

# Course and Program Approvals Committee

## Faculty of Arts

### Terms of Reference

#### AUTHORITY:

Established by Arts Faculty Council as a standing committee of Faculty Council that shall, through the Arts Executive Committee, recommend to the Faculty Council.

#### PURPOSE:

The Committee shall recommend to Faculty Council on the introduction, modification, or abolition of undergraduate and graduate programs, curricula, and courses. With the exception of the abolition of programs and the introduction of new programs, the Arts Executive Committee may approve all other items on behalf of Arts Faculty Council. Those items approved by Arts Executive Committee on behalf of Arts Faculty Council shall be forwarded to Arts Faculty Council for information only.

#### TERMS OF REFERENCE:

1. Its responsibility in the first place is to make its recommendations in view of the need for and value of such proposed program, curriculum, or course change. Its recommendations should be realistic in terms of present staff and resources, or the likelihood that sufficient staff and resources will be forthcoming. On this latter point the Committee shall work closely with the Dean of the Faculty.
2. This Committee shall also be responsible for recommending which courses in other Faculties in the University may be taken for credit in the Faculty of Arts by a student who is at the time registered in the Faculty of Arts.
3. The Committee shall send to the Executive Committee a report summarizing each of its decisions.
4. One faculty representative shall be selected annually by and from each Department in the Faculty of Arts at the request of the Committee Chair. This list shall be transmitted to the Chair of the Arts Nominating Committee.

#### COMPOSITION:

1. The Dean of Arts or designate – *ex officio*<sup>i</sup>
2. One Faculty member from each Department, renewed annually
3. Four currently registered Arts Student members appointed by the Senior Stick for a one year term
4. Two graduate students in Arts disciplines appointed by the President of the Graduate Students' Association for a one year term
5. Dean of Faculté des arts et des sciences, Université de Saint-Boniface or designate – *ex officio*

*Established and approved by Faculty Council November 12, 1982*  
*Revisions approved by Faculty Council May 1985, November 2011*

---

<sup>i</sup> All *ex officio* members of standing committees have voting rights unless otherwise stipulated