



MEMORANDUM

Date: May 28, 2024
To: College of Graduate Studies faculty and staff
From: Rehan Sadiq, Provost and Vice-President, Academic *RS*
Re: **Update on the External Review of the College of Graduate Studies**

As you know, an earlier communication was sent to your unit regarding the College's impending external review, which is part of UBC's standard practice under the [Senate policy on Reviews of Administrative Units](#) and in alignment with the [Principles, Procedures and Guidelines for External Academic Unit Reviews](#). This follow-up memo provides an update on the progress of the review, including new dates for the site-visit.

The purposes of the upcoming review of the College are to:

- determine the effectiveness of the College in supporting high-quality graduate training;
- evaluate the College's leadership and administration;
- advise on the future development of the College; and
- prompt the development of reflective self-study documents and engage in a process to appraise, as appropriate, the College's scholarly, pedagogical and professional activities.

Our office has worked with the College's leadership to finalize the members of the External Review Committee (ERC). Further information about the ERC members and the [Terms of Reference](#) are available on [the Office of the Provost website](#).

Over the next few months, the College will continue to prepare a self-study report of its operations, including its facilities and resources, administrative structure, and the unit's internal and external linkages. The self-study process will include a broad consultation with students, faculty and staff, as well as external communities/organizations engaged with the College. I encourage you to participate.

The ERC will conduct an in-person site-visit on **October 21, 22 and 23**, which includes interviews with UBC Okanagan students, faculty, leadership, staff and other individuals and groups that may interact with the College. Following the site-visit, the ERC will provide a report outlining their learnings and recommendations.

Please visit [the Office of the Provost website](#) if you would like to learn more about the external review process. Additional questions can be directed to [Laura Prada](#).