Senate Indigenous Course Requirement (SICR) Committee Course Review Procedures

This document describes how courses may be approved as fulfilling the Indigenous Course Requirement (ICR). This procedure applies to any type of course – a new course, an existing course or an experimental course. The procedure is as follows:

1. The Departmental Curriculum Committee (DCC) submits the ICR Course Consult form to the SICR Chair(s) for review. This form is available here: https://www.uwinnipeg.ca/indigenous/indigenous-course-requirement/icr-consultation-with-icrc-form.pdf
Please email this form to Ramona Hallett (Administrative Officer, Office of the Associate Vice-President, Academic) at r.hallett@uwinnipeg.ca

2. The SICR Committee reviews the proposal.

3. After review, the SICR Chairs return the course proposal to the DCC. The proposal may either be approved, rejected or revisions may be requested.

4. An ICR-approved course proposal can then be submitted to the Senate Curriculum Committee (SCC).

5. The SCC reviews the course proposal.

6. If revisions are required the SCC returns the course proposal to the DCC; which then addresses the issue and resubmits the proposal to SCC.
   a. At this point it is possible that the ICR Committee may need to review the revised course proposal again to ensure it still meets the ICR requirements. However, this would only occur if the SCC requests edits to the course which affect the content which deems it an ICR. We envision that this case would be rare.

7. If SCC approves the course proposal, it is forwarded to Senate Executive for review.

8. If revisions (including additional course consults) are required by Senate Executive, the course proposal is returned to the SCC. The SCC then returns the course proposal with comments back to the DCC.

9. If Senate Executive approves the course proposal, it is forwarded to Senate for approval.

Please Figure 1 below which lays out this procedure. Abbreviations in this diagram are:
      SCC = Senate Curriculum Committee
      DCC = Department Curriculum Committee
      SICR = Senate ICR Committee

Deadline: ICR Course Consult forms must be submitted to the SICR Chair(s) <u>45 days before the SCC materials deadline</u>**.** The SICR Committee meets monthly so they will endeavour to have the review complete within 30 days, so that the course can be reviewed at the next SCC meeting.
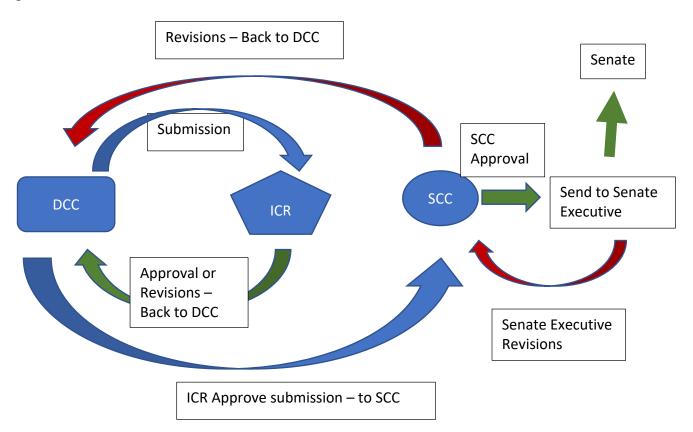
Figure 1