



**FINAL ASSESSMENT REPORT**  
**September 2017**  
**Bachelor of Health Sciences in Medical Laboratory Science**  
**18-Month Follow-Up**  
**Dean: Dr. Lori Livingston**

Under UOIT's Quality Assurance Framework, all degree programs are subject to a comprehensive review every eight years to ensure that they continue to meet provincial quality assurance requirements and to support their ongoing rigour and coherence. Program reviews involve several stages, including:

1. A comprehensive and analytical self-study brief developed by members of the program under review.
2. A site visit by academic experts who are external to and arm's length from the program who prepare a report and recommendations on ways that it may be improved based on a review of the program's self-study and supporting material, and a two day site visit involving discussions with faculty, staff and students and a tour of the facilities.
3. Development of a plan for improvement by the program and proposed timelines for implementation.

All programs that undergo a review must provide a report eighteen months after the completion of the review to gather information on the progress that has been made implementing the agreed upon plans for improvement.

In 2014-2015 a program review was scheduled for the Bachelor of Health Sciences in Medical Laboratory Science program. The program has submitted to the Provost's Office a comprehensive chart outlining the achievements they have made relative to the action plans resulting from the review. A summary of these achievements is provided below. The summary report is reviewed by the appropriate standing committee of Academic Council, and is subsequently reported to Academic Council, the Board of Governors and the Quality Council.

The program review site-visit was completed October 20-21, 2015. Since that time, the Faculty made significant progress in implementing the plan of action from the program review.

***Investigate UB 3075 for use as a non-Biosafety Level II teaching space and consider moving predominantly microscope-based activities into the space.***

After negotiations with the faculty of Science, the lab has been converted to Biosafety Level II to allow course flexibility and the Faculty of Health Sciences has the use of the lab for 2.5 days per week beginning in the Fall 2017 semester.

***University of Alberta (U of A) or Dalhousie site visit to investigate strategies to address current constraints, as those programs identified similar challenges.***

The Dean and Program Coordinator visited the U of A in the Fall of 2016. The policies, processes and models embedded in the U of A program were used to generate action items within a go-forward plan to enhance governance, mitigate faculty workload concerns, and build teaching capacity within the program.

***Form a planning subcommittee and create a plan that aligns with other strategic, academic, and research plans. The plan will address current faculty workload, the needs to build teaching capacity, and succession planning. Several initiatives need to be explored in order to inform the plan and to achieve overall success:***

- 1. The Faculty of Health Sciences Teaching Faculty (TF) Workload Joint Working Group to review and report workload recommendations for the 2016/17 academic year.***
- 2. Faculty of Health Sciences Dean, with support from the current Medical Laboratory Science Program Coordinator, appoint a PhD trained faculty member from within the Faculty of Health Sciences current faculty complement.***
- 3. The Faculty of Health Sciences' Dean, Planning and Budget Officer (PBO), and Medical Laboratory Science Program Coordinator research and develop a plan to hire Medical Laboratory Assistant(s) (MLA) and/or multidisciplinary Medical Laboratory Technologists (MLT), as well as to appoint adjunct PhDs, to augment the current staffing model. This would enable the program to mitigate risk created by staff absences and to build human resources capacity for the future.***

The Dean presented an overview and Plan of Action to the Med Lab team in Fall 2016. The plan outlined addresses a growth vision for the program, space and equipment concerns, faculty workload, and governance moving forward.

1. Individual meetings with the program coordinator to discuss any workload concerns were initiated fall 2016.

- The addition of TA marking support to each course was approved by the Dean/PBO for 2016-2017.
- For 2017-2018, the Faculty identified the fulltime faculty teaching assignments by November 1. In the past, these assignments would have been determined in conjunction with the May Performance Evaluation processes. This is an important move as it will allow the Faculty to post sessional opportunities much earlier than in the past.

2. Dr. Holly Jones Taggart, an Associate Professor within Faculty of Health Sciences, has been appointed director of the Medical Laboratory Sciences Program effective July 1, 2017. Dr. Jones Taggart designed and now delivers a Molecular Techniques course in the third year of the Med Lab program, conducts lab-based health sciences research and has served previously as the Associate Dean within the Faculty, as well as the director of the BHSc program.

3. The addition of TA marking support to each course was approved by the Dean/PBO for 2016-2017.

- Sessional contracts for 4 MLT instructors were approved Fall 2015. Two former UOIT MLSc graduates were hired as sessional or temporary instructors within the program for 2016-2017 to build capacity within each discipline.

- An administrative course release has been approved to create a new structure to further explore sustainable governance options within the program. This position is related to accreditation and quality assurance.

**Next Scheduled Program Review: 2021-2023**