

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT NUMBER 138 OF THE COMMITTEE ON**  
**ACADEMIC POLICY AND PROGRAMS**

**January 20, 2009**

To the Academic Board,  
University of Toronto.

Your Committee reports that it met on Tuesday, January 20, 2009 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

Professor Andrea Sass-Kortsak (Chair)  
Professor Douglas McDougall  
(Vice-Chair)  
Professor Edith Hillan, Vice-Provost,  
Academic  
Professor Jonathan Freedman, Deputy  
Provost  
Professor Gage Averill  
Professor Katherine Berg  
Professor Ragnar Buchweitz  
Professor Elizabeth Cowper  
Professor Robert Gibbs  
Professor William Gough  
Ms Jacqueline Greenblatt  
Ms Emily Gregor  
Ms Jenna D. Hossack

Ms Lesley Ann Lavack  
Professor Hy Van Luong  
Professor Cheryl Regehr  
Professor Elizabeth M. Smyth  
Ms Lynn Snowden  
Miss Maureen J. Somerville  
Professor Suzanne Stevenson  
Mr. John David Stewart

Professor Susan Pfeiffer, Vice-Provost,  
Graduate Education and Dean, School of  
Graduate Studies  
Ms Karel Swift, University Registrar

Mr. Neil Dobbs, Secretary

Regrets:

Professor Luc F. DeNil  
Ms Anne Guo  
Mr. Joseph Koo  
Professor Rhonda Love

Professor Ato Quayson  
Ms Charlene Saldanha

In Attendance:

Professor Grant Allen, Vice-Dean, Undergraduate Studies, Faculty of Applied Science  
and Engineering  
Professor John Bassili, Chair, Department of Psychology, University of Toronto at  
Scarborough  
Ms Melissa Berger, Planning and Program Officer, Office of the Dean, University of  
Toronto at Mississauga  
Professor Daniel Bender, Department of Humanities, University of Toronto at  
Scarborough  
Professor Will Cluett, Chair, Division of Engineering Science, Faculty of Applied  
Science and Engineering

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In Attendance (Cont'd)

Ms Nora Gillespie, Legal Counsel, Office of the Vice-President and Provost  
Ms Margaret Gridale, Director, Office of the Dean, Faculty of Applied Science and Engineering  
Professor Susan Howson, Vice-Dean, Undergraduate Education and Teaching, Faculty of Arts and Science  
Professor Bryan Karney, Director, Division of Energy and Environmental Systems, Faculty of Applied Science and Engineering  
Ms Helen Lasthiotakis, Director, Policy and Planning, Office of the Vice-President and Provost  
Ms Lesley Lewis, Assistant Dean, University of Toronto at Scarborough  
Ms Barbara McCann, Registrar, Faculty of Applied Science and Engineering  
Professor Barbara W. Murck, Department of Geography, University of Toronto at Mississauga  
Professor Robert Reisz, Chair, Department of Biology, University of Toronto at Mississauga  
Professor John Scherk, Vice-Dean, University of Toronto at Scarborough  
Ms Mae-Yu Tan, Assistant Secretary of the Governing Council  
Ms Alison Webb, Committee Secretary, Office of the Governing Council

ALL ITEMS ARE REPORTED TO THE TO THE ACADEMIC BOARD FOR INFORMATION.

**1. Report of the Previous Meeting**

Report 137 (November 25, 2008) was approved.

**2. Business Arising from the Report of the Previous Meeting**

**Item 4, – Business Arising from Report Number 136, Item 3, Toronto School of Theology: Master of Sacred Music Conjoint Degree – Post-Nominal Degree Abbreviation**

The Chair recalled that at the previous meeting, Mr. Stewart had made reference to the approval of a new degree program: the Master of Sacred Music. The abbreviation to be used for the degree was the M.S.M. Mr. Stewart had noted that the use of the M.S.M. post-nominal abbreviation was reserved by law. It was to be used solely by recipients of a national honour awarded for military valour or civilian distinction - the Meritorious Service Medal. The abbreviation for the Sacred Music degree had now been changed to M.S.Mus. Given that the change was only to the abbreviation and not to the name of the degree itself, the change had been made under administrative authority, with a report for information to this Committee and to the Academic Board. The Chair thanked Mr. Stewart for pointing out this problem. His action had saved the University the great deal of potential embarrassment that would be involved in correcting the problem after graduates actually began to use the inappropriate abbreviation.

**REPORT NUMBER 138 OF THE COMMITTEE ON ACADEMIC POLICY AND PROGRAMS – January 20, 2009****3. Faculty of Applied Science and Engineering: Undergraduate Academic Appeals Board Terms of Reference**

Professor Hillan said the Faculty of Applied Science and Engineering had some thirty-five years ago established its Ombuds Committee to hear appeals from faculty, staff and undergraduate students of decisions made below the level of the Faculty Council. Following the Governing Council's approval of the Policy on Academic Appeals within Divisions, and as part of a general review of its governance, the Faculty had reviewed the terms of reference of its Ombuds Committee and had decided to replace the Committee with the proposed Academic Appeals Board. That Board would deal only with appeals by undergraduate students. Graduate students appeals were now made directly to the Academic Appeals Board of the School of Graduate Studies. In addition, there were other processes for faculty and staff. The proposal had been approved by the Faculty's Council on November 26, 2008.

Discussion arose on two subjects.

**(a) Name of the proposed Board.** A member asked why the proposed body was to be called a Board rather than a Committee. In response, it was noted that, in general, students initially submitted a written application or petition to a committee to request special consideration. If that petition was turned down, the student had the right to an appeal, including a hearing. The body responsible for that second stage was often called an Appeals Board. Ms Lasthiotakis said that the practice with respect to the naming of those bodies varied across the University.

**(b) Disposition of cases: remittance back to the original decision maker.** A member, who had served on the committee that had reviewed the appeal process and had participated in drafting the revised Policy on Academic Appeals within Divisions, commended the proposed terms of reference. She expressed concern, however, about one aspect of it: the options for disposition of appeals. The Board's hearing panel could (a) dismiss the appeal, (b) allow the appeal and render a different decision, or (c) "remit the matter back to the decision-maker for reconsideration." She was concerned that the third option could lead to a situation where cases moved back and forth too often between the levels of original application (petition) and appeal. Invited to respond, Professor Allen and Ms McCann said that referrals back were currently very rare and they expected that such an action would be rarely taken by the new Academic Appeals Board. Professor Howson noted that the terms of reference of the Faculty of Arts and Science Appeals Board did not include a specific option of referring matters back to the Faculty's Committee on Standing, which considered written petitions. The Board did, however, refer matters back from time to time for reasons stated in individual decisions.

The Chair noted that the proposed Appeals Board was not scheduled for implementation until June 1, 2009. There would, therefore, be time for further consideration of the matter. On motion duly made, seconded and carried, it was RESOLVED to defer debate on the matter until the next meeting, to enable the Vice-Provost, Academic and the Faculty of Applied Science and Engineering to give further consideration to the matter.

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Ms Gillespie subsequently joined the meeting to comment on the matter. She noted that it was common for appeal bodies to have the option of remitting back appeals to the body that rendered the original decision. The option was not frequently used. The appeals body might wish to refer a matter back if it saw some misapplication of a criterion. The original body would have the background information on the case to reconsider it in the light of the guidance provided by the appeals body. Such provisions were intended to facilitate faster decisions and were not intended to be circular. A member commented that the Faculty may well wish to consider limiting the option of remitting back to cases where new evidence was brought to light or where there had been some deficiency in the original process. Professor Allen commented that it was clearly not intended that the provision be used in a manner that would refer cases back and forth and delay decisions. Having the option would be helpful.

The Chair said that the matter would be before the Committee again in the near future, at its next meeting on March 3, 2009.

**4. Faculty of Applied Science and Engineering: Calendar Changes, 2009-10**

Professor Hillan said that the Faculty of Applied Science and Engineering Calendar changes included: (a) the initiation of new Minor Programs in Environmental Engineering and in Sustainable Energy (replacing the current Program in Environmental Engineering) and (b) initiation of a Major Program in Electrical and Computer Engineering within the Engineering Science Program (merging the separate Major Programs in Computer Engineering and in Electrical Engineering). The proposal had been reviewed and endorsed by the Faculty's Curriculum Committee and by its Council.

Professor Allen said that the proposals were important ones that were consistent with the Faculty's overall direction. The programs in Environmental Engineering and in Sustainable Energy dealt with issues of great public concern. The program in Environmental Engineering would replace a current collaborative program and would be open to all Engineering students interested in the topic. Finally, there were great academic benefits to combining the programs in Computer Engineering and Electrical Engineering.

On the recommendation of the Faculty of Applied Science and Engineering,  
**YOUR COMMITTEE APPROVED**

The proposed major calendar changes, as described in the 2009-10 submission from the Faculty of Applied Science and Engineering, effective for the academic year 2009-10.

**REPORT NUMBER 138 OF THE COMMITTEE ON ACADEMIC POLICY AND PROGRAMS – January 20, 2009****5. Faculty of Arts and Science, St. George Campus: Calendar Changes, 2009-10**

Professor Hillan said that the annual curriculum changes proposed by the Faculty of Arts and Science included not only several new programs but also a number of program deletions. The proposed deletions were of particular interest in view of concerns expressed by some members in previous years about the growing number of programs in the Faculty. The proposed Minor Programs in Asian Geographies and in Asian Literatures and Cultures would be offered jointly with the National University of Singapore, giving students at each institution the opportunity to attend the other for one semester. A similar arrangement was currently in operation for programs including Environmental Biology and Nanoscience, and it was proving to be very worthwhile, providing students with a very significant international experience.

Professor Howson said that the Faculty was very proud of its curriculum proposal for 2009-10. While the Faculty proposed several new programs, they were often based on a rationalization of existing programs, with some deleted programs being incorporated into new ones. The new Major and Minor programs complemented existing programs, making certain areas of study available to a wider group of students.

Questions and discussion focused on the following matters.

**(a) Possibility of duplication in Major Programs in Human Biology.** A member noted that the proposed Major Program in Global Health was to be offered at the same time as the proposed Health and Disease Program and the current Health Studies Programs at University College. Similarly, the proposed program in Health Care Ethics would be offered at the same time as the current program in Bioethics. The member was concerned about the possibility of duplication in the programs.

Professor Howson replied that all of the new programs in Human Biology except for one represented the addition of Major Programs in areas where Specialist Programs were currently being offered. Moreover, they were streams within the existing, and very large, Human Biology Major Program, enabling students to focus some of their attention on a particular aspect of Human Biology that was of most interest to them. Therefore, while it was necessary to classify those Major Programs as new ones, they were in fact both subsets of existing Specialist Programs and streams within an existing Major Program. The one exception was the proposed Major Program in Health Care Ethics, which was a truly new program without a corresponding Specialist Program. It differed from the Bioethics Program in that it was a program in Human Biology, which enabled students also to complete some course work in Ethics, as offered by the Department of Philosophy. The Programs in Bioethics, in contrast, were offered by the Department of Philosophy and included only limited course work in Biology. The Department of Philosophy had been fully consulted in the design of the Health Care Ethics Program.

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**5. Faculty of Arts and Science, St. George Campus: Calendar Changes, 2009-10 (Cont'd)**

**(b) Global Health Program.** A member noted that the name of the Major Program in Global Health, proposed to be listed among the Human Biology Programs, would presumably stress the global aspect of health studies. Its objectives included the development of “the natural, political, economic, social and technological forces that influence health.” However, students could complete the program with as few as 1.5 full-course equivalents specifically devoted to global aspects of health, with the remaining courses being those in the biological and related sciences. The member was concerned that the requirement for courses dealing specifically with the global aspect of health might not be sufficient for a program entitled “Global Health.”

**(c) Minor Program in Asian Literatures and Cultures.** A member noted that in the description of the proposed program, to be offered jointly with the National University of Singapore, referred to Singapore as a having a “South Asian location.” Singapore was in fact located in Southeast Asia. The member also expressed concern that all of the courses dealt either with Southeast Asia or South Asia rather than East Asia.

Professor Howson replied that the courses in Asian literature would be offered by the National University of Singapore and had been selected by that University as suitable for the exchange students in the proposed Program. Professor Howson would correct any material in the Program description to refer to Singapore not as a South Asian but rather as a Southeast Asian country.

On the recommendation of the Faculty of Arts and Science,

YOUR COMMITTEE APPROVED

The proposed major calendar changes, as described in the 2009-10 submission from the Faculty of Arts and Science, St. George Campus, effective for the academic year 2009-10.

**6. University of Toronto at Mississauga: Calendar Changes, 2009-10**

Professor Hillan reported that the proposed calendar changes had been reviewed and endorsed both by the governance bodies at the University of Toronto at Mississauga (the Academic Affairs Committee and the Erindale College Council) and by the Tri-Campus Decanal Committee.

Professor Averill noted that UTM proposed both the addition of three programs and the deletion of three others. The new Minor Programs in Environmental Management and in Environmental Science essentially consolidated existing programs while providing more appropriate program titles. The two new programs offered parallel opportunities for students in the Arts and in the Sciences to pursue Minors in environmental studies. The proposed Major

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**6. University of Toronto at Mississauga: Calendar Changes, 2009-10 (Cont'd)**

Program in Biology for Health Sciences recognized the high and growing level of interest of students coming to UTM in following paths of study related to the medical sciences. The proposed new program would leverage new courses developed over the last few years at UTM in areas related to the biological foundations of human health. It was proposed to delete the Specialist Program in Health Sciences Communication. There was some disinclination to terminate a program that had been initiated only in 2007, but the program had proved to be too specialized and too reliant on courses in science for a program offered by the Centre for Culture, Communication and Information Technology.

Invited to respond to a question, Professor Murck said that the Minor Program in Environmental Management, like the other programs in environmental studies, was a truly interdisciplinary program. There were currently relatively few courses with the “ENV” designation, although that number was increasing. The interdisciplinary nature of the program, with faculty and courses coming from several departments, represented one of the program’s strengths. Administratively, the home of the program was the Department of Geography.

On the recommendation of the University of Toronto at Mississauga,  
YOUR COMMITTEE APPROVED

THAT the proposed major calendar changes, as described in the submission from the University of Toronto at Mississauga for 2009-10, be approved, effective for the academic year 2009-10.

**7. University of Toronto at Scarborough: Calendar Changes, 2009-10**

Professor Hillan said that four departments had brought forward proposals for new programs: the Departments of Computer and Mathematical Sciences, Humanities, Management and Psychology. In addition, four departments proposed the deletion of a number of programs. The proposals had been endorsed by the departmental committees and the UTSC Academic Committee, as well as by the Tri-Campus Decanal Committee.

Professor Scherk reported that the Principal and the Dean at UTSC had in the previous year initiated a round of academic planning and rejuvenation, initially campus wide and then at the Departmental level. Each Department had prepared a new academic plan and several had proposed a number of new and exciting programs, which formed the basis of the proposal now before the Committee.

Questions and discussion focused on the following topics.

**(a) Language requirements in the new area-studies programs.** A member referred to the proposed new Specialist, Major and Minor Programs in Global Asia Studies and the Minor

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Program in African Studies. He was pleased to see the requirement for the completion of language courses in the Global Asia Studies programs, which would play an important role in establishing the credibility of the programs and which compared well with programs in peer universities in North America. However, he noted that there was no language requirement in the Minor Program in African Studies. He was aware that there were very limited courses offered in African languages at the University. He asked whether language courses were required in African Studies programs at peer universities and, if so, how the UTSC program would establish its credibility.

Professor Scherk replied that the point was a good one and that the matter of language offerings had been discussed in the Department of Humanities in its consideration of the proposal. UTSC now offered no course in any African language, apart from Arabic, which was spoken in parts of Africa. It was hoped, however, that UTSC would be able to offer coursework in this area in the near future. Professor Buchweitz added that UTSC had worked with New College on the establishment of the program. While New College offered an African Studies program on the St. George Campus, it had noted that UTSC in fact already offered more courses in the area. It therefore made sense for UTSC to offer a program. Courses in language studies had increased a great deal at UTSC but, to this point, that increase had not included courses in an African language. Professor Buchweitz noted that in the Minor Program in Global Asia Studies, the language element was only a recommendation because a requirement for two courses to learn a language would be very difficult in a four-course program. Perhaps, however, UTSC would be able to add such a recommendation to the proposed African Studies Minor when a language course or courses were added to the curriculum, as UTSC hoped would be the case.

**(b) Proposed Specialist and Major Programs in Mental Health Studies: Cross-cultural dimensions.** A member noted that most of the courses required for the programs in Mental Health Studies were those in Psychology. The University of Toronto was known as a multi-cultural institution, and the program was being offered in an era of globalization. Yet, there were no courses required or recommended for the programs that dealt with the cross-cultural dimension of mental health.

Professor Bassili responded that the member's point was a very good one. The Department of Psychology was keenly aware of the cross-cultural dimensions of mental health in terms of the effects of stereotyping, prejudices and cultural distortions in mental-health appraisals. While the area was a very important one, UTSC did not at this time have expertise specifically in this area. The area was, however, a very good one for course offerings in the future. The member noted that there was at least one course offered at UTSC, by the Department of Anthropology, in the cross-cultural dimensions of health. Professor Bassili undertook to look into the matter. He note that the Department of Psychology did offer a course in Cultural Psychology. In addition, cross-cultural issues were considered in the more basic courses in



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Social Psychology and Developmental Psychology. Nonetheless, the suggestion for training specifically in the multi-cultural dimensions of psychology and mental health was a good one for the future.

**(c) Major Program in Intersections, Exchanges, Encounters in the Humanities.** A member asked how UTSC had ascertained that there would be sufficient demand for the proposed Major Program in Intersections, Exchanges, Encounters in the Humanities and for the large number of interdisciplinary courses being launched for the program. Professor Bender replied that the impulse for the program had, in fact, arisen from current students. Most of the best students in the Humanities were enrolled in double majors, had noted the connections among their areas of study, and had urged that steps be taken to provide a program for exploring them. Faculty members in the Humanities agreed with those students. Conversations with current students revealed that there was considerable interest in an interdisciplinary program and many of those students would have enrolled in one if it had been available. There was a large number of new courses, but the courses arose from the experience and interests of current faculty. In many cases, existing courses would be folded into new ones offered to students in the program. Asked for an example of such courses, Professor Bender cited a course now offered in the History program on cultural mediation and translation. The course currently drew primarily on History students, but in its broadened form would be attractive to students in History as well as several other disciplines such as English and Art History, as well as students in the proposed new program.

A member asked about the preparation of faculty members to offer the program in this new area. Professor Bender replied that the program reflected the interests of a significant number of new members of the faculty hired over the past five years.

**(d) Resource implications of the new programs.** A member observed that the proposed new programs included about 125 new courses. How would UTSC manage to staff so many courses. Were the additions matched in some part by course deletions or was it planned to hire a substantial number of new faculty members? Professor Scherk replied that in some cases existing courses were being redesigned. In some cases, courses would be offered in cycles rather than every year. However, in the Department of Humanities a significant number of faculty had been hired or would be hired through current searches. The Dean's Office at UTSC and the Provost's Office had examined the question of resources very carefully, and the proposed new programs could be appropriately staffed. Professor Buchweitz said that the Department was one of the last departments in the University to see substantial expansion of enrolment and faculty, with over sixty new faculty members hired over the past three years and a further 25 searches underway. With the growth in enrolment, there would be adequate resources within the Department of Humanities budget to expand the course offerings.

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**7. University of Toronto at Scarborough: Calendar Changes, 2009-10 (Cont'd)**

On the recommendation of the University of Toronto at Scarborough,

YOUR COMMITTEE APPROVED

The proposed major calendar changes, as described in the submission from the University of Toronto at Scarborough, effective for the May 2009 Summer Session.

**8. School of Graduate Studies: Annual Report on Approvals under Delegated Authority by the Graduate Education Council**

The Committee received for information the Annual Report on Approvals under Delegated Authority by the Graduate Education Council. The Chair recalled that the terms of reference of the Committee had been amended in 2006 to delegate certain responsibilities to the new Graduate Education Council, including approval of revised admission requirements for graduate programs and direct admission options for Ph.D. programs. That delegation had been made subject to the Graduate Education Council's reporting annually on actions taken under its new delegated authority as well as on other actions that were reported only for information such as the initiation of collaborative graduate programs and the approval of minor changes within degree programs.

Professor Hillan observed that the annual report contained 35 items approved by the Graduate Education Council, which had not therefore required the attention of the Committee on Academic Policy and Programs. Professor Pfeiffer reported that the discussions of these matters at the Graduate Education Council had been informed and attentive, and she was comfortable that none had required further discussion at this Committee. In addition, there had been a considerable benefit to decisions being made final more quickly.

**9. Reports of the Administrative Assessors**

**Undergraduate Program Review Audit Committee**

Professor Hillan reported that the University had on December 19, 2008 received the draft report on the audit of the University's reviews of its undergraduate programs. That audit had been undertaken by the Undergraduate Program Review Audit Committee (UPRAC). The University officers had been asked to review the report for any factual errors. Professor Hillan replied that she and the Vice-President and Provost had been pleased by the draft report. They would prepare an administrative response, and the UPRAC Report and the response would be brought to the Committee. Professor Hillan noted that the auditors had found the University's policy and procedures for review of new undergraduate programs to be exemplary.

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**10. Date of Next Meeting**

The Chair reminded members that the next regular meeting was scheduled for Tuesday, March 3, 2009 at 4:10 p.m.

**Reviews of Academic Programs and Units**

The Chair said that the Committee, at its next meeting, was scheduled to receive the first part of the annual Report on the Reviews of Academic Programs and Units. She outlined the Committee's general practice for its consideration of those reviews. All members would receive summaries of all of the reviews on the agenda, as prepared by the divisions and the Provost's Office. Each member would be asked to read the summaries as well as a small number of reviews in totality. The lead readers would then be asked to make a very brief report to the Committee on process and major issues. One of the duties of the Committee's lead readers would be to attest to the fairness of the summary of their reviews. The meetings that considered the reviews were a key element of the accountability framework for the University's academic programs. A record of the Committee's discussion would be forwarded to the Academic Board's Agenda Committee. It would, on this Committee's recommendation, determine whether there were issues of academic importance that should be drawn to the attention of the full Board.

The Chair said that the Secretariat would be in touch with members initially to confirm attendance at the next two meetings, scheduled for Tuesday, March 3 and Tuesday, March 31. The Secretariat would then, on the Chair's behalf, contact members to ask them to undertake responsibility as the one of the lead readers of a number of reviews. Readers would be asked to pay special attention to the discussion of undergraduate programs. The Governing Council, led by this Committee, was the only body with responsibility for monitoring the review process for undergraduate programs. For graduate programs, that responsibility was shared by the Ontario Council on Graduate Studies (the O.C.G.S.) The Chair stressed that this was a very important function. Members were asked to make every effort to attend the two meetings and to participate in the monitoring of the review process.

The Chair said that the first installment of the Committee's work on the reviews would involve the Provostial reviews of Faculties and Colleges. Because there were relatively few reviews, it would likely be possible to send the complete reviews (which were short) to all members. The second meeting would involve a much larger number of reviews of individual departments and programs, and it would certainly use the process described.

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**10. Date of Next Meeting (Cont'd)**

The Chair noted that the agenda for the March 3 meeting would include other important items. The expected items included:

- the Annual Report of the Vice-Provost, Students on Student Financial Support,
- a proposal for a new Master's degree program in Global Affairs, and
- a proposal to establish a new Statement of Principle concerning Student Personal Information in Official Academic Records to replace the Policy on Names on Official Academic Records.

**11. Other Business**

**Master of Music Degree – Post-Nominal Degree Abbreviation**

The Chair recalled that in December 2006, the Committee had recommended to the Academic Board approval of a new Master's degree program in Music. The School of Graduate Studies had proposed that the degree be abbreviated as the M.Mus. Somewhere between the School and eventual governance approval, the abbreviation had been erroneously switched to Mus.M. That had been corrected, and the correction of the abbreviation to the intended M.Mus was now reported for information.

The meeting adjourned at 5:30 p.m.

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Secretary

\_\_\_\_\_  
Chair

February 3, 2009