

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT NUMBER 190 OF THE COMMITTEE ON**  
**ACADEMIC POLICY AND PROGRAMS**  
**April 3, 2018**

To the Academic Board,  
University of Toronto

Your Committee reports that it met on Tuesday, April 3, 2018 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

**Present:**

Ernest Lam (Chair)  
Markus Stock (Vice- Chair)  
Sioban Nelson, Vice-Provost,  
Academic Programs and Vice-Provost,  
Faculty and Academic Life  
Catherine Amara  
Aarthi Ashok  
Joshua Barker  
Heather S. Boon  
Jasmine Carter  
James Davis  
Raisa B. Deber  
Tara Goldstein

Connie Guberman  
William Ju  
Allan S. Kaplan  
Cara Krmpotich  
Ben Liu  
Reinhart Reithmeier  
Anne Harriet Simmonds  
David R. Smith

**Secretariat:**

David Walders

**Regrets:**

Arina Dmitrenko  
Glen Bandiera  
Rahul Gupta  
Amanda Harvey-Sanchez  
Jeannie Kim  
Nikita Roy  
Narhari Timilshina

**In Attendance:**

Susan McCahan, Vice-Provost, Innovations in Undergraduate Education

Randy Boyagoda, Principal, St. Michael's College

Adalsteinn Brown, Interim Dean, DLSPH

David Cameron, Dean, FAS

Amrita Daniere, Dean, UTM

Nathan Doidge, Chief Administrative Officer, Faculty of Nursing

Michael Escobar, Associate Dean, Faculty Affairs, DLSPH

Jennifer Francisco, Coordinator, Academic Change, Office of the Vice-Provost, Academic Affairs

Jane E. Harrison, Director, Office of the Vice-Provost, Faculty and Academic Life

Linda Johnston, Dean, Faculty of Nursing

Daniella Mallinck, Director, Academic Programs, Planning and Quality Assurance, Office of the Vice-Provost, Academic Programs

Erin McMahan, Academic Programs and Policy Officer, Office of the Vice-Provost, Academic Programs

Melanie Woodin, Associate Dean, Undergraduate Issues and Academic Planning, FAS

Poppy Lockwood, Vice-Dean, FAS

Virginia Maclaren, Chair, Department of Geography

Jim Nodell, Department of Biochemistry

Mark Schmuckler, Vice-Dean, Undergraduate

Ali Salahpour, Acting Chair, Department of Pharmacology and Toxicology

Tamara Trojanowska, Director, Centre for Drama, Theatre and Performance Studies

Anthony Wensley, Director, Institute of Communication, Culture, Information and Technology

Trevor Young, Dean, Faculty of Medicine

The Chair welcomed members and guests to the meeting.

ITEMS 1 and 2 ARE RECOMMENDED TO THE ACADEMIC BOARD FOR APPROVAL.  
ALL OTHER ITEMS ARE REPORTED FOR INFORMATION ONLY.

The Chair welcomed members and guests to the meeting and thanked the Review Groups for their commitment to the important task of conducting their respective reviews.

**1. Program Closure: Specialist (Joint) Program in Applied Microbiology**

Professor Nelson reminded the Committee that program closures were a normal and positive part of program evolution and quality assurance. She noted that the Specialist in Applied Microbiology was offered jointly by the Department of Biological Sciences at UTSC and Centennial College. The program was being closed due to declining enrolment and because the department had decided the program no longer fit its academic priorities. There were no students in the program and admissions were administratively suspended in 2013. Centennial College was also consulted and supported the closure of the program. In reply to a members' question regarding possible career options for graduates from a

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program which has closed, Professor Mark Schmuckler, Vice-Dean Undergraduate at UTSC, noted that graduates from the program could receive career counselling assistance from the Department of Biological Sciences as well as from the career counselling centre.

On motion duly made, seconded and carried

It was Recommended

THAT the proposed closure of the Specialist (Joint) program in Applied Microbiology undergraduate program, to which admissions have already been suspended, as described in the attached proposal from the University of Toronto Scarborough dated February 14, 2018, be approved effective as of the academic year 2018-19.

## **2. Program Closure: Specialist (Joint) Program in Environmental Science and Technology**

Professor Nelson noted that the Specialist in Environmental Science and Technology, was offered jointly by the Department of Physical and Environmental Sciences at UTSC and Centennial College. The program was being closed due to declining interest among students and declining enrolment. There were no students in the program and admissions were administratively suspended in 2013. Centennial College was also consulted and supported the closure of the program.

On motion duly made, seconded and carried

It was Recommended,

THAT the proposed closure of the Specialist (Joint) Program in Environmental Science and Technology undergraduate program, to which admissions have already been suspended, as described in the attached proposal from the University of Toronto Scarborough dated February 14, 2018, be approved effective academic year 2018-19.

## **3. Dalla Lana School of Public Health: Revised Divisional Teaching Evaluation Guidelines**

Professor Nelson explained that Divisions were in the process of revising the divisional guidelines on the evaluation of teaching to bring them into line with recent changes to policy as a result of the Special Joint Advisory Committee [SJAC] process between the University and UTFA, including changes to the Policy and Procedures on Academic Appointments [PPAA] and the approval of the new Policy and Procedures Governing Promotion in the Teaching Stream [PPPTS]. Each Division's guidelines reflected their unique circumstances. DLSPH's guidelines included promotion provisions for status-only and adjunct faculty, which reflected the significant role these faculty played within DLSPH's overall faculty complement. Professor Adalsteinn Brown, Interim Dean of the School, confirmed that the revised guidelines were the result of a highly consultative process.

On motion duly made, seconded and carried

It was Resolved

THAT the “Guideline for the Assessment of Effectiveness in Teaching in Tenure, Continuing Status and Promotion” dated February 28, 2018 and approved by the Dalla Lana School of Public Health Faculty Council on March 5, 2018, be approved effective immediately.

#### **4. Follow-Up report on Reviews**

##### **i. Dalla Lana School of Public Health and its programs (Dalla Lana School of Public Health)**

Professor Nelson reported that the response from Professor Adalsetin Brown responded to previous concerns related to the development of an operational plan based on the strategic plan, increased integration within the faculty, the appointment of a Deputy Dean (or equivalent) and Ph.D. time to completion. This included information on consultations held to formulate an Operational Plan, and the implementation of several deliverables identified in the Plan. The report also described efforts to improve integration at the Faculty and reduce PhD time to completion, and confirmed the decision not to move forward with hiring a Deputy Dean. The Dean commented that transparency and increasing collaboration and synergies were common themes as the DLSPH continued its work on implementing review recommendations.

#### **5. Semi-Annual Report on the reviews of Academic Units and Programs**

The Chair noted that since the last report to the Committee, the Office of the Vice-President and Provost had received seven reviews of units and/or programs: one Provostial Review commissioned by the Vice-President and Provost, and six Decanal Reviews commissioned by the Deans of their respective Divisions. All were brought forth to the Committee for information. The submissions included the signed administrative responses from each Dean, which highlighted action plans in response to reviewer recommendations. The Chair reported that members had been broken into four reading Groups and that each Group had been assigned reviews to consider. To guide their work, members of these groups were asked to consider three questions:

*i) Does the summary accurately tell the story of the full review?*

*ii) Does the administrative response address all issues identified?*

*iii) Are there any questions, comments or substantive issues that the Committee should consider? Is there need to ask that the Vice-Provost, Academic Programs to bring forward a follow-up report?*

The Chair invited Professor Nelson to make general remarks about the seven reviews.

Professor Nelson noted that all of the seven reviews being brought forward were UTQAP reviews. The reviews identified both recurring and new themes: the excellent quality of programs, the talent and high calibre of students, the diversity of student research opportunities, the impressive body of faculty scholarship, and the successful grant acquisition by faculty.

As always, the reviews noted areas for development. These included securing additional home department course offerings, encouraging faculty participation in governance processes, closer tracking of post-graduate outcomes, and a continuing theme over the last several review cycles, the need to support improvements to graduate student time to completion rates.

### **Provostial Review: Faculty of Nursing**

The spokesperson for the Reading Group reported that the summary largely covered the full Review but that the impressive time-to-degree for the M.N should have been captured. The Group agreed that the Dean's administrative response was strong and overall addressed the identified issues. However, the Group sought greater clarity on several issues, including student recruitment, particularly recruitment of male students and students outside of Ontario, the possible "loss of confidence" in the MN-NP Program, as well as faculty renewal.

Dean Linda Johnston addressed the above concerns. She began by noting that out-of-province recruitment continued to be a challenge. This was so because in many cases, nurse practitioners desired a placement within their home province, where there were challenges securing sufficient placement sites due to competition from local programs. However, the percentage of out-of-province nurse-practitioner students within the Faculty was similar to the percentage of out-of-province applicants to the College of Nurses. With respect to recruitment of male students, the Faculty would continue to actively recruit male students, and these efforts would include the continued profiling of male students and their career trajectories in Faculty publications. Currently, the gender statistics within the Faculty were very similar to the statistics within the Ontario College of Nurses. A working group had been established to understand the reviewers' comments about the MN-NP, which were not in line with the student surveys that showed satisfaction with the MN-NP to be similar to student satisfaction with other Faculty offerings. The working group would create a new curriculum map and consider a broad range of factors including teaching quality, placements, and faculty availability. Finally, turning to faculty renewal, Dean Johnston noted that challenges for faculty recruitment were common given the small number of PhD graduates annually in Canada. The Faculty viewed its two signed back offer letters with another two pending as successes that would address the issue of faculty renewal.

No follow up report was requested.

### **Celtic Studies programs: Faculty of Arts and Science, Decanal Review**

The spokesperson for the Reading Group reported that the summary covered the full Review. The Group agreed that the Dean's administrative response overall addressed many identified issues and noted that the program had an extremely positive reputation historically. However, there were concerns related to progress towards the articulation of a clear vision for the program as well as faculty renewal.

Dean David Cameron and Professor Randy Boyagoda, Principal of St. Michael's College, noted that operational sustainability would continue to be addressed, and that this would include strengthening relationships with cognate departments to address faculty hires.

A one-year follow up report was requested to address concerns related to the progress towards the articulation of a clear vision for the program that could lead to strategic and operational sustainability, including the status of any new hires or involvement of cognate faculty.

### **Department of Geography and Planning: Faculty of Arts and Science, Decanal Review**

The spokesperson for the Reading Group reported that the summary covered the full Review. The Group agreed that the Dean's administrative response overall addressed many identified issues. However, However, some questions remained about suitable space for collaboration, and there were suggestions related to the work of the working group and curriculum committee and the sustainability of offerings in physical and environmental geography science.

Professor Melanie Woodin, Associate Dean, Undergraduate Issues and Academic Planning, reported that the working group and curriculum committee would be focussed on addressing the concerns that were raised. She also described initiatives underway to maximize student space and support teleconferencing for tri-campus meetings, and indicated that other capital projects would also have a positive effect on the quality of space to support Geography and Planning.

A one-year follow-up report was requested on the status of the working group and curriculum committee conversations regarding undergraduate curriculum development and the sustainability of offerings in physical and environmental geography science, including possibilities for collaboration with cognate units.

### **Department of Biochemistry, Faculty of Medicine: Decanal Review**

The spokesperson for the Reading Group reported that the summary covered the full Review. The Group noted that the Dean's administrative response overall addressed many of the identified issues, but that it was too early to assess the outcome of strategic planning within the Department, and the implementation of the rotation system, and that the administrative response had not addressed the future of the bioinformatics and computational biology specialist.

Dean Trevor Young noted that a strategic plan had already begun at the Faculty level, and that the Department's strategic plan would build on the work done at the Faculty level. Professor Justin Nodwell, Chair of the Department of Biochemistry, welcomed the opportunity to report back on the status of the planning process and confirmed that, since the implementation of the rotation program, the Department was already realizing an increase in overall applications as well as the caliber of applicants. Finally, Professor Nodwell noted that the future of bioinformatics and computational biology would be explored with colleagues from cognate units in the Faculty of Arts and Science.

A one-year follow up report was requested on the status of Department's strategic planning, the implementation of the rotation system, and the future of the bioinformatics and computation biology specialist.

**Department of Pharmacology and Toxicology, Faculty of Medicine: Decanal Review**

The spokesperson for the Reading Group reported that, summary covered the full Review. The Group agreed that the Dean's administrative response overall addressed all identified issues. There was a concern raised regarding revenue sharing between the Faculty of Arts and Science and the Department.

Dean Young confirmed that the issue of revenue sharing was being addressed university-wide.

No follow-up report was requested.

**Centre for Drama, Theatre and Performance Studies, Faculty of Arts and Science**

The spokesperson for the Reading Group reported that the summary covered the full Review. The Group agreed that the Dean's administrative response addressed the majority of the issues identified. Clarification was sought on how the practice-based research/practice as research (PBR/PAR) would affect the unit's intellectual profile, the level of student consultation regarding the qualifying exam for graduate students as well as increasing communal spaces in the unit.

Professor Poppy Lockwood, Vice-Dean, noted that issues concerning communal spaces were being addressed at a Faculty level. Turning to the PBR/PAR, Professor Tamara Trojanowska, Director, Centre for Drama, Theatre and Performance Studies clarified that North American peers had not adopted PBR as a signature framework, and that the Centre's doing so would create challenges for graduates seeking employment in North America. She confirmed that PBR/PAR would continue to be a feature of the MA program, not the PhD program. Any increase in PBR/PAR would occur at the MA level, while a scholarly academic thesis would remain the core of the doctoral program, a standard which aligned with norms at peer institutions and would support student success on the job market. Finally, Professor Trojanowska reported that graduate students had been directly consulted in connection with changes to the qualifying exam. Students would continue to be directly involved in the Qualifying Exam Focus Group as well as the Graduate Curriculum Focus Group.

No follow up report was requested.

**Institute of Communication, Culture, Information and Technology, UTM, Decanal Review**

The spokesperson for the Reading Group reported that the summary covered the full Review. The Group agreed that the Dean's administrative response addressed the majority of the issues identified. The Group requested clarification regarding stakeholder consultation regarding curriculum mapping and strategic objectives.

Dean Amrita Danieri confirmed that there had been broad consultation across stakeholder groups, including students, alumni, and Sheridan College, and that this consultation would continue. Professor Anthony Wensley, Director, Institute of Communication, Culture, Information and Technology, noted that, curriculum mapping and the examination of strategic objectives, would inform decisions around current faculty.

No follow up report was requested.

**6. Report of the Previous Meeting: Report 188 – January 11, 2018**

The Report of the Previous Meeting was received for information.

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

There was no business arising out of the Report of the Previous Meeting.

**8. Date of Next Meeting**

Members were reminded that the date of the next meeting would be held on May 10, 2018 at 4:10 p.m.

**9. Reports of the Administrative Assessors**

Professor Nelson advised the Committee that the Bachelor of Information, which was reviewed by APP in January, 2018 was approved by the Quality Council on March 9th. The proposal would now be sent to the Ministry of Advanced Education and Skills Development this month. This would be the final approval for the degree program, which had an anticipated start date of the program is September 2019.

**10. Other Business**

There were no items of other business.

The meeting adjourned at 6:18 p.m.

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Secretary

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Chair

April 8, 2018