

## **Briefing Note – COVID-19 and Declaration Regarding Syllabi Changes**

Prepared by: Office of the University Secretary & Chief Governance Officer

March 13, 2020

### **Purpose**

- With the ongoing risk of COVID-19, the University of Saskatchewan is taking steps to ensure the health and safety of our students, faculty, and staff, while continuing to support its core academic mission and governance functions.
- Under these circumstances, it will be necessary for courses to move to an alternate delivery mode (such as online) at short notice and examinations may need to be delivered in an alternate timeline or format.

### **Academic Courses and Examinations Policy**

- The [Academic Courses Policy](#) governs the delivery of academic courses and examinations at USask. Importantly, this policy outlines the requirements for the content of course syllabi, which outlines the mode of course delivery as well as the format and weighting of final examinations.
- University Council: “prescribes methods and rules for evaluating student performance, including prescribing examination timetables and the conduct of examinations” (delegated through the academic courses policy); and “prescribes dates for beginning and ending lectures” c.U-6.1 61(1)(g);(k).

### **Action(s)**

**University Council, as approved by the Coordinating Committee: “Grants authority to instructors to alter syllabi for their classes for the duration (timeframe as determined by the President) of the COVID-19 pandemic to allow for alternate modes of course delivery and examinations.”**

### **Approval**

**Approved on March 13, 2020, by:**

Governance Committee of Council

Coordinating Committee of Council (chairs of all Council committees)

President’s Executive Committee

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### *Authority*

- Under the authority of the Board of Governors, USask’s [Emergency Measures Policy](#) designates the president the responsibility to provide an effective response.
- As per the [University of Saskatchewan Act, 1995](#), University Council has the authority to “do any other thing that the council considers necessary, incidental or conducive to exercising its powers, to promoting the best interests of the university or to meeting the purposes of this Act.”
- The Governance Committee has assigned responsibility to the Coordinating Committee of Council to “take necessary measures in light of COVID-19 in the best interest of the university to deliver on the core academic mission while also ensuring the health and safety of the campus community.”