



a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Provost and
Vice-Principal Academic

MEMORANDUM

Date: January 13, 2016

To: All faculty, students, and staff

Cc: Dr. Kenneth Phillips, Review Coordinator

From: Dr. Cynthia Mathieson, Provost and Vice-Principal Academic

Re: External Review of the UBC Okanagan College of Graduate Studies

I am arranging for an external review of the UBC Okanagan College of Graduate Studies. The review is being carried out as part of normal UBC practice under Board of Governors Policy #23, to assist the University in its consideration of the reappointment of the current Dean, Dr. Miriam Grant. The purpose is: to review the current academic status of the College of Graduate Studies and its achievements relative to the Faculties it services and relative to its national/international peers, the strength and balance of the College's teaching and research activities, academic programs, and service; to evaluate the College's leadership and administration; to assess the College's standing nationally and internationally; to advise on the future development of the College. The Terms of Reference for the review are attached. The Review Team will ultimately submit a report to me whose findings should be of value to the College and its leadership, as well as to me and the committee advising on Dr. Grant's reappointment.

The members of the Review Team are:

- Dr. Anthony Clarke
Assistant Vice-President
Grad Studies and Program Quality Assurance
University of Guelph
- Dr. Marty Leonard
Dean, Graduate Studies
Dalhousie University
- Dr. Linda Miller
Vice-Provost, Graduate and Postdoctoral Studies
Western University

The Review Team will visit UBC Okanagan from February 24 – 26, 2016. Interviews will be held with Okanagan faculty members, staff, students, senior administrators, and other individuals and groups that may interact with the College. Dr. Kenneth Phillips, the Review Coordinator, will schedule the onsite meetings of the Review Team. Before the reviewers' arrival, they will receive documentation in the form of a self-study on all aspects of the College's operation, including its facilities and resources, scholarly and teaching activities, degree programs and academic units, administrative structure and organization, and internal and external linkages.

I invite and encourage written comments relevant to the matters under review from faculty, students and staff. These comments will be used by the Review Team and the President's Advisory Committee struck pursuant to Policy #23. Please forward your comments to the review coordinator, Dr. Kenneth Phillips, at kenneth.phillips@ubc.ca. Your comments will be held in strict confidence, and Dr. Phillips will arrange for them to be forwarded to the members of the Review Team. Please indicate if you wish your comments to be anonymous and Dr. Phillips will redact your name and any identifying information before providing them to the Review Team and President's Advisory Committee. **The deadline for receipt of comments is Friday, February 12, 2016.** Please ensure your comments are identified by name and affiliation.

Attachment: Terms of Reference