

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT NUMBER 191 OF THE COMMITTEE ON**  
**ACADEMIC POLICY AND PROGRAMS**  
**May 10, 2018**

To the Academic Board,  
University of Toronto

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

**Present:**

Ernest Lam (Chair)	Allan S. Kaplan
Markus Stock (Vice- Chair)	Jeannie Kim
Sioban Nelson, Vice-Provost, Academic Programs and Vice-Provost, Faculty and Academic Life	Cara Krmpotich
Catherine Amara	Richard Levin
Aarthi Ashok	Reinhart Reithmeier
Jasmine Carter	Anne Harriet Simmonds
James Davis	David R. Smith
Raisa B. Deber	
Tara Goldstein	<b>Secretariat:</b>
Amanda Harvey-Sanchez	David Walders

**Regrets:**

Joshua Barker  
Heather S. Boon  
Arina Dmitrenko  
Glen Bandiera  
Connie Guberman  
Rahul Gupta  
William Ju  
Ben Liu  
Nikita Roy  
Narhari Timilshina

**In Attendance:**

Susan Froom, Student Governor

Grace Bradley, Associate Dean, Undergraduate Education

Zeynep Celik Alexander, Associate Dean, Academic, DFALD

Robert Devenyi, Acting Chair, Dept. of Ophthalmology & Vision Sciences

Lee Dupuis, Professor Leslie Dan Faculty of Pharmacy

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

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

Jeannie Kim, Professor DFALD

Fei-Fei Liu, Chair, Dept. of Radiation Oncology

Mary Lou Lobsinger, Professor DFALD

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

Susan McCahan, Vice-Provost, Innovations in Undergraduate Education

Erin Meyers, Acting Coordinator, Academic Planning & Reviews, Office of the Vice-Provost, Academic Programs

Alan Moody, Chair, Department of Medical Imaging

Jun Nogami, Chair, Materials Science and Engineering

Jeremy Packer, Associate Dean, Graduate, UTM

Mary Pugh, Acting Vice-Dean, Undergraduate & International Faculty of Arts & Science

Mark Schmuckler, Vice-Dean, Undergraduate, UTSC

Richard Sommer, Dean, John H. Daniels Faculty of Architecture and Landscape Design, DFALD

Beth Sproule, Professor Leslie Dan Faculty of Pharmacy

Soo Min Too, Director, Institute for Management & Innovation, UTM

Ian Witterick, Chair, Dept. of Otolaryngology - Head & Neck Surgery

David Wolfe, Professor UTM

Trevor Young, Dean and Vice-Provost, Relations with Health Care Institutions

The Chair welcomed members and guests to the meeting.

ITEMS 1-3 ARE RECOMMENDED TO THE ACADEMIC BOARD FOR APPROVAL. ITEMS 4-7 ARE FOR APPROVAL. ALL OTHER ITEMS ARE REPORTED FOR INFORMATION ONLY.

**1. New Program: PhD in Architecture, Landscape, and Design, John H. Daniels Faculty of Architecture, Landscape and Design**

Professor Nelson noted that this program would be the first new Doctor of Philosophy program that had come forward since 2011. She explained that the PhD was a long-anticipated initiative of the John H. Daniels Faculty of Architecture, Landscape and Design. The four-year program would consist of 6.0 FCEs of coursework, a 2-part comprehensive examination, and a thesis. The program would address a need for advanced specialized research within the design disciplines and produce students who would become traditional academics, as well as, consultants, and leaders in diverse fields. The anticipated start date of the program would be September 2019.

Dean Richard Sommer provided an overview of the Program, re-iterating that the creation of this program had been part of the Academic Plan within the Faculty since the year 2000. The program would be supported by a strong faculty complement from within DFALD as well as faculty from cognate divisions.

In reply to a member's question regarding expected time to completion, Professor Zeynep Celik Alexander, the Associate Dean Academic in DFALD, noted that while the program was a 4-year PhD Program, there would be some flexibility for students who require additional time.

On motion duly made, seconded and carried

It was Recommended

THAT the proposed degree program, Doctor of Philosophy in Architecture, Landscape, and Design (Ph.D.), as described in the proposal from the John H. Daniels Faculty of Architecture, Landscape, and Design dated April 6, 2018 be approved effective September 1, 2019.

**2. New Program: Master of Urban Innovation, University of Toronto Mississauga**

Professor Nelson provided an introduction, explaining that the proposed Master of Urban Innovation (MUI) was a new professional master's degree program brought forward by UTM. The MUI would focus on the following: urban economic development; community capacity building; innovation management; local and regional governance; urban sustainability; and real estate development. The program would be 4-sessions, full-time, and consist of 9.5 FCE's. The anticipated start date was September 2019.

Professor Jeremy Packer, the Associate Dean, Graduate, provided an overview of the program, noting the alignment between the program and one of the President's three priorities – namely, to leverage the University's urban locations more fully, for the mutual benefit of University and City. In reply to a member's question regarding synergy with the School of Cities, Professor David Wolfe replied that the MUI was complementary and compatible with the School of Cities and that future collaboration was being explored.

On motion duly made, seconded and carried

It was Recommended

THAT the proposed degree program, Master of Urban Innovation (M.U.I.), as described in the proposal from the University of Toronto Mississauga dated March 8, 2018 be approved effective September 1, 2019.

### **3. New Program: Master of Science in Pharmacy, Leslie Dan Faculty of Pharmacy**

Professor Nelson noted that this proposed professional master's program would be a full-time, 6-session program in which students would complete 6.0 FCEs consisting of coursework, clinical placements and a capstone research project. Students would also attend the graduate departmental and student group seminars for two years and present a poster. The Program would provide an opportunity for pharmacists to gain advanced clinical knowledge in a defined area of practice that would enable them to become clinical leaders in a wide range of patient care and professional settings. The anticipated start date would be September 2019.

Professors Lee Dupuis and Beth Sproule were in attendance and provided an overview of the new Program. In reply to a member's question regarding internships, they noted that the Faculty was working successfully with partners in the Toronto Academic Health Science Network (TAHSN) to secure internships for students in the program. In reply to another question regarding the full-time structure of the program, Professors Dupuis and Sproule noted that the program structure had been designed so that students could complete their degree in a timely fashion. There would be flexibility within the program for those students who required it.

On motion duly made, seconded and carried

It was Recommended

THAT the proposed degree program, Master of Science in Pharmacy (M.Sc.Pharm.), as described in the proposal from the Leslie Dan Faculty of Pharmacy dated April 11, 2018 be approved effective September 1, 2019.

#### **4. Amendments: Second Degree Policy: University of Toronto Scarborough**

Professor Nelson reported that the purpose of the proposed change was to allow graduates with an Honours Bachelor of Arts or Honours Bachelor of Science degree from UTSC, to return and complete a second bachelor degree of the same type. Given the diversity of programs that led to these degrees, graduates would now be able to pursue a second, different program. As well, the current regulation disadvantaged UTSC graduates since graduates from another university may be admitted to UTSC to pursue either an Honours BA or BSc, regardless of the first-degree type.

In reply to a members question regarding double-counting courses, Professor Mark Schmuckler advised that student pursuing a second degree would be required to take the appropriate program requirements.

On motion duly made, seconded and carried

It was Resolved

THAT the proposal to amend the UTSC Second Degree Policy, described in the proposal dated April 12, 2018, and recommended by the Vice-Principal Academic and Dean, William Gough, be approved effective for the 2018-19 academic year.

#### **5. Revision to Faculty of Arts and Science Student Transfer Regulations and Addition of the John H. Daniels Faculty of Architecture Landscape and Design**

Professor Nelson reported that the proposed revisions would ensure that students transferring from UTSC and UTM completed a minimum of 10.0 Faculty of Arts & Science credits toward their 20.0 required degree credits. The proposed revision added the John H. Daniels Faculty of Architecture, Landscape, and Design to the transfer agreement. Consultation occurred on the proposal with the John H. Daniels Faculty of Architecture, Landscape and Design, the University of Toronto Mississauga and University of Toronto Scarborough. The effective dates of these two changes would be September 2019.

On motion duly made, seconded and carried

It was Resolved

THAT the proposed rule requiring a minimum number of credits to be obtained in the Faculty of Arts & Science for all students completing an undergraduate degree in the Faculty, as described in the attached proposal, be approved effective for admission to the Faculty of Arts & Science starting September 2019, and;

THAT the proposed inclusion of the John H. Daniels Faculty of Architecture, Landscape, and Design into the transfer agreement from 2008, as described in the attached proposal, be approved effective for admission to the Faculty of Arts & Science starting September 2019.

## **6. Divisional Teaching Evaluation Guidelines**

Professor Nelson provided a general introduction to the rationale and scope for the revised guidelines.

### **a) Faculty of Applied Science and Engineering**

Professor Nelson drew member's attention to the fact that the title of the revised guidelines from the Faculty of Applied Science and Engineering had been changed shortly before the AP&P meeting. These revised guidelines related solely to the promotion of faculty in the teaching stream from Associate Professor, Teaching Stream to Professor, Teaching Stream.

In reply to a member's question, Professor Jun Nogami, Chair of Materials Science and Engineering noted that a separate policy was being developed in the Faculty to address the process for teaching stream faculty coming forward for Continuing Status.

On motion duly made, seconded and carried

It was Resolved

THAT the "Divisional Guidelines for the Evaluation of Teaching Effectiveness for Promotion to Professor, Teaching Stream" dated April 9, 2018 and approved by the Faculty of Applied Science and Engineering Faculty Council on April 11, 2018, be approved effective immediately.

### **b) Faculty of Dentistry**

Professor Nelson advised that, previously, the Faculty did not have any teaching stream faculty. As a result, the old *Guidelines* did not encompass this group, whereas the revised ones did.

On motion duly made, seconded and carried

It was Resolved

THAT the "Guideline for the Assessment of Effectiveness in Teaching in Promotion, Continuing Status and Tenure Decisions" dated April 2018 and approved by the Faculty of Dentistry Faculty Council on April 24, 2018, be approved effective immediately.

**c) University of Toronto Mississauga**

Professor Nelson noted that the UTM Revised Guidelines for the Evaluation of Teaching were approved by AP&P in 2<sup>nd</sup> cycle. This newly approved document contains a number of small changes ] to wording to ensure that the revised Guidelines conform explicitly to policy and to avoid any potential for confusion..

On motion duly made, seconded and carried

It was resolved

THAT the revised “University of Toronto Mississauga Guidelines for the Evaluation of Teaching” as approved by the University of Toronto Mississauga on March 28, 2018 as attached, be approved effective immediately.

**7. Ontario Co-operative Education Tax Credit: Approved List of Programs, 2018-19**

Professor Nelson informed the Committee that, through its programs, the University provided a wide range of experiential learning opportunities and connections to professions and industry. The Provincial Government provided a tax credit to a maximum of \$3,000 per placement to private employers who provide paid placements which were part of students’ academic program requirements. The list provided reflected programs that met the Ontario Co-operative Tax Credit criteria, and was not an exhaustive list of placements available to students at the University across numerous other professional and research degree offerings.

There were four additions to the 2018-19 list; three from OISE (Counselling and Clinical Psychology, MA; School and Clinical Child Psychology, MA; and, Counselling Psychology, M.Ed) and one from the Faculty of Applied Science and Engineering (Clinical Engineering, MHSc). None of these were newly approved programs, but rather existing programs that were not reported in the past, but did qualify for the list and had now been added. Two other minor changes to the current list were updating the home unit for two qualifying UTSC programs, and updating the program length options for the MMPA program.

On motion duly made, seconded and carried

It was Resolved

THAT the 2018-2019 List of University of Toronto Programs Eligible for the Ontario Co-operative Education Tax Credit, dated May 10, 2018, be approved.

## **8. Report on the Review of Clinical Departments 2017-18**

Professor Nelson noted that this report was commissioned by the Dean of the Faculty of Medicine. It highlighted the unique contribution clinical departments make to the Faculty's education programs. The intent of the reviews was to help assess and improve quality.

The report included the reviews of the Department of Otolaryngology, the Department of Ophthalmology & Vision Sciences, the Department of Radiation Oncology, and the Department of Medical Imaging. All four reviews were extremely positive, assessing the departments as being among the top in the world.

The report was received for information and there were no questions from members.

## **9. Annual Major Modification Report, 2017-18**

Professor Nelson noted that this was the 7th Major Modification report that had been brought forward under the University of Toronto Quality Assurance Process. She explained that major modifications reflected a great deal of innovation within existing program frameworks. There were 36 major modifications approved by divisional councils for 2017-18 and Professor Nelson offered highlights from these. She also advised that a list of administrative changes and minor modifications to programs was included for reference and to provide a complete perspective on on-going changes affecting the structure of programs. Finally, she noted that there were no changes to Transcript Notations to report this year.

The report was received for information and there were no questions from members.

## **10. Annual for-Credit and Not-for-Credit Certificate Report, 2017-18**

Professor Nelson provided an overview of the reports, outlining the category 1 and category 2 for-credit certificates, noting that three new for credit certificates had been approved in 2017-18. Turning to the Not-For-Credit Report, Professor Nelson provided a summary of the changes for 2017-18.

The report was received for information and there were no questions from members.

## **11. Semi-Annual Report on Graduate Collaborative Specializations: 2017-18**

Professor Nelson reported that the two reviews included in this cycle were commissioned by the Faculty of Arts and Science and the Faculty of Medicine. The reviews, commissioned by the lead Faculty Dean, were focused on evaluating the quality and additional value provided in the multidisciplinary environment of a Collaborative Specialization. The Report did identify some challenges, though both cases, there were plans in place to address these challenges.

The report was received for information and there were no questions from members.

## **12. Report of the Previous Meeting**



Report Number 191 of the Committee on Academic Policy and Programs May 10, 2018  
The Report of the Previous meeting, Report Number 190, was approved.

### **13. Business Arising from the Report of the Previous Meeting**

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

### **14. Date of Next Meeting – September 17, 2018 at 4:10 p.m.**

Members were advised that the date of the next meeting would be September 17, 2018.

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

Professor Nelson advised the Committee that the Specialist in Data Science, a new program reviewed by AP&P at the January, 2018 meeting, was approved by the Quality Council on April 20th. This program would be offered by the Faculty of Arts and Science and would commence this September.

She then thanked all of the Committee members for their work, the Chair and Vice Chair and the Secretary.

### **16. Other Business**

Ms Susan Froom then addressed the Committee on the topic of the *University-Mandated Leave of Absence Policy*. She urged the administration to bring the *Policy* to the Academic Appeals Committee for input and for that Committee to provide an update to AP&P.

The Chair thanked all members for their service on the Committee over the past year: for their careful review of agenda material and for their thoughtful and efficient participation in the Committee's business. He expressed special thanks to Professor Markus Stock for his work and support as Vice-Chair. The Chair also expressed thanks to the administrative assessors, for their contributions, and in particular to Professor Nelson for her excellent presentations of items of business and for her overall leadership. The Chair acknowledged the support of the staff: Dr. Mallinick, Ms Francisco and Ms Meyers who had played a key role in the work of the Committee – coordinating the flow of business, advising the divisions on what is needed in terms of governance consideration of their proposals, drafting cover sheets, and much more. Finally, the Chair thanked members of the Governing Council Secretariat who had supported the Committee over the past year.

The meeting adjourned at 5:55 p.m.

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Secretary

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Chair

April 8, 2018