

ACADEMIC COUNCIL REPORT

ACTION REQUESTED:

Recommendation
Decision
Discussion/Direction
Information

DATE:

FROM: Graduate Studies Committee

SUBJECT: Program Review 18-Month Follow-up Report – Master of Engineering Management and Graduate Diploma in Engineering Management

COMMITTEE MANDATE:

In accordance with Article 11 of the Ontario Tech University Institutional Quality Assurance Process (IQAP) Cyclical Program Review 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. If outstanding items remain from the implementation plan at the time of the eighteen-month report, the Resource Committee will review these outstanding items with the Dean. The Committee may recommend further monitoring of these items on a case-by-case basis.

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 of this report to Academic Council a summary of this report will be posted to the University's website

SUPPORTING REFERENCE MATERIALS:

- 18-Month Summary



Eighteen Month Follow-Up Report –Graduate Program Review

Faculty of Engineering and Applied Science

Program: Master of Engineering Management and Graduate Diploma in Engineering

Management Date: January 21, 2021

This program review was completed in July 2019. The chart below outlines the agreed upon plan for improvement following the review. The progress that has been made on the action items is provided in the 18-month follow-up comments column on the right.

The completed report and the status of its action items will be reviewed by the appropriate standing committee(s). Please provide as much detail and rationale as possible.

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 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.

<u>Action Items</u>	<u>Timeline</u>	<u>Status</u>	<u>18 Month Follow-Up Comments</u>
Present External Reviewer report and response at	August 2019	Complete	This was presented and discussed at the FEAS Faculty Retreat in August 2019.

Faculty Retreat.			
Present report and response and GSC and Academic Council.	Fall 2019	Complete	The final assessment report was presented by the Chair of the Graduate Studies Committee (GSC) at the January 2020 Academic Council meeting, and it passed.
Submit request for approval for faculty hires, and complete the hiring process.	Fall 2019 / Winter 2020	Complete	A new faculty member to support the program has been hired and started working in August 2020.
Consultation with other Faculties.	Winter 2020	Continuous	Preliminary arrangements with the Faculty of Business and IT (FBIT) on BUSI 5xxx course offerings have been made for Fall 2020 and Winter 2021, and consultation with FBIT is continuing.
Develop a business model for cost/revenue sharing and sustainability.	Winter 2020	In progress	A full-time faculty member was hired. In process of developing a new undergraduate program in a related field to create efficiencies by sharing resources.

Complete documentation for suggested program changes.	Winter 2020	Complete*	The core changes have been completed for the program, the program structure and map have been revised, and a new course (see below) has been added. All changes have been approved (see below), and will be effective starting Fall 2021. One of the suggested changes was to add more Engineering Management elective courses. As part of the approved changes, an existing course 'ENGR5775G Knowledge Discovery and Data Mining' was added as an Engineering Management elective course to address the Data Analytics area. Now, there are 4 courses in that group and students need to select 2.
Fill out course templates for suggested new courses.	Winter 2020	Complete	A new course 'ENGR 5427G Operations Research' has been approved to be added as a core course in the program.

Coordinate with FBIT for the offering of required Business courses.	Winter 2020	Continuous	Preliminary arrangements with the Faculty of Business and IT (FBIT) on BUSI 5xxx course offerings have been made for Fall 2020 and Winter 2021, and consultation with FBIT is continuing.
Present proposed program changes to Faculty Council, GSC, Academic council.	Winter 2020	Complete	The proposed changes were approved by the Faculty Council at the May 4 meeting, and by the Graduate Studies Committee at their May 26 meeting, and by Academic Council at their June 23 meeting.
Remove the GDip program.	Summer 2020	Complete	This program is currently on hold and no students are being admitted.

Review graduate attributes, assessment methods to evaluate the learning outcomes, etc.	Fall 2020	Complete*	The learning outcomes and the skills that students are expected to develop in the program have been revised and re-focused (the program now has 8 learning outcomes instead of the initial 16), and have been re-written and mapped to the Ontario Council of Academic Vice- Presidents' Graduate Degree Level Expectations, along with the assessment methods that can be used to evaluate the learning outcomes. The revised learning outcomes are attached.
The student cohort be between 20 to 30 students.	Fall 2020	Complete	This program is attracting a large number of international and few domestic applicants. A total of 82 applicants were admitted for Fall 2020 and 26 applicants for Winter 2021. While more than half of the admitted students have accepted their admission offers, due to the COVID-19 pandemic many have deferred their starting date to Fall 2021. A handful of students started in Fall 2020 and many more have enrolled remotely starting January 2021.

**The Faculty deems this action item as a priority requiring ongoing review and consideration.*

Additional comments:

The Graduate Diploma (GDip) in Engineering Management is currently on hold and no students are being admitted. While the plan was previously to remove it completely, given proper resources it can be developed into a successful online program.