



## UNIVERSITY OF MANITOBA POLICY

<b>Policy:</b>	<b>ACADEMIC PROGRAM REVIEWS</b>
<b>Effective Date:</b>	January 5, 2005
<b>Revised Date:</b>	September 1, 2020
<b>Review Date:</b>	September 1, 2030
<b>Approving Body:</b>	Senate
<b>Authority:</b>	<i>The University of Manitoba Act</i>
<b>Responsible Executive Officer:</b>	Provost and Vice-President (Academic)
<b>Delegate:</b>	Deputy Provost (Academic Planning and Programs)
<b>Contact:</b>	Deputy Provost (Academic Planning and Programs)
<b>Application:</b>	Faculty/College/School Councils

### **Part I Reason for Policy**

- 1.1 This policy is to maintain the quality of academic programs at the University of Manitoba through a process of periodic formal reviews of all academic programs.

### **Part II Policy Content**

- 2.1 General Reviews of academic programs ensure that academic programs maintain academic excellence. To that end, all academic programs shall undergo periodic formal reviews, on a schedule set by the Provost and Vice-President (Academic).
- 2.2 The academic reviews referred to in section 2.1 shall take place at least once each eight (8) years.
- 2.3 **Main Elements.** The process for each academic program review shall consist of the following main elements:
- (a) the preparation of a Self-Evaluation Report by the unit delivering the program(s) being reviewed;

- (b) an external peer assessment of the report and the academic program(s) being reviewed;
  - (c) an opportunity for the unit delivering the program(s) and the Dean/Director of the unit and/or program in question to respond to the external assessment;
  - (d) an assessment by the Provost and Vice-President (Academic) respecting the academic review results.
- 2.4 **Development of procedures.** The procedures used to conduct academic program reviews at all levels shall be developed by the Provost and Vice-President (Academic) and approved by Senate, upon recommendation by the Senate Committee on Academic Review (SCAR).
- 2.5 **Programs reviewed by Accreditation Bodies.** In cases where academic programs are subject to reviews by external accreditation bodies, such accreditation reviews may be considered as equivalent to reviews undertaken under the aegis of this policy, as determined by the Provost and Vice-President (Academic).
- 2.6 **Assessment Report.** The Provost and Vice-President (Academic) shall provide an assessment report of each academic review to SCAR.
- 2.7 **Annual Report to Senate.** SCAR shall report annually to Senate on the progress of all academic reviews.
- 2.8 **SCAR to Advise.** SCAR shall provide advice and commentary to the Provost and Vice-President (Academic) on the application of this policy and any procedures that are approved pursuant to this policy.

### **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the Provost and Vice-President (Academic) that a formal review of this Policy is required.
- 3.2 The Deputy Provost (Academic Planning and Programs) is responsible for the implementation, administration and review of this Policy.
- 3.3 Faculty/College/School Councils are responsible for complying with this Policy.

**Part IV**  
**Authority to Approve Procedures**

- 4.1 Senate may approve Procedures, if applicable, which are secondary to and comply with this Policy. Such procedures shall be developed and proposed by the Deputy Provost (Academic Planning and Programs) and recommended to the approving body by SCAR.

**Part V**  
**Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is September 1, 2030.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the Approving Body deems it necessary or desirable to do so;
  - (b) the Policy is no longer legislatively or statutorily compliant; and/or
  - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:
- (a) comply with the revised Policy; or
  - (b) are in turn repealed.

**Part VI**  
**Effect on Previous Statements**

- 6.1 This Policy supersedes all of the following:
- (a) Academic Program Reviews Policy, January 5, 2005;
  - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
  - (c) all previous Administration Governing Documents on the subject matter contained herein.

**Part VII**  
**Cross References**

7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

- (a) [Academic Program Reviews Procedure](#)
- (b) [Appendix A – Self-Evaluation Report](#)
- (c) [Appendix B – Expectations of the Review Committee](#)
- (d) [Appendix C – Review Committee Assessment Guidelines](#)
- (e) [Appendix D – Nomination form for Members of the Review Committee](#)