



ONTARIO UNIVERSITIES
COUNCIL on QUALITY ASSURANCE

**SUMMARY OF AUDITORS' REPORT ON THE
SCOPE OF THE UNIVERSITY OF OTTAWA'S
RESPONSE TO THE QUALITY ASSURANCE
AUDIT**

APRIL 2015

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SUMMARY STATEMENT

As per the Quality Assurance Framework Section 5.2.9, the University of Ottawa submitted its One-Year Follow-Up Institutional Response on the Auditor's Report on February 20, 2015.

The Auditors reviewed this Response and drafted recommendations which were submitted to the Audit Committee for consideration. The Audit Committee, at its meeting of April 7, 2015, reviewed and approved the Auditors' recommendations on the University of Ottawa's Response which were subsequently submitted to the Quality Council.

The Quality Council, at its meeting of April 23, 2015, unanimously approved the following motion:

That the University of Ottawa's Institutional One-Year Follow-Up Response be Accepted.

The Quality Assurance Secretariat publishes the auditor's summary of the scope and adequacy of the institutional one-year follow-up response in accordance with Section 5.2.10 of the Quality Assurance Framework.

**AUDITORS' REPORT ON THE INSTITUTIONAL ONE-YEAR FOLLOW-UP
RESPONSE ON THE QUALITY ASSURANCE AUDIT OF THE
UNIVERSITY OF OTTAWA**

SUMMARY

The Ontario Universities Council on Quality Assurance (QC) undertook an audit of the quality assurance practices at the University of Ottawa in March 2013. The audit was intended to assess the university's compliance with its own IQAP, to confirm that the university's policies and procedures were consistent with the Quality Assurance Framework, and to identify and recommend best practices, where appropriate. The Auditors' Final Report was submitted to the University of Ottawa in October 2013.

The University of Ottawa sent a one-year follow-up response in October 2014 and then, at the request of the Quality Council for more information, the university submitted a second follow-up response with accompanying documentation in February 2015.

The auditors had found the University of Ottawa to be largely in compliance with its IQAP and made only four Recommendations. The auditors are satisfied that the university has reviewed its schedule of cyclical program reviews for graduate and undergraduate programs. The lists appear to be much more complete, although the schedule for undergraduate program reviews does not include the university's undergraduate medical degrees. The auditors expect that this oversight will be rectified. (See Recommendations 2 and 3.) The university sent Section 2 of its draft revised IQAP, and the auditors are satisfied that Recommendations 1 and 4 have been addressed.

The auditors commend the University of Ottawa for responding to their Recommendations and for the work they have done in revising their IQAP.

UNIVERSITY OF OTTAWA ONE-YEAR FOLLOW-UP RESPONSES

Documents Enclosed:

1. One-Year Follow-Up Response – Additional Information (VPA and Provost Letter of February 20, 2015)
2. Creation of New Programs Protocol: Excerpt from the University of Ottawa's Draft Revised Institutional Quality Assurance Processes – February 13, 2015
3. Undergraduate Program Review Schedule
4. Graduate Cyclical Program Review Schedule
5. Original One-Year Follow-Up Response (VPA and Provost Letter of October 10, 2014)



Université d'Ottawa
Cabinet du vice-recteur
aux études

University of Ottawa
Office of the Vice-President
Academic and Provost

February 20, 2015

Donna Woolcott
Executive Director, Quality Council
Council on Ontario Universities
180 Dundas Street West, suite 1100
Toronto, ON M5G 1Z8

**Subject: Institutional Quality Assurance Audit
One-Year Follow-Up Report – Additional Information**

Dear Ms Woolcott,

As requested by the Quality Council, please find enclosed additional information in support of the University of Ottawa's Quality Assurance Audit One-Year Follow-Up Report that was submitted in October 2014.

The Audit Team made two recommendations regarding the program cyclical review schedules for both undergraduate and graduate programs, namely:

- **Recommendation 2:** *The University of Ottawa should ensure that its general bachelor's programs are included in the schedule of programs to be reviewed, and that these programs are reviewed using a version of the protocol outlined in section 6.1 of its IQAP.*
- **Recommendation 3:** *The University of Ottawa should review its schedules of undergraduate and graduate cyclical program reviews to ensure that all undergraduate and graduate programs at the University are reviewed at least every eight years.*

Please find enclosed the up-to-date cyclical review schedules for both undergraduate and graduate programs.

The Audit Team made a recommendation regarding changes to the protocol for the approval of a new graduate program and another recommendation regarding the Proposal Brief for new For-Credit Graduate Diplomas and New Collaborative Programs, namely:

- **Recommendation 4:** *The University of Ottawa should amend its IQAP to provide the relevant Dean(s) or delegates with the opportunity to respond to the external reviewers' report on a proposed new graduate program.*

- **Recommendation 1:** *The University of Ottawa should align its IQAP (section 3.2.1.2.3) and its practice regarding the development of the Proposal Brief for new For-Credit Graduate Diplomas and new Collaborative Programs.*

As indicated in our report, the University of Ottawa is currently in the process of revising its IQAP in light of the 2013 quality assurance audit.

Please find enclosed the revised version of the Protocol for the Evaluation and Approval on New Programs, which now includes the Protocol for the Expedited Evaluation and Approval of New Programs. You will note that the protocols for undergraduate and graduate programs have been combined into one single protocol. This is a draft version as the revised IQAP has not yet been approved by the University of Ottawa Senate.

We trust that this additional information will clarify what actions have been taken to address the Audit Team's recommendations.

Sincerely,

A handwritten signature in blue ink, appearing to read 'C. Detellier', with a stylized flourish at the end.

Christian Detellier
Vice-President Academic and Provost

Encl.

Excerpt from the University of Ottawa Revised Institutional Quality Assurance Process – February 13, 2015

2. PROTOCOL FOR THE EVALUATION AND APPROVAL OF NEW PROGRAMS

A **program** is a coherent whole composed of a set of articulated and integrated courses and/or other learning activities prescribed as the requirements for obtaining a particular degree.

A **new program** is defined as any degree, degree program, or program of specialization (including cost-recovery programs and offsite programs), which has not been approved by the Ontario Council on Quality Assurance, its predecessors, or any intra-institutional approval processes that previously applied. It has substantially different program requirements and substantially different learning outcomes from those of any existing approved programs offered by the institution. A change of name only does not constitute a new program.

New diplomas, certificates, collaborative programs and new program components (minors, options, new fields in the case of graduate programs) do not need to be submitted to the Quality Council but must nevertheless be evaluated and approved by the University's Senate. The process will be the same as indicated below but without an external review and without submission to the Ontario Universities Council on Quality Assurance.

The creation of a new program may be initiated by an academic unit, a faculty, the central administration, an internal committee, an external organization or at the request of the community.

Each proposal for a new program must undergo an appraisal and approval process that involves six main stages, some of which are broken down into sub-stages. At any of these stages, the proposal can be returned to the academic unit concerned, which must incorporate recommended modifications before moving on to the next approval stage.

2.1 Regular Evaluation and Approval Process for New Programs

2.1.1 Stage 1: Academic unit

The evaluation and approval process is initiated in consultation with the home faculty concerned by the academic unit or units offering the program. The unit prepares a detailed proposal for the new program and submits it to all its academic authorities for approval (program committee and department assembly or their equivalent).

2.1.2 Stage 2: Home faculty

The detailed proposal is submitted for approval to all home faculty authorities (undergraduate program committee, graduate program committee, or their equivalents) and, finally, to the faculty council or councils. The proposal must provide evidence that

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sufficient resources are in place to offer the program and that it will not adversely affect existing programs.

2.1.3 Stage 3: Council on Undergraduate Studies (CUS) or Council of the Faculty of Graduate and Postdoctoral Studies (Council of the FGPS)

2.1.3.1 Council on Undergraduate Studies or Council of the Faculty of Graduate and Postdoctoral Studies (approval in principle)

The detailed proposal is submitted by the home faculty for approval in principle to the Council on Undergraduate Studies or to the Council of the Faculty of Graduate and Postdoctoral Studies.

2.1.3.2 Management of approval

The external review of the proposal is managed by the Council on Undergraduate Studies in the case of undergraduate programs and by the Council of the Faculty of Graduate and Postdoctoral Studies in the case of the graduate programs, who in turn recommend the creation of the program to Senate.

a) Council on Undergraduate Studies (undergraduate program)

The Nomination Subcommittee is a subcommittee of the Council on Undergraduate Studies responsible for nominating the external reviewers.

Under the authority of the Council on Undergraduate Studies, the Nomination Subcommittee:

- receives a list of external reviewers (provided by the Chair of the academic unit and approved by the Dean of the home faculty offering the program);
- names the two external reviewers and their substitutes;
- recommends any improvements to the process for identifying and nominating external reviewers.

The Nomination Subcommittee is chaired by the Associate Vice-President, Academic Programs and includes three members of the Council on Undergraduate Studies who are elected by the Council.

The Subcommittee meets at the call of its Chair as often as required to carry out its mandate.

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b) Council of the Faculty of Graduate and Postdoctoral Studies (graduate programs)

The Subcommittee for the Creation of New Programs is a subcommittee of the Council of the FGPS responsible for managing the approval of new graduate programs.

Under the authority of the Council of the FGPS, the Subcommittee:

- receives a list of external reviewers (provided by the Chair of the academic unit with a copy submitted to the Dean of the home faculty offering the program);
- names the three reviewers and their substitutes in consultation with the home faculty offering the program. There may be three external reviewers, or two external reviewers and one internal reviewer;
- reviews the proposals for the creation of new programs, including the reports of the reviewers and the response of the unit, ensures that they are ready for approval by the Council and may make recommendations to the Council;
- recommends any improvements to the process for identifying and nominating reviewers and for the creation of new programs.

The Subcommittee for the Creation of New Programs is co-chaired by the Dean and the Vice-Dean of the Faculty of Graduate and Postdoctoral Studies and includes three members of the Council of the FGPS.

The Subcommittee meets at the call of its Chair as often as required to carry out its mandate.

2.1.3.3 External review

A minimum of two external reviewers are selected by the relevant subcommittee from a list of candidates compiled by the Chair of the academic unit and approved by the Dean of the home faculty concerned. The reviewers must have expertise in the discipline and must be at arm's length from the program under evaluation (no family ties, partnership links, supervisory relations or other types of relationships). They must be associate or full professors and should have experience in the administration of university programs. For thesis-based graduate programs, the reviewers must be experienced thesis supervisors. Among other possibilities, there is a conflict of interest when a proposed external reviewer:

- has collaborated or published with a member or members of the academic program being evaluated within the past six years;
- has an administrative or family link with a member of the academic program being evaluated;
- is a former research supervisor, graduate student, or postdoctoral trainee of one of the members of the academic unit being evaluated;

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- is involved in a dispute with a member of the academic program being evaluated.

As it sees fit, the subcommittee involved may also consult representatives from industry or related organizations and professions.

The external reviewers will receive a covering letter listing the evaluation's objectives, their role and responsibilities and instructions for writing the report as well as a copy of the detailed proposal.

In most cases, the external review of a new program will be conducted on-site, but may be conducted by desk audit, video-conference or an equivalent method with the approval of the Associate Vice-President, Academic Programs or the Dean of the Faculty of Graduate and Postdoctoral Studies.

Within three weeks after the consultation, the external reviewers submit their reports examining the proposed program's relevance, importance and viability. Separate reports are required if the review is conducted by desk audit, and a joint report is required if the review is conducted on-site. More specifically, the reviewers will consider the evaluation criteria described in section 2.3 below.

2.1.3.4 Internal response

The Associate Vice-President, Academic Programs or the Dean of the Faculty of Graduate and Postdoctoral Studies sends a copy of the external reviewers' reports to the Dean of the home faculty and the Chair of the academic unit concerned, with a request for a written response within three weeks. The academic unit will then make any changes necessary to the proposal and demonstrate how they have addressed the external reviewers' recommendations.

Comment [m1]: As per Audit Recommendation 4: the University of Ottawa should amend its IQAP to provide the relevant Dean(s) or delegates with the opportunity to respond to the external reviewers' report on a proposed new graduate program.

2.1.3.5 Approval by the Council on Undergraduate Studies or the Council of the Faculty of Graduate and Postdoctoral Studies

The Vice-Dean responsible for the program of the home faculty concerned submits the detailed proposal, including the comments of the external reviewers and the response of the unit and home faculty, for approval to the Council on Undergraduate Studies or the Council of the Faculty of Graduate and Postdoctoral Studies. Each Council may recommend approval of the program, approval of the program with certain conditions, or may recommend against the approval of the program.

2.1.4 Stage 4: Administrative Committee

Before submitting the proposal to the Senate, the faculty must ensure that the Administrative Committee has approved the budget for the program, and that it has the

support of all other committees or faculties (e.g, of those offering related programs) as appropriate.

2.1.5 Stage 5: Senate

The Associate Vice-President, Academic Programs or the Dean of the Faculty of Graduate and Postdoctoral Studies presents the proposal to the Executive Committee of the Senate. Once approved by the Executive Committee of Senate, the proposal is submitted to Senate for final institutional approval.

2.1.6 Stage 6: Ontario Universities Council on Quality Assurance

The detailed proposal as approved by the Senate is then submitted for approval to the Quality Council. The submission template will include information on whether or not the proposed program will be cost-recovery. The same standards and protocols apply regardless of the source of funding.

Note: New programs must also be approved by the Ministry of Training Colleges and Universities before they can admit students. With the permission of the Vice-President Academic and Provost, new programs may be advertised once they are approved by Senate, but such advertisement must include the phrase: “Prospective students are advised that offers of admission to a new program may be made only after the university’s own quality assurance processes have been completed and the Ontario Universities Council on Quality Assurance and the Ministry of Training Colleges and Universities have approved the program.”

2.2 Expedited Evaluation and Approval Process for New Programs

The expedited evaluation and approval process is the same as that for the approval of new programs, except there is no external review.

The expedited evaluation and approval process applies to:

- the proposal of new undergraduate programs that are created from existing University of Ottawa programs or that involve adding components or options to current programs, and for which the University is not requesting an external review;
- the proposal of a new Collaborative Graduate Program;
- the proposal of a new for-credit Graduate Diploma.

The expedited approval process for the proposal of new undergraduate programs created from existing University of Ottawa programs or that involve adding components or options to current programs is the same as that outlined in section 2.1, except the proposal is not submitted for external review (steps 2.1.3.3 and 2.1.3.4).

The expedited approval process for the proposal of a new Collaborative Graduate Program, or the proposal of a new for-credit Graduate Diploma is the same as that outlined in section 2.1, except the proposal is not submitted for external review (steps 2.1.3.3 and 2.1.3.4).

2.3 Evaluation criteria

The various academic authorities involved in both the regular and expedited approval processes examine the proposals according to several criteria. They take into account academic criteria specific to the University of Ottawa, the Quality Council's requirements, and the Ontario Council of Academic Vice-Presidents (OCAV) Guidelines on University Degree Level Expectations (Note: The University of Ottawa has adopted OCAV's Guidelines on Degree Level Expectations and therefore the institution's guidelines on Degree Level Expectations are the same as OCAV's).

The program proposal brief must include:

2.3.1 Objectives of the program

- a) A rationale for the program in terms of its consistency with the University of Ottawa's mission and strategic plans, particularly with respect to the *Francophonie*, the development of bilingualism, and the needs of Franco-Ontarian communities.
- b) A detailed description of the program's requirements and associated Learning Outcomes in addressing the Degree Level Expectations and justifying the degree nomenclature.
- c) Evidence of student demand and societal need for the program

2.3.2 Admission requirements

- a) A detailed description of the program's admission requirements for the Learning Outcomes established for completion of the program, sufficient explanation of alternative requirements, if any, such as minimum grade point average, additional languages or portfolios, or how the program recognizes prior work or learning experience.
- b) A description of the program's plans for accommodating persons with disabilities including identification of the intellectual, psychological, mental and physical capacities that are academically essential to succeed in the program.

2.3.3 Structure

- a) A discussion of the appropriateness of the program's governance structure and regulations to meet specified program Learning Outcomes and Degree Level Expectations.
- b) For graduate programs, a clear rationale for program length that ensures that the program requirements can be reasonably completed within the proposed time period.

2.3.4 Program content

- a) A description of the ways in which the curriculum addresses the current state of the discipline or area of study, including identification of any unique curriculum or program innovations or creative components.
- b) For research-focused graduate programs, a clear indication of the nature and suitability of

Comment [m2]: Audit Recommendation 1: The University of Ottawa should align its IQAP (section 3.2.1.2.3) and its practice regarding the development of the Proposal Brief for new For-Credit Graduate Diplomas and new Collaborative Programs.

Response: Section 3.2.1.2.3 of the original IQAP has been eliminated as the protocol for expedited approvals has been incorporated into the new program creation protocol. A separate template for new For-Credit Graduate Diplomas and new Collaborative programs has already been developed and is available on the website of the FGPS.

the major research requirements for degree completion.

- c) Evidence that each graduate student in the program is required to take a minimum of two-thirds of the course requirements from among graduate level courses.

2.3.5 Mode of delivery

- a) Appropriateness of the proposed mode(s) and places of delivery to meet the intended program learning outcomes and Degree Level Expectations.

2.3.6 Assessment of teaching and learning

- a) The proposed methods for the assessment of student achievement of the intended program learning outcomes and Degree Level Expectations, including plans for documenting and demonstrating the level of performance of students, consistent with the program's Degree Level Expectations.

2.3.7 Resources (All programs)

- a) The administrative unit's plan for utilization of existing human, physical and financial resources to support the program, and any institutional commitment to supplement those resources.
- b) Evidence of participation of a sufficient number and quality of faculty who are competent to teach and/or supervise in the program.
- c) Evidence that there are adequate resources to sustain the quality of scholarship produced by undergraduate students as well as graduate students' scholarship and research activities, including library support, information technology support, laboratory access, and class sizes.
- d) Evidence that the new program will not have a negative impact on existing undergraduate and graduate programs.
- e) Evidence of adequate provision for the academic counselling of all students.

2.3.8 Resources (Undergraduate programs only)

- a) Evidence of and planning for adequate numbers and quality of:
 - i) faculty and staff to achieve the goals of the program; or
 - ii) of plans and the commitment to provide the necessary resources in step with the implementation of the program;
- b) planned/anticipated class sizes;
- c) provision of supervision of experiential learning opportunities (if required); and
- d) the role of adjunct and part-time faculty.

2.3.9 Resources (Graduate programs only)

- a) Evidence of a sufficient number of institutionally-approved graduate faculty members who have recent research or professional/clinical expertise needed to sustain the program, promote innovation and foster an appropriate intellectual climate.
- b) Where appropriate to the program, evidence that financial assistance for students will be

sufficient to ensure adequate quality and numbers of students.

- c) Evidence of how supervisory loads will be distributed and of the qualifications and appointment status of faculty who will provide instruction and supervision.
- d) A detailed description of the unit's plans to ensure that new thesis supervisors are properly mentored and that the highest standards of thesis supervision will be maintained by the program.

2.3.10 Quality and other indicators

- a) Evidence of quality of the faculty (e.g., qualifications, research, innovation and scholarly record; appropriateness of collective faculty expertise to contribute substantively to the proposed program).
- b) Evidence of a program structure and faculty research that will ensure the intellectual quality of the student experience.

2.3.11 Fields in a graduate program [optional]

- a) The names of proposed fields at either the Master's or Doctoral Levels
- b) A brief description of each field and evidence of a sufficient number of faculty members who publish in each of the fields.

2.3.12 A separate volume containing the CVs of the professors who will be teaching and supervising in the proposed program.

2.4 Announcement of new programs

Upon approval by the Senate, the documentation is submitted by the Vice-President Academic and Provost to the Ontario Universities Council on Quality Assurance.

Once the Council has received all the documentation, the academic unit may advertise the proposed program with the following caveat: ***Conditional upon approval by the Ontario Universities Council on Quality Assurance and the Ministry of Training, Colleges, and Universities.*** In addition, the announcement of a program in advance of Quality Council approval must include the following statement: "Prospective students are advised that offers of admission to a new program may be made only after the university's own quality assurance processes have been completed and the Ontario Universities Council on Quality Assurance has approved the program."

The academic unit must not solicit applications without the explicit authorization of the Vice-President Academic and Provost.

2.5 Implementation window

After a new program is approved to commence, the program will begin within thirty-six months of that date of approval by the Ministry of Training, Colleges and Universities; otherwise the approval will lapse.

2.6 Institutional follow-up

Ongoing monitoring of the program (including oversight of the timely implementation of recommendations) is ultimately the responsibility of the Vice-President Academic and Provost, who normally delegates this responsibility to the Dean and Vice-Dean (or equivalent) responsible for the program of the home faculty or faculties concerned, who will monitor the implementation of the recommendations.

The academic unit must submit a brief report at the end of the second and fourth academic year after the program has been approved to commence. These reports will be sent to the Vice-President Academic and Provost with a copy to the Dean of the home faculty concerned.

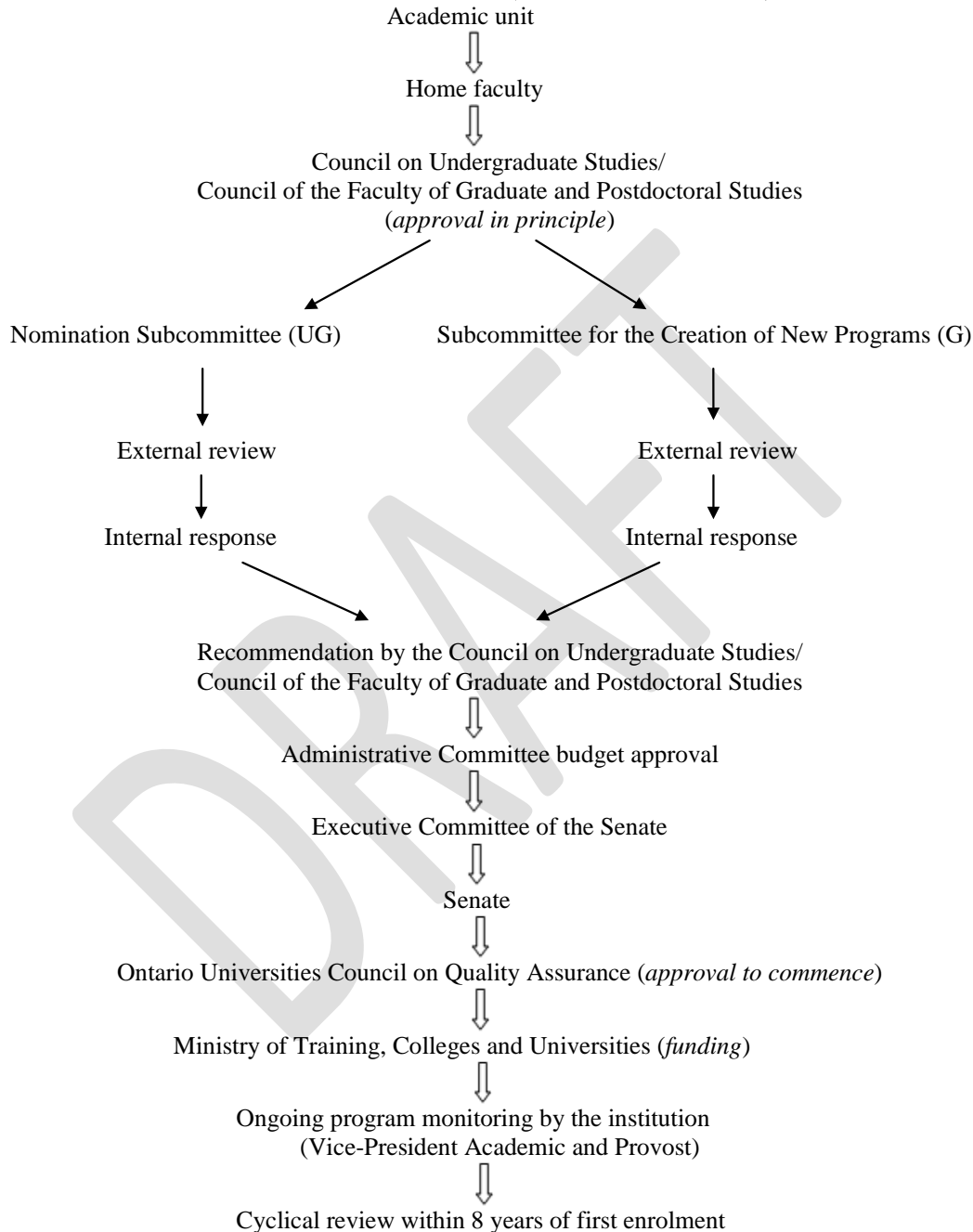
The report must provide the following information:

- a) number of applicants;
- b) number of offers extended;
- c) number of offers accepted;
- d) student retention;
- e) courses offered;
- f) quality of the student experience as determined by focus groups or a survey;
- g) any changes in human resources (departures, additions); if new hires were made, CVs must be provided;
- h) any other information deemed useful and pertinent by the Council on Undergraduate Studies or the Council of the FGPS.

This report will be shared with the Senate Committee on the Evaluation of Undergraduate Programs or the Graduate Program Evaluation Committee. After this consultation, the committee concerned may require the academic unit to make modifications to the program. The Vice-President Academic and Provost is ultimately responsible for overseeing these changes; however, this task may be delegated to the Dean of the home faculty.

The first cyclical review for any new program must be conducted no more than eight years after the date of the program's initial enrolment and in accordance with the program review schedule established by the University of Ottawa.

**OVERVIEW OF THE EVALUATION AND APPROVAL PROCESS FOR A NEW
PROGRAM PROPOSAL (REGULAR PROCESS)**



**OVERVIEW OF THE EVALUATION AND APPROVAL PROCESS FOR A NEW
PROGRAM PROPOSAL (EXPEDITED PROCESS)**



APPENDIX 2

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APPENDIX 2

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APPENDIX 2

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APPENDIX 2

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The Programs are colour coordinated by Academic Unit (Red and Yellow separate the Academic Units offering the program)
Programs highlighted in Pink have been closed
Programs highlighted in Blue are collaborations (separated by specializations)

[illegible]

APPENDIX 2

[illegible]

APPENDIX 2

[illegible]

Collaboration Programs

Discipline	Programme	Langue	Année	Titre de la thèse	Année de soutenance
BIOM	BIOMC	N	Mahvix en sciences Biologie Spécialisation en bioinformtique	Master of Science Biochemistry Specialization in Bioinformatics	2008
BIOM	BIOMC	N	Mahvix en sciences Biologie Spécialisation en bioinformtique	Master of Science Biology Specialization in Bioinformatics	2008
BIOM	BIOMC	N	Mahvix en sciences Médecine cellulaire et moléculaire Spécialisation en bioinformtique	Master of Science Cellular and Molecular Medicine Specialization in Bioinformatics	2008
CS	CSMC	N	Mahvix en informatique Spécialisation en bioinformtique	Master of Computer Science Specialization in Bioinformatics	2008
MATH	MMNC	N	Mahvix en sciences Mathématiques Spécialisation en bioinformtique	Master of Science Mathematics Specialization in Bioinformatics	2008
MIC	MMNC	N	Mahvix en sciences Microbiologie et immunologie Spécialisation en bioinformtique	Master of Science Microbiology and Immunology Specialization in Bioinformatics	2008

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[illegible]

Collaboration - Biostatistics - Specialization Review (joint venture between the Ottawa-Carleton Institute of Mathematics and Statistics (OCIM) and the Department of Epidemiology and Community Medicine at the University of Ottawa)

MAT	MATMND	M	N	Maîtrise ès sciences Mathématiques Spécialisation en biostatistique	Master of Science Mathematics Specialization in Biostatistics	2000 - 2009	2008 - 2009	2016 - 2017
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Collaboration - Medieval and Renaissance Studies - Specialization Review

[illegible]

Collaboration - Canadian Studies - Specialization Review - Institute of Canadian Studies

[illegible]

Collaboration - Human and Molecular Genetics - Specialization Review

BCHM	BCHMCL	M	N	Doctorat en philosophie Biochimie Spécialisation en génétique humaine et moléculaire	Doctorate in Philosophy Biochemistry Specialization in human and Molecular Genetics	1999	2011 - 2012	2019 - 2020
BCHM	BCHMNB	M	N	Maîtrise ès sciences Biochimie Spécialisation en génétique humaine et moléculaire	Master of Science Biochemistry Specialization in Human and Molecular Genetics	1999	2011 - 2012	2019 - 2020
CMH	CMHMH	H	N	Doctorat en philosophie Médecine cellulaire et moléculaire Spécialisation en génétique humaine	Doctorate in Philosophy Cellular and Molecular Medicine Specialization in Human and Molecular Genetics	2011	2011 - 2012	2019 - 2020
CMH	CMHMHMC	M	N	Maîtrise ès sciences Médecine cellulaire et moléculaire Spécialisation en génétique humaine et m	Master of Science Cellular and Molecular Medicine Specialization in Human and Molecular Genetics	2011	2011 - 2012	2019 - 2020

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CMMP	NSCMB	H	N	Doctorat en philosophie Neuroscience Spécialisation en génétique humaine et moléculaire	Doctorate in Philosophy Neuroscience Specialization in Human and Molecular Genetics	2011		2011 - 2012	2019 - 2020
CMMP	NSCMB	M	N	Maîtrise de sciences Neuroscience Spécialisation en génétique humaine et moléculaire	Master of Science Neuroscience Specialization in Human and Molecular Genetics	2011		2012 - 2012	2019 - 2020
Collaboration - Pathology and Experimental Medicine - Specialization Review									
BCMP	BCMP	H	N	Doctorat en philosophie Biochimie Spécialisation en pathologie et médecine expérimentale	Doctorate in Philosophy Biochemistry Specialization in Pathology and Experimental Medicine	2010	2003 - 2004	2011 - 2012	2019 - 2020
BCMP	BCMP	M	N	Maîtrise de sciences Biochimie Spécialisation en pathologie et médecine expérimentale	Master of Science Biochemistry Specialization in Pathology and Experimental Medicine	2010	2003 - 2004	2011 - 2012	2019 - 2020
CMMP	CMMP	H	N	Doctorat en philosophie Médecine cellulaire et moléculaire Spécialisation en pathologie et médecine	Doctorate in Philosophy Cellular and Molecular Medicine Specialization in Pathology and Experimental Medicine	2010	2001 - 2004	2011 - 2012	2019 - 2020
CMMP	CMMP	M	N	Maîtrise de sciences Médecine cellulaire et moléculaire Spécialisation en pathologie et médecine	Master of Science Cellular and Molecular Medicine Specialization in Pathology and Experimental Medicine	2010	2001 - 2004	2011 - 2012	2019 - 2020
CMMP	NSCMB	H	N	Doctorat en philosophie Neuroscience Spécialisation en pathologie et médecine expérimentale	Doctorate in Philosophy Neuroscience Specialization in Pathology and Experimental Medicine	2010	2001 - 2004	2011 - 2012	2019 - 2020
CMMP	NSCMB	M	N	Maîtrise de sciences Neuroscience Spécialisation en pathologie et médecine expérimentale	Master of Science Neuroscience Specialization in Pathology and Experimental Medicine	2010	2001 - 2004	2011 - 2012	2019 - 2020
MIC	MICMP	H	N	Doctorat en philosophie Microbiologie et immunologie Spécialisation en pathologie et médecine	Doctorate in Philosophy Microbiology and Immunology Specialization in Pathology and Experimental Medicine	2010	2001 - 2004	2011 - 2012	2019 - 2020
MIC	MICMP	M	N	Maîtrise de sciences Microbiologie et immunologie Spécialisation en pathologie et médecine exp	Master of Science Microbiology and Immunology Specialization in Pathology and Experimental Medicine	2010	2001 - 2004	2011 - 2012	2019 - 2020
Collaboration - Environmental Sustainability - Specialization Review									
API	APRAI	M	E	Maîtrise de arts Affaires publiques et internationales Spécialisation en durabilité de l'environnement	Master of Arts Public and International Affairs Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
API	APRAI	M	E	Maîtrise de arts Affaires publiques et internationales (coop) Spécialisation durabilité de l'environ	Master of Arts Public and International Affairs (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
API	APRAI	M	F	Maîtrise de arts Affaires publiques et internationales Spécialisation en durabilité de l'environnement	Master of Arts Public and International Affairs Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
API	APRAI	M	F	Maîtrise de arts Affaires publiques et internationales (coop) Spécialisation durabilité de l'environ	Master of Arts Public and International Affairs (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
BIO	BIOENNA	M	N	Maîtrise de sciences Biologie Spécialisation en durabilité de l'environnement	Master of Science Biology Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
CSIG	SYSTEMD	M	N	Maîtrise de sciences Science des systèmes Spécialisation en durabilité de l'environnement	Master of Science Systems Science Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
DVM	DVMAS	M	E	Maîtrise de arts Mondialisation et développement international Spécialisation en durabilité de l'e	Master of Arts Globalization and International Development Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
DVM	DVMAS	M	E	Maîtrise de arts Mondialisation et développement international (coop) Spécialisation en durabilit	Master of Arts Globalization and International Development (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
DVM	DVMAS	M	F	Maîtrise de arts Mondialisation et développement international Spécialisation en durabilité de l'e	Master of Arts Globalization and International Development Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
DVM	DVMAS	M	F	Maîtrise de arts Mondialisation et développement international (coop) Spécialisation en durabilit	Master of Arts Globalization and International Development (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
DVM	MODAS	M	N	Maîtrise de arts Mondialisation et développement international (coop) Spécialisation en durabilit	Master of Arts Globalization and International Development (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
GEG	GEGAS	M	E	Maîtrise de arts Géographie Spécialisation en durabilité de l'environnement	Master of Arts Geography Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
GEG	GEGAS	M	E	Maîtrise de sciences en Géographie Spécialisation en durabilité de l'environnement	Master of Science in Geography Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
GEG	GEGAS	M	F	Maîtrise de arts Géographie Spécialisation en durabilité de l'environnement	Master of Arts Geography Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
GEG	GEGAS	M	F	Maîtrise de sciences en Géographie Spécialisation en durabilité de l'environnement	Master of Science in Geography Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
GEO	GEOAS	M	E	Maîtrise de sciences Sciences de la Terre Spécialisation en durabilité de l'environnement	Master of Science Earth Sciences Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
GEO	GEOAS	M	F	Maîtrise de sciences Sciences de la Terre Spécialisation en durabilité de l'environnement	Master of Science Earth Sciences Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
HAN	HNAS	M	E	Maîtrise de sciences Systèmes de santé Spécialisation en durabilité de l'environnement	Master of Science Health Systems Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
HAN	HNAS	M	F	Maîtrise de sciences Systèmes de santé Spécialisation en durabilité de l'environnement	Master of Science Health Systems Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
MBA	MBAAS	M	E	Maîtrise de sciences Gestion Spécialisation en durabilité de l'environnement	Master of Science Management Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
MBA	MBAAS	M	F	Maîtrise de sciences Gestion Spécialisation en durabilité de l'environnement	Master of Science Management Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
POL	PAPAS	M	E	Maîtrise de arts Administration publique Spécialisation en durabilité de l'environnement	Master of Arts Public Administration Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
POL	PAPAS	M	E	Maîtrise de arts Administration publique (coop) Spécialisation durabilité de l'environnement	Master of Arts Public Administration (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
POL	PAPAS	M	F	Maîtrise de arts Administration publique Spécialisation en durabilité de l'environnement	Master of Arts Public Administration Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
POL	PAPAS	M	F	Maîtrise de arts Administration publique (coop) Spécialisation durabilité de l'environnement	Master of Arts Public Administration (Co-op) Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
POL	POLAS	M	E	Maîtrise de arts Science politique Spécialisation en durabilité de l'environnement	Master of Arts Political Science Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
POL	POLAS	M	F	Maîtrise de arts Science politique Spécialisation en durabilité de l'environnement	Master of Arts Political Science Specialization in Environmental Sustainability	2012		2012 (N)	2011 - 2016
Collaboration - Chemical and Environmental Toxicology (toxicol) - Specialization Review									
BIO	BIOENNA	H	N	Doctorat en philosophie Biologie Spécialisation en toxicologie chimique et environnementale	Doctorate in Philosophy Biology Specialization in Chemical and Environmental Toxicology	2012	2003 - 2004	2011 - 2012	2019 - 2020
BIO	BIOENNA	M	N	Maîtrise de sciences Biologie Spécialisation en toxicologie chimique et environnementale	Master of Science Biology Specialization in Chemical and Environmental Toxicology	1991	OCCE	2012 - 2013	2019 - 2021
CHM	CHMNA	H	N	Doctorat en philosophie Chimie Spécialisation en toxicologie chimique et environnementale	Doctorate in Philosophy Chemistry Specialization in Chemical and Environmental Toxicology	2012	2003 - 2004	2011 - 2012	2019 - 2020
CHM	CHMNA	M	N	Maîtrise de sciences Chimie Spécialisation en toxicologie chimique et environnementale	Master of Science Chemistry Specialization in Chemical and Environmental Toxicology	1991	OCCE	2012 - 2013	2019 - 2021
GEO	GEOENNA	H	N	Doctorat en philosophie Sciences de la Terre Spécialisation en toxicologie chimique et environn	Doctorate in Philosophy Earth Sciences Specialization in Chemical and Environmental Toxicology	2012	2003 - 2004	2011 - 2012	2019 - 2020
GEO	GEOENNA	M	N	Maîtrise de sciences Sciences de la Terre Spécialisation en toxicologie chimique et environnement	Master of Science Earth Sciences Specialization in Chemical and Environmental Toxicology	1991	OCCE	2012 - 2013	2019 - 2021



Université d'Ottawa
Cabinet du vice-recteur
aux études

University of Ottawa
Office of the Vice-President
Academic and Provost

October 10, 2014

Donna Woolcott
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Toronto, ON M5G 1Z8

**Subject: Institutional Quality Assurance Audit
One-Year Follow-Up Report**

The University of Ottawa underwent its first quality assurance audit under the new Quality Assurance Framework (QAF) in March 2013. The University is pleased to submit its one-year follow-up report in response to the Quality Assurance Audit report, in accordance with section 5.2.9 of the Quality Assurance Framework.

The following report describes the steps the University of Ottawa has taken to address the audit recommendations regarding its institutional quality assurance process (IQAP) implemented in 2011.

In the Fall of 2013, the University of Ottawa has started a comprehensive review of its IQAP in order to address the recommendations and suggestions made by the Quality Council and to better align it with the requirements of the Quality Assurance Framework.

The revision process is ongoing and the University hopes that the revised version of its IQAP will be submitted for ratification to the Quality Council in the spring of 2015.

Follow-up on recommendations

A brief description of how the four recommendations have been addressed is presented below.

Recommendation 1: *The University of Ottawa should align its IQAP (section 3.2.1.2.3) and its practice regarding the development of the Proposal Brief for new For-Credit Graduate Diplomas and new Collaborative Programs.*

Actions taken: As indicated in the response submitted in September 2013, a separate template for new For-Credit Graduate Diplomas and new Collaborative Programs has already been developed. This change will be reflected in the revised IQAP.

Recommendation 2: *The University of Ottawa should ensure that its general bachelor's programs are included in the schedule of programs to be reviewed, and that these programs are reviewed using a version of the protocol outlined in section 6.1 of its IQAP.*

Actions taken: As indicated in the response submitted in September 2013, the general bachelor's programs are included in the schedule of programs to be reviewed and were reviewed in 2011 using a protocol similar to that outlined in section 6.1. Section 6.1.1 of our IQAP will be modified to clearly indicate that general bachelor's programs are reviewed using the same protocol as the rest of the undergraduate programs. This change will be reflected in the revised IQAP.

Recommendation 3: *The University of Ottawa should review its schedules of undergraduate and graduate cyclical program reviews to ensure that all undergraduate and graduate programs at the University are reviewed at least every eight years.*

Actions taken: All undergraduate and graduate programs at the University of Ottawa are reviewed at least every eight years. As indicated in the response submitted in September 2013, the example given in the Auditors' Draft Report of a missing graduate program on the Graduate Programs Review Cycle posted on the Faculty of Graduate and Postdoctoral Studies' website (M.A. Economics) was in fact a typographical error as the M.Sc. Economics was listed by mistake. The correct information is now posted online.

Recommendation 4: *The University of Ottawa should amend its IQAP to provide the relevant Dean(s) or delegates with the opportunity to respond to the external reviewers' report on a proposed new graduate program.*

Actions taken: As indicated in the response submitted in September 2013, relevant Deans or delegates are in fact given the opportunity to respond to the external reviewers' report on a proposed new graduate program. This will be clearly formalized in our revised IQAP.

The University of Ottawa has also closely examined the twenty-six suggestions made as part of the audit and will be considering these during the IQAP revision. Any necessary changes will be reflected in the revised version.

We trust that these responses adequately address the Quality Council's recommendations. Should you require additional information, do not hesitate to contact us.

Sincerely,



Christian Detellier
Vice-President Academic and Provost