

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT NUMBER 172 OF THE COMMITTEE ON**  
**ACADEMIC POLICY AND PROGRAMS**

**March 3, 2015**

To the Academic Board,  
University of Toronto

Your Committee reports that it met on Tuesday, March 3, 2015 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

Professor Elizabeth M. Smyth (Chair)  
Professor Maydianne Andrade (Vice-Chair)  
Professor Sioban Nelson, Vice-Provost,  
Academic Programs and Vice-  
Provost, Faculty and Academic Life  
Professor Locke Rowe, Vice-Provost,  
Graduate Research and Education,  
Dean of the School of Graduate  
Studies  
Ms Halla Ahmed  
Ms Shakira Brathwaite  
Professor Markus Bussman  
Professor Zhong-Ping Feng  
Ms Jeannie Kim  
Professor Paul Kingston

Professor Emmanuel Nikiema  
Dr. Graeme W. Norval  
Professor Elizabeth Peter  
Professor Russell Pysklywec  
Professor Sonia Sedivy  
Professor Vincent Tropepe  
Professor Sandy Welsh  
Ms Alena Zelinka

Mr. Richard Levin, Executive Director,  
Enrolment Services and University  
Registrar

**Secretariat:**

Mr. Patrick F. McNeill

**Regrets:**

Mr. Ken Chan  
Ms Stephanie Gaglione  
Professor Robert B. Gibbs  
Professor Tara Goldstein

Ms Lorraine McLachlan  
Professor Markus Stock  
Professor Nhung Tuyet Tran  
Ms Adriel Weaver

**In Attendance:**

Ms Cathy Eberts, Director of Solutions Development, University of Toronto Business  
Intelligence  
Ms Jennifer Francisco, Coordinator, Academic Change, Office of the Vice-Provost,  
Academic Programs  
Mr. Mark Johnston, Academic Services Architect, Information Technology Services  
Dr. Daniella Mallinck, Acting Director, Academic Programs, Planning and  
Quality Assurance

Professor Jill L. Matus, Vice-Provost, Students and First-Entry Divisions  
Ms Mae-Yu Tan, Acting Coordinator, Academic Planning and Reviews, Office of the  
Vice-Provost, Academic Programs  
Ms Donna Wall, Director, Financial Aid and Awards

ALL ITEMS ARE REPORTED FOR INFORMATION.

The Chair welcomed members and guests to the meeting.

### **1. Academic Presentation: Accessible Campus Online Resource Network (ACORN)**

The Chair called upon Mr. Richard Levin, Executive Director, Enrolment Services and University Registrar to introduce the first presentation on the Accessible Campus Online Resource Network (ACORN).

Mr. Levin stated that ACORN was a new student web service which had been developed by the Next Generation Student Information Services (NGSIS) group over the past year. He invited Ms Cathy Eberts, Director of Solutions Development, University of Toronto Business Intelligence (UTBI) and Mr. Mark Johnston, Academic Services Architect, Information Technology Services (ITS) to provide some background and a demonstration of the service.

Ms Eberts commented that NGSIS had created a renewed and expanded suite of student information services over the past few years including Degree Explorer, Transfer Explorer, etc. ACORN would replace the Student Web Service (developed in 2002) by which students currently access ROSI. Ms Eberts stated that over 1,000 students had been involved in design through surveys, focus groups, and usability testing. Following performance testing and final user acceptance testing, the projected release date for the ACORN was planned for May, 2015. Improvements included single sign-on with UTORid; a new visual design; a consolidation of resources under one site; and more accessible enrolment process tools for students and staff.

Mr. Johnston presented a live demonstration of the student web service.

The following additional information was provided in response to questions from the Committee:

- NGSIS was working on upgrades to service to permit students to create weekly calendars, including on IOS devices;
- the time-out would be increased to 20 minutes;
- students would be able to check course availability across all three campuses;
- policy and procedures established by the University Registrar would continue to permit 6 courses to be selected on the waitlist;
- as part of the release strategy, ACORN would run in parallel with the current Student Web Service for 7 months;
- additional staff training would be available.

The Chair thanked Mr. Levin, Ms Eberts and Mr. Johnston for their excellent presentation.

## **2. Annual Report on Student Awards Established, Amended and Withdrawn: July 1, 2013 to July 30, 2014**

The Chair reminded members that the *Policy on Student Awards* specified that the University Registrar report all new, amended and withdrawn awards annually to the Academic Board through the Committee on Academic Policy and Programs. Mr. Richard Levin noted that there were 199 new awards established in the University in 2013-2014, with a total endowment value of \$18.8 million. In 2012-2013, the number of new awards established in the University was 196, with a total endowment value of about \$21.5 million. The comparable 2011-2012 numbers were 146 awards, and \$14.9 million.

## **3. Annual Report on Student Financial Support, 2013-14**

The Chair explained that the *Policy on Student Financial Support* called for an annual report to be submitted for information to the Committee. The Report provided information on need-based aid by academic divisions, OSAP debt-load for students graduating from undergraduate direct-entry programs, and funding for graduate students in doctoral stream programs.

Mr. Richard Levin made a presentation on the Report. Professor Jill Matus, Vice-Provost, Students and First-Entry Divisions, and Ms Donna Wall, Director, Financial Aid and Awards were in attendance to answer questions.

Highlights of the Report included the following:

- the University spent \$176.4M in total student assistance in 2013-14;
- the largest portion of this (almost \$76M) was allocated to needs-based student aid;
- University of Toronto Advance Planning for Students (UTAPS) program covered financial need greater than the maximum funding available through OSAP;
- for the full-time 2013-14 undergraduate population, on average, OSAP recipients paid 48% of their total tuition and fees;
- merit and need-based grants were provided by academic divisions (on average \$33M per year was issued over the last three years);
- students received \$252.4M in Doctoral Stream Support including research stipends, award income and employment income;
- the robust student aid program ensured that the University remains accessible to students with financial need.

In response to several questions, Mr. Levin explained how income was reported and verified on the OSAP application. Professor Matus stated that some scholarship programs (e.g. University of Toronto Scholars Program and MasterCard Foundation Scholars Program) were available to international students; and, emergency aid funding was also available for international students.

One member commented that the information presented would assist their division with providing important data for their forthcoming external review.

The Chair thanked Professor Matus, Mr. Levin and Ms Wall for their report.

**CONSENT AGENDA**

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and items approved

**4. Report of the Previous Meeting: Report 171, January 13, 2015**

Report number 171, from the meeting of January 13, 2015 was approved.

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

There was no business arising from Report Number 171.

**6. Date of Next meeting – March 31, 2015 at 4:10 p.m.**

Members were reminded that the next regular meeting was scheduled for March 31, 2015.

**END OF CONSENT AGENDA**

**7. Reports of the Administrative Assessors**

Professor Nelson advised that under the University of Toronto Quality Assurance Process (UTQAP), this Committee would be presented with five follow-up reports at the next meeting. The Vice-Provost had recently hosted two UTQAP workshops. Twenty-five reviews are in progress for the 2014-15 academic year. Professor Nelson thanked Professors Stock and Welsh for presenting at the workshops.

**8. Other Business**

The Chair reminded the Committee that Part 2, Reviews of Academic Programs and Units, would be on the agenda for the next meeting on March 31<sup>st</sup>, 2015. As had been the practice, the membership would be divided into reading groups, and the reviews would be divided among these reading groups. A spokesperson would also be identified for each group, who would have initial responsibility for communicating the reviews of the reading groups. The Chair thanked the Committee members in advance for their participation in the review process.

The meeting adjourned at 5:08 p.m.

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Acting Secretary

March 10, 2015

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Chair