



FOR CONFIRMATION

PUBLIC

CLOSED SESSION

TO: Executive Committee

SPONSOR: Cheryl Regehr, Vice-President and Provost
CONTACT INFO: (416) 978-2122, cheryl.regehr@utoronto.ca

PRESENTER: Same as above
CONTACT INFO:

DATE: May 1, 2018 for May 8, 2018

AGENDA ITEM: 5(a)

ITEM IDENTIFICATION:

Proposal to close the Specialist (Joint) in Applied Microbiology, University of Toronto Scarborough

JURISDICTIONAL INFORMATION:

Under its Terms of Reference, the Academic Board and/or one of its Standing Committees has responsibility for Academic Programs (*Academic Board Terms of Reference, Section 5.1*).

The Committee on Academic Policy and Programs recommends to the Academic Board proposals for the addition and termination of joint degrees and programs with external institutions. (*AP&P Terms of Reference, Section 4.4.a.iv.*)

GOVERNANCE PATH:

1. Committee on Academic Policy and Programs [for recommendation] (April 3, 2018)
2. Academic Board [For approval] (April 19, 2018)
3. **Executive Committee [For confirmation] (May 8, 2018)**

PREVIOUS ACTION TAKEN:

Proposal to close of the Specialist (Joint) Program in Applied Microbiology received approval from the University of Toronto Scarborough Academic Affairs Committee on March 29, 2018.

HIGHLIGHTS:

The University of Toronto Scarborough is proposing to close the Specialist (Joint) program in Applied Microbiology (BSc), which is housed in the Department of Biological Sciences. This program is offered jointly with Centennial College.

The program was suspended to new enrolments effective the 2013-14 academic year, and all students have now graduated.

The Specialist (Joint) Program in Applied Microbiology [formerly the Specialist (Joint) Program in Industrial Microbiology] was first introduced in 2003-04 as part of a group of five programs developed and offered jointly with Centennial College. The other Joint programs are the Specialist (Joint) Program in Journalism, the Major (Joint) Program in New Media Studies, and the Specialist (Joint) Program in Paramedicine. A fifth program – the Specialist (Joint) Program in Environmental Science and Technology – is also closing.

A motion to suspend the Specialist (Joint) Program in Applied Microbiology to new enrolments was approved by UTSC Academic Committee on February 12, 2013. Enrolment in the program had been decreasing steadily over the previous five years, despite a significant effort on the part of faculty and staff at both UTSC and Centennial College to make it more attractive to students. The decision to suspend the program to new enrolments was made in consultation with Centennial College.

Since 2013-14, the UTSC Dean's Office has met several times with the Department of Biological Sciences to discuss the future of the program. The Department has been encouraged to work with Centennial College to consider various options, including modifying the program and re-opening it to enrolments, or closing it fully. The Department has come to the decision that the program no longer fits with their academic priorities and has elected to close it fully.

The proposed program closure has no negative impact on existing UTSC students since there are no students enrolled in the program. The closure will also have no negative impact on new students since the Department of Biological Sciences offers a wide variety programs to meet student interests and academic aspirations. There is no impact on other UTSC academic units. The closure of the Specialist (Joint) Program in Applied Microbiology also will have no impact on faculty or staff in the Department of Biological Sciences.

There has been extensive consultation within the Department of Biological Sciences, and with Centennial College.

FINANCIAL IMPLICATIONS:

There are no net implications to the campus operating budget.

RECOMMENDATION:

Be It Confirmed by the Executive Committee

THAT the proposed closure of the Specialist (Joint) program in Applied Microbiology undergraduate program, to which admissions have already been suspended, as described in the attached proposal from the University of Toronto Scarborough dated February 14, 2018, be approved effective as of the academic year 2018-19.

DOCUMENTATION PROVIDED:

- *Proposal to close of the Specialist (Joint) program in Applied Microbiology (BSc), University of Toronto Scarborough*



University of Toronto Proposal for the Closure of an Existing Program (Graduate or Undergraduate)

Closure Proposed: Please specify precisely what is being closed:	Specialist (Joint) Program in Applied Microbiology (BSc)
Department / Unit (if applicable):	Department of Biological Sciences
Faculty / Academic Division:	University of Toronto Scarborough
Faculty / Academic Division contact:	Annette Knott, Academic Programs Officer; aknott@utsc.utoronto.ca
Effective date programs will be closed to new admissions:	Enrolment in the programs was suspended effective 2013-14
Effective date of full closure of programs: (date by which students currently in the program will be expected to graduate)	2018-19 Academic Year
Version Date:	February 14, 2018

1 Brief Summary

The University of Toronto Scarborough is proposing to close the Specialist (Joint) program in Applied Microbiology (BSc), which is housed in the Department of Biological Sciences. This program is offered jointly with Centennial College.

The program was suspended to new enrolments effective the 2013-14 academic year, and all students have now graduated.

2 Rationale

The Specialist (Joint) Program in Applied Microbiology [formerly the Specialist (Joint) Program in Industrial Microbiology] was first introduced in 2003-04 as part of a group of five programs developed and offered jointly with Centennial College. The other Joint programs are the Specialist (Joint) Program in Journalism, the Major (Joint) Program in New Media Studies, and the Specialist (Joint) Program in Paramedicine. A fifth program – the Specialist (Joint) Program in Environmental Science and Technology – is also closing, and a separate proposal has been prepared and submitted.

All five Joint programs are currently governed by (1) the *Memorandum of Understanding*, (2) the *Agreement on Teaching by Faculty of Either Institution at the Campus of the Other*, and (3) the *Revenue Sharing Methodology* – all signed July 23, 2009.

In addition, there are individual agreements associated with each program. The Agreements for the Specialist (Joint) Program in Journalism, Major (Joint) Program in New Media Studies, and Specialist (Joint) Program in Paramedicine were revised and renewed effective October 30, 2013. However the Agreements for the Specialist (Joint) Program in Industrial Microbiology and Specialist (Joint) Program in Environmental Science and Technology, originally signed on June 16, 2003, were not renewed at that time.

A motion to suspend the Specialist (Joint) Program in Applied Microbiology to new enrolments was approved by UTSC Academic Committee on February 12, 2013.

Enrolment in the program had been decreasing steadily over the previous five years, despite a significant effort on the part of faculty and staff at both UTSC and Centennial College to make it more attractive to students. Enrolment in the program in 2009-10 was 42 students at all levels of study, in 2010-11 it had dropped to 35 students at all levels of study, and in 2011-12 it had dropped further to 21 students at all levels of study. The decision to suspend the program to new enrolments was made in consultation with Centennial College.

Since 2013-14, the UTSC Dean's Office has met several times with the Department of Biological Sciences to discuss the future of the program. The Department has been encouraged to work with Centennial College to consider various options, including modifying the program and re-opening it to enrolments, or closing it fully. The Department has come to the decision that the program no longer fits with their academic priorities and has elected to close it fully.

3 Impact on other programs/units of the proposed closure

The proposed program closure has no negative impact on existing UTSC students since there are no students enrolled in the program. The closure will also have no negative impact on new students since the Department of Biological Sciences offers a wide variety of programs to meet student interests and academic aspirations.

There is no impact on other UTSC academic units.

Under the existing agreements related to the Joint programs, closure of programs may occur, and UTSC is following the provisions of the existing agreements that are in effect. Parties to the existing agreements governing the Joint programs are aware and supportive of the closure of the Specialist (Joint) program in Applied Microbiology. The impact of the closure will be reflected in the amended agreement, which is currently being negotiated.

Consultation

There has been extensive consultation as follows:

Within the Department of Biological Sciences: the Department's Curriculum Committee approved this proposal on September 7, 2017.

With Centennial College: the proposal has been reviewed by Dr. Rahim Karim, AVP, Partnerships Pathways and Internationalization, and is in agreement with the decision to close the program..

4 Student Accommodation

All students who enrolled in the Specialist (Joint) Program in Applied Microbiology have graduated.

5 Faculty / Staff Accommodation

The closure of the Specialist (Joint) Program in Applied Microbiology will have no impact on faculty or staff in the Department of Biological Sciences. The department has a wealth of other programs and courses that their faculty and staff support.

6 Governance Process

Levels of Approval Required	Date
Departmental Curriculum Committee	Department of Biological Sciences: September 7, 2017
Forwarded to PO for Sign-off	February 2, 2018 Sign off: February 14, 2018
Reviewed by Campus Curriculum Committee	March 2, 2018
Decanal Sign-Off	March 2, 2018
Approved by UTSC Academic Affairs	
Submitted to Provost's Office	
Committee on Academic Policy and Programs	April 3, 2018
Academic Board	N/A
Executive Committee of Governing Council	N/A
Inclusion in Annual report to Quality Council	Summer 2018
Inclusion in Annual report to MTCU (in case of closure of degree)	Summer 2018