

MEMORANDUM

TO: Karen Roche, University Secretary

FROM: Todd Randall, Chair, Senate Budget Committee

RE: Report (Part 1) of the Senate Budget Committee for the September 14<sup>th</sup>, 2012 Senate Meeting

DATE: July 3<sup>rd</sup>, 2012

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This is a special one-item report concerning the proposed MSc in Mechanical Engineering, the first new program reviewed by SBC under Lakehead University's IQAP framework.

This proposal was submitted to the Lakehead University Senate (at its meeting on January 20<sup>th</sup>, 2012) and was initially reviewed by the Senate Academic Quality Assurance Committee. Senate Budget Committee (SBC) received their positive recommendation on May 3, 2012. SBC met on five occasions (May 8, May 15, May 22, June 5 and June 13) to review and evaluate the proposal.

The Senate Budget Committee has reviewed the proposal for the new program MSc in Mechanical Engineering and supplemental information. The MSc in Mechanical Engineering program addresses the specific criteria for a new program in accordance with the Policy for the Review and Approval of Academic Programs and the Lakehead University Institutional Quality Assurance Process (IQAP). The Senate Budget Committee has assessed the financial implications of the proposal for the new program. This program has a sound rationale for demand and sustainability and has satisfactory plans for resources at this time.

*The Senate Budget Committee approved the proposal for the new MSc in Mechanical Engineering program (version dated Friday, June 22, 2012).*

It is the understanding of the SBC that the above proposed program, with a favourable recommendation from both SBC and the SAC-QA sub-committee, will be subject to an external evaluation facilitated by the Office of the Deputy Provost (the last step before seeking formal Senate approval and then approval by the Quality Council). The final version of this proposed program will contain the institutional response to the external reviewers. Although not clearly stipulated in the current IQAP Framework, **the SBC requests the opportunity to view this final version of the Proposal Brief before Senate is asked to approve the proposal for the new MSc in Mechanical Engineering.**

The Calendar submission will be reviewed and require approval from the University Senate following approval of the proposal by Quality Council.

Respectfully submitted,



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Dr Todd Randall,  
Chair, Senate Budget Committee

# Lakehead

UNIVERSITY

## MEMORANDUM

TO: Karen Roche, University Secretary

FROM: Todd Randall, Chair, Senate Budget Committee

RE: Report (Part 2) of the Senate Budget Committee for the September 14<sup>th</sup>, 2012 Senate Meeting

DATE: July 30<sup>th</sup>, 2012

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This is a special one-item report concerning the proposed PhD in Electrical and Computer Engineering, the second program reviewed by Senate Budget Committee (SBC) under Lakehead University's IQAP framework.

This proposal was submitted to the Lakehead University Senate (on January 20<sup>th</sup>, 2012) and was initially reviewed by the Senate Academic Quality Assurance Committee. SBC received their positive recommendation on June 5<sup>th</sup>, 2012. SBC met on three occasions (June 13, June 18 and June 26) to review and evaluate the proposal. The vote to approve the proposal brief at our meeting on June 26 was subject to satisfactory completion of some small final edits. These final edits were completed on July 20th and verified by an ad-hoc sub-committee of SBC.

The Senate Budget Committee has reviewed the proposal for the new program PhD in Electrical and Computer Engineering and supplemental information. The PhD in Electrical and Computer Engineering program addresses the specific criteria for a new program in accordance with the Policy for the Review and Approval of Academic Programs and the Lakehead University Institutional Quality Assurance Process (IQAP). The Senate Budget Committee has assessed the financial implications of the proposal for the new program. This program has a sound rationale for demand and sustainability and has satisfactory plans for resources at this time.

*The Senate Budget Committee approved the proposal for the new PhD in Electrical and Computer Engineering program (version dated July 20, 2012).*

It is the understanding of the SBC that the above proposed program, with a favourable recommendation from both SBC and the SAC-QA sub-committee, will be subject to an external evaluation facilitated by the Office of the Deputy Provost (the last step before seeking formal Senate approval and then approval by the Quality Council). The final version of this proposed program will contain the institutional response to the external reviewers. Although not clearly stipulated in the current IQAP Framework, **the SBC requests the opportunity to view this final version of the Proposal Brief before Senate is asked to approve the proposal for the new PhD in Electrical and Computer Engineering.**

The calendar submission will be reviewed and require approval from the Senate (following Senate Committee review) following approval of the proposal by Quality Council.

Respectfully submitted,



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Dr Todd Randall,  
Chair, Senate Budget Committee