



University of Toronto Mississauga Campus Council  
**ACADEMIC AFFAIRS COMMITTEE**

**Wednesday, February 11, 2015 at 4:10 p.m.**

**Council Chamber, Room 3130, William G. Davis Building**

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**AGENDA**

- 1. Chair's Remarks**
  
- 2. Student Academic Societies** (for information)
  - a) Undergraduate Economics Council
  - b) Erindale Chemical and Physical Sciences Society
  
- 3. Interim Report from the Director, Institute for Management & Innovation, Professor Hugh Gunz and Assistant Director, External Relations, Ms. Donna Heslin** (for information)
  
- 4. New Courses: Master of Science in Sustainability Management (MScSM)**

Be it Resolved,

THAT the two new courses proposed by the Master of Science in Sustainability Management (MScSM) program, SSM2030H (Advanced Sustainability Management) and SSM2040H (Applied Sustainability Management) offered by the Institute for Management and Innovation (IMI), recommended by the Vice-Principal Academic & Dean, Professor Amy Mullin, and described in the proposals dated December 8, 2014, be approved, effective on the date specified for each course in each proposal.

- 5. Other Business**
  
  - 6. Assessors' Report**
- 

**CONSENT AGENDA\*\***

\* Documentation included

\*\* Documentation for consent item included. This item will be given individual consideration by the Academic Affairs Committee only if a member so requests. Members with questions or who would like a consent item to be discussed by the Academic Affairs Committee are invited to notify the Committee Secretary Mariam Ali at least 24 hours in advance of the meeting by telephone at 905-569-4358 or by email at [mariam.ali@utoronto.ca](mailto:mariam.ali@utoronto.ca)

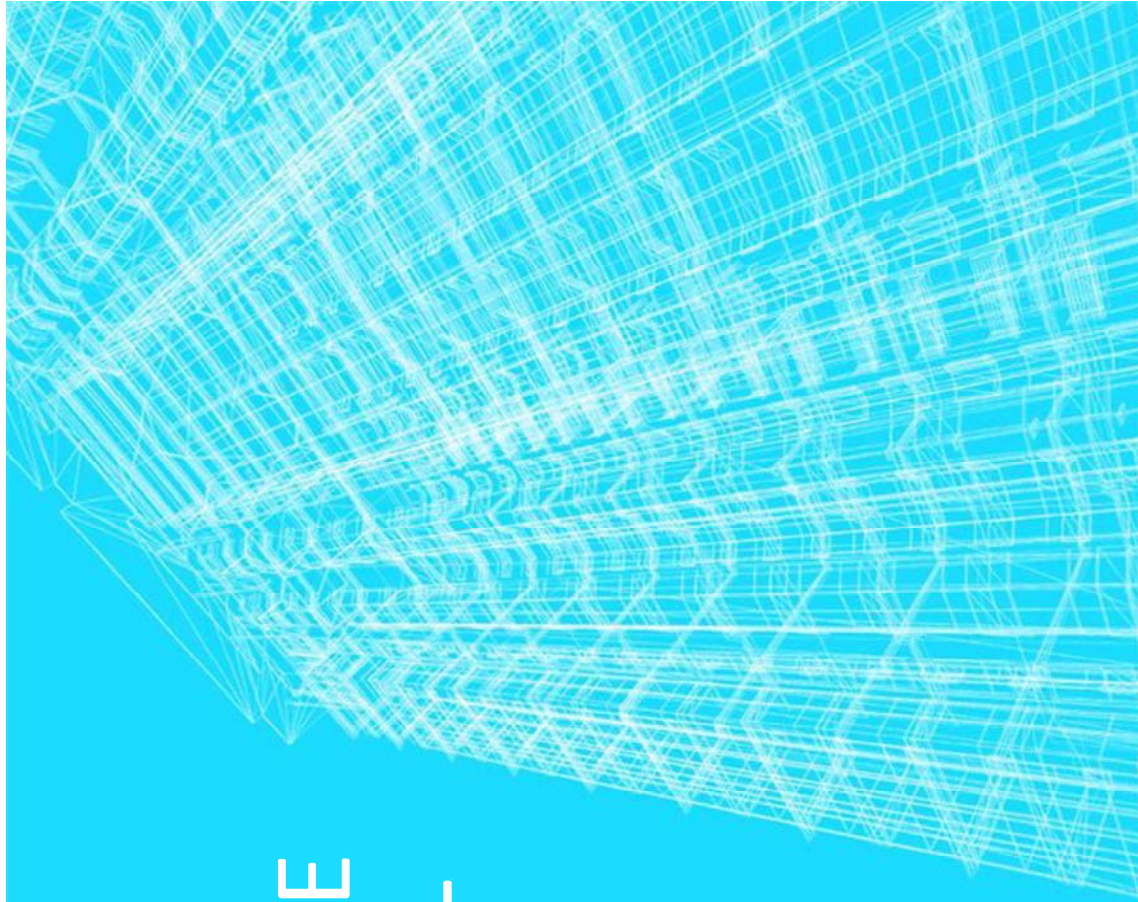
7. **Report of the Previous Meeting:** Report 9 – January 7, 2015
8. **Business Arising from the Report of the Previous Meeting**
9. **Date of Next Meeting** – Thursday, March 26, 2015, 4:10 p.m.

\* Documentation included

\*\* Documentation for consent item included. This item will be given individual consideration by the Academic Affairs Committee only if a member so requests. Members with questions or who would like a consent item to be discussed by the Academic Affairs Committee are invited to notify the Committee Secretary Mariam Ali at least 24 hours in advance of the meeting by telephone at 905-569-4358 or by email at [mariam.ali@utoronto.ca](mailto:mariam.ali@utoronto.ca)

# THE UNDERGRADUATE ECONOMICS COUNCIL

Who we are and how we function





## WHO WE ARE

- We are a student run organization supported by the Economics Department. We cater to a body of students that is now greater than **3000 students**.
- Originally created in 2003 we have experienced substantial growth since 2011. We consider ourselves the fastest growing academic society in campus.
- We currently have a portfolio of about 10 events per year.



## WHO WE ARE

- Our role is to provide students with skills that go beyond the classroom and providing the opportunity to challenge themselves by doing so. *We are the bridge of students' undergraduate life and post-undergraduate life.*
- We arrange Mock Interviews and Networking events to develop the soft **skills** of our students.
- We create Case Competitions and Workshops to develop the **qualitative skills** of our students.



## OUR STUDENTS

- Economics Specialist
- Commerce (Finance, Marketing, Commerce, Accounting, and Economics)
- Financial Economics
- Economics Major
- International Affairs
- Economics & Political Science Joint Specialist



## MAIN CHALLENGES

- **Meeting the Demand:** Every program has a different goal. It may it be graduate school or joining the workforce.
- **Student Engagement:** Every year we must make the students aware of who we are and encourage interaction.



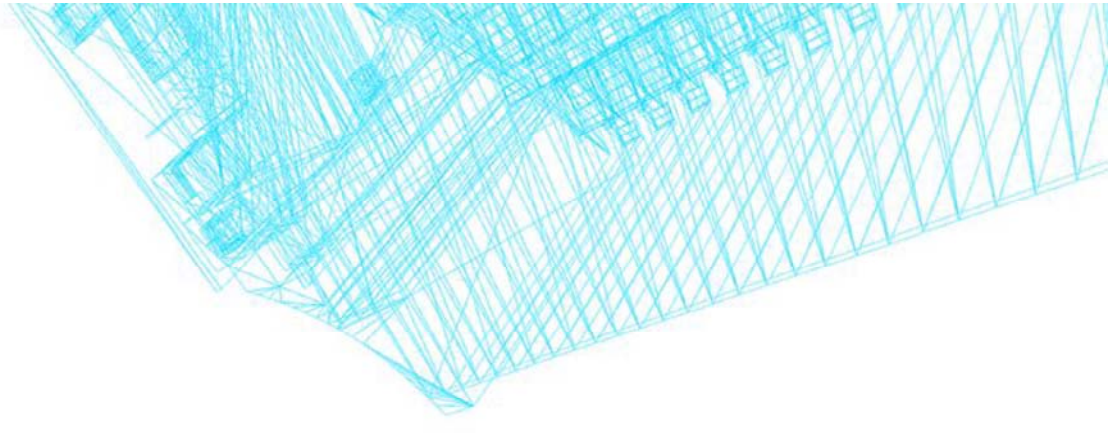
## FACING OUR CHALLENGES

- **The Team:** We distribute the team Internal Relations, External Relations, Operations, and Finance.
- **Flexible Hierarchical Structure:** It allows for certain overlapping and this is by design.
- **Weekly Meetings:** Every Monday, the whole team is present in order to enhance transparency and free flow of information.



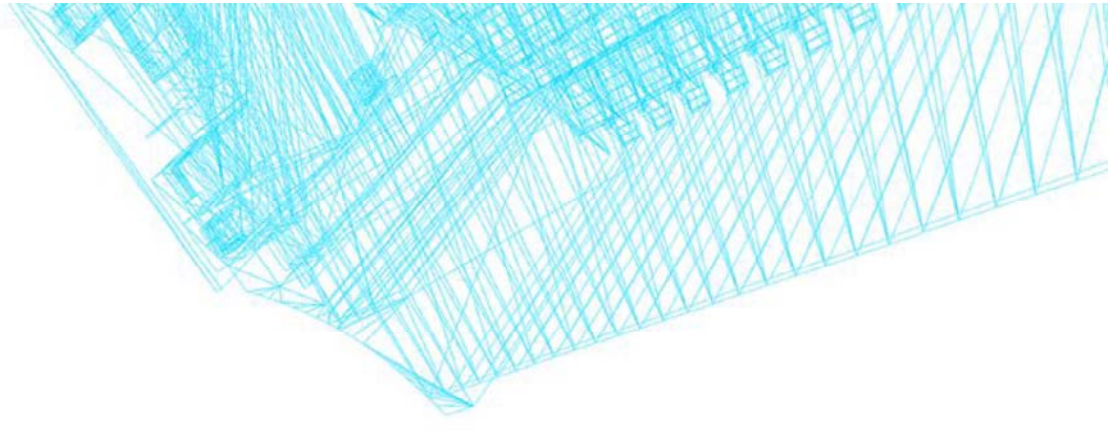
# THE EXTERNAL TEAM

- One VP and three Directors
- **Goal:** Contacting and reaching to professionals outside of University. External events tend to be industry related.
- **Events:** Financial Mock Interviews, FX Challenge, UEC Conference
- Expected expansion of team for the 2015-2016



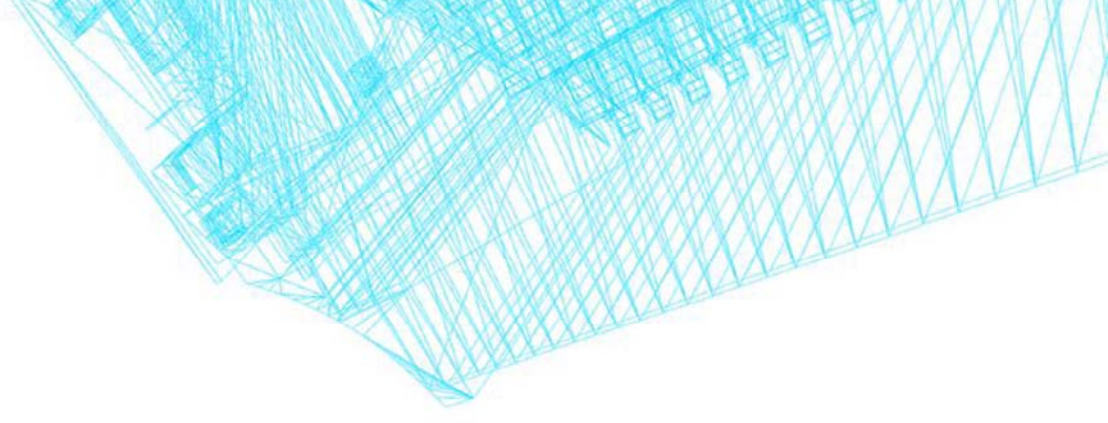
# THE INTERNAL TEAM

- One VP and three Directors.
- **Goal:** Contacting and reaching to faculty and departments within the University scope. Events tend to be academic and Grad School related.
- **Events:** Mix and Mingle, Grad Info Session, UEC Case Competition



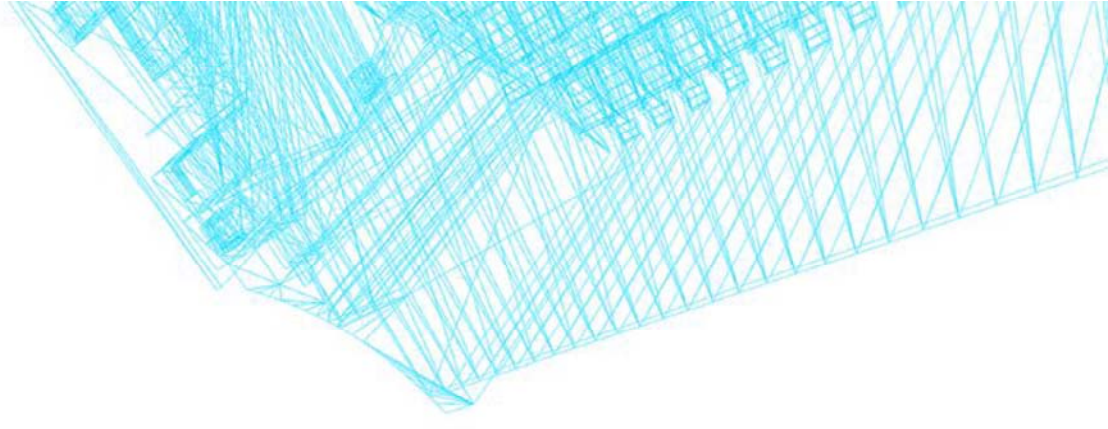
# THE OPERATIONS TEAM

- One VP, one Chief Ambassador, two to three Creative Directors
- Marketing Strategies, profiling students per event, website, and room bookings.



# THE FINANCE TEAM

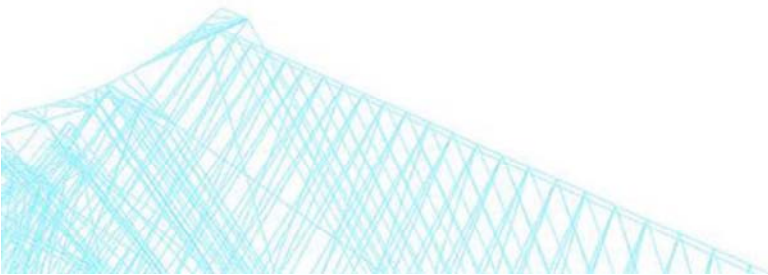
- One VP and one director.
- Budget allocation and control, receipt collection, reimbursements, and audit.





## FURTHERMORE...

- Each year we train our team during summertime. The main aspects of training touch upon Professionalism, Team Working, knowing faculty and past executives.
- In the coming year we are looking forward to redesign the team structure, the goal is to allow further growth.



# SAMPLE OF EVENTS

**OCT 7**

Economix Mix & Mingle gives you the opportunity to meet your professors outside the classroom environment and ask them all the questions you have in mind.

**mix and mingle.**

Refreshments Will be Served!

Dress Code: Casual  
Time: 5:00 to 7:00 pm  
Location: Spiegel Hall

**7:00**  
Wednesday, November 26

**MARY-LYNN WILLIAMSON LECTURE**

Prof. Michel Serafinelli | WHERE THE ACTION IS: TECHNOLOGY AND JOB GROWTH IN OUR CITIES

November 26/2014  
TIME: 4:30- 6:00pm  
LOCATION: KN 137

refreshments will be provided

**JANUARY 25/2015**

**FINANCE MOCK INTERVIEWS**

LOCATION: IB Second Floor Study Rooms  
SPOTS AVAILABLE: 12

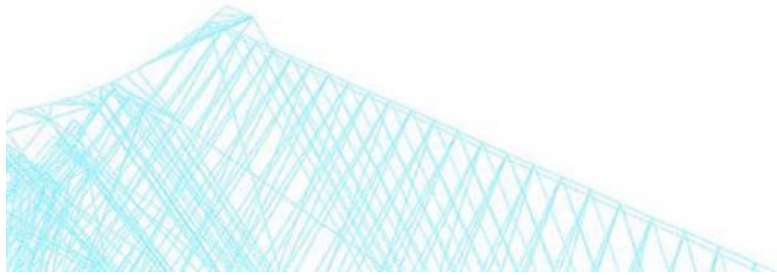
Open to all Commerce students. Interview feedback will be provided by TMX and Home Trust.

**TMX HOME TRUST**

**IMI FINANCE COMPETITION**

DATE: JANUARY 22 | TIME: 5:00-7:00 PM | LOCATION: IB140

**UEC** | **UCS** | **management**



**THANK YOU FOR YOUR ATTENTION**

Do you have any questions?





# Erindale chemical and physical sciences society

Office: Student centre Room 234



## Who are we?

ECPS stands for the Erindale Chemical and Physical Sciences Society and is a student organization for chemistry and physics students, as well as earth science and astronomy. It is the student society associated with the Chemical and Physical Sciences Department at UTM.



# Goals

- ▶ To assist students in their academic achievements
- ▶ To facilitate interaction and enhance positive relationship between the students and the faculty as well as between undergraduate students and graduate students
- ▶ To increase the awareness of chemical and physical sciences to the general public



Student



Faculty



# Awards

Winner (x4): 2010-2013

Runner up: 2014



## “Fun Events”

- ▶ Opening Night
- ▶ Periodic Table Scavenger Hunt
- ▶ Meet the Prof Night
- ▶ Meet a TA/Graduate Student (in collaboration with EBS)
- ▶ Exam “De-stresser”
- ▶ Science Formal



# Opening Night + Periodic Table Scavenger Hunt



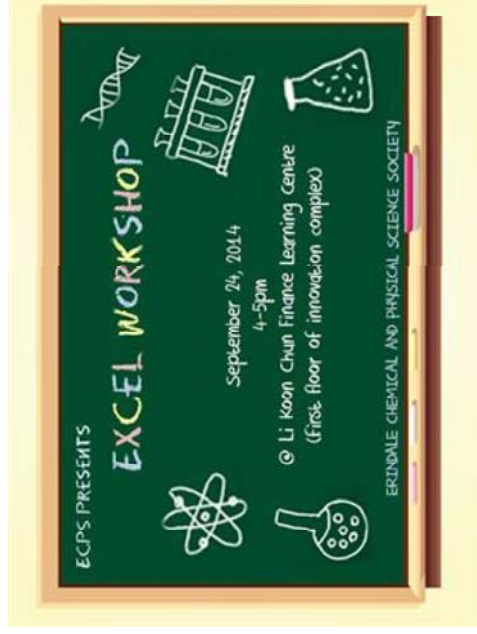


# Meet The Prof Night



# “Academic Events”

- ▶ Test Packages
- ▶ Excel Workshops
- ▶ Professional Symposium



# Professional Symposium





# 2015: Southern Ontario undergraduate student chemistry conference

- ▶ Provides a platform for undergraduate chemistry students from all over Ontario to display their research
- ▶ “By the students for the students” model
- ▶ 250 attendees expected
- ▶ Special Thanks:
  - ▶ UTM CPS Department
  - ▶ VP Research
  - ▶ Office of the Dean (Anticipated)

Thank You!





Institute for Management & Innovation  
**UNIVERSITY OF TORONTO**  
MISSISSAUGA





- ▶ **The Institute for Management and Innovation (IMI) is an EDU-B with:**
  - ~75 faculty in non-budgetary cross-appointments
  - ~25 staff
  - ~320 graduate students
  - Over 1000 undergraduate students
- ▶ **IMI is now operating as the centre for cross-disciplinary management education at the University of Toronto Mississauga (UTM).**



- ▶ This collaborative institute provides students with access to:
  - Professional masters programs in biotechnology, accounting, innovation and sustainability
  - Undergraduate programs in accounting, finance, marketing and human resource management.





- ▶ IMI is a cross-disciplinary institute producing mission-focused managers and future leaders with a combination of management skills and expertise in their chosen field.



© 2014

Photo: University of Toronto, Architecture Department



- ▶ IMI provides an academic platform to foster close interactions and sharing of expertise between faculty, staff and students in the related programs, along with our community partners.





- ▶ **IMI-offered Programs (partner Departments):**
  - Master of Biotechnology (MBiotech; CPS, Biology, Management)
  - Master of Management of Innovation (MMI; Management)
  - Master of Management in Professional Accounting (MMPA; Management)
  - Master of Science in Sustainability Management (MScSM; Geography, Management)
  - Diploma in Forensic Accounting (DIFA; Management)





- **IMI-supported Programs (offering Departments):**
  - Master of Science in Biomedical Communications (MScBMC; IMS)
  - Bachelor of Commerce (BCom; Economics, Management)
  - Bachelor of Business Administration (BBA; Management)
  - Honours Bachelor of Arts (HBA; Management)
  - Honours Bachelor of Science (HBSc; Management)



- **Status**
  - Existing programs transferred to IMI from previous homes
  - MScSM in its first year
  - Identity becoming established (but much more work to do)
  - Several budgetary cross-appointments with Geography, Management to be made this year
  - IMI-sponsored conferences at UTM, UTSC
  - Search for new Director currently under way
  - New developments
    - Two Masters programs in planning
    - I-CUBE





- **I-CUBE is UTM's Campus Linked Accelerator (CLA) for early-stage business development & commercialization**
- **Arose from various driving factors:**
  - Faculty and staff
  - Community interest
  - Ontario Centres of Excellence (OCE), CLA funding
  - Student groups





- **Early stages**
  - Established a working group to determine the overall goals of the accelerator and related programming
  - The team included faculty from a variety of disciplines, students, alumni, entrepreneurs, and representatives from the Research Innovation Commercialization (RIC) Centre and OCE







- **Early stages**
- The I-CUBE Student management team includes representatives from various disciplines across campus as well as graduate and undergraduates students
- This team has become the conduit for the organization and marketing of all student led initiatives for I-CUBE





- **Early stages**
  - U of T Mississauga contest held to name the accelerator– created awareness and excitement on campus
  - Interact entrepreneurship competition held for students in November–to build on excitement and reach student and community partners





- **Working with MaRS DD**
- Entrepreneurship 101 weekly webcast–began in September
- Toolkits sessions to be offered a la carte– beginning in February







- **Working with the RIC Centre**
- Pam Banks, Executive Director has been working closely with our team to provide guidance, access to mentors and numerous additional opportunities
- Students are provided with free access to monthly networking breakfasts
- RIC Centre volunteers have been moderating the weekly Entrepreneurship 101 sessions





- **City of Mississauga**
- The economic development office is in strong support of this initiative
- We will be working with the Mississauga Business Enterprise Centre (MBEC) to develop programming and potential funding opportunities for our ventures





- **Banting and Best centre**
- U of T received \$3 million from the OCE Campus Linked Accelerator (CLA)
- This new centre has created an umbrella which draws together all the CLAs at U of T
- Creates single voice for U of T CLAs, a greater potential for future funding, media attention and increases opportunities for the related ventures





## Recent News

- ▶ Official opening February 10<sup>th</sup>, 2015
- ▶ Program and events coordinator began January 2015
- ▶ 3-D printer was installed January 2015
- ▶ Entrepreneur in residence will join the team in February 2015
- ▶ ICE program will begin March 2015





- ▶ **ICE Program: Innovation to Commercialization for Entrepreneurs**
  - 5-month non-credit program open broadly to the community with a focus on UTM students and alumni
  - Applications opened January 2015
  - Program will run March to August 2015







- ▶ **ICE Program:** Innovation to Commercialization for Entrepreneurs
  - Mentor provided to each team
  - Access to EIR and faculty lead
  - Access to 3-D printer for prototyping
  - Bi-weekly Lunch and Learn sessions and networking events
  - Access to I-CUBE space
  - Potential for funding opportunities







▶ **Credit courses**

- Building on CLA programming at St. George we will be looking into adding:
  - Entrepreneurship and Innovation–4<sup>th</sup> year course open to undergraduate and graduate students
  - Internship course in entrepreneurship–working with local start up companies for 4–month terms





## I-CUBE Mission Statement

# To create a culture of innovation at the U of T Mississauga

Inspiration. Ideation. Innovation.





**FOR APPROVAL**

**PUBLIC**

**OPEN SESSION**

**TO:** Academic Affairs Committee

**SPONSOR:** Amy Mullin, Vice-Principal Academic and Dean  
**CONTACT INFO:** 905-828-3719, [vpdean.utm@utoronto.ca](mailto:vpdean.utm@utoronto.ca)

**PRESENTER:** Shashi Kant, Director, MScSM  
**CONTACT INFO:** 416-978-6196, [shashi.kant@utoronto.ca](mailto:shashi.kant@utoronto.ca)

**DATE:** February 4, 2015 for February 11, 2015

**AGENDA ITEM:** 4

**ITEM IDENTIFICATION:**

New Courses: Master of Science in Sustainability Management (MScSM)

**JURISDICTIONAL INFORMATION:**

Under section 5.6 of its terms of reference, the Academic Affairs Committee is responsible for major and minor modifications to existing programs.

**GOVERNANCE PATH:**

1. Academic Affairs Committee [For Approval] (February 11, 2015)

**PREVIOUS ACTION TAKEN:**

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

**HIGHLIGHTS:**

The Master of Science in Sustainability Management (MScSM) Program is a Professional Graduate Masters Program under the Institute for Management and Innovation (IMI) at the University of Toronto Mississauga. The MScSM Program is currently in its first year and is seeking approval for two new courses in its effort to develop the program's curriculum and course offerings.

As part of their program requirements, MScSM students are required to take six elective courses. Science concentration students have to take 4 Science and 2 Management courses, while Management concentration students take 4 Management and 2 Science courses. Current MScSM students are finding it difficult to complete these course requirements at UTM given the limited appropriate graduate course offerings and must enroll in St. George graduate courses. However,

this presents other hurdles as MScSM students do not have priority for these courses, many of which are limited in space, and require UTM-based students to travel to St. George on a regular basis.

The two new proposed courses, SSM2030H: Advanced Sustainability Management and SSM2040H: Applied Sustainability Management will help to extend elective course options for MScSM students by offering two direct studies courses on the UTM campus. Both courses can be used as either a Management or a Science elective, depending on the topic of study.

As both courses are directed studies courses, the course content will be decided upon by the specific instructor and student involved (with the approval of the Program Director). The course will be open to all areas related to sustainability management such as strategy, managerial economics, managerial accounting, marketing, organizational behaviour, environmental science, ecosystem science, sustainability ethics, and sustainability policy and law. SSM2030H will focus on advanced topics related to this area, such as economics of cooperation, game theoretic modeling of sustainability related practices, zero and negative rate of discount, valuation of environmental and social services, and economics of climate change. SSM2040H will focus on applied topics related to this area, such as applications of the principles of strategic management, organizational behaviour, managerial accounting, managerial economics, and marketing to design/ reform/ manage sustainability practices of an organization.

There are no resource implications for either course as all requirements for both courses will be met with existing resources.

Both course proposals were reviewed and approved by the IMI Curriculum Committee as well as the Graduate Curriculum Oversight Committee.

#### **FINANCIAL IMPLICATIONS:**

There are no net implications for the campus' operating budget.

#### **RECOMMENDATION:**

Be it Resolved,

THAT the two new courses proposed by the Master of Science in Sustainability Management (MScSM) program, SSM2030H (Advanced Sustainability Management) and SSM2040H (Applied Sustainability Management) offered by the Institute for Management and Innovation (IMI), recommended by the Vice-Principal Academic & Dean, Professor Amy Mullin, and described in the proposals dated December 8, 2014, be approved, effective on the date specified for each course in each proposal.

**DOCUMENTATION PROVIDED:**

SSM2030H – Advanced Sustainability Management

SSM2040H – Applied Sustainability Management

FORM C

School of Graduate Studies  
University of Toronto

**Governance Form C**

4

**Proposal Type:**

X	New Course (ROSI Form also required)
	Changing Weight of Existing Course (ROSI Form also required)
	Changing Grading Scale of Existing Course
	New Delivery Mode of Existing Course

**Faculty:**

University of Toronto Mississauga

**Name of Graduate Unit:**

Institute for Management and Innovation, University of Toronto Mississauga

**Course Title:**

Advanced Sustainability Management

**Rationale:**

MScSM students are required to take six elective courses. Science concentration students have to take 4 science and 2 management courses while management concentration students have to take 4 management and 2 science courses. There are not many appropriate graduate courses available at UTM, and so most students must fulfill their elective requirement by completing courses offered at the St. George campus. This presents an additional problem as St George campus courses are only open to our UTM students when the respective Faculty/Department does not have enough internal students intending to enroll in the course. This makes it very difficult for MScSM students to find suitable electives. We plan to extend the options for elective courses by offering two directed studies courses here at UTM – Advanced Sustainability Management and Applied Sustainability Management. Both courses can be used as either a Management or Science elective, depending on the topic of study. At the time of registration, the Program Director will determine which concentration the course will apply to depending on the course content, as agreed upon by the instructor, student, and Director.

**Course Description:**

This is a directed studies course, and therefore the course content, for every offering, will be decided by the specific instructor and student. The course will be open to all areas related to sustainability management such as strategy, managerial economics, managerial accounting, marketing, organizational behavior, environmental science, ecosystem science, sustainability ethics, and sustainability policy and law. The focus in this course will be on advanced topics related to any of these areas. For example, in the case of managerial economics, topics may be economics of cooperation, game theoretic modeling of sustainability related practices, zero and negative rate of discount, valuation of environmental and social services, and economics of climate change.

**Course Designator, Number and Weight:**

S	S	M	2	0	3	0	H
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**Abbreviated Course Title:**



FORM C

School of Graduate Studies  
University of Toronto

A D V S U S T A I N A B I L I T Y M A N A G E M E N T

4

**A Graduate Faculty Member has been or will be assigned to teach/coordinate this course:**

Yes

**Course Format:**

This is a directed studies course and will be based on one-on-one discussions between an instructor and a student.

**Regular/Modular/Continuous/Extended Course:**

Regular  Modular  Continuous  Extended

**Does this change involve a course that is required to complete a graduate program?**

NO  YES (please also submit a completed Governance Form A with revised Calendar entry)

Note: This is a new entry and not revised entry.

**Contact Hours:**

The course will be offered starting the Fall 2015 with weekly contacts of 2 hours.

**Grading Scale:**

Letter Grades  CR/NCR

**Enrolment Projection:**

10

**Prerequisites/Co-requisites/Exclusions/Enrolment Restrictions:**

This course is restricted to students in the MScSM Program.

**Similarity/Overlap:**

None

**Resources Required:**

All elements of the course will be met with existing resources  
 Additional resources will be required  
 [contact your Faculty Graduate Dean's Office, and provide a brief description below]

**Effective Session Date:**

September 1<sup>st</sup>, 2015

FORM C

School of Graduate Studies  
University of Toronto

4

**Approvals/Actions prior to Faculty Governance Approval:**

Graduate Curriculum Oversight Committee, UTM

**Chair/Director Name(s):**

Vice-Dean Graduate:	<b>Robert Reisz; Vice-Dean Graduate, UTM</b>
Chair/Director:	<b>Gunz, Hugh; Director, Institute for Management and Innovation</b>
Other:	<b>Kant, Shashi; Director, Master of Science in Sustainability Management</b>

**Date:** December 8, 2014

**Faculty Council Meeting Date:** Academic Affairs Committee, UTM: February 11, 2015

**Please note: Posting of this form on the GCT indicates that the Faculty Vice-Dean Graduate, or designate, has reviewed the proposal.**

For SGS use only	
GPO	
Comments	

### SGS Academic Activity (ROSI) Form

This form is to be completed by the Graduate Administrator to accompany Governance Form C\* (for new courses or changing the weight of an existing course) or Governance Form B\* (for other changes to existing courses except course renaming, de-activation or changing a course into an extended course).

**New Academic Activity Codes (ADD)**

If a new course number is required, please check to make sure that it has not been used previously. Previously-used course numbers may only be reused after the previous course has been dormant for five or more years. If a new abbreviation is required, please check that it is not already being used by another program.

**Reusing Academic Activity Codes (MODIFY)**

Previously-used course numbers may only be reused after the previous course has been dormant for five or more years.

Is this a new course or changing the weight of an existing course (Form C)?  Yes  No

Is this a change to an existing course (excl. changing its weight) (Form B)?  Yes  No

(i.e. renumbering a course, new course designator, splitting one full course into two half-courses, amalgamating two half-courses into one full course, or changing an existing course into a continuous course)

Use this column for the half-course that is created when a full course is being split.

	FIELD	ACTIVITY 1	ACTIVITY 2
<b>Maintain Academic Activity Basic Information screen (1ABA)</b>	Academic Activity Code	SSM2030H	
	Level of Instruction	G	G
	Academic Activity Type (Course or seminar?)	CRS	CRS
	Previous Acad. Activity Code (for renumbered or re-weighted courses)		
	Council Approval Date	N/A	N/A
	Target Start Session	N/A	N/A
	Transcript Print	Y	Y
	Subject Code	SSM	
<b>Maintain Academic Activity Offering Information screen (1ABD)</b>	FIELD	ACTIVITY 1	ACTIVITY 2
	Academic Activity Code	SSM2030H	
	Start Session Code	September 2015	
	End Session Code	99999	99999
	Primary Organization Code	SGS	SGS
	Secondary Organization Code (graduate unit - ROSI code)	IMI	
	Administrative Org Code (SGS division)		
	Co Secondary Org Code (Faculty – ROSI code)		
	Minimum Credit	These should be the same value. If credit is variable please consult with SGS.	
	Maximum Credit		
	Full Course Equivalent Weight (Full or half) F/H	H	
	Credit (Y/N)	Y	Y
	Section Average (Y/N)	Y	Y
	Total Hours	N/A	N/A
	Auditor Allowed (Y/N)	N	N
	Continuous course (multi-year) (Y/N)		
	Computer Requirement Code	N/A	N/A
	Min. Mark	N/A	N/A
SWS – available to students on the SWS? Y/N			
Degree Navigator	N/A	N/A	
Science Credit Y/N	N/A	N/A	

SGS division codes: Division I HUMGS; Division II SSCGS; Division III PHSGS; Division IV LFSGS

\* A complete list of graduate curriculum proposal types, appropriate forms to use and required approvals is available from the [SGS website](#).

SGS Academic Activity (ROSI) Form – 2012-13 v1

FORM C

School of Graduate Studies  
University of Toronto

**Governance Form C**

4

**Proposal Type:**

X	New Course (ROSI Form also required)
	Changing Weight of Existing Course (ROSI Form also required)
	Changing Grading Scale of Existing Course
	New Delivery Mode of Existing Course

**Faculty:**

University of Toronto Mississauga

**Name of Graduate Unit:**

Institute for Management and Innovation, University of Toronto Mississauga

**Course Title:**

Applied Sustainability Management

**Rationale:**

MScSM students are required to take six elective courses. Science concentration students have to take 4 science and 2 management courses while management concentration students have to take 4 management and 2 science courses. There are not many appropriate graduate courses available at UTM, and so most students must fulfill their elective requirement by completing courses offered at the St. George campus. This presents an additional problem as St George campus courses are only open to our UTM students when the respective Faculty/Department does not have enough internal students intending to enroll in the course. This makes it very difficult for MScSM students to find suitable electives. We plan to extend the options for elective courses by offering two directed studies courses here at UTM – Advanced Sustainability Management and Applied Sustainability Management. Both courses can be used as either a Management or Science elective, depending on the topic of study. At the time of registration, the Program Director will determine which concentration the course will apply to depending on the course content, as agreed upon by the instructor, student, and Director.

**Course Description:**

This is a directed studies course, and therefore the course content, for every offering, will be decided by the specific instructor and student. The course will be open to all areas related to sustainability management such as strategy, managerial economics, managerial accounting, marketing, organizational behavior, environmental science, ecosystem science, sustainability ethics, and sustainability policy and law. The focus in this course will be on applied topics related to any of these areas such as applications of the principles of strategic management, organizational behavior, managerial accounting, managerial economics, and marketing to design/reform/manage sustainability practices of an organization.

**Course Designator, Number and Weight:**

S	S	M	2	0	4	0	H
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**Abbreviated Course Title:**

FORM C

School of Graduate Studies  
University of Toronto

A P P S U S T A I N A B I L I T Y M A N A G E M E N T

4

**A Graduate Faculty Member has been or will be assigned to teach/coordinate this course:**

Yes

**Course Format:**

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**Regular/Modular/Continuous/Extended Course:**

Regular  Modular  Continuous  Extended

**Does this change involve a course that is required to complete a graduate program?**

NO  YES (please also submit a completed Governance Form A with revised Calendar entry)

Note: This is a new entry and not revised entry.

**Contact Hours:**

The course will be offered starting the Fall 2015 with weekly contacts of 2 hours.

**Grading Scale:**

Letter Grades  CR/NCR

**Enrolment Projection:**

10

**Prerequisites/Co-requisites/Exclusions/Enrolment Restrictions:**

This course is restricted to students in the MScSM Program.

**Similarity/Overlap:**

None

**Resources Required:**

All elements of the course will be met with existing resources  
 Additional resources will be required  
 [contact your Faculty Graduate Dean's Office, and provide a brief description below]

**Effective Session Date:**

September 1<sup>st</sup>, 2015

FORM C

School of Graduate Studies  
University of Toronto

**Approvals/Actions prior to Faculty Governance Approval:**

Graduate Curriculum Oversight Committee, UTM

4

**Chair/Director Name(s):**

Vice-Dean Graduate:	<b>Robert Reisz; Vice-Dean Graduate, UTM</b>
Chair/Director:	<b>Gunz, Hugh; Director, Institute for Management and Innovation</b>
Other:	<b>Kant, Shashi; Director, Master of Science in Sustainability Management</b>

**Date:** December 8, 2014

**Faculty Council Meeting Date:** Academic Affairs Committee, UTM: February 11, 2015

**Please note: Posting of this form on the GCT indicates that the Faculty Vice-Dean Graduate, or designate, has reviewed the proposal.**

For SGS use only	
GPO	
Comments	



### SGS Academic Activity (ROSI) Form

This form is to be completed by the Graduate Administrator to accompany Governance Form C\* (for new courses or changing the weight of an existing course) or Governance Form B\* (for other changes to existing courses except course renaming, de-activation or changing a course into an extended course).

**New Academic Activity Codes (ADD)**

If a new course number is required, please check to make sure that it has not been used previously. Previously-used course numbers may only be reused after the previous course has been dormant for five or more years. If a new abbreviation is required, please check that it is not already being used by another program.

**Reusing Academic Activity Codes (MODIFY)**

Previously-used course numbers may only be reused after the previous course has been dormant for five or more years.

Is this a new course or changing the weight of an existing course (Form C)?  Yes  No

Is this a change to an existing course (excl. changing its weight) (Form B)?  Yes  No

(i.e. renumbering a course, new course designator, splitting one full course into two half-courses, amalgamating two half-courses into one full course, or changing an existing course into a continuous course)

Use this column for the half-course that is created when a full course is being split.

	FIELD	ACTIVITY 1	ACTIVITY 2
<b>Maintain Academic Activity Basic Information screen (1ABA)</b>	Academic Activity Code	SSM2040H	
	Level of Instruction	G	G
	Academic Activity Type (Course or seminar?)	CRS	CRS
	Previous Acad. Activity Code (for renumbered or re-weighted courses)		
	Council Approval Date	N/A	N/A
	Target Start Session	N/A	N/A
	Transcript Print	Y	Y
	Subject Code	SSM	
<b>Maintain Academic Activity Offering Information screen (1ABD)</b>	FIELD	ACTIVITY 1	ACTIVITY 2
	Academic Activity Code	SSM2040H	
	Start Session Code	September 2015	
	End Session Code	99999	99999
	Primary Organization Code	SGS	SGS
	Secondary Organization Code (graduate unit - ROSI code)	IMI	
	Administrative Org Code (SGS division)		
	Co Secondary Org Code (Faculty – ROSI code)		
	Minimum Credit	These should be the same value. If credit is variable please consult with SGS.	
	Maximum Credit		
	Full Course Equivalent Weight (Full or half) F/H	H	
	Credit (Y/N)	Y	Y
	Section Average (Y/N)	Y	Y
	Total Hours	N/A	N/A
	Auditor Allowed (Y/N)	N	N
	Continuous course (multi-year) (Y/N)		
	Computer Requirement Code	N/A	N/A
	Min. Mark	N/A	N/A
SWS – available to students on the SWS? Y/N			
Degree Navigator	N/A	N/A	
Science Credit Y/N	N/A	N/A	

SGS division codes: Division I HUMGS; Division II SSCGS; Division III PHSGS; Division IV LFSGS

\* A complete list of graduate curriculum proposal types, appropriate forms to use and required approvals is available from the [SGS website](#).

SGS Academic Activity (ROSI) Form – 2012-13 v1

**UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL  
REPORT NUMBER 9 OF THE ACADEMIC AFFAIRS COMMITTEE**

**JANUARY 7, 2015**

To the Campus Council,  
University of Toronto Mississauga

Your Committee reports that it held a meeting on January 7, 2015 at 4:10 p.m. in the Council Chambers, William G. Davis Building, at which the following were present:

Ms Judith Poë, Chair  
Professor Angela Lange, Vice-Chair  
Professor Deep Saini, Vice-President & Principal  
Professor Amy Mullin, Vice-Principal Academic and Dean  
Professor Bryan Stewart, Vice-Principal, Research  
Dr. Kelly Akers  
Ms Farishta Amanullah  
Professor Tracey Bowen  
Professor Craig Chambers  
Ms Diane Crocker, Registrar and Director of Enrolment Management  
Ms Sara da Silva  
Professor Charles Elkabas  
Ms Jessica Eylon  
Ms Paula Hannaford  
Professor Kelly Hannah-Moffat, Vice-Dean, Graduate  
Ms Shelley Hawrychuk  
Dr. Stuart Kamenetsky  
Professor Anna Korteweg  
Ms Genevieve Lawen  
Professor Heather Miller  
Professor Kent Moore  
Ms Stacey Paiva  
Professor Brian Price  
Dr. Christoph Richter  
Professor Todd Sanders  
Ms Laura Sedra  
Dr. Joan Simalchik  
Professor Alison Syme  
Professor Sasa Stefanovic  
Mr. Ian Whyte, Chief Librarian  
Dr. Kathleen Wong

**Non-Voting Assessors:**

Ms Yen Du, Program and Curriculum Officer  
Prof. Ulli Krull, Vice-Principal, Special Initiatives  
Mr. Mark Overton, Dean, Student Affairs

**Regrets:**

Professor Ron Buliung  
Professor Philip Clark  
Dr. Louis Florence  
Mr. Kevin Golding  
Professor Claudiu Gradinaru  
Dr. Monika Havelka  
Dr. Nathan Innocente  
Professor Yael Karshon  
Professor Bernard Katz  
Mr. Sheldon Leiba  
Ms Alice Li  
Professor Peter Loewen  
Ms Maaham Malik  
Ms Mariam Munawar  
Professor Emmanuel Nikiema  
Professor Todd Sanders  
Professor Ed Schatz  
Ms Grayce Slobodian  
Professor Sasa Stefanovic  
Professor Holger Syme  
Professor David Francis Taylor  
Mr. Kumar Thapliyal  
Professor Mihkel Tombak  
Professor Anthony Wensley  
Professor Rebecca Wittman  
Professor Xiaodong Zhu  
Dr. Daniel Zingaro

**In Attendance:**

Professor Len Brooks, Director, MMPA

**Secretariat:**

Ms Cindy Ferencz Hammond, Director of Governance, Assistant Secretary of the Governing Council

Ms Mariam Ali, Committee Secretary

Mr. Patrick McNeill, Acting Assistant Secretary of the Governing Council

**1. Chair's Remarks**

The Chair welcomed members to the first meeting of the New Year. She advised members that the nomination period would close on January 13, 2015 and asked members to encourage those interested in governance to contact the Deputy Returning Officer, Ms Cindy Ferencz-Hammond for more information. She also noted nomination forms were available on the Office of the Campus Council website.

**2. First Year Academic and Transition Support: Presentation by Ms Jackie Goodman, First-Year Transition and Academic Support Coordinator, Office of the Dean**

The Chair advised members that Mr. Andrew Petersen was unavailable to participate in the planned presentation, however, Ms. Jackie Goodman would discuss the topic of first year academic and transition support in its entirety<sup>1</sup>. Ms Goodman advised members of the many benefits of academic transition to students and to the University, especially when students participate in these programs within the first six weeks of their academic career. Transitional programming was a shared priority of the university and was provided by multiple units, which included Student Life, Residence, Office of the Registrar, International Education Centre, Robert Gillespie Academic Skills Centre, Office of the Dean and the Accessibility Resource Centre. Ms. Goodman provided examples of current academic transition initiatives offered through the utmONE program. She spoke about Facilitated Study Groups (FSGs), which were optional peer-led sessions associated with a significant number of 1<sup>st</sup> year and some 2<sup>nd</sup> year courses, particularly gateway courses. Ms. Goodman noted that the program was originally funded and continued to operate after the loss of funding.. Despite this, the participation levels have now caught up to the level achieved during funded support, demonstrating the strength of the program.

Ms. Goodman advised members of future projects, such as the *Early Alert Initiative* which would identify students who required additional support to succeed academically within the first 4 weeks of the term. A pilot was being run during the winter semester. In addition, Promoting Academic Skills for Success (PASS) would provide structured support for time management and academic skills to students who were to be identified by the *Early Alert Initiative*. Professor Mullin added that faculty members would decide the criteria upon which a student would be identified for the *Early Alert Initiative* program.

Ms. Goodman informed members that the outcome of a working group on transition support was a proposed Office of Student Transition which would centralize and coordinate transition efforts across campus. Professor Mullin noted that central funding had been requested for this initiative. Ms. Goodman also listed the many ways in which faculty could become involved in transition support.

In response to a member's question, Ms. Goodman noted that the *Early Alert Initiative* would be available to students in first year courses during the pilot, however was expected to be available for all courses in Fall 2015. A member spoke of her concern regarding students who were not doing poorly academically,

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<sup>1</sup> A copy of the presentation is attached as Attachment A.

but were not in the right program. Professor Mullin responded that the instructors were able to identify this activity based on parameters which had been set by them. Ms Diane Crocker, Registrar, added that the Office of the Registrar identified and called approximately 700 students this fall who were enrolled in courses outside of their subject area, a regular exercise undertaken by that Office. In response to a member's question Ms. Goodman responded that the Early Alert program did not have mandatory enrolment for faculty members.

### **3. Reviews of Academic Programs and Units: Professor Amy Mullin, Vice Principal, Academic & Dean**

The Chair noted that the Committee would receive for information and discussion, reviews of academic programs and units consistent with the University of Toronto Quality Assurance process. The reviews are also forwarded to the Committee on Academic Policy and Programs (AP&P) for consideration. The Chair invited Professor Mullin, Vice-Principal Academic & Dean to present the annual report on external reviews of departments and programs for the year 2013-14<sup>2</sup>. Professor Mullin informed Committee members that external reviews occurred at intervals of no more than 8 years and were supervised by the provincial Quality Council which was responsible for the auditing process. The role of the reviewers was to determine the quality of the program or department and make recommendations for areas of opportunity for improvement.

For 2013-14, the Department of Sociology and the Department of Economics were reviewed. Professor Mullin highlighted the positive elements of the Department of Sociology review, which included energetic faculty who had impressive research profiles, deep faculty commitment to educational experience, a comprehensive curriculum and positive student experiences. The areas of opportunity included the following: development of a hiring plan that balanced undergraduate program needs with tri-campus graduate priorities, reduction of course material overlap, enhancement of the program's location at UTM as a locus for faculty and graduate students, and ensuring program quality remained high as enrolments grow. In response, a curriculum review initiative was implemented to reduce overlap, a dedicated space for graduate students will be added in 2017, and further increases in faculty complement were planned in order to facilitate an increased number of courses and spaces in courses.

Professor Mullin then highlighted the positive elements of the Department of Economics review, which included the following: high quality of educational experiences through the programs, breadth of field and specialized courses, talented faculty researchers who linked research to student learning and innovative teaching techniques and program design developed by dedicated faculty. The identified opportunities for enhancement were to increase faculty cohesion and identity with the UTM undergraduate program, monitor first year student performance in quantitative courses, a strengthened student experience across programs and to track student performance, time to completion and post-graduation pathways. In response, the Department would explore appropriate mathematics requirements for each program, increase cohesion of curriculum and program delivery in upper years, continue to encourage faculty participation in ROP and provide increased research experiences for students and would explore means of enhanced faculty student interaction outside the classroom. Professor Mullin provided examples of events for increased interaction, such as Student awards night and events where faculty would present research to students. The Chair and Professor Mullin noted the importance of external reviews and provided examples of their positive impact.

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<sup>2</sup> A copy of the presentation is attached as Attachment B.

A member commented on the high percentage of students who did not graduate from their program. Professor Mullin explained the use of certain programs as place holders by students who were enrolled in a subject post, but were not taking those courses. She noted that the Office of the Registrar was currently developing ways in which to improve data collection on this matter. Professor Mullin also commented that many students did not finish within 4 years and this could often be attributed to a change in programs, and was also often the case for regulated programs that had lower tuition fees versus deregulated programs.

#### **4. New Courses in the Masters of Management & Professional Accounting (MMPA) Program**

The Chair reminded members that major and minor modifications to existing degree programs were considered for approval by this Committee. The Chair invited Professor Len Brooks, Director, MMPA to present the item. Professor Brooks advised members that the MMPA Program is a lock-step program in which courses must be taken in a defined order and in which courses are offered only once per year. Consequently, if a course was missed, students must complete this missed requirement in one of three ways: 1) wait a year for the next offering of the course; 2) take a similar graduate-level course in another UofT Department or at another University; or 3) complete an approved undergraduate course in addition to a graduate-level research project (appropriate to the expectations for the level of course missed). This proposal for two new courses (MGT1117H Reading & Research Course I and MGT2117H Reading & Research Course II) would formalize this third option and allow students to make-up for a missed or failed course requirement in a timelier manner and without having to extend the time of their studies. These two courses will provide students in both program years the opportunity to attain knowledge similar to that from the missed course while keeping them within their program cohort. The MMPA Program currently offers a number of courses in this format and for this purpose such as MGT1113H Accounting II and MGT2252H Financial Reporting 2. Professor Brooks informed members that the course objective was to ensure graduate students had attained knowledge of the subject area similar to the missed course and a minimum grade of 70 percent must be earned. He noted that both course proposals were approved by the Institute for Management and Innovation (IMI) Curriculum Committee as well as the Graduate Curriculum Oversight Committee.

On motion duly made, seconded and carried,

YOUR COMMITTEE APPROVED,

THAT the new courses proposed by the Masters of Management & Professional Accounting (MMPA) program, offered by the Institute for Management and Innovation (IMI), recommended by the Vice-Principal Academic & Dean, Professor Amy Mullin, and described in the proposals dated December 1, 2014, be approved, effective on the date specified for each course in each proposal.

#### **5. Other Business**

There was no other business brought forward.

#### **6. Report of the Previous Meeting: Report 8 – November 10, 2014**

On motion duly made, seconded and carried,

YOUR COMMITTEE APPROVED,

That Item 6, Report of the Previous Meeting, be approved.

## **7. Business Arising from the Report of the Previous Meeting**

### **a. Experiential Education Notation (EXP) Guidelines**

The Chair reminded members that at the previous meeting it was noted that the Dean would share with the Committee for information some guidelines on Experiential Learning and that members had been invited to contact the Dean's office to provide input on this topic. Professor Mullin noted that experiential learning had been identified as a key priority by the UTM community in academic planning, as well as by President Gertler. Experiential learning goes beyond paid co-op positions undertaken by Business or Management students. The courses which meet the criteria would be identified in the Calendar with an EXP designation. Professor Mullin provided examples of the different forms of experiential learning which could take place and pointed members to the Experiential Learning Guidelines document that was included with the agenda materials for today's meeting.

## **8. Assessors' Report**

Professor Mullin noted that a future meeting of the AAC would see an item regarding the academic assessment of students at the end of every academic session with the exception of the first term of the first year, as discussed at the previous meeting. She noted that the proposal is currently under review. She encouraged members to continue to get in touch with her if they had any early input on this topic. Professor Mullin also advised members, specifically faculty, of timelines regarding submission of new program proposals, indicating a proposal for a new major would be implemented at its earliest in 2017. She emphasized the importance of an initial consultation with the Office of the Dean and noted that new program proposals required a much longer period of time to create than new streams or new minors. Professor Mullin encouraged members interested in establishing a new major to contact Ms Yen Du, Program and Curriculum Officer, Office of the Dean.

Professor Bryan Stewart, Vice-Principal, Research, provided an update to members on UofT's involvement with the Canada First Research Excellence Fund (CFREF). Subsequent to the announcement of the Fund, the tri-campus research offices collaborated to gather ideas on large scale projects. Shortly thereafter, the government announced that only one proposal per university was to be submitted. In response, the Vice-Principal, Research and Innovation Office created a collection of proposals, which would be deliberated on this week, after which one proposal would be chosen for submission. Professor Stewart noted that he and his UTSC counterpart had worked closely on a proposal called, *Healthy People, Healthy Communities* that encompassed many different departments and community organizations. He informed members that the formal call for submissions would be announced by the federal government shortly. Professor Saini commented on the high quality of proposals that had been submitted to the senior administration thus far, which had re-energized the University's leadership who would continue to build momentum around these proposals should they not receive funding from the CFREF specifically.

## **9. Date of Next Meeting – Wednesday, February 11, 2015, 4:10 p.m.**



The meeting adjourned at 5:24 p.m.

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Secretary  
January 12, 2015

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Chair