

MEMORANDUM

TO: Karen Roche, University Secretary

FROM: Todd Randall, Chair, Senate Budget Committee

RE: Report Part #1 of the Senate Budget Committee for the May 14th, 2013 Senate Meeting

DATE: May 10th, 2013

The Senate Budget Committee met three times (April 19th, April 26th and May 2nd) since its last report to Senate. The Committee considered a modest number of Calendar changes, as well as had a first look at the proposed University Operating Budget for 2013-14. 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).

Because of proposed Calendar changes still in need Senate approval so that they are part of the University Calendar for September 2013, SBC has a meeting scheduled for May 10th to consider these final changes. As well this May 10th meeting will be used for our final discussions concerning the proposed Operating Budget for 2013-14. Other SBC meetings are planned for May and June to clear those items referred to us but are not for inclusion in the 2013-14 Calendar.

This is Report #1 (of three planned reports to Senate from SBC for the May 14th Senate meeting). Report #1 contains all those Calendar changes recommended for Senate approval as of May 2nd, 2013. Report #2 contains any Calendar changes recommended for Senate approval based on SBC's meeting of May 10th, 2013. Report #3 contains a synopsis of SBC's review and recommendations towards the University Operating Budget for 2013-14 based on our meeting of May 10th, 2013.

Requested Amendment to Minutes of April 25th, 2013 Senate meeting:

At Senate on April 25th, 2013, there was an erroneous motion concerning item #5.4 (New Program – MSc Civil Engineering). A motion was made to “approve” this program when, in fact, the item should only have been included as an “Item for Information” at this point in the application of Lakehead’s IQAP framework for approving new programs.

The Proposed MSc Civil Engineering was reviewed by SBC in March and approved in principle. In accordance with the Institutional Quality Assurance Process, the next stage in the review and approval of new programs is the completion of a site visit by external reviewers.

Following receipt of the external reviewers' report and the subsequent completion of any revisions to the proposal, the revised new program proposal is forwarded to SAC-QA and SBC for final approval. At this point, both SAC and SBC would include, in their respective reports to Senate, a recommendation for Senate approval.

It is anticipated that the recommendation for Senate approval would come in Fall 2013.

If necessary, I would forward the following motion:

Moved (T. Randall) that the motion to approve the proposed MSc Civil Engineering program be stricken from the minutes of the Senate Meeting of April 25th. An "item of information" should be inserted in place at item 5.4.

Items pertaining to the August 25th, 2011 Senate Executive Committee - Special Meeting

1. Department of Interdisciplinary Studies

(a) Media Studies Calendar Change (Orillia) (Version Dated April 19, 2013) *(undergraduate)*

This proposed change to the Calendar entry for the Media Studies program offered at the Orillia campus was initiated at the request of Senate Budget Committee, after the program was approved in principle at a Special Meeting of Senate Executive Committee in August 2011. The main concerns for the program at that time concerned the complicated structure of the program, involving a set of courses (and their related prerequisites) that were not on offer (or likely to be offered) at the Orillia campus. Thus, as interpreted by the current SBC Chair, this program was approved by Senate (via Senate Executive Committee) but that SBC wanted to see a redrafting of the program's structure to ensure that it could be realistically offered on budget. While it took some time to get a redrafting of this program back to SUSC and SBC, the version of April 19th, 2013 is presented for approval at Senate today (May 14th). This version is included within this report to Senate as "**Appendix A: (re Media Studies Program, Orillia Campus)**". This version has addressed the earlier critiques of SBC.

SBC met and discussed this item at three meetings on April 19th, 26th and May 2nd, the first of which was attended by the program coordinator/leader (Sandra Jeppeson) to answer our concerns about how the revisions addressed earlier criticisms (dating from August 2011). Our other two meetings were grappling with the issues of financial sustainability of the program and its overall integrity. At present, Lakehead is offering this program with only one tenure-track faculty member at Orillia and the bulk of teaching is done by Contract Lecturers. As the program started in 2011/12, this coming fall Lakehead is required to offer three (of the 4) program years of this program with no increase in faculty complement. There is a key studio (production) side to the program that currently relies exclusively on contract faculty.

SBC continues to be seriously concerned about the long term financial sustainability and academic integrity of the program. In particular, it has significant staffing implications that have not been filled to date during the initial two years of the program's delivery. Now that a clear program entry is in place (see motion below), SBC is requesting that the program leader and the Dean of the Orillia campus develop a budget plan to address the

implementation of a financial sustainability and academically credible Media Studies program. This plan should be developed in consultation with the Provost and Vice President Academic and should include a staffing plan. In addition, the plan should look into the possibility of cross-listing appropriate courses (as Media Studies courses) as a means to consider cost savings – this is something that the current version of this program had not considered. Senate Budget Committee would like a report from Media Studies program committee in early Fall 2013.

SBC passed the following motion on May 2, 2013”

The Senate Budget Committee **recommends that Senate approve this calendar change**, with the recommendation that the program Chair and the Orillia campus Dean develop a budget plan to address the long term financial sustainability and integrity of the Media Studies program (version dated: April 19th, 2013).

Items pertaining to the April 13th, 2012 Senate Meeting

2. Faculty of Business Administration

(a) GRE Test Score – Admissions to MBA & MSc Mgmt programs (2013-2014)
(graduate)

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

Items pertaining to the October 19th, 2012 Senate Meeting

3. Faculty of Social Sciences & Humanities

(a) Philosophy Changes (2013-2014) (undergraduate)

Of the 12 changes included within this proposed change, one involved a new course (Phil 3517). All these changes were confirmed by the Department Chair as being budget neutral. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised courses and the one new course as proposed.

Items pertaining to the November 23rd, 2012 Senate Meeting

4. Faculty of Social Sciences & Humanities

(a) Add a Second Year Course Sociology (2013-2014) (undergraduate)

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

5. Faculty of Health and Behavioural Sciences

(a) Psychology Changes (2013-2014) (graduate)

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

(b) Split PSYC 2002 into two half courses (2013-2014) (undergraduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised courses and the one new course as proposed.

6. Faculty of Education

(a) Women's Studies 1100 & religious studies 1100 added to list of eligible courses (2013-2014) (undergraduate)

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

(b) Revise BA/Bed and BSc/Bed to be inclusive of all Concurrent programs (2013-2014) (undergraduate)

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

Items pertaining to the January 18th, 2013 Senate Meeting

7. Faculty of Business Administration

(a) Waiver of GMAT/GRE (2013-2014) (graduate)

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

8. Faculty of Engineering

(a) Chemical Engineering 2012-ENG-101 (undergraduate)

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

(b) Software Engineering 2012-ENG-102 (undergraduate)

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

9. Faculty of Science and Environmental Studies

(a) Minor Change to Physics ABMS program 2012-SCI-171 (undergraduate)

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

(b) BSc (Physics) in Biomedical Physics 2012-SCI-172 (undergraduate)

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

(c) Modification to the Physics ABMS Program 2012-SCI-312 (undergraduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised program and the new course as proposed.

(d) Physics 4412 Title and Description Change 2013-SCI-823 (undergraduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed.

(e) GSCI 1010 renamed GSCI 2010 (2013-2014) (undergraduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed.

10. Faculty of Education

(a) Education Changes 2012-EDU-350 (undergraduate)

This proposed change was budget neutral with the exception of two new courses pertaining to the Mathematics Competency Exam for J/I and P/J Education students. The Dean clarified that the Faculty of Education has identified this as a priority and will reassign existing budget resources to fund these new courses. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised program and courses as well as the two new courses as proposed.

11. Faculty of Social Sciences & Humanities (Women's Studies, Major Modification)

Items 11(a) through 11(ai) – a total of 35 items pertain to proposed changes in the undergraduate program in Women's Studies. 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 Women's Studies, Dr Jenny Roth, attended our meeting on April 19th to present the large number of changes and to answer our questions concerning them. The nature of the 36 calendar changes is series of course deletions (totaling 6), new courses (totaling 6) and new versions of existing courses (totaling 11) as well as the changes to language within existing programs in Women's Studies (totaling 9) (items 11(a) and 11(ab) to 11(ai) below). The rationale for undertaking these program and course changes were twofold, as

presented to SBC: 1) as part of routine program maintenance done every few years; and 2) with a change in their Department's faculty complement.

SBC was told by Dr Roth that the proposed program and course changes did not require additional faculty, staff or other resources. New elective courses are to be offered on a rotational basis to provide choice and to live within existing budgets.

The Senate Budget Committee recommends that Senate the proposed Calendar changes 11(a) through 11(ai) below, pertaining to the proposed Major Modifications to the Women's Studies programs, as the unit indicated it has adequate resources to offer the proposed program.

- | | |
|---|---|
| (a) BA.WOME 2012-SOC-112 | (s) Women's Studies 3XXX-2 2012-SOC-131 |
| (b) Women's Studies 4XXX 2012-SOC-113 | (t) Women's Studies 4010 2012-SOC-132 |
| (c) Women's Studies 1100 2012-SOC-115 | (u) Women's Studies 3360 2012-SOC-133 |
| (d) Women's Studies 2113 2012-SOC-116 | (v) Women's Studies 2XXX 2012-SOC-135 |
| (e) Women's Studies 3030 2012-SOC-117 | (w) Women's Studies 2XXX-1 2012-SOC-136 |
| (f) Women's Studies 3213 2012-SOC-118 | (x) Women's Studies 2XXX-1 2012-SOC-137 |
| (g) Women's Studies 3214 2012-SOC-119 | (y) Women's Studies 3XXX-1 2012-SOC-138 |
| (h) Women's Studies 4110 2012-SOC-120 | (z) Women's Studies 3XXX-3 2012-SOC-139 |
| (i) Women's Studies 4112 2012-SOC-121 | (aa) Women's Studies 3819 2012-SOC-142 |
| (j) Women's Studies 4113 2012-SOC-122 | (ab) HBA.ENGLWOME 2012-SOC-143 |
| (k) Women's Studies 4114 2012-SOC-123 | (ac) HBA.HISTWOME 2012-SOC-144 |
| (l) Women's Studies 2112 2012-SOC-124 | (ad) HBA.INDIWOME 2012-SOC-145 |
| (m) Women's Studies 2317 2012-SOC-125 | (ae) HBA.PSHW 2012-SOC-146 |
| (n) Women's Studies 3010 2012-SOC-126 | (af) HBA.PSYCWOME 2012-SOC-147 |
| (o) Women's Studies 3131 2012-SOC-127 | (ag) HBA.SOCIWOME 2012-SOC-148 |
| (p) Women's Studies 4115 2012-SOC-128 | (ah) HBA.WOME 2012-SOC-149 |
| (q) Women's Studies 2XXX-3 2012-SOC-129 | (ai) HBORHBA.WOME 2012-SOC-15 |
| (r) Women's Studies 3XXX 2012-SOC-130 | |

Items pertaining to the February 15th, 2013 Senate Meeting

12. Faculty of Engineering

(a) Electrical Elective Additions 2013-ENG-469 (undergraduate)

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

(b) Civil 2139 (2013-ENG-814) (undergraduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed.

13. Faculty of Natural Resources Management

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

Part of this change included a de-listing of elective choices for students in this NRMT who might have taken electives in Business or Chemical Engineering. SBC verified, as part of its review process that the Deans of Engineering and Business Administration were aware of this small potential decrease in their respective course enrolments. Both indicated there had been little update of these courses by NRMT students. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised program as proposed.

14. Faculty of Health and Behavioural Sciences

(a) Psychology 6812 (9812) 2012-HBC-099 (graduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed.

Items pertaining to the March 22nd, 2013 Senate Meeting

15. Faculty of Business Administration

(a) MBA Program Change 2013-BUS-813 (graduate)

Proposed change deals with the deletion of a research methods course from the MBA program (see related item 15(b) "Business 5116 2013-BUS-462"). The course will, however, remain on offer for students in the MSc (Management) program offered by the Faculty; the SBC Chair did confirm with the Dean that sufficient enrolment is in this program to justify continuance of the course. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised program as proposed.

(b) Business 5116 2013-BUS-462 (graduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as change involves a course deletion and does not affect the integrity of the MBA program (see related item 15(a).)

16. Faculty of Engineering

(a) ENG Grad Courses 2013-ENG-466 (graduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed (proposal also discontinues two courses).

(b) Chemical Engineering Changes 2013-ENG-468 (undergraduate)

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

(c) Civil 3452 (2013-ENG-815) (undergraduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed.

17. Faculty of Law

(a) Law 1535 Aboriginal Perspectives (2013-2014)

SBC considered the *financial* implications of this change. By the 0.5 FCE increase, the program would now contain a total course load of 18.5 FCE. Senate had previously approved the 18 FCE load. These are in line with other Law programs across the country. As previously reported by SBC at Senate, the Law program is funded by the Province as a 3-year (15 FCE program). The Committee queried to Dean as to whether his budget can support the additional 0.5 FCE and he felt he had sufficient discretionary budget to offer the course. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the new course as proposed.

18. Faculty of Education

(a) Create new course - EDUC 4827 - Family Studies (2013-EDU-819) (undergraduate)

This proposed course is an Additional Qualifications course offered by the Department of Professional Development in Education. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the new course as proposed.

19. Faculty of Science and Environmental Studies

(a) New Course - Ceramics Analysis (2013-SCI-812)

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

(b) BIOL 1110 New Description (2013-SCI-824)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course as proposed.

(c) Adding Detail to Biology Course Descriptions (2013-SCI-825)

The added detail to course descriptions will assist students better evaluation their interest in taking these courses. The Senate Budget Committee recommends that Senate approve this calendar change.

Respectfully submitted,

A handwritten signature in black ink that reads "Todd Randall". The signature is written in a cursive style with a horizontal line underneath it.

Dr Todd Randall,
Chair, Senate Budget Committee

APPENDIX A: (re Media Studies Program, Orillia Campus)

This appendix contains the version of the Media Studies program as planned for the Orillia Campus. This version (dated April 19, 2013) is that approved by both SUSC and SBC this spring.

Media Studies Programs Revisions

current to: April 19, 2013

Contact Person: Dr. Sree Kurissery or Dr. Sandra Jeppesen

Approved March 7, 2013 by SUSC. Approved March 20, 2013 by IS dept meeting.

1. Revised Program Description

A. MEDIA STUDIES MAJOR

Inquiry courses designated with an asterisk (*) are included in the calculation of the average for the Media Studies Major.

First Year

- (a) Media Studies 1010 and 1030
- (b) One FCE chosen from General Science 0350, 0370, Media Studies 1610, Visual Arts 1000
- (c) *Inquiry 1010 and 1030
- (d) Two FCEs electives.

NOTE: By the end of four years (20 FCEs), at least three (3) FCEs must be taken from Area I and at least three (3) FCEs must be taken from Area II.

Second Year

- (a) Media Studies 2030, 2210, 2230
- (b) Two FCEs in Media Studies at the second year level
- (c) One and a half FCEs electives (one FCE Area II recommended)

Third Year

- (a) Media Studies 3910
- (b) Three FCEs in Media Studies at the third year level
- (c) One and a half FCEs electives (one FCE Area II recommended)

Fourth Year

- (a) *One FCE chosen from Inquiry 4220, 4240, or 4260
- (b) Two FCEs in Media Studies at the fourth year level
- (c) Two FCEs electives (one FCE Area II recommended)

B. MEDIA STUDIES SPECIALIZATION

For a Specialization within the Interdisciplinary Studies major, students are required to complete five (5) FCEs as stipulated below:

- (a) Media Studies 1010 and 1030
- (b) Media Studies 2030
- (c) One and a half FCEs chosen from Media Studies 2010, 2310, 2410, 2430, 2510, 2610, or 2650
- (d) Two FCEs chosen from Media Studies 3010, 3030, 3050, 3310, 3410, 3510, 3530, 3610, 3630, 3650, 3690, 4310, 4330, 4350, 4430, 4530, or 4550.

2. Revised Prerequisites

a) The following courses no longer have a prerequisite:

Media Studies 2430 Sound Perception and Listening
Media Studies 2610 Video Production I
Media Studies 2650 Sound Recording and Editing
Media Studies 3050 Special Topics in Global Media
Media Studies 4310 Media and Environmental Justice Movements
Media Studies 4330 Disability Rights and Media

b) The following will have the prerequisite: "MDST 1010 and MDST 1030 or permission of instructor":

Media Studies 2310 Anti-Racist and Aboriginal Media Initiatives
Media Studies 3410 Sexuality in/and Public Discourses
Media Studies 3510 Globalizing Discourses of Dissent
Media Studies 3530 Transnational Approaches to Media and Gender
Media Studies 4350 Feminist Approaches to Media and Technology
Media Studies 4530 Media Constructions of Globalized Labour
Media Studies 4550 Decolonizing Media

c) The following courses have revised prerequisites:

Media Studies 3610 Web Design
Prerequisite: MDST 2030 Media Production

Media Studies 3630 Intermedia Production
Prerequisite: MDST 2030 Media Production

Media Studies 4430 Meta-Media
Prerequisite: Media Studies 2210 Media Theory

Media Studies 4610 Advanced Video Production

Prerequisite: Media Studies 3690 Video Production II

Media Studies 4650 Special Topics in Media Production

Prerequisite: Media Studies 2030 Media Production

INQU 4220 Honours Media Research Project

Prerequisite: Media Studies 2230 Media Studies Research Methods

Note: Open only to Media Studies Majors.

INQU 4240 Honours Media Arts Project

Prerequisite: Media Studies 2230 Media Studies Research Methods

Note: Open only to Media Studies Majors.

INQU 4260 Honours Research Creation Project

Prerequisite: Media Studies 2230 Media Studies Research Methods

Note: Open only to Media Studies Majors.

3. Deleted Courses: Courses Removed from Media Studies Program

Media Studies 2530 Development Media and Technology

Media Studies 3330 Guerrilla Texts

Media Studies 3430 Critical Approaches to Advertising

Media Studies 3670 Video Post-Production

Media Studies 4410 Technological Culture

Media Studies 4450 Schizopoetics and Econopoesis

Media Studies 4510 Global Sex Workers in/and Media

4. Course Renumbered

Media Studies 2630 Video Production II → renumbered to Media Studies 3690

Credit Weight: 0.5

Prerequisite: Media Studies 2610 Video Production I

Description: Building on Media Studies 2610, students will put their skills in video production to work in collaborative teams that will work within the community to produce short video projects with social justice themes.

Offering: 2-2; or 2-2

5. Deletion of Notes

Media Studies 4610 Advanced Video Production

[no portfolio requirement]

Media Studies 4630 Advanced Intermedia Cyberarts

[no portfolio requirement]

Media Studies 4650 Special Topics in Media Production
[no portfolio requirement]

6. Revised Offering

Media Studies 1010 Introduction to Media Studies I
Offering: 3-0; 0-0

Media Studies 1030 Introduction to Media Studies II
Prerequisite: Media Studies 1010 or permission of the instructor
Offering: 0-0; 3-0

Media Studies 2010 Alternative Media for Social Change
Offering: 3-0; 0-0

Media Studies 2030 Media Production
Prerequisite: Media Studies 2010 or permission of the instructor
Offering: 0-0; 2-2

7. Revised Degree Requirements

Media Studies can be added to the Department of Interdisciplinary Studies Academic Regulation #6(c), as follows:

(c) Students in the HBASc Media Studies Major are required to satisfactorily complete 20 FCEs, including 10 FCEs of Media Studies required courses, and 2 FCEs of Inquiry. A total of 8 FCEs of elective courses may be chosen from within or outside the Department.