



## **Saskatchewan Higher Education Quality Assurance Board (SHEQAB)**

### **Minutes of the Eighth Meeting held February 10, 2015 Cameco Corporation, Saskatoon, SK**

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Members:	Grant Isaac (Chair); Ronald Bond (Vice-Chair); Karen Barnes; Marie Battiste; Irene Lewis; Bill McLaughlin; Mhairi (Vi) Maeers; Robin Fisher (by teleconference)
Guests at the Invitation of the Chair:	Tammy Bloor Cavers, Assistant Deputy Minister, Advanced Education (for item 7)  Ann Lorenzen, Executive Director, Universities and Private Vocational Schools, Ministry of Advanced Education  Dr. David Marshall, Consultant (by teleconference for item 5)
Secretariat:	Philip Cameron; Patti Bateman; Tammy Jones-Bonk

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**Note:** In reference to item 6 b) below, please note that at its June 8, 2015 meeting, the SHEQAB reconsidered its decision on this item as reported in these minutes. Please refer to the Minutes of the June 8, 2015 meeting for additional information.

#### **1. Approval of Agenda**

**It was moved and seconded (McLaughlin/Barnes) to approve the Agenda as presented. CARRIED.**

#### **2. Minutes of the September 25, 2014, Meeting**

**It was moved and seconded (McLaughlin/Lewis) to approve the Minutes of the September 25, 2014, meeting as presented. CARRIED.**

#### **3. Business Arising from the Minutes of the September 25, 2014, Meeting**

##### **a) Board Succession – Call for Nominations**

The Chair will proceed with a call for nominations to fill two impending vacancies on the Board. Within the next few weeks, a letter and fact sheet will be sent to senior officials at all Saskatchewan post-secondary institutions inviting nominations. The letter and fact sheet will also be posted on the SHEQAB website. The deadline for submission of nominations will be April 30, 2015.

##### **b) Quality Assurance Conference 2015**

Due to current government spending constraints in Saskatchewan and other western provinces, the Ministry of Advanced Education will postpone for one year the Quality Assurance Conference originally scheduled for June 2015.

**c) Report on COU Learning Outcomes Symposium 2014**

Patti Bateman reported on her attendance at the Council of Ontario Universities Learning Outcomes Symposium held October 16 and 17, 2014 in Toronto. The symposium offered a wide array of sessions that focused on the implementation and assessment of learning outcomes within the contexts of curriculum development, credit transfer, and student success and employability.

**4. Use of the Term “University”**

In October 2014, the Minister of Advanced Education requested the Board’s advice regarding the criteria to be used by the Ministry to assess requests from institutions seeking permission to use the terms “university” and “varsity” pursuant to section 6 of *The Degree Authorization Act*. To assist the Board in its deliberations, the Ministry engaged the consulting services of Dr. David Marshall, former President of both Mount Royal University in Alberta and Nipissing University in Ontario.

Dr. Marshall joined the meeting by teleconference to discuss policy options. Following a wide-ranging and thought-provoking discussion that underscored the complexities of the issue, the Board decided to conduct additional research to further inform its deliberations.

The Board will re-visit this topic at its next meeting, at which time it will formulate its recommendation to the Minister.

**5. Applications for Authorization**

**a) Saskatchewan Polytechnic – Bachelor of Science in Construction Management**

The Board reviewed the *Saskatchewan Polytechnic Degree Plan – Strategic Vision and Planning Approach, January 2015*, a document that discusses the institution’s degree proposal plans between now and 2017. The Board also reviewed Saskatchewan Polytechnic’s *Quality Assurance Process: Program Self-evaluation* relative to the proposed Bachelor of Science in Construction Management.

The Board noted that Saskatchewan Polytechnic has undergone a number of significant institutional changes in recent years, including becoming a polytechnic, a change in program structure to a sector-based “schools” model, and a restructuring of the senior leadership team. In light of these changes, the Board determined that certain organizational elements should be reviewed prior to a program review.

**It was moved and seconded (Bond/McLaughlin) to proceed with a *partial* review (per subsection 2(f) of *The Degree Authorization Regulations*), which will comprise elements of an organizational review along with a program review. The two levels of review will be conducted by two external panels and will be scheduled concurrently in early fall 2015 to enable the Board to review the findings of both reviews at its fall 2015 meeting. CARRIED.**

**b) Briercrest – Bachelor of Arts in Psychology / Psychology (Honours)**

The Board reviewed Briercrest’s *Quality Assurance Review Process Program Self-evaluation Report* relative to the proposed Bachelor of Arts in Psychology.

Prior to proceeding with a program review, the Board decided that a review of certain organizational elements should be undertaken. In the interests of acting as expeditiously as possible, it was agreed that this review could be conducted as a desk review.

**It was moved and seconded (Barnes/Battiste) to proceed with a *partial* review (per subsection 2(f) of the Regulations), which will comprise elements of an organizational review along with a program review. The two levels of review will be conducted by two external panels and will be scheduled sequentially, with the organizational desk review to take place first, in either late summer or early fall 2015, to enable the Board to consider the findings at its fall 2015 meeting. CARRIED.**

## **6. Policies/Guidelines**

### **a) Ministry Policy – Precedent-Setting Criteria**

The Ministry developed a policy to guide the Board in determining whether a proposed degree program is precedent-setting, as referenced in subclause 12(1)(a)(iii) of the Regulations. The Board reviewed and accepted the policy.

### **b) Guideline for Assessing Financial Viability**

The Board reviewed proposed guidelines for assessing the financial viability of a post-secondary institution as part of an organizational review. The Board suggested that the guidelines be sent to the financial heads of Saskatchewan's post-secondary institutions to seek their feedback. The Ministry will follow up with post-secondary institutions.

### **c) Ministry Policy – Public Review of Quality Assurance Standards**

The Ministry developed a policy to guide the Board in fulfilling its responsibility for reviewing, on a biennial basis, the quality assurance standards, pursuant to subsection 11(b) of the Regulations. The Board reviewed and accepted the policy.

The Board will undertake a public review of quality assurance standards by August 2015. The Board directed the Secretariat to prepare appropriate consultation documents for review at the next meeting.

### **d) External Review Panel Guide**

The *External Review Panel Guide* has been updated to reference the new graduate-level standards, address considerations related to *The Freedom of Information and Protection of Privacy Act*, and includes guidelines for the handling of documentation associated with external panel reviews.

**It was moved and seconded (Bond/Barnes) to accept, with minor edits, the updated External Review Panel Guide. CARRIED.**

## **7. Remarks – Assistant Deputy Minister of Advanced Education**

Tammy Bloor Cavers provided an update on current initiatives of the Ministry, including those aimed at increasing post-secondary participation rates, those directed towards increasing efficiencies within the post-secondary education sector, and those focused on attracting international students to Saskatchewan.

## **8. Next and Future Meetings**

The next meeting will be held on June 8, 2015 in Regina.

### **Adjournment**

With all business completed, the Chair adjourned the meeting.