

## MEMORANDUM

**TO:** Karen Roche, University Secretary

**FROM:** Todd Randall, Chair, Senate Budget Committee

**RE:** Report of the Senate Budget Committee for the November 23<sup>rd</sup>, 2012 Senate Meeting

**DATE:** November 20<sup>th</sup>, 2012

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The Senate Budget Committee met twice (Nov 2<sup>nd</sup> and 16<sup>th</sup>) since its last report to Senate. Work load in these two meetings related to revision of the Committee's Terms of Reference, its recommendation towards the proposed MSc in Mechanical Engineering and our regular work on proposed Calendar changes. We were awaiting a recommendation from SUSC before tackling Calendar changes proposed at the Oct 19<sup>th</sup> Senate meeting; we anticipate a busy December-April period to work through these and ones being referred at the November and January Senate meetings. 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](mailto:randall@lakeheadu.ca)) or telephone (ext. 8381).

### Items pertaining to the September 14<sup>th</sup>, 2012 Senate Meeting

#### 1. Faculty of Natural Resources Management

##### **(a) Addition of Lab Session to NRMT 2055**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the Faculty of NRM to offer this added laboratory section.

### Items pertaining to the October 19<sup>th</sup>, 2012 Senate Meeting

#### 2. Faculty of Law

##### **(a) Description of process and criteria for admission into the Faculty of Law (2013-2014)**

The Senate Budget Committee discussed this item in a preliminary capacity at its meeting of Nov 2<sup>nd</sup>, but has tabled this item to its next meeting pending the recommendation from SUSC.

##### **(b) Required Courses for First Year Law (2013-2014)**

The Senate Budget Committee discussed this item in a preliminary capacity at its meeting of Nov 2<sup>nd</sup>, but has tabled this item to its next meeting pending the recommendation from SUSC.

*Other Items*

### **3. Proposed MSc in Mechanical Engineering**

Senate Budget Committee last reported on this item in its report to Senate on September 14<sup>th</sup>, 2012. In that report, we indicated that our recommendation to Senate (for approval) would be dependent on the outcome of the external appraisal of the proposed program. As reported elsewhere by the SAC Quality Assurance sub-committee, this external appraisal was completed in October 2012 and the Faculty of Engineering revised their Proposal Brief to address these comments. Our recommendation (below) pertains to this revised Brief.

The Senate Budget Committee has reviewed the proposal for the new program MSc in Mechanical Engineering and supplemental information. The MSc in Mechanical Engineering program addresses the specific criteria for a new program in accordance with the Policy for the Review and Approval of Academic Programs and the Lakehead University Institutional Quality Assurance Process (IQAP). The Senate Budget Committee has assessed the financial implications of the proposal for the new program. This program has a sound rationale for demand and sustainability and has satisfactory plans for resources at this time.

**The Senate Budget Committee recommends that Senate approve the proposal for the new MSc in Mechanical Engineering program (version dated November 4, 2012) as the Faculty of Engineering has satisfactory plans for resources to offer the program at this time.**

The calendar submission will be reviewed and require approval from the Senate (following Senate Committee review) following approval of the proposal by Quality Council.

### **4. Terms of Reference (Senate Budget Committee)**

The Committee approved a revised Terms of Reference (dated Nov 16, 2012) which is included as an appendix to this report (we used Track Changes). This needs to be referred to Senate Organization for their approval.

Respectfully submitted,



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Dr Todd Randall,  
Chair, Senate Budget Committee