

MEMORANDUM

TO: Karen Roche, University Secretary

FROM: Todd Randall, Chair, Senate Budget Committee

RE: Report of the Senate Budget Committee for the April 19th, 2013 Senate Meeting

DATE: April 17th, 2013

The Senate Budget Committee met twice (March 15th and April 5th) since its last report to Senate. The Committee considered a modest number of Calendar changes, as well as the review of a proposed MSc in Civil Engineering program. Some key questions (of the respective units) are raised during SBC's evaluations of these kinds of proposed Calendar changes including: 1) the prospective enrollment in the new course / new program; and 2) the need for additional resources (e.g, teaching staff, materials, library, etc) to offer the new course. This report presents a summary of the status of items recommended for approval or tabled by the SBC. Questions concerning items in this report can be directed to the SBC Chair via email (randall@lakeheadu.ca) or telephone (ext. 8381).

Items pertaining to the October 19th, 2012 Senate Meeting

1. Faculty of Science and Environmental Studies

(a) Biology Minor Program 2012-SCI-057

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer this new minor degree program.

Items pertaining to the November 23rd, 2012 Senate Meeting

2. Faculty of Engineering

(a) New Program - MSc Civil Engineering (2013-2014)

This proposal was submitted to the Lakehead University Senate (at its meeting on November 23rd, 2012) and was initially reviewed by the Senate Academic Quality Assurance Committee. Senate Budget Committee (SBC) received their positive recommendation on January 24, 2013. SBC met on three occasions (February 15th, March 1st and March 15th) to review and evaluate the proposal.

The Senate Budget Committee has reviewed the proposal for the new program MSc in Civil Engineering and supplemental information. The MSc in Civil 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 Civil Engineering program (version dated Friday, March 15, 2013).

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 Civil Engineering.**

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

(b) Chemical Engineering Changes 2013-ENG-468

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer the courses described in these proposed changes.

3. Faculty of Social Sciences & Humanities

(a) Outdoor Recreation 2012-SOC-082

In our previous report to Senate, we had tabled this large item (part of a Major Modification the ORPT programing) pending confirmation of two small aspects of the proposed changes regarding likely class sizes (and their meeting minimum size of 15 students) and the possibility of some ORPT offerings (e.g., Aboriginal Tourism) being available to a wider array of student groups within the University. The Director of ORPT satisfied SBC's requests on both fronts – with respect to the latter point, they anticipate bringing forth a proposal to Senate next academic year. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer these proposed changes.

4. Faculty of Science and Environmental Studies

(a) Water Resource Field School 2012-SCI-293

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit or the Dean of Science and Environmental Studies to offer this new course.

5. Faculty of Social Sciences & Humanities

(a) Second Year Course Changes 2012-SOC-159

This item and 5(b) which follows relate to some restructuring of the History programs that have been previously reported at Senate earlier in the year, relating to a response to a recent undergraduate program review, losses of faculty members in History and adherence to the Academic Plan (e.g., moving away from 1.0 FCE full year courses). The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer the courses described in these proposed changes.

(b) New Fourth Year Courses 2012-SOC-161

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer the courses described in these proposed changes.

6. Faculty of Science and Environmental Studies

(a) Geography 1140 with Lab 2012-SCI-296

This proposed change involves the creation of a lab section to support the first year environmental studies course for both Geography majors and Natural Resources Management majors. Each unit will staff and operate their own laboratory sections with the lecture section to be taught by Geography for both the existing GEOG/ENST 1120 and the proposed GEOG/ENST 1140. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by either Geography or Natural Resources Management unit to offer the course and lab sections described in this proposed change.

7. Faculty of Health and Behavioural Sciences

(a) Kinesiology 5130 2013-HBS-463

The SBC Chair sought clarification from the Chair of Kinesiology concerning the financial implications of this and the next item (7b) below. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer this new graduate course.

(b) Kinesiology 2013-HBS-464

This proposed change involved 12 minor changes to existing courses (i.e., 'new versions' of courses in the new Curriculum Navigator lingo). The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit to offer the courses described in these proposed changes.

8. Faculty of Business

Items 8(a) through 8(ax) – a total of 50 items pertain to proposed changes in the undergraduate program in business offered at the Orillia campus. The proposal was subject to review as a Major Modification as part of Lakehead's IQAP framework and has been reported elsewhere by Senate Academic Committee Quality Assurance sub-committee.

The Chair of the Orillia Business Programs, Dr Jo-Anne Ryan, attended our meeting on April 5th (via teleconference) to present the large number of changes and to answer our questions concerning them. Dr Ryan presented the overall rationale for changing the Business program at Orillia. The initial Business program at Orillia was a "2 + 2 model" in which the students entered a non-business first 2 years (i.e., the first years of the Interdisciplinary programs with little or no business content) and then moved to a business course only years 3 and 4. The model did not perform as hoped as enrolments did not meet expectations and retention rates were very low, as it is so different from the standard model of business programs.

The proposed new Business program, as presented to us, mimics (but we were assured is not identical) to the General Management program offered in Business at the Thunder Bay campus. A key advantage is that this program will reflect more standard operation and delivery of business programs elsewhere and therefore will be more marketable. The nature of the 50 calendar changes is series of course deletions (totaling 13), new courses (totaling 29) and new versions of existing courses (totaling 7) as well as the changes to the language of the program itself (item #8(s) below).

SBC was told that the proposed program did not require additional faculty, staff or other resources above and beyond what was presently available at the Orillia campus, with the exception of a stipend to cover two half-course stipends during the transition period from the old to the new program (see below). The current program is currently taught by four (4) full-time tenure track professors and seven (7) contract lecturer faculty. Items 8(av) and 8(aw), pertaining to Business 2356 and Business 2351 had a budgetary implication for a stipend for the budget years (2014/15 and 2015/16) as the unit transitions from offering the old program to the proposed new program. SBC's recommendation to Senate that the fifty items 8(a) through to 8(ax) – pertaining to the proposed program modifications at Orillia – was conditional on the Dean of Business agreeing to fund these course stipends.

The Senate Budget Committee recommends that Senate the proposed Calendar changes 8(a) through 8(ax) below, pertaining to the proposed Major Modifications to the Business program offered at the Orillia campus, as the unit indicated it has adequate resources to offer the proposed program.

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| (a) Business 4273 2012-BUS-111 | (z) Business 2318 2012-BUS-218 |
| (b) Business 2317 2012-BUS-194 | (aa) Business 2312 2012-BUS-219 |
| (c) Business 1311 2012-BUS-195 | (ab) Business 2336 2012-BUS-220 |
| (d) Business 3317 2012-BUS-196 | (ac) Business 3312 2012-BUS-221 |
| (e) Business 3314 2012-BUS-197 | (ad) Business 4316 2012-BUS-222 |
| (f) Business 1336 2012-BUS-198 | (ae) Business 3335 2012-BUS-223 |
| (g) Business 3318 2012-BUS-199 | (af) Business 3315 2012-BUS-224 |

- (h) Business 4371 2012-BUS-200
- (i) Business 4311 2012-BUS-201
- (j) Business 3235 2012-BUS-202
- (k) Business 1313 2012-BUS-203
- (l) Business 1331 2012-BUS-204
- (m) Business 2011 2012-BUS-205
- (n) Business 2314 2012-BUS-206
- (o) Business 3371 2012-BUS-207
- (p) Business 3319 2012-BUS-208
- (q) Business 3339 2012-BUS-209
- (r) Business 2352 2012-BUS-210
- (s) Honors Bachelor of Commerce -
Business Administration Major 2012-BUS-
211
- (t) Business 3311 2012-BUS-212
- (u) Business 3338 2012-BUS-213
- (v) Business 3372 2012-BUS-214
- (w) Business 3373 2012-BUS-215
- (x) Business 4379 2012-BUS-216
- (y) Business 4338 2012-BUS-217
- (ag) Business 4315 2012-BUS-225
- (ah) Business 4318 2012-BUS-226
- (ai) Business 4317 2012-BUS-227
- (aj) Business 4333 2012-BUS-228
- (ak) Business 3336 2012-BUS-229
- (al) Business 3352 2012-BUS-230
- (am) Business 3374 2012-BUS-231
- (an) Business 3354 2012-BUS-232
- (ao) Business 4354 2012-BUS-233
- (ap) Business 4332 2012-BUS-234
- (aq) Business 4359 2012-BUS-235
- (ar) Business 4313 2012-BUS-236
- (as) Business 4378 2012-BUS-237
- (at) Business 4358 2012-BUS-238
- (au) Business 4336 2012-BUS-239
- (av) Business 2356 2012-BUS-240
- (aw) Business 2351 2012-BUS-241
- (ax) Business 2033 2013-BUS-460

Items pertaining to the February 15th, 2013 Senate Meeting

9. Faculty of Engineering

(a) Chemical Engineering 2012-ENG-101

This item had been briefly discussed at our meeting on March 15th but was tabled. It is on our agenda for discussion on April 19th.

(b) Electrical Elective Additions 2013-ENG-469

This item had been briefly discussed at our meeting on March 15th but was tabled. It is on our agenda for discussion on April 19th.

(c) Software Engineering 2012-ENG-102

This item had been briefly discussed at our meeting on March 15th but was tabled. It is on our agenda for discussion on April 19th.

10. Faculty of Natural Resources Management

(a) Change to Wood Science Stream 2013-NAT-461

This item had been briefly discussed at our meeting on March 15th but was tabled. It is on our agenda for discussion on April 19th.

Items for Information

11. Update on 2013-14 Budget Development

As is standard practice, SBC receives periodic updates on the development of the University's budget. At our meeting on April 5th, the VP Finance gave us an update on the development of next year's budget with a presentation outlining "Budget Priorities" and "Budget Development". Budget Priorities for next year include: 1) a balanced budget; 2) building and diversifying revenue streams; 3) quality of academic programming; 4) salary and benefit obligations and 5) special projects and infrastructure. The development of next year's budget had been condition (as it was last year) on the announcement of a tuition framework from the Province with a 3% percent cap on tuition increases. A multi-year framework was announced in March allowing the development of multi-year budgeting going forward. With respect to Budget Development, a shortfall of \$5.4 million was forecast as of December 2012. However, based on the tuition framework above, this deficit is currently projected at \$1.6 million (as of March 2013) so there is still some work to be done to balance the budget.

Timelines for review of the final budget for 2013-14 are tight as in previous years (due largely to the early meeting of Senate on May 14th). We are planning two SBC meetings concerning the budget in early May in advance of the budget presentation at Senate by the VP Finance.

Respectfully submitted,



Dr Todd Randall,
Chair, Senate Budget Committee