



## MEMORANDUM

**Date:** November 14, 2018

**To:** Ms. Barbara Eccles, Secretary of Senate

**From:** Dr. Richard Maundrell, Chair, Senate Academic Committee

**Senate Meeting Date:** November 19, 2018

**Subject: Senate Academic Committee Report**

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The Senate Academic Committee (SAC) met on November 5, 2018.

- 1. Senate Academic Committee's Terms of Reference**

The revised Terms of Reference were accepted by SAC and are referred to Senate for approval (attached).
- 2. Senate Academic Committee-Quality Assurance Subcommittee (SAC-QA)**
  - 2.1** SAC-QA reviewed the Final Assessment Report (FAR) and Implementation Plan (IP) for the Cyclical Program Review of the Honours Bachelor of Social Work programs and reported to SAC. SAC passed a motion to accept the Final Assessment Report and Implementation Plan of the Cyclical Review of the Honours Bachelor of Social Work programs and forward the Executive Summary to Senate as an item of information. The Executive Summary is available online at <https://www.lakeheadu.ca/faculty-and-staff/departments/services/provost-vice-president-academic/quality-assurance/cyclical-program-reviews/executive-summaries>.
  - 2.2** SAC-QA reviewed the Final Assessment Report (FAR) and Implementation Plan (IP) for the Cyclical Program Review of the Women's Studies programs and reported to SAC. SAC passed a motion to accept the Final Assessment Report and Implementation Plan of the Cyclical Review of the Women's Studies programs and forward the Executive Summary to Senate as an item of information. The Executive Summary is available online at <https://www.lakeheadu.ca/faculty-and-staff/departments/services/provost-vice-president-academic/quality-assurance/cyclical-program-reviews/executive-summaries>.
  - 2.3** The Senate Academic Committee passed a motion to approve SAC-QA's recommendation and forward the following request to the next appropriate committee in the Curriculum Navigator workflow:
    - Programs-Discontinue-MSEng Control (2018-ENG-6564)

**3. Senate Academic Committee Regulations Subcommittee**

**3.1** Dr. Rachel Warburton was elected to the SAC Regulations Subcommittee for a two year term.

**3.2** The Senate Academic Committee passed a motion to approved SAC Regulations recommendation to rescind the following academic policies:

- Aegrotat Standing
- Credit Assessment for the Association of Biblical Higher Education Accredited Institutions
- Credits, Transferability of Course Credit
- Examinations – Cancellation Contingency Plan
- Examinations – Frequency
- Examinations – Invigilation

**4. Senate Academic Committee/Ogimaawin-Aboriginal Governance Council Subcommittee**

Dr. Betsy Birmingham and Ms. Karen Keiller were elected to the SAC/O-AGC Subcommittee for two-year terms.

**5. Free Speech Policy**

Dr. David Barnett presented a draft of the new Free Speech Policy and the Committee's feedback was collected.

**6. 2017-2018 Senate Academic Committee Annual Report**

The 2017-2018 Senate Academic Committee's Annual Report, prepared by Drs. W. Melville and T. Randall, was accepted. The Report is attached.

Respectfully Submitted

Dr. Richard Maundrell  
Chair, Senate Academic Committee

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Attachments

## Senate Academic Committee 2017/2018 Annual Report

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The Senate Academic Committee met nine times during the 2017/2018 Academic Year. Dr. Wayne Melville served as Chair for the first half of the year before going on Sabbatical (July 1 – December 31, 2017) and Dr. Todd Randall served as Chair for the second half of the year (January 1 – September 5, 2018). Dr. Tim Hardie served as Vice-Chair (July 1 – September 5, 2018). The work of the Committee was supported by the Office of the Provost and Vice-President (Academic), specifically Cathy Ridley, Executive Assistant and Operations Manager, Office of the Provost and Vice-President (Academic).

This Annual Report offers a summary of the activities of the Committee and its constituent Sub-committees during the 2017/2018 Academic Year.

- In order to address issues around scheduling, an Academic Schedule Working Group was established in early November 2017, and met regularly over the November 2017 – June 2018 period, to create a draft Scheduling Policy. It was noted that Lakehead does not currently have a formal policy pertaining to scheduling and this is a critical need to make the best use of available classroom spaces amongst other rationale. The Academic Schedule Working Group included representation from across the Faculties and staff members familiar with current practices around scheduling. A draft policy (June 2018) was then presented to the Provost and Vice-President (Academic) and consultations around this Policy will occur in the fall with a view to having this Policy in place to develop the 2019-2020 winter schedule. The final draft Policy will be brought to SAC for final review and approval.
- The collection and analysis of data on the second Fall Study Break, which was undertaken to make a final determination on the future of this initiative was report to SAC. Based on feedback from students and faculty (>1,000 students and 16 faculty), the majority were in favour of a four-day Fall study break attached to the week with the Thanksgiving holiday Monday. Some opposition was noted from Faculties offering field schools, since the break results in an earlier start date for the term. SAC submitted a motion to Senate, that Lakehead permanently adopt a Fall Study Break. The motion was approved at the 19 March 2018 Senate meeting.
- The Final Report on the 2012-2017 Academic Plan Implementation was presented to SAC and then released to the wider academic community. This Report highlighted the successful implementation of the majority of strategies, identified areas of concern, and served as a foundation for the work of the 2018-2023 Academic Planning Group. The report can be accessed at:  
<https://www.lakeheadu.ca/faculty-and-staff/departments/services/provost-vice-president-academic/academic-plan>

- SAC established the 2018-2023 Academic Planning group and has continued to support their ongoing work.
- The Ad-hoc Committee on Prior Learning Assessment and Recognition (PLAR), had been established in 2016/2017. It is anticipated that an update will be provided to SAC in the Fall 2018.
- The Quality Assurance Sub-Committee (QA) reviewed and made recommendations to SAC on a substantial number of major modification and new program proposals. These included:
  - Graduate: MSc Chemical Engineering; MSc Biology (Orillia); MES
  - Undergraduate: Applied Life Sciences with Specialization in Biomedical Techniques\*<sup>1</sup>; Computer Science with Computer Programmer Diploma\*; Commerce (college transfer pathway – Orillia); English (4-year, non-direct entry); Certificate Program in International Languages; ], and
  - Discontinued programs: MES Nature-Based Recreation and Tourism
- QA also discussed changes to wording in sections 3.4 and 3.7 of the Lakehead [University Institutional Quality Assurance Process \(IQAP\) framework](#) and provided regular updates on their work in oversight of cyclical program review and preparation and approval of Final Assessment Reports and Implementation Plans.
- The Regulations Sub-committee reviewed and recommended approval to changes in program regulations, including admission requirements as applicable, for the following graduate and undergraduate programs:
  - Graduate: Accounting Graduate Diploma; Engineering; Psychology; Social Work
  - Undergraduate: Psychology; Environmental Sustainability with Specialization in Ecosystem Management\*<sup>2</sup>; Applied Life Sciences with Specialization in Biomedical Techniques\*; Computer Science with Computer Programmer Diploma\*; Social Work; Kinesiology; Education; Engineering

In addition, the Regulations Sub-committee also recommended approval to changes in:

- University Regulation IV Examinations
  - Undergraduate Admission requirements (minor)
  - Minimum Academic Standing for Masters programs
- With Senate's approval of the Fall Study Break (March 19, 2018), SAC approved a revised Academic Schedule of Dates for the next three academic years: 2019/2020, 2020/2021 and 2021/2022. The revised Schedules were sent to Senate for approval at the May 14, 2018 Senate meeting.

Dr. Richard Maundrell was elected as Chair, and Dr. Wayne Melville as Vice-Chair of SAC effective September 5, 2018 – June 30, 2019.

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<sup>1</sup> An asterisk indicates a change in regulations and/or admission requirements pertaining to one of the Lakehead University-Georgian College partnership programs;

<sup>2</sup> An asterisk indicates a change in regulations and/or admission requirements pertaining to one of the Lakehead University-Georgian College partnership programs;

In closing, I would like to thank all members for their input and commitment over the past year. I especially appreciate the work of Drs Randall, Melville, and Hardie, and Cathy Ridley for her tireless efforts.

Respectfully submitted

Dr. Richard Maundrell  
Chair, Senate Academic Committee