***INSTRUCTIONS ARE PROVIDED IN SHADED AREAS. DO NOT WRITE IN SHADED AREAS.***

***ALL FIELDS MUST BE COMPLETED, MARKING N/A WHERE NOT APPLICABLE.***

**ALL SECTIONS OF THIS FORM *MUST* BE COMPLETED. PDC FORMS WITH SECTIONS THAT HAVE NOT BEEN COMPLETED WILL BE SENT BACK.**

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| **University policy states that students may follow the academic rules and program regulations set out in the calendar of the term in which they were first admitted to a program or any subsequent calendar. In light of this, students already in the program must be permitted to complete the degree requirements according to the calendar of the term in which they enrolled (or any subsequent calendar). If courses are no longer available, appropriate substitutes must be made.** |

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| **TITLE OF PROGRAM(S)/CERTIFICATE(S):** |  |
| **DEPARTMENT(S)/SCHOOL(S):** |  |
| **FACULTY(IES):** |  |

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| **Proposed change(s) effective as of\*** [Fall, Winter, Spring]:  *\*(subject to timely and clear submission)* |  |

**A.1 PROGRAM REQUIREMENT CHANGES**

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| *Please provide the current program requirements and the proposed new program requirements by cutting and pasting from the current undergraduate or graduate web calendar (*[*www.uwindsor.ca/secretariat/calendars*](http://www.uwindsor.ca/secretariat/calendars)*) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with bolding and underlining.*  *Example:*  Degree requirements:WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or** 4000-level. |

**A.2 MINOR COURSE CHANGES REQUIRING ADDITIONAL RESOURCES OR AFFECTING DEGREE REQUIREMENTS**

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| *If this is a minor course and calendar change (usually noted on a Form E) requiring additional resources or affecting degree requirements, please provide the current course information and the proposed new course information by cutting and pasting from the current undergraduate or graduate web calendar and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with* ***bolding*** *and underlining.*  *Examples of minor course changes include: deleting courses, course description changes, pre/anti/co- requisite changes, contact hour/lab requirement changes, course title changes, renumbering courses, and/or cross-listing courses. Minor course calendar changes, which do not require additional resources or do not affect degree requirements, should be submitted on a* ***Form E.*** |

**B. RATIONALE**

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| *Please provide a rationale for the proposed change(s).* |

**B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material**

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| *The University of Windsor is committed to building and sustaining stronger, more meaningful inclusive partnerships with Indigenous students, scholars, and communities. Indigenization of curriculum takes place in a larger context, including a requirement to respond to the four Calls to Action in education of the* [*Truth and Reconciliation Report*](http://trc.ca/assets/pdf/Calls_to_Action_English2.pdf) *(2015) (page 1), the unique legal requirements of the* [*Constitution Act 1982*](https://www.canlii.org/en/ca/laws/stat/schedule-b-to-the-canada-act-1982-uk-1982-c-11/latest/schedule-b-to-the-canada-act-1982-uk-1982-c-11.html) *(Sections 25, 35), the provincial legal requirements of the* [*Ontario Human Rights Code*](https://www.ontario.ca/laws/statute/90h19committed)*, 1990, and provincial legislation* [*Bill Pr36*](https://www.uwindsor.ca/sites/uwindsor.ca.secretariat/files/University%20of%20Windsor%20Act%201962-63%20(Bill%20Pr36).pdf) *(1967).*  *In revising this program,* ***how*** *has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?*  *Please consider these prompt questions and* [*additional Resources*](https://www.uwindsor.ca/ctl/513/indigenous-resources) *including disciplinary examples:*   * *What* ***process*** *has your department/Faculty used to consider Indigenization?* * ***How*** *have you considered the importance or relevance to the course/program?* * *How has your department or faculty approached raising awareness for Indigenous knowledges in your area?* * *What do the* [*TRC*](http://trc.ca/assets/pdf/Calls_to_Action_English2.pdf) *and* [*University Principles*](https://www.univcan.ca/media-room/media-releases/universities-canada-principles-on-indigenous-education/) *documents suggest relevant to your course?* * *What have other similar courses/programs done that might be relevant to your course/program?* * *In what ways could your course/program have flexibility to include new ways of learning, or content for Indigenous approaches or knowledges?* * *What is your awareness of the history or background to approaches you are considering, such as the land acknowledgement? How have you developed your awareness?* * *Which* [*literatures*](https://leddy.uwindsor.ca/resources-related-first-peoples-faculty-and-administration)*, sources, or Indigenous Knowledge Holders have you consulted? (Please confirm you have permission to share any names, it may be helpful to have the person confirm the text if you will be submitting their name)* * *Are you engaging in critical analysis of Settler Colonialism and/or Decolonization?* * *Have you included the information in the other relevant areas in the PDC form such as learning outcomes and/or in the syllabus where appropriate?* |

**C. RESOURCES**

**C.1 Resources In Support of the Revised Program and Resource Implications for Other Campus Units or Programs (QAF section 2.1.2.6)**

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| *Describe, in general terms, all faculty and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the revised program. Please do not name specific individuals in this section.*  *Describe the impact of the planned utilization of existing human, physical and financial resources (within and outside the unit) on other existing programs in the department or at the university.*  *Provide an assessment of the reliance of the revised program on existing resources from other campus units and include evidence that there are adequate resources available and committed to the revised program to sustain the quality of scholarship produced by undergraduate students as well as graduate students’ scholarship and research activities. Consider, for example:*   * *faculty resources (within and outside the unit),* * *existing courses (within and outside the unit),* * *equipment or facilities outside the proposer’s control,* * *external resources requiring maintenance or upgrading using external resources* * *staff support,* * *library,* * *teaching and learning support,* * *information technology support,* * *laboratory access,* * *student support services,* * *space,* * *equipment,* * *facilities* * *GA/TA* |

**C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program (QAF section 2.1.2.6)**

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| *Describe the area’s expected reliance on, and the role of adjunct, limited-term, and sessional faculty in delivering the revised program and the associate plans to ensure the sustainability of the revised program and quality of the student experience.* |

**C.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY) (QAF section 2.1.2.7)**

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| *Explain how supervisory loads will be distributed, and describe the qualifications and appointment status of faculty who will provide instruction and supervision in the revised program.* |

**C.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY) (QAF section 2.1.2.7)**

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| *Where appropriate to the revised program, provide evidence that financial assistance for graduate students will be sufficient to ensure adequate quality and numbers of students.* |

**C.4 Anticipated New Resources (QAF sections 2.1.2.6)**

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| *List all* ***anticipated new resources*** *originating from within the area, department or faculty (external grants, donations, government grants, etc.) and committed to supporting the revised program.* |

**C.5 Planned Reallocation of Resources and Cost-Savings**

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| *Describe all opportunities for internal reallocation of resources and cost savings identified and pursued by the area/department in support of the revised program. (e.g., streamlining existing programs and courses, deleting courses, etc.)* |

**C.6 Additional Resources Required – Resources Requested (QAF section 2.1.2.6f)**

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| *Describe all* ***additional faculty, staff and GA/TA resources*** *(in all affected areas and departments) required to run the revised program.*  *If not applicable, write n/a.* |

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| --- | --- |
| **Faculty:** |  |
| **Staff:** |  |
| **GA/TAs:** |  |

**C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments (QAF section 2.1.2.6f)**

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| *Describe all* ***additional institutional resources and services*** *required by all affected areas or departments to run the revised program, including library, teaching and learning support services, student support services, space and facilities, and equipment and its maintenance.*  *If not applicable, write n/a.* |

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| **Library Resources and Services:** |  |
| **Teaching and Learning Support:** |  |
| **Student Support Services:** |  |
| **Space and Facilities:** |  |
| **Equipment (and Maintenance):** |  |

**D.1 Form History** *(Leave blank if there have been no changes. Changes can also be noted directly in the Workflow)*

|  |  |  |
| --- | --- | --- |
| **Date of Modification** | **Approval Body Modifying** | **Reason for Modification** |
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