

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 193 OF THE COMMITTEE ON
ACADEMIC POLICY AND PROGRAMS
November 1, 2018

To the Academic Board,
University of Toronto

Your Committee reports that it met on Thursday, November 1, 2018 at 4:10 p.m. in the Council Chamber, Simcoe Hall, with the following present:

Present:

Ernest Lam (Chair)
Markus Stock (Vice- Chair)
Susan McCahan, Vice-Provost,
Academic Programs
Aarthi Ashok
Catherine Amara
Emily Chu
James Davis
Zhong-Ping Feng
Connie Guberman
Mallory Jackman
William Ju
Jeannie Kim

Richard Levin

Jan Mahrt-Smith
Paul Malozewski
Nicholas Moroz
Sandhya Mylabathula
Emmanuel Nikiema
Said Sidani

Secretariat:
David Walders

Regrets:

Donald Ainslie
Jason Glover
Mohan Matthen
Shawn Medeiros
Richard Sommer
Rachel Zand

In Attendance:

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

Maydianne Andrade – Vice-Dean Faculty Affairs & Equity (UTSC)

Susan Antebi – Program Director, Latin American Studies

Rob Batey – Chair, Department of Chemistry

Andrea Benoit – Academic Review Officer

Li Chen – Chair, Department of Historical and Cultural Studies (UTSC)

Laura Colantoni – Chair, Department of Spanish and Portuguese

Asher Cutter – Associate Chair, Undergraduate, Ecology and Environmental Biology

James Donaldson – Acting Chair, Department of Physical and Environmental Sciences (UTSC)

Suzanne Erb – Chair, Department of Psychology (UTSC)

Barry Freeman – Interim Chair, Department of Arts, Culture & Media (UTSC)

Bill Gough – Vice-Principal Academic and Dean (UTSC)

Claudiu Gradinaru – Chair, Chemical and Physical Sciences (UTM)

Don Jackson – Chair, Ecology and Environmental Biology

Allan Kaplan – Vice Dean, Graduate and Academic Affairs

Natasha Kolos – Assistant to the Vice-Dean, Academic Planning and Strategic Initiatives

Annette Knott – Academic Programs Officer (UTSC)

Angela Lange – Acting Vice-Principal, Academic & Dean (UTM)

Poppy Lockwood – Vice-Dean, Academic Planning and Strategic Initiatives

Audrey Macklin – Director, Criminology and Sociolegal Studies

Rob Macgregor – Program Director, Pharmaceutical Chemistry

Helen Miliotis – Assistant Professor, Department of Physiology

Estaban Parra, Chair, Department of Anthropology (UTM)

Andrew Peterson – Acting Vice-Dean Teaching and Learning (UTM)

Scott Prosser – Associate Chair, Graduate, Department of Chemistry

Ajay Rao - Department of Historical Studies (UTM)

John Robinson – Acting Director, School of the Environment

Helen Rodd – Associate Chair, Graduate, Ecology and Environmental Biology

Tracy Rogers – Program Director, Forensic Science (UTM)

Mark Schmuckler – Vice-Dean Undergraduate (UTSC)

Peter Tzakas – Bachelor of Science Physician Assistant (BScPA) Director

Melanie Woodin – Vice Dean, Interdivisional Partnerships

1. Proposal for a new Graduate Program in Medical Physiology Faculty of Medicine (MHSc)

Professor McCahan noted that the Master of Health Science in Medical Physiology would be a 3-session, full-time professional master's program. It was designed to provide students with an understanding of how to derive the evidence on which to base decisions on human health. It would also deepen their knowledge in one of four physiological streams: general Physiology; Endocrine and Reproductive Sciences; Cardiovascular, Respiratory and Renal Science; and Brain and Behaviour. Students would complete 6.0 FCEs consisting of: 3.5

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FCEs coursework, a practicum activity (1.0 FCE) and 1.5 FCE of elective courses in their chosen stream. The anticipated start date was September 2019.

Professor Miliotis noted that the proposed program would train students in three main areas: the understanding of the multitude of factors that contribute to human health care; the commercialization process within healthcare, and; interpreting big data to assess the macro and micro elements to promote healthcare and prevent disease.

Members asked questions about enrolment, the practicum component of the program as well as promoting diversity when recruiting students for the program. Professor Kaplan noted that there would be a gradual ramping up of student enrolment, beginning with 15 students with an expected steady state of 40 students within several years. It was expected that the program would be popular, with many applications from graduates of life sciences undergraduate programs. Regarding placements, Professor Kaplan noted that, given the very large number of health care institutions that are fully or partially affiliated with U of T, it was expected that there would be ample placement opportunities for students. Finally, with respect to diversity, Professor Miliotis noted that diversity, including gender diversity, would be a priority when recruiting students.

On motion duly made, seconded and carried

IT WAS RESOLVED

THAT the proposed degree program, Master of Health Science in Medical Physiology (M.H.Sc.), as described in the proposal from the Faculty of Medicine dated September 21, 2018 be approved effective September 1, 2019.

2. Reviews of Academic Programs and Units

a) Follow-up Report from Previous Reviews

i. Department of Historical Studies, and its programs (University of Toronto Mississauga)

Professor McCahan reported that she was pleased to receive the follow-up report from Acting Vice-Principal Academic & Dean, Angela Lange. The follow-up report had been requested to address the issue of staff morale due to lack of faculty presence.

To address this, faculty in the Department of Historical Studies had started organizing new graduate and undergraduate opportunities and events that took place on campus to positively impact faculty presence. An additional change to be implemented in 2019-20 would require faculty who teach two courses in the same semester on different days. Additionally, the Chair was working with the Dean's Office and Office of the Vice-President of Human Resources and Equity to assess staffing distribution and needs.

ii. Department of Chemical and Physical Sciences, and its programs (University of Toronto Mississauga)

Professor McCahan reported that she was pleased to receive the follow-up report from Professor Lange. The follow-up for the Department of Chemical and Physical Sciences reported on the progress made in considering the sustainability of Astronomy within the Department.

The sustainability of Astronomy was discussed at the 2017 Departmental Retreat, and at a faculty meeting on May 30, 2018. While there were limited resources to offer the program, there continued to be a commitment to offering Astronomy given the continuing student interest and enrolment and the strong relationships with physics and earth sciences. Moving forward, the Department noted that the Astronomy program could be supported both through physics and mathematics curricular offerings and by hiring two new Astronomy faculty. Courses on astronomy taught by new faculty hires would also be cross-listed to physics to benefit students in these programs as well.

3. Semi-Annual Report on the Reviews of Academic Units and Programs, April 2018 – October 2018

The Chair noted that since the last report to the Committee, the Office of the Vice-President and Provost had received fourteen reviews of units and/or programs, all of which were 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 a set of 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 McCahan to make general remarks about the fourteen reviews.

Professor McCahan reported that, overall, the review reports identified both recurring and new themes: the excellent quality of our 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.

Professor McCahan explained that, as always, the reviews noted areas for development, including exploring options to secure additional experiential learning opportunities, and to enhance undergraduate advising. Reviews also identified the need to carefully consider appropriate staffing to support the curriculum and deliver high quality programs. Finally, the reviews highlighted the need to consider appropriate unit structures to meet program and divisional objectives.

Forensic Science Program (UTM)

The spokesperson for the Reading Group reported that the summary covered the full Review. The Group sought additional clarity on how the space issues raised in the review would be addressed, as well as the plans turn the program into an EDU:B, as well as future plans for program accreditation.

Dean Angela Lange noted that plans for a new science building at UTM was underway, and included in the design were offices and administrative space to support forensic science, as well as 16 laboratories to accommodate growth, some of which would support new faculty hires in forensic science. With respect to the establishment of an EDU:B, Professor Lange noted that it was a medium-term plan for the program, once a critical mass of faculty was in place. With respect to accreditation, Professor Tracey Rogers noted efforts were being made to develop courses which aligned with the American accreditation body's requirements for contact hours.

A one-year follow-up was requested to address the medium to long-term development of the program, including the eventual establishment of an EDU and independence from the Department of Anthropology.

Department of Anthropology (UTM)

The spokesperson for the Reading Group reported that the summary covered the full review. The Group agreed that the Dean's administrative response thoroughly addressed the identified issues.

No follow-up report was requested.

Physician Assistant Program (Faculty of Medicine)

The spokesperson for the Reading Group reported that the summary covered the full review. The Group identified areas on which they sought clarification, including plans to address perceived isolation of the program from the MD program and resources for placement and financial aid. The Group also inquired about consultation during the review process.

Professor Leslie Nickell noted that the consultation during the Review had been robust, involving consultation with academic leadership, course directors, students, alumni, employers from the hospitals, community clinics and northern employers, as well as staff members from the participating U of T units and external partners. Turning to resources,

Professor Nickell noted that there was ongoing dialogue with the Faculty of Medicine to partner with four new clinical sites in the GTA as well as exploring additional opportunities with existing partners. There had also been discussions regarding the development of bursaries for the program.

Finally, with respect to perceived isolation from the MD program, a number of initiatives had been undertaken, including enhanced curriculum sharing and the sharing of student services. Developing a curriculum for MD students to increase the understanding of what physician assistants can do and how to work with them, and bringing the program's teaching awards into existing Faculty of Medicine events were also being explored. In response to questions from a committee member, Professor Nickell indicated that half of the PA clinical placement must be in the north, and that the program was always looking to expand its placement sites in that region. Recent conversations with counterparts in Manitoba suggested opportunities for collaboration to that end. The program would monitor outcome data and survey graduates and employers to see whether changes were necessary with respect to the admission of pre-experience students.

A follow-up report was not requested.

Arts, Culture and Media (UTSC)

The spokesperson for the Reading Group reported that the summary covered the full review. The Reading Group however identified some concerns, primarily relating to the lack of a clear vision for the department, which was attempting to manage a disparate set of programs. Space issues were also a concern raised by the Group. One reading group member commented that the reviewers for the UTSC program did not meet with graduate faculty from the other campuses.

Professor Bill Gough noted that the department was creating a mission statement to develop a clear vision for Arts, Culture and Media. Professor Gough indicated that UTSC looked forward to reporting on these discussions. With respect to space concerns, Professor Gough noted that a new arts building was planned for the campus, which would bring all of the department's programs together in a single building. It was hoped that this would be completed in the next five years. In response to a question from a committee member, the Dean indicated that the department was prioritizing tenure-stream hiring as part of its goal of creating an enhanced culture of research in the department.

A one-year follow-up was requested to address the development of a clear vision for the department as well as space concerns.

Historical and Cultural Studies (UTSC)

The spokesperson for the Reading Group reported that the summary covered the full review. The Group raised questions around space concerns for the department as well as the lack of language instruction in the Global Asian Studies (GAS) Program. One reading group member commented that the reviewers for the UTSC program did not meet with graduate faculty from the other campuses

Professor Gough reported that space in another building for Historical and Cultural Studies was being negotiated as a result of the newly completed Highland Hall building. With respect to language instruction in the GAS program, Professor Gough reported that UTSC was working to address language needs across the campus, tied to program needs, including the needs of GAS. Through donations, Tamil and Bengali were now being offered, in alignment with the needs of the GAS program.

A follow-up report was not requested.

Department of Psychology (UTSC)

The spokesperson for the Reading Group reported that the summary covered the full review. The Group requested additional information on what steps were being taken to address faculty student ratios as well as space for on the St. George campus for students and faculty working on the MRI machine there.

Professor Gough noted that the Department had been adding steadily to its faculty complement, adding 14 new faculty over the last 4 years, following 22 searches to keep pace with student demand. The department also planned to reduce enrolment. Turning to research, Professor Gough reported that consideration was being given to requesting provincial funding to assist in the purchase of a new MRI machine.

A follow-up report was not requested.

Department of Physical and Environmental Sciences (UTSC)

The spokesperson for the Reading Group reported that the summary covered the full review. The Group agreed that the Dean's administrative response thoroughly addressed the identified issues.

No follow-up report was requested.

School of the Environment – Undergraduate program

The spokesperson for the Reading Group reported that the summary covered the full review. The Dean's administrative response identified and responded to the identified issues, though the Group noted that some structural and organizational challenges remained. Professor Lockwood responded noting that these issues were being addressed.

No follow-up report was requested.

Department of Ecology and Evolutionary Biology

The spokesperson for the Reading Group reported that the summary covered the full review. There were two main issues for which the Group required a more thorough response from the administration: elective course offerings for graduate students

Report Number 193 of the Committee on Academic Policy and Programs November 1, 2018 (particularly in statistics) and alleged misconduct towards administrative staff by faculty in the Department.

Professor Melanie Woodin confirmed that the Faculty of Arts and Science was taking the misconduct allegations very seriously and had undertaken a two-step approach to addressing them. First, a workplace review was being undertaken in partnership with the Office of the Vice-President, Human Resources and Equity, which would provide staff the opportunity to speak confidentially about any concerns. Any finding of misconduct would be addressed in accordance with U of T and Faculty policy and procedures. Second, the development of training programs and workshops to support civil conduct in the workplace was underway. The term of the current Department Chair was ending in December, 2018 and the Faculty would be working with the new Chair of the Department to implement these initiatives. Turning to graduate course offerings, Professor Don Jackson noted that, at the moment, the current needs of students were being met with existing statistics course offerings. There would be ongoing monitoring and dialogue to ensure this continued.

A one-year follow-up report was requested on the outcome of the workplace review and initiatives to improve staff relations.

Department of Chemistry

The spokesperson for the Reading Group reported that the summary covered the full review. The Group identified several issues pertaining to the administrative response, foremost among them were a lack of clarity regarding the research component for undergraduate programs, plans for hiring additional teaching stream faculty, and increasing gender diversity in the faculty.

Professor Lockwood noted that the number of research opportunities for students currently exceeded demand, but reported that the issue of developing a standardized research requirement for undergraduate specialist programs would be discussed at the upcoming departmental retreat. One consideration was whether there was sufficient research space to accommodate this initiative. Professor Rob Batey noted that the Department was currently in need of more research space and that increasing space was a long-term vision for the Department.

Regarding faculty hires, Professor Lockwood clarified that the review recommended that the Department continue to focus on investing in teaching stream faculty, rather than pursuing sessional lecturers. The Department already had the second highest percentage of teaching stream faculty in the sciences and low reliance on sessional instructors; there were no plans to change this. In addition, the Faculty of Arts and Science was undertaking unit-level planning, and one of the priorities was to address faculty gender diversity. Professor Rob Batey confirmed that the Department was committed to pursuing local and national initiatives to address faculty gender imbalance, noting that there was a systemic imbalance in the chemistry discipline.

A one-year follow-up report was requested to provide an update on the development of a standardized research requirement within undergraduate programs

Pharmaceutical Chemistry Program

The spokesperson for the Reading Group reported that the report outlined many issues with the program which were accurately represented in the summary. Given that administrative actions were underway to completely overhaul that program and integrate it within the Department of Chemistry, a follow-up report was requested.

Professor Woodin reported that there had been extensive discussions with Pharmacy and Chemistry following this review. Effective May 1, 2019 the program would be moved to the Department of Chemistry. The leadership of the program would continue to reside in the Faculty of Pharmacy. The program director would work closely with the curriculum committee and the undergraduate committee in chemistry to review program requirements and bring forward modifications in subsequent years.

A one-year follow-up report was requested to update on the relocation of the program to the Department of Chemistry.

Department of Spanish and Portuguese

The spokesperson for the Reading Group reported that the summary covered the full review. The Group raised several questions with the administrative response, foremost among them were the need to increase faculty-student interaction and the integration of the Latin American Studies (LAS) program with the Department.

Professor Lockwood reported that the Faculty was in discussions with Victoria College to allocate some space for the Department as part of the College's redevelopment project. Enhanced space would foster greater faculty-student interaction. In addition, Professor Laura Colantoni noted that additional learning opportunities in the community would further facilitate increased student-faculty interaction. Turning to the integration of the LAS program, Professor Lockwood reported that this was an ongoing discussion that required further consultation with faculty, students and staff.

A one-year follow-up report was requested to address the integration of the LAS within the Department.

Latin American Studies program

The spokesperson for the Reading Group reported that the summary covered the full review. The main issues raised by the Group concerning the administrative response concerned the integration of the program with the Department of Spanish and Portuguese.

Professor Lockwood reported that the integration of the program with the Department of Spanish and Portuguese could have many positive impacts, including providing additional faculty to teach courses in the program, additional resources for the program and increasing

study-abroad opportunities for students. In response to a question from the Reading Group, Professors Lockwood and Antebi acknowledged that integration would have an impact on the program's autonomy; the impact of this on collaborations with other departments would be considered as part of the ongoing consultation process. Professor Antebi affirmed the importance of consultations with students.

A one-year follow-up report was requested to address the possible integration of the program within the Department of Spanish and Portuguese.

Criminology and Social Studies program

The spokesperson for the Reading Group reported that the summary covered the full review. The Group raised several questions regarding the administrative response, foremost among them was the recommendation to hire additional faculty as well as the limited engagement of TAs in areas of curriculum and program delivery.

Professor Woodin reported that, since the review, a two new faculty positions had been added and an additional search, was currently underway. Turning to engagement of teaching assistants in curriculum and program delivery, Professor Audrey Macklin reported that, in response to graduate student concerns over varying expectations of them as TAs on the part of sessional and adjunct lecturers, a handbook had been developed to provide guidance to all instructors on expectations and norms for the engagement of teaching assistants.

No follow-up report was requested.

The Chair thanked all of the Reading Groups for their insightful feedback and commitment to the review process. He also extended a special thanks to Daniella Mallinick, Justine Garrett and Erin Meyers for their hard work in compiling the review materials.

4. Report of the Previous Meeting: Report 192 – September 17, 2018

The Report of the Previous Meeting was approved.

5. Business Arising from the Report of the Previous Meeting

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

6. Date of Next Meeting – January 14, 2019 at 4:10 p.m.

The Chair confirmed the date of the next meeting would be January 14, 2019.

7. Reports of the Administrative Assessors

There were no reports from the Administrative Assessors.

8. Other Business

There were no items of other business.

The meeting adjourned at 6:27 p.m.

Secretary

Chair

November 4, 2018