



CBU Emergency Management Program Quality Assurance Review

Executive Summary

On April 6, 2022 a letter from the Vice-President Academic and Provost (VPA), Dr. Richard MacKinnon, was sent to interim Dean of Education and Health, Dr. Patrick Howard, launching a review of the Emergency Management program. In response to this, Dr. Howard identified a Review Committee (RC) chair, who subsequently submitted the composition of the RC to the Office of the VPA, followed by the submission of a proposed timeline.

The RC began meeting in April 2022 with information gathering on the program's history and a review of the 2017 MPHEC program proposal. Work continued on the self-study, including stakeholder feedback from students within the program and faculty and staff connected to the program over the summer of 2022.

The first full draft of the self-study report was submitted to the Quality Assurance Committee (QAC) on October 25, 2022. The QAC discussed the draft of the self-study at their November 2, 2022 meeting and provided feedback to the RC. The RC made the suggested edits to the document and resubmitted on November 7, 2022. The QAC reviewed the resubmission and accepted the revised self-study.

Review team members were identified in October 2022 and the virtual site visit was scheduled for December 13-15, 2022. The two external reviewers – **Dr. Jean Slick**, *Associate Professor, School of Humanitarian Studies, Royal Roads University*; **Dr. Ali Asgary**, *School of Administrative Studies Faculty of Liberal Arts and Professional Studies, York University* - were assisted by Dr. Andy Parnaby, Dean, School of Arts and Social Sciences. The visit, outlined in the site visit agenda found in this document at the end of the External Reviewers' Report, involved meetings with a cross-section of faculty, staff, and students connected to the program. As this was a virtual visit, a tour of facilities was accommodated using the [CBU Virtual Tour](#).

In their report, submitted to the VPA on March 6, 2023, the external reviewers were complimentary of the program and the uniqueness of it within the Atlantic region. Their report focused on recommendations for improvements to the program name and location (within the institution), student demographic targets, and the structure and content of program offerings.

After receiving the RC response to the external report, VPA, Dr. Richard MacKinnon, presented an overview of the external recommendations to the CBU Executive at the April 30, 2023 meeting. The final report was submitted to Senate in June 2023 for approval at the June 16, 2023 meeting. The VPA's response also includes an action plan in which the first scheduled follow up will take place in November 2023.