

Provost's Report to Senate

September 2016

Strategic Enrolment Management

In 2015, I commissioned a study to develop a Strategic Enrolment Management (SEM) framework to help inform the University's approach to enrolment planning over the long term. The development of the framework was informed by a series of interviews with Deans, administrative leaders, faculty, staff, and students on both campuses and a review of internal documents. Over the past year, implementation of the recommended SEM Framework has included initiation of a SEM Steering Committee and related sub-committees, development of a phased implementation plan and development of an approach to support faculties, departments, and the broader University community in initial enrolment planning cycles.

Starting in Autumn 2016/17, enrolment planning will be initiated through a phased approach as follows:

- Phase 1: Throughout Autumn 2016, the Provost and the Office of Institutional Planning and Analysis will work with a select group of faculties to build awareness and understanding of enrolment planning for 2017/18, and to test data, supports and processes that are being developed to support full implementation of SEM at Lakehead University. Learnings from this experience will be incorporated into a refined approach that will be tested in Phase 2. The faculties/departments that are proposed for Phase 1 are based on feasibility of data package production within the proposed timelines. They include: Business, Education, Engineering, Nursing, Natural Resources Management.
- Phase 2: In Winter 2017, the Provost and the Office of Institutional Planning and Analysis will continue to build awareness and understanding of enrolment planning with all faculties/departments through broader engagement regarding 2017/18 enrolment projections, and to continue to test data, supports, communications and processes to support enrolment planning. Initial enrolment projections for 2018/19 will be completed.
- Phase 3: In Autumn 2017, all faculties/departments will participate in developing multi-year enrolment goals for 2018/19, 2019/20 as part of an annual SEM cycle that will feed into the annual budget cycle. A refined data package and communication approach will be produced to support this effort.
- Throughout all of these phases implementation of SEM will include ongoing alignment to the Strategic and Academic Plans; review of recruitment, retention and student success initiatives; continued improvements to data/information accessibility, collaboration and transparency; communication, engagement and partnership across the University; and ongoing process improvement with a focus on supporting enrolment goals.

Quality Assurance Audit

As part of the provincial Quality Assurance Framework (QAF), all publicly funded Ontario universities participate in a cyclical audit of their Institutional Quality Assurance Process (IQAP). Lakehead's turn is coming up in early November. An external audit team, appointed by the Ontario Universities Council on Quality Assurance, will be reviewing a subset of the cyclical program reviews, new program approvals, and major modifications reviewed and approved by Senate over the past five years. The Office of the Provost has submitted detailed information packages to the Audit Team. As this is a comprehensive audit of our IQAP, involving many elements and functions of the institution, we will be organizing preparation sessions over the next few weeks with all involved parties. The cyclical audit is an opportunity to showcase the collegial, robust and rigorous approach that we take to curriculum review and development thus ensuring that our programs are of high educational quality.

Instructional Development Centre

The 2015 Provost's Task Force on Innovation and Excellence in Teaching, Technology and Learning identified a series of actions to enhance the resources available to faculty and staff who are engaged in the development and delivery of curriculum. Over the upcoming year a new Teaching Commons is being developed that will include a skillful team of technology, pedagogy, and curriculum specialists who will play a key role in supporting and improving technology enabled delivery on campus and in our virtual and telepresence classrooms. For the upcoming term core services continue to be offered through the Instructional Development Centre. To access resources, please refer to the [IDC website](#), direct inquiries to IDC@lakeheadu.ca or contact Breanne Neufeld, IDC Coordinator, at 343.8554.

Indigenous Content Requirement

Northwestern Ontario is home to 75,000 Indigenous peoples, 1,100 of whom are Lakehead alumni. Based on extensive consultation that culminated in the development of our 2012 Academic Plan, Lakehead committed to the implementation of an Indigenous Content Requirement (ICR) for undergraduate students.

The start of classes in September 2016 brings the first cohort of undergraduate students who will all graduate with a minimum of 18 hours of Indigenous course content that has been woven into their core curriculum. This significant accomplishment is due to the commitment of the Academic Units to design discipline specific approaches. The work was supported by the joint Senate Academic Committee – Ogimaawin Aboriginal Governance Council (SAC-O/AGC) who dedicated much time and thought to the review of courses and programs using the approved criteria and matrix of learning outcomes.

Lakehead's ICR represents a ground breaking change and we are challenging all of our faculty, staff and students to embrace this important step. SAC-O/AGC will continue to guide the implementation as we endeavour to address our responsibilities under the Calls to Action from the Truth and Reconciliation Commission of Canada.

New Faculty Orientation

Orientation for our new members of faculty and teaching staff was held on August 29-30th, 2016. New faculty on both campuses attended a series of excellent sessions that were held in our tele-presence classrooms. We would like to thank all who contributed to the delivery of

the two days of session, as well as the TSC for their technical support. The newest edition of the Faculty Orientation handbook is now available on the University website under [Faculty Resources](#). An orientation for all our contract lecturers is being organized for later in the Fall.

Searches

The search for the Dean of the Faculty of Science and Environmental Studies is well underway with interviews scheduled for later this month. The search for the Dean of Social Sciences & Humanities has been initiated and the Appointment Committee will be meeting in October. The University community will continue to be involved at key stages throughout the search.

The search for the Vice-Provost International is in its final stages and we hope to be announcing the outcome in the very near future.

Library

The Library Annual Report 2015/16 is available on the [Library's web site](#). Highlights of 2015/16 include: the development of a new library organizational structure and the library liaison program; continued work on the Collaborative Futures project with the Ontario Council of University Libraries; launch of a new library web site and the introduction of new services including BrowZine and Kanopy; and the move of the Writing Centre and Math Tutoring Centre to the 2nd floor of the Chancellor Paterson.

The entire ground floor was cleared out of library material by the end of June in order to make room for the International Centre and the English Language Program. Over the course of three months the library:

- Disposed of bound periodicals that are available in trusted digital repositories
- Disposed of selected non-periodicals serials (e.g. Blue Book of Canadian Business)
- Moved government publications from the ground floor to the second floor
- Moved some material to an off-campus storage facility.

Staff of CEDL (Continuing Education and Distributed Learning) have moved into the 5th Floor of the Library (LI5003).

The transition to operating without an Access Copyright license is proceeding. There were issues with getting course packs printed on time as the Library worked through the new process of determining fair dealing and obtaining copyright clearance when necessary. Additional improvements will be made in communicating the status of requests with faculty and clearer communication about the relative advantages of course reserves and course packs.

The library has implemented LibCal for study room and librarian research consultation booking. This system works much better on mobile devices than the previous system.

Changes to The Education Library hours have been posted on the [Library website](#).

University Archives

The Archives hired a student for the summer who was able to work on digitization projects and archival descriptions. Fall opening hours are Tuesday 10:00 am – 12 noon, Wednesday 2:00 - 4:00 pm, Thursday 1:00 – 4:00 pm, or by appointment. New descriptions are available for the

Claude Garton fonds, the Canada Sea-To-Sea Expedition fonds, and the Douglas Fisher fonds. More item-level descriptions are being added for the Thunder Bay Finnish Canadian Historical Society Collection and Harold S. Braun fonds <http://archives.lakeheadu.ca/>.

Data Management Plan Tool (DMP)

Faculty at Lakehead University have access to [DMP Assistant](#) for preparing data management plans (as required by the tri-agencies).

Student Affairs

Enrolment Services

Undergraduate Recruitment

The Recruitment Team is preparing for an active recruitment season. We would like to thank the Program Chairs, Directors and Deans who met with the Recruitment Team over the summer months to provide program updates and share key. Approximately 800 schools will be visited over a three-month period. In addition to in-school visits, large scale events such as the following are being planned:

- Ontario Universities' Fair, Toronto – September 24 - 26
- Preview Days – Orillia - November 5 & Thunder Bay - December 6
- Lakehead Day in the GTA, Toronto – November 26
- Educator's Seminar – Orillia - October 26 & Thunder Bay - November 4
- Saturday Campus Tours – Orillia - October 1 & Thunder Bay - November 12

Ongoing Campus Tours throughout the year continue to be a popular option for prospective students. The \$500 Campus Tour Bursary will again be offered this recruitment season. New this year - a Virtual Tour of Lakehead University's two campuses has been launched. The Virtual Tour is a great way for prospective students to see and experience Lakehead from a distance. www.lakeheadu.ca/virtualltour

Academic Advising, Records and Registration

Reminder: This is the first year of our Fall Study Break which will take place the week of **October 10 – 14, 2016**.

Student Awards & Financial Aid

The 2016/2017 In-Course Scholarship and Award applications are open for students and available on the [SAFI's webpage](#). The Bursary applications are available through the student tab in MyInfo. Students are now able to review Lakehead's undergraduate awards' database online – [click here](#).

Orillia Student Affairs

Athletics

The Varsity Golf season is underway and the Soccer and Ultimate Frisbee Intramurals have begun. Preparations for Indoor Soccer, Women's Basketball and Extramural Men's & Women's Hockey have started.

Aboriginal Initiatives

Ms. Allysha Wassegijig has joined the team as the Aboriginal Mentorship and Learning Assess Coordinator. Allysha will be conducting outreach to local high schools to set up

the Aboriginal Mentorship Program for Orillia/Simcoe County. As well, CLAN (Coordinated Learning Access Network) will be launched for Orillia/Simcoe County.

Wellness

The Wellness Centre (in alignment with the Student Health and Counselling Centre on the Thunder Bay Campus) is introducing a Peer Health Educator program for 2016/2017. Student volunteers will be designing and implementing educational campaigns on a range of health topics.

Student Accessibility Services

In collaboration with the Ms. Dreeni Geer, Director of Human Rights and Equity, Student Accessibility Services is working to complete the implementation of the Ontario Human Rights Commission's (OHRC) requirements. Information regarding the OHRC changes has been sent to students, faculty, and staff. Anyone with questions are encouraged to contact Dreeni Geer at 346.7765 or Marian Ryks-Szelekovszky at 343.8149.

The Senate Teaching and Learning Committee will continue to review of the Academic Accommodations Policy/Procedures with a goal of bringing the proposed changes to Senate early in the winter term.

Student Success Centre

Ms. Jo Krisko, Manager joined the Student Success Centre in July 2016. In August, Richard Clarke and Nick Alderton in Thunder Bay and Haley Doherty in Orillia began their work as Student Success Advisors.

The 2016-2017 Career Fair dates will be:

- In Thunder Bay:
 - Fall Career Fair on Tuesday October 4, 2016
 - Engineering Career Fair on November 3, 2016
 - Spring Career Fair on February 9, 2017
- In Orillia:
 - Summer Job and Career Fair on January 25, 2017
 - Education Career Fair on February 1, 2017

The **MySuccess Portal** was upgraded in late August. The system is now operating on the latest software version which will support key objectives with the Co-operative Education program and student appointment booking services with advisors on both campuses.

Academic Support Zone – is the new home for Math Assistance Centre, Writing Centre, Peer Tutoring/Supplemental Instruction Services in the Paterson Library in LI2004.

Orientation

We would like give our sincere thanks to all the student leaders, faculty and staff across both campuses who provided support to Orientation 2016. 1,295 students were registered for Orientation this year across both campuses. Opening Commencement occurred simultaneously across both campuses and via video link enabling the President to speak to both campuses and offer words of welcome to students and parents. This year's Evaluation of Orientation is already in progress with plans underway for 2017 Orientation.

Student Health and Counselling Centre

The Centre is participating in various faculty/department/class orientations to provide information about Centre services and transitioning to University as well as discussions about mental health. Sexual Violence Prevention and Education sessions have been delivered during Orientation and individual student groups.

In addition to providing medical and counselling appointments, the Centre is offering meditation sessions which have been quite popular. For the next few months, the Centre will also be offering, a medical clinic and counselling sessions on Wednesday evenings and a medical clinic on Saturday mornings.

Web Development Services

An updated Lakeheadu.ca website, including the MyInfo theme, was successfully launched September 1st. Updates to the website include the following:

- Updated look and feel featuring a new mobile-friendly theme
- Rewritten Undergraduate Program content focused on prospective student recruitment
- Creation of an Undergraduate Admission Requirements database containing updated admission requirements – easily searchable, always accurate.
- Development of an Undergraduate Scholarship, Awards, and Bursaries database used by both staff and students; always updated and accurate.
- Integration with a new Virtual Tour

Respectively submitted,

Moira McPherson
Provost and Vice-President (Academic)