

# Lakehead

UNIVERSITY

## MEMORANDUM

**TO:** Karen Roche, Secretary of Senate  
**FROM:** Gillian Siddall, Chair  
**RE:** Senate Academic Committee  
**DATE:** Report of the Senate Academic Committee  
May 9, 2012

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The following is my report from the regular SAC meeting of May 3, 2012.

1. Create a Student Overload Policy – Amendment to University Regulation II  
(referral from November 11/11 Senate Meeting)

The calendar change request originated from the Faculty of Science and Environmental Studies and was referred to the Academic Regulations Sub-Committee. The Sub-Committee recommended that University Regulation II be amended in order to ensure that the issue of overload would be dealt with equitably across the university. The SAC reviewed the proposed amendment to Regulation II and referred the item to Deans' Council for comment.

The SAC reviewed a final draft of the amended Regulation II (attached). A motion was passed to accept the amendments to Regulation II and recommend that Senate approve them.

2. Corrections to existing calendar – minor changes to Regulations HBScF and HBEM (referral from Jan 20/12 Senate Meeting)

The Academic Regulations Sub-Committee reviewed the proposed calendar change request and suggested that in item 1, year 4 for both degrees be changed to read (greater than) 14.5 and that courses (0190, 0290 and 0390) should be referred to as NRM and not Forestry.

The SAC passed a motion to accept the amendments to Regulations HBScF and HBEM and recommended that Senate approve them, with minor changes outlined.

3. New Program Proposal – MSc in Mechanical Engineering (referral from Jan 20/12 Senate Meeting)

The Senate Academic Quality Assurance Committee met (April 2, April 10, and May 1, 2012) to review and evaluate the proposal. The Committee requested additional information and edits were made to the original proposal. The following motion was approved pending additional minor edits:

***The Quality Assurance Sub-Committee recommends that the revised program proposal for the MSC Mechanical Engineering, along with the supplemental information provided during the review process, be forwarded to the appropriate standing committees for completion of the new program proposal review. The proposal and supplemental information address the criteria required for new program proposals in accordance with the Policy for the Review and Approval of Academic Programs and the Lakehead University Institutional Quality Assurance Process (IQAP).***

The SAC passed a motion to accept the recommendations of the Quality Assurance Sub-Committee.

A summary of how each of the criteria related to new graduate program proposals has been addressed is provided in a table entitled *Senate Academic Quality Assurance Committee: Review Criteria for New Graduate Program Proposals* and has been filed with the Office of the Provost and Vice-President Academic and is posted at: <http://vpacademic.lakeheadu.ca/?display=page&pageid=76>.

#### 4. Faculty of Graduate Studies revised Regulation – Leave of Absence

The following report was missing from the October 2011 Report from SAC.

At the June 24, 2011 meeting of SAC, the committee reviewed the revised Regulation and recommended that it be referred back to the Faculty of Graduate Studies so that the wording from revised Regulation VIII (f) Missed Examinations could be added.

The SAC passed a motion to recommend that Senate approve the revised Regulation – Leave of Absence, with the suggested amendment.

Respectfully submitted,  
Gillian Siddall