

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 185 OF THE COMMITTEE ON
ACADEMIC POLICY AND PROGRAMS

May 9, 2017

To the Academic Board,
University of Toronto

Your Committee reports that it met on Tuesday, May 9, 2017 at 4:10 p.m. in the Galbraith Building, Room 202, with the following present:

Professor Elizabeth M. Smyth (Chair)
Professor Maydianne C.B. Andrade (Vice-Chair)
Professor Sioban Nelson, Vice-Provost,
Academic Programs and Interim Vice-Provost,
Faculty and Academic Life
Professor Locke Rowe, Vice-Provost, Graduate
Research and Education, Dean of the School of
Graduate Studies
Professor Catherine Amara
Professor Marcus Bussmann
Professor Wendy Duff
Professor Vivek Goel
Professor Susan Jaglal
Professor. William Ju
Professor. Allan S. Kaplan

Professor Ernest W.N. Lam
Mr. Austin Long
Professor Michael J.H. Ratcliffe
Ms. Melinda Scott
Mr. Abdulwahab Sidiqi
Professor Anne Harriet Simmonds
Ms Alena Zelinka

Non-voting-Assessors:

Mr. Richard Levin, Executive Director,
Enrolment Services and University
Registrar

Secretariat:

Mr. David Walders

Regrets:

Mr. Joshua Hunter
Professor Thomas Hurka
Ms. Jennifer J. Lau
Professor Reid B. Locklin
Professor Lacra Pavel
Mr. Rosten Role
Professor Sonia Sedivy
Mr. Bingchen (Tony) Shan
Professor Ning Yan
Ms Samra Zafar

In Attendance:

Professor Andrea Sass-Kortsak, Chair, Academic Board
Ms Christine Arseneault, Director Management Co-op, Department of Management,
University of Toronto Scarborough (UTSC)

In Attendance continued:

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

Professor Lisa Harvey, Department of Management, UTSC

Professor Keyvan Karkouti, Department of Anesthesia and Vice Chair of Innovation and
Research, Faculty of Medicine

Professor Pamela Klassen, Vice-Dean Undergraduate & International, Faculty of Arts and
Science (FAS)

Ms Annette Knott, Academic Programs Officer, Department of Management, UTSC

Professor Hugh Laurence, Acting Chair, Department of Management, UTSC

Mr. Thomas MacKay, Director, Faculty Governance & Curriculum Services, FAS

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

Dr. Cora McCloy, Faculty Liaison Coordinator, Scholarship of Teaching & Learning

Professor George Quan Fun, Department of Management, UTSC

Professor Lalitha Raman-Wilms, Associate Dean, Education, Leslie Dan Faculty of
Pharmacy

Professor Peter Roy, Vice Chair, Department of Molecular Genetics, Faculty of Medicine

Professor Mary Silcox, Vice-Dean Graduate, UTSC

Professor Jason Wei, Department of Management, UTSC

ITEMS 1, 2, 3 and 4 ARE RECOMMENDED TO THE ACADEMIC BOARD FOR
APPROVAL. ALL OTHER ITEMS ARE FOR INFORMATION

OPEN SESSION

The Chair welcomed members and guests to the last meeting of the 2016-2017 governance year. Professor Smyth noted that members had received an email from the Secretary inviting them to complete an end-of-the-year survey. The feedback would be useful in planning future meetings of the Committee.

1. Revision of Policy Concerning Undergraduate Degrees for Arts & Science Graduates, Faculty of Arts and Science

The Chair stated that the establishment, termination or major amendment of University-wide policies governing academic regulations were considered by the Committee and forwarded to the Academic Board for approval.

Professor Sioban Nelson reported that the proposal, which came out of a review of the Faculty's policies and practices regarding petition, was to allow graduates with a Honours Bachelor of Arts or Honours Bachelor of Science degree from the University of Toronto to pursue a second degree of the same post-nominal in the Faculty of Arts and Science. Broad consultation had been undertaken across the Faculty, including with College Registrars, College Principals, Associate Chairs Undergraduate and the Committees on Standing and of Teaching and Learning; there was support for the revision.

Consultation had also occurred with the Office of the University Registrar, the University of Toronto, Scarborough and the University of Toronto, Mississauga, the Office of Convocation. Mr. Levin stated that he supported the Faculty on this initiative. The Chair

added that the School of Graduate Studies would be revising its regulations along this line as well.

In response to a member's question, Professor Klassen stated that approximately 25-35 students per year would avail themselves of the second degree option.

On motion duly moved, seconded and carried

YOUR COMMITTEE RECOMMENDS

THAT the proposed newly amended "Second Degree" Requirements policy outlined in the Faculty of Arts and Science Calendar, as described in the proposal from the Faculty of Arts and Science dated April 17, 2017, be approved effective July 1, 2017.

2. Closure of the Bachelor of Science in Pharmacy, Leslie Dan Faculty of Pharmacy

The Chair stated that the Committee recommended to the Academic Board approval of proposals for the closure of existing degree and graduate programs; and that the proposal was to close the Bachelor of Science in Pharmacy (BScPhm).

Professor Nelson explained that the proposal to close the BScPhm was the last step in the process of converting the entry-to-practice degree for practicing pharmacists from the Bachelor of Science in Pharmacy to the Doctor of Pharmacy. This had also involved the change in the scope of the curriculum as well as a change to the degree nomenclature. These changes were the result of broad consultation, including with the Schools of Pharmacy in Canada and Pharmacy School Deans across Canada, who had agreed that all schools would transition to a PharmD entry-to-practice degree programs.

Professor Nelson stated that admissions to the B.Sc.Phm degree program were suspended on September 1, 2014; there was one student who would complete the degree program in June 2018.

In response to a member's question, Professor Raman-Wilms stated there was the opportunity for former B.Sc.Phm graduates to return to the University to pursue a Doctor of Pharmacy.

On motion duly moved, seconded and carried

YOUR COMMITTEE RECOMMENDS

THAT the proposed closure of the Bachelor of Science in Pharmacy degree, offered through the Leslie Dan Faculty of Pharmacy dated February 16, 2017, to which admissions were administratively suspended September 1, 2014, be approved with an anticipated program closure date of June 30, 2018.

3. New Graduate Master's Program: Master of Accounting and Finance, University of Toronto Scarborough

The Chair stated that the Committee had the authority to recommend to the Academic Board the approval of new graduate programs and degrees. The proposal was for a four session, full-time professional master's degree called Master of Accounting and Finance (M.Acc.Fin.), which would be offered by the Department of Management, University of Toronto Scarborough

Professor Nelson stated that the proposal had received approval from the University of Toronto Scarborough on April 25, 2017. The anticipated start date of the proposed Master's was May 2018. She added that consultation took place with the Rotman School of Management, the University of Toronto Mississauga, and the Faculty of Arts and Science, as well as with students.

Professor Silcox provided a comprehensive overview of the Program. She highlighted the following:

- the program would go beyond what is required for professional accreditation;
- a unique degree offering would give students the opportunity to become highly competitive for any accounting and/or finance related positions by providing them with a desirable combination of Accounting and Finance skillsets;
- part of the impetus for the program was in response to changes by the Chartered Professional Accountants (CPA) of Ontario regarding accreditation;
- the proposed program was not offered anywhere else within or outside the University of Toronto, and was also the only one of its nature in the province of Ontario;
- it was important to students to have a local option in the east end of the GTA.

Professor Andrade stepped out of Vice-Chair to answer questions on behalf of Professor Bill Gough, Acting Dean, Graduate, UTSC, who was not in attendance. Professor Andrade stated that Dean's office was invested in making the new program a success; two teaching staff positions would be created.

Professor Nelson confirmed that the proposed program was subject to approval by the Ontario Universities Council on Quality Assurance (the Quality Council); the Ministry of Advanced Education and Skills Development; as well as the CPA Ontario and CFA Institute

On motion duly moved, seconded and carried

YOUR COMMITTEE RECOMMENDS

THAT the proposed degree program, Master of Accounting and Finance (M.Acc.Fin.), as described in the proposal from the University of Toronto Scarborough dated April 4, 2017 be approved effective May 1, 2018.

4. New Graduate Master's Program: Master of Health Science in Medical Genomics, Faculty of Medicine

Professor Nelson stated that the proposed Master of Health Science in Medical Genomics was a 5 session, full-time professional master's degree program to be offered by the Department of Molecular Genetics, Faculty of Medicine; it would provide both laboratory and clinical-focussed students with the theory and practice in order to generate and analyze genomic data in the areas of research and medical practice.

Members asked questions about likely impact of the new program on the existing graduate Program, the Master of Science in Genetic Counselling.

Professors Allan Kaplan, Vice Dean, Graduate and Academic Affairs, Faculty of Medicine and Peter Roy, Vice Chair, Department of Molecular Genetics explained that the two programs had a very different focus. While the Genetic Counselling Program was largely concerned with assisting individuals to arrive at and manage clinical decisions (largely focussing on the health of fetuses), the Medical Genomics Program would provide trainees with the ability to translate genomic DNA and apply it to a much wider range of individuals, including those in non-hospital settings. In addition, while the cohort for the genetic counselling program was approximately 4 students per year, this new program would have a cohort of 20 students per year. They stated that given that the field of genomics was rapidly emerging, there was a significant need for this program to provide appropriate training.

Professor Nelson confirmed that the proposed program was subject to approval by the Ontario Universities Council on Quality Assurance (the Quality Council), and the Ministry of Advanced Education and Skills Development.

On motion duly moved, seconded and carried

YOUR COMMITTEE RECOMMENDS

THAT the proposed degree program, Master of Health Science in Medical Genomics (M.H.Sc.), as described in the proposal from the Faculty of Medicine dated August 1, 2016 be approved effective September 1, 2018.

5. Ontario Co-operative Education Tax Credit: Approved List of Programs, 2017-18

The Chair stated that the Committee had general responsibility for policy on, and for monitoring, the quality of education of the University. The list of University of Toronto programs eligible for the Ontario Co-operative Education Tax Credit was brought forward annually to AP&P.

Professor Nelson stated that the report of programs that met the criteria of eligibility was required under the Taxation Act. She added that through its programs, the University provided a wide range of experiential learning opportunities and connections to professions and industry. In addition to those not on the list, many clinical internships and placements had also provided students with intensive supervision during unpaid placements. The list indicated a few small changes from the previous year's list, namely the addition of one

offering of the Dalla Lana School of Public Health, and the switch of two UTM offering's type of placement offering from "work-term and "internship" to "co-op".

On motion duly moved, seconded and carried

YOUR COMMITTEE RESOLVED

THAT the 2017-2018 List of University of Toronto Programs Eligible for the Ontario Co-operative Education Tax Credit, dated May 9, 2017, be approved.

6. Report on the Review of Clinical Departments 2016-17 Department of Anesthesia, Faculty of Medicine.

The Chair reminded members that the Committee had general responsibility for monitoring the quality of education and the research activities of the University, and received annual reports on the reviews of academic units and programs. The report on the reviews of clinical departments had been brought forward to the Committee for information.

Professor Nelson reported on one external review of a clinical department, the Department of Anesthesia, which was completed in 2016-17. She referred to the table that summarized the review outcome and decanal response/implementation plan.

Professor Nelson stated that the overall assessment of the quality of the Department of Anesthesia was very positive. The reviewers had noted the 'visionary' leadership, excellent research, and innovative teaching. The decanal administrative response/implementation plan addresses the reviewers' recommendations, including those related to undergraduate and postgraduate medical education as well as the clinical fellowship programs.

Professor Keyvan Karkouti, Department of Anesthesia and Vice-Chair of Innovation and Research, Faculty of Medicine confirmed that the recommendations contained in the report were being addressed by the current department Chair.

7. Annual Major Modification Report, 2016-17

The Chair reminded members that the Councils of the academic divisions had delegated authority to approve modifications to existing degree programs. The Committee received for information an annual report on modifications to existing programs that were defined in the University of Toronto Quality Assurance Process (UTQAP) as major modifications. In addition, 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.

Professor Nelson commented that the report indicated the work on changes to academic programs that was being done within the divisions which reflected innovations in line with the continuous cycle of improvement of programs under UTQAP to respond to student needs. She noted that there had been a higher than usual number of major modifications reported this year. This was partly due to the out-of-cycle reporting of 11 major modifications by the

Faculty of Arts and Science, approved by its Faculty Council in February 2015. The Faculty had addressed this issue in a letter which was part of the report the members had received.

8. Annual for-Credit and Not-for- Credit Certificate Report

The Chair noted that the *Policy on Certificates (For-Credit and Not-For-Credit)* stated that divisions had delegated authority to create, modify and close certificate programs; and that Committee received an annual report on certificate programs, which reflected the Committee's role of monitoring academic programs across the University.

Professor Nelson stated that the report was being presented for the first time under the new *Policy*. She indicated that the for-credit report contained the listing of all for-credit, or stand-alone certificates, and for-credit certificates offered in conjunction with an undergraduate degree program. The not-for-credit report consisted of continuing, professional and executive education offered by the School of Continuing Studies as well as by a number of divisions across the University of Toronto.

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

9. Semi-Annual Report on Graduate Collaborative Specializations: 2016-17

Professor Nelson reported that a total of nine (9) external reviews of collaborative specializations had been commissioned by the lead Dean of each collaborative specialization in 2016-17. The reviews included one collaborative specialization led by Medicine (Developmental Biology), one led by OISE (Educational Policy) and five led by Arts and Science (Diaspora and Transnational Studies, Editing Medieval Texts, South Asian Studies and Women and Gender Studies).

Referring to the summary of the review outcomes, Professor Nelson stated that overall, the reviews had indicated that the collaborative specialization requirements were clear, relevant, and appropriate. Specifically, core course content was adequately evolving to meet student, faculty, and disciplinary changes. In nearly all cases, additional academic activities had provided opportunities for student attainment of learning outcomes within interdisciplinary environments, and there was consistent demand and support for the programs. She added that in all reviews, all participating and supporting units had committed to continue to provide support for the collaborative specializations.

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

10. Report of the Previous Meeting

Report Number 184 (March 29, 2017) was approved.

11. Business Arising from the Report of the Previous Meeting.

There was no business arising from the previous meeting.

12. Date of Next Meeting:

Members were reminded that the next meeting was scheduled for September 18, 2017.

13. Reports of the Administrative Assessors

There were no reports of the Administrative Assessors.

14. Other Business

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. She expressed special thanks to Professor Andrade for her work and support as Vice-Chair.

Professor Smyth 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 McCloy 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.

The Chair thanked members of the Governing Council Secretariat who had supported the Committee over the past year.

Recognition of Professor Elizabeth M. Smyth

Professor Sass-Kortsak, Chair, Academic Board thanked Professors Smyth and Andrade noting that they would be stepping down in their respective roles as Chair and Vice-Chair of the Committee: Professors Smyth had completed her ninth and final year as a member of Governing Council; and Professor Andrade would be taking up a new role as Vice-Dean, Faculty Affairs & Equity, UTSC. Professor Sass-Kortsak thanked both for their leadership and commitment; and noted the meetings devoted to the Committee’s semi-annual reviews of academic programs and units were a good example of such.

Professor Nelson expressed appreciation to Professor Smyth on behalf of the administration and thanked her for her dedication in Chairing the Committee since 2014. She was praised for her collegial approach and sense of purpose in the role of Chair; who encouraged participation by members.

As a token of appreciation, Professor Sass-Kortsak presented a chair to Professor Elizabeth M. Smyth in recognition of exemplary service and leadership.

The meeting adjourned at 6:15 p.m.

Secretary

Chair

May 10, 2017