

# TWO (2) YEAR POST CYCLICAL PROGRAM REVIEW FOLLOW-UP REPORT

## PROGRAM OVERVIEW

PROGRAM	IQAP REVIEW DATE	SENATE APPROVED
School of Business -Bachelor of Business Admin -Bachelor of Commerce	March 19, 2019	September 13, 2019

This report was approved by Senate on March 11, 2022

## PROGRESS OF RECOMMENDATIONS

RECOMMENDATION	% COMPLETE	RESPONSIBLE MEMBER/UNIT	STATUS IF NOT COMPLETED, PLEASE PROVIDE PROJECTED COMPLETION DATE
#1 - Develop a new School vision statement	100%	Director School of Business Faculty Members	Present School of Business vision statement is up to date. Nipissing university is developing its new strategic planning. The School of Business will redevelop / refine our vision statement within the context of the university's new Strategic Plan, after it is complete.
#2, 12 - Map potential connections to other departments for curricula development		Director  School of Business & School of Nursing  Other Schools	As Dean Richardson commented in the last progress report, with limited resources, the School of Business needs to ensure that Post Bac (and proposed MBA) programs are well established before we can begin to consider developing shared curricula with other departments. Some students from other Schools are taking Business Management courses.

We plan to propose a joint program between Nursing School and Human Resources Area of the School of Business, as suggested by the rep of Indian agent.

If other Schools / departments wants School of Business to develop any tailor-made program for their students, we are open to that.

#3 - Develop a benchmarking document	100%	Director, Teaching & Student Experience (TSE) Committee Faculty members	<p>School of Business develops benchmarking documents, based on projects on hand.</p> <p>Our Post Bac program was benchmarked with similar programs at other Universities (Business Schools) in Canada comparable to ours.</p> <p>Similarly individual areas are benchmarked with programs at other Business Schools.</p> <p>Currently, the School is engaged in developing a Letter of Intent for MBA program. We are benchmarking this program against successful MBA programs offered by similar Universities across Canada.</p> <p>Faculty members on their part are continuously upgrading the content of their course based on the changes in the market, industry, and trends in the other Universities</p> <p>Online courses that have been identified for revision are being revised in a phased manner, due to limited budget.</p>
#4, 5 - Develop a learning outcomes document to distinguish programmes/streams	100%	Director TSE committee Faculty Members	<p>Learning outcomes for Programs and streams were developed during Program revision of BBA &amp; B comm programs in 2018-19.</p>

Learning outcomes of programs and courses are up to date.

This is an ongoing activity at the School of Business and TSE Committee is actively involved in this process.

The School of Business faculty are about to start working on critically evaluating prerequisite requirements for all courses to streamline them. This project is expected to be completed during 2022-23.

As suggested by Dean Richardson, for future, we will also make use of institutional guidance on Undergraduate degree Level expectations, as and when provided by ACC.

#6 - Contribute to institutional SEM planning	Registrar's office may be able to quantify the progress	Director Registrar	Worked with the Registrar/ Registrar's office on all projects covering School of Business.
#7 - Develop a communication plan on student advising by the School	100%	Director Faculty Members Coop & Project Coordinator	As mentioned in the Dean Richardson's last follow up report, it is recommended that Academic Advising, as specialists need to continue doing this job.  In the School of Business, all Faculty members include student consultation hours in all courses they are teaching. Director is organizing and participating in several student activities like Open Houses, Welcome back Huddle, NUBC activities etc. and sharing information.  Industry organizations like CPA representatives are participating in information sessions to students, organized by School of Business.

Coop coordinator is sharing all information about Coop, ILEAD projects, Job Opportunities and more with students daily.

All these are in addition to services provided Academic Advising and student services.

#8 - Map experiential learning opportunities within the School	70%	Director, TSE Committee Faculty members Coop & Project coordinator	Coop for BBA program was implemented in 2021. 4 students completed their 1 <sup>st</sup> Coop placements successfully.
			Coop of one term is proposed for Post Bac program. Will be implemented from 2022-23, if approved.
			On average, 5 to 8 iLEAD projects have been implemented each semester, in the last three years.
			However, School is unable to send students to case study competitions or ENACTUS events due to lack of budgetary support.
#9 - Establish faculty course lead for each course	50%	Director, Faculty Members	Normally, Full time faculty members are acting as course leads for courses they teach.
			With a small number of fulltime faculty it is not possible for the School of Business to meet this recommendation.
			Finance Area does not have a fulltime faculty. Technology Management area does not have a fulltime faculty. We requested for new TT positions in these areas.
			Many courses are being taught by parttime faculty. Those courses do not have a faculty

			<p>lead, as service is not part of their contract.</p> <p>To have a course lead for every single course is not practical unless we have a full-time faculty for each course.</p> <p>The Director is maintaining an oversight, for courses where there is no fulltime faculty.</p>
#10 - Carry out a task analysis within the School with the goal of identifying shared resources and efficiencies	100%	Director Coop Coordinator	<p>Coop Coordinator position was approved in 2020-21 as a temporary position. This has been converted into a full-time position in 2021-22. The Coop coordinator is looking after all administrative tasks and coordination of Coop and iLEAD Projects.</p>
		Manager College Partnerships and Distance Programs	<p>Coordinates all College Partnership programs, Distance programs and Pathways.</p> <p>APS Manager of Partnership position was not replaced and B Comm coordinator is on leave since 2016, except one year in between.</p> <p>Currently there is no B Comm coordinator.</p>
#11 - As part of the academic plan, propose a forward-looking strategy for faculty renewal	70%	Director TSE Committee Faculty members	<p>School of Business Faculty Members have discussed staffing strategy in every School of Business meeting since 2016.</p> <p>School of Business lost 5 faculty members during last 5 years due to resignation or retirement. School of Business received two Tenure track positions for the academic year 2020-21, one in Accounting and one in HR/OB area.</p> <p>Still 3 positions have not been replaced.</p> <p>One of our faculty is on phased retirement, with reduced Teaching workload.</p>

Our Post Bac programs is proving to be a successful program and is attracting good number of international students. Our strategy for Faculty renewal includes the projected growth.

In our academic planning and budget planning this year, the School of Business requested for 3 Tenure Track positions and One LTA position in the coming year.

#### SUMMARY OF PROGRESS TO DATE

From the above detailed information, it can be seen that the School of Business has addressed and acted on all the recommendations from the external reviewers. Most of them of them have been completed.

Some other recommendations like faculty planning need approvals and support from University Administration.

#### LIST OF ACTION ITEMS LEADING UP TO NEXT REVIEW

1. Develop a new School vision statement or refine existing statement after the strategy development of university, which is underway, is complete.
2. Map potential connections to Nursing School for a Joint program in HR/ OB and curricula development, subject to approval from Administration (after our proposed MBA Program Development and availability of resources)

#### CONCLUSIONS/RECOMMENDATIONS/NEXT STEPS – PLEASE ADD CONCLUDING SUMMARY REGARDING NEXT STEPS

Please add concluding summary regarding next steps, etc.

1. Request approval for TT track faculty positions to replace retired / resigned faculty from all areas.
2. Request approval for MBA program, as strongly recommended by our Indian agent.
3. Request Approval for Data Analytics and Supply Chain Management Areas as suggested by our Indian agent, as part of new program/ curriculum development.
4. Request budgetary support for sending student teams for case competitions and other experiential learning activities.
5. Request the budgetary support for renewing ENACTUS membership.
6. Request approval for proposing a joint program in Human Resources area with Nursing School as suggested by the representative of Indian agent, after completing the development of MBA program.