

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT NUMBER 186 OF THE COMMITTEE ON**  
**ACADEMIC POLICY AND PROGRAMS**  
**September 18, 2017**

To the Academic Board,  
University of Toronto

Your Committee reports that it met on Monday, September 18, 2017 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

**Present:**

Professor Ernest Lam (Chair)  
Professor Sioban Nelson, Vice-Provost,  
Academic Programs and Vice-Provost,  
Faculty and Academic Life  
Dr. Aarthi Ashok  
Dr. Glen Bandiera  
Professor Heather S. Boon  
Ms. Jasmine Carter  
Professor James Davis  
Dr. Raisa B. Deber  
Professor Tara Goldstein  
Professor Connie Guberman

Mr. Rahul Gupta  
Ms Amanda Harvey-Sanchez  
Professor Jeannie Kim  
Mr. Ben Liu  
Dr. Reinhart Reithmeier  
Ms Nikita Roy  
Mr. David R. Smith  
Mr. Narhari Timilshina

**Non-voting Assessor**

Mr. Richard Levin, Executive Director,  
Enrolment Services and University  
Registrar

**Secretariat:**

Mr. David Walders

**Regrets:**

Professor Markus Stock  
Professor Joshua Barker  
Professor William Ju  
Professor Allan S. Kaplan  
Professor Cara Krmpotich  
Professor Anne Harriet Simmonds

**In Attendance:**

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

**1. Welcome and Orientation**

The Chair welcomed members to the first meeting of the year. He noted that the Vice-Chair, Professor Markus Stock, was also new in his role as Vice-Chair. He then introduced the Senior Assessor, Professor Sioban Nelson, Vice-Provost, Academic Programs, Non-voting Assessor, Mr. Richard Levin and the Secretary, Mr. David Walders.

The Chair then [presented](#) an orientation that highlighted the structure and related functions of the governance process, specifically the responsibilities of the Committee on Academic Policy and Programs (AP&P). The Chair explained that the Committee worked to ensure the excellent quality of academic programs by considering proposals for new academic programs and monitoring reviews of existing programs. It oversaw policy matters in such areas as admissions, awards, degree requirements, academic regulations, grading practices, research and the products of research, and academic services. As the entry-level body, the Committee was responsible for a detailed review of the matters brought before it, before either approving the matter, or making a recommendation for approval to the Academic Board.

The Chair concluded the orientation by encouraging members to participate in discussions, to ask questions and provide feedback. He also asked members to become familiar with the Committee's Terms of Reference, to review documentation prior to each meeting and to request clarification and additional information if necessary.

**2. Presentation: University of Toronto Quality Assurance Process – UTQAP**

Professor Nelson delivered a presentation on the University of Toronto Quality Assurance Process (UTQAP) which covered the development of the process, its distinctive features and the relationship between the UTQAP and governance.

Members posed questions on several topics including Ministry approval of new programs, the relationship between UTQAP and accreditation, reviews of programs and units where interdivisional teaching was involved and timing for the development and implementation of new programs.

Professor Nelson reported that the Ontario Universities Council on Quality Assurance approved proposals under the Quality Assurance Framework. The Ministry of Advanced Education and Skills Development (MAESD) was responsible for approving government funding of new programs, which was sought in a majority of cases, though there were a few exceptions. Turning to accreditation, Professor Nelson reported that accreditation and UTQAP were separate and distinct processes, though efforts were made to ensure that the

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two types of reviews were timed to inform each other. and that accreditation was largely determined by individual divisions.

Turning to interdivisional teaching, Professor Nelson reported that where programs involved collaboration across divisions (as was the case with Life Sciences Programs where courses were taught by teaching staff from both the Faculty of Medicine and the Faculty of Arts), reviews of such programs involved the Deans of both Faculties. Finally, Professor Nelson reported that the development and implementation of new programs typically took at least 18 months, and often longer, depending on the nature of the proposal.

The Chair thanked Professor Nelson for her presentation.

### **3. Calendar of Business: Committee on Academic Policy and Programs**

The Chair drew the attention of members to the Calendar of Business that had been included in the agenda package. Professor Nelson provided a brief overview of some of the anticipated items that would be brought forward to the Committee in 2017-18.

### **4. Introduction: Semi-Annual Report on the Reviews of Academic Units and Programs**

Professor Nelson offered a [presentation](#) relating to the roles and responsibilities of AP&P in reviewing the semi-annual reports on the reviews of academic units and programs. In response to a question regarding whether the reviews of academic units and programs and units considered breadth requirements for individual degrees, Professor Nelson noted that some reviews in the arts and science divisions commented on degree requirements as they related to the specific programs under review. Degree requirements were more likely to be raised in non-UTQAP reviews of divisions.

The Chair thanked Professor Nelson for her presentation.

### **5. Report of the Previous Meeting: Report 185 – May 9, 2017**

Report Number 185, from the meeting of, May 9, 2017 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 November 2, 2017 at 4:10 p.m.

## **8. Reports of the Administrative Assessors**

Professor Nelson provided an update on the approval progress of two Master's Programs approved by AP&P in Cycle 6 of last year: Master of Accounting and Finance, University of Toronto Scarborough, and; Master of Health Science in Medical Genomics, Faculty of Medicine. She noted that both had been approved by the Quality Council and were now being considered by MAESD.

## **9. Other Business**

There were no items of other business.

The meeting adjourned at 5:41p.m.

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Secretary

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Chair

September 20, 2017