



**FOR APPROVAL**

**PUBLIC**

**OPEN SESSION**

**TO:** UTSC Academic Affairs Committee

**SPONSOR:** Prof. William Gough, Vice-Principal Academic and Dean  
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**PRESENTER:** Prof. Katherine Larson: Vice-Dean Teaching, Learning & Undergraduate Programs  
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**DATE:** March 16, 2021 for March 23, 2021

**AGENDA ITEM:** 3

**ITEM IDENTIFICATION:**

Changes to Degree Requirements: Bachelor of Business Administration (BBA), UTSC

**JURISDICTIONAL INFORMATION:**

University of Toronto Scarborough Academic Affairs Committee (AAC) “is concerned with matters affecting the teaching, learning and research functions of the Campus” (*AAC Terms of Reference, Section 4*). Under section 5.6 of its terms of reference, the Committee may approve: “Minor amendments to Campus academic regulations that are consistent with University-wide policy. These are reported to the Provost’s Office for information.”

**GOVERNANCE PATH:**

- 1. UTSC Academic Affairs Committee [For Approval] (March 23, 2021)**

**PREVIOUS ACTION TAKEN:**

No previous action in governance has been taken on this item.

**HIGHLIGHTS:**

The Department of Management at the University of Toronto Scarborough (UTSC) is proposing to amend the UTSC degree requirements for the Bachelor of Business Administration (B.B.A.) to include a requirement to complete 0.5 credit in designated work-integrated-learning (WIL)

courses as part of the 20.0 credits required for degree completion. This requirement will apply to students in all B.B.A. Specialist programs (non Co-op and Co-op).

The Department of Management at UTSC understands the importance and value of work-integrated-learning (WIL), and has been working diligently since 2018 to include a WIL component in specific program courses, with the goal of ensuring that all students engage in a WIL opportunity prior to graduation.

- As a first step, in 2018 the Department secures over \$200,000 in Career Ready funds (provincial grants provided to post-secondary institutions to support work integrated learning), which they used to support the hiring of an Entrepreneurship and Work Integrated Learning Program Coordinator, with the mandate of increasing experiential learning opportunities for Department of Management students; between February 2018 and March 2019, the Department created 1,860 new WIL opportunities. In follow-up to this effort, faculty leading mandatory B.B.A. courses made a commitment to continue to incorporate WIL components into their courses.
- As a second step, ten elective B.B.A. courses are being updated this year to include a WIL component/requirement.
- The final step is to add a requirement to complete 0.5 credit in WIL designated courses within the 20.0 credits that students must complete as part of the B.B.A. degree requirements. This change is important for two reasons. First, it clarifies for students that, regardless of the program they complete, including whether the program is a non Co-op program or a Co-op program, they must also include at least one WIL-focused course. The benefits they will gain from this requirement include: advancing their theoretical knowledge and transferable skills, learning to communicate effectively with people in diverse roles, engaging in teamwork, problem posing and solving, and career exploration and developing industry and community networks. Second, it signals to graduate schools and employers that all UTSC students have engaged in a WIL experience.

The proposed changes will not impact continuing students, who will be grandfathered. New students will be required to complete the additional degree requirements as part of their B.B.A. degree.

***Consultation:***

*Student consultation*

This proposal was brought to the attention of students in town halls held in 2019 and 2020. Management students were also surveyed about their WIL course experience throughout the 2019-20 academic year. The student response has been positive.

*Departmental consultation*

The Management Curriculum Committee has discussed this proposal and provides their support.

*Consultation beyond the Department*

- Consultation with the Joseph L. Rotman School of Management was undertaken in December 2020. The School of Management responded positively to the proposal, and raised no concerns.

- Consultation with the University of Toronto Mississauga was undertaken in in December 2020. No concerns were raised.
- The proposal was shared at a meeting of the University-wide undergraduate Vice-Dean’s group on December 10, 2020; the group responded positively to the proposal, and raised no concerns.
- Consultation with UTSC Office of the Dean, and with the Office of the Vice-Provost, Innovations in Undergraduate Education/Academic Programs took place in Fall 2020 and Winter 2021. Their feedback was incorporated into this proposal, and the Provost’s Office sign-off was received on January 22, 2021.

**FINANCIAL IMPLICATIONS:**

There are no net implications to the campus operating budget.

**RECOMMENDATION:**

Be It Resolved,

THAT the proposed changes to degree requirements in the Bachelor of Business Administration degree, as detailed in the proposal dated January 22, 2021 be approved.

**DOCUMENTATION PROVIDED:**

1. Changes to Degree Requirements, BBA, dated January 22, 2021.

## 2021-22 Curriculum Cycle Changes to BBA Degree Requirements

January 22, 2021

Proposed Change	Adding a 0.5 credit Work Integrated Learning (WIL) course requirement to B.B.A. Degree Requirements
Division	University of Toronto Scarborough (UTSC)
Proponents	Department of Management University of Toronto Scarborough
Contact	Department: Betty Walters, Program Advisor, Dept of Management; <a href="mailto:b.walters@utoronto.ca">b.walters@utoronto.ca</a>  Dean's Office: Annette Knott, Academic Programs Officer; <a href="mailto:annette.knott@utoronto.ca">annette.knott@utoronto.ca</a>
Effective Date	September 2021, for the 2021-22 academic year

### Summary

This is a proposal to amend the UTSC Degree Requirements for the Bachelor of Business Administration (B.B.A.) to include a requirement to complete 0.5 credit in designated work-integrated-learning (WIL) courses as part of the 20.0 credits required for degree completion. This requirement will apply to students in all BBA Specialist programs, i.e., all Specialist and all Specialist (Co-operative) programs.

### Calendar copy showing all changes

#### ***Section 6A.2 Degree Requirements***

##### *Bachelor of Business Administration (BBA):*

To qualify for the degree, students must:

1. Pass a minimum of 20.0 credits.
  - Of the 20.0 credits, at least 6.0 credits must be at the C- and/or D-level, with at least 1.0 credit at the D-level.
  - Of the 20.0 credits, at least 0.5 credit must come from each of the following five breadth categories (breadth categories are identified in course descriptions):
    - Arts, Literature & Language
    - History, Philosophy & Cultural Studies
    - Social & Behavioural Sciences
    - Natural Sciences
    - Quantitative Reasoning

- Of the 20.0 credits, at least 0.5 credit must come from courses designated as work-integrated-learning (work-integrated-learning, or WIL, courses are identified in course descriptions).

2. Programs: complete one of the Specialist programs in Management, or the Specialist in Economics for Management Studies (only programs offered by UTSC may be used to fulfill degree requirements).

3. Earn a cumulative grade point average of at least 2.0\*\*.

**\*\*Note:** the CGPA requirement to complete certain programs is higher than 2.0. For details see the individual program descriptions.

### **Rationale:**

In 2016, the provincial and federal governments called for an increase in work-integrated-learning in the post-secondary curriculum. More specifically, and “in line with the Highly Skilled Workforce Expert Panel’s recommendation, the Ministry of Advanced Education and Skills Development (MAESD) has committed to ensuring that every student has at least one WIL activity by the time they graduate from a publicly funded postsecondary institution” (MAESD Guiding Principles on Experiential Learning, September 2017).

In June of 2017, the University released the white paper “Rethinking Higher Education Curricula: Increasing Impact through Experiential, Work-Integrated, and Community-Engaged Learning where it was proposed “that the University of Toronto should grow its experiential, work-integrated, and community engaged learning offerings, and that this growth would collectively enhance both the student learning experience and the University’s ability to support broader community and societal needs.” In addition, the 2020-2025 [Strategic Mandate Agreement](#) between the University of Toronto and the Ministry of Colleges and Universities (MCU – formerly MAESD) states the following:

A key component of UofT’s priority for re-inventing and reimagining undergraduate education is the integration of experiential and work-integrated learning across all our programs. Our goal is to ensure that every undergraduate student at UofT has at least one experiential and/or work-integrated learning experience during the course of their studies”.

Most recently, the UTSC [2020-2025 Strategic Plan, Inspiring Inclusive Excellence](#), includes the following priority: “Provide all students with transformative, experiential, and holistic curricular, co-curricular, and extra-curricular learning opportunities.”

The Department of Management at UTSC understands the importance and value of work-integrated-learning (WIL), and has been working diligently since 2018 to include a WIL

component in specific program courses, with the goal of ensuring that all students engage in a WIL opportunity prior to graduation.

As a first step, in 2018 the Department utilized resources provided by the Office of Dean to secure over \$200,000 in Career Ready funds (provincial grants provided to post-secondary institutions to support work integrated learning). These funds were used to support the hiring of an Entrepreneurship and Work Integrated Learning Program Coordinator, with the mandate of increasing experiential learning opportunities for Department of Management students; thanks to the efforts of the Coordinator, between February 2018 and March 2019, the Department created 1,860 new WIL opportunities. In follow-up to this effort, faculty leading mandatory B.B.A. courses made a commitment to continue to incorporate WIL components, such as industry and community consulting, data analysis and solutions presentations, into their courses. Since then, MGTA35H3 (Management Communications for Non Co-op), MGMA01H3 (Principles of Marketing), and MGHC02H3 (Management Skills) have all established WIL components as part of the course requirements.

As a second step, ten elective B.B.A. courses are being updated this year to include a WIL component/requirement: MGSB22H3 (Entrepreneurship), MGSC20H3 (Consulting and Contracting: New Ways of Work), MGMC02H3 (Consumer Behaviour), MGHC53H3 (Introduction to Industrial Relations), MGSD24H3 (New Venture Creation and Planning), MGSC35H3 (Innovation), MGOD30H3 (Business Data Analytics), MGAC70H3 (Management Information Systems), MGAD40H3 (Management Control Systems), and MGAD45H3 (Corporate Governance and Strategy: A CPA Perspective).

The final step is to add a requirement to complete 0.5 credit in WIL designated courses within the 20.0 credits that students must complete as part of the B.B.A. degree requirements. This change is important for two reasons. First, it clarifies for students that, regardless of the program they complete, including whether the program is a non Co-op program or a Co-op program, they must also include at least one WIL-focused course. The benefits they will gain from this requirement include: advancing their theoretical knowledge and transferable skills, learning to communicate effectively with people in diverse roles, engaging in teamwork, problem posing and solving, and career exploration and developing industry and community networks. Second, it signals to graduate schools and employers that all UTSC students have engaged in a WIL experience.

The Department of Management at UTSC is moving to include a WIL requirement as part of the requirements for the completion of the B.B.A., rather than the requirements for each program for the following reasons:

- WIL experience is of strategic importance to the Department as reflected by their “Experience to Lead” tagline.
- Establishing a requirement at the degree level sets the tone for all future B.B.A. programs.

- Given the value placed on experiential learning within the University, as well as by the provincial and federal governments, adding a WIL requirement to the degree is appropriate.
- Adding a WIL requirement to the B.B.A. degree sets the Department of Management programs apart from other Management programs for both external relations and recruitment purposes. In this way, the Department of Management will establish itself as a trailblazer.

### **Resource Implications:**

WIL components have already been added to existing courses, and the costs associated with these changes are being borne by the Department from existing budgets, and no additional resources are required.

To support their ongoing efforts, the Department submitted a request to the Dean to add the Entrepreneurship and Work Integrated Learning Program Coordinator role to the Department's base-budget funding. This request was approved in July 2020, as part of the its base funding requests for 2020-21.

There are no additional resources required for space or infrastructure.

### **Consultation:**

#### *Student consultation*

This proposal was brought to the attention of students in town halls held in 2019 and 2020. Management students were also surveyed about their WIL course experience throughout the 2019-20 academic year. Overall the student response has been positive. A summary of some answers from the survey is given in Appendix A, below.

#### *Departmental consultation*

The Management Curriculum Committee has discussed this proposal and provides their support.

#### *Consultation beyond the Department*

- Consultation with the Joseph L. Rotman School of Management was undertaken in December 2020. The School of Management responded positively to the proposal, and raised no concerns.
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### **Governance Steps**

<b>Approval Body</b>	<b>Date</b>
UTSC Academic Affairs Committee	March 23, 2021
Submitted to the Provost's Office	



## **Appendix A: Responses to 2019-20 WIL Student Survey**

**QUESTION:** Thinking about the specific course you identified above and the WIL project in that class, please identify to what extent this particular experience increased your interest in the course and subject matter?

**Response: 84.8%** Somewhat to a Great Deal

**QUESTION:** To what extent did the WIL project enhance your understanding of the course's curriculum? (Please choose one)

**Response: 84.8%** Somewhat to a Great Deal

**QUESTION:** In completing this WIL project, to what extent were you able to apply academic theory taught in the course to help you?

**Response: 88.6%** Somewhat to a Great Deal

**QUESTION:** To what extent did this WIL project improve your overall retention of the academic material from the course?

**Response: 82.9%** Somewhat to a Great Deal

**QUESTION:** In your opinion, to what extent was this WIL project relevant to your career growth?

**Response: 80.1%** Somewhat to a Great Deal