

**UNIVERSITY OF TORONTO**

**THE GOVERNING COUNCIL**

**REPORT NUMBER 167 OF THE COMMITTEE ON  
ACADEMIC POLICY AND PROGRAMS**

**April 1, 2014**

To the Academic Board,  
University of Toronto.

Your Committee reports that it met on Tuesday, April 1, 2014 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

Professor Douglas McDougall (Chair)  
Professor Elizabeth Peter (Vice-Chair)  
Professor Sioban Nelson, Vice-Provost,  
Academic Programs  
Professor Brian Corman, Vice-Provost,  
Graduate Education and Dean,  
School of Graduate Studies  
Professor Paul Kingston  
Ms Jessica Ng  
Professor Emmanuel Nikiiema  
Dr. Graeme Norval  
Professor Russell Pysklywec  
Ms Jennifer Raso  
Ms Catherine Riddell

Professor Elizabeth M. Smyth  
Professor Markus Stock  
Professor Scott Thomas  
Professor Steven J. Thorpe  
Professor Vincent Tropepe  
Professor Sandy Welsh

Secretariat:

Ms Cristina Oke, Acting Secretary  
Mr. David Walders, Assistant Secretary  
of the Governing Council

Regrets:

Professor Jan Barnsley  
Ms Sara Dolcetti  
Professor Zhong-Ping Feng  
Mr. Andrew Girgis  
Mr. Yingxiang Li  
Dr. Gary P. Mooney  
Ms Daisy Qin  
Professor Michael Ratcliffe  
Ms Aditi Ratho  
Professor Cameron Walter

In Attendance:

Professor Cristina Amon, Dean, Faculty of Applied Science and Engineering (FASE)  
Professor Heather Boon, Interim Dean, Leslie N. Dan Faculty of Pharmacy

## In Attendance (cont'd):

Professor Len Brooks, Director, Master of Management & Professional Accounting Program, and Diploma in Investigative & Forensic Accounting, University of Toronto Mississauga (UTM)

Ms Maria Bystrin, Assistant Dean, Strategic Initiatives and Continuous Professional Development Leslie L. Dan Faculty of Pharmacy (Pharm)

Professor David Cameron, Dean, Faculty of Arts and Science (FAS)

Professor Amrita Daniere, Vice-Dean, Graduate, UTM

Ms Susan Froom, Governor-Elect, President, Association of Part-Time Undergraduate Students (APUS)

Ms. Justine Garrett, Coordinator, Academic Programs and Planning, Office of the Vice-Provost, Academic Programs

Professor William Gough, Member of the Governing Council and Vice-Dean, Graduate Education and Program Development, University of Toronto Scarborough (UTSC)

Professor Rick Halpern, Dean and Vice-Principal Academic, UTSC

Dr. Jane E. Harrison, Director, Academic Programs and Policy, Office of the Vice-President and Provost

Professor Tim Harrison, Chair, Department of Near and Middle Eastern Civilizations, FAS

Professor Stephen Julien, Chair, Department of Physics, FAS

Ms Helen Lasthiotakis, Assistant Dean and Director, Office of the Dean, FAS

Professor Farid Najm, Chair, Edward S. Rogers Department of Electrical and Computer Engineering, FASE

Ms Teresa Nicoletti, Administrative Coordinator, Office of the Dean, FAS

Professor Cathryne Palmer, Director, Department of Radiation Oncology

Dr. Lalitha Raman-Wilms, Associate Dean, Professional Programs, Pharm

Dr. Raymond Reilly, Associate Dean, Research, Pharm

Professor Keren Rice, Chair, Department of Linguistics, FAS

Dr. Jay Rosenfield, Vice-Dean Undergraduate Education, Faculty of Medicine

Ms Danielle Sandhu, Interim Executive Coordinator, APUS

Professor Mark Schmuckler, Vice-Dean, Undergraduate, UTSC

Professor Grace Skogstad, Chair, Department of Political Science, UTSC

Ms Agnes So, Vice-President University Affairs, Students' Administrative Council (operating as the University of Toronto Students' Union, UTSU)

Professor Richard Sommer, Dean, John H. Daniels Faculty of Architecture, Landscape, and Design

Professor André Sorensen, Chair, Department of Human Geography, UTSC

Ms Amanda Stone, Administrative Coordinator - UTSC/Centennial College Joint Programs

Ms Mae-Yu Tan, Acting Coordinator, Academic Programs and Planning, Office of the Vice-Provost, Academic Programs, Leslie N. Dan Faculty of Pharmacy

Professor Anne Tourangeau, Associate Dean Academic, Lawrence S. Bloomberg Faculty of Nursing

ALL ITEMS ARE REPORTED FOR INFORMATION.

The Chair welcomed members and guests to the meeting.

## **1. Proposal for the closure of the undergraduate certificate, Nurse Practitioner (Primary Health Care), Lawrence S. Bloomberg Faculty of Nursing**

The Chair informed members that the Committee on Academic Policy and Programs (AP&P) approved the closure of undergraduate certificate programs where governance approval was required by the University's *Policy on Diploma and Certificate Programs*<sup>1</sup>.

Professor Nelson explained that admissions to this certificate program had been closed since 2007-08 and there had been no students registered in the program since 2008-09. The proposal had received approval from the Lawrence S. Bloomberg Faculty of Nursing Council on February 26, 2014.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the proposed closure of the undergraduate certificate, Nurse Practitioner (Primary Health Care), as described in the attached proposal from Lawrence S. Bloomberg Faculty of Nursing dated January 27, 2014, be approved effective immediately.

## **2. Follow-up Reports on Reviews**

The Chair noted that the follow-up reports had been requested by the Committee at previous Review meetings.

### **a) Department of Italian and its programs (Faculty of Arts & Science)**

Professor Nelson explained that a one year follow-up report regarding faculty complement renewal had been requested at the April 16, 2013 meeting of AP&P. The Department had requested and received approval to search for two positions in 2013-14 - a tenure-stream position in the field of Medieval Literature and Culture and a contractually-limited term appointed position (CLTA), in the field of Italian Cinema and Modern Literature. The Department had identified excellent candidates for both positions and was in the process of hiring.

### **b) Department of Near and Middle Eastern Civilizations and its programs (Faculty of Arts & Science)**

Professor Nelson stated that a one year follow-up report regarding physical space had been requested at the October 29, 2012 meeting of AP&P. The Faculty of Arts & Science had requested and had received an extension to bring the follow-up report to Cycle 5 rather than Cycle 2, 2013-14. The Department was expanding the 2<sup>nd</sup> floor meeting space and was developing plans for revising the 3<sup>rd</sup> floor classroom and office space.

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<sup>1</sup> <http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppdec022003.pdf>

## 2. Follow-up Reports on Reviews (cont'd)

### c) Master of Management & Professional Accounting and Diploma in Investigative & Forensic Accounting (University of Toronto Mississauga)

Professor Nelson explained that a one year follow-up report regarding the programs' structure had been requested at the April 16, 2013 meeting of AP&P. The University of Toronto Mississauga (UTM) had created a Professional Accounting Centre (PAC, an EDU-C) that was based at the Institute for Management & Innovation (IMI). UTM had taken some initial steps to change the Diploma in Investigative & Forensic Accounting (DIFA) Program to a Master in Investigative Forensic Accounting (MIFA).

## 3. Reviews of Academic Programs and Units, Part II

The Chair reminded members that the Committee had general responsibility for monitoring the quality of education and research activities within the University. Part of this responsibility, outlined in the *Accountability Framework for Cyclical review of Academic Programs and Units*<sup>2</sup>, was to undertake a comprehensive overview of reviews of academic programs and units, and monitor the results of the reviews and administrative responses. All reviews were brought forward to the Committee for information.

The Chair explained that seventeen reviews were being considered at this meeting. The review of the Faculty of Arts and Science had been commissioned by the Provost and was not a University of Toronto Quality Assurance Process (UTQAP) review. The reviews of the John H. Daniels Faculty of Architecture, Landscape, and Design and its programs, and the Leslie L. Dan Faculty of Pharmacy and its programs had been commissioned by the Provost and were UTQAP reviews. The remaining fourteen external reviews of units and/or programs had been commissioned by Deans, and were also UTQAP reviews. The submission to AP&P included a summary of the review and the signed administrative response from the Dean, which highlighted action plans in response to reviewer recommendations.

The Chair noted that the Reviews had been distributed among five Reading Groups, and each group had been asked to address three questions:

- 1) Did the summary accurately tell the story of the full review?
- 2) Did the administrative response address all issues identified?
- 3) Were there any questions, comments or substantive issues that the Committee should consider? Was there need to ask that the Vice-Provost, Academic Programs bring forward a follow-up report?

For each Review, the leader of the Reading Group would be invited to comment on the Review, other members would be invited to comment, and Committee members would be invited to ask questions. The Chair would then indicate whether the Committee had identified any matters that should be brought to the attention of the Agenda Committee or whether a follow-up report to the Committee was necessary.

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<sup>2</sup> <http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/acaprounits.pdf>

### **3. Reviews of Academic Programs and Units, Part II (cont'd)**

Professor Nelson commented that the reviews provided an excellent cross-section of academic programs offered by the University. The UTQAP reviews were reported to the Ontario Universities Council on Quality Assurance (the Quality Council) and then made public. She noted that the accreditation processes required by several Faculties were not a substitute for UTQAP reviews.

#### **a) Faculty of Arts and Science**

Professor Nelson explained that this review had been commissioned in connection with the appointment of a new Dean.

The group leader reported that the summary and the administrative response had addressed most of the main issues, although there had been no response to the issue of proliferating structures (EDU's). The group had wondered how common the practice was of offering specialized packages to incoming graduate students, and had suggested that a more holistic approach be taken regarding time to completion of graduate degrees, with Teaching Assistantships and travel being taken into account.

Dean Cameron commented that the review of the Faculty had been a productive process. He noted that there were many different types of units within the Faculty. The number of EDU's had plateaued in recent years, and were contributing to inter-disciplinarity within the Faculty.

Special funding packages for graduate students were offered to encourage the best students to come to the University. Professor Welsh added that funding to top students helped the University compete with other Canadian and American universities.

Professor Welsh noted that supervisory, institutional and funding culture were factors in time to completion. Compared to international peers, time to completion was much better at the Faculty.

#### **b) John H. Daniels Faculty of Architecture, Landscape, and Design**

The group leader reported that the summary had accurately reflected the full review. The group had raised three questions:

- i) Was there an expectation that enrolment in the undergraduate program led to enrolment in the graduate program?
- ii) What was the yield in enrolment?
- iii) Why was there such a contrast in professional opinion between the reviewers and the Faculty?

### **3. Reviews of Academic Programs and Units, Part II (cont'd)**

#### **b) John H. Daniels Faculty of Architecture, Landscape, and Design (cont'd)**

Dean Sommer explained that the undergraduate degree in Architectural Studies and the graduate programs were free-standing, and perhaps 10% to 20% of the undergraduate students went on to graduate programs in architecture.

The yield was approximately 60% in Architecture, and could be lower in Landscape Architecture.

The University of Toronto Architecture graduate program was 3.5 years, and the Landscape Architect graduate program was 3 years, while programs in other universities were usually composed of a 4 year undergraduate program plus a 2 year graduate program. This accounted for the different frame of reference of the external reviewers.

The group requested a follow-up report in one year to address the issues of Faculty reorganization and new leadership.

#### **c) Leslie L. Dan Faculty of Pharmacy and its programs**

The group leader reported that the summary accurately reflected the full review. The group had raised two questions:

- i) How would a 'culture of customer service' translate into improvements in learning?
- ii) How would the low GPA and declining number of applicants to the program be addressed?

Dean Boon explained that the Faculty was introducing a new program (Pharm.D.) which required students to spend their fourth year in clinical placements. The Faculty had created an office that would interact with students, programs and external relationships built on client focus.

Dean Boon informed members that student GPA had been constant for the past few years. While the number of applicants had decreased over several years, it had stabilized recently. The Faculty had introduced mini-interviews as part of the application process and was implementing a full communication plan.

The group requested a follow-up report in one year on the administrative structure review.

### **3. Reviews of Academic Programs and Units, Part II (cont'd)**

#### **d) Faculty of Arts and Science: Department of Physics and its programs**

The group leader reported that the summary and the administrative response had addressed all the main issues. There was no need for a follow-up report.

The group asked a question regarding the access to resources for large classes. Professor Julien replied that, for demonstrations to the classes held in Convocation Hall, materials had to be transported from the Physics Department located on St. George Street. Professor Welsh added that the Faculty was examining large courses to determine the improvements that could be made in course delivery.

#### **e) Faculty of Arts and Science: Department of Earth Sciences, and its programs**

The group leader reported that the summary and the administrative response had addressed all the main issues. There was no need for a follow-up report.

The group asked for clarification of the Department's plans to reach out to other units, in addition to making cross-appointments. Professor Pysklywec replied that the Department was increasing its collaboration with other units at the University, including the John H. Daniels Faculty of Architecture, Landscape, and Design, the School of the Environment, and the Department of Anthropology.

The group also asked how students doing field work during the summer before their entry into the graduate program would improve time to completion. Professor Pysklywec explained that research in the discipline was subject to the vagaries of the weather. Students needed to obtain data in a short period of time, and to quickly analyze it.

#### **f) Faculty of Arts and Science: Department of Linguistics and its programs**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group had no questions and no follow-up report was requested.

#### **g) Faculty of Arts and Science: Department of Mathematics and its programs**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group asked about the relationship of the Department with cognate departments and teaching outside the Department. Professor Welsh replied that the Faculty was working toward a new structure of inter-divisional teaching. She also confirmed that the searches approved in 2013-14 were underway.

### **3. Reviews of Academic Programs and Units, Part II (cont'd)**

#### **g) Faculty of Arts and Science: Department of Mathematics and its programs (cont'd)**

It was noted that graduate students were teaching large lectures in mathematics. Professor Welsh replied that the graduate students were teaching sections of first year courses.

#### **h) University of Toronto Scarborough (UTSC) Journalism Joint Program with Centennial College**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group asked how the review panel had been chosen and whether the Dean had approved the panel. Professor Nelson commented that the College system was not covered under UTQAP. The review brought together two different processes. The University attempted to find the best reviewers for the programs from the strongest peer institutions on a case by case basis.

Professor Halpern explained that UTSC and Centennial College worked closely together on the joint programs. They shared physical space and a staff member. He noted that the program was applied journalism, not academic journalism, therefore reviewers were sought who were familiar with applied journalism and with collaborative programs. The reviewers had been chosen by UTSC and Centennial College and approved by the Provost's Office.

The group asked about the issue of student groups within the program. Professor Halpern replied that the UTSC Dean of Students had responsibility for funding student groups. The Chairs of the Department/School responsible for the joint program were welcome to contact the Dean and Vice-Principal, Academic and the Dean of Students to request funding for the creation of a student group.

The group noted that the review had referred to the lack of defined learning outcomes for the program. Professor Halpern explained that additional tenure-stream faculty were being hired for the program and they would be involved with identifying learning outcomes.

The group requested a follow-up report in one year on defined learning outcomes for the program.

### **3. Reviews of Academic Programs and Units, Part II (cont'd)**

#### **i) UTSC New Media Joint Program with Centennial College**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group noted that there was no year-long capstone course that the reviewers had recommended, and asked whether a capstone course would have access to support such as Teaching Assistants.

Professor Halpern explained that the New Media Joint Program mapped on to the existing UTSC media program which provided synergy between the two programs. At UTSC, almost all courses were half units. Full-year courses presented a problem and a full-year capstone course was not being planned.

The group requested a follow-up report in one year on learning outcomes and the integration of the teaching schedule of UTSC and Centennial College.

#### **j) UTSC Paramedicine Joint Program with Centennial College**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group asked if there was a dedicated advisor for students. Professor Halpern replied that Ms Stone was available to advise students.

The group also asked about the curriculum and whether learning outcomes were in line with those of UTSC specialist programs. Professor Halpern replied that the program was heavily prescribed and the curriculum fit a set of course objectives which did not provide a lot of flexibility in terms of curriculum design.

The group requested a follow-up report in one year on learning outcomes,

#### **k) Faculty of Applied Science and Engineering, Department of Mechanical and Industrial Engineering, and its programs**

The group leader reported that the summary had addressed all of the main issues. The group had asked whether there was a response to the issues regarding Teaching Assistants that the review had raised. Professor Amon replied that the Faculty offered training for Teaching Assistants, but some of the issues raised were inherent due to union requirements. The Faculty was planning to create some guidelines with unionized Teaching Assistants, and was trying to allow new students to become Teaching Assistants.

**3. Reviews of Academic Programs and Units, Part II (cont'd)****k) Faculty of Applied Science and Engineering, Department of Mechanical and Industrial Engineering, and its programs (cont'd)**

The group asked whether the Faculty had any concerns regarding the quality of international M. Eng. students. Professor Amon replied that the concerns of the Faculty were mainly due to the problems the students had with English. English communication courses were available to international M. Eng. students, and there was a possibility that arrangements could be made with international universities to allow students to come to the University as fourth year students and receive a degree from their home institution.

The group did not request a follow-up report.

**l) Faculty of Applied Science and Engineering, Edward S. Rogers Department of Electrical and Computer Engineering and its programs**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group asked for clarification of the recommendations concerning increased alumni connection and connection with industry. Professor Najm replied that the Department had been strengthening its alumni relations and now had an Alumni Advisory Board. Networking Sessions were being held with fourth year students. Individuals from industry were also being invited to visit the Department.

The group did not request a follow up-report.

**m) Faculty of Medicine, Medical Radiation Sciences Joint Program with the Michener Institute**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group had no questions and no follow-up report was requested.

**n) UTSC Programs in the Department of Anthropology**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group had no questions and no follow-up report was requested.

### **3. Reviews of Academic Programs and Units, Part II (cont'd)**

#### **o) UTSC Programs in the Department of Human Geography**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group asked for examples of enhanced service learning. Professor Halpern replied that service learning had been ramped up. Professor Sorenson added that placements for students had gone very well. Other workshop style courses would allow students to engage with the community.

The group did not request a follow-up report.

#### **p) UTSC Programs in the Department of Political Science**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group asked what initiatives were being used to increase research opportunities. Professor Halpern replied that an overarching goal at UTSC was to let students take advantage of research opportunities. Professor Skogstad explained that two initiatives were currently underway. One was the return of summer scholars that allowed students to conduct their own supervised research while receiving a stipend from the Dean's Office. The second was the exploration of a year-long directed research course rather than a 12 – 13 week course.

The group did not request a follow-up report.

#### **q) UTSC Programs in the Department of Sociology**

The group leader reported that the summary and the administrative response had addressed all of the main issues. The group had no questions and no follow-up report was requested.

The Chair reminded members that consideration of the reviews was one of the most important functions of the Committee. He thanked Ms Harrison, Ms Garrett and Ms Tan for assembling the Review Compendium.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and the items approved.

**4. Report of the Previous Meeting: Report 166 – February 25, 2014**

Report Number 166 of the meeting of February 25, 2014 was approved.

**5. Business Arising from the Report of the Previous Meeting**

There was no business arising from the Report of the previous meeting.

**6. Date of Next Meeting – Tuesday, May 13, 2014 at 4:10 p.m.**

**7. Reports of the Administrative Assessors**

There were no reports from the Administrative Assessors.

**8. Other Business**

There were no items of other business.

The meeting adjourned at 5:50 p.m.

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Acting Secretary

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Chair

April 8, 2014