



# University of Toronto

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OFFICE OF THE VICE-PRESIDENT AND PROVOST

TO: Committee on Academic Policy and Programs

SPONSOR: Edith Hillan  
CONTACT INFO: edith.hillan@utoronto.ca

DATE: September 15, 2004 for the meeting on September 22, 2004

AGENDA ITEM: 8

**ITEM IDENTIFICATION:**

School of Graduate Studies: Proposal that the Department of Geography to change the requirements of the Master of Science in Planning (M.Sc.Pl.) Program, as specified in the attachment, effective September 2004.

**JURISDICTIONAL INFORMATION:**

The Committee has authority to approve changes to curriculum within established degree programs that can be accomplished with existing resources and are not major.

**PREVIOUS ACTION TAKEN:**

The School of Graduate Studies approved this proposal at its Council meeting on May 25, 2004.

**HIGHLIGHTS:**

Currently, students are encouraged to pursue a planning internship during the summer between their first and second year. A committee of faculty and students in the Planning program recommended that the internship become a required part of the program to improve the quality of the program. Students would be required to pursue the planning internship. Part-time students who are employed in a planning environment may be exempted from this requirement, however, the Planning Director would retain final discretion in deciding when and exemption is appropriate and if the conditions for internship have been satisfied.

In addition, the Department has clarified the internship conditions and its role in assisting students with finding internships appropriate to the students' research and career interests, but noting that it is the student's responsibility to obtain an internship.

**FINANCIAL AND/OR PLANNING IMPLICATIONS:**

There are no new/additional financial resources required to implement the changes.

**RECOMMENDATION:**

It is recommended that the Committee on Academic Policy and Programs approve:

THAT the Department of Geography change the requirements of the Master of Science in Planning (M.Sc.Pl.) Program, as specified in the attachment, effective September 2004.



# School of Graduate Studies

University of Toronto

OFFICE OF THE DEAN

May 28, 2004

Professor Vivek Goel  
Interim Vice-President and Provost  
Room 225, Simcoe Hall  
27 King's College Circle  
University of Toronto

Dear Professor Goel:

At its meeting of May 25, 2004, the Council of the School of Graduate Studies approved the following motion:

**THAT** SGS Council approve the proposal of the Department of Geography to change the requirements of the Master of Science in Planning (M.Sc.Pl.) Program, as specified in the attachment, effective September 2004.

The motion and supporting documentation are attached. Division II Executive Committee approved the proposal at its meeting of May 5, 2004.

On behalf of the Council of the School of Graduate Studies, I am presenting this item to Governing Council committees, for information.

Yours sincerely,

Jane Alderdice  
Secretary to SGS Council  
and Coordinator of Policy, Program and Liaison

Encl. (1)  
/smr

c.c.	S. Acker	L. Bourne	A. Daniere
	A. Drummond (attachments)		C. Johnston
	V. Makarovska	L. Yee	S. Zaky (attachments)

H:Council/FollowUp/2003-2004/May 25/Planning M.Sc. Program Requirement Change

## Motion

### School of Graduate Studies Council Tuesday, May 25, 2004

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Item 11.

#### 11. Program Requirement Changes

##### 11.8 Planning, M.Sc.

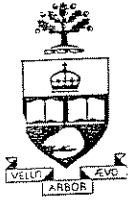
**MOTION ( / ) THAT** SGS Council approve the proposal of the Department of Geography to change the requirements of the Master of Science in Planning (M.Sc.Pl.) Program, as specified in the attachment, effective September 2004.

*See attached.*

##### **NOTE:**

Division II Executive Committee approved this proposal at its meeting of May 5, 2004.

With SGS Council's approval this item will go to Governing Council committees for information.



**University of Toronto**  
**Department of Geography**  
**Programme in Planning**

100 St. George Street, Room 5047  
Toronto, Ontario, Canada, M5S 3G3  
Telephone: (416) 978-3375  
Fax: (416) 946-3886  
27 April 2004

SGS Executive Committee  
University of Toronto  
65 St. George Street

Dear Executive Committee Members,

Re: Planning internship

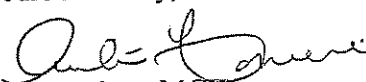
We request permission to make the Planning Internship PLA 4444H a required part of the MSc Planning program.

The current text in the Planning handbook under Program Requirements, reads, "students are strongly encouraged to pursue a planning internship during the summer between their first and second years. See PLA 4444H." The text for PLA4444H reads, "Internship (Non-credit/Staff) Professional work experience in a Canadian planning environment is a valuable part of a student's education. Students will normally be expected to obtain this experience between the first and second year of the Program. This may also provide students with an opportunity to develop the basic background data needed to prepare their planning report (PLA1107Y). The staff of the Program will assist students in finding placements appropriate to their research and career interests."

A committee of faculty and students in the Planning program has recommended that the internship become a required part of the program to improve the quality of the program. The proposed revised text in the Planning handbook would now read, in the first instance, "students are required to pursue a planning internship between the first and second year of the Program. Part-time students who are currently employed in a planning environment may be exempted from this requirement, however, the Planning Director retains final discretion in deciding: 1) when an exemption is appropriate, and 2) when the conditions for an internship have been satisfied. See PLA 4444H." In the second instance, the text will now read, " Internship (Non-credit/Staff) The planning internship is an essential and integral part of the Planning program. Professional work experience in a Canadian planning environment is a valuable part of a student's education. Students will normally be expected to obtain this experience between the first and second year of the Program. Internships may be volunteer or paid work experiences that relate to any field of planning and with any kind of public/private/non-profit or academic organization. Normally, it is expected that the length of the internship will, at a minimum, consist of at least 4 weeks of work at 20 hours a week for a total of 80 hours. This requirement is flexible and is subject to the approval from the Director of Planning. The internship may also provide an opportunity to develop the basic background data needed to prepare their planning report (PLA1107Y). While the Program in Planning faculty and staff will make every effort to assist students to find internships appropriate to their research and career interests, it is the student's responsibility to obtain an internship."

Please do not hesitate to contact us if you require clarification or further information.

Yours sincerely,

  
A.G. Daniere, MCIP  
Associate Professor and  
Director