

PREAMBLE

Before proceeding to develop a new Senate Academic Policy (Policy), proposers should consider first whether a Policy is needed. Policies share characteristics that may include, but are not limited to, the following:

- x They are intended to change infrequently, and set the course for the foreseeable future;
- x They reflect the University's mission, vision, values and principles;
- x They are written with a lens of equity, diversity, inclusivity and decolonization;
- x They apply broadly across the academic institution and are specific only when it is of necessity; and
- x They support Western's academic mission to drive our research enterprise, offer innovative academic programs, secure new partnerships, and engage and teach our students.

Proposers may wish to consult first with the University Secretary to determine whether the academic issue or concern is one appropriately addressed by a Policy, or whether there is already a Policy or Procedure in place that addresses the issue or could be amended in such a way as to address the issue.

PROCEDURE

1. All Policies must include the information shown in Appendix A.
2. Proposals for new Policies or for amendments to existing Policies may be initiated by:
 - x Senate;
 - x a Senate Committee, Subcommittee or Board;
 - x a Faculty, School or Affiliated University College through the Dean (or equivalent);
 - x Senior Administrative Leaders of the University, including the President, Vice-Presidents and Vice-Provosts (or equivalent)
 - x Associate Vice-Provosts (Graduate and Postdoctoral Studies)
 - x University Registrar; and/or
 - x University Secretary.



[Policy Title]