

# Lakehead

UNIVERSITY

## MEMORANDUM

**TO:** Karen Roche, Secretary of Senate  
**FROM:** Gillian Siddall, Chair  
**RE:** Senate Academic Committee  
**DATE:** Report of the Senate Academic Committee (SAC)  
May 7, 2010

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Please accept my report with respect to the regular meeting of Senate Academic Committee held on May 7, 2010.

### 1. Revision to General Regulation I (n):

The committee was given background to the amendment, which included the following:

The Academic Plan 2006 at I.B.1.a. Undergraduate Programs, provided definitions for the following:

**I.B.1.a.(3) academic majors:** A minimum of 5 specified full course equivalents will be required for a major (a *major* being a sequence of courses in a subject-matter area or discipline which, when accompanied by appropriate supporting courses, leads to a degree, and completion of which is shown on a both the student's parchment and academic record). Specialist programs involving an equal concentration in two related areas (*double* or *joint* majors) will require at least 5 full course equivalents in each discipline.

**I.B.1.a.(4) academic minors:** A minimum of 3 full course equivalents *different from and additional to the courses in the student's major* can be combined to form an academic minor (a minor being an optional collection of coursework within a 4 year degree program, completion of which will be shown on the student's academic record, but not the student's parchment). At least one of the full courses in a minor must be course work at the 3rd or 4th year level. Application for admission to the minor must be completed no later than following completion of 1.5 FCE of courses that would comprise the minor.

In May 2007, the Senate Academic Committee recommended approval of a submission to Senate which would see the Program Patterns section in the calendar amended to reflect the current definition of an academic minor (Academic Plan 2006). Senate approved that request at its June 4, 2007 meeting.

The Program Patterns section in the calendar will be amended to reflect the current definition of an academic major (Academic Plan 2006)

The request to amend General Regulation I (n), deals only with the ***double counting of cross-calendared courses.***

***The committee moved to recommend that Senate approve the revised Regulation I (n). The revised Regulation is attached.***

## **2. Policy on Academic Accommodation of Students with Disabilities:**

The committee first reviewed the draft Policy and companion procedures at its April 16<sup>th</sup> meeting and recommended minor modifications.

The committee reviewed the revised draft and subsequently ***moved to recommend that Senate approved the Policy on Academic Accommodation of Students with Disabilities.***

## **3. Undergraduate program review - cyclical program review**

M. McPherson reported that the undergraduate program review site visit for the Women's Studies program took place this week. The Women's Studies review is the last of six undergraduate program review site visits that have taken place this past academic year. The final undergraduate program review to occur under the UPRAC guidelines is scheduled for the 2010 fall term. Each of the final summary reports will be presented to SAC for approval over the course of the next academic year.

## **4. Quality Assurance – IQAP**

M. McPherson advised the committee regarding the final approval of the provincial Quality Assurance Framework and provided a summary of the requirements and timelines that Lakehead University must adhere to in developing its Institutional Quality Assurance Process (IQAP). The deadline for submission of IQAPs to the Quality Council is July 1, 2010. Institutions whose IQAPs are not ready to be submitted, must submit an outline indicating the institution's plan for developing its IQAP and managing transition to the new framework. The final deadline for submission is December 31, 2010. M. McPherson also provided an overview of the parameters being considered in developing the cyclical review schedule for both undergraduate and graduate program reviews for the next 8 years. Consultations are occurring with Deans, Chairs and Directors as necessary to fine tune the proposed schedule.

The Senate Academic Committee will review both a draft IQAP and Schedule of QA Reviews at a special meeting of SAC in June, 2010.

## **5 Relocation Subcommittee**

The Chair made the following report to the Committee:

At the Senate meeting of May 15, 2009, a motion was passed charging the Senate Academic Committee (SAC) with developing a policy for relocation of an academic unit. SAC subsequently established the Relocation Subcommittee to make recommendations to SAC regarding such a policy.

At its last meeting, the Relocation Subcommittee decided to consider developing a set of procedures that would guide not only requests from units wishing to relocate but also other requests regarding structural changes to academic units/Faculties and name

changes of academic units/Faculties. Part of the context for this decision is the work being done by an ad hoc subcommittee of SUSC that was established in the fall of 2009, in order to make recommendations to SUSC regarding pathways for calendar change approvals. That subcommittee has completed its work and expects that a routing chart for requests requiring Senate approvals will be presented to Senate in the fall 2010. The subcommittee has recommended that referrals regarding academic restructuring of units/faculties, including relocation, reorganization and change of name will be referred to SAC for consideration, and then SUSC, SGC, and SBC as necessary. Another part of the context is that there is some precedent for SAC reviewing name changes. For example, in the fall of 2009, a request to change the name of a Faculty was presented to Senate, and that request was referred to the Senate Academic Committee for consideration, prior to returning to Senate for approval.

The Subcommittee continues to develop a draft set of procedures, meant to provide clarity on consultations and proposal development that must occur prior to consideration by Senate subcommittees and ultimately, Senate. The draft set of procedures will be reviewed at the Committee's special meeting in June, 2010.

Respectfully submitted,  
G. Siddall