MINUTES

Present

Pamela Klassen (Vice-Dean)  David Goldreich  Don Newton
Martha Harris  Gillian Hamilton  Tony Pi
Kevin Mak  Ikrán Jama  Michael Ratcliffe
Angela Esterhammer  Tamara Jones  Deanne Saunders
Dickson Eyoh  Dai Kojima  Dana Seitler
Matthew Farish  June Larkin  Gabriella Selvarajah
Carol Finlay  Katherine MacLvor  Ira Wells
Cynthia Goh  John Marshall  Andrea Williams

Call to Order and Vice-Dean’s Welcome

The meeting was called to order at 2:33 pm by the Vice-Dean, Undergraduate & International, Professor Pamela Klassen, who welcomed everyone. As there were many new faces present, the meeting started with a quick round of introductions.

1. Report from the Vice-Dean, Undergraduate & International

Vice-Dean Klassen addressed the committee on five items.

PCL218H1: Cannabis the Drug:

She informed the committee that the Department of Pharmacology and Toxicology would be putting forth a new course aimed to provide students with a basic understanding of the health implications of cannabis. The course proposal benefited from multiple rounds of consultation with different stakeholders. Vice-Dean Klassen wanted to bring this course to members’ attention as some academic units might be interested in offering courses that explore cannabis from different perspectives.

Consultation re: Curriculum Development:

Vice-Dean Klassen once again emphasized the importance of consultation between academic units and Colleges when developing curriculum changes, and she cited PCL218H1 as an important example in which its course title and description were modified in response to ongoing feedback. She indicated that Dr. Martha Harris, Manager of Governance & Curriculum Services would be able to offer advice should academic units be unsure of which parties to consult with respect to course and program changes.

Discontinuing Use of CGPA in Course Prerequisites:

The Faculty is discontinuing the use of CGPA as an admission criterion to a course or program as it encompasses everything a student has done, which often includes elective courses that are not relevant to the actual course or program of study at hand. Vice-Dean Klassen noted that there are other ways to limit student enrolment in a course.
She encouraged academic units to bring related course prerequisite changes forward at future curriculum committee meetings.

**Online Courses:**

The Dean’s Office is currently reviewing the role of online courses and their impact on students’ academic career and beyond. If an academic unit is offering online courses to its students, the Dean’s Office may approach the unit to undertake conversations.

**Grading Schemes in Courses:**

Finally, Vice-Dean Klassen encouraged academic leaders to be cognizant of grading schemes in their respective units’ courses. Students benefit from critical and constructive feedback early in the term as it allows them the opportunity to improve as well as decide whether to continue with a course prior to the drop date. Courses with a heavily-weighted final exam, or courses with a midterm test and a final exam as the only evaluation components create high-stake scenarios for students, especially if there are other issues such as academic integrity involved.

2. **Approval of Minutes of the November 14, 2018 Meeting of Social Sciences Curriculum Committee**

The meeting minutes were approved.

3. **Course and Program Modifications for Abbreviated/Expedited Review**

No issues were raised.

4. **Major Program Modifications**

Vice-Dean Klassen stated that the proposals for major program modifications go through a round of consultation at the curriculum committee stage. Should these proposals be recommended by the respective committee(s), they will go for approval at the Arts & Science Council on February 13, 2019.

**Rotman Commerce:**

Professor David Goldreich, Director of Rotman Commerce, presented the proposal to modify the Accounting Specialist, the Finance and Economics Specialist, and the Management Specialist programs.

As Rotman Commerce programs are jointly offered by the Faculty of Arts & Science and the Rotman School of Management, students enrolled in the Specialist programs are required to complete a minimum of 10.0 FCE of RSM courses and 10.0 FCE of non-RSM courses. This current 10/10 split does not allow for flexibility for students to acquire breadth in other subdisciplines of business or Arts & Science subjects. The new rule of requiring students to complete a minimum of 8.0 FCE of RSM courses and 8.0 FCE of non-RSM courses would allow students to further explore their areas of interest. This new rule would apply to all Specialist programs.

A member inquired about the financial implications triggered by the new 8/8 rule. Professor Goldreich responded that the Dean of Arts & Science, the Dean of the Rotman School, and the Provost’s Office had worked out an appropriate arrangement. He added that the survey his academic unit had conducted showed a desire by students to go in either direction in terms of taking additional RSM courses versus non-RSM courses.
A member asked about specific changes to be proposed for the existing Accounting Specialist. Professor Goldreich indicated that there would be a bit of give-and-take as Specialist programs offered within the Faculty of Arts & Science can not exceed 16.0 FCE. In addition to requiring students to take courses in organizational behaviour, operations management, and strategic management, they would only have to take 0.5 FCE of economics courses at the 300-level as opposed to the current 1.0 FCE.

The Finance and Economics Specialist will see the removal of the 0.5 FCE upper-level international business requirement to make way for the increase in the upper-level finance requirement from 1.0 FCE to 2.0 FCE. The Management Specialist will see the creation of an upper-level requirement of 2.5 FCE of courses that resembles what is currently required of the academic unit’s four Focuses.

Professor Goldreich stated that this round of program modifications would also include the closure of the existing Financial Reporting and Control stream as a result of low enrolment. A question was raised to inquire how the academic unit would manage the students currently enrolled in this stream. He responded that the academic unit is working to propose a new Focus in the area of accounting and financial statement analysis within the Management Specialist to which students could potentially switch.

Professor Goldreich thanked Professor Gillian Hamilton from the Department of Economics and Dr. Martha Harris for the ongoing consultation and feedback and for making these changes possible. The program modification proposal for the three Rotman Commerce Specialist programs was recommended for approval at the February 13, 2019 Arts & Science Council meeting.

**Sexual Diversity Studies, Mark S. Bonham Centre for:**

Professor Dana Seitler, Director of the Centre, presented the proposal to modify both the Sexual Diversity Studies Specialist and the Sexual Diversity Studies Major. She indicated that the program modifications reflect the shift in the field of sexual diversity studies towards such subjects/topics as intersectionality, and transnationalism, as well as the Centre’s desire to create a better vision with respect to the undergraduate experience.

Some of the proposed changes include the creation of thematic clusters (Politics & Policy, Formations & Practices, and Media & Aesthetics) to highlight the cross-disciplinary nature of the programs, as well as new permanent courses that have previously been taught as special topics to fill a few gaps in the existing curriculum. In addition, a new course to be offered through the modified First-Year Foundations initiative will enable students to learn about the intersectional approaches to the study of sexual diversity. Furthermore, a capstone requirement would be established for students enrolled in the Major.

A member commented that their unit is proposing a new course that might be suitable for cross listing.

The program modification proposal for the Sexual Diversity Studies programs was recommended for approval at the February 13, 2019 Arts & Science Council meeting. Because of the interdisciplinary nature of the programs, the modification proposal will also be reviewed by the Humanities Curriculum Committee on February 1, 2019.

5. **Minor Program Modifications and Course Proposals for Full Review**

**University College:**

Professor John Marshall, Vice-Principal of University College, presented the proposals to create three new courses, modify five existing programs as well as retire four courses.
Changes to the completion requirements for the Canadian Studies Major and Specialist stemmed from the proposed retirement of HIS263Y1 (Introduction to Canadian History) that was approved in Fall 2018. The College would like to broaden the selection of courses students could take to fulfill the 1.0 FCE Canadian content requirement.

To coincide with the Faculty of Arts & Science’s initiative to reshape the existing First-Year Seminar 199 courses as First-Year Foundations (FYF) Seminars, the College proposed converting its existing full-credit UC One courses to half-credit courses so that it could serve more students down the road. UNI105Y1 (The Urban Mind) was proposed to be retired so that the Cognitive Science program could better manage its capacity challenges.

A member inquired about the effects of the UC One course changes. Professor Marshall replied that students admitted to UC One this fall would take a minimum of one half-credit course as opposed to one full-credit course. In the future, the College might restrict enrolment in these courses to one half-credit course per student. All of the proposals were approved.

United States, Centre for the Study of the:

Mr. Don Newton, Events and Program Coordinator at the Centre, presented the proposals to modify two programs. Changes to the American Studies Major and Minor stemmed from the decision by the Department of English to convert its second-year full-credit course in American Literature (ENG250Y1) to a half-credit course (ENG250H1) in 2018. The Centre proposed broadening the selection of courses students could take to fulfill the 1.0 FCE American content requirement. Both of the program modification proposals were approved and would be reviewed once more at the Humanities Curriculum Committee meeting on February 1, 2019.

Trinity College:

As Professor Michael Ratcliffe, Dean of Arts and Vice-Provost of Trinity College had to leave the meeting early, Dr. Martha Harris, Manager of Governance & Curriculum Services at the Faculty of Arts & Science, stepped in to speak to the proposals to modify the breadth requirement classification of four existing courses. She reminded the committee that a full-credit course could have two breadth categories assigned while a half-credit course could only have one breadth category assigned. All of the course proposals were approved.

Innis College:

Mr. Tony Pi, Programs Assistant, presented the proposals to modify three programs. Modifications to the Urban Studies Specialist, Major, and Minor reflect the College’s desire to exert more flexibility with respect to enrolment criteria as well as provide students with more clarity regarding completion requirements. The College is open to students inquiring about course substitutions as they contemplate whether or not to apply to an Urban Studies program. All of the proposals were approved.

Asian Institute:

Ms. Katherine MacIvor, Program Advisor and Communications Officer, presented the proposals to modify two programs. Changes to the Contemporary Asian Studies Major and Minor are meant to provide students with more flexibility as they select courses at the 300-level and from thematic course groups to fulfill their requirements. Both of the proposals were approved.

Geography and Planning, Department of:

Professor Matthew Farish, Associate Chair, Undergraduate (St. George), presented the proposals to create one new course and retire one course. GGR456H1 (Entanglements of Power: Race, Sexuality and the City), a new course being proposed, has previously been offered as a special topics course. The department believes this course is relevant to
developments in the field of sexual diversity studies that it’s worthy of being cross-listed. A couple of questions were raised about who would be eligible to enrol in this course. Professor Farish confirmed that Urban Studies students would be eligible to take this course and that he would be willing to consult with the course instructor should the committee find the proposed prerequisite too lenient for a 400-level course. (Addendum: After further consultation, no subsequent changes were made to this course proposal.) Both of the proposals were approved.

**Impact Centre:**

Professor Cynthia Goh, Director of the Centre, presented the proposals to modify three existing courses. The motivation to add RSM100H1 as an exclusion to IMC200H1 (Innovation and Entrepreneurship) was to allow more students without a business background to get exposure to the subject of entrepreneurship. Professor David Goldreich, Director of Rotman Commerce, indicated that it was a reasonable decision. The shifting of IMC200H1 from being a prerequisite to a co-requisite of IMC391H1/IMC392Y1 (Exploring New Ventures) would allow students taking IMC200H1 in their final year to also partake in experiential learning prior to graduation.

A question was raised about the pass/fail grading practice for IMC200H1. Professor Goh explained that group work is extensive in this course and that it can be challenging to assign marks. In response to the course modification proposals for IMC391H1 and IMC392Y1, a question was raised about the likelihood of a student who has completed 8.0 FCE but not yet taken RSM100H1. Professor Goldreich indicated that it would be very unlikely (for Rotman Commerce students). All of the proposals were approved and would be reviewed once more at the Humanities Curriculum Committee meeting on February 1, 2019.

**Victoria College:**

Dr. Ira Wells, Academic Programs Director, presented four new course proposals. He indicated that these courses were created in response to student demand as well as the College’s desire to diversify course offerings.

For VIC242H1 (Scientific Worldviews of the Renaissance), a couple of questions were raised with respect to consultation and the lack of prerequisites specified in conjunction with the proposed breadth requirement category of 5 (The Physical and Mathematical Universes). Vice-Dean Klassen suggested holding this course proposal for further review and consultation.

In response to the VIC335H1 (Ethical Enterprise and Critical Reflection) course proposal, a question was raised about the minimum number of FCE a student would need to have completed in order to enrol in the course. Professor Angela Esterhammer, Principal of Victoria College, responded that it’s the College’s practice to require students to have completed 6.0 FCE and 9.0 FCE in order for them to enrol in 300-level and 400-level VIC courses respectively. She added that while VIC235H1 would not be a prerequisite for VIC335H1, the College could offer VIC235H1 in the fall followed by VIC335H1 in the winter.

In response to the VIC435H1 (Capstone Seminar: Community-Engaged Research) proposal, Vice-Dean Klassen solicited information from committee members about their community-engaged learning (CEL) course offerings. A couple of academic units indicated that their CEL courses tend to focus on specific communities/areas while another unit’s courses are part of a broader program in community engagement. Dr. Wells stated that this new Community-Engaged Research course would follow a similar framework as the existing Work-Integrated Capstone Course (VIC452H1). With the exception of VIC242H1, all of the course proposals were approved.

6. **Other Business**

A member sought confirmation that the program modification proposal for the Material Culture Minor was included in the package to be reported for information. Dr. Martha Harris confirmed that the proposal was included in the meeting package that was posted on the Faculty’s Curriculum Committees webpage.
7. **Adjournment**

Meeting was adjourned at 3:58 pm.

Minutes prepared by Kevin Mak, Curriculum and Governance Assistant, Faculty of Arts & Science