

## SENATE STANDING COMMITTEE ON PROGRAM REVIEW

**Minutes of Regular Meeting**  
**Wednesday, September 21, 2022**  
**2:00 p.m. – 4:00 p.m.**  
**MS Teams Online**

Voting Member Quorum: 8		
Aimee Begalka Cherylynn Basani Courtney Verhage David Burns Fergal Callaghan, Vice-Chair Jianying (Jennifer) Gao	Julia Denker Lindsay Norris Lori McElroy Marti Alger Melissa Swanink Nishan Perera Rajmale Kaur	
		<b>Non-voting</b> Amy Jeon, Chair Melike Kinik-Dicleli
Regrets	Senate Office	Guests
Alan Davis Tomasz Gradowski	Michelle Molnar Sonia Banwait	Dominic Bernard Jeff Dyck Brett Favaro Aislinn Hunter Greg Millard Shelley Boyd Ross Laird

### 1. Call to Order

The Chair, Amy Jeon, called the meeting to order at 2:00 p.m.

### 2. Approval of Agenda

The Chair, Amy Jeon, requested to add item 6.1 Common Self-Study Review feedback.

**Nishan Perera moved the agenda be confirmed as circulated.**

**The motion carried.**

### 3. Approval of Minutes, June 22, 2022

**Aimee Begalka moved the minutes be accepted as circulated.**

**The motion carried.**

### 4. Chair's Report

The Chair welcomed Rajmale Kaur, Jennifer Gao and Cherylynn Basani as new members to the committee. The Chair also introduced two new Senate Office Administrative Assistants, Sonia Orlu and Sonia Banwait.

#### **4.1. Introduction to Mandate and Membership**

The Chair introduced and invited current committee members to comment on the current mandate and membership.

### **5. New Business**

#### **5.1. Brewing and Brewery Operations Self-Study Report**

The Chair congratulated the team on a well-written and well-structured report and summarized the reviewer's comments and advised revisions were made to the report as suggested. Dominic Bernard, Jeff Dyck, Brett Favaro were present to answer questions.

*Action:*

Pages 7/8: To include more references to the activities that were completed and measures that were taken to improve the Program Learning Outcome.

**Nishan Perera moved that the Senate Standing Committee on Program Review accept the Brewing and Brewery Operations Self-Study Report as attached.**

**The motion carried.**

#### **5.2. Creative Writing Self-Study Report**

The Chair summarized the reviewer's comments and advised the revised version of the report was not submitted in time, however it would be shared by Melike Kinik-Dicleli during the meeting. The Chair also acknowledged the report was well-written and organized.

The Chair requested clarification for reviewer's comments regarding providing numerical data to support and substantiate career pathways for Creative Writing students in Chapter 2. Lori McElroy confirmed numerical data is not required or collected for this type of analysis.

The committee questioned if consultation or research was conducted to support Program Learning Outcomes. Aislinn Hunter, Greg Millard, Shelley Boyd, Ross Laird were present to answer questions.

**Marti Alger moved that the Senate Standing Committee on Program Review accept the Creative Writing Self-Study Report as attached.**

**The motion carried.**

### **6. Items for Discussion**

#### **6.1 Common Self-Study Review Feedback**

The Chair, Amy Jeon, presented an alternate method for how comments by reviewers are recorded on self-study reports. After discussing various ways to improve reviewability, it was

suggested, as a pilot for the next self-study report, minor edits, including grammatical and typing errors, will be edited by all reviewers in one document while comments will be kept separate.

#### **7. Manager's Report for Office of Planning and Accountability**

Melike Kinik-Dicleli, Manager, Quality Assurance presented her report. There are currently six programs scheduled to start the program review during 2022/23 academic year.

#### **8. Adjournment**

The meeting was adjourned at 3:15 p.m.