



## Meeting Book - October Academic Senate Meeting

### Senate Agenda

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|--|---------------|----------------|
| 1. Acknowledgement of the Traditional Territory  |               | Senate Speaker |
| <i>As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robison-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishinabek. We respect and are grateful to hold this event on these lands with all our relations.</i> |               |                |
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| 2. Approval of the Agenda  | <b>Motion</b> | Senate Speaker |
| <i>That the agenda of the October 11, 2024, Senate meeting be approved.</i>  |               |                |
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| 3. Adoption of Minutes   | <b>Motion</b> | Senate Speaker |
| <i>That the minutes of the Senate meeting of September 13, 2024, be adopted.</i>   |               |                |
| i. September 13, 2024 Draft Senate Minutes and Reports.pdf   |               |                |
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| 4. Business Arising from the Minutes   |               |                |
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| 5. Reading and Disposing of Communications   |               |                |
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| 6. Reports from Other Bodies   |               |                |
| i. President   |               |                |
| <i>Oral Report</i>   |               |                |
| ii. Provost & Vice-President Academic  |               |                |
| <i>Oral Report</i>   |               |                |
| iii. Vice-President Finance and Administration   |               |                |
| iv. Board of Governors   |               |                |
| <i>No report</i>   |               |                |
| v. Alumni Advisory Board   |               |                |
| a. 24-10 - NUAAB Report to Senate.pdf  |               |                |
| vi. Council of Ontario Universities (Academic Colleague)   |               |                |
| <i>No Report</i>   |               |                |
| vii. Joint Committee of the Board and Senate on Governance   |               |                |
| <i>No Report</i>   |               |                |
| viii. Nipissing University Student Union (NUSU)  |               |                |
| a. NUSU Academic Senate Report - October 2024.pdf  |               |                |
| ix. Other  |               |                |
| <hr/>  |               |                |
| 7. Question Period   |               |                |
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| 8. Reports of Standing Committees and Faculty Councils   |               |                |
| i. Senate Executive Committee  |               |                |
| <i>That the report of the Senate Executive Committee dated October 3, 2024, be</i>   |               |                |
|  | <b>Motion</b> |                |

received.

a. Senate Exec Report October 3, 2024.docx

b. AQAPC Senate Report & Attachments September 27, 2024.pdf

ii. Academic Quality Assurance and Planning Committee (AQAPC)  
*That the report of the Academic Quality Assurance and Planning Committee dated September 27, 2024, be received.*

**Motion**

a. Psychology IQAP Final Assessment  
*That Senate Receive the attached Psychology IQAP Final Assessment Report and Implementation Plan (FAR/IP) for information.*

**Motion**

AQAPC Work Plan  
*That Senate receive the AQAPC Work Plan for information.*

**Motion**

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9. Other Business

Senate Speaker

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10. Amendments of By-Laws

11. Elections  
*Elect one (1) faculty Senate representative to serve on the Board of Governors for a three-year term effective July 1, 2024, to June 30, 2027.*

**Motion**

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12. New Business

i. Graduate Applicants  
*That Senate consider receipt of the Report on Graduation Applicants dated September 27, 2024.*

**Motion**

ii. Graduate Applicants  
*That Senate receive the report on Graduation Applicants dated September 27, 2024.*

**Motion**

iii. Approval  
*That Senate grant approval to graduate the students listed in the Report on Graduation Applicants dated September 27, 2024.*

**Motion**

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13. Announcements

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14. Adjournment

**Nipissing University**  
**Minutes of the Academic Senate Meeting**  
**September 13, 2024**  
**2:30 p.m.**  
**Room F210 & Zoom Videoconference**

**Members Present:**

K. Wamsley (Chair), A. Graff, R. Hacquard, B. Law, N. Colborne, G. Raymer, D. Iafrate, N. Black

L. Chen, R. Gendron, A. Hatef, G. McCann, G. Phillips (Deputy Speaker), S. Renshaw, K. Srigley, T. Smith, N. Stevens, T. Stewart, D. Tabachnick, L. Thielen-Wilson, A. Weeks, R. Wenghofer, S. Winters, H. Zhu

A. Adler, J. Allison, S. Cairns, K. Ferguson, C. Greco, D. Hay, T. Horton, T. McParland, C. Ricci, A. Schinkel-Ivy, T. Sibbald (Speaker), M. Sullivan, J. Thornborrow, V. Williams

O. Pokorny

F. Couchie

R. Hehn

H. Panchal, M. DeVuono, E. Bonneau

**Absent With Regrets:**

J. Abbott, H. Texiera, C. Irwin, L. Sinclair, P. Millar, R. Vanderlee, R. Veli, T. Miller, P. English

Amy Schneiderman from BoardEffect provided a brief on-line training session for Senators regarding the implementation of the BoardEffect governance platform. The portal will be implemented following this Senate meeting and will be live for the October 11, 2024, Senate meeting. Accessibility to Senate agendas and minutes on-line will not change, and while the format may look different, the content will remain the same. Senators will be able to access Senate documents by signing into the portal and will be able to access the agenda to make notes and flag items.

The Senate Speaker offered a Traditional Territory acknowledgement.

**Approval of the Agenda of the Senate Meeting of: September 13, 2024**

Motion 1: Moved by D. Hay, seconded by T. McParland that the agenda of the Senate meeting of September 13, 2024 be adopted with an amendment that the material included in the August 20, 2024 ACC Report regarding the role of Senate, ACC and the importance of syllabi and learning outcomes (pages 2-13) be removed. Rationale: no motion was included with this information and the information is included in the ACC Report. The mover and seconder agreed to the amendment.  
CARRIED

**Adoption of the Minutes of the Senate Meeting of:** June 14, 2024

Motion 2: Moved by R. Wenghofer, seconded by G. Phillips that the minutes of the Senate meeting of June 14, 2024 be adopted.  
CARRIED

**Business Arising From the Minutes**

In follow-up to previous inquiries regarding the Policy on Centres and Institutes, the AVPRIGS advised that the Research Committee will meet next week to discuss a draft of the revised policy.

In response to a request for an update on the status of meal reimbursement amounts outlined in the University's Travel Policy, the VPFA advised that the policy is going through the final stages of regular review, approval and revisions. The results will be communicated at the Community Forum.

**Reports From Other Bodies**

The President provided a report. The report is attached to the minutes.

The Provost and Vice-President Academic provided a report. The report is attached to the minutes.

The Vice-President Finance and Administration thanked and congratulated all the departments involved in the successful start up of the new academic year. She advised that the financial results of the 2023-2024 fiscal year will be presented to the Audit and Finance Committee and the Senate Budget Advisory Committee.

The Board of Governors provided a report. The report is attached to the minutes.

The Alumni Advisory Board provided a report. The report is attached to the minutes.

NUSU provided a report. The report is attached to the minutes.

**Question Period**

In follow up to an inquiry as to why a report had not been received from the Joint Committee of the Board and Senate on Governance, a member of the Joint Committee reported that two meetings had been held to discuss suspension of admission and enrolment, as forwarded to the Committee from Senate. The Joint Committee has met but, as yet, offers no recommendation to Senate. A request was made for Senate's advice on how to proceed.

It was noted that Senate has been awaiting a recommendation from the Joint Committee for a year and that two programs have gone through suspension of enrolment. The programs have two years to retool, with questions about what process, metrics or sense of what must be achieved to successfully come out of the suspension of enrolment.

In follow up regarding the process of retooling programs under suspension, it was advised that the office of the Dean of Arts and Science has been involved in assessing the retooling and relaunching of programs and that supports have been offered and will continue to be offered. Moved by R. Gendron, seconded by D. Hay, unless Senate receives a proposal for a new policy on the suspension of enrollment from the Joint Committee of the Board and Senate on

Governance in time for the next Senate meeting on October 11, 2024, Senate withdraws its authorization for the Joint Committee to consider this issue.

CARRIED

The President noted that two meetings of the Joint Committee were held with considerable debate about the role of Senate regarding the suspension of admission and enrolment. The Provost has outlined the process for the pausing enrollment. He thanked Senators for their patience and expressed his optimism that we can come to an understanding soon. He asked that the Provost meet with Senator Tabachnick on this issue to try and find a resolution that can be taken back to the Joint Committee.

In response to NUSU's oral remarks regarding the Equity Centre (TEC) executive's decision to close the student-led TEC, Sarah Taylor, Assistant, VP Students, was recognized by the Speaker, and advised that the TEC was not mandated to close; instead, the students chose to close the TEC. She highlighted that no one is denying the incredible work of the TEC, but acknowledged that harm was done in the violation of the University's Respectful Workplace and Learning Environments Policy as determined by an independent third-party investigation.

A question was asked about how NUSU reconciles its public position - namely, that the closure of the TEC constitutes an act of "oppression" and "silencing" - with the fact that the TEC violated a university policy and was not mandated to close and caused harm?

In response to a question regarding the cancellation, "until further notice", of a screening of the documentary, "Where Olive Trees Weep" (2022) by the TEC, the AVP Students responded that the request was received with too short of notice to provide the necessary supports. When faculty show challenging content in their courses, they are equipped to debrief with the students. In order for mental health supports to be arranged, four weeks notice is normally required. Professors in the Centre for War Atrocity and Genocide offered to have a discussion about the film with the TEC and the TEC members did not follow up.

Following a question regarding what definition of antisemitism the university uses, the AVP Students replied that we use the Ontario Human Rights Code. A question was posed about whether the university would permit films criticizing the government of Israel. The answer was yes that would be permitted.

The President advised that the university must provide opportunities for these important discussions to take place. Safety and the prevention of harm is of the utmost importance. All members of the campus community must abide by our Respectful Workplace and Learning Environments Policy and the Human Rights Code.

He reiterated that the Equity Centre served students very well for many years providing a space and a series of important events annually. We must consider as a university what spaces need to be created in the long term for all students to feel safe, and what slate of events shall be created for students. Students who frequented the Equity Centre were very good sources of information for faculty members who were dealing with these issues in their classrooms.

The following question was raised:

Given that Microsoft includes the AI Copilot and the new version of Grammarly includes AI and both will rewrite your words for you, and given that the university's Generative AI Guide for Instructors states that 1) "A student who uses AI technology to complete coursework for evaluation, without acknowledging its use, will have committed academic misconduct as defined under the Academic Integrity Policy" and 2) that "instructors are advised to use general phrases

such as that ‘Submitting or presenting course work . . . modified by Artificial Intelligence as your own is a form of plagiarism and constitutes academic misconduct,’” what university-wide initiatives can we undertake to make sure all faculty and students know that using an AI to rewrite those words and therefore modify one’s work is academic misconduct?

Senator Raymer, as Chair of the Teaching and Learning Committee (TLC), advised that the TLC wrote the guidelines on AI for instructors and students. The field of generated AI continues to evolve. Chat GP is not permitted for use in class, but it may be used in web browsers and software. It can’t be said that everything done with the assistance of AI is academic misconduct as the use of AI could be appropriate for some work. The TLC discussed the guidelines and concluded that it was best left to instructors to determine and communicate the use of AI to their students. Discussion will continue as to whether AI is a tool or cheating. He encouraged faculty to learn more about AI and suggested that PD sessions from the Teaching Hub would be beneficial.

The Provost noted that the APOP, page 8, Action 10, requires that the university review its academic integrity policies and protocols, and that an ad hoc committee on the use of artificial intelligence technologies in instructional settings be convened by the Director of Teaching and Learning. She invited Senator Winters to serve on the ad hoc committee. Senator Winters agreed to serve.

## **Reports of Standing Committees and Faculty or University Councils**

### **Senate Executive Committee**

Motion 3: Moved by A. Graff, seconded by G. Phillips that the Report of the Senate Executive Committee dated September 5, 2024 be received.  
CARRIED

### **Academic Curriculum Committee**

Motion 4: Moved by A. Graff, seconded by N. Black that the Report of the Academic Curriculum Committee dated August 20, 2024 be received.  
CARRIED

### **Academic Quality Assurance and Planning Committee (AQAPC)**

Motion 5: Moved by A. Graff, seconded by N. Stevens that the Report of the Academic Quality Assurance and Planning Committee dated August 23, 2024 be received.  
CARRIED

Motion 6: Moved by A. Graff, seconded by N. Black that Senate (the mover and seconder accepted an amendment to replace endorse with approve) approve the Academic and Operational Plan (APOP) as recommended by the AQAPC.  
CARRIED

### **Elections**

- Elect one (1) faculty Senate representative to serve on the Joint Committee of the Board and Senate on Governance for a three-year term effective July 1, 2024 to June 30, 2027.  
**ACCLAIMED: M. Sullivan**

- Elect one (1) faculty Senate representative to serve on the Board of Governors for a three-year term effective July 1, 2024 to June 30, 2027. *No nominations were received. The election will be included in the October 11, 2024 Senate agenda.*

**Announcements**

Senator Tabachnick advised of the successful State of Political Philosophy in Canada conference that took place in August. The University was well represented with current and former students as well as a Dean.

The Speaker reminded of the following upcoming events:

- Dr. Scott Russell will be formally installed as the 5th Chancellor of Nipissing University on September 20, at 2:00 p.m. at the NUSU Student Centre. Faculty may wear their regalia but are not expected to.
- The reception for the newly opened exhibition, *An Educator’s Passion: Exploring the Changing Environment of the Near North (1915 – 1942)* will be held on September 20, at the NUSU Reflection Gallery, between 4:00-7:00 p.m.
- The first Community Forum of the academic year is scheduled to take place on October 1, at 10:00 a.m. in the Nipissing Theatre (F213).
- The Joint Board and Senate Retreat will be held on October 4 from 1:00- 4:00 p.m. in the Fedeli Business Centre (F210).

**Adjournment**

Senate was adjourned at 4:05 p.m.

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K. Wamsley (Chair)

.....  
S. Landriault (Senate Secretary)

## **President's Senate Report**

13 September 2024

Fellow Senators welcome to the 2024-25 academic year. I want to begin the academic year thanking all of our hard-working faculty and staff members for all the work that you do and congratulations on a very successful 2023-24 for Nipissing University. For any and all work done, sacrifices made to achieve our very positive financial results – every change has counted. Together we have made plans, carried them out, and we have realized some benefits and together we will work on our action plans of all sorts to continue to improve Nipissing University.

Considering the large in-year deficits being posted by Ontario universities, I'm sure that you continue to wonder about the state of our financial sustainability. We will be reporting our year end results to the Board of Governors shortly and the Senate Budget Committee will receive this report and I will be pleased to provide an overview during our first community forum to be hosted on October 1. Suffice it to say that I confirm that we will post a surplus in 2023-24.

Thanks to our University Secretary Abby Blaszczyk for bringing Senate Board Effect. While you may not notice too many differences in how you receive information, it will save a lot of work for Sandy and others behind the scene. We will have more consistency, better communications, and information will be more digitally secure.

As part of the government's requirements for supporting universities, we are mandated to adopt an Efficiencies Framework to maximize cost savings in our operations in order to receive general funding. This process is mandatory and the government is providing us with \$500,000 to recommend efficiencies and to identify the many cost efficiencies that we have established over the past decade. The Vice-Presidents are in the process of interviewing and selecting firms to carry this work out.

I encourage all Senators to attend the joint retreat with the Board of Governors on October 4. You have already received your invitations.

An update on our outdoor classroom. We will be conducting a small ceremony for the land shortly and will begin the task of putting out a request for proposals. I am hoping for a summer or fall at latest opening in 2025.

I am very pleased to report that 27 firms are bidding on the Equity Audit. The task force members are diligently analyzing and scoring these massive proposals. Our thanks for the incredible efforts of the task force members to date. Shortlisting and interviewing will occur in October.

Our Advancement and Alumni groups have organized an exciting Homecoming for next weekend. All are welcome to attend events and please join together at the Installation next Friday at 2:00 pm on the back patio at NUSU to welcome our new Chancellor Scott Russell.



## **Provost's Report to Senate**

September 9, 2024

It is wonderful to be able to acknowledge the commencement of a new academic year. I look forward of 2024-25 with great optimism. First and foremost, let me welcome to campus, both physical and virtual, students new and returning. Nipissing University endeavours to support one student at a time, and through our ongoing efforts we aim to make your decision to study at Nipissing a great one.

With respect to a welcome to new staff and faculty, I am able to announce the following new appointments:

### **Academic Leadership and Administration**

Associate Vice-President, Research, Innovation and Graduate Studies, Dr. Barbi Law  
Associate Dean, Graduate Studies, Dr. Dan Walters  
Dean, Faculty of Arts and Science, Dr. Nathan Colborne  
Director of Teaching and Learning, Dr. Kari Rasmussen  
Manager of Quality Assurance and Program Innovation, Robin Gibson  
Associate Dean, Education, search in process  
Associate Dean, Business, search in process

### **10-month Limited Term Appointments**

Daniel Atkinson – Faculty of Education and Professional Studies, School of Criminal Justice -- Law  
Dr. William Bedford - Faculty of Arts and Science, Geography -- Global Urbanization, Urban and Regional Planning, Environmental Studies  
Dr. Ekta Chaudhary - Faculty of Education and Professional Studies, School of Business -- Administration  
Dr. Chris Hachkowski - Faculty of Education and Professional Studies, Schulich School of Education -- Science Education  
Dr. Viktoriia Kovalchuk - Faculty of Education and Professional Studies, School of Business -- Finance  
Dr. Katie Maxwell - Faculty of Education and Professional Studies, Schulich School of Education -- Curriculum and Assessment  
Dr. Anupriya Singh - Faculty of Education and Professional Studies, School of Business -- Organizational Studies  
Dr. Sasa Stankovic - Faculty of Arts and Science, Philosophy -- Ethics, History of Philosophy, Continental Philosophy

### **Academic and Operational Plan (“APOP”)**

At today's Senate, the Academic and Operational Plan (“APOP”) is being presented for endorsement, having received the endorsement of AQAPC. APOP is the culmination of 14 broad ranging conversations and consultations on the areas of priority that were identified in the Strategic Plan, *Pathways*. The commitments made in the Strategic Plan are making their way into actions. The goal of APOP is to ensure that the University community continues to have conversations across academic and administrative silos in order to ensure the shared responsibility for Nipissing's evolving and dynamic future. To all members of the University community who participated in the consultations, I extend thanks from myself and Renee Hacquard (VPFA). To those members of the

University community who have agreed to chair or co-chair a working group, I extend gratitude for your energy and commitment to co-creating the future. To the committee members of AQAPC, thank you for the support of the Plan and also for your commitment to develop a reporting mechanism to monitor the Plan and report to Senate.

### **Enrollment Projections 2024-25**

In advance of the introduction of new requirements by the Federal government pertaining to the recruitment of international students, Nipissing University through the Office of the Registrar had been reviewing our recruitment processes and procedures for all students (domestic, international, undergraduate, graduate, Indigenous, high school [101] and mature [105]). Significant work is being undertaken through *Project Integrate* which will ensure the efficiency and efficacy of recruitment and admissions. It will also require the close support of the development and articulation of the distinctive mission, vision and value proposition for each program area in support of efforts to be effective in marketing programs to wider audiences.

Recruitment and admissions staff have worked assiduously in the Spring and Summer to support international students who were adjusting to new processes and protocols for travel to Canada. At this time, we do not expect to meet the targets set for international students in the incoming Fall class, but are working to address any shortfall in the Winter term.

### **Strategic Enrollment Management (SEM)**

Nipissing University concluded the first phase of its SEM plan in 2024. As part of APOP, the SEM process has moved to the Provost's Office. I extend thanks to the co-chairs, Debra Iafrate and Stephen Tedesco, of Phase 1 and look forward to meeting the goals of Phase 2:

GOAL 1 (Phase 1): Establish an Integrated Academic Plan & Resource Management Framework

GOAL 1 (Phase 2): Maintain and Improve an Integrated Academic Plan & Resource Management Framework

GOAL 2 (Phase 1): By 2024/25, the University will increase sustainable and diversified recruitment of highly qualified undergraduate students. (Domestic UG Admissions: 1375; International UG Admissions: 190).

GOAL 2 (Phase 2): By 2024/25, the University will increase sustainable and diversified recruitment of highly qualified undergraduate students. (Domestic UG Admissions: 1375; International UG Admissions: 160) with plan for domestic year-over-year growth of 6%.

GOAL 3 (Phase 1/2): Shift the mindset/institutional culture with respect to staff perceptions of their role in student retention

GOAL 4 (Phase 1/2): Engage more actively with our students (i.e., move from a passive/reactive approach to retention to a more supportive and proactive approach)

GOAL 5 (Phase 1): Establish University SEM Committee to mobilize the SEM plan.

GOAL 5 (Phase 2): Establish University SEM Faculty Committees to mobilize and monitor the SEM plan.

### *The Office of Indigenous Initiatives*

OII has led a review of the Honoraria Policy for Elders and Indigenous Knowledge Holders (2.10.2019U) with the objective of making the policy clearer for stakeholders. I would like to acknowledge everyone who participated in the review of the policy, with the goal of making it better. The revised policy will be proliferated by the Office of the Vice-President, Finance and Administration shortly.

## Provincial Updates

### *Inquest Finding*

On August 9, 2024, all publicly funded colleges and universities in Ontario were notified by MCU of the jury verdict from the inquest into the deaths of Gladys Helen Ryan and William Thomas Ryan. Specifically, the inquest jury's Recommendation 9 is directed to MCU and calls for colleges and universities "to develop elder abuse and intimate partner violence education, and include the education as a mandatory component of training for personal support workers (and regulated health professionals who provide support in the community), paramedics, nurses and doctors."

Nipissing University takes the findings of the inquest jury very seriously. Nipissing's programs in Social Work and Nursing already include mandatory education on elder abuse and intimate partner violence. Our program in Physical and Health Education will be reviewing its curriculum to ensure that the necessary educational component occurs in it as well. Senate's Academic Curriculum Committee (ACC) will be reviewing the curricular maps of the programs to ensure that the mandatory requirement of the inquest verdict is met.

### *Cost of Educational Materials*

On August 16, 2024, all publicly funded colleges and universities in Ontario were notified by MCU that a new directive to take effect on January 1, 2025 had been enacted pursuant to subsection 21(2) of the MTCU Act whereby:

"At a minimum, the following information should be provided in the syllabus:

- each textbook or other learning materials should be individually costed. In the event that the cost of the current year is not available at the time the syllabus is prepared, the most recent cost should be included with a note indicating that it may change; and
- where there are any restrictions that would prevent a student from using a second-hand copy of the textbook or other learning material."

This directive includes the requirement that the Board of Governors report to MCU on our compliance.

As this directive relates to the course syllabus, I have asked the Director of Teaching and Learning to work with Senate's Teaching and Learning Committee on a process and communication to support faculty meet the obligations set by MCU.

### *Strategic Mandate Agreement 4*

Nipissing University has been advised by MCU that conversations will begin in Fall 2024 toward the successful negotiation of bilateral agreements.

### *Institutional Quality Assurance Audit (regular cycle)*

AQAPC has been updated on the preparations for Nipissing University's regular cycle quality assurance audit. The external reviewers will be on campus March 26-28, 2025 and they will review the documented quality assurance processes and the effective use of learning outcomes since the focused audit of 2020.

Ministry of Colleges and Universities  
Assistant Deputy Minister  
Strategic Policy and Planning Division

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**MEMORANDUM TO:** Executive Heads, Publicly Assisted Universities  
Presidents, Colleges of Applied Arts and Technology

**COPIES TO:** Vice-Presidents Academic, Publicly Assisted Universities and Colleges  
of Applied Arts and Technology  
Steve Orsini, President and CEO, Council of Ontario Universities  
Marketa Evans, President and CEO, Colleges Ontario

**FROM:** Zoë Kroeker  
Assistant Deputy Minister, Strategic Policy and Planning Division

**DATE:** August 9, 2024

**SUBJECT:** **Ryan Inquest Jury Verdict and Recommendations**

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I'm writing to share the Office of the Chief Coroner's inquest jury verdict and recommendations from the inquest into the deaths of Gladys Helen Ryan and William Thomas Ryan.

The inquest jury's Recommendation 9 is directed to MCU and calls for colleges and universities to develop elder abuse and intimate partner violence (IPV) education, and include this education as a mandatory component of training for personal support workers (and regulated health professionals who provide support in the community), paramedics, nurses and doctors.

As colleges and universities are responsible for curriculum content and review, I encourage you to share this recommendation with your staff and faculty to conduct any program reviews or consider any options that you may deem appropriate.

The inquest jury recommendations are available at: [2023 coroner's inquests' verdicts and recommendations | ontario.ca](#)

Sincerely,



Zoë Kroeker  
Assistant Deputy Minister

c: Scott Allinson, Chief of Staff, Office of the Minister of Colleges and Universities  
Scott Ramsay, Director of Policy and Issues, Office of the Minister of Colleges and Universities

Seetha Kumaresh, Director, Postsecondary Education Programs Branch  
Carita Ng, Manager, Universities Unit, Postsecondary Education Programs Branch

**Ministry of Colleges and Universities**

Office of the Minister

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**Ministère des Collèges et Universités**

Bureau de la ministre

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Toronto ON M7A 0B8



**MEMORANDUM TO:** Presidents, Colleges of Applied Arts and Technology  
Executive Heads, Publicly Assisted Universities

**FROM:** The Honourable Jill Dunlop  
Minister of Colleges and Universities

**DATE:** August 16, 2024

**SUBJECT:** Directive on the Costs of Educational Material under the  
*Ministry of Training, Colleges and Universities Act* (MTCU Act)

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Earlier this year, the *Strengthening Accountability and Student Supports Act, 2024* was passed and made amendments to the MTCU Act. The new MTCU Act provisions allow for directives to be issued to publicly assisted colleges and universities that require these institutions to provide students with information about educational costs associated with attending the institution.

This memo is a directive issued pursuant to subsection 21(2) of the MTCU Act. The objectives of this directive are to:

- Ensure students and their families can find information on educational costs with ease; and
- Improve consistency across the sector in publishing educational costs and leverage best practices.

Educational costs include ancillary fees, the costs of textbooks and other learning materials.

**Ancillary Fees**

Ancillary fees are fees charged to support services and activities distinct from academic programming or general overhead for the institution in addition to tuition fees. For the complete definition of ancillary fees please refer to the guidelines and references noted below.

The publication of ancillary fees is currently required through the *Tuition and Ancillary Fees Minister's Binding Policy Directive* for colleges and the *Tuition Fee Framework Implementation Guidelines for Publicly Assisted Universities* or the *Ontario Operating Funds Distribution Manual*.

This directive does not include any changes to the current requirements for the publication of ancillary fees other than annual reporting as noted below.

### **Costs of Textbooks and Other Learning Materials**

Each publicly assisted college and university shall ensure that students are informed of the costs of all textbooks and other learning materials that are mandatory and optional in the course syllabus for each course.

At a minimum, the following information should be provided in the syllabus:

- Each textbook or other learning material should be individually costed. In the event that the cost for the current year is not available at the time the syllabus is prepared, the most recent cost should be included with a note indicating that it may change; and
- Whether there are any restrictions that would prevent a student from using a second-hand copy of the textbook or other learning material.

This requirement is effective for all courses beginning in January 2025 and will remain in effect until this directive is revoked or replaced.

### **Annual Reporting to Boards**

Subsection 21(6) of the MTCU Act requires annual reporting to governing boards on the implementation of this directive.

Publicly assisted colleges and universities should include the following information in their report to the board in respect of the preceding year:

- Ancillary fees as approved by the board of governors or governing body per current requirements in the *Tuition and Ancillary Fees Minister's Binding Policy Directive* for colleges and the *Tuition Fee Framework Implementation Guidelines for Publicly Assisted Universities*, or the *Ontario Operating Funds Distribution Manual*.
- The percentage of courses that included the costs of textbooks and other learning materials in their course syllabuses. If the percentage is less than 100%, the report should include plans on how and when the institution will reach full compliance with the requirements in this directive.
- A summary of current and planned communications to students on where to find information on educational costs.

Annual reports must also be shared with the Ministry of Colleges and Universities (MCU) within 10 working days of being presented to and approved by a governing board. Institutions can provide the annual report to MCU by emailing it to the attention of the Director for Postsecondary Education Policy Branch at [psepolicy@ontario.ca](mailto:psepolicy@ontario.ca).

### **Best Practices**

In the interest of students, I would like to recommend the following best practices:

- Institutions should make students aware of how to find information on ancillary fees and the cost of textbooks and other learning materials.

- No other educational material costs should be added to a course after the distribution of the syllabus in the first week of classes.
- Along with textbook costs, a syllabus should include information about textbook features (e.g., personalized online study tools).
- Faculty should be encouraged to use Open Educational Resources (OERs) to help make postsecondary education more affordable for students. OER resources are available through eCampusOntario: <https://www.ecampusontario.ca/exploring-the-open-library/>

I appreciate the work already done by institutions to help students plan for the costs associated with their education such as the development of educational material cost calculators. We can build on this work by providing even greater consistency and cost transparency for students across the sector through the implementation of this directive.

Sincerely,



The Honourable Jill Dunlop  
Minister of Colleges and Universities

- c: Marketa Evans, President and Chief Executive Officer, Colleges Ontario  
Steve Orsini, President and Chief Executive Officer, Council of Ontario Universities  
Scott Allinson, Chief of Staff, Minister's Office, Ministry of Colleges and Universities  
David Wai, Deputy Minister, Ministry of Colleges and Universities  
Zoë Kroeker, Assistant Deputy Minister, Strategic Policy and Planning Division, Ministry of Colleges and Universities  
Joshua Paul, Assistant Deputy Minister, Financial Sustainability, Performance and Oversight Division, Ministry of Colleges and Universities





## Board of Governors Report to Senate – May 2024

### **Board of Governors Meeting June 24, 2024**

The Board of Governors met on Monday, June 24, 2024, in the President's Boardroom (F303) and via Zoom remote conferencing.

The Chair thanked outgoing Board members and welcomed incoming members as of July 1, 2024, and recognized Dr. Paul Cook (D.Litt) and Cheryl Sutton, VPFA, for their years of service and dedication to Nipissing University.

The President announced a total of \$606,000, in funds raised through the Chancellor's Cabinet, chaired by Dr. Paul Cook, including funds raised through the inaugural 'Evening at Nipissing' event.

The approximate calculation for the 2023-24 year-end is \$3.2 million in surplus funds, to be confirmed through the year-end audit process.

The Board of Governors resolved to endorse the process of the Academic and Operational Plan to date.

The Board of Governors accepted the recommendation of the University Governance Committee to adopt the revised General Bylaws of the Board of Governors document. The up-to-date version of the Bylaws can be found on the University website.

The Board accepted the recommendation of the Audit & Finance Committee to approve the revisions to the Investment Policy and Guidelines for Trust and Endowment Funds as presented. The most recent version of the policy can be found on the University website.

The Board accepted the recommendations of the Academic Senate to remove the Specialization and Honours Specialization Degree options from the Religions and Cultures Program and to create a new academic unit that includes Social Welfare and Social Development, Psychology, Child and Family Studies, and Sociology, effective July 1, 2024.

The Board of Governors next meets on September 26, 2024, at 5:30 p.m.



## **Nipissing University Alumni Advisory Board report to Academic Senate September 2024**

### **Welcome Back**

The Nipissing University Alumni Advisory Board welcomes new and returning Lakers to the 2024/2025 academic year! Best of luck on your educational journeys. We look forward to engaging with you during your time as a Laker and when you join the Alumni family.

### **New Members**

NUAAB welcomed three new members to our board over the summer. Please join us in welcoming Roxanne Martin-Pitchenese, BEd '15; Riley McEntee, BA (Honours) '24; and Sean Menzie, BComm '19!

### **Blue Jays University & College Night**

For the third year in a row, NUAAB is sending GTA-based alumni to the Toronto Blue Jays University & College Night. This event is an exciting opportunity for former Lakers to connect as we cheer on the Jays! Forty alumni and their guests will be in attendance. NUAAB would like to thank NUSU for partnering with us on this event.

### **Homecoming Weekend**

Homecoming Weekend is right around the corner! Join us from September 20th – 22nd as we welcome students, alumni, staff, faculty, and community members to take part in a riveting weekend of events. Whether you're looking for a gallery hop, a sports game, or a chance to connect, there's something for everyone. Please visit <https://events.nipissingu.ca/homecoming> for more information and register today!

## **NUSU Academic Senate Report: September 2024**

### **Congratulations on the New 2024/2025 Academic Year**

The NUSU Executives and all of NUSU would like to extend a warm welcome to new faculty, and staff members, and students, as well as returning faculty, staff members and students to the 2024/2025 Academic Year!

### **COCA**

The NUSU Executive team went to Windsor in June of 2024 for the Canadian Organization of Campus Activities (COCA) National Conference. There we met with many other Executives from other student unions and learnt about their policies, processes, and activities that they do throughout the year. It was an amazing week that led the NUSU Executives to have many opportunities to learn.

### **OWLs Week**

From August 27th-August 31st, NUSU had their OWLs (Orientation Welcome Learning Social) Week for first-year students. We wanted to say a big thank you to all the departments, faculty, and staff that helped out with this week. The students have been given positive feedback and enjoyed everything that was offered by the departments and NUSU!

### **Academic Week**

The first Academic Week will occur between September 23rd - September 27th. There will be info booths near the bookstore on September 24th, so students can learn about different departments in the school, as well as an Amazing Academic Race on September 27th, in which students can go to different departments, complete a challenge, and be given their next clue, all while talking and learning about the department they are in. If any of these are of interest to any faculty or staff, please contact [vpadvocacy@nusu.com](mailto:vpadvocacy@nusu.com).

### **Director/Senator Elections**

NUSU will be holding their bi-annual Director-at-Large and Senator elections from September 24th to September 27th. Packages are released on September 4th and are due on September 18th. NUSU is looking for 5 Director-at-Large, one Graduate Studies Student Senator, and one Educational & Professional Studies Student Senator. For more information, please contact [elections@nusu.com](mailto:elections@nusu.com).



## **Nipissing University Alumni Advisory Board report to Academic Senate October 2024**

### **Welcome, Chancellor Russell**

Laurel Muldoon, President of the Nipissing University Alumni Advisory Board (NUAAB), was honoured to bring greetings on behalf of Nipissing University's alumni at the installation of Dr. Scott Russell as the University's 5th Chancellor. We wish him every success in his tenure and look forward to working with him to amplify and celebrate Nipissing University's impact nationwide.

### **2024 Alumni Award Winners**

Please join us in congratulating the Alumni Award winners for 2024! The alumni award winners include Dr. Joyce Helmer (Dr. James Jamieson Influential Alumni Award), Mabel Plourde-Doran (Distinguished Alumni Achievement Award), Nakissa (Keesa) Koomalsingh (Rising Star Alumni Award), Colin Vezina (Philanthropy Alumni Award), and Dr. Paul Cook (Honorary Alumni Award).

We are deeply proud that these 5 incredible individuals are Nipissing Alumni, and we are inspired by their dedication to their professions, communities, and the University.

### **Homecoming Weekend**

A big thank you to everyone who participated in Homecoming Weekend from September 20th – 22nd, 2024! We had 550 registered attendees, with many more choosing to attend free events of their choice. Additionally, we reached 60,515 people through digital advertisements and had 4,111 visitors to the Homecoming webpage leading up to the event.

This Homecoming weekend, we were able to engage in community activities to further enhance Nipissing University's presence. We were thrilled to participate in the Farmer's Market Fall Fair and a Downtown Gallery Hop! We also had banners installed along Main Street and new advertisements placed in Memorial Gardens in partnership with Nipissing University.

We look forward to welcoming alumni, students, staff, faculty, and community members to campus from September 19th – 21st, 2025!

### **Upcoming Alumni Survey**

Plans are underway to release an Alumni Survey to all of our contactable alumni. This will help us gather feedback on our events, affinity programs, and engagement offerings. We look forward to using this information to guide our future initiatives and develop strategies to strengthen alumni affinity with the University.

## **NUSU Academic Senate Report: October 2024**

### **Academic Week**

The first Academic Week occurred between September 23rd - September 27th. We would like to give a big thank you to the departments that were a part of our info booths and Amazing Academic Race. We appreciate the great work of the Nipissing University departments and services for coming together to put on some great events for students. The week included the following:

- Academic Week goodie bags
- Are You Smarter Than a NUSU Exec
- We Got Game (thank you to Dave and the WeGotGame corporation for hosting)
- Info Booths
- Bridge to Balance (Thank you Peer Support and the Library for the collaboration)
- Paint & Sip Night (Thank you to Marriane for putting on a great event for our students)
- Nature walk with our Director of Services Warren
- Tune Trivia
- Amazing Academic Race
- Academic Week Trivia (online scavenger hunt)

The next Academic Week will be in the Winter term, so stay tuned for that. If you have any questions, please contact [vpadvocacy@nusu.com](mailto:vpadvocacy@nusu.com)

### **Director/Senator Elections**

NUSU held their bi-annual Director-at-Large and Senator elections from September 24th to September 27th. Congratulations to our new Directors and Student Senators. To check out the results, head to <https://www.nusu.com/getinvolved/elections/>

### **Block Party**

On September 28th, NUSU held their second Block Party in Lot 1 on campus. There were different games, blow up games, rides, vendors, food, drinks and much more. NUSU enjoyed planning it, and the students enjoyed it. We look forward to planning another one next year!

## **NUSU Building**

- ***Booking space at the Student Centre***

All bookings must go through this [form](#) for internal events. If you have any questions about bookings, please email [bookings@nusu.com](mailto:bookings@nusu.com).

- ***Building Hours***

The NUSU Student Centre will be open from 8:30am to 8:30pm, Monday through Friday. At this time the building will be closed on weekends, other than for the nightclub events or booked events.

- ***NUSU Office Hours***

The NUSU Office will be open from 8:30am to 4:30pm, Monday through Friday.

- ***Reflection Gallery***

Students will again showcase their work at the art gallery this year. We had a wonderful exhibition provided by Kurt Clausen, and their opening reception was on September 20th, from 4:00pm-7:00pm. Our next reception will be for Olivia Fetterly, on October 25th, from 6:00pm-8:00pm. Thank you to Andrew Ackerman who will be supporting this throughout the year.

- ***Bay Bistro restaurant***

The Bay Bistro has reopened! The hours of operation are from 11:00am to 8:30pm, Monday to Friday, and 11:00am-10:00pm on Friday for pub night.

- ***On The Rocks nightclub***

The nightclub is open to everyone ages 19+. This is in collaboration with HouseParty, and is open every Saturday from 10:00pm-2:00am

## **Trivia**

NUSU hosts Trivia nights every Thursday night at 6:30 pm, in the OnTheRocks space and it is open to the community! Feel free to extend the invitation to all your friends, family, and peers. Come attend and showcase your competitive spirits! It's a great opportunity for staff, admin, and faculty to connect with the students!

## **Blue Jays**

On September 13th, 2024, NUSU went to Toronto for the annual University Night game, to watch the Blue Jays. This is an event for alumni and distance students at a discounted price. As well, NUSU was able to bring some undergrad students to the game. It was great to connect with distance and alumni students. Thank you to all the faculty that came out as well!

**NIPISSING UNIVERSITY**  
**REPORT OF THE SENATE EXECUTIVE COMMITTEE**

October 3, 2024

A meeting of the Senate Executive Committee took place in person and by Zoom conference on October 3, 2024.

The following members participated:

K. Wamsley (Chair), B. Law, N. Colborne, G. Raymer, T. Sibbald (Speaker), G. Phillips (Deputy Speaker), S. Renshaw, S. Landriault (Recording Secretary, n-v)

Regrets: A. Graff, D. Iafrate, A. Adler, T. Miller

The purpose of the meeting was to set the agenda for the October 11, 2024 Senate meeting.

The Chair of the Teaching and Learning Committee proposed a minor revision of the minutes to clarify his response to the question raised regarding Generative AI. The Senate Secretary will revise the minutes.

The Report of the Academic Quality Assurance and Planning Committee dated September 27, 2024 was provided to the Senate Executive for inclusion in the Senate agenda.

The following election was provided to the Senate Executive Committee for inclusion in the Senate agenda:

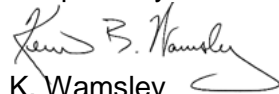
- One faculty Senate representative to serve on the Board of Governors for a three-year term effective July 1, 2024 to June 30, 2027.

The Report on Graduation Applicants will be presented under New Business.

Moved by K. Wamsley, seconded by N. Colborne that the Senate Executive Committee approves the October 11, 2024 Senate agenda.

CARRIED

Respectfully submitted,



K. Wamsley  
Chair, Senate Executive Committee

Motion 1: That Senate receive the Report of the Senate Executive Committee dated October 3, 2024.

**Report of the**  
**ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE**  
**Academic Year 2024-2025**

September 27, 2024

The second meeting of the Academic Quality Assurance and Planning Committee of 2024-2025 was held on Friday, September 27, 2024 in person and via Teams conference.

**COMMITTEE MEMBERS:**

Ann-Barbara Graff (Chair)	Nancy Black	Veronika Williams
Jane Barker	Judy Smith	Alireza Khorakian
Graydon Raymer	Andrew Ackerman	Prasad Ravi
Stephen Tedesco	Nathan Kozuskanich (Vice-Chair)	Tyandra Miller

Regrets: Nathan Colborne, Barbi Law, Debra Iafrate

Guests: R. Gibson, K. Rasmussen

Recording Secretary: S. Landriault

The Chair offered a Traditional Territory acknowledgement.

Under Business Arising from the Minutes of August 23, 2024 AQAPC meeting, development of a process for consideration of the creation of new academic units was discussed. Members agreed that a subcommittee be created to develop processes. Graydon Raymer, Nathan Kozuskanich and Stephen Tedesco volunteered to serve on the subcommittee and will report back at future AQAPC meetings.

The Quality Assurance Audit – Institutional Self-Study document was received and discussed. The Provost advised that the Quality Council changed their instructions and added a requirement. We will be responding to this request for further clarification. Members were asked to review the document and provide feedback. An appendix is being worked on and will be provided as soon as it is available.

The Psychology IQAP Final Assessment Report and Implementation Plan (FAR/IP) was received and discussed. Committee members noted that the recent FAR/IP from Psychology is demonstrably different in tone, scope and focus than earlier FAR/IP's, and noted that the recommendations are balanced and program focused. She commended the work of the Psychology program, as well as work of the Dean, and Associate Dean of Arts and Science.

Motion 1: Moved by N. Kozuskanich, seconded by V. Williams that the AQAPC recommend to Senate for information the Psychology IQAP Final Assessment Report and Implementation Plan (FAR/IP).  
CARRIED

The AQAPC Work Plan was received and discussed. The Provost advised that all Senate Standing Committee Work Plans be reviewed by the AQAPC before being forwarded to Senate for information.

Motion 2: Moved by N. Black, seconded by S. Tedesco that the AQAPC adopt the AQAPC Work Plan as circulated.  
CARRIED



Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ann-Barbara", enclosed within a hand-drawn oval.

Ann-Barbara Graff, PhD  
Chair, Academic Quality Assurance and Planning Committee

Motion 1: That Senate receive the Report of the Academic Quality Assurance and Planning Committee dated September 27, 2024.

Motion 2: That Senate receive the attached Psychology IQAP Final Assessment Report and Implementation Plan (FAR/IP) for information.

Motion 3: That Senate receive the AQAPC Work Plan for information.

## FINAL ASSESSMENT REPORT AND IMPLEMENTATION PLAN

### PROGRAM UNDER REVIEW

PROGRAM	SENATE APPROVAL DATE	PREPARED BY
Psychology	[Select Date]	Provost and Vice-President

### A. SUMMARY OF REVIEW PROCESS & LISTING OF PROGRAMS UNDER REVIEW

SELF-STUDY REVIEW TIMELINE	DATE
1. Self-Study Presented to AQAPC	November 23, 2023
2. Site Visit Conducted	March 26 – 28, 2024
3. Reviewer’s Report Received	May 28, 2024
4. Internal Reviewers Response Received	August 26, 2024
5. Dean’s Response Received	

**The members of the review committee were:**

- Dr. Beth Visser, Lakehead University
- Dr. Dwayne Keough, Algoma University

**The academic programs offered by the Department which were examined as part of the review included:**

- Bachelor of Science, Psychology
- Bachelor of Arts, Psychology

This review was conducted under the terms and conditions of the IQAP re-ratified by the Quality Council on January 30, 2023 and approved by Senate on June 26, 2023.

### B. PROGRAM STRENGTHS

A particular strength of Nipissing’s Psychology program is the extraordinary willingness on the part of faculty to meet their students’ needs. We heard from students that they appreciated the lengths that faculty members went to in order to get to know them. We also heard that students were engaged in research activities with faculty, even publishing together. The Psychology faculty members are to be commended for their remarkable efforts to support their undergraduate students.

## C. OPPORTUNITIES FOR IMPROVEMENT AND ENHANCEMENT

**NOTE: RECOMMENDATIONS AND COMMENTS ARE AS RECEIVED.**

**External Reviewers Recommendation #1:** It is recommended that all members in the department of psychology participate in a retreat as soon as reasonably possible. We also recommend that the department be provided with a facilitator to guide the discussions. The key topics for discussion should be 1) Masters Programming, 2) The B.Sc. degree, 3) strategic plan, 4) hiring priorities, & 5) undertake a full curriculum review.

**Unit's Response:** We agree that a retreat should be utilized to identify priorities and near-term goals and aspirations for the program. The Chair recognizes that the high number of current faculty sabbatical leaves may delay the timing of the retreat since full participation is critical to the success of this process. There are several items that have already been agreed upon, including a major modification of the BSc program. A Letter of Intent was submitted Feb. 2024. We look forward to receiving feedback and a decision on this LOI as a signal that our efforts to innovate our programs and curriculum will be supported by the institution.

**Dean's Response:** I support this recommendation. Position requests, program and curricular revisions, and any potential graduate program proposals must be founded on a coherent programmatic mission and vision grounded in the strategic and academic plans. The Dean's Office will support the program's development of mission and vision statements in any way it can. If it is the program's judgment that a facilitator is necessary for this process to be successful, a proposal including a clear rationale for the role, an indication of the benefits to be gained from it, and a description of the qualifications necessary, should be submitted to the Dean.

**Provost's Response:** I support the recommendation and guidance of the Dean. I would suggest that the Manager of Quality Assurance and Program innovation facilitate any retreat.

**External Reviewers Recommendation #2:** We recommend that the department be granted at least 2 tenure-track positions to replace the retiring faculty members, in areas they determine are required from the retreat. We also strongly recommend that the department request a 3rd tenure-track position. The previous department review highlighted that an additional faculty member would be needed, we agree. A full-time position would help offer diverse programming the department strives to provide students (e.g., there were discussions about adding Indigenous content, thus a targeted hire could be considered for this role).

**Unit's Response:** We obviously welcome this recommendation which goes beyond our suggested request in the IQAP self-study document. We also recognize the financial constraints that will influence any decision around 'new' tenure track positions. The IRC would like to stress that the Psychology faculty complement has been reduced by two as of July 1, 2024, due to retirements. In this way, this recommendation is not for new positions but for the maintenance of the existing positions. Given the relatively large number of students majoring in our two programs, we certainly feel this is reasonable. Before our retreat, we will seek clarity on the necessity for all tenure track position requests to be cross appointed or at least be able to contribute to multiple programs. Members of the IRC and the Psychology programs more broadly, have heard different things in this regard. We have a strong desire to invest the time to complete the comprehensive position request form knowing there is a realistic chance the effort will be supported.

**Dean's Response:** A cross-appointment in Child & Family Studies and Psychology in the area of Indigenous Youth Mental Health has been approved for the 2025/26 Academic Year. The position will be advertised in September 2024. Future position requests must be grounded in a clear articulation of the future direction of the Psychology program and its vision and mission (See Recommendation #1 and Dean's Response). The ability of a position to contribute to multiple programs (for example, the capacity of a position in Neuroscience to contribute to Biology) would strengthen such requests. I note, however, that requests for faculty positions are subject to budgetary processes and approvals within the Faculty and the University as a whole.

**Provost's Response:** Requests for positions are reviewed carefully through a rigorous annual process. Since a retreat is needed to determine the direction of the program, any position request would flow from that work which will take significant time and reflection.

**External Reviewers Recommendation #3:** It is recommended that the department of psychology initiate the process of applying to offer a graduate degree in psychology. Further to this, it is recommended the program chair apply and be awarded the additional course releases that the external reviewers were informed existed for this purpose.

**Unit's Response:** In response to the second point first, the current Chair, and IRC more broadly, recognize that Chair compensation is governed by the collective agreement. That said, the Department, including PSYC (BA and BSc), CHFS, SOCI, and SWLF, now encompasses approximately 37% of the majors in the Faculty of Arts and Science with only 20% (approx.) of the faculty complement. This mismatch does put a heavy burden on all of us and the Chair in particular. In terms of graduate programming, this has been a long-standing priority for us. There has been a recent movement for members of the Psychology program to get involved with, and begin supervising in, the MA in Sociology Program. While a good initial step, the long-term goal continues to be the development of an MA or MSc followed by a PhD in Psychology. As fully outlined in the Self-study and supported by the external reviewers, support for this development is overdue. The first LOI related to graduate programming was submitted in Nov 2021 and we have never had an official response. We look forward to further discussions with the incoming AVPRGS and the Associate Dean of Graduate Studies related on how to best move things forward related to this recommendation.

**Dean's Response:** Any proposal for a graduate degree in Psychology must be grounded in a clear articulation of the future direction of the Psychology program and its vision and mission (See Recommendation #1 and Dean's Response). New program proposals should also demonstrate congruence with the University's Strategic Plan and the Academic Plan. I agree with the Unit's Response that consultation with the AVPRiGS and the Associate Dean of Graduate Studies should be central to any such proposal. Chair compensation is governed by the Collective Agreement which allows for a three-credit course release for Graduate Program Coordinators.

**Provost's Response:** The Dean's response is comprehensive.

**External Reviewers Recommendation #4:** It is recommended that the department discuss the concerns presented to reviewers about their advanced statistics course and discuss whether an alternative course could be offered to students (e.g., the research methods course offered to BA students). This is a request to help the department retain students and increase the focus to the extremely successful program they have established.

**Unit's Response:** Curriculum review and renewal will be a central focus of the proposed Faculty Retreat. The various methods and statistical courses within our BA and BSc programs will be carefully considered to ensure we are in line with sector best practice while maintaining our strength in this area. The IRC is certainly aware of the student concerns related to one of our advanced statistics courses that is required for the BSc degree and will ensure this is addressed during the curriculum renewal process.

**Dean's Response:** I agree with this recommendation. If curriculum review and renewal are to be a central focus of the proposed Faculty Retreat, this must be accompanied by a thorough review of the Program-Level Learning Outcomes and a curriculum map that places all courses, including the advanced statistics course at issue, in relation to each other and the PLLOs. This exercise will demonstrate clearly what contribution each course is making to the PLLOs and whether a course such as the advanced statistic course is truly a core requirement. Any course that hinders student progression in the program without contributing to sector-wide core competencies outlined in updated PLLOs should be removed from program requirements.

**Provost's Response:** I appreciate that attention will be put on the advanced statistics course. I recommend that the Registrar's Office be included in any conversation, as they can provide the data with respect to student performance/success in these courses. Dr. Kari Rasmussen can provide support in the course design and clarity of learning outcomes. As well, the AVP Students should be included (or a designate) as student academic support is also provided and should align with the expectations of the program.

**External Reviewers Recommendation #5: It is recommended that the department of psychology discuss whether new programming could be created between the newly formed programs (e.g., with sociology, child and family studies, or as they see fit) . If it is determined that none can be forged then it is recommended that this be communicated to administration and move forward with the plan that will be developed from their retreat.**

**Unit's Response:** Progress has been made related to this recommendation already, but it is important to remember that these are still early days with the merger of departments not yet a year old. Additionally, the Social Welfare and Social Development group has joined the department as of July 1, 2024. Preliminary meetings of the entire group are planned before the Psychology focused retreat. This order of gatherings will ensure we can effectively address this recommendation. While we anticipate many ways of working together to enhance each other's programs, ultimately, it will be the Psychology group that decides on their future direction. The IRC commits to communicating these plans to administration in a timely manner as per this recommendation.

**Dean's Response:** I support this recommendation. Psychology shares a number of commonalities with Child and Family Studies, Sociology, and Social Welfare and Social Development demonstrated by the large number of cross-listed courses and required courses held in common between the programs. The Provost has encouraged all programs within Arts & Science to develop and propose innovative programs taking advantage of Nipissing's existing expertise and inspiring hiring strategies that strengthen multiple programs. The Dean's Office is eager to facilitate discussions between complementary programs and to receive innovative program proposals.

**Provost's Response:** The Dean's response is comprehensive. All effort should be applied to supporting cohesive and cohort programs.

**External Reviewers Recommendation #6: It is recommended that the department of psychology engage in discussions to enact major modifications to their B.Sc. degree program, as per their recommendation. Please note that this is already in motion, however the reviewers learned of this as the interviews began. Thus it is recommended that they continue this endeavour as they deem fit.**

**Unit's Response:** As discussed above, an LOI related to this recommendation was submitted in Feb 2024. We look forward to learning whether we have support to continue to develop the full major modification application.

**Dean's Response:** I support this recommendation. The BSc program in Psychology should be much more successful than it currently is. Major modifications, like program proposals, must be grounded in a clear articulation of the future direction of the Psychology program and its vision and mission (See Recommendation #1 and Dean's Response) and should demonstrate congruence with the University's Strategic Plan and the Academic Plan. I also await the Provost's response to the submitted LOI. As LOI proposals at the time it was submitted did not require decanal comment or support, it may be advisable to resubmit the LOI to the Dean's Office at this time. The Provost will advise.

**Provost's Response:** The LOI should be submitted to the Dean and align with the recommendations that come out of the Retreat.

**External Reviewers Recommendation #7: Based on the previous recommendation, the department should communicate the changes made to their B.Sc. degree to various administrators, along with the description of the B.A. degree requirements, as to avoid any confusion in administration as to what each degree option offers students.**

**Unit's Response:** The Chair and individual members of program have done their utmost to communicate the important differences between our BA and BSc degrees to recruiters, the Registrar's office, and any other member of the University that asks. We will continue to do so but would welcome guidance on why this continues to be poorly understood and how and where to communicate the differences more effectively. If the major modification is approved, the planned enhancements to the degree and change of name will immediately help people outside Psychology better understand the differences.

**Dean's Response:** A side-by-side comparison of the requirements for a BA and BSc Psychology degree shows that the BSc in Psychology requires twelve additional Science credits outside of Psychology, while the BA allows students to substitute two upper-year Psychology requirements of the BSc with other Psychology courses, if they choose. A Psychology student could receive a BSc in Psychology by completing requirements for a Psychology BA along with some additional non-Psychology Science courses. The clearest way the Psychology program could communicate important differences between the degrees to administration, students, the Ministry, and any others, would be to develop Program-Level Learning Outcomes that are more distinctive than the present ones that differ only in the outcomes that are provided by non-Psychology courses. The curriculum of the BA and BSc must be mapped against these PLLOs to demonstrate precisely where the distinctive capabilities are developed in the progression of the programs. This would provide a clear demonstration, supported by evidence, for the distinction between the two degrees.

**Provost's Response:** The external reviewers can be assured that "administrators" understand the programs offered by the university, and the distinction between the BA and BSc is well understood. The Dean provides concrete direction to map both programs to ensure that the distinctions are clear to all stakeholders. I also request that consideration of "upper-year" courses is limited to third- and fourth-year courses. It is problematic for the programs if second-year courses are accepted as upper-year courses and it is certainly not consistent with the policies of other universities.

**External Reviewers Recommendation #8: It is recommended that the department of psychology roster special topics courses at the 4000 level. This will permit the ability for them to offer unique courses not currently available, which was mentioned during the interview.**

**Unit's Response:** This is an excellent idea. We will add it to our agenda to discuss at the upcoming retreat.

**Dean's Response:** Special Topics courses at upper year levels can be a useful way for faculty members to introduce undergraduates to their specific research area. I have no objection to receiving a curriculum proposal of this nature.

**Provost's Response:** As long as a special topics course is approved by ACC and Senate, then there is no issue with the offering of them.

**External Reviewers Recommendation #9: The department should work directly with recruitment to support their efforts to attract new students to their program. It is critical that the department assist with the narrative they want presented to prospective students.**

**Unit's Response:** The Chair regularly attends the University Fair, responds to emails from potential students, and meets with the recruitment team annually at the end of the summer to discuss the programs before the Fall recruitment cycle. The Psychology faculty regularly open their lab spaces for tours and give guest lectures to student groups that come to campus. As per this recommendation, the members of the Psychology program are completely open to working directly with recruitment to support their efforts to attract new students to our programs. We look forward to being contacted directly when there is an opportunity to assist with the narrative that is being presented to students beyond the activities spelled out above.

**Dean’s Response:** Members of the Psychology program have been active in the recruitment process in several ways historically. Recruitment at Nipissing University is currently undergoing a restructuring as part of Project Integrate. As this restructuring unfolds, there will be several new opportunities for faculty members and programs to be part of the process. The Dean’s Office will facilitate coordination between the program and recruitment to take advantage of opportunities for growth.

**Provost’s Response:** Coordination is a standard operating practice of recruitment at Nipissing. It characterize it otherwise is to misrepresent the efforts of the recruitment offices.

**D. IMPLEMENTATION PLAN**

Below are the recommendations that require specific action as a result of the Review, along with the identification of the position or unit responsible for the action in question. Notwithstanding the position or unit identified as the being responsible for specific recommendations, the Dean of the Faculty has the overall responsibility for ensuring that the recommended actions are undertaken

RECOMMENDATION	RESPONSIBLE MEMBER/UNIT	PROJECTED COMPLETION
Recommendation #1 Retreat	Chair and Dean with Manager, QAPI	December 1, 2024
Recommendation #4 statistics course	Chair and Director T&L	December 1, 2024

**E. CONFIDENTIAL COMMENTS**

(This is an optional area that can be used to discuss confidential matters that need to be addressed. This section will be removed when posting the Final Assessment Report on the Quality Assurance Website)

