ACADEMIC COUNCIL REPORT

ACTION REQUESTED:

Recommendation	☐
Decision	☐
Discussion/Direction	☐
Information	☒

DATE: **23 April 2024**

FROM: **Undergraduate Studies Committee**

SUBJECT: **Cyclical Program Review - 18-Month Follow-up –
Bachelor of Science in Computer Science**

COMMITTEE MANDATE:
In accordance with Article 8 of the Ontario Tech University Institutional Quality Assurance
Process (IQAP) Cyclical Review and Auditing Procedures, eighteen months following the
completion of a program review the Dean will prepare a brief follow up report and "A
summary of the progress report will be approved by the appropriate standing committee of
Academic Council". This summary report will be reported to Academic Council for
information and subsequently posted to the Ontario Tech corporate website.

BACKGROUND/CONTEXT & RATIONALE:
Eighteen months after the completion of a program review the Faculty is asked to report on
the progress to date in implementing the agreed upon plans for improvement. The report is
sent to the Academic Resource Committee for review and further follow-up, if required.

RESOURCES REQUIRED:
The Faculty's plans to address any remaining resource needs are outlined in the 18-Month
report. Information and support will be required from various areas of the University in order
to implement the plan as originally agreed.

COMPLIANCE WITH POLICY/LEGISLATION:
The Ontario Universities Council on Quality Assurance (Quality Council), established by the
Council of Ontario Universities in July 2010, is responsible for oversight of the Quality
Assurance Framework processes for Ontario Universities. The Council operates at arm's
length from both Ontario's publicly assisted universities and Ontario's government. Under
the Quality Assurance Framework, academic programs must undergo a cyclical review at
least every eight years following their implementation. The purpose of the cyclical program
review is to critically examine the components of a program with the assistance of outside
reviewers with the goal of continuous improvement. A program review's purpose is not solely

to demonstrate the positive aspects of the program, but also to outline opportunities that will lead to improvements for the future.

NEXT STEPS:
Following the presentation to Academic Council, this summary will be posted to the University's website.

SUPPORTING REFERENCE MATERIALS:
- 18-Month Report Summary

18-Month Follow-Up Report – Cyclical Review

FACULTY: Faculty of Science
PROGRAM: Bachelor of Science in Computer Science
DATE: March 1, 2024
PREPARED BY: Dr. Greg Crawford

This program review was completed in October, 2022. The chart below outlines the progress that has been made in implementing the agreed upon plans for improvement.

Please provide as much detail and rationale as possible.

	Implementation Plan Action Item(s) *(corresponding recommendation # from reviewers' report)*		Timeline	Status*	Comments from Dean on progress of implementation
1.	More research faculty (6 hires in 3 years; at least 3 TTT).	1. Conduct the two net new TTT for 2022-23. 2. Develop a longer-term (~3 year) data-driven hiring plan/budget that engages budget decision-makers; include in 2023-24 budget proposal.	Complete by Dec. 2022 Sept. 2022-Mar. 2023	Complete	Added 1 TTT and 1 TF, July 2022 Added 2 TTT, July/August 2023 Added 1 TF, January 2024 Two more TTT expected to be hired, July 2024 Additional hires expected as / if enrolment continues to grow
2.	Consistent course scheduling and teaching	1. For 2023-24 schedule review increased teaching capacity and expertise; make first adjustments to expanding upper level	Jan. 2023	Complete	Review completed. Five new courses approved (two of which were offered in 2023-24: CSCI 3240, CSCI 3540).

		offerings.			
		2. For 2024-25 schedule review increased teaching capacity and expertise; make first adjustments to expanding upper level offerings.	Jan. 2024	Complete	Second round review completed. Three more new courses approved; four new courses expected to be offered for 2024-25 (CSCI 4055, CSCI 4080, CSCI 4055, CSCI 4460)
3.	Additional lab (technical) support	Develop a 3-year plan to expand technician support for undergrad CS labs (tied to the planning process described in Recommendation #1)	Draft plan complete by Nov. 2022	Complete	Added second CS technician, fall 2022
4.	Include O'Reilly books in Library offerings	Work with Library to determine how best to meet this request	Draft plan complete by Oct. 2022	Complete	The Library created an active trial for the O'Reilly for Higher Education digital platform through January 30, 2023. Feedback from the trial was positive and the Library has invested in a subscription to this resource.
5.	Study retention rates	Conduct study and report results	Complete by July 2023	On Hold	This item has been delayed. We intend to develop a plan during summer 2024.

*Process Status Legend:

Complete: *Accomplished action item; no further steps required.*
Continuous: *Initial action item complete but requires ongoing monitoring and/or enhancement.*
In Progress: *Progress on the action item has been initiated but is not complete at this time. Outline all steps taken in the comment's column.*
On Hold: *Unable to complete due to other dependent factor(s).*
Cancelled: *Item no longer relevant or resources unavailable.*

Additional comments:
(Add here any comments on the implementation of the plan for improvement – any challenges encountered, successes achieved as a result.)

This 18-month follow-up report will be sent to the Resource Committee for review. The Committee may recommend further monitoring of outstanding items on a case-by-case basis. A summary of this report will be prepared and approved by the appropriate standing committee of Academic Council (USC/GSC), reported to Academic Council, and posted on the Ontario Tech corporate website.

Next Scheduled Program Review: 2027-2029