



MEMORANDUM

Date: September 13, 2016
To: Ms. Barbara Eccles, Secretary of Senate
From: Dr. Wayne Melville, Chair, Senate Academic Committee
Subject: Senate Academic Committee Report

The Senate Academic Committee (SAC) met on September 7, 2016.

1. **Senate Academic Committee Chair and Vice-Chair 2016-2017**
Dr. Wayne Melville will be the Chair and Dr. Don Kerr will be the Vice-Chair.
2. **SAC Quality Assurance Sub-Committee**
 - 2.1 Dr. Derek Kivi, faculty representative was elected to the Quality Assurance Sub-Committee.
 - 2.2 SAC QA reviewed the Final Assessment Report (FAR) and Implementation Plan (IP) for the Cyclical Program Review of the Masters of Environmental Studies – Nature Based ~~Ü^&^æä~~ and Tourism and reported to SAC. SAC passed a motion to accept the Final Assessment Report and Implementation Plan of the Cyclical Review of the Masters of Environmental Studies – Nature Based Tourism and Recreation and forward the Executive Summary to Senate as an item of information.
 - 2.3 SAC QA reviewed the Final Assessment Report (FAR) and Implementation Plan (IP) for the Cyclical Program Review of the Masters of Science in Engineering, Environmental Engineering and reported to SAC. SAC passed a motion to accept the Final Assessment Report and Implementation Plan of the Cyclical Review of the Masters of Science in Engineering, Environmental Engineering and forward the Executive Summary to Senate as an item of information.

2.4 SAC QA reviewed the Final Assessment Report (FAR) and Implementation Plan (IP) for the Cyclical Program Review of the Masters of Science in Engineering, Electrical and Computer Engineering and reported to SAC. SAC passed a motion to accept the Final Assessment Report and Implementation Plan of the Cyclical Review of the Masters of Science in Engineering, Electrical and Computer Engineering and forward the Executive Summary to Senate as an item of information.

3. SAC/O-AGC Joint Sub-Committee

3.1 SAC passed a motion to accept the Faculty of Business Administration's plan to integrate at least 18 hours of Indigenous contact across their curriculum with appropriate learner outcomes, as recommended by SAC/O-AGC.

4. 2015-2016 Senate Academic Committee Year-End Report

SAC reviewed the 2015-2016 Annual Report as submitted by Dr. D. Ivison, past Chair of SAC. The Report was accepted and is attached to the Report to Senate.

Respectfully submitted,

Dr. Wayne Melville
Chair, Senate Academic Committee

Attachments



QUALITY ASSURANCE CYCLICAL UNDERGRADUATE PROGRAM REVIEW

Masters of Environmental Studies – Nature-Based Recreation and Tourism

September 2016

In accordance with the Lakehead University Institutional Quality Assurance Process (IQAP), the School of Outdoor Recreation, Parks and Tourism, Faculty of Social Sciences and Humanities, submitted a self-study (December 2012). Volume 1 presented the program descriptions and outcomes, an analytical assessment of their programs and program metrics including results from a student survey along with institutional information and statistical data. Volumes 2 and 3, respectively, provided a collection of the program course outlines and the CV's for each full-time member in the Department.

Two external reviewers and one internal reviewer, selected by the Senate Academic Quality Assurance Sub-committee (SAC-QA) from a set of proposed reviewers, examined the materials and completed a two-day site visit in April 2013. The site visit included meetings with the Provost and Vice-President (Academic), Deputy Provost, Vice-President (Research, Economic Development and Innovation), Dean of the Faculty of Social Sciences and Humanities, Director of ORPT and Graduate Coordinator, Dean and Manager of the Faculty of Graduate Studies, University Librarian, full- and part-time faculty members, program technicians and the administrative assistant. The Review Team toured the library, and met with current students and Alumni.

In their report (May 2013), the Review Team provided feedback that identified the strong potential of the program to contribute to the University's Mission, Strategic and Academic plans but also detailed the significant challenges associated with doing so.

Following a series of meetings between the Dean, the Provost, the Acting Graduate Coordinator and the MES-NBRT committee, the Dean requested that by the end of the fall 2014 term, the committee would provide back to her a status report on the progress the committee was making. A meeting was held between the Graduate Coordinator and the Dean in December and a short email memo was subsequently sent to the Dean and the Deputy Provost indicating that the committee was continuing to explore options to address the recommendations of the reviewers while commensurately examining the feasibility and sustainability of the program.

After extensive consultation, the School of ORPT proposed to suspend the in-take of graduate students into the MES-NBRT program for three years (beginning in the fall/winter term of 2015/16) and ending in 2018/2019). Any students currently in the program would be supported until graduation. In the fall of 2019, the School of ORPT will revisit the status of our faculty complement *vis a vis* the resources required to offer a Master's program. The Provost accepted this response from the School.

A Final Assessment Report (FAR) has been prepared to provide a synthesis of the external evaluation and internal response to the recommendations. This report summarizes the actions taken and those yet to be completed.

The FAR includes an Implementation Plan that identifies who will be responsible for approving the recommendations set out in the FAR; who will be responsible for providing any resources made necessary by those recommendations; any changes in organization, policy or governance that will be necessary to meet the recommendations; who will be responsible for acting on those recommendations; and timelines for acting on and monitoring the implementation of those recommendations.

Programs covered by this cyclical review:

- *Masters of Environmental Studies – Nature-Based Recreation and Tourism*



QUALITY ASSURANCE CYCLICAL UNDERGRADUATE PROGRAM REVIEW

Masters of Science in Engineering – Environmental Engineering

September 2016

In accordance with the Lakehead University Institutional Quality Assurance Process (IQAP), the Faculty of Engineering submitted a self-study (April 2014). Volume 1 presented the program descriptions and outcomes, an analytical assessment of their programs and program metrics including results from a student survey along with institutional information and statistical data. Volumes 2 and 3, respectively, provided a collection of the program course outlines and the CV's for each full-time member in the Department.

Two external reviewers and one internal reviewer, selected by the Senate Academic Quality Assurance Sub-committee (SAC-QA) from a set of proposed reviewers, examined the materials and completed a two-day site visit from 30 April – 1 May 2014. The site visit included meetings with the Provost and Vice-President (Academic), Dean of the Faculty of Engineering, Dean and Manager of the Faculty of Graduate Studies, Chairs of the Departments of Chemical and Civil Engineering, Coordinator of the Environmental Engineering program, Director of Research Services, Head of Collections Development, as well as full-time faculty members. The Review Team toured facilities including the Instrumentation Laboratory and Faculty laboratories, and met with graduate students, alumni and community partners.

In their report, submitted June 2014, the Review Team provided feedback that describes how the Masters of Science in Engineering – Environmental Engineering program meets the Quality Assurance Framework evaluation criteria and is consistent with the University's mission and academic priorities. They reported that the admission standards, curriculum structure and delivery, and teaching and assessment methods are appropriate, reflect the current state of the discipline, and are effective in preparing graduates to meet defined outcomes and the University's graduate Degree level Expectations (DLE's). The Review Team stated that "the unique interdisciplinary nature of the program integrates multidisciplinary research which includes chemical, civil and mechanical engineering as well as chemistry and forestry". They praised the program for innovation in integrating courses in geoenvironmental engineering, environmental chemistry, experimental design, physicochemical treatment processes and biological treatment processes.

In addition, the Review Team provided recommendations with supporting rationale for future consideration.

The Graduate Coordinator of the Program, in consultation with the Dean of Engineering, submitted a response to the Reviewer's Report (October 2014) with updates in July 2016. Clarifications and corrections were presented followed by a response to each of the recommendations made by the Review Team.

A Final Assessment Report (FAR) has been prepared to provide a synthesis of the external evaluation and internal response to the recommendations. This report identifies the significant strengths of the programs, the opportunities for program improvement and enhancement, and sets out and prioritizes the recommendations that have been selected for implementation.

The FAR includes an Implementation Plan that identifies who will be responsible for approving the recommendations set out in the FAR; who will be responsible for providing any resources made necessary by those recommendations; any changes in organization, policy or governance that will be necessary to meet the recommendations; who will be responsible for acting on those recommendations; and timelines for acting on and monitoring the implementation of those recommendations.

Programs covered by this cyclical review:

- *Masters of Science in Engineering – Environmental Engineering*



QUALITY ASSURANCE CYCLICAL UNDERGRADUATE PROGRAM REVIEW

Masters of Science in Engineering – Electrical and Computer Engineering

September 2016

In accordance with the Lakehead University Institutional Quality Assurance Process (IQAP), the Faculty of Engineering submitted a self-study (April 2014). Volume 1 presented the program descriptions and outcomes, an analytical assessment of their programs and program metrics including results from a student survey along with institutional information and statistical data. Volumes 2 and 3, respectively, provided a collection of the program course outlines and the CV's for each full-time member in the Department.

Two external reviewers and one internal reviewer, selected by the Senate Academic Quality Assurance Sub-committee (SAC-QA) from a set of proposed reviewers, examined the materials and completed a two-day site visit from 30 April – 1 May 2014. The site visit included meetings with the Provost and Vice-President (Academic), Dean of the Faculty of Engineering, Dean and Manager of the Faculty of Graduate Studies, Chairs of the Departments of Electrical and Software Engineering, Coordinator of the Electrical and Computer Engineering program, Director of Research Services, Head of Library Collection, as well as full- and part-time faculty members. The Review Team toured facilities and space including Faculty research laboratories, computing facilities, Thunder Bay Regional Research Institute (TBRI) laboratory and graduate student office space, and met with graduate students and alumni.

In their report, submitted June 2014, the Review Team provided feedback that describes how the Masters of Science in Engineering – Electrical and Computer Engineering program meets the Quality Assurance Framework evaluation criteria and is consistent with the University's mission and academic priorities. They reported that the admission standards, curriculum structure and delivery, and teaching and assessment methods are appropriate, reflect the current state of the discipline, and are effective in preparing graduates to meet defined outcomes and the University's graduate Degree level Expectations (DLE's). The Review Team stated that "the unique interdisciplinary nature of the program integrates multidisciplinary research which includes chemical, civil and mechanical engineering as well as chemistry and forestry". They praised the program for innovation in integrating courses in geoenvironmental engineering, environmental chemistry, experimental design, physicochemical treatment processes and biological treatment processes. The Review Team deemed the MSEng (Electrical and Computer) to be strong with good leadership.

In addition, the Review Team provided recommendations with supporting rationale for future consideration.

The Graduate Coordinator of the Program, in consultation with the Dean of Engineering, submitted a response to the Reviewer's Report (September 2014) with updates in July 2016. Clarifications and

corrections were presented followed by a response to each of the recommendations made by the Review Team.

A Final Assessment Report (FAR) has been prepared to provide a synthesis of the external evaluation and internal response to the recommendations. This report identifies the significant strengths of the programs, the opportunities for program improvement and enhancement, and sets out and prioritizes the recommendations that have been selected for implementation.

The FAR includes an Implementation Plan that identifies who will be responsible for approving the recommendations set out in the FAR; who will be responsible for providing any resources made necessary by those recommendations; any changes in organization, policy or governance that will be necessary to meet the recommendations; who will be responsible for acting on those recommendations; and timelines for acting on and monitoring the implementation of those recommendations.

Programs covered by this cyclical review:

- *Masters of Science in Engineering – Electrical and Computer Engineering*