UNIVERSITY OF TORONTO MISSISSAUGA

UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL
REPORT NUMBER 1 OF THE ACADEMIC AFFAIRS COMMITTEE

SEPTEMBER 11, 2013

To the Campus Council,
University of Toronto Mississauga

Your Committee reports that it held a meeting on September 11, 2013 at 4:10 p.m. in the Council Chambers, William G. Davis Building, at which the following were present:

Ms Judith Poë, Chair
Professor Shay Fuchs, 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 Laasya Annadevara
Mr. Hamza Ansari
Ms Melissa Berger
Professor Andreas Bendlin
Professor Tracey Bowen
Ms Diane Crocker, Registrar, UTM
Professor Jill Caskey
Professor Craig Chambers
Professor Philip Clark
Ms Sara da Silva
Professor Amrita Daniere, Vice-Dean, Graduate, UTM
Dr. Louis Florence
Mr. Simon Gilmartin
Ms Shelley Hawrychuk
Dr. Stuart Kamenetsky
Professor Yael Karshon
Professor Bernard Katz
Ms Pam King
Mr. Sheldon Leiba
Mr. Leonard Lyn
Professor Heather Miller
Ms Sue McGlashan
Professor Kent Moore
Professor Esteban Parra
Professor Kathy Pichora-Fuller
Dr. Christoph Richter
Professor Alison Syme
Professor Anthony Wensley
Dr. Maria Wesslen
Mr. Ian Whyte, UTM Chief Librarian
Dr. Kathleen Wong
Ms Edith Vig

Regrets:
Professor Varouj Aivazian
Professor Shyon Baumann
Professor Tenley Conway
Professor Charles Elkabas
Ms Sarah Elborno
Ms Sobia Khan
Dr. Mark Lippincott
Professor Peter Loewen
Professor Peter Macdonald
Professor Emmanuel Nikiema
Mr. Michael Paulin
Mr. Masood Samin
Professor Erik Schneiderhan
Professor Holger Syme
Professor Sasa Stefanovic
Professor David Francis Taylor
Professor Mihkel Tombak
Professor Shafique Virani
Professor Kathi Wilson

Non-Voting Assessors:
Prof. Ulli Krull, Vice-President, Special Initiatives
Mr. Mark Overton, Dean of Student Affairs

In Attendance:
Dr. Leigh Revers, Associate Director, Masters of Biotechnology

Secretariat:
Ms. Cindy Ferencz Hammond, Director of Governance
Ms. Mariam Ali, Committee Secretary

1. Chair's Remarks

The Chair welcomed new members to the inaugural meeting of the Academic Affairs Committee for 2013-14. The Chair introduced Professor Shay Fuchs, Vice-Chair of the Committee; Professor Saini, Vice-President and Principal, and the Committee's administrative assessors, Professors Amy Mullin, Vice-Principal Academic and Dean and Bryan Stewart, Vice-Principal Research. Also introduced were the Committee's non-voting assessors: Professor Ulli Krull, Vice-Principal Special Initiatives and Mr. Mark Overton, Dean of Student Affairs, and the secretariat, Ms. Cindy Ferencz Hammond and Ms. Mariam Ali.

2. Orientation

The Chair and Mr. Louis Charpentier, Secretary of the Governing Council gave an Orientation presentation, which included the following key points[1]:

- The essential role of governance was to provide guidance on the University's long-term strategic directions and to provide active oversight of the University's management;
- Good governance principles began with appropriate disclosure, transparency and clear lines of accountability between governance and administration;
- Governance responsibilities were conducted through a set of committees with clear accountability and delegated authority for advice, oversight and/or approval;
- While each member might be informed by concerns of his or her individual constituency, the expectation was that members would act in the best interests of the institution as a whole.
- Members should commit to participate actively in meetings and attend at least 75% of all meetings;
- Governance was a receiver of proposals and reports from administration and the primary functions of governance were to approve, provide oversight or advice on proposals;

The presentation included a visual representation of the governance path for an academic program major modification, new undergraduate program and new graduate program.

Mr. Charpentier drew members' attention to the handout, *Quick Reference Guide to the Use of Cover Sheets*[2]. He explained that covers sheets were designed to enhance the focus of members on the major elements of proposals and that they were a valuable tool in providing guidance with respect to the responsibilities of the relevant governance body for each item of business.

The Chair gave an overview of the agenda planning process. The responsibility of an Agenda planning group was to ascertain whether the documentation presented for an item provided an appropriate amount of information about the proposal in order for the body to consider the matter in a well-informed manner. This group also determined whether the matter has followed the appropriate administrative processes and whether the proposal complied with university policies. Agenda planning groups included the Chair, the

[1] A copy of the Orientation Presentation is attached as Attachment A.
[2] A copy of the *Quick Reference Guide to the Use of Cover Sheets* is attached as Attachment B

Vice-Chair and the administrative assessors, and others as deemed appropriate, with support from the secretariat.

The Chair invited Professor Amy Mullin, Vice-Principal Academic & Dean and Bryan Stewart, Vice-Principal Research to present an overview of the Campus and their respective roles as administrative assessors. Professor Mullin also invited Professor Krull, Vice-Principal Special Initiatives to provide an overview of his portfolio. The presentation gave an outline of senior administrative structures at UTM and administrative assessor priorities for the 2013-14 academic year.[3]

3. Calendar of Business, 2013-14*

The Chair referred members to their agenda packages for the Calendar of Business, and advised that the document would be updated online every Friday.

4. Academic Appeals Subcommittee Establishment

The Chair informed members that the Committee was responsible for the establishment of subcommittees to deal with matters within its purview, including academic appeals. The proposed Terms of Reference for the Academic Appeals Subcommittee were included in the agenda package.

Under UTM's previous governance structure, an Academic Appeals Board (AAB) reported to the Academic Affairs Committee of Erindale College Council. It was proposed that a similar structure and Terms of Reference of the AAB be adopted for the Academic Appeals Subcommittee (AAS), which would be established as part of the new UTM governance structure. Proposed changes to the Terms of Reference had been made to allow for greater consistency with that of the Governing Council's Academic Appeals Committee and to clarify the composition of the Subcommittee.

Dr. Stuart Kamenetsky, Chair of the Academic Appeals Board for 2011-12 to 2012-13, spoke to the importance of the appeals committee as it allowed students to appeal the decisions of the Committee on Standing (COS), in person. He noted that members of the Appeals Board had been very committed to their service on that body and that they looked forward to the subcommittee's establishment so that it could meet and consider upcoming appeals in a timely fashion.

In response to a member's question, Dr. Kamenetsky conveyed that student members were appointed on the recommendation of the Chair and that the proposal for student representation had not changed from that of the Academic Appeals Board.

On motion duly made, seconded and carried,

YOUR COMMITTEE APPROVED

a) THAT the Academic Affairs Committee (AAC) establish an Academic Appeals Subcommittee with delegated authority from the AAC and reporting to the AAC, effective immediately; and

b) THAT the attached Terms of Reference of the Academic Appeals Subcommittee, be approved.

5. Institute of Communication, Culture and Information Technology Name Change

[3] A copy of the Assessor Presentation and the Assessor Handout is attached as Attachment C and D respectively.

The Chair informed members that the Committee was responsible for name changes in academic divisions and that recommendations for name changes were considered by the Academic Board and confirmed by the Executive Committee.

Professor Mullin advised members that the proposal was to change the name of the existing Institute of Communication, Culture and Information Technology (ICCIT), which was an Extra-Departmental Unit: A (EDU:A), to the Institute of Communication, Culture, Information and Technology. She explained that when the CCIT program was introduced in 2002, the term Information Technology had a broader definition but that over the years "Information Technology" had come largely to mean Computer Science or Computer Science-related fields. The Institute for Communication, Culture, Information and Technology was a more appropriate descriptor of the focus and strengths of the Institute.

Professor Anthony Wensley, Director, Institute of Communication, Culture, Information and Technology, added that the current name created expectations with employers in regard to students' understanding of computer science. The change was also being proposed in response to recommendations by alumni and current students, and would signal the increased linkages between and among the different Faculties.

On motion duly made, seconded and carried,

YOUR COMMITTEE RECOMMENDS,

> THAT the name of the *Institute of Communication, Culture and Information Technology* be changed to the *Institute of Communication, Culture, Information **and** Technology*.

6. Master of Biotechnology new course and updating of admission requirements in the School of Graduate Studies Calendar

The Chair informed members that the Committee was responsible for major and minor modifications to existing programs. The Chair asked Professor Amrita Daniere, Vice-Dean Graduate to present the item. Professor Daniere advised that a new course was being proposed as part of the Masters of Biotechnology (MBiotech) program, BTC1860H Generations of Advanced Medicine: Biologics in Therapy (GAMBiT), and that the admission requirements in the School of Graduate Studies Calendar would be updated.

The Chair invited Dr. Leigh Revers, Associate Director, Masters of Biotechnology program to speak to the item. Dr. Revers advised members that he had joined the MBiotech program to share industry practice with academia and to assist in the development of the program to make courses more relevant to advances in the pharmaceutical field. He believed that the addition of the new course would be an exciting opportunity for University of Toronto.

Matters raised during the Committee's discussion included the following:

- Whether the proposed language was sufficiently specific about admission requirements;
- The importance of consistency with the terminology for such requirements used in the School of Graduate Studies (SGS) Calendar;
- That there were no resource implications because an elective course was being replaced by the new course at no additional cost;
- That no additional resources from the library would be required as the new course focused on publications from the last four years.

On motion duly made, seconded and carried,

YOUR COMMITTEE APPROVED

a) THAT the new MBiotech course, *Generations of Advanced Medicine: Biologics in Therapy (GAMBiT)* (BTC1860H), offered by the Institute for Management and Innovation (IMI), as described in the attached proposal be approved, effective immediately; and

On the advice of the Chair and following editorial suggestions by members, the second part of the motion related to minimum admission requirements was referred back to the administrative assessor for further consultation with both the MBiotech program and SGS. It was agreed that it would be resubmitted for the Committee's consideration at a later date.

CONSENT AGENDA

The Chair explained to members that certain routine items were placed on a "consent" agenda in order to allow greater time for the Board to focus its discussion on more substantive matters. Unless questions or requests to place any of the consent items on the regular agenda were submitted to the Secretary 24 hours before a meeting, the items would normally be handled without presentation or discussion.

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the consent agenda be adopted and the item be approved.

7. Master of Biotechnology Course Name Change

YOUR COMMITTEE APPROVED

a) THAT a change in the MBiotech course name from *Biotechnology & Corporations* (BTC1810H) to *Biotechnology & Ventures*, as described in the attached proposal be approved, effective immediately.

8. Date of Next Meeting – Wednesday, November 13, 2013, 4:10 p.m.

The Chair reminded members that the next meeting of the Committee was scheduled for Wednesday, November 13, 2013 at 4:10 p.m. in the Council Chamber, William G. Davis Building.

9. Other Business

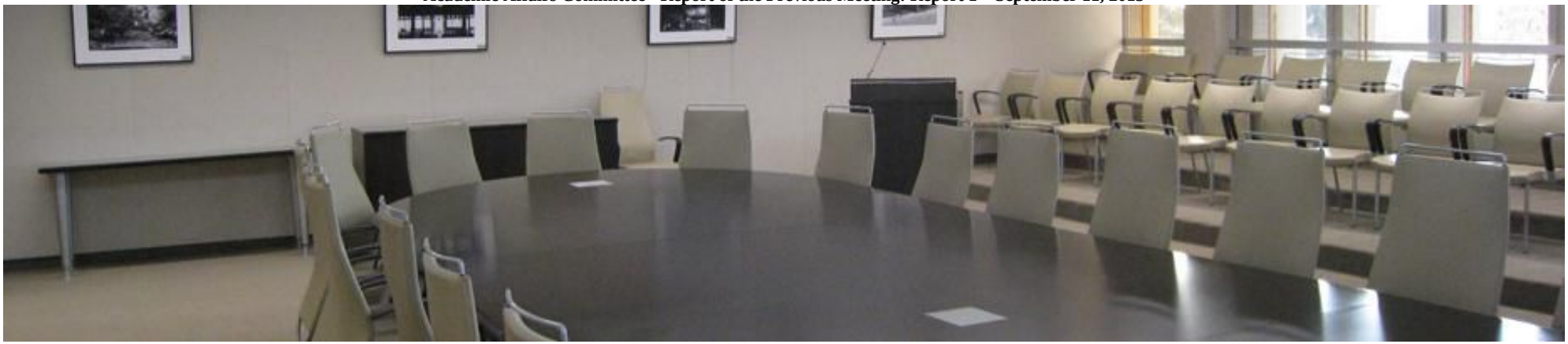
Professor Saini noted that the first meeting of the new AAC represented a moment of historical significance and a special moment in the evolution of UTM. He thanked the large number of individuals involved in the planning and implementation of the new governance model. He also thanked all members of the Academic Affairs Committee for being engaged in UTM's governance processes.

The Chair invited all members and guests to remain for a celebratory reception immediately following the meeting to mark the occasion of the inaugural AAC meeting.

The meeting adjourned at 6:00 p.m.

_____ _____

Secretary Chair
September 16, 2013



University of Toronto Mississauga Academic Affairs Committee Orientation

September 11, 2013

UNIVERSITY OF TORONTO MISSISSAUGA

OFFICE OF THE CAMPUS COUNCIL

Burning Question ??

UNIVERSITY OF TORONTO MISSISSAUGA

OFFICE OF THE CAMPUS COUNCIL

The Origin of the Campus Council and its Standing Committees

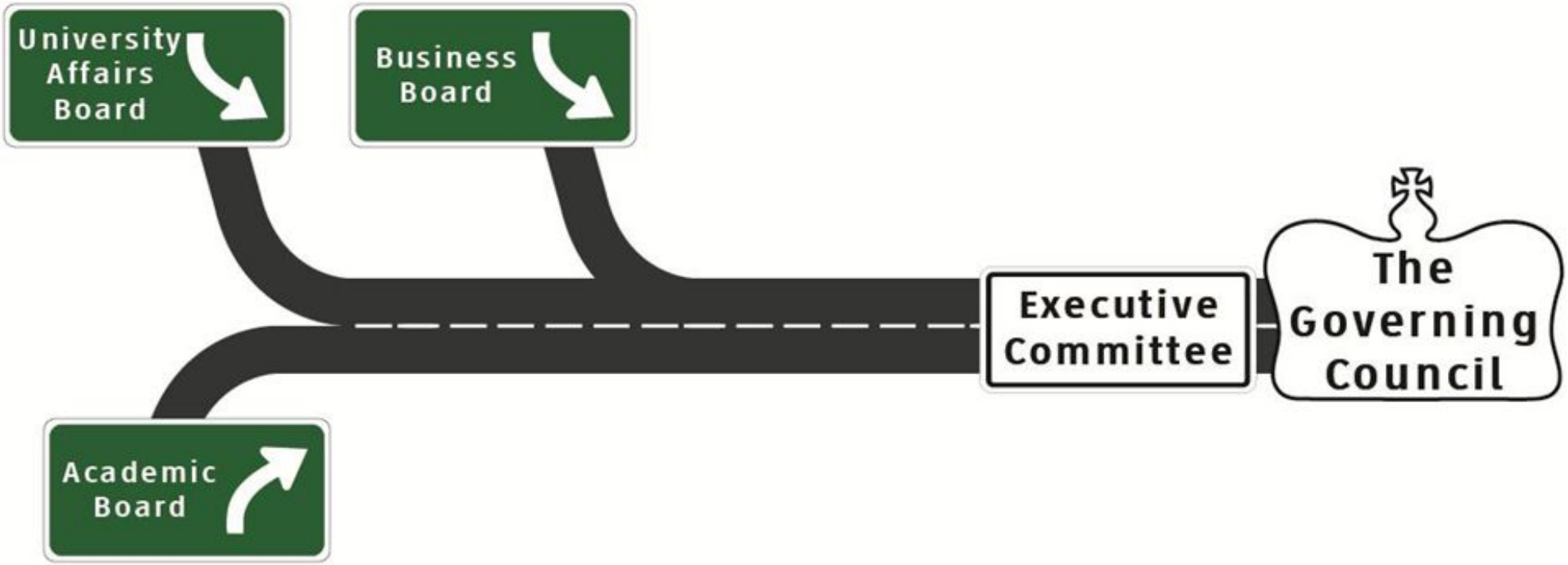
- Task Force on Governance, Phase One:
  - Representation of the five key estates should be preserved.
  - Essential role of governance is to provide guidance on long-term strategic directions and to provide oversight of management, not to duplicate that of the administration.
  - Governance must address the complexity of decision-making and improve governance oversight of all three campuses.

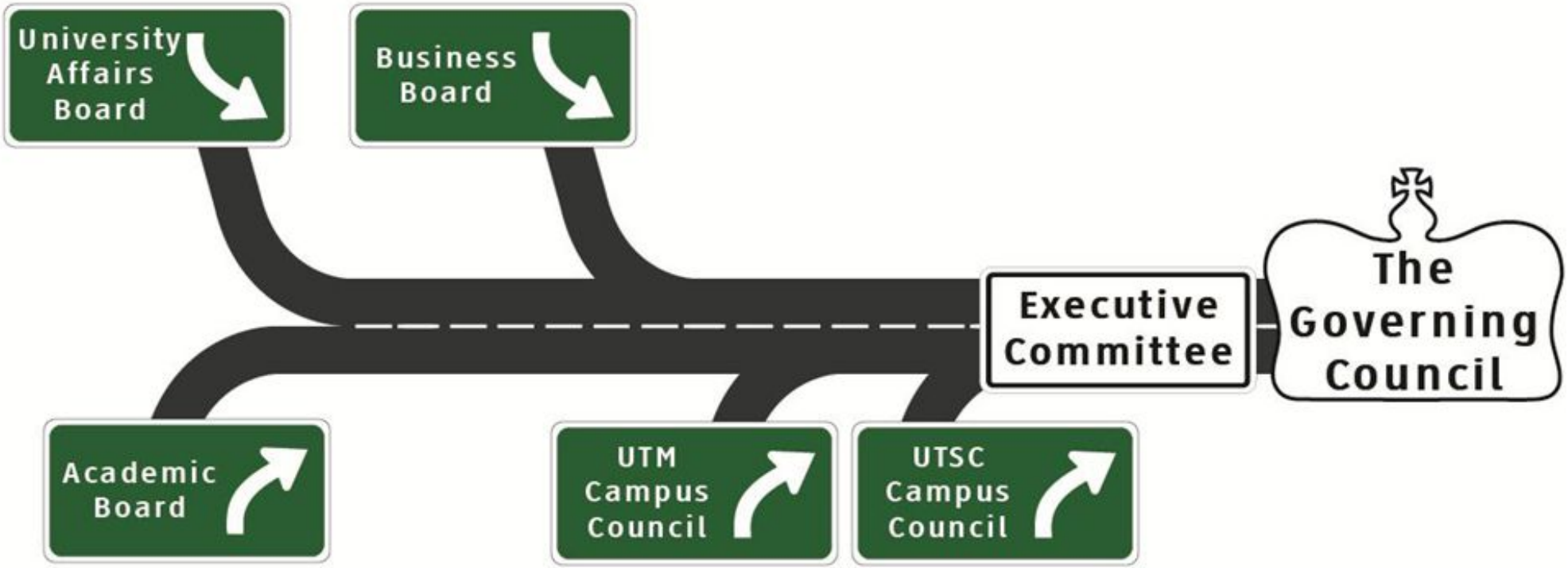
The Origin of the Campus Council and its Standing Committees

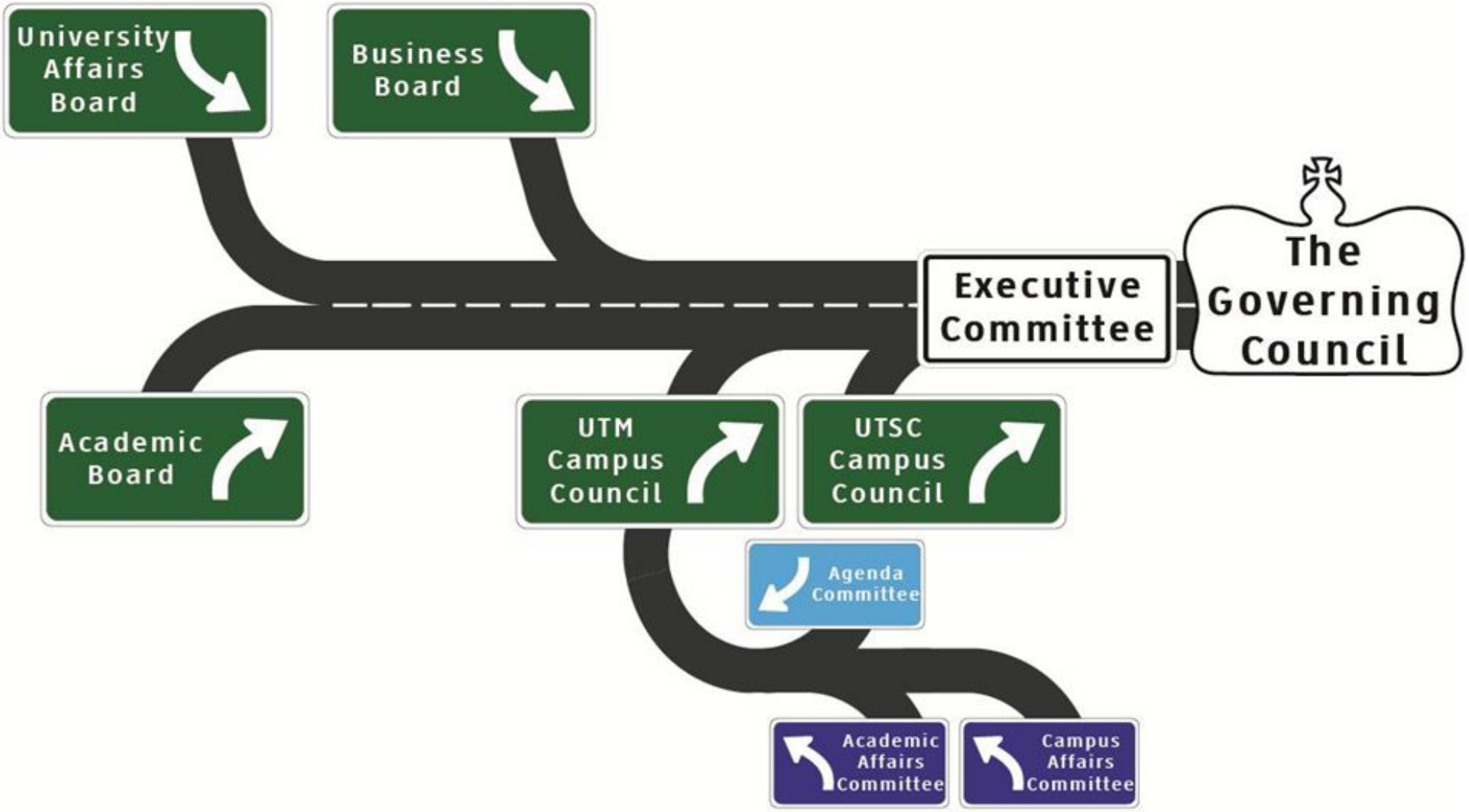
- Task Force on Governance, Phase Two
  - Recommended the establishment of campus affairs committees for each of the three campuses to focus on campus, staff and student life matters specific to those campuses.
- Working Group on Tri-Campus Matters
  - Processes developed for the UTM and UTSC campuses should be expected to enhance campus-based decision-making and ensure accountability.

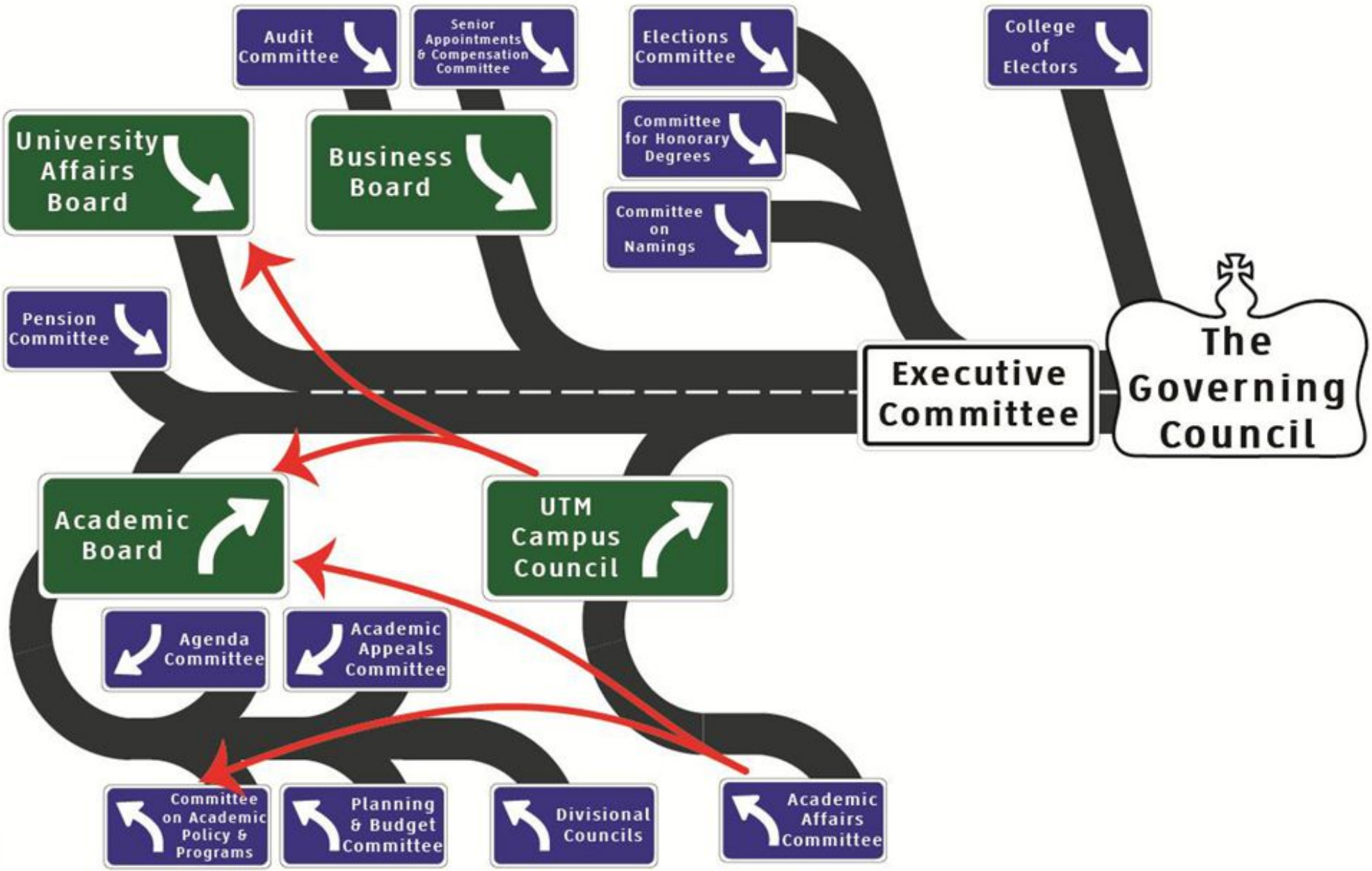
The Origin of the Campus Council and its Standing Committees

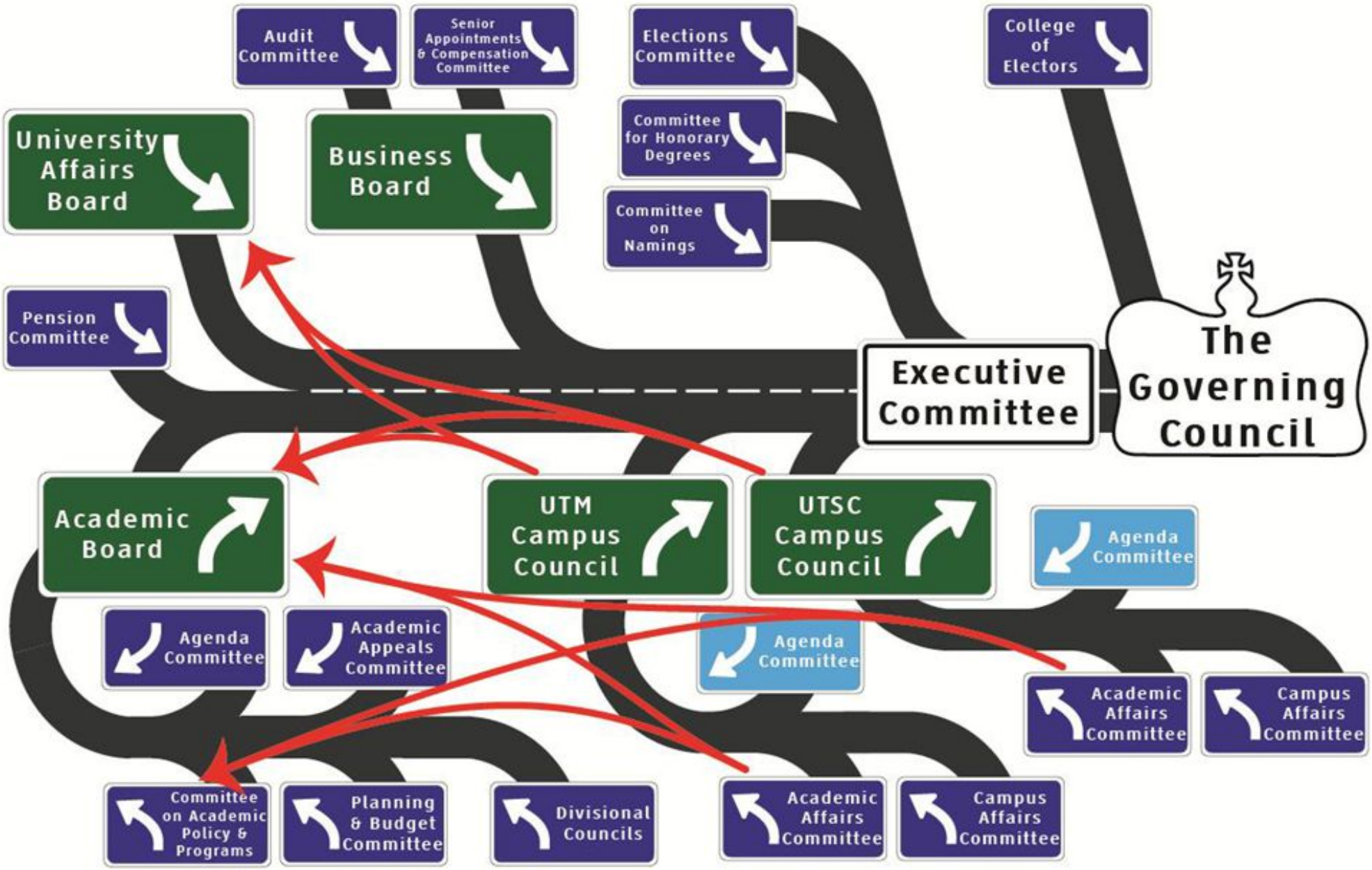
- Campus Councils: comparable to the Boards of Governing Council and comprise representatives of the five estates.
- Academic Affairs Committees: relatively large reflecting the structure of Academic Board.
- Campus Affairs Committees: include a majority of members from the internal community.
- Agenda Committees: have agenda setting role and delegated responsibilities.


University Affairs Board
Business Board
Academic Board
Executive Committee
The Governing Council


University Affairs Board
Business Board
Executive Committee
The Governing Council
Academic Board
UTM Campus Council
UTSC Campus Council


University Affairs Board
Business Board
Executive Committee
The Governing Council
Academic Board
UTM Campus Council
UTSC Campus Council
Agenda Committee
Academic Affairs Committee
Campus Affairs Committee


Audit Committee
Senior Appointments & Compensation Committee
Elections Committee
College of Electors
University Affairs Board
Business Board
Committee for Honorary Degrees
Committee on Namings
Pension Committee
Executive Committee
The Governing Council
Academic Board
UTM Campus Council
Agenda Committee
Academic Appeals Committee
Committee on Academic Policy & Programs
Planning & Budget Committee
Divisional Councils
Academic Affairs Committee



UNIVERSITY OF TORONTO MISSISSAUGA

OFFICE OF THE CAMPUS COUNCIL

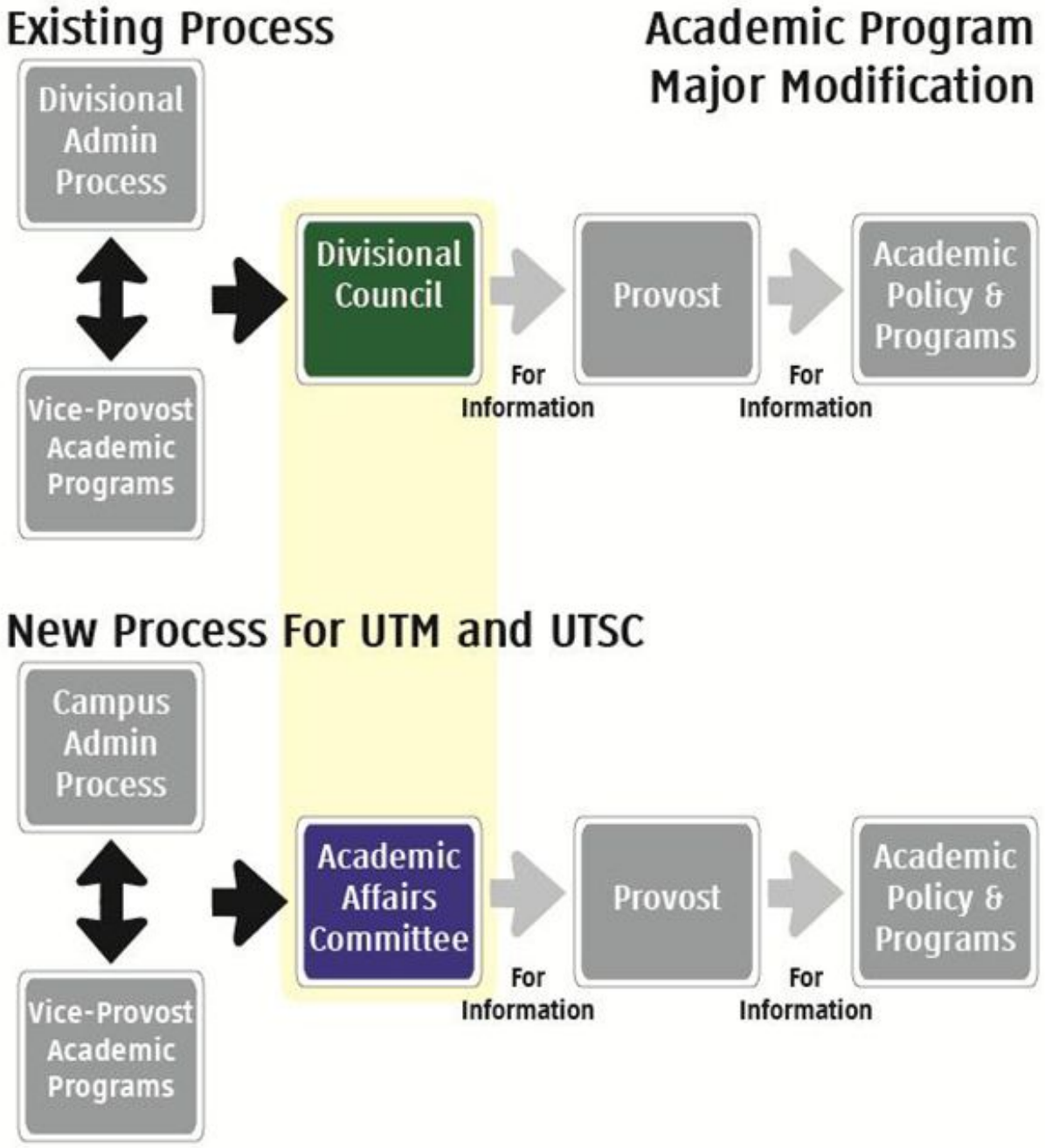
What are the Terms of Reference of the AAC?

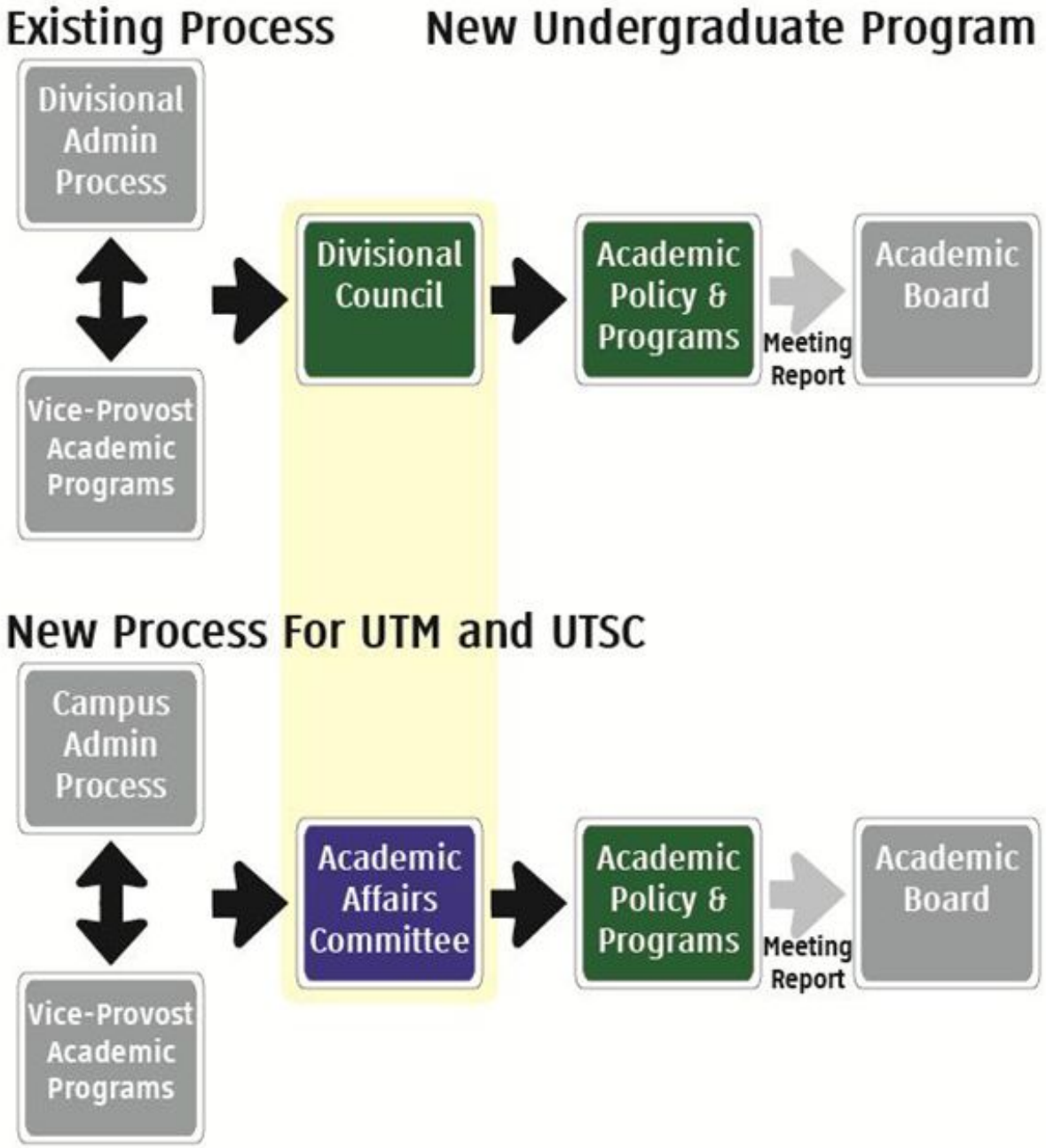
- Consider all matters affecting the teaching, learning and research functions of the Campus.
- Recommend for approval, to the appropriate body of the Governing Council, new and revised academic programs, policies and practices.

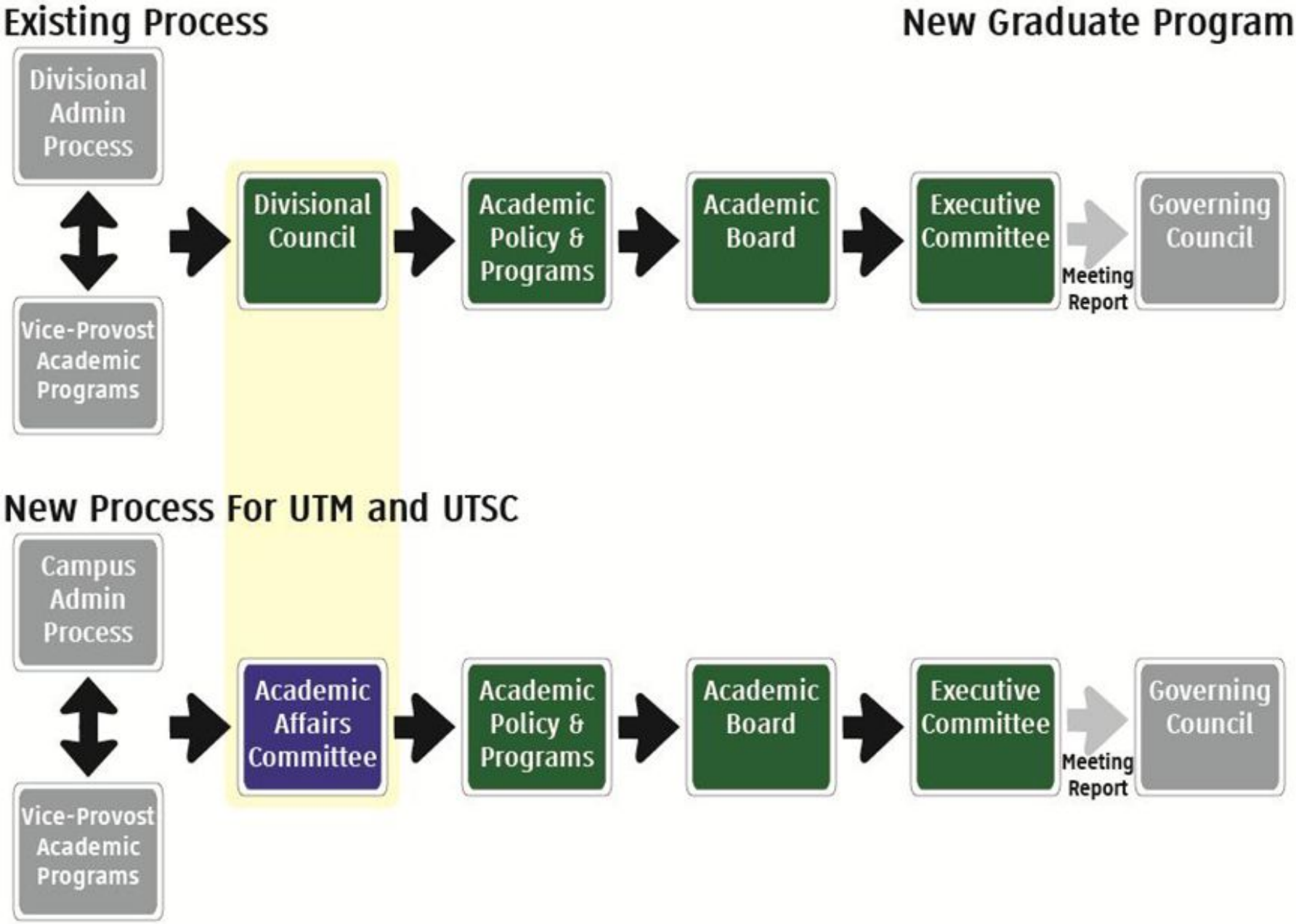
What is the Committee's Role in Relation to Other Governing Council Bodies?

- Committee is an entry point to governance.

- Other bodies to which recommendations are made expect this body to engage in the fullest and most detailed discussion and debate before items move on.


Existing Process
Academic Program Major Modification
Divisional Admin Process
Vice-Provost Academic Programs
Divisional Council
For Information
Provost
For Information
Academic Policy & Programs
New Process For UTM and UTSC
Campus Admin Process
Vice-Provost Academic Programs
Academic Affairs Committee
For Information
Provost
For Information
Academic Policy & Programs


Existing Process
New Undergraduate Program
Divisional Admin Process
Vice-Provost Academic Programs
Divisional Council
Academic Policy & Programs
Meeting Report
Academic Board
New Process For UTM and UTSC
Campus Admin Process
Vice-Provost Academic Programs
Academic Affairs Committee
Academic Policy & Programs
Meeting Report
Academic Board


Existing Process
New Graduate Program
Divisional Admin Process
Vice-Provost Academic Programs
Divisional Council
Academic Policy & Programs
Academic Board
Executive Committee
Meeting Report
Governing Council
New Process For UTM and UTSC
Campus Admin Process
Vice-Provost Academic Programs
Academic Affairs Committee
Academic Policy & Programs
Academic Board
Executive Committee
Meeting Report
Governing Council

How is Business Brought to the AAC?

- "Assessors" bring forward proposals from the administration for consideration. They also provide reports for information.
- The roles of the assessors to this committee reflect the terms of reference.

How is the AAC Agenda Set?

- Agenda planning is the “hand-off” from the administration to governance.

- Setting the agenda is the responsibility of the Chair who is advised by the Vice-Chair, the assessors and others as is deemed appropriate.

What is a Consent Agenda?

- Items for which it is anticipated that there will be little or no discussion or debate because they are more routine or transactional are put on the Consent Agenda.
- Any member may request to have an item removed from the Consent Agenda and placed on the regular Agenda by contacting the secretary in advance of the meeting.

What is the Distinction between Administration and Governance?

- Administration manages the University.
- Governance is a receiver of proposals and reports from the administration.
- Governance provides oversight of administrative initiatives
  - Approve (possibly, albeit rarely, with amendment)
  - Reject
  - Refer Back
- Function of governance is to sustain and advance the University's mission.

What are the Responsibilities of AAC Members?

- Principles and Expectations
  - Represent the perspective of your constituency in debate but, in the end, act in the best interests of the institution as a whole.
  - Read meeting documentation in advance to facilitate informed participation. Read beyond the Cover Sheets.
  - When possible alert assessors to substantive questions to be asked at the meeting.
  - Act ethically and in good faith; declare all conflicts of interest.

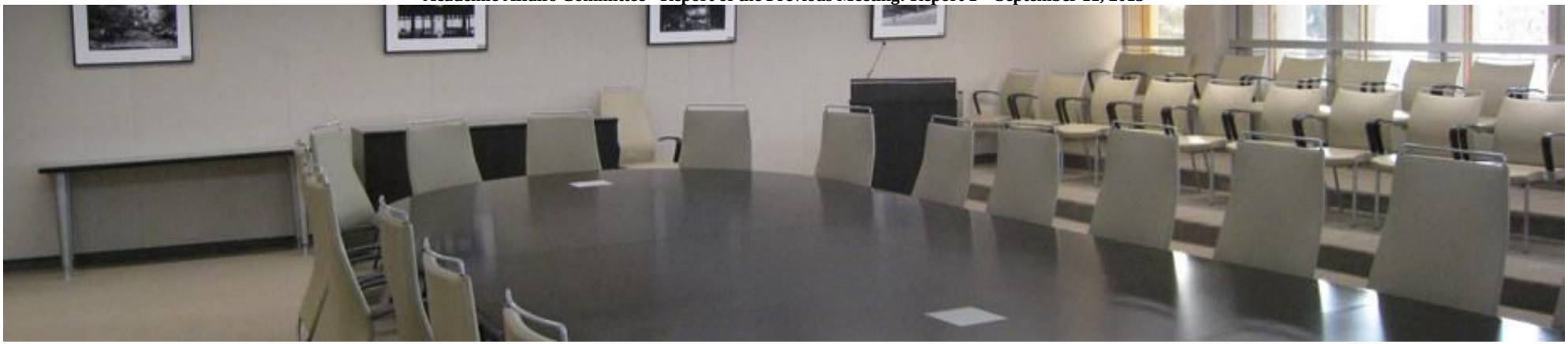
Conduct of Meetings

- The Governing Council and its Boards and Committees use a modified version of Bourinot's Rules of Order which are included in the Governing Council's By-Law Number 2.
  - Meetings are normally open.
  - Members may speak once in a debate for up to 5 minutes.
  - Only members and voting assessors may participate in debate and vote.
  - Non-members who wish to speak must request to do so in advance of the meeting.

UNIVERSITY OF TORONTO MISSISSAUGA

What Business Will Be Brought to the AAC This Year?

- The Calendar of Business is an overview of all anticipated business to be transacted in the year.
- New items will be added as they arise from the administration.
- The Calendar of Business will be updated every Friday.



Questions

A Quick Reference Guide to the Use of Governing Council Cover Sheets

Cover documentation prepared for agenda items enable members of governance bodies to focus on the major elements of proposals and reports, and provide guidance with respect to the responsibilities of governance for items of business. Detailed information is also provided on proposals and reports presented. **Cover sheets are a key component of the documentation of every item of business brought before governance.** This guide is designed to assist members of governance bodies in the use of cover sheets.

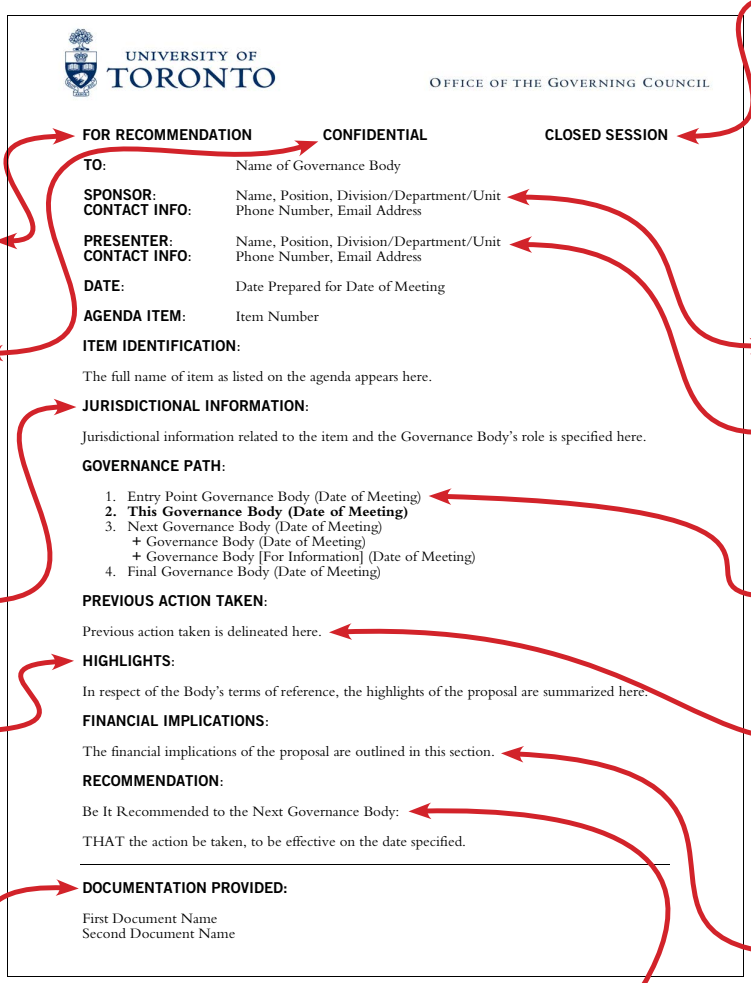
The action to be taken by the body is specified here: "FOR APPROVAL," "FOR RECOMMENDATION," "FOR INFORMATION" or "FOR DISCUSSION." Also see the Recommendation section.

If an item is confidential, it is indicated here. Confidential items must not be discussed with anyone who is not a member of the governance body unless and until the items are made public at a later date, unless otherwise directed. Sometimes confidential material is provided at a meeting rather than in advance. On these occasions, time is provided for members to review the material before it is discussed. Some *in camera* items remain part of the *in camera* record. Other *in camera* items become part of the public record at a later date.

Drawing directly from the terms of reference, the item's relationship to the body's specific responsibility is delineated here. This section provides guidance to members in order to focus on the body's authority and role.

In reference to the governance body's specific responsibility, an overview of the item is provided in this section. Members may find the information in this section helpful in facilitating a focused discussion that is relevant to the body's authority. Contextual information regarding matters beyond the scope of responsibility of the body is normally included. Information about the manner in which the item fits within a divisional plan and/or the University's overall mission is described here. When no previous action in governance has been taken, relevant background is provided here. A description of administrative consultation activities is also included (e.g., town hall meetings, preliminary discussions for advice, consultation meetings with student organizations, etc.).

NEW FOR 2013-14: A list of the documents provided to members for consideration of the item is provided here.



UNIVERSITY OF TORONTO — OFFICE OF THE GOVERNING COUNCIL

FOR RECOMMENDATION **CONFIDENTIAL** **CLOSED SESSION**

TO: Name of Governance Body

SPONSOR: Name, Position, Division/Department/Unit
CONTACT INFO: Phone Number, Email Address

PRESENTER: Name, Position, Division/Department/Unit
CONTACT INFO: Phone Number, Email Address

DATE: Date Prepared for Date of Meeting

AGENDA ITEM: Item Number

ITEM IDENTIFICATION:

The full name of item as listed on the agenda appears here.

JURISDICTIONAL INFORMATION:

Jurisdictional information related to the item and the Governance Body's role is specified here.

GOVERNANCE PATH:

1. Entry Point Governance Body (Date of Meeting)
2. **This Governance Body (Date of Meeting)**
3. Next Governance Body (Date of Meeting)
   + Governance Body (Date of Meeting)
   + Governance Body [For Information] (Date of Meeting)
4. Final Governance Body (Date of Meeting)

PREVIOUS ACTION TAKEN:

Previous action taken is delineated here.

HIGHLIGHTS:

In respect of the Body's terms of reference, the highlights of the proposal are summarized here.

FINANCIAL IMPLICATIONS:

The financial implications of the proposal are outlined in this section.

RECOMMENDATION:

Be It Recommended to the Next Governance Body:

THAT the action be taken, to be effective on the date specified.

DOCUMENTATION PROVIDED:

First Document Name
Second Document Name

The action recommended to the body is specified here. When an item is recommended for approval to another body, the recommendation will be stated as such. Only where the governance body is the final step in the approval path will there be a recommendation for approval. If an item is presented for information, it is noted as such.

The manner in which the item will be considered is specifed here: "OPEN SESSION" (meeting is open to the public; material normally published in Boardbooks **and** on the website); "CLOSED SESSION" (meeting is restricted to members, members of the Governing Council, members of the body to which the committee reports and other individuals whose presence is considered necessary to facilitate its work; material normally published in Boardbooks and, depending on the body and/or item, on the website); "*IN CAMERA*" (meeting is restricted to members of the body, staff from the Office of the Governing Council, and other individuals whose presence is considered to be necessary to facilitate its work; material, if any, normally published only in Boardbooks or distributed at the meeting).

The sponsor of an item, normally the senior assessor of the body, along with his or her contact information is listed here.

NEW FOR 2013-14: If the business is presented by a person other than the sponsor, he or she is listed here. For example, at an entry point body, the presenter may be a non-voting assessor or another member of the administration. At a higher level, it may be the chair of the body which made the recommendation that the item be considered.

NEW FOR 2013-14: The item's complete path through institutional governance is provided here. All bodies where the item is considered for approval are listed. Steps where the item is presented for information are listed as such.

Previous action taken in governance is outlined here (e.g., previous revisions to a policy or approvals of operating plans in the previous year). Relevant action taken in the current year, along with decisions and dates, at the divisional level and in other bodies is summarized. A description of consultation activities that have occurred in governance is included (e.g., previous reports, consultation or information sessions with bodies).

An overview of both the divisional and institutional budgetary and financial implications of the item are outlined in this section in order to provide greater context for members. Financial implications are normally first indicated in the Highlights section.

v. 1.0 - 2013-09-03

UNIVERSITY OF TORONTO MISSISSAUGA

Campus Snapshot

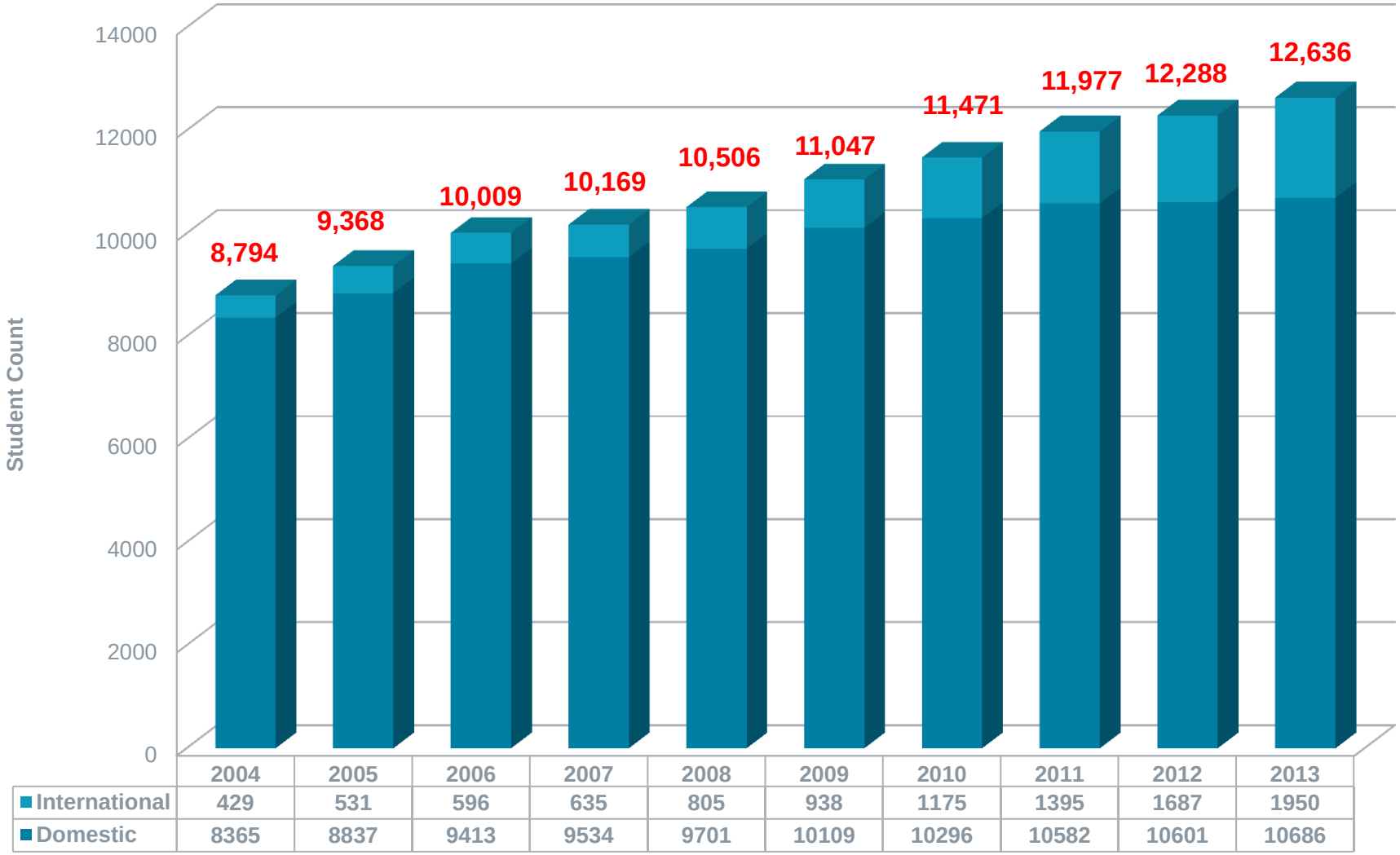
Academic Affairs Committee
Inaugural Meeting: September 11, 2013

INGENUITY INNOVATION VISION LEADERSHIP FORESIGHT BOUNDLESS

UNIVERSITY OF TORONTO MISSISSAUGA

BOUNDLESS

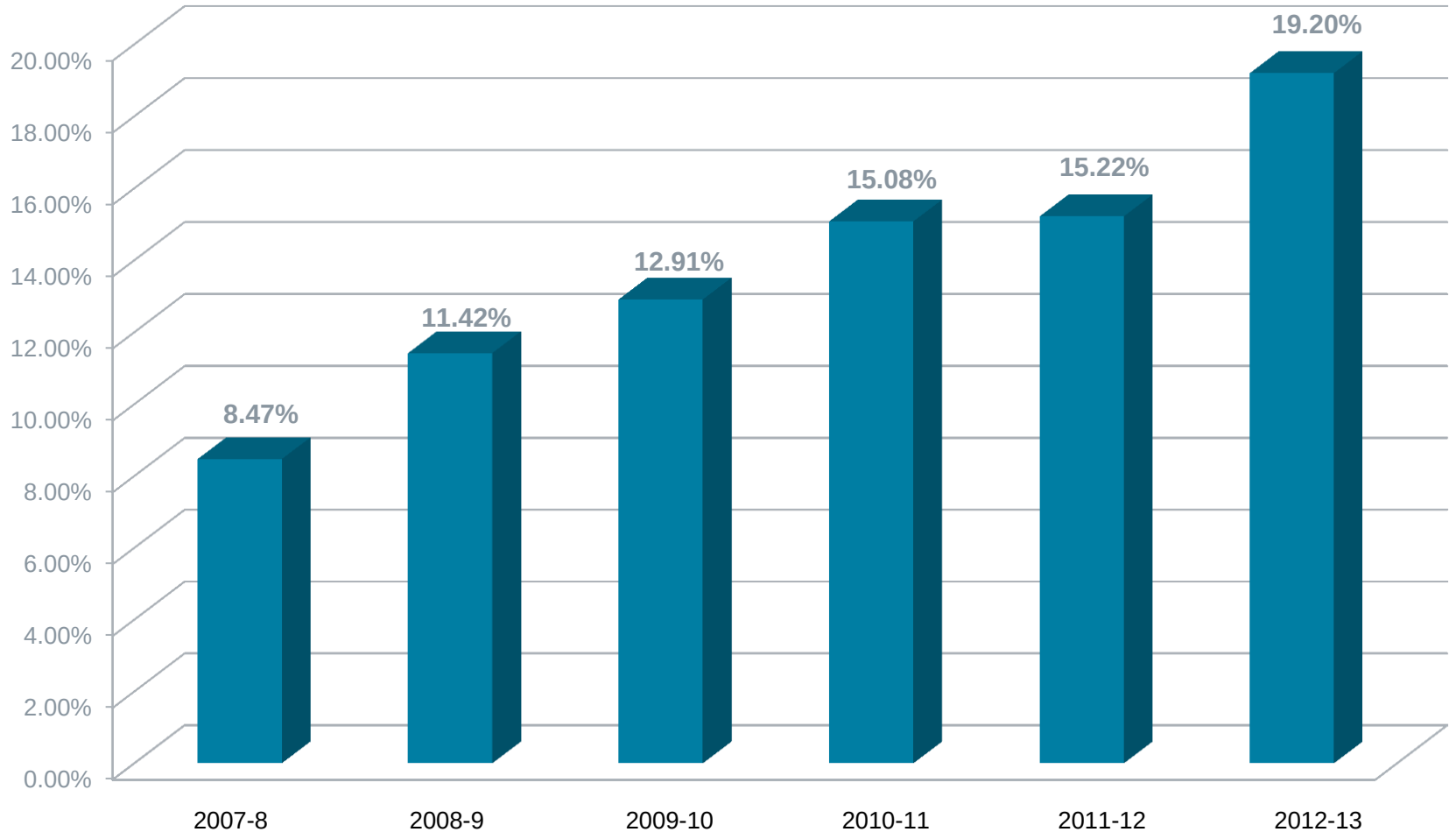
TOTAL HEAD COUNT (INTERNATIONAL & DOMESTIC) 2004-2013



	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
International	429	531	596	635	805	938	1175	1395	1687	1950
Domestic	8365	8837	9413	9534	9701	10109	10296	10582	10601	10686

***2013 DATA AS OF 2013/09/05**

INTERNATIONAL STUDENT NEW INTAKE AT UTM 2007-2012



UNIVERSITY OF TORONTO MISSISSAUGA

BOUNDLESS

FACTS & FIGURES

15 DISTINCT ACADEMIC DEPARTMENTS
AN INSTITUTE OF COMMUNICATION, CULTURE AND INFORMATION TECHNOLOGY & AN INSTITUTE FOR MANAGEMENT AND INNOVATION

OFFERING 125 PROGRAMS AND 70 AREAS OF STUDY

OVER 13000 STUDENTS (UNDERGRADUATE + GRADUATE)
800 FACULTY & STAFF OVER 44000 ALUMNI

U OF TORONTO IS RANKED FIRST IN CANADA FOR ITS RESEARCH - UTM IS A VITAL PART OF THAT SUCCESS

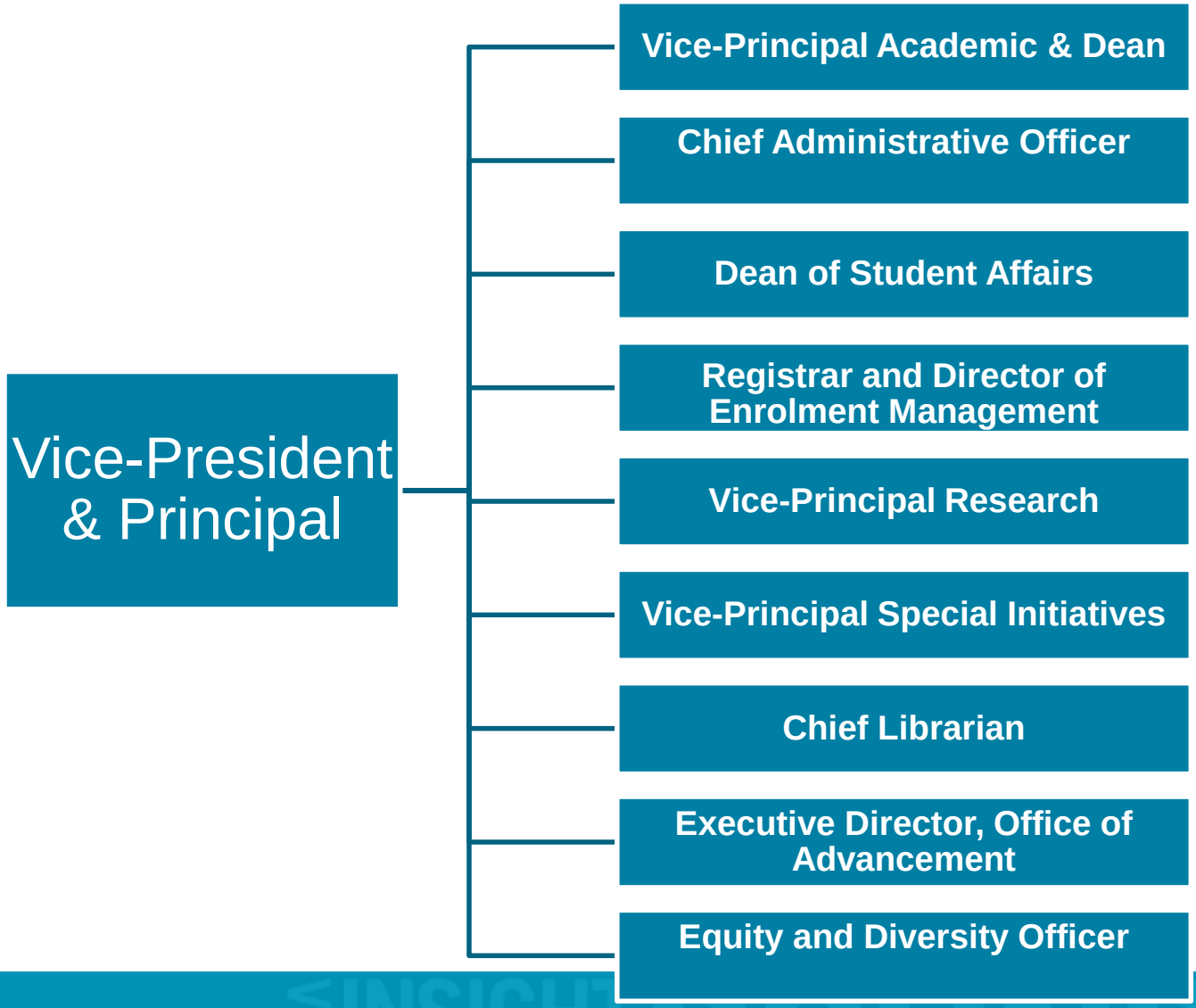
RESEARCH AT UTM

$200,000 A WEEK IN RESEARCH

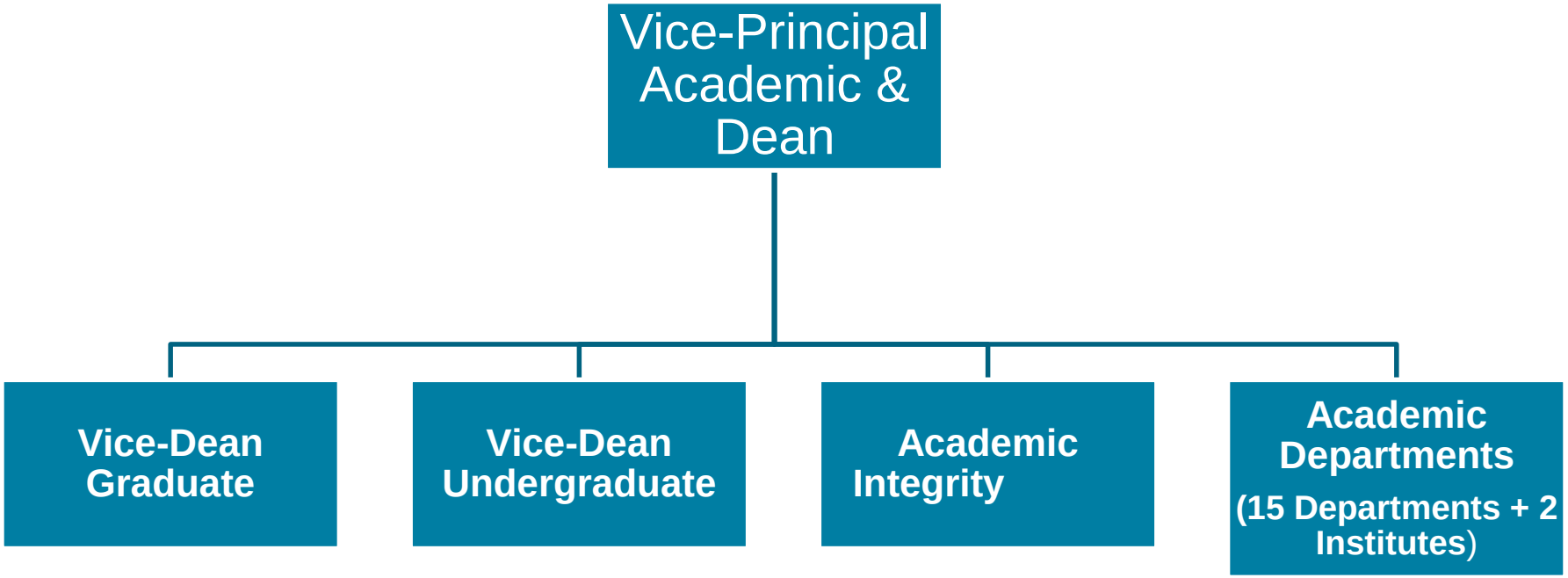
600 RESEARCH PROJECTS

$10 MILLION IN EXTERNAL GRANTS

Senior Administrative Structure



ADMINISTRATIVE STRUCTURE: OFFICE OF THE DEAN



ACADEMIC PLAN
VISION OF THE VPA

UTM Academic Plan developed consultatively and approved in the fall of 2012

Information about the plan and the complete text is available at: http://www.utm.utoronto.ca/academic-planning/home

Overall goal – maintaining and improving quality of teaching and research, vigilant review of existing programs, development of new courses and programs to meet student interest and community needs, investment in new faculty to enhance teaching and research

PORTFOLIOS OF ADMINISTRATIVE ASSESSORS TO AAC

DEAN AND VICE PRINICPAL ACADEMIC

VICE PRINCIPAL RESEARCH

VICE PRINCIPAL SPECIAL INITIATIVES

UNIVERSITY OF TORONTO MISSISSAUGA

OFFICE OF THE CAMPUS COUNCIL

ADMINISTRATIVE ASSESSORS: SUMMARY OF RESPONSIBILITIES AND HIGHLIGHTS FOR 2013-14

ACADEMIC AFFAIRS COMMITTEE:

Prof. Amy Mullin, Vice-Principal, Academic and Dean (VPA)

- The role of the Vice Principal and Academic with respect to campus governance includes oversight of the academic departments, engaging in periodic external review of those departments, and evaluating and supporting their plans for curricular innovations, along with developing initiatives that support the research, teaching and learning on our campus.
- In the 2013-14 academic year, the Office of the Dean will sponsor program mergers, a program closure, new minor programs, development of a combined program, the introduction of new courses to serve our existing programs, the development of a new centre to support research and teaching in the area of professional accounting.
- The Office of the Dean will also sponsor a name change for an academic unit, development of a certificate within our Institute for Management and Innovation, minor curricular changes at both the graduate and undergraduate levels, and discussion of strategic topics such as our plans with respect to international students, collaboration with the Faculty of Applied Science and Engineering, external reviews of the academic quality of our programs and academic units, and assessment of our progress with respect to our campus wide academic plan.

Prof. Bryan Stewart, Vice-Principal, Research (VPR)

- Broadly responsible to promote, enhance, and facilitate research and scholarly activity at UTM. The VPR aims to inspire a strong sense of shared research vision within the UTM research community and he/she represents and promotes UTM research locally, nationally, and internationally.
- Works closely with the Vice-President and Principal, UTM and the senior administrative team to develop strategic research plans and direction for the campus;
- Interacts with the Vice-Principal, Academic and Dean on matters of research that are integral to the academic mission of UTM.
- Since research activity cuts across undergraduate and graduate programs, involves postdoctoral fellows, research associates, and faculty, and in many cases requires significant research infrastructure and finances, the VPR interacts closely with the administrative teams associated with each of these groups.

- Coordinates with the Vice-President, Research & Innovation of the university and with the Vice-Principal Research, UTSC to ensure the alignment of strategic research activities within the wider University of Toronto context.
- Work closely with the Division of Research and Innovation and its offices, on matters relating to research services, innovation & partnerships, research compliance & oversight, and research ethics.
- Collaborates with Departmental Chairs and faculty on long-term research plans and initiatives, and on the development of research funding opportunities.

Prof. Ulrich Krull, Vice-Principal, Special Initiatives (VPSP)

- On behalf of the Vice-President and Principal (VP&P), oversees major new initiatives of UTM-wide scope and significance ("major projects"), as determined from time to time by the UTM's senior administration. Examples include the development of: the *Institute for Management and Innovation*; academic programs at UTM in partnership with the Faculty of Applied Science and Engineering; a new laboratory science building; integration of UTM activities with the local health sciences community.
- Working with the Vice-Principal Academic & Dean, engages with appropriate academic units at UTM, and when necessary, across the University's tri-campus system, to develop and execute inter-disciplinary initiatives comprising the major projects.
- Works collaboratively with the VP&P and members of UTM's senior administration ("Principal's Table") to engage external stakeholders in the public and private sectors to forge alliances and partnerships as required for the success of the major projects.
- Works closely with the VP&P, Vice-Principal Academic & Dean, the Chief Administrative Officer, and others to help develop financing and business plans for the major projects.
- Participates, with the VP&P and the Executive Director of Advancement, in developing external-funding proposals to philanthropists, agencies, foundations, and governments for selected projects.
- Represents the interests of the University of Toronto Mississauga at selected external organizations such as the Research Innovation Commercialization Centre, Advantage Mississauga, and the Healthy City Stewardship Centre, as well as internal committees.
- As a member of the Principal's Table, participates in the day-to-day administration of the University of Toronto Mississauga.