UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL
REPORT NUMBER 32 OF THE ACADEMIC AFFAIRS COMMITTEE

MAY 6, 2019

To the Campus Council,
University of Toronto Mississauga

Your Committee reports that it held a meeting on May 6, 2019 at 4:10 p.m. in the Council Chambers, William G. Davis Building, at which the following were present:

Steven Short, Chair
Laura Taylor, Vice-Chair
Amrita Daniere, Acting Vice-President & Principal
Andrew Petersen, Acting Vice-Dean, Teaching & Learning
Laura Brown
Ulrich Fekl
Monika Havelka
Shelley Hawrychuk
Rosa Hong
Nathan Innocente
Michael Lettieri
Diane Matias
Lorretta Neebar
Andrew Nicholson
Jay Nirula
Esteban Parra
Kayla Sousa
Mohamad Tavakoli-Targhi
Mihkel Tombak
Maya Tomkiewicz
Samra Zafar
Daniel Zingaro
Xiaodong Zhu

Non-Voting Assessors:
Yen Du, Program and Curriculum Officer

Regrets:
James Allen
Ronald Beiner
Brett Beston
Melinda Ann Callahan
Jill Caskey
Marc Dryer
Jessica Duggan
Salma Fakhry
Miquel Faig
Alexandra Gillespie
Simon Gilmartin
Claudiu Gradinaru
Ria Haque
Advait Hasabnis
Sanja Hinic-Frlog
Sara Hughes
Kajri Jain
Abi Karunendiran
Momin Kashif
Konstantin Khanin
Anna Korteweg
Yan Li
Teresa Lobalsamo
Rhonda McEwen
Ashley Monks
Kent Moore, Vice-Principal, Research
Emmanuel Nikiema
Andreas Park
Diana Raffman
Chester Scoville
Steve Szigeti
Rebecca Wittmann
Liye Xie

In Attendance:
Lisa Devereaux, Manager, Academic Integrity & Affairs
Anne Gaiger, Assistant Director, Employer Relations & Marketing, Career Centre
Lucy Gaspini, Director, Academic Success & Integrity
Jackie Goodman, Manager, Orientation, Transition & Student Engagement, Centre for Student Engagement
Donna Heslin, Director, Graduate Programs and External Relations, Institute for Management & Innovation
Devin Kreuger, Director, Office of the Vice-Principal Research
Soo Min Toh, Director, Institute for Management & Innovation
Natasha Walli, Program and Career Development Manager, Global Leadership Development Program, Institute for Management & Innovation

Secretariat:
Cindy Ferencz Hammond, Assistant Secretary of the Governing Council
Alexandra Di Blasio, Governance Coordinator, UTM

1. Chair's Remarks

The Chair welcomed members to the meeting and informed the Committee that the results of the student estate of the 2019 Elections were announced on April 11, 2019. He congratulated the successful candidates and thanked everyone that participated in the elections.

2. Update on Research Services at UTM

The Chair invited Mr. Devin Kreuger, Director, Office of the Vice-Principal Research, to present[1]. The presentation provided an overview of the Office, discussed investments in core facilities and research, and demonstrated UTM's impact on research generation. Mr. Kreuger stated that the Office was in the process of hiring four senior research associates who would provide strategic leadership and support to core research facilities, such as the Nuclear Magnetic Resonance Spectrometre Suite, the Research Greenhouse, the Digital Collaborative Scholarship Workspace, and the Imaging Centre. He additionally noted various research and scholarly activities that were supported through the Office of the Vice-Principal Research, such as the Outreach, Conference and Colloquia Fund, and the Postdoctoral Fellowship Award Program, and indicated that such investment decisions were adjudicated through the UTM Research Council. Revenue statistics demonstrated an upward trend in revenue generation over the last decade, and it was reported that UTM earned $13.1 million in research revenues in 2017-18. Mr. Kreuger reported on statistics that illustrated UTM's scholarly output compared to the number of field-weighted citations of those publications. The statistics indicated that UTM scholars generated higher-quality research in their fields of study when compared to other universities that produced a similar number of publications, such as Wilfred Laurier University. The quality of UTM scholars' research was reinforced when compared to institutions with a much larger scholarly output, such as University of British Columbia and the University of Toronto as a whole. Lastly, Mr. Kreuger noted events and activities through which the Office of the Vice-Principal Research

[1] A copy of the presentation is attached as Attachment A.

promoted research activities, such as the Researcher Professional Development Day, the *View to the U* podcast, the *SURGE* newsletter, and *Inner Circle* videos that highlighted UTM researchers.

A member referenced the revenue statistics and inquired about the peak in revenue from institutional initiatives in 2016-17 and the subsequent decrease in 2017-18. Mr. Kreuger explained that the peak was the result of the enormous success of one particular project in 2016-17, and the 2017-18 statistic demonstrated a natural return to an anticipated amount of revenue generation that aligned with the general growth trend.

3. Institute for Management & Innovation Executive (IMIx) Not-for-Credit Certificates

The Chair invited Ms Soo Min Toh, Director, Institute for Management & Innovation (IMI), to present the item. Ms Toh explained that IMI had proposed a suite of management-focused courses and programs under the IMI Executive education branch, known as IMIx. The courses would bring value beyond interactions in the classroom as they would increase connections with the business community, expand opportunities for research, and would attract more competitive student applicants to UTM. The Category 3 certificates proposed were designed based on alumni survey data, and it was believed that the proposed certificates would increase the market appeal of IMIx offerings and brand recognition, which would ultimately enhance opportunities for advancement support. She indicated that the proposed certificates would be taught by UTM faculty on a stipend basis.

In response to members' questions, Professor Amrita Daniere, Acting Vice-President & Principal, stated that IMI was encouraged to create executive programs that were reflective of the research interests of the faculty. Extensive consultation had occurred in the design phase, and faculty had expressed appreciation that the certificates would increase and strengthen relationships with industry. In terms of faculty support for operations, it would be at the discretion of individual faculty members whether or not they wished to participate.

A member inquired about how the certificates would be marketed. Ms Toh indicated that the University would build on its existing networks, which included connections that it maintained with the City of Mississauga through other activities, in addition to its sizable alumni network.

4. Annual Report (2017-18) – UTM Library

The Chair informed members that this item was reported to the Committee for information and invited Ms Shelley Hawrychuk, Chief Librarian, to present[2]. The presentation provided statistical highlights and an overview special projects undertaken in 2017-18. Ms Hawrychuk reported that library visits had decreased from 2016-17 rates, and attributed the decrease to the introduction and promotion of alternative study spaces on campus. Since the volume of visitors experienced by the Library consistently exceeded its capacity, development of strategies that encouraged student use of alternative study spaces would continue. Ms Hawrychuk discussed the use of LibGuides, which were online learning tools designed for specific courses, and reported that LibGuide use had increased in 2017-18 with over 700 operational at UTM, the highest of all UofT libraries. Service statistics indicated that use of Library services had increased in 2017-18,

[2] A copy of the presentation is attached as Attachment B.

despite the decrease in visits. She noted that most academic libraries experienced a decrease in service use, and attributed the upward trend at UTM to the librarian liaison model and the strong information literacy programming done both in the classroom and in the Library.

In terms of special projects, Ms Hawrychuk noted that the Library led the rollout of Canvas/Quercus at UTM, which replaced BlackBoard, and stated that UTM had been a test site for Quartex, a software that developed digital archives and special collections. A reorganization of the Library had occurred in which research scholarship and data services had been enhanced, and a new Scholarly Communications Librarian had been hired. Other projects included a security audit of the Library, renovations of the third floor, which introduced silent workspaces and individual study carrels, and the development of a Digital Scholarship Unit. Ms Hawrychuk stated that the Library had acquired a collection of historical documents, which included the Abualy Manuscripts, the origins of which dated back to 1800s Eastern Africa. Lastly, she noted co-curricular record programming offered through the Library, such as Library 101, a coding initiative for undergraduate students, and Library 501, courses specifically for graduate students.

5. Annual Report (2017-18) – Committee On Standing, Office of the Registrar

The Chair informed members that this item was reported to the Committee for information and invited Ms Lorretta Neebar, Registrar & Director of Enrolment Management, to present[3]. Ms Neebar reported that the Office of the Registrar received 5840 petitions in 2017-18, from which the Committee on Standing (COS) heard 62 appeals. She noted the most common petition received was for a first deferral of an unwritten exam, which accounted for 40% of petitions received in 2017-18. The number of petitions processed in comparison to student enrolment was on trend with the expectation, and she addressed the increase in 2014-15 as attributed to the teaching assistant strike. She then addressed the number of deferred exams compared to student enrolment and noted the 11% increase in 2017-18 was due to the April snow closure during the exam period. Ms Neebar provided an overview of COS membership and stated that adjustments would be made in the fall of 2019 that included the introduction of a student member and more routine turnover of the Committee's membership. She additionally provided a 5-year analysis of petitions submitted for late withdrawal without academic penalty and late withdrawal after the drop deadline.

6. Annual Report (2017-18) – Academic Integrity, Office of the Dean

The Chair informed members that this item was reported to the Committee for information and invited Ms Lucy Gaspini, Director, Academic Success & Integrity, and Ms Lisa Devereaux, Manager, Academic Integrity & Affairs, to present[4]. The presentation provided an overview of academic integrity cases in 2017-18, addressed issues in academic integrity, and institutional initiatives. A 10-year analysis of academic integrity cases showed a peak in 2016-17 of 781 cases, which was attributed to a large number of cases that occurred in specific courses. Changes were implemented in the affected courses to prevent recurrence in the future. The Department of Mathematical and Computational Sciences had the highest number of cases in 2017-18, which accounted for approximately 38% of all cases in that academic year. It was reported that

[3] A copy of the presentation is attached as Attachment C.
[4] A copy of the presentation is attached as Attachment D.

plagiarism and unauthorized assistance/aids continued to be the most common offences, and students in all years of study experienced academic integrity matters.

Ms Devereaux discussed the issue of shadow courses, which were sessions conducted by external companies outside of regular course hours in which course material was re-taught in different languages. She noted that the companies tended to target international students, and would often recruit students in their countries of origin prior to their arrival to UofT. She then discussed custom essay services, whereby companies would compose and sell essays to students. The purchased essays were commonly undetected by plagiarism software and instructors.

In terms of initiatives, Ms Devereaux discussed the sticker campaign, in which academic offence risk stickers were placed on tutoring advertisements on campus, which redirected students to University-sanctioned resources. She additionally noted that the Robert Gillespie Academic Skills Centre had created academic integrity modules and quizzes in Quercus for students. Ms Devereaux reminded members that the Academic Integrity team welcomed invitations to present information on best practices at departmental meetings and orientations for new faculty.

During the discussion, it was noted that the Office of the Vice-Provost, Faculty & Academic Life had undertaken the task of how to handle shadow courses, and noted that feedback on that issue should be directed to that office.

7. Annual Report (2017-18) – Academic Appeals Subcommittee

The Chair informed member that this item was reported to the Committee for information. No questions were submitted with respect to the report.

8. Other Business

There were no other items of business.

9. Reports of the Presidential Assessors

a) Certificate in Urban Leadership

At the invitation of the Chair, Professor Amrita Daniere, Acting Vice-President & Principal, discussed the Certificate in Urban Leadership, which was a certificate for completion that was awarded based on attendance to the sessions offered. The first offering would be hosted on campus in June, and keynote speakers would include Professor Richard Florida of the School of Cities and Rotman School of Management, and Professor David Wolfe, Director of the Master of Urban Innovation program.

10. Report of the Previous Meeting: Report 31 – March 28, 2019*

Report number 28, from the meeting of March 28, 2019, was approved.

11. Business Arising from the Report of the Previous Meeting

There was no business arising from the report of the previous meeting.

12. Date of the Next Meeting – Wednesday, September 11, 2019 at 4:10 p.m.

The Chair thanked members for their meaningful contributions throughout the year, as well as the Vice-Chair, Professor Laura Taylor. He also thanked the assessors, Professor Amrita Daniere, Acting Vice-President & Principal, Professor Kent Moore, Vice-Principal, Research, and Professor Andrew Petersen, Acting Vice-Dean, Teaching & Learning. The Chair wished everyone a safe ad happy summer.

The meeting adjourned at 5:10 p.m.

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Secretary Chair

May 13, 2019

2018-19 REPORT TO AAC

Office of the Vice-Principal Research

NEW VP RESEARCH: **KENT MOORE**

OVPR MISSION & KEY CONTACTS

Mission:

Support, promote & inspire the research, scholarship & creative activity of our research community, and enhance the research environment, reputation & profile of UTM.

- Devin Kreuger, Director OVPR
- Carla DeMarco, Research Communications & Grants Manager
- Maeve Doyle, Research Communications & Grants Officer
- Rong Wu, Administrative Assistant (Research Council, Internal Awards, Events)

INVESTMENTS IN **CORE FACILITIES**

Senior Research Associates will provide strategic leadership and hands-on day-to-day operational support in key core facilities shared by UTM's researchers:

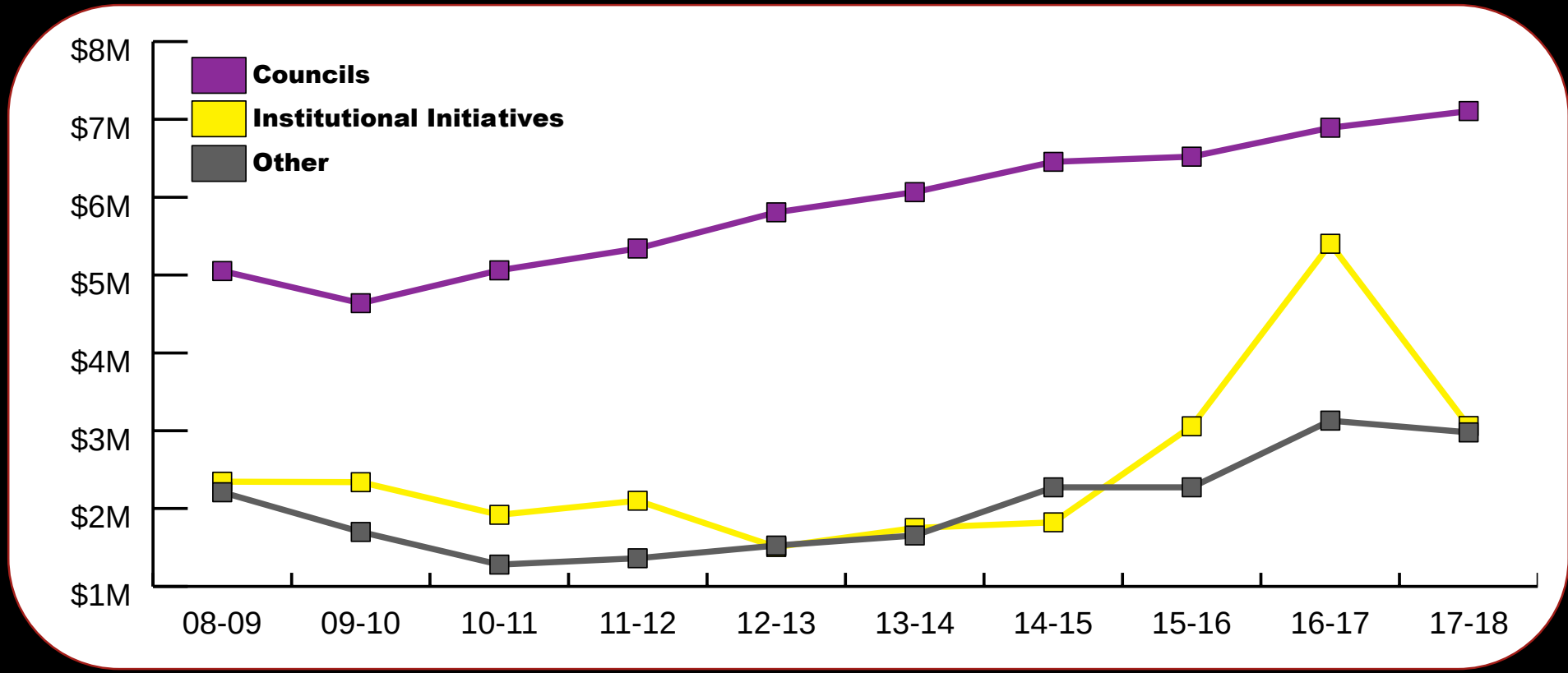
- NMR Suite
- Research Greenhouse
- Digital & Collaborative Scholarship (Co-Working Space)
- Imaging Centre

INVESTMENT$ IN **SCHOLARSHIP**

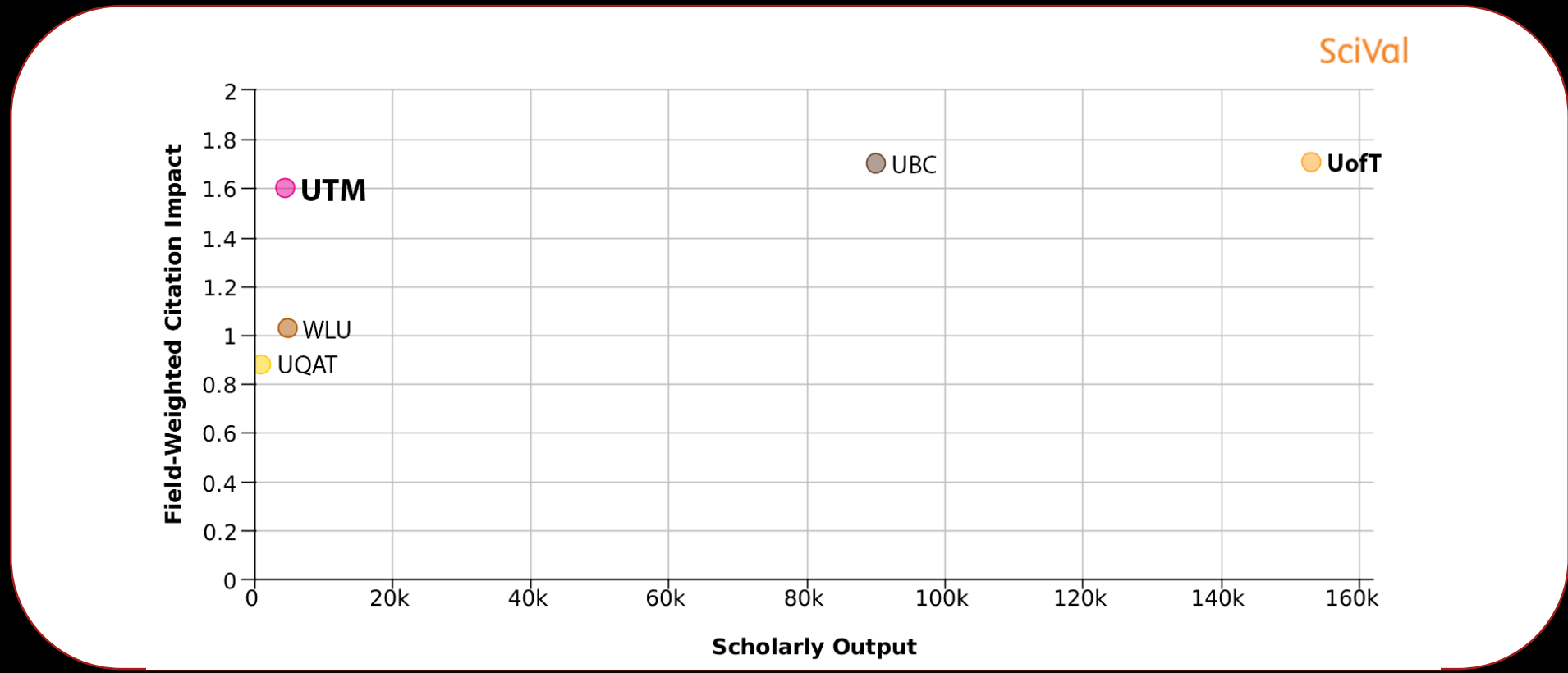
The OVPR's suite of programs continues to support a vast range of research and scholarly activity, adjudicated through UTM's Research Council, including:

- Research & Scholarly Activity Fund
- Outreach, Conference & Colloquia Fund
- UTM/Jackman Humanities Institute Annual Seminar
- **Postdoctoral Fellowship Award program**
- **PDF Research Grants**
- **PDF Conference Travel Grants**
- **'SIG Matching' Faculty Research Travel Grant program**

2017-2018: **$13.1M** REVENUES



SCHOLARLY OUTPUT: **UTM IMPACT**



DEVELOPING A **NARRATIVE**

The OVPR engaged a communications consultant to identify a narrative and a strategy to enhance how we promote UTM's research endeavours and successes:

Why We Research

We think and care deeply about our world — and our goal is to do nothing less than change our world for the better.

For us, that begins on our campus and within the community, where students and researchers encounter challenges to their established ways of thinking, learn new skills for a fast-changing world, and debate the big issues of the day. It extends to the lab and the library, where we dive into research challenges that we know will have a positive impact on science, technology, culture and societies around the world.

We believe our work is never done. We thrive in a continuous cycle of learning, with our researchers telling their peers and the public about what they have discovered - sharing their knowledge in academic journals, online, in the media, in boardrooms and classrooms. We're not just concerned with the theoretical -- we're dedicated to making a tangible difference.

PROMOTING **SUCCESS**

The OVPR's research communications team has begun to implement the tactics identified in the consultant's strategy, and are embedding the fresh 'narrative' into their stories, videos, etc.

- Celebration of Books & **Researcher 'Professional Development' Day**
- View to the U podcast
- SURGE newsletter
- **InnerCircle: Close-Up with UTM Researchers**

THANK YOU

@UTM_Research

@UofTMississaugaResearch

Library
UNIVERSITY OF TORONTO
MISSISSAUGA

University of Toronto Mississauga Library
Annual Review 2017-18

Shelley Hawrychuk, Chief Librarian

May 6th, 2019

Annual Report 2017-18

Statistical Highlights

Visits to the Library

	2016-17	2017-18
	1,437,765	1,352,496
>8,000	75	68
>10,000	10	7

Library
UNIVERSITY OF TORONTO
MISSISSAUGA

Annual Report 2017-18

Statistical Highlights

LibGuide Use

	2016-17	2017-18
Total Views	174,593	199,610

https://guides.library.utoronto.ca/SociologyUTML/SOCCourses

Library
UNIVERSITY OF TORONTO
MISSISSAUGA

Annual Report 2017-18

Statistical Highlights

Services

	2016-17	2017-18
Instruction Sessions	362	424
Participants	14,946	20,008
Reference Transactions	68,885	82,514

Library
UNIVERSITY OF TORONTO
MISSISSAUGA

Highlights of Our Year, 2017-18
Special Projects

- Started rollout of Canvas/Quercus at UTM led by the Library's Instructional Technology Team
- Quartex – beta test site, webinars
- UTM Library staff played an essential role in the development of an RFP for a University wide library system purchase to replace Sirsi through working group memberships

Highlights of Our Year, 2017-18

Library Re-organization

- Research Scholarship and Data Services
  - New and existing services – new Scholarly Communications Librarian
- Started the process to develop the Digital Scholarship Unit

Highlights of Our Year, 2017-18

Spaces

- Security audit
  - Plan for new cameras, TVs, other security measures, etc.
- Renovations
  - 3rd floor staff areas, dedicated silent spaces on the 4th floor, collaborative spaces on the 1st floor

Highlights of Our Year, 2017-18

- Collections
  - First part of Abualy Collection
- Library 101
  - *Fake News, or is it?*
- Library 501 - pilot project
  - *How to be a Graduate Scholar*

Library
UNIVERSITY OF TORONTO
MISSISSAUGA

Questions?

Committee On Standing Annual Report 2017-2018

Academic Affairs Committee

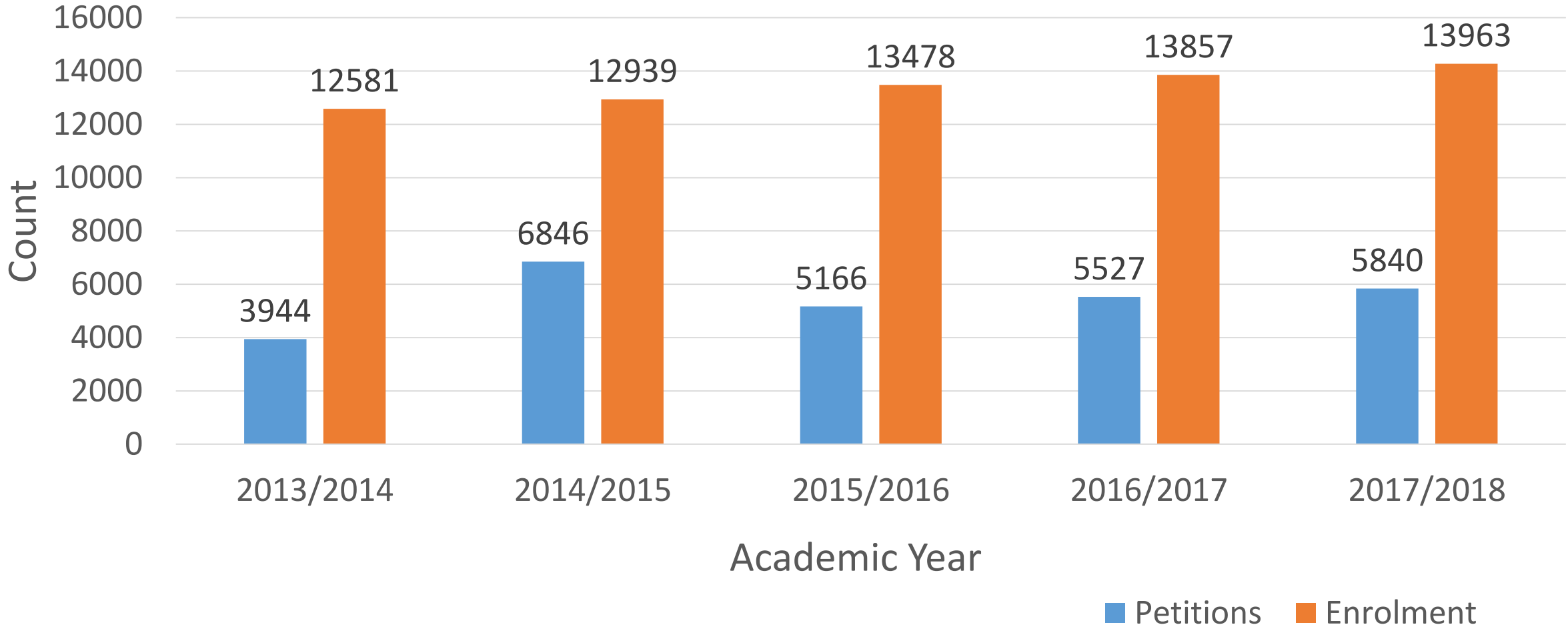
Prepared by the Office of the Registrar

Updated May 2, 2019

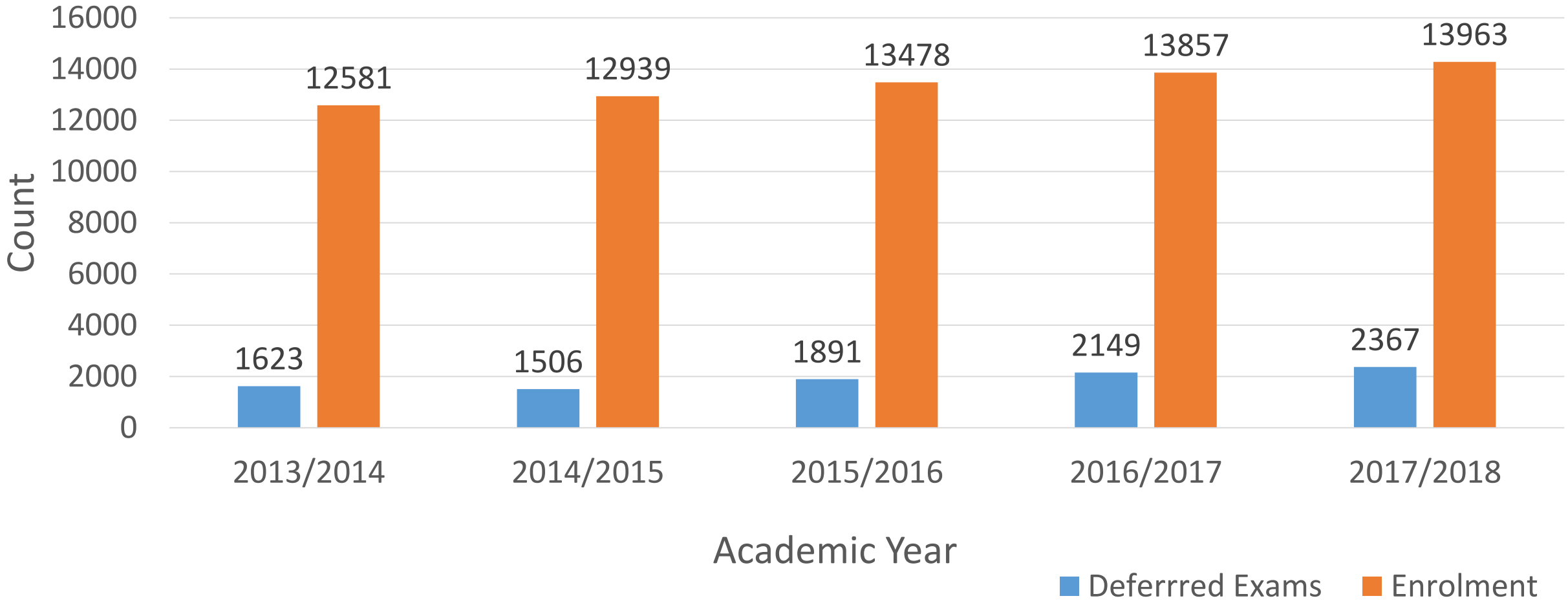
Petitions Processed on Behalf of Committee on Standing

Petition Type	# of Petitions	Granted	Refused	Deferred	Cancelled
Late Withdrawal	779	406	341	18	14
Extension of Time	294	188	91	0	15
First deferral of unwritten UTM examination	2367	2343	4	0	20
Second deferral of unwritten UTM examination	463	402	49	0	12
First/Second Deferral of unwritten St. George/UTSC examination	147	128	13	0	6
Lift of 1 year suspension	131	40	69	1	21
Lift of 3 year suspension	21	9	10	0	2
Return early from 3 year suspension	6	3	3	0	0
Lift of refused further registration	5	3	1	0	1
Exception to Degree	41	8	29	0	4
Late enrolment	378	196	138	0	44
Course overload	777	402	251	36	88
Other	431	208	170	13	40
Total	5840	4336	1169	68	267

Number of Petitions Processed vs. Enrolment



Number of Deferred Exams vs. Enrolment



Current Committee on Standing Membership

- Registrar & Director of Enrolment Management (Chair)
- Assistant Registrar, Academic Standards & Petitions (Secretary)
- Dean of Student Affairs & Assistant Principal, Student Services
- Five Faculty members
  - Geography
  - Historical Studies
  - Institute of Communications, Culture, Information & Technology (ICCIT)
  - Management
  - Psychology

Committee on Standing Cases

Appeal Type	# of Appellants	# of Appeals	Appeals Granted	Appeals Refused	Appeals Dismissed
Late withdrawal without academic penalty	17	33	18	15	0
Lift of Suspension (One Year, Three Year, Refused further registration)	12	12	2	9	1
Deferral of unwritten examination	2	3	2	1	0
Extension of Time	3	4	1	3	0
Credit/No Credit (removal or granting)	9	9	4	5	0
Enrolment Restriction	1	1	0	1	0
Total	44	62	27	34	1

Late Withdrawal without Academic Penalty (WDR) and Late Withdrawal after the Drop Deadline (LWD)

Academic Year	WDR	LWD	Total WDR + LWD	Total Enrolment (Nov 1 Count)	% of LWD vs. Enrolment
2013-2014	614	3114	3727	12581	25%
2014-2015	577	2343	2920	12939	18%
2015-2016	630	2867	3497	13478	21%
2016-2017	817	2473	3290	13857	18%
2017-2018	779	2599	3378	13963	19%

UNIVERSITY OF TORONTO MISSISSAUGA

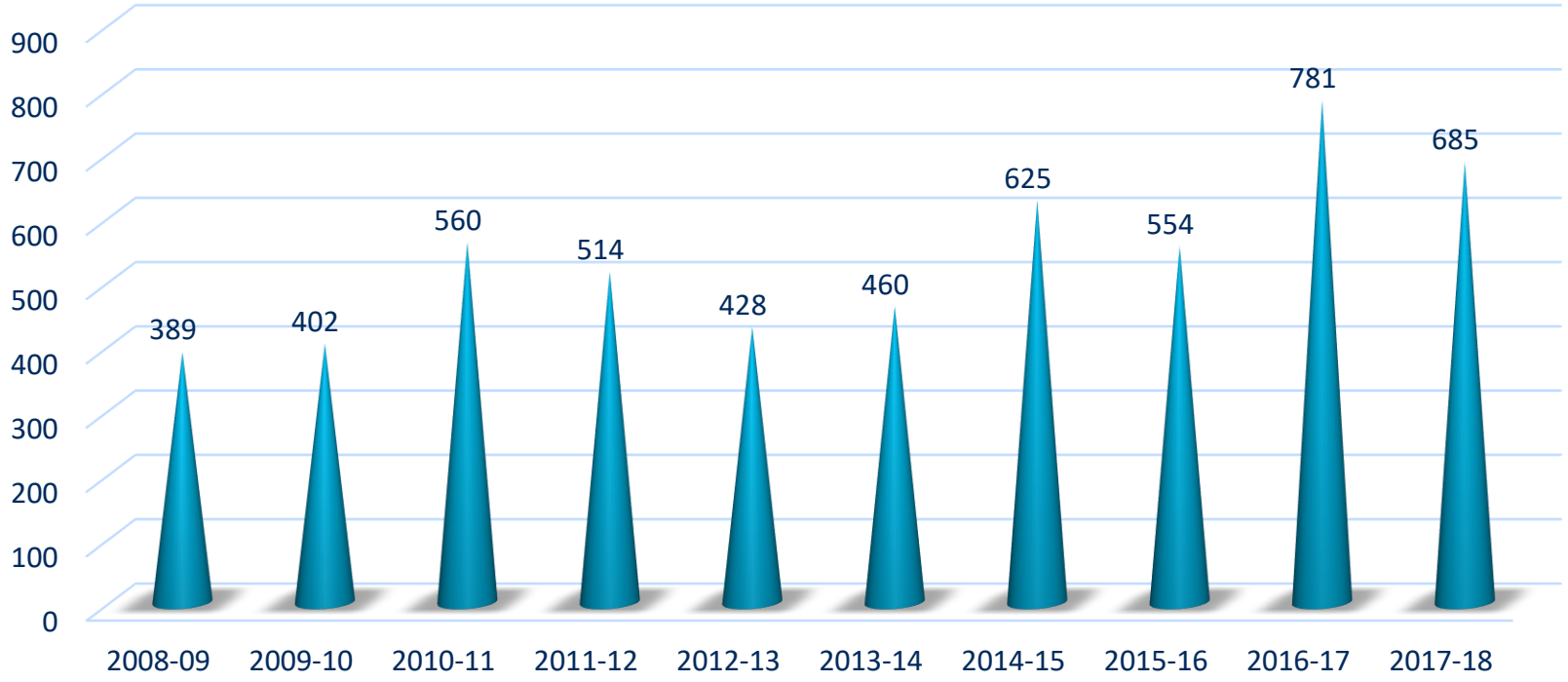
Academic Integrity and Discipline Statistics

2017-18 Academic Year

Lisa Devereaux, Manager, Academic Integrity & Affairs
Lucy Gaspini, Director, Academic Integrity & Success

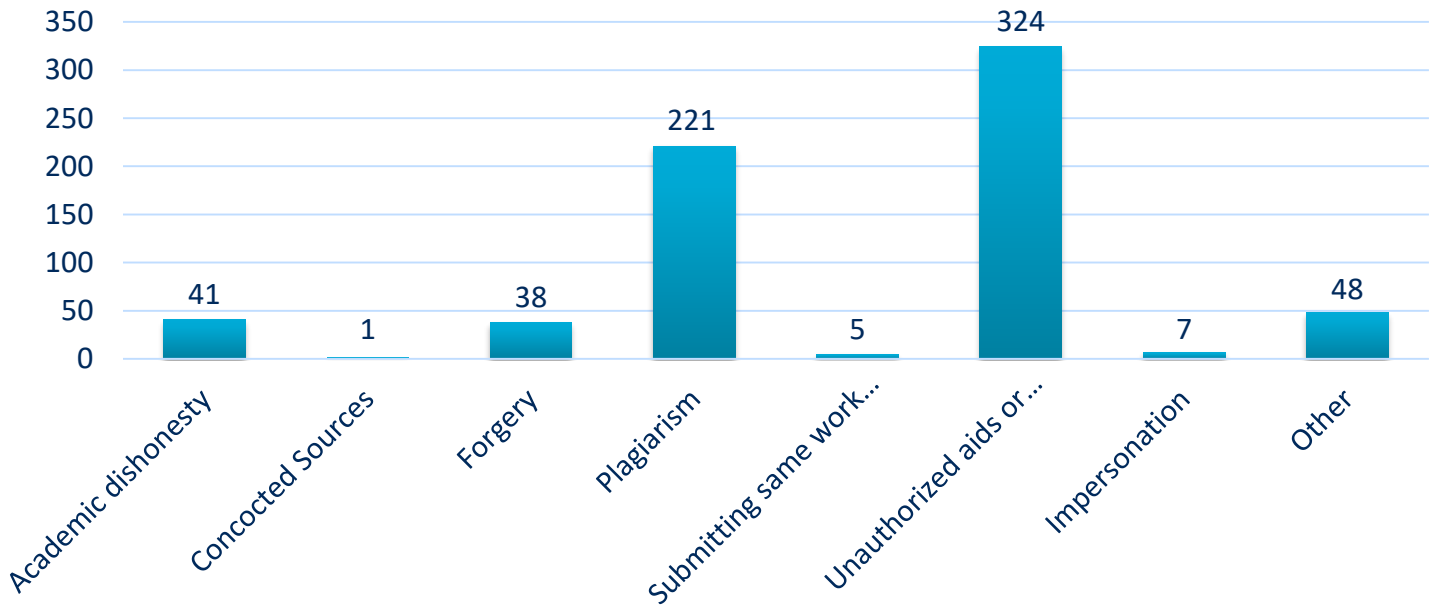
May 6, 2019 – Academic Affairs Committee

Academic Discipline Cases by Year (September 1 to August 31)



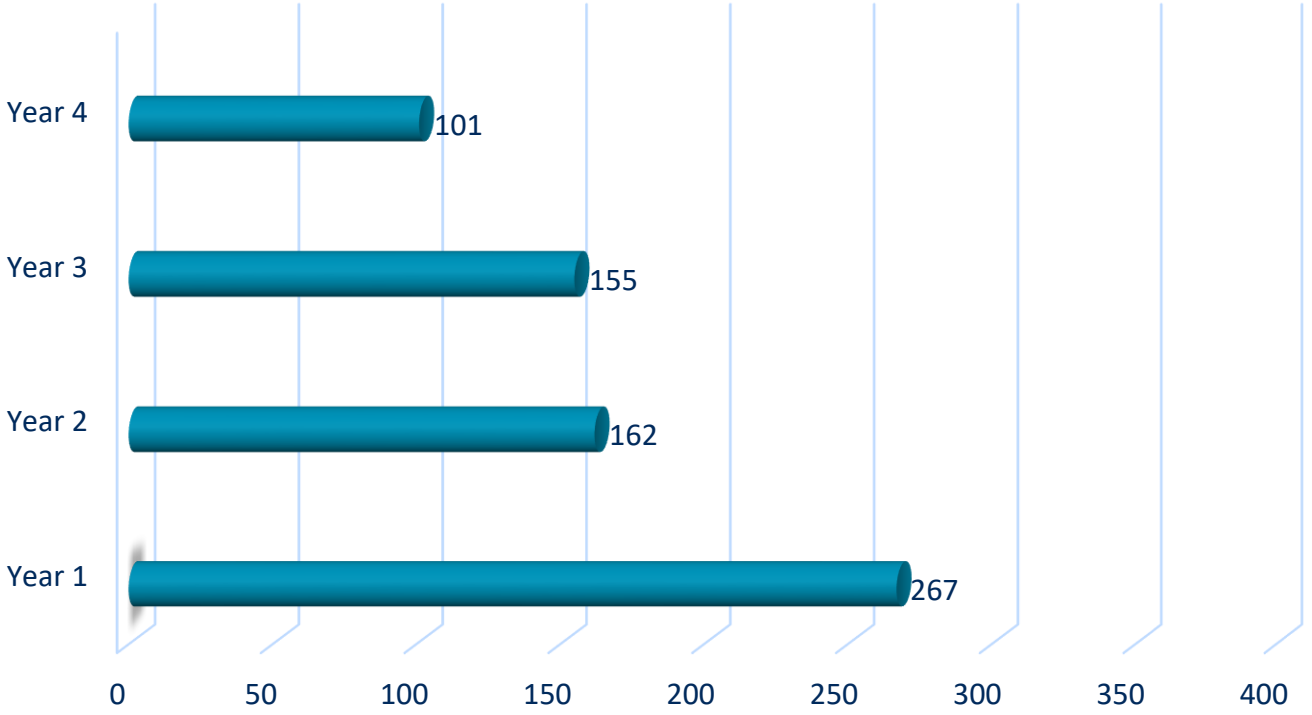
UNIVERSITY OF TORONTO MISSISSAUGA

Academic Discipline Cases by Offence Type



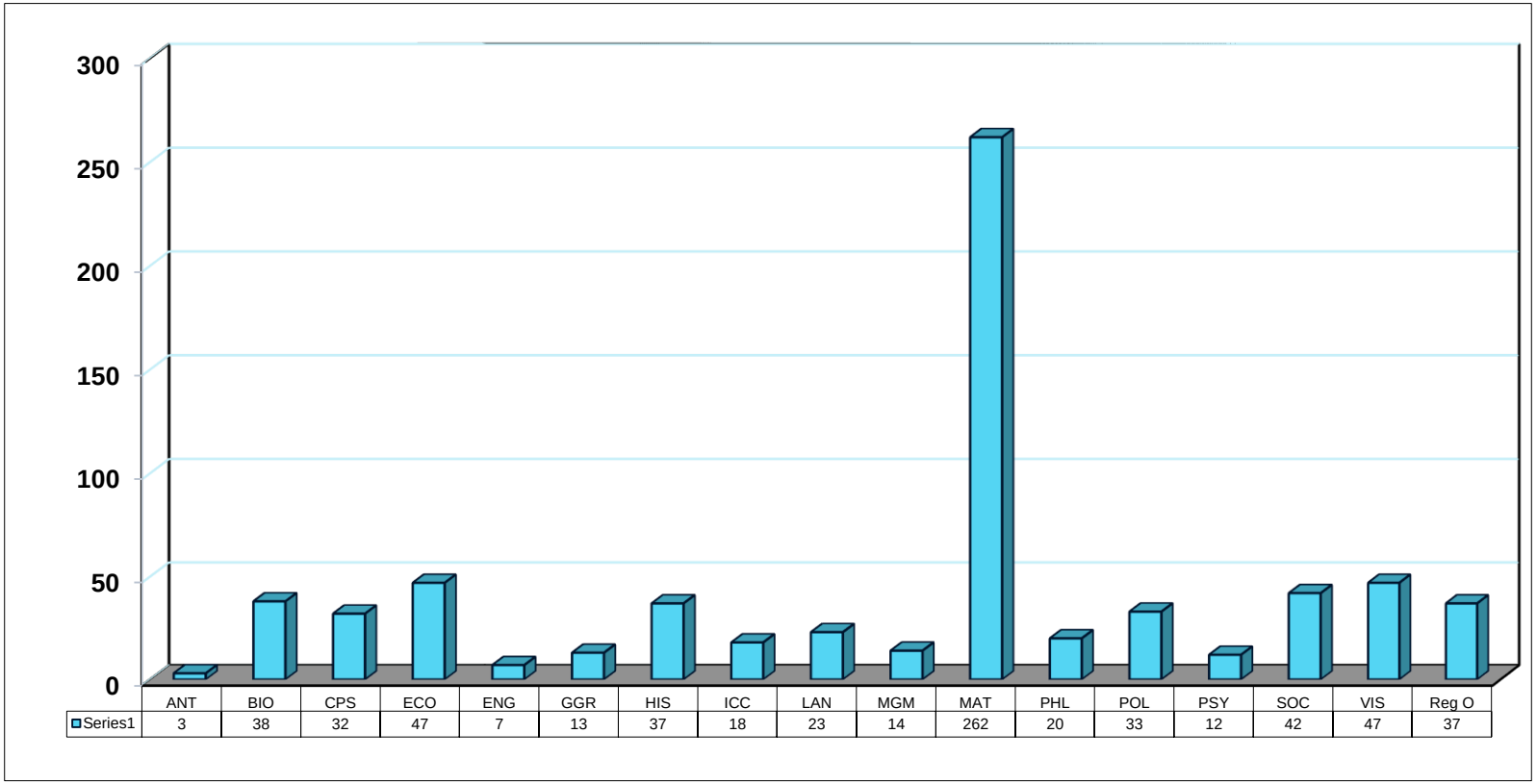
UNIVERSITY OF TORONTO MISSISSAUGA

Academic Discipline Cases by Year of Study



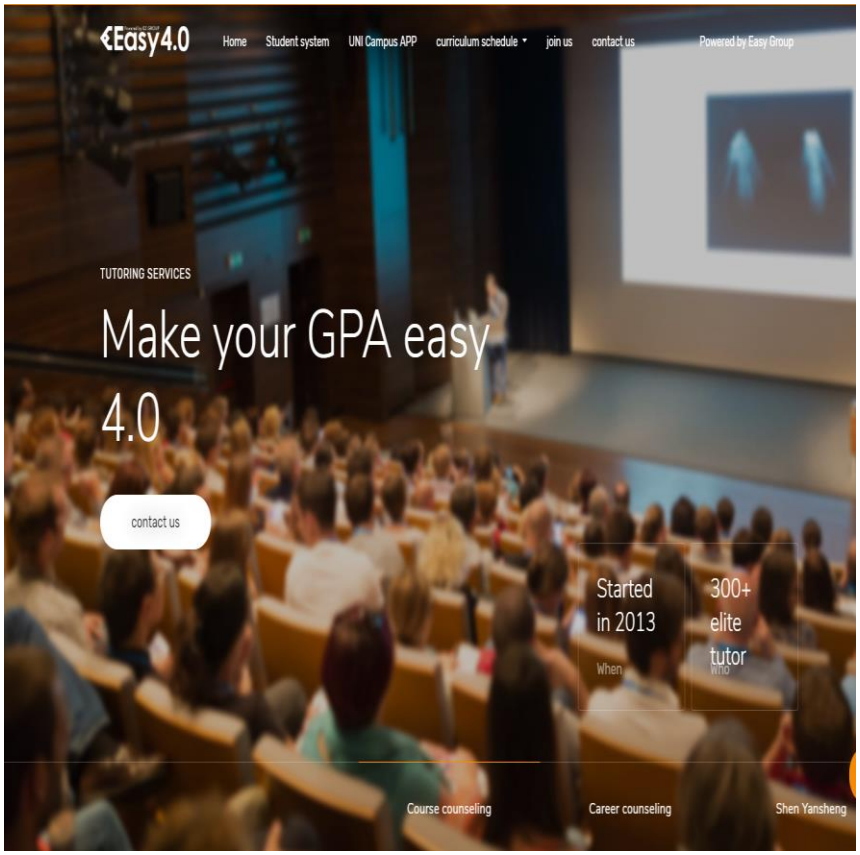
UNIVERSITY OF TORONTO MISSISSAUGA

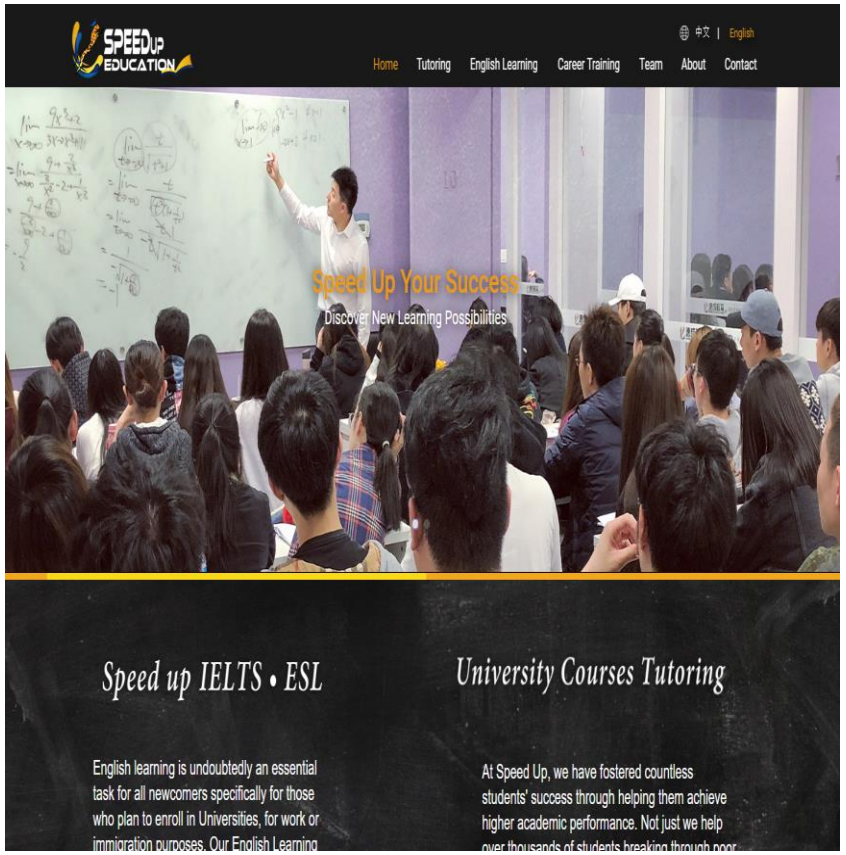
Academic Discipline Cases by Department/Institute



UNIVERSITY OF TORONTO MISSISSAUGA

Tutoring companies/“shadow courses”





UNIVERSITY OF TORONTO MISSISSAUGA

“Custom” essay services

Toronto

Experts say 'predatory' essay writing firms are thriving, and there's no law to stop them

Nursing professors say a term paper purchased by CBC did not raise red flags

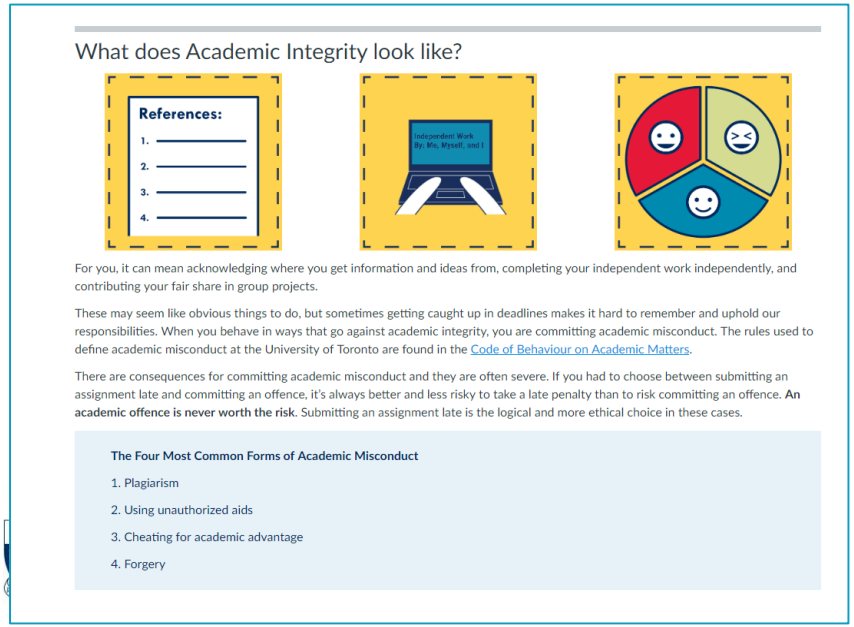
Nick Boisvert · CBC News · Posted: Apr 25, 2019 4:00 AM ET | Last Updated: April 25

Flyers arrive at university and college campuses every semester offering students help with term papers - for a price. (Nick Boisvert/CBC)

UNIVERSITY OF TORONTO MISSISSAUGA

Institutional Initiatives:

- Sticker campaign re: tutoring
- AI Kit sent out at the beginning of each term
- AI modules in Quercus (RGASC)



What does Academic Integrity look like?

References:
1.
2.
3.
4.

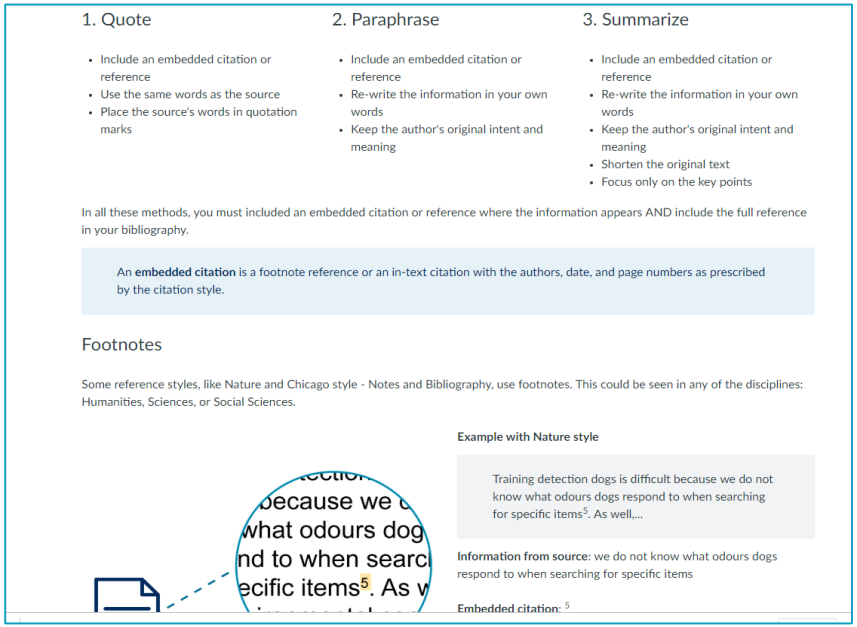
For you, it can mean acknowledging where you get information and ideas from, completing your independent work independently, and contributing your fair share in group projects.

These may seem like obvious things to do, but sometimes getting caught up in deadlines makes it hard to remember and uphold our responsibilities. When you behave in ways that go against academic integrity, you are committing academic misconduct. The rules used to define academic misconduct at the University of Toronto are found in the Code of Behaviour on Academic Matters.

There are consequences for committing academic misconduct and they are often severe. If you had to choose between submitting an assignment late and committing an offence, it's always better and less risky to take a late penalty than to risk committing an offence. **An academic offence is never worth the risk.** Submitting an assignment late is the logical and more ethical choice in these cases.

The Four Most Common Forms of Academic Misconduct

1. Plagiarism
2. Using unauthorized aids
3. Cheating for academic advantage
4. Forgery



1. Quote

- Include an embedded citation or reference
- Use the same words as the source
- Place the source's words in quotation marks

2. Paraphrase

- Include an embedded citation or reference
- Re-write the information in your own words
- Keep the author's original intent and meaning

3. Summarize

- Include an embedded citation or reference
- Re-write the information in your own words
- Keep the author's original intent and meaning
- Shorten the original text
- Focus only on the key points

In all these methods, you must included an embedded citation or reference where the information appears AND include the full reference in your bibliography.

An **embedded citation** is a footnote reference or an in-text citation with the authors, date, and page numbers as prescribed by the citation style.

Footnotes

Some reference styles, like Nature and Chicago style - Notes and Bibliography, use footnotes. This could be seen in any of the disciplines: Humanities, Sciences, or Social Sciences.

Example with Nature style

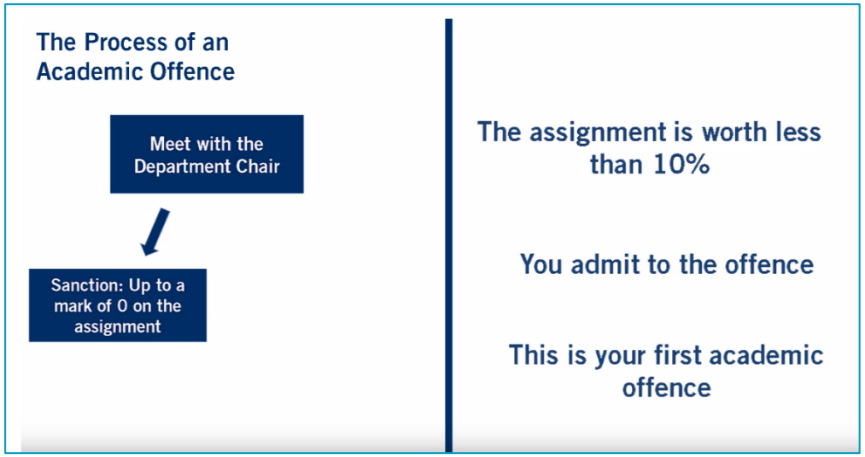
Training detection dogs is difficult because we do not know what odours dogs respond to when searching for specific items[5]. As well,...

Information from source: we do not know what odours dogs respond to when searching for specific items

Embedded citation: [5]

Institutional Initiatives:

- Tri-campus poster campaign
- Collaboration with UTMSU
- Presentations to departments/courses
- Presentations to incoming international students
- New AI videos for students (RGASC)



Information/Resources

- The Code of Behaviour on Academic Matters
- UTM Academic Integrity website AND centrally-created UofT Academic Integrity website
- Academic Integrity Unit

  Located in room 3229, Davis Building

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QUESTIONS?

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