Call to Order
The meeting was called to order at 3:15 p.m.

1. Approval of the minutes of the December 1, 2014 Arts & Science Council meeting

   Approved

2. Business arising

   There was no business arising.

3. Report from the Dean

   Dean Cameron had nothing to report.
4. Approval of proposed undergraduate major modifications

Acting Associate Dean Adrienne Hood informed Council that today’s approval of the major modifications to undergraduate programs is part of the UTQAP process. Each proposal has gone through a large number of consultations that began with an informal approval by the Provost’s Office followed by the various curriculum committees.

The Human Biology Program is proposing changes to seven of its programs:
- General and Applied Genetics Specialist and Major
- Health and Disease Specialist and Major
- Neuroscience Specialist and Major
- Human Biology Major

These changes are the result of a recent self-study and external review where the need to enhance the overall quality of the program was identified. These changes provide students with greater program flexibility and clarity for their chosen path of study. The changes have also been reviewed by the Life Sciences advisory committee.

Notice of Motion
THAT the proposed changes to program requirements to the Human Biology Programs: General & Applied Genetics Specialist / Major (previously the Genes Genetics & Biotechnology Specialist / Major); Health and Disease Specialist / Major; Neuroscience Specialist / Major; Human Biology Major, as described in the attached proposal, be approved effective for the academic year 2015-16.

The motion was moved and seconded and the floor was opened to discussion.

A member noted that he was not aware of any consultation with his department which has courses that are part of the Human Biology Program. Professor Vince Tropepe replied that consultation took place with a cross-section of course instructors, with the core faculty members in Human Biology, with the Director of the Health Studies Program, the Life Science advisory committee, and the Department of Philosophy. While it was not possible to consult with every instructor whose course is part of the Human Biology Program, the consultation process was wide reaching.

On the vote the motion was CARRIED.

Professor Hood stated that the next proposal was to change the existing Environmental Geosciences Major to Earth and Environmental Systems Major. This Major is designed to provide students with more flexibility by introducing a greater range of courses reflecting the expertise of faculty members. The Major program will provide students with an interdisciplinary perspective which is needed in today’s industry.

Notice of Motion
THAT the proposed changes to the Environmental Geoscience Major, as described in the attached proposal, be approved effective for the academic year 2015-16.
The motion was moved and seconded and the floor was opened to discussion of which there was none. On the vote the motion was CARRIED.

Professor Hood informed Council that the proposed changes to the Caribbean Studies Specialist and Major are the result of Curriculum Renewal and now better reflect the need of its students. Changes include a new introductory course in first year and a reconfiguration of the second year courses. Following suggestions of the 2012 External Review, the aim of the proposed modifications is to increase the coherency and diversity of course offerings.

Notice of Motion
THAT the proposed curriculum renewal changes to the Caribbean Studies Program, as described in the attached proposal, be approved effective for the academic year 2015-16.

The motion was moved and seconded and the floor was opened to discussion of which there was none. On the vote the motion was CARRIED.

Professor Hood informed Council that part of the proposed changes to the Public Policy Major is to remove the current Math prerequisite. Following consultation with faculty and students, it was realized that this prerequisite was a barrier for otherwise qualified students to enter into the program. A new course has been created as a second year option that will provide students with sufficient training in economic and policy analysis and will not require a Math prerequisite.

Notice of Motion
THAT the proposed changes to program requirements to School of Public Policy major as described in the attached proposal, be approved effective for the academic year 2015-16.

The motion was moved and seconded and the floor was opened to discussion of which there was none. On the vote the motion was CARRIED.

5. Undergraduate minor program modifications

Professor Hood explained that minor program modifications are approved by the curriculum committees and reported to Council for information. The Minor in Equity Studies has been created because of increased enrolment and offers students a choice in which they may pursue this area of study. The Minor will provide more flexibility for students who are interested in interdisciplinary studies but restricted by the requirements of their major or specialist programs.

6. Academic Integrity

Vice-Dean Stephen Rupp informed Council that this summer the Dean’s Office began looking into matters of Academic Integrity within the Faculty, such as conduct in courses, doing academic work in appropriate ways, and citing sources correctly. There is
a Code that governs these matters in the University and a process for dealing with offences under that Code. He emphasized that the consultations were not looking at the process in dealing with offences but instead at steps the Faculty can take to ensure our students are more aware of our expectations in this area and that they have the resources needed to avoid committing offences against the Code.

Early in the Fall meetings were held with people involved in this area: ASSU, undergraduate associate chairs, registrars and Dean’s designates. Professor Rupp presented some of the information that has come out of these consultations.

- The percentage of FAS student who end up in OSAI (excluding cell phones) is quite small: ~2+%
- Offences are spread evenly across all 4 years of study, showing that it is not a simple matter of ignorance at the outset but a more complicated phenomenon of varied ignorance and poor responses to pressure.
- Excluding cell phones, plagiarism is the dominant form of offence by a 2:1 ratio.
- International students are one and a half times as likely to be detected offending as domestic students. The same prevalence is observed for those whose first language is not English, regardless of legal status.
- Coming from a Canadian high school does not mean one is less likely to be detected offending.

Professor Rupp presented emergent themes that had arisen throughout the consultation:

- There are gaps in students’ understanding of the principles and purpose of Academic Integrity.
- Academic Integrity needs to be presented to students in a variety of ways across their years of study and within different disciplinary contexts.
- Academic Integrity offences stem from both ignorance and pressure.
- Time and resources are barriers to enriching Academic Integrity instruction.

Finally, Professor Rupp touched on suggested actions for going forward:

- Resources and support for instructors
- Pedagogical suggestions for instructors
- Resources and planned supports for students

Professor Mark McGowan, Senior Academic Advisory to the Dean, International, reminded Council that at the last meeting he had outlined a “six priority pathway” approach that the international team was taking in assisting with international student success. One of these pathways was Academic Integrity. Sub-committees were formed to look at empirical data, effective communication, online resources, and how imbedded Academic Integrity was in the curriculum. It was discovered that the international student experience varied little from the general undergraduate experience as just presented by Professor Rupp. And the actions he has suggested for going forward will benefit international students just as well as the general student body.

Meetings were held with international students from which the following was found:
• Principles of Academic Integrity are delivered unevenly across programs and
colleges.
• The person they rely on the most for information is the instructor, either on the
syllabus or orally.
• There is a variance in expectations from their home country compared to U of T.

The committee looked at OSAI data from the last four years and found that 24% of
plagiarism cases involved international students, which is greater than their share of the
overall student body at 16%. In the International Foundation Program, where skill sets
and preparation are taught explicitly, the number is much lower at 5%, which suggests
that some of the practices in IFP might well be extended to other programs. Also, a
pilot program has been established in the Department of Statistical Sciences which has a
large number of international students. This course will provide students with the tools
they need for coping and working appropriately together.

There were several comments from members regarding Writing Centres:
• Students need to book appointments far in advance due to high demand – will the
committee be looking at expanding the Writing Centres? Professor McGowan replied
that they have been looking at ways to make scheduling more effective.
• There needs to be better communication around the availability of Writing Centres.
• Often there is not enough time from when the assignment is given to allow students
the opportunity to go to a Writing Centre.
• Writing Centres might not be discipline-specific which can dishearten some students
who need a particular kind of help with an assignment.

A member stated that there is a lack of guidelines for faculty. Professor Rupp replied
that they are looking at such things as how courses are structured and assignments
designed.

A member asked if the aspects of group work had come up? Professor Rupp replied that
it had and they have met with the Committee for Teaching and Learning who are
interested in working on some of the measures discussed. There needs to be more
explicit guidelines on what is appropriate collaboration.

A member asked for clarification on Turnitin. Professor Rupp replied they are looking at
how Turnitin is used. Perhaps students could submit a draft, view the results, and learn
how to make their corrections. Dr. Loney stated that the intent is not to use this tool as
a laundering device to sanitize plagiarism, but as a learning tool for students who are
completely in the dark. They can have their problems identified and then go to someone
who can explain the problems and the remedies to them.

A member stated that it would be useful to offer clinics on essay writing, how to do
research, and how to use proper citations. It would also be helpful for instructors to
have discussions on Academic Integrity in the classroom on such things as their
expectations from the students.
A member stated they find when there are discussions around academic integrity they focus on the punitive aspect. What students often do not understand is that it is in their interest to maintain academic integrity in their work. It would be helpful to have workshops around these discussions. Professor Rupp stated that the Faculty’s website has a statement on academic integrity as a value of the institution. Professor Rupp agreed that focusing on the sanctions is not helpful and that it is more important to stress the value system and the benefits of appropriate learning.

A member asked what the context of academic integrity is for graduate students. Sandy Welsh, Vice-Dean Graduate Education and Program Reviews, replied that it is something that flows through the School of Graduate Studies (SGS). The Vice-Provost, Academic, and SGS have been informed that they Faculty is having discussions around Academic Integrity and Professor Welsh will be meeting with them to talk about how they can work together on this issue.

A member stated that students can run into trouble when taking breadth courses, as different disciplines have different expectations. It would be helpful for students to have more support in this area. Professor Rupp stated this was a very interesting comment that would be looked at further.

Dr. Loney stated that many cases of plagiarism result from stress and not ignorance. One of the skills that they want to help students develop is how to cope with this stress and what to do when they find themselves in a jam.

A member stated that many organisations are trying to profit in ways not in keeping with Academic Integrity. Often it is not just a matter of students not receiving enough information from the University but they are receiving false information from these outside organisations. Professor Rupp replied that OSAI as very active with what happens during student orientation. Part of the consultation has shown that the Faculty needs to work on the timeliness and effectiveness of the communications.

7. Minor graduate course and program modifications

Professor Welsh informed Council that the Graduate Curriculum Committee (GCC) reviews and approves minor modifications on behalf of Council. This report is the work of the GCC’s fall meeting.

8. Arts & Science Council Constitution and By-laws

Dr. Loney informed members that the Arts and Science Council has its authority delegated by Governing Council. A set of templates have been approved by Governing Council and the Governing Council Secretariat now ask that we and other divisions transfer our council constitution and by-laws into these template formats.

Professor Donald Ainslie, chair of the ad hoc working group to update Council’s Constitution and By-Laws thanked the members of the group who have been working on
this project: Rodney Haddow, Ben Liu, Meng Lim, Nadine Borduas, and the Faculty Secretary. The group has been tasked with moving the Constitution and By-Laws into the template format with as little change as possible. Some minor changes were needed as a result of this change along with a couple of substantive ones which will be brought to the March Council meeting. Professor Ainslie mentioned that there is an unusual requirement of notice connected with this: the current by-laws require that, for changes in the rules of procedure contained in the By-Laws, notice of motion needs to be given on the agenda of the meeting prior to the meeting at which a vote takes place. He indicated that draft versions of the updated Constitution and By-Law will be brought to the March meeting for discussion, and then the final proposals will be brought forward for approval at the April meeting.

A member stated they have concerns about being asked to vote on things of which they have no expertise and would like this addressed in the changes. Professor Ainslie replied that this is a substantive change which is not what the group is working on. The changes are minimal as a result of transposing the constitution from one format to another. The sub-committees of Council, such as the curriculum committees, are the experts and review the materials before they come to Council. The voting members of Council have been tasked by their constituents to make sure there is nothing glaringly wrong with any of the items that come forward for approval. If something is out of turn, voting members of Council can address this.

9. **Other business**

There was no other business.

10. **Adjournment**

The meeting was adjourned at 4:45 p.m.