

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 177 OF THE COMMITTEE ON
ACADEMIC POLICY AND PROGRAMS

January 12, 2016

To the Academic Board,
University of Toronto

Your Committee reports that it met on Tuesday, January 12, 2016 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

Professor Elizabeth M. Smyth (Chair)
Professor Maydianne C.B. Andrade
(Vice- Chair)
Professor Sioban Nelson, Vice-Provost,
Academic Programs
Professor Vivek Goel, Vice-President,
Research and Innovation
Mr. Magno M. Guidote
Professor Richard Hegele
Professor Susan Jaglal
Dr. Allan S. Kaplan
Professor Reid B. Locklin

Professor Michael J.H. Ratcliffe
Ms. Melinda Scott
Professor Markus Stock
Professor Nicholas Terpstra
Ms. Emily Tsui
Professor Ning Yan
Ms Alena Zelinka
Ms. Nana Mohan Zhou

Secretariat:

Mr. Patrick McNeill, Secretary
Ms Sheree Drummond, Acting Secretary of
the Governing Council

Regrets:

Mr. Ken Chan
Professor Robert B. Gibbs
Professor Tara Goldstein
Ms. Mariam Hanna
Mr. Ray Khan
Professor Jim Yuan Lai
Ms. Jennifer J. Lau
Professor Alice Maurice
Professor Lacra Pavel
Professor Russell N. Pysklywec
Professor Locke Rowe

In Attendance:

Professor Cristina Amon, Dean, Faculty of Applied Science and Engineering (FASE)
Professor Markus Bussmann, Vice-Dean, Graduate Studies, FASE
Ms Jennifer Francisco, Coordinator, Academic Change, Office of the Vice-Provost,
Academic Programs

Dr. Daniella Mallinick, Director, Academic Programs, Planning and Quality Assurance,
Office of the Vice- Provost, Academic Programs
Ms Helen Lasthiotakis, Executive Director, Strategic Partnerships & Office of the Vice-
President, Research & Innovation

ITEMS 3 and 4 ARE RECOMMENDED TO THE ACADEMIC BOARD FOR APPROVAL AND ALL OTHER ITEMS ARE REPORTED FOR INFORMATION.

1. Academic Presentation: Update on Research Initiatives

Professor Vivek Goel, Vice-President, Research and Innovation presented an update on research initiatives.

Highlights included the following:

- Tri-Council (NSERC, SSHRC and CIHR) updates regarding the “*Open Access Policy*” requirements and the development of a “*Statement of Principles on Digital Data Management*”;
- current review of several university research-related policies and frameworks (Inventions; Copyright; and Allegations of Research Misconduct);
- University policies would be updated/revised in consultation with the University community;
- update on activities and initiatives of the Banting and Best Centre for Innovation & Entrepreneurship (BBCIE);
- BBCIE’s focus was to collaborate with/engage external partners, including investors and provincial government bodies, in order to enhance entrepreneurial activity at the University; and support the internal units at UofT faculties, departments, and campuses – by funding entrepreneurial activity and facilitating communication and collaboration;
- UofT offered more than 60 programs and courses (more than 2300 registrants in 2014) from many different faculties and departments, empowering aspiring entrepreneurs to learn more about developing ideas, entrepreneurial approaches, or launching their own businesses;
- since mid-2013, the University’s incubators and accelerators had worked with 387 student led start-up teams and produced 79 registered companies.

In response to several questions, Professor Goel clarified that a research policy provided rules and guidelines, whereas a “framework” outlined a set of procedures on how a “policy” would be implemented and provide greater clarity.

Professor Goel explained that the new Tri-Agency *Open Access Policy* would require grant recipients to ensure that peer-reviewed journal publications arising from agency-supported research were freely accessible within 12 months of publication. The *Policy* applied to all grants awarded by NSERC or SSHRC from May 1, 2015 and onward; and by CIHR from January 1, 2008 and onward. Researchers holding previously awarded grants were also encouraged to adhere to the requirements of this *Policy*.

Professor Goel reported that the University had also been consulted on the *Statement of Principles on Digital Data Management*. Key matters for consideration in the consultations

had included discussions on a broader and more inclusive definition of research data; the distinction between sharing and preservation; the timing of data sharing; and costs for technical infrastructure and staffing for data management, sharing and preservation.

Professor Goel stated that UofT's objective were to assist researchers on how to list their peer-reviewed publications and disseminate data/research by providing guidance and access to self-archiving and data delivery tools such as TSpace and Linex. It would be up to the researcher/author to determine how best to meet the Tri-Agency requirements.

Professor Goel stated that the *2015 Annual Report, Division of the Vice-President, Research & Innovation*, prepared by his Office would be presented to the Academic Board in April 2016.

The Chair thanked Professor Goel for his informative presentation and stated that proposed University policy changes would be brought forward to the Committee.

2. Proposal for the closure of the Collaborative Program in Environmental Engineering (Master's and Doctoral Level), Faculty of Applied Science and Engineering (FASE)

The Chair stated that the Committee approved the closures of collaborative graduate programs and fields in existing graduate programs.

Professor Nelson indicated that under the University of Toronto Quality Assurance Process (UTQAP), program creation, review, change and closure were all normal parts of the cycle of program evolution.

Professor Nelson provided some context with respect to the proposal noting that an internal review of the program had been conducted with faculty members from the four collaborating departments: Chemical Engineering and Applied Chemistry, Civil Engineering, Mechanical and Industrial Engineering, and Materials Science and Engineering. She stated that since the creation of the collaborative program in the 1970s, student enrolment had declined primarily because courses in environmental engineering had become much more mainstream in engineering graduate degree programs in the last decade, giving students more opportunity to pursue this area within their program. As well, there were more options available for FASE students who wished to combine engineering with environmental issues, such as the Faculty of Arts and Science's Collaborative Program in Environmental Studies.

All enrolled students would be allowed to complete the collaborative program which was anticipated to close in June 2018. New students interested in this area would be encouraged to consider enrolling in the Faculty of Arts and Science's Collaborative Program in Environmental Studies.

In response to a question, Professors Nelson and Amon confirmed that the proposal was the result of extensive consultation which had included students.

On a motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the proposed closure of the Collaborative Program in Environmental Engineering (Master's and Doctoral Level), to which admissions have been suspended, as described in the proposal from the Faculty of Applied Science and Engineering dated September 1, 2015, be approved with an anticipated program closure date of June 2018.

3. ***Policy on Certificates (For-Credit and Not-For-Credit) – replacing Policy on Diploma and Certificate Programs***

The Chair stated that the Committee had the authority to recommend to the Academic Board for approval amendments to University-wide policy in academic matters. She added that Items 3 and 4 were interconnected, but required separate consideration by the Committee.

Professor Nelson explained that the proposed *Policy* was the result of a highly consultative process that had begun in 2013, which had involved the review of continuing education at the University to provide increased clarity, oversight and accountability to “for-credit” and “not-for-credit” certificates offered by the divisions and the School of Continuing Studies. The purpose of the new *Policy* was to also reflect that diplomas were now covered under the protocols of the UTQAP in alignment with Ontario’s Quality Assurance Framework (QAF).

Professor Nelson highlighted the following:

- the proposed *Policy* would delegate authority to the divisions to approve and close post-baccalaureate certificates (category 1) through a process that followed the UTQAP major modification protocol;
- the process for approving or closing a for-credit certificate offered in conjunction with an undergraduate degree program (category 2) would follow the minor modification protocol;
- the change would allow for full Decanal academic accountability and oversight of for-credit certificates as was the case with major and minor modifications under the UTQAP;
- Deans and their divisions would determine criteria for developing not-for-credit certificates and the appropriate approval protocols;
- approvals of both for-credit and not-for-credit certificates would be reported to the Provost’s Office for inclusion in an annual report to the Committee on Academic Policy and Programs; and
- reporting these activities provides a mechanism to support the committee’s responsibility for policy on, and for monitoring, the quality of education and the research activities of the University.

Professor Nelson presented some examples of the three types of certificate categories offered through the divisions and the School of Continuing Studies. She stated that a significant number of continuing education offerings at the University were supported through the School of Continuing Studies (SCS) which offered 80 certificate programs.

In addition there were 19 professional associations that accredited various SCS courses toward a professional designation, or as having met continuing education requirements. The School had projected continued growth in its course enrolment to about 60,000 by 2021-2022.

Professor Nelson stated that the change in oversight as reflected in the new *Policy* required an amendment to the *Terms of Reference of the Committee on Academic Policy and Programs*. She added that implementation of the proposed *Policy's* sections on not-for-credit offerings would be supported by the draft *Guidelines for Continuing, Professional and Executive Education*, that was presented for information to the Committee. The *Guidelines* provided a framework to support the development of not-for-credit continuing education of excellent quality.

In response to a question, Professor Nelson reported that the School of Continuing Studies had acquired new space to accommodate the anticipated increase in enrolment and that it was a fully self-funded operation. She clarified that SCS participants (learners) were not registered as UofT students, unless enrolled in a “for-credit” course, but often had access to certain University resources such as library services.

A member enquired how the proposed Policy applied to those courses offered as massive open online courses (MOOCs), including those associated with Coursera. Professor Nelson stated that MOOCs were certified through a process outside of both the University and the proposed Policy.

On a motion duly moved, seconded and carried

YOUR COMMITTEE RECOMMENDS

THAT the proposed *Policy for Certificates (For-Credit and Not-For-Credit)* be approved, replacing the *Policy for Diplomas and Certificate Programs*, effective immediately, subject to approval of the revisions of the Terms of Reference of the Committee on Academic Policy and Programs.

4. Revisions to Terms of Reference of the Committee on Academic Policy and Programs

The Chair reminded the Committee that the Governing Council had established Boards and Committees (including AP&P) and assigned responsibilities among those bodies through their *terms of reference*. The Governing Council had periodically approved changes in Board and Committee *terms of reference* to respond to changing circumstances and expectations of governance.

Professor Nelson and Ms Sheree Drummond, Acting Secretary of the Governing Council, stated that the proposed changes to the *Terms of Reference of the Committee on Academic Policy and Programs* were a consequence of the proposed *Policy on Certificates (For-Credit and Not-For-Credit)* which would replace, upon final approval of the Governing Council, the *Policy on Diploma and Certificate Programs*.

On a motion duly moved, seconded and carried

YOUR COMMITTEE RECOMMENDS

THAT the proposed revised Terms of Reference of the Committee on Academic Policy and Programs be approved, effective immediately, replacing the amended Terms of Reference approved by the Governing Council on May 23, 2013.

CONSENT AGENDA

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and items approved.

5. Report of the Previous Meeting: Report 176 – October 27, 2015

Report Number 176 (October 27, 2015) was approved.

6. Business Arising from the Report of the Previous Meeting

There was no business arising from the report of the Previous Meeting.

7. Date of Next Meeting:

Members were reminded that the next meeting was scheduled for Tuesday, March 1, 2016 at 4:10 p.m.

END OF CONSENT AGENDA

8. Reports of the Administrative Assessors

There were no reports of the administrative assessors.

9. Other Business

One member requested clarification about the selling or release of past examinations by third parties – was there any policy regarding disclosure or student access to past exams? The Chair stated that the Vice-Provost would report back on the question under *Business Arising from the Report* at the next Committee meeting.

The meeting adjourned at 5:20 p.m.

Acting Secretary

Chair

January 13, 2016