



**FOR APPROVAL**

**PUBLIC**

**OPEN SESSION**

**TO:** UTSC Academic Affairs Committee

**SPONSOR:** Prof. William Gough, Vice-Principal Academic and Dean  
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**PRESENTER:** Prof. Mary Silcox, Vice-Dean Graduate  
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**DATE:** Tuesday, March 28, 2017

**AGENDA ITEM:** 2

**ITEM IDENTIFICATION:**

Graduate Minor Curricular Modifications (for approval)

**JURISDICTIONAL INFORMATION:**

University of Toronto Scarborough Academic Affairs Committee (AAC) “is concerned with matters affecting the teaching, learning and research functions of the Campus” (*AAC Terms of Reference, Section 4*). Under section 5.6 of its terms of reference, the Committee is responsible for approval of “Major and minor modifications to existing degree programs.” The AAC has responsibility for the approval of Major and Minor modifications to existing programs as defined by the University of Toronto Quality Assurance Process (*UTQAP, Section 3.1*).

**GOVERNANCE PATH:**

- 1. UTSC Academic Affairs Committee [For Approval] (March 28, 2017)**

**PREVIOUS ACTION TAKEN:**

No previous action in governance has been taken on this item.

**HIGHLIGHTS:**

This package includes minor modifications to graduate curriculum, submitted by the academic units identified below, which require governance approval. Minor

modifications to curriculum are understood as those that do not have a significant impact on program or course learning outcomes. They require governance approval when they modestly change the nature of a program or course.

Graduate Minor Curriculum Modifications for Approval, Report 1 (from Curriculum Manager) includes changes submitted by:

- The Department of Psychological Clinical Science
  - 3 new courses

Graduate Minor Curriculum Modifications for Approval, Report 2 includes changes submitted by:

- The Department of Psychological Clinical Science
  - 2 minor program modifications

**FINANCIAL IMPLICATIONS:**

There are no net financial implications to the campus operating budget.

**RECOMMENDATION:**

Be It Resolved,

THAT the minor modifications submitted by UTSC Graduate Department of Psychological Clinical Science, as described in Graduate Minor Curriculum Modifications for Approval, Report 1, dated February 27, 2017, and Graduate Minor Curriculum Modifications for Approval, Report 2, dated March 7, 2017 and recommended by the Vice-Principal Academic and Dean, Professor William Gough, be approved effective April 1, 2017 for the academic year 2017-18.

**DOCUMENTATION PROVIDED:**

1. 2017-18 Curriculum Cycle: Graduate Minor Curriculum Modifications for Approval Report 1, dated February 27, 2017.
2. 2017-18 Curriculum Cycle: Graduate Minor Curriculum Modifications for Approval Report 2, dated March 7, 2017.



UNIVERSITY OF  
**TORONTO**  
SCARBOROUGH

## **2017-18 Curriculum Cycle: Proposals for Governance Review**

February 27, 2017

# **Graduate Minor Curriculum Modifications for Approval Report 1**

# Psychology, Department of

## 3 New Courses

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### CPS1810H: Advanced Psychotherapy

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**Description:**

As a complement to the survey provided in CPS 1801H Psychotherapy: Theories of Behaviour Change, this course will explore a more limited number of evidence based therapies in greater detail. A mix of didactic methods, including a blend of classroom instruction, videotaped therapy sessions, observation, modeling, feedback and supervised practice will be used. The psychotherapy taught in any given year will depend upon the availability of instructors and may include, but will not be limited to, Cognitive Behavioural Therapy, Interpersonal Psychotherapy, Emotion Focused Therapy, Brief Psychodynamic Psychotherapy, Dialectical Behaviour Therapy, or Mindfulness Based Cognitive Therapy.

**Rationale:**

Students in Year 1 of the MA learn about the principles of psychotherapy through a comprehensive survey of therapy models that emphasizes theoretical/philosophical origins and evidence base. In Year 2 of the MA, students begin their clinical training and, while drawing on this content, require a more focal pragmatic training in the therapy schools they have been studying. CPS 1810H will allow them to learn a therapy model more thoroughly in anticipation of its clinical implementation as they move through their practicum and internship training.

**Consultation:**

The CPS executive committee reviewed and approved this proposal on January 13, 2017.

### CPS5001H: Directed Readings

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**Description:**

Under the supervision of a faculty member appointed to the Graduate Department of Psychological Clinical Science, this course will provide students with an opportunity to engage in an intensive examination of a topic of interest. The project will take place over 1 or 2 consecutive terms (to be decided by the supervisor). The student must demonstrate a background adequate for the proposed project and, together with the supervisor, will submit a Directed Readings Proposal Form before the start of the academic term in which the project will be initiated. The Program Coordinator will provide final approval on all project proposals.

**Rationale:**

The goal of this Directed Readings course is to provide students with an opportunity to explore specific topics in Clinical Psychology, that will build on both the breadth and depth of their program of study. Topics should be chosen in conjunction with their academic supervisor(s) to address academic and/or professional training goals. The course creates flexibility in the program curriculum given the diverse academic backgrounds of program applicants. For example, students who are offered transfer credits upon admission to the program will have the option of completing elective course options (such as this one) to ensure total credit requirements for the MA and PhD programs can still be met. In addition to creating our own elective course options, our graduate unit is also actively exploring course sharing relationships with other graduate units at the University of Toronto (i.e., Institute for Medical Sciences).

This course will be open to students in the Clinical Psychology field of the MA and PhD in Counselling and Clinical Psychology.

**Consultation:**

The CPS executive committee reviewed and approved this proposal on January 13, 2017.

## **CPS5002H: Directed Readings**

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### **Description:**

Under the supervision of a faculty member appointed to the Graduate Department of Psychological Clinical Science, this course will provide students with an opportunity to engage in an intensive examination of a topic of interest. The project will take place over 1 or 2 consecutive terms (to be decided by the supervisor). The student must demonstrate a background adequate for the proposed project and, together with the supervisor, will submit a Directed Readings Proposal Form before the start of the academic term in which the project will be initiated. The Program Coordinator will provide final approval on all project proposals.

### **Rationale:**

The goal of the Directed Readings course is to provide students with an opportunity to explore specific topics in Clinical Psychology, that will build on both the breadth and depth of their program of study. Topics should be chosen in conjunction with their academic supervisor(s) to address academic and/or professional training goals.

The course creates flexibility in the program curriculum given the diverse academic backgrounds of program applicants. For example, students who are offered transfer credits upon admission to our program will have the option of completing elective course options (such as this one) to ensure total credit requirements for the MA and PhD programs can still be met. In addition to creating our own elective course options, our graduate unit is also actively exploring course sharing relationships with other graduate units at the University of Toronto (i.e., Institute for Medical Sciences).

This course will be open to students in the Clinical Psychology field of the MA/PhD in Counselling and Clinical Psychology.

### **Consultation:**

The CPS executive committee reviewed and approved this proposal on January 13, 2017.



**2017-18 Curriculum Cycle**  
**Graduate Minor Curriculum Modifications for Approval**  
**Report 2**  
March 7, 2017

**Department of Psychological Clinical Science**

**Program Changes**

***MA – Counselling and Clinical Psychology, Field in Clinical Psychology***

**1 Summary**

x	<i>Changing Admission Requirements</i>		<i>Renaming Field, Concentration or Emphasis</i>
x	<i>Changing Program Length or Requirements</i>		<i>Renaming of Program or Degree</i>
	<i>Changing Timing of Program Requirements</i>		<i>Creating a new Emphasis</i>
	<i>Adding/Removing Option (i.e. part-time, flex-time)</i>		<i>Changes to programs affecting a MOA</i>

**Summary:**

1. Modifying admission requirements to include a curriculum vitae.
2. Minor edits to the description of the program requirements to improve clarity around coursework and clinical work components.

***Calendar Copy, Showing Changes:***

***Minimum Admission Requirements***

- Applicants are admitted under the General Regulations of the School of Graduate Studies. Applicants must also satisfy the Department of Psychological Clinical Science's additional admission requirements stated below.
- An appropriate bachelor's degree from a recognized university with at least an A- (or first-class standing) in the final two years of undergraduate study, and at least 4.0 to 6.0 full-course equivalents (FCEs) in psychology including statistics and some laboratory research experience. Students who are admitted to the program without 4.0 to 6.0 FCEs in required undergraduate coursework may be required to complete additional courses in the master's program. Applicants with a strong background in mathematics, computer science, statistics, biological science, or neuroscience are encouraged to apply.
- Competitive scores on General and Subject (Psychology) tests of the Graduate Record Examinations (GRE).
- Two academic letters of reference.
- A personal statement.
- **A curriculum vitae.**
- Completion of the Psychological Clinical Science MA, PhD Program Faculty Selection

Form.

- Applicants whose primary language is not English and who graduated from a university where the language of instruction is not English must demonstrate proficiency in English. Applicants must complete the Test of English as a Foreign Language (TOEFL), or its equivalent according to SGS regulations, prior to submitting the application.

### Program Requirements

- The Clinical Psychology field for the MA in Counselling and Clinical Psychology requires **consists of 5.0 full-course equivalents (FCEs) of total coursework, which includes including** an ethics course, practicum-based courses, **and** a clinical practicum, **and a thesis**.
  - **4.5 FCEs in coursework:**
    - **Year 1: CPS 1601H, CPS 1701H, CPS 1702H, CPS 1801H, CPS 1901H**  
Fall courses: CPS 1601H, CPS 1701H, CPS 1901H,  
Winter courses: CPS 1702H, CPS 1801H
    - **Year 2: CPS 1101H, CPS 1102H, CPS 1802H, CPS 1803H**  
Fall courses: CPS 1102H  
Fall and Winter courses: CPS 1802H, CPS 1803H  
Winter courses: CPS 1101H
  - **0.5 FCE in clinical work:**
    - Students must complete a clinical practicum at a pre-approved placement site in the final summer of the program (CPS 2999H).
  - Research thesis to be completed and orally defended in Year 2 of the program.

## 2 Effective Date of Change

Fall 2017

## 3 Academic Rationale

CV's are already being requested from all current students and applicants; explicitly including it in the admission requirements is therefore appropriate.

The revisions to program requirements are primarily editorial, rather than substantive, and provide clarification around the coursework and clinical components of the program. To date, MA courses have been scheduled so as to both maximize teaching resources and align with the clinical requirements of the program. Removing the specification of which term courses will be offered in provides the Department more flexibility in terms of scheduling.

## 4 Impact on Students

Specifying the CV requirements will have no impact on continuing students. Incoming students and future applicants will be required to submit a CV as part of the MA application package.

Students (continuing and incoming) will still complete all required MA courses in the specified year.

## 5 Consultation

The executive committee reviewed and approved all proposed modifications on January 13, 2017.

## 6 Resources

No impact on resources.

**PhD – Counselling and Clinical Psychology, Field in Clinical Psychology**

**1. Summary**

x	Changing Admission Requirements		Renaming Field, Concentration or Emphasis
x	Changing Program Length or Requirements		Renaming of Program or Degree
	Changing Timing of Program Requirements		Creating a new Emphasis
	Adding/Removing Option (i.e. part-time, flex-time)		Changes to programs affecting a MOA

**Summary:**

1. Modifying admission requirements to include GRE general and psychology subject test scores and a curriculum vitae.
2. Minor edits to the description of the program requirements to improve clarity around coursework and clinical work components.

**Calendar Copy, Showing Changes:**

**Minimum Admission Requirements**

- Applicants are admitted under the General Regulations of the School of Graduate Studies. Applicants must also satisfy the Department of Psychological Clinical Science's additional admission requirements stated below.
- A master's degree with specialization in Clinical Psychology (or its equivalent) from a recognized university, with a minimum A- average and excellent research performance.
- **Competitive scores on General and Subject (Psychology) tests of the Graduate Record Examinations (GRE).**
- Two academic letters of reference.
- A personal statement.
- **A curriculum vitae.**
- Applicants whose primary language is not English and who graduated from a university where the language of instruction is not English must demonstrate proficiency in English. Applicants must complete the Test of English as a Foreign Language (TOEFL), or its equivalent according to SGS regulations, prior to submitting the application.

**Program Requirements**

The PhD program requires 6.0 full-course equivalents (FCEs) including **coursework**, three clinical placements, plus a comprehensive examination, thesis proposal, thesis, and thesis defence:

- **4.0 FCEs in coursework**, normally completed by the end of Year 3 (CPS 1103H ~~unless previously completed; students who have completed CPS 1103H will not have to replace this required course with an additional FCE~~), CPS 1201H, CPS 1301H, CPS 1401H, CPS 1501H, CPS 1809H, CPS 3801H, CPS 3901H), ~~and including:~~
- **2.0 FCEs in clinical work:**
  - **1.0 FCE in** two separate part-time clinical placements during Years 1 and 2 (CPS 3999H **and** CPS 4999H).



- 1.0 FCE in a one-year, full-time clinical internship at a Canadian Psychological Association- or American Psychological Association-accredited clinical setting which normally takes place during Year 5 (CPS 5999Y). Eligibility for the clinical internship will be assessed by the Director of Clinical Training (DCT) prior to during the Fall of Year 4 of the program.
- The comprehensive examination requirement consists of two mandatory components:
  1. An oral examination focused on clinical expertise (normally completed in the Summer session of Year 1); and
  2. A research-focused paper (normally completed in the Summer session of Year 2).
- A pass on both components is required for a student to continue on to PhD candidacy. Students who fail the oral exam will have the opportunity to retake the exam. Students who fail the research paper will have the opportunity to revise and resubmit. Students who fail either or both component(s) on the second attempt should consult the School of Graduate Studies' Academic Appeals Policy. If after the appeals process and second attempts at either or both component(s) result in a failure, the student will no longer be eligible to continue in the PhD program. Guidelines on the comprehensive requirement can be found in the PCS Graduate Handbook.
- Thesis proposal, normally approved prior to the start of during Year 3 of the program.
- Completed thesis.
- Successful defence of the thesis at the Final Oral Examination.

For students interested in acquiring additional clinical hours, the PhD program provides the following optional courses: CPS 6999H and CPS 7999H. Please note that optional courses for the PhD must be approved by the faculty supervisor, the DCT, and the Graduate Chair prior to course enrolment.

Supervisors will have annual meetings with students to assess academic progress and to develop plans of study. The DCT will also hold formal annual meetings with students to assess clinical and professional progress.

The program length is five years, which includes a pre-doctoral internship.

## 2. Effective Date of Change

Fall 2017

## 3. Academic Rationale

To date, most of the students accepted to the PhD program have been admitted directly from the MA in Counselling and Clinical Psychology, Clinical Psychology field and thus by default have already completed the GRE general and psychology subject tests. However, as the PhD program grows and a greater number of applicants with MA training from other institutions are admitted, it cannot be assumed these students will have completed the GRE. Scores on the GRE are an essential measure for the graduate admissions committee to be able to assess research potential and content expertise of applicants. The proposed changes will make it clear to all applicants that GRE scores will be required. Similarly, curricula vitae are an essential component of the application package. CV's are being requested of all current students and applicants; explicitly including it in the admission requirements is therefore appropriate.

Revisions to the program requirements are primarily editorial, rather than substantive, and provide clarification around the coursework and clinical components of the program. Specifically:

- The FCE requirements for coursework and clinical work have been separated out;
- CPS1103 used to be bundled with other statistics and research methods courses that were to be offered in a rotating fashion in the MA program. This practice was actually not put into place and bundling no longer exists.
- As the program continues to evolve, the unit felt it necessary to clarify language around the timelines for completion of the one year, full-time clinical internship. The process for application to the full time internship has been established and students will be assessed on readiness prior to the year in which they will be applying (i.e. if a student is on track to complete the internship in Year 5, they will need to apply to internship in Year 4, thus assessment of readiness will start prior to Year 4).
- Guidelines for the completion of the thesis proposal have been established and will take place during Year 2 of the program. Indicating “prior to the start of Year 3” builds in flexibility for the student/supervisor if revisions to the proposal are required.

#### **4. Impact on Students**

Specifying the GRE and CV requirements will have no impact on continuing students. Incoming students and future applicants will be required to provide both supporting documents.

The proposed clarifications to the program requirements will not have any negative impacts on continuing or incoming students. All core faculty supervisors were consulted in establishing the timelines for the clinical internship and thesis proposal. Currently, all PhD students are on track to meet these requirements.

#### **5. Consultation**

The executive committee reviewed and approved all proposed modifications on January 13, 2017.

#### **6. Resources**

No impact on resources.