submitted to the ASA Office by noon on this date
6 Monday	<i>Labour Day - no classes</i>
30 Thursday	<i>National Day for Truth and Reconciliation - No classes</i>
October 2027	
11 Monday	<i>Thanksgiving Day – No classes</i>
November 2027	
11 Thursday	<i>Remembrance Day - No classes</i>
30 Tuesday	Final date to apply to graduate
December 2027	
3 Friday	Final Day of Fall Semester Classes
4-18	(Sat-Sat) Final Examinations
22 Wednesday	End of First Semester. Course grades to be submitted to the Registrar's Office by noon on this date.
2nd Academic Semester (January-May, 2028) 72 Teaching Days	
January 2028	
4 Tuesday	First day of Fourth Year Rotations - Winter Semester
4 Tuesday	Pre-Clinical Classes begin - Winter Semester
February 2028	
17-18 (Thurs-Fri)	Mid-semester break (except 4 th year rotations)
21 Monday	<i>Islander Day. No classes.</i>
April 2028	
13 Thursday	Final day of Winter semester classes
14 Friday	<i>Good Friday. No classes</i>

NEW CALENDAR ENTRY

Item # 12

Proposed New Calendar Entry	
16 Sunday	Final day of fourth year rotations
17 Monday	<i>Easter Monday. No classes</i>
18-April-May 2(Tues-Tues)	Final Exams
27 Thursday	End of second semester. Course grades for 4 th year students to be submitted to Registrar's office by noon
May 2028	
1 Monday	First day of Fourth Year Rotation – Summer Semester
1 Monday	Course grades for 1 st , 2 nd , and 3 rd year students to be submitted to Registrar's Office by noon on this date
9 Tuesday	Convocation

Rationale for New Calendar Entry: N/A

Effective Term: **SUMMER 2027**

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: N/A

Resources Required: N/A

Authorization	Date:
Departmental Approval: N/A	N/A
Faculty/School Approval: AVC Curriculum Committee	August 10, 2026
Faculty Dean's Approval: Dr. Dominique Griffon	August 10, 2026
Graduate Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

Form Version: August 2026

APPROVAL IN PRINCIPLE

Calendar Entry Change

Faculty/School/Department: Education

Department/Program(s)/Academic Regulations: **Bachelor of Education (français langue seconde)**

APPROVAL IN PRINCIPLE: That the title of the Bachelor of Education (français langue seconde) program be changed to Bachelor of Education (français)

Rationale for Change: Over the past decade, the Bachelor of Education (français langue seconde) program has evolved significantly in response to changing educational realities, increasing teacher shortages, and the growing linguistic diversity of educational systems across Prince Edward Island and Canada. When originally developed, the program primarily served the preparation needs of teachers entering French Immersion contexts. While this focus reflected educational needs at the time, the program has progressively expanded in response to shifts within school systems and workforce demands. Today, graduates of the program are prepared to teach across a broad range of French educational contexts including: French first-language schools, French Immersion programs, Core French programs, minority-language educational settings, diverse Francophone educational environments both within and beyond Prince Edward Island. The current title, **Bachelor of Education (français langue seconde)**, no longer accurately represents the breadth and complexity of the program. The designation *français langue seconde* increasingly creates several challenges:

1. Student Recruitment and Understanding: Prospective students frequently interpret the title as indicating preparation exclusively for French second-language teaching contexts. This can create uncertainty among applicants interested in French first-language education or Francophone school boards. Students have expressed confusion regarding whether the program prepares them for teaching in: CSLF schools, Francophone contexts, French Immersion settings or Core French environments. The title unintentionally narrows perceptions of professional opportunities and may discourage applicants whose interests extend beyond second-language education.

2. External Recognition: Graduates increasingly seek employment opportunities outside Prince Edward Island. School boards and employers in other provinces may be unfamiliar with the scope of the program and can interpret *français langue seconde* narrowly, creating uncertainty regarding graduates' pedagogical preparation and qualifications. The current title does not communicate that graduates are prepared to teach across varied French educational contexts and possess broader competencies than second-language instruction alone.

3. Alignment Between Program Identity and Curriculum: Program offerings, practica placements, partnerships, and pedagogical approaches have evolved substantially. Students are now placed across multiple educational contexts and receive preparation that reflects diverse French educational realities. The title no longer accurately reflects the curriculum, practicum experiences, or intended graduate

APPROVAL IN PRINCIPLE

outcomes. Renaming the program would align its public identity with its current educational mission.

4. Responding to System Needs: French educational systems across Canada continue to experience significant teacher shortages and increasing demand for teachers able to move flexibly among educational contexts. A revised title would more accurately represent a program designed to prepare adaptable educators capable of working across French educational environments rather than within a single linguistic category. This proposal therefore seeks to ensure that the program title: reflects current realities, accurately represents graduate competencies, reduces confusion among applicants and employers, strengthens recruitment efforts, and better aligns with provincial and national educational needs.

The Faculty of Education is aware that further approval of a program name change will be required from MPHEC.

Effective Term: SUMMER 2027

Implications for Other Programs: None

Impact on Students Currently Enrolled: N/A

Authorization

Date:

Departmental Approval: BEd Committee	June 1, 2026
Faculty/School Approval: Faculty of Education Council	June 26, 2026
Faculty Dean's Approval: Dr. Miles Turnbull, Dean	June 26, 2026
Grad. Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

Form Version: October 2025

NOTICE OF INTENT

Calendar Entry Change

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Executive Master of Business Administration**

NOTICE OF INTENT: That the Executive Master of Business Administration program be retired.

Rationale for Change: The Executive MBA (EMBA) program has been on hiatus since Fall 2023. Prior to being placed on hiatus, enrolment had been steadily declining. Given the declining enrolment, a limited and saturated local market, high tuition cost, broader macroeconomic uncertainty, and availability of an alternative MBA option within the Faculty, it is proposed that the Executive MBA program be formally retired.

Effective Term: FALL 2026

Implications for Other Programs: None

Impact on Students Currently Enrolled: The EMBA is currently inactive and has no active student cohort.

Authorization

Date:

Departmental Approval: Reuben Domike	August 13, 2026
Faculty/School Approval: McDougall Faculty of Business	August 14, 2026
Faculty Dean's Approval: Tina Saksida	August 14, 2026
Grad. Studies Dean's Approval: N/A	N/A
Received by Registrar's Office:	August 17, 2026

Form Version: August 2026

Date: September 1, 2026
To: Senate, University of Prince Edward Island
From: Senate Academic Planning and Curriculum Committee (APCC)
Subject: **Annual Report to Senate – 2025-2026 Activities**

Terms of Reference

1. To review existing programs and policies with a focus on quality assurance and developing initiatives.
2. To report to Senate the results of reviews carried out under (1) and, as appropriate, to make policy and program recommendations to Senate.
3. To consider curriculum issues of general academic interest and make recommendations to Senate regarding these issues.
4. To review course offerings, inter-faculty offerings and curriculum requirements where appropriate and to consider new courses and changes in courses and make appropriate recommendations to Senate.
5. To draw Senate's attention to, and make recommendations regarding, those changes in curriculum which have implications in terms of staffing or affect other Departments, Schools, Faculties, or support areas such as the Library and Information Technology Systems and Services.
6. The Committee will report as needed and submit an annual summary report of activities to Senate in September.

Composition

Vice-President, Academic and Research (Chair)
Registrar or Designate
University Librarian or Designate
3 Deans
3 faculty members, elected by Senate, but not necessarily Senators
2 students nominated by the Student Union and elected by Senate

2025-2026 Membership

Vice-President, Academic and Research (Chair)..... Greg Naterer/Donna Hardy Cox
Dean of Arts..... Sharon Myers
Dean of Education Miles Turnbull

Dean of Science	Nola Etkin
Faculty Member – Business	Tim Carroll
Faculty Member - IKERAS	Erin Reid
Faculty Member – Nursing	Janet Loo
Registrar or Designate	Darcy McCardle
University Librarian	Simon Lloyd/Svetlana Kochkina
Undergraduate Student (SU)	Deanne Sotiar
Graduate Student (GSA)	Chikeruba Chike

The Academic Planning and Curriculum Committee met fourteen times. During the 2025-26 academic year, the committee provided eight curriculum reports to Senate.

UPEI Internal QA Program Reviews Conducted Over the Past Year

Efforts to increase the priority for and culture of quality assurance has been ongoing over the past few years. This commitment to quality assurance of academic programming aligns with UPEI's mission, as well as the University's vision and commitment to developing our students to their full potential in both the classroom and the community.

The following programs were completed or initiated in 2025-2026:

Religious Studies

Doctor of Psychology

Sociology and Anthropology

History

MSc Sustainable Design Engineering

Biology

Biotechnology

Robertson Library

MBA in Global Leadership/Executive MBA

Internal Participation

Internal quality assurance reviews take several months to complete and require data from various University units. Information needs for each review are coordinated by the Office of the VPAR in collaboration with the UPEI Registrar's Office, the Office of Institutional Research, Office of Research Services, and UPEI Financial Services. In addition, UPEI's Robertson Library and APCC are involved in each review at different stages.

The participation of faculty members as internal reviewers on Advisory Teams is also required for UPEI quality assurance reviews. The following UPEI Faculties had members participate as internal QA program reviewers over the past year:

Faculty of Science - School of Mathematical and Computational Sciences, Department of Biology,
Department of Applied Human Sciences

Faculty of Sustainable Design Engineering

Faculty of Nursing

Faculty of Arts – Department of History, Department of English

External Participation

Seventeen expert external reviewers from universities across Canada participated as Advisory Team members in UPEI internal quality assurance reviews completed or initiated in 2025-2026. Universities represented include:

- Brock University
- Memorial University of Newfoundland (x4)
- University de Moncton
- Concordia University
- St. Mary's University
- University of New Brunswick
- University of Calgary
- Dalhousie University
- Mount Allison University
- Carleton University
- Simon Fraser University
- University of Manitoba
- Acadia University
- Nipissing University

Annual Progress Reports on Quality Assurance Action Plans

Within one month of a QA program review site visit, the Advisory Team provides a review report and recommendations. This report is shared with the program being reviewed and APCC. Program leads (such as the Associate Dean, Chair or Coordinator) are then invited to APCC to present the program area's response to the report and recommendations through an action plan. The action plan outlines the programming area's approach to implementing recommendations and/or priority initiatives that enable continuous improvement to student education and experience. Action plans require an annual update to APCC.

Annual progress reports provided to APCC in 2025-2026 for reviews carried out in previous years include:

- Faculty of Science (Kinesiology)
- Faculty of Arts (Applied Communication, Leadership, and Culture)
- Faculty of Arts (Modern Languages)
- Faculty of Arts (Master of Arts in Island Studies)

Upcoming Reviews

Internal Quality Assurance Academic Program Reviews to be initiated in 2026-27 include:

- Applied Arts in Journalism
- English and Theatre Studies
- MAHSR
- Nursing – BSc and Master of Nursing
- Bachelor of Wildlife Conservation
- Music

Acknowledgements

Contributions by Rachel Hasan, Quality Assurance and Planning Officer, to the oversight, administration and support for Quality Assurance processes and above program reviews and documentation are gratefully acknowledged.

Working Group on Student Assessment
Senate Update
September 18, 2026

At the February 27, 2026, Senate meeting, a motion “To amend the course registration regulation to identify expectations for documented feedback prior to the last day for course discontinuation in a semester” was presented, discussed and tabled. Following the Senate meeting, the former VPAR established an ad hoc Student Assessment Working Group with a mandate to consider the input from Senate on this issue and to bring forward revised policy language on student feedback prior to the last day for discontinuing courses in a semester.

The working group members are Yoely Almonte (VP-Academic, Student Union), Susan Brown (History and Classics), Scott Cassidy (Business), Marissa Clapson (Chemistry), Prince Ehimiye (Graduate Student Rep, Senate), Jonathan Hewitt (Student Culture and Community Standards), Darcy McCardle (Registrar’s Office), John McIntyre (English), Deanne Sotiar (former VP-Academic, Student Union), Charlene VanLeeuwen (Teaching and Learning Centre) and Bill Whelan (Physics). The working group met four times between April and July. The group has reviewed and discussed 1) the documents and motions on student feedback brought to Senate on October 24, 2025, and February 27, 2026, 2) the input from Senate at these meetings and 3) practices and policies at several other universities.

New policy language within Academic Regulation #6, Course Registration has been submitted to APCC for their consideration.

Purpose:	DISCUSSION
Subject:	Timeline for the work of the Ad Hoc Committee on a Policy on Academic Units
Prepared by:	Paula Woods-Adams, Vice President Academic and Research
Prepared for:	Senate Steering and Nominating Committee
Date:	September 16, 2026

ACTION

Discuss the proposed timeline for the completion of the work of the Ad Hoc Committee on a Policy on Academic Units and determine whether it should proceed to the September 25 meeting of the Senate.

BACKGROUND

The Committee was established by the Senate on February 5, 2025, with a mandate to provide recommendations to the Senate on the structure and governance of academic units (Faculties, Schools and Departments) and the criteria for the creation, merger and deletion of academic units.

On August 20, 2026, the Committee met to review its work to date and determine the path forward for the fulfillment of its mandate. At that meeting, the Committee agreed to proceed with two sets of recommendations to the Senate: a first on a Regulation on Faculty Councils and a second on the Criteria for the establishment, merger and disestablishment of academic units, with each set of recommendations proceeding along a distinct (but overlapping) timeline. See timelines and flow diagrams in Appendix A.

As a first order of business, a presentation by the VPAR on these timelines would be made to the Senate on September 25, 2026, with the aim of informing the Senate and receiving feedback from Senators.

Along with the timeline, the Chair of the Committee will also present the early draft of the Regulation on Faculty Councils for discussion and feedback from Senators. See Appendix B.

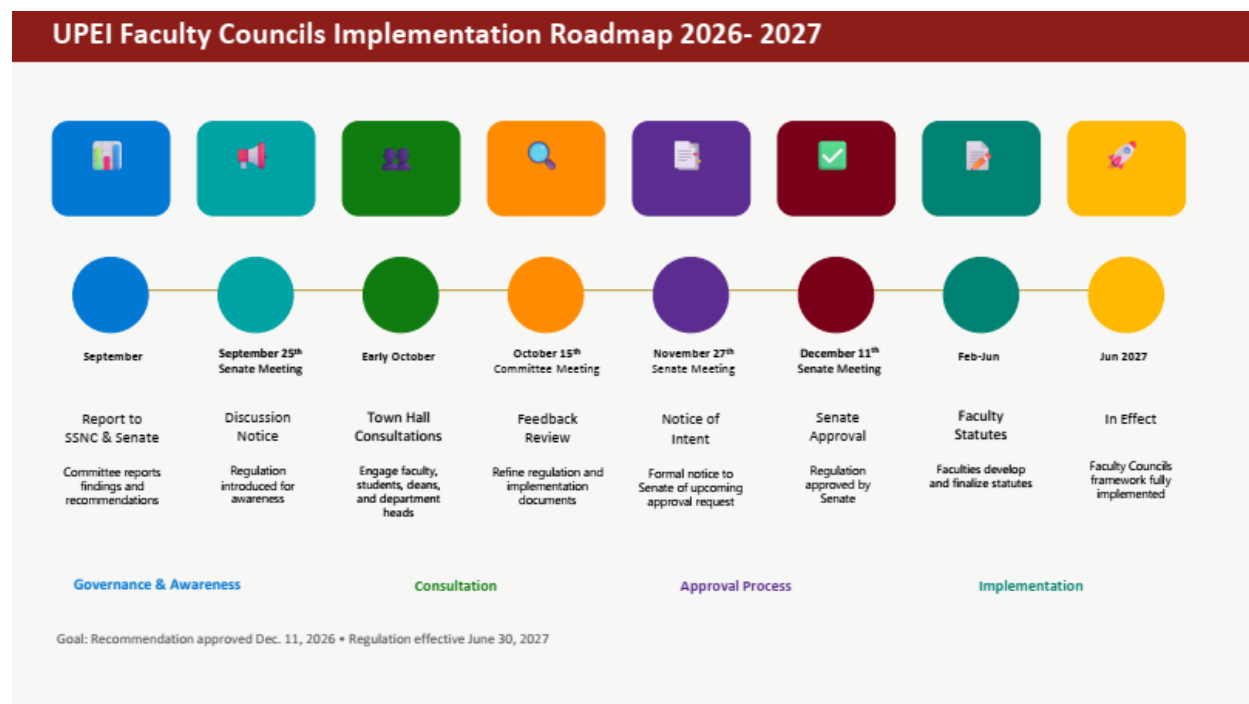
RECOMMENDATION

That the timelines for the presentation of recommendations on a Regulation on Faculty Councils and the Criteria on the establishment, merger and disestablishment of academic units and the draft Regulation on Faculty Councils be added to the agenda of the September 25 meeting of the Senate.

APPENDIX A

Work package 1 – Faculty Councils Timeline

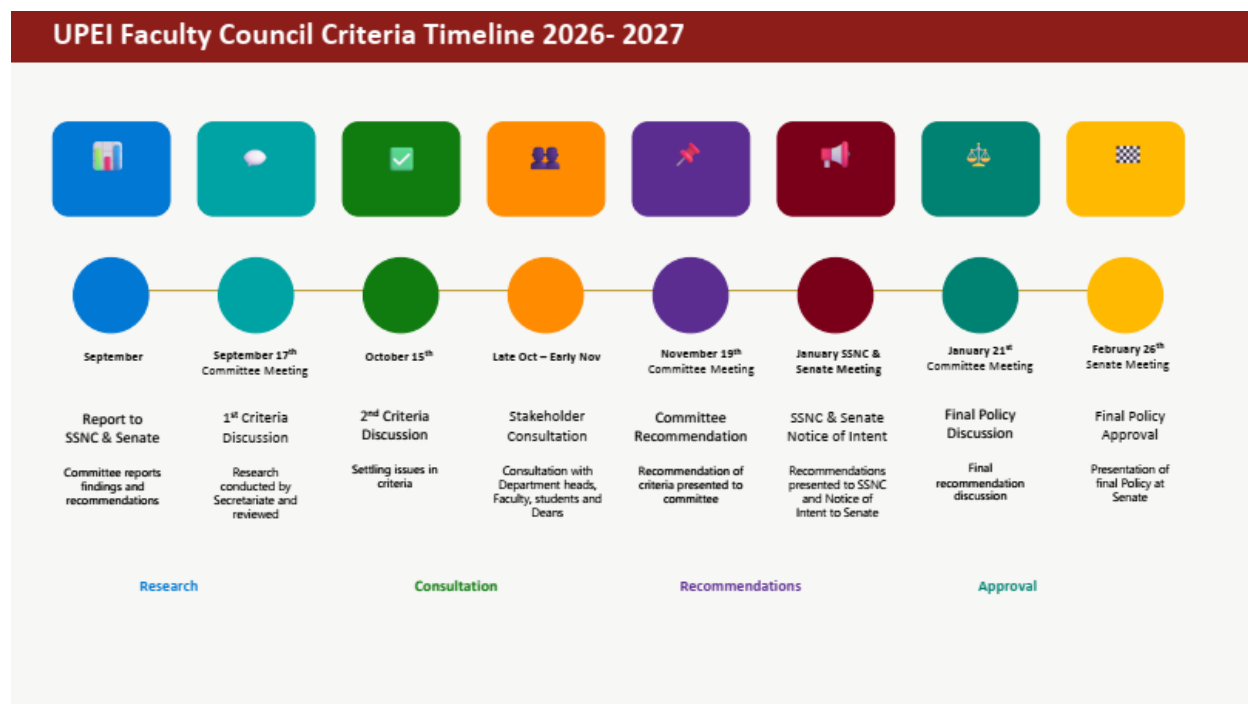
To give effect to the recommendations, the following timeline is proposed.



Step	Time	Lead/Notes
Report to SSNC and the Senate on the work of the Committee.	SSNC September 16, 2026 Senate September 25, 2026	Presentation by the Secretary at SSNC and by the VPAR at Senate
Notice of upcoming discussion on Regulation on Faculty Councils.	Senate September 25, 2026	Presentation by the VPAR at Senate
Townhall consultations on draft Regulation on Faculty Councils.	Early October 2026	Consultations with Department heads, faculty, students and Deans
Review of feedback on Regulation on Faculty Councils.	October 15, 2026	Final review and recommendation to the Senate. Committee reviews Implementation Protocol and Template Statutes.
Presentation and Notice of Intent to Senate on Regulation on Faculty Councils.	Senate November 27, 2026	Notice is given by the VPAR that the Committee intends to recommend the Regulation for approval at an upcoming meeting.
Recommendation for the approval of the Regulation on Faculty Councils.	Senate December 11, 2026	Recommendation presented by the VPAR. Regulation is approved, but not yet in effect, giving Faculties time to develop their Statutes.
Regulation on Faculty Councils in effect.	June 30, 2027	Senate approves Statutes for each Faculty from February to June.

Work package 2 – Criteria Timeline

To give effect to the recommendations, the following timeline is proposed.



Step	Time	Lead/Notes
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Report to SSNC and the Senate on the work of the Committee.	SSNC September 16, 2026 Senate September 25, 2026	Presentation by the Secretary at SSNC and by the VPAR at Senate
First discussion in Committee of criteria by Committee.	September 17, 2026	Research conducted by the Secretary on criteria. First impressions and comments.
Second discussion in Committee of criteria.	October 15, 2026	Settling issues in criteria.
Consultation on criteria	Late October to early November	Consultation with Department heads, faculty, students and Deans
Recommendation to the Senate on criteria	Committee November 19, 2026	Recommendation of criteria, ready to proceed to the Senate.
Presentation or recommendation and Notice of Intent on criteria to the Senate	SSNC January 13, 2027 Senate January 22, 2027	Recommendation presented to SSNC and Notice of Intent presented to the Senate.
Final discussion on criteria and recommendation of final policy	January 21, 2027	Final recommendation of policy for the Senate
Presentation of final Policy at Senate	February 26, 2027	VPAR presents the final policy for approval. If approved, the Committee will be dissolved.

University of Prince Edward Island	Policy No. TBD	Revision No. 0
Policy Title: Regulation on Academic Units		Page 1 of 12
Creation Date: November, 2026	Version Date: November, 2026	Review Date: November, 2030
Policy Approval Authority: Senate	Designated Executive Officer(s): University Secretary	WWW Access: Yes

1. Purpose

- 1.1. The purpose of this Regulation is to define the academic functions of academic units of the University, to regulate their governance and to establish processes and criteria for the recommendation of Senat to the Board of Governors for the establishment, modification, or disestablishment of academic units.

2. Scope

- 2.1. This policy applies to all members of the University Community with a role in the academic governance of the University or in the management and administration of academic units, including, but not limited to, the President of the University as Chair of Senate, members of Senate, Faculty Deans, the University Secretary, Department Chairs, the Vice President Academic and Research, members of Faculty Councils, members of committees of Faculty Councils, members of faculty and student leaders with a role in academic governance, academic staff who act in support of academic governance.

3. Definitions

In this Policy,

Academic unit means a Faculty, a School, a Department or an Institute established by the Board of Governors.

Act means the University Act that establishes the University.

Aera of knowledge means the principal divisions of knowledge covering several disciplines, i.e.: Arts, Sciences, Business Administration. Faculties are normally structured along areas of knowledge.

Assembly means a Departmental Assembly established by a Faculty Council under this Regulation.

Board of Governors means the Board of Governors of the University of Prince Edward Isaland as established under section 7 of the Act.

Council means a Faculty Council established by Senate under this Regulation.

Dean means the Dean of a Faculty as appointed by the Board of Governors.

Policy on Academic Units	Policy No. Page 2 of 12
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Department means a department established within a Faculty by the Board of Governors of the University.

Discipline means a branch of knowledge within an area of knowledge, i.e.: Chemistry, Biology, Mathematics within the area of Science. They can be divided in subdisciplines or fields, such as International Relations and Policy Analysis as subdivisions of Political Science.

Faculty means a Faculty established by the Board of Governors of the University.

Regulation means the Regulation on Academic units, as approved by the Senate.

Senate means the Academic Senate of the University of Prince Edward Island as established under section 22 of the Act.

SSNC means the *Senate Steering and Nominating Committee*.

Statutes means rules of Senate establishing a Faculty Council and regulating its operations and the academic governance of the Faculty and Departments.

4. Authority

4.1. This Regulation is authorized by the Senate of the University

- (a) pursuant to section 24 of the Act, especially its powers under section 24 (c) to *create such committees, subordinate bodies, and other organizations as shall be necessary from time to time for the exercise of its powers and to delegate authority to them*;
and
- (b) pursuant to section 15 of the Act, which grants to the Board of Governors the power to *provide for the establishment and maintenance of Faculties, schools and departments...with the advice and consent of the Senate* with the understanding that the establishment of academic units normally proceeds via a recommendation of the Senate to the Board of Governors,
and
- (c) pursuant to section 28 (4)(f) of the Act giving power to the President of the University to recommend to the Senate regulations to govern the activities of the Faculties, schools, institutes, members of faculty and students.

5. Policy

5.1. Faculties

5.1.1 Definition

A Faculty is

- (a) the major academic and administrative organizational unit and division of the University, established by the Board of Governors, on the recommendation of Senate and the President for the purpose of developing and offering of academic programs at the undergraduate and graduate levels, scholarship, research and creative work in a broad area of knowledge and disciplines represented within the Faculty and for community service and outreach.
- (b) The head of a Faculty is a Dean, appointed by the Board of Governors on the recommendation of the President and who reports to the Vice-President Academic and Research and is the senior academic and administrative officer of the Faculty.
- (c) The academic affairs of a Faculty are governed by a Faculty Council that is established by Senate Statutes. Faculty Councils' powers to act and to recommend on matters are conferred by the Senate.
- (d) Faculties may, as the Board of Governors determines, include Schools, Departments or Institutes, the Chairs of which reports to the Dean.

5.1.2 Faculty Councils

5.1.2.1 Establishment of Faculty Councils

- (a) For each Faculty established by the Board of Governors, Senate will establish a Faculty Council.
- (b) A Faculty Council is established by the granting, by Senate, of Statutes, which Senate can amend from time to time.
- (c) Senate grants Statutes establishing a Faculty Council and amends them on the recommendation of the *Senate Steering and Nominating Committee*. Senate will consider, but is not bound by, the recommendation of SSNC and can define or amend the Statutes as it sees fit and compliant with this Regulation.

- (d) Following the establishment of a new Faculty, the Dean may convene a Faculty Council operating under the Minimum Rules under section 6 of this Regulation for the sole purpose of recommending to the *Senate Steering and Nominating Committee*, inaugural Statutes.
- (e) In recommending statutes for the establishment of a Faculty Council or when amending them, the SSNC will consider the following criteria:
- i. Compliance with the Act, namely, but not exclusively, the powers of Senate,
 - ii. Compliance with this Regulation,
 - iii. Compliance with the By-Laws of the University,
 - iv. Compliance with other policies of the Senate, namely, but not exclusively, the *Processes and Procedures of Senate* and applicable policies of the Board of Governors,
 - v. Compliance with the Terms of Reference of committees of the Senate,
 - vi. Alignment with established practice in the structure, roles and composition of Faculty Councils as expressed in the Statutes of other Faculty Councils,
 - vii. The capacity of the Faculty, to populate and support the Faculty Council and to implement the Statutes. In doing so, the SSNC will consider the service workload required of members of faculty, staff and students and whether that workload can be reasonably sustained given the faculty complement, student body and available resources.
- (f) Statutes of Faculty Council, in compliance with the Minimal Rules established under section 5.1.2.5 of this Regulation will at least define,
- i. the powers delegated to them by Senate and how those powers must be exercised,
 - ii. the composition of Council,
 - iii. the roles, powers and responsibilities of officers of Council,
 - iv. the process of election or selection of members of Council,
 - v. the rules of order and proceedings of Council, including the minimum frequency of meetings of Council,
 - vi. the committees of Council and their terms,
 - vii. the order of proceedings and procedural guidelines for the hearing of appeals by the appeals committee, ensuring a fair process vested in the Principles of Natural Justice.

(g) In addition to the definitions required under 5.1.2.5, Statutes may namely, but not exclusively define:

- i. The majority required to approve motions of Councils, including statutory motions that may require a special or qualified majority or a notice of intent,
- ii. The mode of voting on motions,
- iii. The circumstances under which special meetings are held and any special rules that apply to them,
- iv. The format of the agenda of Council,
- v. The use of electronic consultations in lieu of a meeting of Council,
- vi. The holding of virtual meetings,
- vii. The quorum of assembly for Council, which cannot be less than 50% of voting members being present,
- viii. The circumstances under which meetings of Council can be held in closed session and the keeping of records of such sessions,
- ix. The drafting standards for minutes of Council,
- x. The additional duties of the Chair, with the consent of the Dean,
- xi. The addition of members of Council, providing that faculty must constitute not less than half of voting members of Faculty Council,
- xii. The processes and procedures for the election of members of faculty to Council, to be established with the consent of faculty of the Faculty,
- xiii. The process and procedures for the election of students to Council, to be established with the consent of the student body of the Faculty,
- xiv. The creation of additional standing committees and their terms,
- xv. The templated format of reports to Senate,
- xvi. The process for the appointment of members of committees of Council,
- xvii. The process for the appointment of members of Senate or other academic committees for that Faculty,
- xviii. The process and criteria for the removal of a member of Council,
- xix. The training and onboarding of members of Council and members of committees of Council.

(h) Statutes may be amended from time to time by Senate on the recommendation of the *Senate Steering and Nominating Committee*, itself acting on the recommendation of the Faculty Council. Such modifications must comply with the criteria under article 5.1.2.1.(e). Modifications to Statutes are not in effect until they have been approved by Senate.

Policy on Academic Units	Policy No. Page 6 of 12
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(i) Autonomy of Faculty Councils

Senate affirms that, beyond the establishment and granting and amendment of Statutes under the Regulation, Faculty Councils are empowered to exercise their duties and responsibilities without undue interference by the Senate.

5.1.2.2 Duties and Responsibilities

(a) Principles of governance

- i. **Collegiality** - Faculty Councils operate in a democratic and collegial way, ensuring full participation of all parties involved, with all members of Council being equal.
- ii. **Fiduciary responsibility** - Decisions of Faculty Council are taken free of personal or constituency motivations, but rather focused on the better interest of the Faculty and University.
- iii. **Respect** - Debates at Council are informed and sometimes vigorous, but always respectful and welcoming of a variety of perspectives.
- iv. **Transparency** - Meetings of Faculty Council are held in public, unless there is a situation that requires confidentiality to protect individuals' privacy or the integrity of sensitive topics.
- v. **Compliance** - Councils are responsible for the academic governance of the Faculty within the powers granted to them by Senate under this Regulation.
- vi. **Collaboration** - The purview of Faculty Council differs from, but is complementary to, the managerial and governance functions of the Dean.

(b) Faculty Councils can:

- i) Recommend to the Senate, through the *Academic Planning and Curriculum Committee* and another relevant committee pertaining to the matter,
 - A. The establishment, merger or disestablishment of academic units within the Faculty,¹
 - B. The establishment, merger, modification or disestablishment of academic programs to be delivered by the Faculty,
 - C. The minor and major modifications to established academic programs delivered by the Faculty,

¹ The final decision on the establishment, merger, modification or disestablishment of academic units rests with the Board of Governors, acting on the advice and consent of Senate, as prescribed under article 15, section (a) of the Act.

- D. The initial establishment and subsequent modification of Faculty Council Statutes in compliance with the criteria under article 5.1.2.1 (e),
 - E. The establishment and disestablishment of Ad Hoc or Special committees of Council, providing that those committees do not usurp, replace or supersede the roles and responsibilities of standing committees established under Statutes,
 - F. The conferment of degrees to students of that Faculty,
 - G. The establishment of policies by the Senate.
- ii) Approve of their own volition and without the permission of the Senate
- A. Policies giving effect in the Faculty to Policies and Procedures of the Senate,
 - B. Faculty-specific academic policies, providing that those policies are compliant with other University policies and do not usurp, replace or supersede the powers granted to Faculty Council under this Regulation,
 - C. The establishment, modification and disestablishment of courses of study, in the Faculty, and the resulting modification to the University Calendar, providing that
 - a. this does not affect the structure or delivery of an academic program approved by Senate, and
 - b. it is supported by the Dean of the Faculty based on the Dean's appreciation of the capacity of the Faculty to support and deliver such a course(s), and
 - c. As per the modification to the University Calendar, it is supported by the Registrar, and
 - d. the decision is reported to the *Academic Planning and Curriculum Committee* of the Senate.
 - D. Adjudication in first instance of appeal of academic decisions taken by faculty or officers of the Faculty,
 - E. The appointment of members of committees of Senate and other academic committees of the University for that Faculty,
 - F. Where a Faculty includes a department or a school, the establishment of sub-statutes for that department or school,
 - G. The annual workplan of Council.

- iii) Provide advice and be consulted by the Dean or any other officer of the University on matters that are not within the powers granted to it by Senate under this Regulation. Namely, but not exclusively, Faculty Councils can be consulted on:
- A. The selection of the Dean or Associate Dean of the Faculty in compliance with the *Policy on the Appointment and Renewal of Academic Administrators*,
 - B. Policies of the Senate,
 - C. The Academic Priorities of the Faculty, including research,
 - D. The Faculty's strategy for the recruitment, admission and retention of students,
 - E. The Academic Plan of the Faculty or of the University.
- iv) be informed of and receive as an information at a regular meeting of Council:
- A. Reports on the evaluation of the quality of academic programs delivered by the Faculty,
 - B. Reports on the process of accreditation of professional academic programs delivered by the Faculty.

5.1.2.3 Preclusions

The power of recommendation to Senate or of approval granted to Faculty Councils under this Regulation does not preclude the powers of any committee of Senate to recommend to Senate or approve the same, or the power of the Senate to approve the same, without the consent of Faculty Council.

5.1.2.4 Report to Senate

Significant decisions taken by Faculty Council such as policy recommendations under the powers granted to it by the Senate must be reported to Senate in the form of a report from the Chair of Faculty Council to be added to the meeting materials of the next regular meeting of the Senate and received for information. Where the *Senate Steering and Nominating Committee* or any Senator wishes any part of a report of the Chair of Faculty Council to be debated at Senate, that report will be added to the deliberative agenda of the next regular meeting of the Senate.

5.1.2.5 Minimal Rules

The Statutes of Faculty Councils established under this Regulation must minimally comply with the provisions of this article.

(a) Chair

The Dean of the Faculty appointed by the Board of Governors is the Chair of Faculty Council. The Dean may choose to relinquish the Chair of the Faculty Council to a member of Council elected by Council for a given time or on an ongoing basis and may, at will, resume the Chair of Faculty Council temporarily or permanently. The Dean may designate an officer of the Faculty, namely an Associate Dean, to Chair a meeting of Faculty Council in the Dean's absence.

(b) Composition

The minimal composition of Faculty Council varies based on whether the Faculty has departments. In keeping with the composition of Senate, faculty must constitute not less than half of the voting members of the Faculty Council.

- i. Councils of Faculties without departments have at least 5 members, which are:
 1. The Dean as Chair,
 2. Three members of faculty elected by the full-time faculty of the Faculty,
 3. One student elected by the full-time students enrolled in a program of study within or closely related to the Faculty.
- ii) Councils of Faculties with departments or schools have at least 8 members, which are:
 1. The Dean as Chair,
 2. Five members of faculty elected by the full-time faculty of the Faculty,
 3. Two students, elected by the full-time students, enrolled in a program of study in the Faculty, with one being a graduate student if the Faculty delivers at least one graduate program.
- iii) The Council at the Faculty of Graduate Studies has at least 13 members, which are:
 1. The Dean of Graduate Studies, as Chair,
 2. The graduate coordinator of every Faculty that delivers a graduate program,
 3. The University Librarian,

4. Two graduate students elected by and from among graduate student members of Faculty Councils.

The Dean of the Faculty shall have discretion to include additional members such as representatives that serve as a liaison with other units on campus.

5.1.2.6 Privileges of University Officers

The President, any Vice President, the University Secretary or the Registrar may attend any meeting of Faculty Council and may request and obtain from the Secretary or Chair of Council that an item of business be added to the agenda of a meeting of Faculty Council.

5.1.2.7 Records and transparency

Faculty Council will keep records of all meeting materials and minutes of Councils and of Council Committees and will store those records in a common repository of academic governance records prescribed by the Senate and managed by the Secretary of Senate.

Statutes of Faculty Council can be published by the Faculty on its Website and will be published by the Secretary of Senate on the University's policy website.

5.1.2.8 Secretary of Council

The Faculty Council will have a Secretary of Council chosen by the Dean from the staff of the Faculty. The Secretary of Council will:

- i. Attend all meetings of Faculty Council as a non-voting member, take notes of proceedings of Faculty Council, draft minutes of those proceedings, submit them to the Dean for review and provide them to members for approval at the next regular meeting of Council.
- ii. Keep records of the meeting materials and proceedings of Council, store those records in the common repository of academic governance records established under section 5.1.2.7 and make those records available to members of the University Community upon request.
- iii. Publish the minutes of Council in a form prescribed by Council and provide a copy to the Secretary of Senate upon request.
- iv. Provide all faculty policies approved by Council to the Secretary of Senate, who will publish them on the University's policy website.

- v. Prepare and distribute to members no later than five days before each regular meeting of Faculty Council, meeting materials including a meeting agenda, as reviewed by the Dean and in the form prescribed by Council and all documents in support of items of business on the agenda.
- vi. Prepare recommendations for the *Academic Planning and Curriculum Committee* of the Senate for all decisions taken by Faculty Council regarding courses of study in the Faculty.

5.1.2.9 Consent agenda

Faculty Councils may use consent agendas, providing that any member of Council may obtain upon request at the onset of any meeting of Council, that an item of business be moved from the Consent Agenda to the Deliberative Agenda of Council.

5.1.2.10 Rules of Order

Faculty Council may designate a code of Rules of Order in Statutes. In absence of such a code or where that code is silent on a matter, the code applicable to proceedings of the Senate will apply. Where a code of Rules of Order established under Statutes conflicts with Statutes or any policy of the University, including this Regulation, the Statutes and policies of the University carry.

5.1.2.11 Committee structure

Faculties without departments do not need to strike committees and can bring matters other than appeals, for consideration directly to Council.

Faculties with departments must at least have the following committees:

- a. A curriculum committee tasked with the review of curricular proposals and their recommendation to Council.
- b. An appeals committee tasked with the adjudication of academic appeals of decisions taken by faculty and officers of the Faculty. Council does not review the decisions of the appeals committee or partake in them. Decision of the appeals committee may be appealed before the *Senate Academic and Student Discipline Appeals Committee*.

6. Review

- 6.1. This Regulation is to be reviewed every 5 years.
- 6.2. To review this Regulation, the Senate will strike a special committee of four faculty members of Senate from different faculties and one student member

of Senate and elect its members. The Vice Chair of the Senate is the Chair of the special Committee. The Secretary of Senate is the secretary of the special committee.

7. Related Policies

- 7.1. University Act
- 7.2. General By-Laws of the University
- 7.3. Processes and Procedures of the Senate

Report to Senate

From Senator member of the Board of Governors J. McIntyre

September 25, 2026

Since the last report to Senate on December 11, 2026, the Board has held regular meetings on March 31 and May 26, 2026. During those sessions, the following were discussed:

- Approval of the University's Financial Statements for the fiscal year ended April 30, 2026
- Renewal of Employee Benefits
- Modification of the University Action Plan
- Training on Cybersecurity Oversight
- Approval of External Auditors
- Approval of Library Renovation Project
- Approval of AVC Project
- Reception of quarterly reports

Financial Statements

The Board received a favourable opinion from its External Auditors, Doane Grant Thornton. The Statements are available to Senators as part of the meeting materials for the Annual General Meeting of the Board.

Employee Benefits

The Board received a briefing note from Human Resources regarding the details and process of employee benefits renewal. UPEI is a member of Interuniversity Services which coordinates volume-purchasing arrangements for member institutions across Atlantic Canada. The HRC subcommittee, along with VP Ngobia presented rationale explanations were provided for rate changes arising from Manulife and from past claims. The Board approved the changes

University Action Plan

The board received a report from the Campus Culture Oversight Committee (CCOC), which contained proposed non-substantive changes to the Action Plan. After input from the auditors it was agreed that some timelines should be reconsidered due to some delays in approval of the policies. President Rodgers noted that the modified Action Plan was discussed with the Minister of Workforce and Advanced Learning, who provided a letter of support. The proposed changes will improve execution of the Action Plan. The Board approved the changes.

Cybersecurity Training

Vice President Walker introduced the Board to Rob DeRooy from Governance Solutions who provided a valuable training session on cybersecurity and risk assessment for all members of the Board.

External Auditors

Following the recommendation of the Finance, Audit, and Risk Committee, the Board appointed Doane Grant Thornton as UPEI External Auditors for fiscal year May 1, 2025 to April 30, 2026. Action Plan Audit Report

Library Renovation Project

Because the projected cost of this project is \$4.5M, and thus exceeds \$3M, it requires board approval. Vice President Walker provided an update on the project and noted that the competitive process entails an RFP. The Board noted the importance of the project as the needs of the University evolve. Motion carried.

AVC Project

The HVAC system in AVC requires a significant upgrade, partly to ensure that accreditation is not removed. Vice President Walker provided an update on the project and informed the Board that the Provincial Government has approved the university's incurrence of a liability of not more than \$27.083M in a loan to allow for the upgrade of the HVAC over the next five years. On the recommendation of the Property and Environmental Sustainability Committee, the Board approved the project..

Quarterly reports

With the Board's schedule now based on four meetings a year, the Board receives quarterly reports from each committee that has met since the last Board meeting. Those reports are available as part of the meeting materials.

Purpose:	INFORMATION
Subject:	UPEI Future Medical Education Program Update
Prepared by:	Faculty of Medicine
Prepared for:	Senate
Date:	September 8, 2026

ACTION

For information.

UPEI continues to advance medical education in PEI through the existing Memorial University PEI Regional Campus and the development of UPEI's future independent undergraduate and postgraduate medical education programs. Recent progress includes the arrival of the second cohort of Memorial medical learners, provisional accreditation of the Clinical Learning and Simulation Centre (CLSC), the signing of the UPEI-Health PEI Affiliation Agreement, and continued progress on UPEI's undergraduate and postgraduate accreditation work.

BACKGROUND**Memorial University PEI Regional Campus**

In August, UPEI welcomed the second cohort of 20 Memorial medical learners to the PEI Regional Campus. With first- and second-year cohorts now studying in PEI, 40 medical learners are being educated on the Island through the UPEI-Memorial partnership. The admissions cycle for the third cohort closed in August, maintaining the learner pipeline as UPEI develops its future independent MD program.

Clinical Learning and Simulation Centre Accreditation

The CLSC, located within the Faculty of Medicine and Health Sciences Centre, has received two-year provisional accreditation, placing UPEI among only five medical schools in Canada with an accredited simulation centre. This accreditation provides external validation of the Centre's governance, educational processes and quality systems, and confirms its readiness to support safe, high-quality simulation-based education for medical learners, residents, faculty and other health professionals. It also strengthens the infrastructure supporting UPEI's future medical education programs and broader health workforce development.

A Stronger UPEI-Health PEI Partnership

The UPEI-Health PEI Affiliation Agreement has been signed, formalizing an important relationship supporting medical education within the provincial health system. UPEI and Health PEI continue to advance the practical work required for clinical education, physician faculty involvement, residency development, learner placements and the infrastructure needed to support learners across the medical education continuum.

Future UPEI Undergraduate and Postgraduate Programs

Preparation for accreditation of UPEI's future MD program is entering a key phase. Six workstreams are completing the Preliminary Accreditation Data Collection Instrument (DCIs), with writing targeted for September 30. Six accreditation workstreams continue their work, with approximately two-thirds of DCI requirements now underway and all major policy and governance documents drafted in preparation for mock accreditation review activities. A virtual mock review will happen this fall, ahead of the planned CACMS submission on January 29, 2027. Supporting policies, governance, quality systems, and organizational structures continue to be developed in parallel. UPEI has also submitted its application for Postgraduate Medical Education Institutional Accreditation to CanERA, with a decision expected in late October. Program accreditation applications for Family Medicine and Integrated Family Medicine/Emergency Medicine are scheduled for January 2027, while discussions with Memorial University regarding future Royal College residency training opportunities continue. Planning discussions are underway with Memorial University and Health PEI regarding future Royal College specialty residency training opportunities in areas such as Anesthesia, Psychiatry, and Internal Medicine.

Organizational and Strategic Readiness

The Interim Faculty Council and Senior Leadership Council are operational, and the faculty's academic and non-academic organizational structure has been finalized. The inaugural Faculty of Medicine Strategic Plan has been drafted and once approved, will guide academic, operational, accreditation, social accountability, and program development activities for both undergraduate and postgraduate medical education programs. A Faculty Quality Assurance Framework has been implemented to guide ongoing monitoring, performance measurement, continuous improvement, and accreditation readiness.

Key Milestones Ahead

- September 30, 2026: UGME accreditation DCI writing completed
- October 21 to November 11, 2026: Virtual mock accreditation review
- October 28: anticipated PGME Institutional Accreditation decision.

- January 2027: Planned Family Medicine and Integrated Family Medicine/Emergency Medicine program accreditation applications
- January 29, 2027: Planned UPEI MD submission to CACMS.
- May 10 to 14, 2027: In-person mock accreditation site visit.
- June 2026: response from the CACMS on UGME accreditation status

RECOMMENDATION

That Senate receive this update for information and note the progress being made across the Memorial regional campus, simulation accreditation, health-system partnership, and development and accreditation of UPEI's future medical education programs.