

Major Modifications are significant changes to the program milestones, which may include:

- Introduction of a thesis requirement
- Introduction of a practical experience requirement
- Introduction of a course based option into a thesis based program
- Introduction of a new field
- Renaming or eliminating a field

- Provide an overview of the program and describe the changes being proposed
- Provide a rationale for the changes
- Describe how the change will be introduced note whether changes affect students currently in the program, or only those admitted following the change
- Include, as

- Note any changes to student funding levels or practices

Resources

- Adequacy of unit's human, physical and financial resources
- Commitment to support the program
- Participation of sufficient qualified faculty members
- Evidence of sufficient funding to support students and research
- Evidence of how supervisory loads will be distributed
- Evidence of how qualifications to supervise will be determined and evidence of the supervisory levels of the faculty members
- Evidence of appropriate library resources
- Evidence of appropriate lab/research facilities/resources

Quality Enhancements

- Initiatives to enhance

- SUPR G makes one of the following recommendations to SCAPA:
 - Approved to continue without condition
 - Approved to continue, but additional information and report required
 - Required to suspend admissions for a minimum of two years; specified conditions must be met before admissions can resume
- SCAPA, prior to making its recommendation, may invite a representative of the program to a meeting of SCAPA to provide more information or clarification
- SCAPA reports to Senate the outcome and recommendation following the review of the program's report

Internal University Process

- 1) Develop brief for proposed change to the program
- 2) Submit the brief to SUPR G
- 3) SUPR G reviews the proposed changes and makes a recommendation to SCAPA (if the proposed changes are extensive, SUPR G may assign two internal reviewers to conduct a detailed review, which may include consultation with the program)
- 4) SCAPA makes a recommendation to Senate and Senate approves the change
- 5) The Provost provides budgetary approval
- 6) The program implements the change

External Process

- 7) The Provost's Office submits an annual report to the Quality Council, listing the program changes approved by the University.