

**ANNUAL REPORT**  
**JULY 1 2014 – JUNE 30 2015**



**ONTARIO UNIVERSITIES**  
**COUNCIL on QUALITY ASSURANCE**



## Message from the Chair of the Quality Council Sam Scully



Ontario's universities are Canada's leaders in assuring the quality of their degree programming. The *Quality Assurance Framework* (QAF), to which they agreed in 2010, established a comprehensive structure of three overlapping mechanisms: appraisal of new programs, cyclical program reviews and institutional audits that examine whether an institution is honouring its own policies. For the Quality Council these first five years have been challenging and educational, rarely tedious or routine. The Council is proud of the contribution and the progress it has made.

At the same time, it must be acknowledged that the full implementation of the QAF is still very much 'a work in progress'. There are lacunae, in both definitions and process, in the QAF, and there may be scope for the Council to improve its performance. The QAF assumes that the institutions will monitor their programs, both new and continuing, perhaps more than is being done. One can identify areas where ambition and intention, rather than achievement and realization, are the order of the day: above all, this is true in the critical areas of assessing whether learning outcomes and degree-level expectations are being achieved, and in focussing attention on the student in cyclical reviews. In many respects the processes are still evolving, and it is important to recognize the progress that has been made even as the focus must be on the tasks yet to be accomplished.

The work of the universities and the Council in quality assurance relies greatly on willing co-operation and effective communication, in short, on a whole array of individuals performing their individual roles effectively. There is continuing turnover in the players—very few of the creators of the QAF and of the founding members of the Quality Council remain—but the momentum of the enterprise is still strong, and the commitment of the university leaders is manifest. It has been a privilege to work with the dedicated members of the Council and with a wonderful Secretariat, led so ably by Donna Woolcott. To all my deepest thanks, and to Paul Gooch and his colleagues, all best wishes in this next phase!

## Message from the Executive Director Donna Woolcott



With this fifth Annual Report of the Quality Council we say thank you and good bye to several key individuals who served as inaugural Chair and members. Sam Scully provided tremendous leadership in Chairing the Council these first five years. He brought wisdom and extensive experience to the role from his time as Provost and Vice-President Academic at both Dalhousie University and the University of Victoria and his quality assurance work with the Maritime Provinces Higher Education Commission. Ron Bond (out of province expert) and Bruce Tucker (OCAV representative) have also completed two terms on the Council and will be missed as they contributed significantly to the work of the Council these past five years.

David Wilkinson leaves the Council after two years as an OCAV representative. Sam and these volunteer members have ensured that we had a smooth transition to the new quality assurance processes and that the Council has worked very effectively. It has been an enormous privilege and pleasure for me to work with them. I also want to thank the continuing members of the Quality Council and the members of both the Appraisal and Audit Committees for their work. We thank David Marshall and John ApSimon who have now completed their terms as Quality Assurance Auditors.

The Quality Council has now been in operation long enough at five years to allow for implementation of the final element of the QAF, namely the receipt of the first one year follow-up responses from the three universities audited in the first year of quality assurance audits. All other elements in the QAF have been implemented and most universities have been very actively engaged in developing new programs. All are reviewing their existing programs and most are making major modifications to their existing programs to improve them, to respond to student interests/needs and/or the recommendations from the arms-length experts who conduct the cyclical program reviews of each campus. The report that follows contains the highlights of activities in all of these areas as well as our outreach activities.

The work of the Quality Assurance Secretariat would not happen without the support of staff. I thank Shevanthi Dissanayake and Hillary Barron for helping to ensure smooth operation of the Council and our Committees and interactions with the Universities. Hillary returns to her roles at OCAD University following her year with us and we welcome Cindy Robinson back.

## New Programs in Ontario Universities

Universities are active innovators as demonstrated by their new program development. As seen in **Table 1 and Figure 1**, over the four years since the new Quality Council assumed its roles in program approval, there has been an emphasis on new program developments at the graduate level. This is especially notable for Graduate Diploma programs.

Between 2011 and 2015, a total of 218 new programs have been approved by the Quality Council and its Appraisal Committee. Of this total, 63 were for new undergraduate programs. At the graduate level, a further 63 new Master's programs were approved, as well as 27 new doctoral programs, 54 new graduate diplomas, and 11 new graduate-level collaborative programs. Some (4) of the 73 proposals submitted in the past year are still under review and thus not captured in the total number approved.

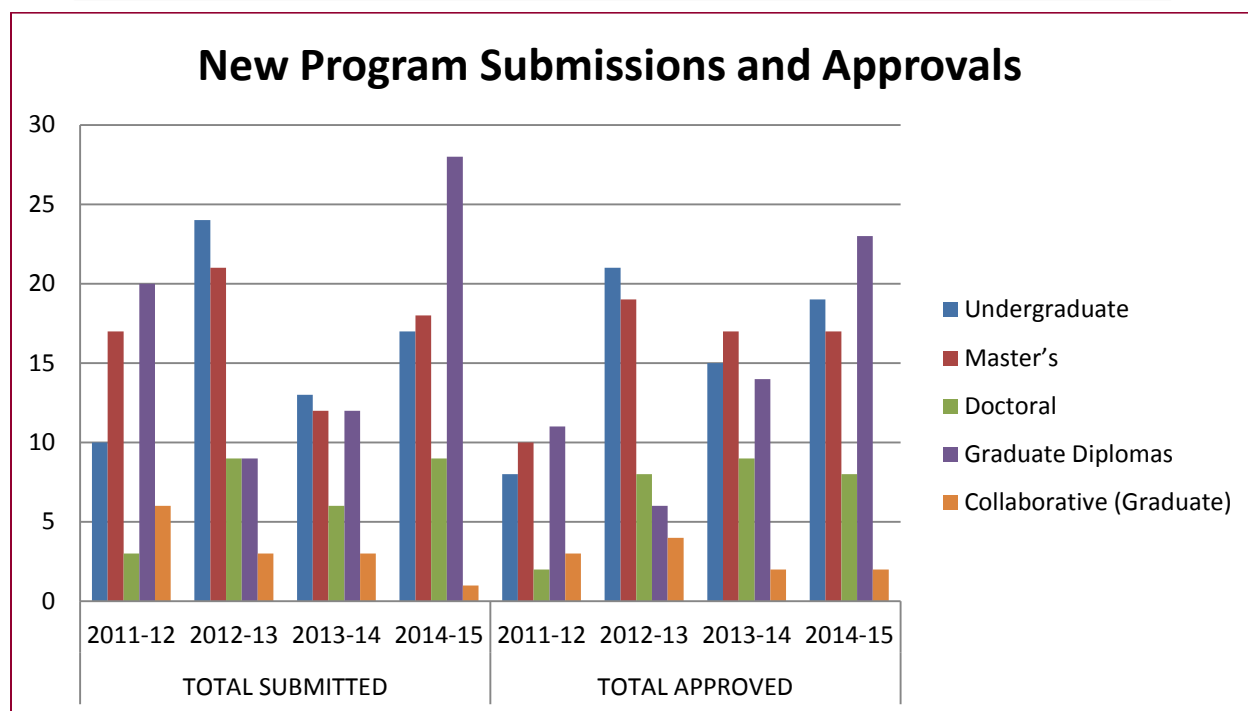
By end of June 2015, 19 of the 21 universities in Ontario had at least one new program approved by the Quality Council. The Quality Council's website features brief descriptions of all [approved programs](#).

**Table 1: New Program Approvals 2011-2015**

Program Type:	Total Submitted in:				Total Approved in:			
	2011 – 2012	2012 – 2013	2013 – 2014	2014 – 2015	2011 – 2012	2012 – 2013	2013 – 2014	2014 – 2015
Undergraduate	10	24	13	17	8	21	15	19
Master's	17	21	12	18	10	19	17	17
Doctoral	4	9	6	9	2	8	9	8
Graduate Diplomas	19	9	12	28	11	6	14	23
Collaborative <sup>1</sup> (Graduate)	6	3	3	1	3	4	2	2
<b>Total: New Programs</b>	<b>56</b>	<b>66</b>	<b>46</b>	<b>73</b>	<b>34</b>	<b>58</b>	<b>57</b>	<b>69</b>

<sup>1</sup> Collaborative Program (Graduate): An intra-university graduate program that provides an additional multidisciplinary experience for students enrolled in and completing the degree requirements for one of a number of approved programs (QAF p.4)

**Figure 1: New Program Approvals 2011-2015**



**Table 2** lists the new programs, by university, approved during 2014-15. Many of the new programs being developed continue to be interdisciplinary and applied in nature, reflecting contemporary student interests and a general response to emerging social, economic and professional developments.

**Table 2: New Program Approvals for 2014-15**

University and Program	Degree
<b>Brock University</b>	
• Business Administration	Graduate Diploma (Type 3)
• Materials Physics	MSc
<b>Carleton University</b>	
• Accounting	MAcc
• Data Science <sup>2</sup>	Master's Level
• Ethics and Public Affairs	Graduate Diploma (Type 2)
• Ethics and Public Affairs	Graduate Diploma (Type 3)
• Ethics and Public Affairs	PhD
• Global and International Studies	BGInS
• Indigenous Policy and Administration	Graduate Diploma (Type 2)

<sup>2</sup> Collaborative Program (see [definition](#) on P2)

<b>University and Program</b>	<b>Degree</b>
• Indigenous Policy and Administration	Graduate Diploma (Type 3)
• Information Resource Management	BIT
<b>McMaster University</b>	
• Child Life and Pediatric Psychosocial Care	MSc
• Clinical Epidemiology	Graduate Diploma (Type 3)
• Health Studies	PhD
• Indigenous Studies	Honours BA
• Indigenous Studies	Combined Honours BA
• Labour Studies	PhD
• Public Health	MPH
• Social Gerontology	PhD
• UNENE Nuclear Engineering	Graduate Diploma (Type 3)
<b>Nipissing University</b>	
• Kinesiology	MSc
<b>OCAD University</b>	
• Design for Health	MDes
<b>Queen's University</b>	
• Aging and Health	MSc
• Aging and Health	PhD
• Aging and Health	Graduate Diploma (Type 2)
• Aging and Health	Graduate Diploma (Type 3)
• Entrepreneurship and Innovation	MEI
• Mining Engineering Technology	BTech
• Professional Master of Education	PME
• Specialization in Biotechnology	BSc (Honours)
<b>Ryerson University</b>	
• Energy and Innovation	Graduate Diploma (Type 3)
• Language and Intercultural Relations	BA
<b>Trent University</b>	
• Communications and Critical Thinking	BA (General)
<b>University of Guelph</b>	
• Accounting	Graduate Diploma (Type 1)
• Management (with specializations in Management Research and Accounting)	MA
• Management	Graduate Diploma (Type 1)

<b>University and Program</b>	<b>Degree</b>
<b>University of Ontario Institute of Technology</b>	
• Accounting	Graduate Diploma (Type 3)
• Mechatronics Engineering	BEng
• Mechatronics Engineering and Management	BEngM
• UNENE Nuclear Engineering	Graduate Diploma (Type 3)
<b>University of Ottawa</b>	
• Communication	PhD
• Integrated Science	BSc (Honours)
• Science, Society and Policy/Science, société et politique publique <sup>3</sup>	Master's Level
• Science, Society and Policy/Science, société et politique publique	Graduate Diploma (Type 3)
<b>University of Toronto</b>	
• Professional Accounting	Graduate Diploma (Type 3)
• Professional Kinesiology	MPK
• Translational Research in Health Sciences	MHSc
<b>University of Waterloo</b>	
• Planning	Graduate Diploma (Type 3)
<b>University of Windsor</b>	
• Applied Economics and Policy	MAEP
<b>Western University</b>	
• Accounting	Graduate Diploma (Type 3)
• Business Skills for Actuaries and Financial Professionals	Graduate Diploma (Type 3)
• Bachelor of Management and Organizational Studies: Honors Specialization and Specialization in Nonprofit Management	BMOS
• Management of Applied Science	MMASc
• Media in Journalism and Communication	MMJC
• Professional Communication and Management	Graduate Diploma (Type 3)
• Theatre Studies	BA
<b>Wilfrid Laurier University</b>	
• Applied Water Science	BSc
• Game Design and Development (in conjunction with Conestoga College)	BFAA

<sup>3</sup> Collaborative Program (see [definition](#) on P2)

University and Program	Degree
<ul style="list-style-type: none"> <li>• Indigenous Studies</li> </ul>	BA
<ul style="list-style-type: none"> <li>• Policing</li> </ul>	BA (Honours)
<ul style="list-style-type: none"> <li>• Spiritual Care and Psychotherapy</li> </ul>	Graduate Diploma (Type 3)
<b>York University</b>	
<ul style="list-style-type: none"> <li>• Advanced Accounting</li> </ul>	Graduate Diploma (Type 1)
<ul style="list-style-type: none"> <li>• Civil Engineering</li> </ul>	MASc
<ul style="list-style-type: none"> <li>• Civil Engineering</li> </ul>	PhD
<ul style="list-style-type: none"> <li>• Educational Studies</li> </ul>	BA (Honours)
<ul style="list-style-type: none"> <li>• Mathematical Biology</li> </ul>	BSc
<ul style="list-style-type: none"> <li>• Mechanical Engineering</li> </ul>	MASc
<ul style="list-style-type: none"> <li>• Mechanical Engineering</li> </ul>	PhD
<ul style="list-style-type: none"> <li>• Professional Accounting</li> </ul>	Graduate Diploma (Type 3)

“The flexibility in the Quality Framework to support the development of both high-quality “traditional” degrees as well as programs with more innovative approaches was evident to Laurier this past year, with the approval of our Bachelor of Fine & Applied Arts in Game Design and Development (with Conestoga College), BA Honours in Policing (a fully-online program), and BSc Applied Water Science (with co-op option). This flexibility will continue to be important not only to Laurier but all universities as pedagogy evolves and interdisciplinary programs increase.”

Deborah MacLatchy, Vice-President: Academic & Provost, Wilfrid Laurier University

### Timelines for Program Approval

The QAF indicates that a university will normally receive a decision on a proposed new program within 45 days of submission provided that the submission is complete and the Appraisal Committee does not require more information from the University in order to assess the proposal. When the Appraisal Committee requires additional information, the university should receive a decision within a further 30 days of the Committee receiving a satisfactory response to its request.

The Quality Council met the target turnaround time of approval for all proposals submitted that did not require any clarification. In total, 54 of the 69 proposals (or 78 percent) were approved within 45 days of submission to the Quality Council. All proposals that were complete (36) thus requiring no further information from the university were approved within 45 days and several (18) that involved some interaction with the university were also approved within this timeframe. Decisions were made for 22 (61 percent) of the 36 complete proposals in less than 20 days. For the remaining 33 proposals (67 percent) additional information from and interaction with



the submitting university was required before approval. Of these, 55 percent were completed within 45 days and all but five appraisals were completed in less than 75 days. The length of time it took the universities to submit the requested additional information was the biggest factor in these five cases.

It is a priority of the Quality Council and Appraisal Committee to meet frequently (each met eleven times in 2014-15) in order to allow timely introduction of new programs by the universities.

## Changing, Improving and Closing University Programs

Universities are regularly changing and improving their existing programs. The QAF stipulates that each university will report to the Quality Council on an annual basis on the major modifications made to its programs.

Many universities have taken the very difficult and challenging step of closing programs that no longer fit with their priorities or with the interests of students. This past year 23 undergraduate and 11 graduate programs were reported to have been closed.

**Table 3** summarizes the program modifications made year-over-year from July 1 2012-June 30, 2015, as reported in the Annual Reports on Major Modifications submitted by all 21 universities.

Program changes are made for a variety of reasons including: to respond to advancements in knowledge, recommendations from the external disciplinary experts who review each program at least once every eight years, and feedback from students or other stakeholders including employers and professional accrediting bodies.

**Table 3: Reported Major Modifications by Program Level and Type for 2012-13, 2013-14 and 2014-15**

Type of Modification	Total 2012/13	Total 2013/14	Total 2014/15
<b>Undergraduate</b>			
Change course/program requirements	31	55	94
Add specialization/honours/option/concentration/stream	40	51	38
Change program learning outcomes	5	8	37
Add new freestanding minor	9	0	24
Closure of a program	28	17	23
Close specialization/honours/option/concentration/stream	16	16	15

<b>Type of Modification</b>	<b>Total 2012/13</b>	<b>Total 2013/14</b>	<b>Total 2014/15</b>
Add new pathway for college students	12	7	13
Change program name	13	17	13
Change faculty/other essential resources	3	0	11
Add co-op option	4	7	11
Merge two or more programs	-	-	7
Other	58	6	6
Closure of a minor	2	5	2
Change mode of delivery	-	-	2
Closure of co-op option	-	-	2
Significant changes to admission requirements	-	-	1
<b>Undergraduate Total</b>	<b>221</b>	<b>189</b>	<b>299</b>
<b>Graduate</b>			
Change course/exam requirements	5	12	41
Closure of a field, option	-	-	19
Add part-time/full-time/course based option	2	1	12
Change admission requirements	6	15	12
Closure of a field, option	7	14	10
Closure of a program	12	9	11
Add new field, concentration, stream	18	25	9
Change program learning outcomes	3	3	9
Other	32	1	9
Add new combined program	2	1	7
Add new unit to collaborative program	2	4	7
Change field name	5	7	6
Change program name	6	2	5
Add Major Research Paper	2	1	4
Add co-op, internship, practicum	2	3	4
Add international partner/locale to an existing program	3	0	2
Add thesis requirement	-	-	2
Change faculty/other essential resources	-	-	1
Change mode of delivery	2	2	0
<b>Graduate Total</b>	<b>107</b>	<b>100</b>	<b>160</b>
<b>Grand Total</b>	<b>328</b>	<b>289</b>	<b>459</b>

## Quality Assurance Audits

Consistent with “best practice” quality assurance in place internationally, the Quality Assurance Framework calls for the audit of each Ontario publicly assisted university every eight years to ensure that the university is doing what its policies commit to when it develops new programs, modifies existing programs, and reviews all programs with arm’s-length external reviewers at least every eight years.

Now in the third year of the first eight-year cycle, there was significant audit-related activity in 2014-15. Three more universities underwent site visits: the University of Windsor, the Royal Military College of Canada, and Nipissing University. Audit Reports for Carleton University and Queen’s University were approved by the Quality Council in the fall of 2014, and the University of Windsor had its Audit Report approved in spring 2015. The [Summary Reports of Principal Findings](#) of these Audits are available on the Quality Council website. In addition, the first of the Institutional One-Year Follow-Up Responses for Universities that had undergone the audit process in 2012-13 were also received this year. Brock University’s was approved by the Quality Council in fall 2014 and the University of Ottawa’s and Western University’s responses were both approved in spring 2015.

The One Year Response Reports include the university’s response to the recommendations that were made by the Quality Council auditors. Recommendations in Audit Reports result when a university is not acting in conformity with its own institutional quality assurance policies so it is important to have timely follow-up. In some cases the university revises its policies to make them clearer; in other cases, the university develops better monitoring of its processes or clearer oversight of its quality assurance activities to address the issues.

“The audit was a rewarding experience for our institution. It provided an opportunity to engage faculty deans, departments, data providers, faculty members and students in valuable discussions that highlighted both the importance and the value of the audit process in terms of program excellence. As an institution we were able to reaffirm our best practices in quality assurance and to identify where improvements could be made. We are now able to focus on creating the most effective and beneficial quality assurance processes possible.”

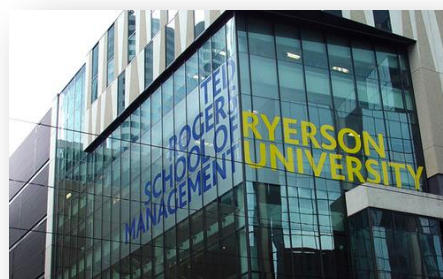
Patricia Weir, Dean, Faculty of Graduate Studies & Office of Quality Assurance,  
University of Windsor

## Outreach

### 2015 Meeting of Quality Assurance Key Contacts

Representing 20 universities, 68 delegates attended the second meeting for Key Contacts in Quality Assurance at Ryerson University in April. The day was organized by the Quality Council and its purpose was to provide a forum for the key contacts to meet and share experiences in implementing quality assurance processes. Highly interactive sessions were facilitated by key contacts and members of the Quality Council. Topics included:

- The engagement of stakeholders in the creation of self-studies and new program development;
- Preparing for and responding to the audit process;
- University/college collaborations and quality assurance processes;
- Quality assurance considerations for programs offered (eg. on-line or through hybrid delivery, by non-traditional instructors, and/or with large components of professional practice);
- New program approvals and advice on optimizing the process through to quality council approval; and
- Building a strong community of quality assurance in Ontario universities.



A third meeting of the key contacts in quality assurance will take place in 2016.

*“The Key Contacts meeting this past April was a great success, in part because the presentations were relevant, informative and timely, but also because it brought together colleagues from universities across the province to share best practice in formal and informal ways. This is an important network for me, and I came away with many new ideas and fresh perspectives.”*

*Jill Scott, Vice-Provost (Teaching and Learning), Queen’s University*

## 2014 Learning Outcomes Symposium: A Toolkit for Assessment

Following on the heels of two highly successful past conferences in 2012 ([Learning Outcomes Assessment: a Practical Guide](#)) and 2013 ([Learning Outcomes Assessment: Practically Speaking](#)), the Quality Council was once more a co-sponsor in this year's event, [Learning Outcomes: A Toolkit for Assessment](#). The Symposium took place in Toronto on October 16 and 17, 2014, with 340 delegates in attendance.



Leesa Wheelahan and Tom Angelo, Panel Presentation (Photo: C. Robinson)

The focus this year was on how learning outcomes can be used as tools at various levels across an institution. Over 30 different workshops touched on topics ranging from course and program assessment techniques, curriculum development and mapping, metrics and data collection, graduate and undergraduate assessments, faculty engagement, student success, and credit transfer. In addition, there were three exciting plenary sessions with 10 invited speakers, including keynote speakers [Tom Angelo](#), [Peggy Maki](#), and [Geoff Scott](#).

"Ontario's conferences on the development and assessment of learning outcomes have attracted large numbers of receptive and responsive participants from Ontario and beyond. These symposia help to establish the province and its universities as leaders in this important and challenging aspect of quality assurance."

Ron Bond, Out of Province Expert, Member of the Quality Council

## Other Initiatives

The Quality Council's [website](#), which provides a window into the Quality Council's role, and features two key documents – the [Quality Assurance Framework](#) and the [Guide to the Quality Assurance Framework](#), is a helpful resource for those responsible for quality assurance at Ontario universities. In 2014-15, the Quality Council developed new material to be added to the *Guide to the QAF* including best-practice advice for engaging stakeholders in the creation of self-studies for both cyclical program reviews and new program development.

The Executive Director of the Quality Council provides quality assurance briefings and updates to the Council of Ontario Universities (COU), the Ontario Council of Academic Vice-Presidents (OCAV), the Ontario Council on Graduate Studies (OCGS), MTCU, and others upon request throughout the year. She participated in the International Network

of Quality Assurance Agencies in Higher Education (INQAAHE) meetings held in Chicago in March 2015.



## Membership of the Quality Council in 2014-2015

### **Dr. Sam Scully, Chair**

Sam Scully, now a postsecondary education consultant, served eight-year terms as Provost and Vice-President Academic at both the University of Victoria and Dalhousie University. Since he retired in 2007, he has been engaged in quality assurance work, including policy development and conducting unit reviews, and in assisting Canadian universities with their searches for senior academic positions.

### **Dr. Ronald Bond, Out-of-Province Quality Assurance Expert**

Ronald Bond, now a consultant, is experienced in all levels of academic administration. He served as Provost from 1997 to 2006 at the University of Calgary, where he was named Provost Emeritus by the Board of Governors and has been invested as a member of the Order of the University of Calgary. Dr. Bond has completed two terms as Chair of the Campus Alberta Quality Council, is Vice-Chair of the Saskatchewan Higher Education Quality Assurance Board, and has worked on quality assurance in British Columbia and the Maritime provinces.

### **Dr. Brenda Brouwer, Graduate Dean Representative**

Brenda Brouwer is Vice-Provost and Dean of the School of Graduate Studies (SGS) at Queen's University. She has responsibility for the administrative oversight of over 120 graduate programs and has a mandate to support student achievement, program development, and uphold the highest standards in graduate degree programs. The SGS fulfills its mandate in collaboration with faculties through the development and implementation of appropriate regulations and operating procedures for admissions, programs of study, new program development, completion of degree requirements, enrolment planning and through the support of graduate students. Dr. Brouwer serves as a Board member of the Canadian Association of Graduate Studies and was Chair of the Ontario Council on Graduate Studies.

### **Ms. Beverly Harris, Citizen Member**

Beverly Harris earned a BA in Political Science from the University of Waterloo prior to obtaining a Bachelor of Laws from the University of Ottawa. From 1982 to 1990, she practiced law at Cassels, Brock in Toronto, where she specialized in administrative law. In April 2008 she completed a ten-year term as Chair of the Health Services Appeal and Review Board and the Ontario Hepatitis C Review Committee, two provincial adjudicative tribunals. She is currently an adjudicator and mediator for the Ontario Human Rights Tribunal.

Ms. Harris served as a member of the Board of Governors at Wilfrid Laurier University for sixteen years beginning in 1995. During her tenure, she chaired the Board of Governors for four years and also chaired the Chairs Council of Ontario Universities and

the corresponding council for Chairs at the Association for Universities and Colleges of Canada.

### **Dr. Moira McPherson, Undergraduate Dean Representative**

Moira McPherson is the Provost and Vice-President (Academic) at Lakehead University; prior to this role she served as the Deputy Provost for three years. She led the development and implementation of the Academic Plan, the University's transition to the Institutional Quality Assurance process, efforts to increase student pathways and transfer, and most recently the development of the University's Strategic Mandate Agreement proposal. She has been invited to share her scholarly and professional expertise in applied kinematic and qualitative skill analyses with national and international organizations.

### **Dr. Jeff Smith, Academic Colleague Representative**

Jeffrey Smith has been a faculty member at Carleton University in 2008 and is currently an Associate Professor in the Department of Chemistry and Institute of Biochemistry. His collaborative research program includes the use of mass spectrometry and microfluidics to develop novel quantitative proteomic and lipidomic strategies and apply these to monitor the dynamics of proteins and lipids from a systems biology point of view. Dr. Smith is also the Director of the Carleton Mass Spectrometry Centre (CMSC) where he oversees technical and business teams that work with industry, academia and the public sector to improve products and processes and improve the health of Canadians. He has won awards for his teaching of analytical chemistry and currently serves as the Academic Colleague for Carleton University.

### **Dr. Nancy Walton, Academic Colleague Representative**

Nancy Walton is the Director of e-learning at Ryerson University and an Associate Professor in the School of Nursing. She has previous clinical experience as an advanced practice nurse in cardiac surgery, and administrative experience as Associate Director of the Collaborative Nursing Program at Ryerson University. Dr. Walton served as Chair of the Ryerson University Research Ethics Board from 2004-2013.

### **Dr. David Wilkinson, OCAV Representative**

David Wilkinson is Provost and Vice-President (Academic) at McMaster University. Prior to this role, he served as Dean of Engineering for four years. He is the author of over 200 scientific publications related to mechanical behaviour of both metals and ceramics. He was awarded the title of Distinguished University Professor at McMaster University in 2008, a title that can only be held by eight active faculty members in the university at a time. He was elected as a Fellow of the Royal Society of Canada in 2009 and a Fellow of the Canadian Academy of Engineering in 2010.

### **Dr. Bruce Tucker, OCAV Representative**

Bruce Tucker is the Associate Vice-President, Academic Affairs at the University of Windsor. He led design and implementation of the University's quality assurance



program, and he has been a member of the Quality Council since its inception. Dr. Tucker has published widely in both Canada and the U.S. on American intellectual and cultural history, the religious history of early New England, American urban history and Appalachian migration. He is currently working on a study of post 9/11 American political culture.

**Dr. Donna Woolcott, Executive Director (ex-officio)**

Donna Woolcott spent 30 years as a faculty member in Ontario and Nova Scotia including seven years as Vice-President (Academic) at Mount Saint Vincent University (MSVU) in Halifax. Prior to joining MSVU, Dr. Woolcott was the Assistant Vice-President (Academic) at the University of Guelph, where she had oversight for the university's internal quality review processes. From 2004 to 2009, Dr. Woolcott served on the Maritime Provinces Higher Education Commission, which oversees new program approvals and monitors quality assurance at the universities in the Maritimes.



*The Quality Council  
operates at  
arm's-length from  
Government and  
Ontario's  
Universities.*

## The Quality Council's Appraisal and Audit Committees

The Quality Council's Appraisal Committee reviews proposals for new undergraduate and graduate programs from Ontario's publicly assisted universities, and makes recommendations regarding their approval to the Quality Council.

### Members of the Appraisal Committee, 2014-2015

- Dr. Jeff Berryman (Chair), Faculty of Law, University of Windsor
- Dr. Kenneth Coley, Department of Materials Science and Engineering, McMaster University
- Dr. Sean Forrester, Faculty of Science, University of Ontario Institute of Technology
- Dr. Christine Gottardo, Department of Chemistry, Lakehead University
- Dr. André Lapierre, Department of Linguistics, University of Ottawa
- Dr. Thomas Loebel, Faculty of Liberal Arts & Professional Studies, York University
- Dr. André Loiselle, Department of Film Studies, Carleton University
- Dr. Jan Polgar, School of Occupational Therapy, Western University
- Dr. Sandy Welsh (Vice-Chair), Faculty of Arts and Science, University of Toronto
- Dr. Donna Woolcott (*ex-officio*), Executive Director

The Quality Council's Audit Committee reviews audit reports prepared by the Quality Council Auditors and makes recommendations to the Quality Council. The audit report describes whether the university has, since its last review, acted in compliance with the provisions of its Institutional Quality Assurance Process (IQAP).

### Members of the Audit Committee, 2014-2015

- Dr. Carolyn Andrew, Professor Emeritus, University of Ottawa
- Dr. John ApSimon, Professor Emeritus, Carleton University
- Dr. Paul Axelrod, Professor, York University
- Dr. Suzanne Crosta, Professor, McMaster University
- Prof. Katherine Graham, Professor, Carleton University
- Dr. David Marshall, President Emeritus, Nipissing University
- Dr. Anne-Marie Mawhiney, Professor, Laurentian University
- Dr. Christine McKinnon (Chair), Professor, Trent University
- Dr. Bruce Mitchell, Professor, University of Waterloo
- Dr. Charles Morrison, Professor, Wilfrid Laurier University
- Dr. John Pierce, Professor, Queen's University
- Dr. Peter Sutherland, Professor Emeritus, McMaster University

## The Quality Assurance Secretariat

The Quality Assurance Secretariat supports the ongoing business of the Quality Council and its Committees by providing timely information, advice and support. Among other responsibilities, the Secretariat prepares agendas and materials for all meetings and appraisals, takes minutes of meetings, and communicates decisions of the Appraisal Committee and the Quality Council to the appropriate institutions. The Secretariat also supports the Audit process, and provides general quality assurance and appraisal-related advice to Ontario universities.

### Members of the Secretariat, 2014-2015

- Shevanthi Dissanayake, Coordinator
- Hillary Barron, Manager
- Donna Woolcott, Executive Director

## Mission

The Ontario Universities Council on Quality Assurance is the provincial body responsible for assuring the quality of all programs, leading to degrees and graduate diplomas that are granted by Ontario's publicly assisted universities, and the integrity of the universities' quality assurance processes. Through these practices, the Quality Council also assists institutions to improve and enhance their programs. In fulfilling its mission, the Quality Council operates in a fair, accountable and transparent manner with clear and openly accessible guidelines and decision-making processes, and through reasoned results and evidenced-based decisions.

## Mandate

The roles and responsibilities of the Quality Council, while respecting the autonomy and diversity of the individual institutions, are the following:

- to guide Ontario's publicly assisted universities in the ongoing quality assurance of their academic programs
- to review and approve proposals for new graduate and undergraduate programs
- to ensure through regular audits that Ontario's publicly assisted universities comply with quality assurance guidelines, policies and regulations for graduate and undergraduate programs
- to communicate final decisions to the Ministry of Training, Colleges and Universities
- to review and revise, from time to time for future application, the Council of Ontario University's quality assurance protocols in light of its own experiences and developments in the field of quality assurance
- to liaise with other quality assurance agencies, both provincially and elsewhere
- to undergo regular independent review and audit at intervals of no longer than eight years

**Ontario Universities Council on Quality Assurance**

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