Call to Order and Acting Vice-Dean’s Welcome

The meeting was called to order at 1:10 pm by the Acting Vice-Dean, Undergraduate & International, Professor Mary Pugh, who welcomed everyone.

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

Vice-Dean Pugh addressed the Committee on two items.

Strategic Mandate Agreement 2017-2020:

She commenced her report by acknowledging the release of the new Strategic Mandate Agreement 2017-2020 (SMA2) that was signed between the University and the Ontario Ministry of Advanced Education and Skills Development. She prefaced by explaining that Ontario universities are differentiated based on how they serve the province. The University of Toronto has been recognized by the province as a research-intensive institution. Based on this recognition, The University has been assigned metrics and key performance indicators in this (phase of the) Strategic Collective Agreement. In addition, the province has provided the University with an enrolment corridor where enrolment numbers must remain within a specific threshold in order to maintain pre-determined funding amounts.

An initial question was raised from a student committee member regarding enrolment count for part-time students. Vice-Dean Pugh responded that there would be two ways of conducting such a count, either by counting part-time students as a head count or by converting part-time numbers to full-time equivalents.

Before proceeding further, Vice-Dean Pugh demonstrated the ease of locating the signed document via a Google search. Upon reaching the new Strategic Mandate Agreement, she illustrated the two types of metrics identified in each of the Shared Objectives and Priorities for Differentiation: system-wide metrics and institution-specific metrics. The new three-year Strategic Mandate Agreement contains key performance indicators and metrics that are unique to and meant to be met by each post-secondary institution. The specifics regarding these metrics and in what way funding would be impacted will be disclosed in the next Strategic Mandate Agreement.
A question was raised regarding implementation issues and measurements of the identified targets and metrics. Vice-Dean Pugh responded that the Faculty had taken the lead on the University’s Course Information System (CIS) project. The CIS is a new system meant to collect and generate pedagogical and other information relating to courses. The appropriate tagging of courses and co-curricular initiatives would facilitate valuable discussions as well as counts and data analysis in the future.

Another question was raised regarding the new SMA’s potential impact on faculty members and whether this might subsequently result in more work for administrators. Vice-Dean Pugh responded that while faculty members have been doing great things, some of them may not be keeping track of these achievements. As a result, there’s a general desire to ensure better bookkeeping. The Dean’s Office would want to make sure everyone is on the same field and it wouldn’t be possible without the departments. She also added that it would be worth giving the Strategic Mandate Agreement a thorough read since key performance indicators had been identified in five or more areas.

**Arts & Science Self-Study: Applicant, Registrant, and Program Declaration Data:**

Next, Vice-Dean Pugh presented a sample of the enrolment and registrant data to be incorporated in the Arts & Science self-study. This sample was previously presented at a Council of Chairs, Principals, Academic Directors (CPAD) meeting. Data pertaining to applicants by stream showed an increase in the number of applicants applying to Life Sciences, Social Sciences, Computer Science, as well as Rotman Commerce over the past six years. The Humanities area saw less than 4,000 applicants in 2017. Overall, the admissions rate has been held constant; admissions to Computer Science and the Mathematical and Physical Sciences category has become harder. Data pertaining to registrants by stream suggested Computer Science had seen its registrant numbers doubled over the past six years. In addition, there was an increase in the number of students pursuing the Humanities. Vice-Dean Pugh emphasized that this data is not binding and is just an indication of who our students are at the time when they were 18.

A committee member asked if the applicant and registrant data is indicative of the internationalization of the University and would like to know how much of the change is intrinsic. Vice-Dean Pugh responded that there are more factors at play beyond internationalization; and the Dean’s Office is determining what type of information would be worth including in the 55-page self-study. Nowadays, students are more nervous about (job) security.

Data pertaining to program declarations showed an increase towards Specialist programs for the Sciences, a mild increase towards Major programs for the Social Sciences, and an across-the-board decrease for the Humanities. Vice-Dean Pugh emphasized that what students declare in terms of program choices does not mean that’s what they would graduate with at the end.

Vice-Dean Pugh opened the floor and solicited suggestions from the Committee as to the type of questions and data they would like to see addressed in the self-study. A member commented on the important role played by Minor programs in the Humanities in complementing students’ existing programs of study. The same member was curious to know if there were any data available comparing genders and the rate at which they would progress through their studies. Two members brought up the themes of internationalization and the learning of new languages, with one commenting that there was no push for students to study languages other than their own. Vice-Dean Pugh concurred with that comment and responded that more advertising could be done to promote the Faculty’s Language Citation initiative and related programs as approximately 70 languages are taught at the University.

2. **Approval of Minutes of the November 16, 2017 Meeting of Social Sciences Curriculum Committee**

Vice-Dean Pugh solicited feedback on the minutes from the previous Social Sciences Curriculum Committee meeting. The meeting minutes were approved.
3. Program and Course Modifications for Abbreviated/Expedited Review: Questions/Discussions

Vice-Dean Pugh solicited feedback from the Committee regarding course and program proposals containing changes that were perceived as benign to the Dean’s Office, and invited comments on items that warranted additional attention. No issues were raised.

4. Minor Program Modifications and Course Proposals for Full Review

Trinity College:

Professor Michael Ratcliffe, Dean of Arts of Trinity College presented proposals to modify its Ethics, Society, and Law Major, as well as the International Relations Major and Specialist programs.

Last year, Trinity College received close to 600 applications for its Ethics, Society, and Law Major program. With only 75 spaces available, the admission threshold had not gone below 79% the last five years. As a result, the College proposed to raise the Enrolment Requirements to provide a more realistic assessment/picture of students’ likelihood of getting into the program. A member would like to inquire about the Ethics, Society, and Law Major in more detail. Professor Ratcliffe suggested the member to connect with Professor John Duncan, who is the Director of the program. This program modification proposal was approved.

Modifications to Trinity College’s International Relations programs were proposed based on the feedback of an external review conducted a couple of years ago. The review found both the Major and Specialist programs to be inflexible with respect to course offerings. Furthermore, the existing process of allowing students to request course exchanges to satisfy program requirements was not as transparent as intended. The proposed modifications would include increasing the number of eligible courses from which students could choose, as well as introducing new focuses to both the Major and Specialist programs as a means of providing students guidance on their course choices. The four new focuses that were introduced include: Canadian Foreign & Security Relations; International Economy; International Law & Human Rights; and Transnational Exchanges.

Two questions were raised concerning overall course choices and the opportunity for students to suggest or recommend other relevant courses. Professor Ratcliffe confirmed that students would be able to suggest other suitable courses for inclusion; and that this option was explicitly stated in the requirements for the new focuses. With the exception of the new focus in International Economy (Major), the proposals to modify the two existing programs and to create the new focuses (seven in total) were approved.

Industrial Relations and Human Resources, Centre for:

Professor Lori Riznek, Associate Director of Undergraduate Program from the Centre for Industrial Relations & Human Resources (CIRHR) presented proposals to modify its Major and Specialist in Employment Relations & Human Resources. These two programs used to be administered by Woodsworth College but the responsibilities were shifted to CIRHR three years ago. The proposed program modifications would see the name “Employment Relations,” as the former name was found to be vague among employers. This name change would also complement the CIRHR’s existing Master’s and PhD programs. Among changes to the course groups for both the Major and Specialist were the addition of two new IRE courses that had been approved in Fall 2017 to forgo similar courses currently offered by Rotman Commerce, as well as the removal of several RSM courses whose enrolment was in fact restricted to Rotman Commerce students only.

Vice-Dean Pugh asked Rotman Commerce if CIRHR’s proposed removal of MGT and RSM courses would create enrolment concerns. This might result in the need to cancel MGT201H1 as it was created as a service course to be taken by non-program students, some of whom would belong to the Employment/Industrial Relations programs.
Rotman Commerce would be fine with the Centre removing the other RSM courses from its program requirements for the Major and Specialist. Both program modification proposals were approved.

University College:

Professor Christina Kramer, Acting Vice-Principal of University College presented proposals to modify three of its programs and two of its courses, as well as to create one new course joint with the Department of Italian Studies.

For the Asian Canadian Studies Minor, the proposed changes included simplifying and streamlining the program to allow multiple pathways of entry, as well as emphasizing both the Canadian and the broader Asian contexts. In response to this proposal, Vice-Dean Pugh sought clarification on the use of ranges to allocate the 3.0 remaining credits beyond the initial course requirements. A colleague of Professor Kramer explained that this was meant to provide students with the choice of pursuing further courses/studies having a more Canadian emphasis or a broader Asian context. It was suggested that the language of the remaining requirements be rephrased to minimize interpretation confusion for students. Vice-Dean Pugh also inquired about the long list of approved courses included in this program. Professor Kramer replied that consultation had taken place with other academic departments to ensure appropriate inclusion. The Department of Geography indicated that they had previously asked for certain courses to be removed from this list but the removal had yet to occur. Professor Kramer agreed to further consultation to make other amendments.

In response to the Health Studies Major and Specialist, Vice-Dean Pugh highlighted these programs as examples of how first year courses could be counted toward enrolment requirements but not program requirements and advised the Committee to be mindful when implementing similar conditions. A member asked about the level of difficulty of First-Year Seminars (i.e., 199H1 or 199Y1 courses) and whether students would take these courses strategically. Professor Kramer responded that some of the students who took these courses were shocked by the amount of reading required, which at times could reach 50 to 100 pages a week; ultimately the difficulty of each course would depend on the instructor. Vice-Dean Pugh added that given the rigour of some of these courses, perhaps the higher average marks attained were just a reflection of faculty members rewarding these students for persisting through these courses.

In response to the proposal for the new interdisciplinary course CDN240H1 (Italian Canadian Studies), Vice-Dean Pugh suggested to University College to contact the Departments of Economics, Geography and Planning, and a few others as this might be a course that could count toward other programs of study. Professor Kramer also confirmed that there’s an endowment for this course. All of the course and program proposals were approved.

Economics, Department of:

Professor Gillian Hamilton, Associate Chair, Undergraduate Affairs of the Department of Economics presented proposals to modify four of its programs, 45 of its courses, as well as create two new courses and retire one existing course. The proposed changes to the Economics and Mathematics Specialist would include the addition of a half-credit Computer Science course to its program requirements. The Economics Major, as well as the prerequisites for 45 ECO courses were proposed to be modified in order to align with the Department of Statistical Science’s plan to change the acceptable combination of courses for program completion from STA220H1 + STA255H1 to the new STA237H1 + STA238H1. Mutual exclusions were removed between ECO220Y1 and ECO227Y1, as well as between ECO374H1 and ECO375H1 due to the distinct and non-overlapping nature within the two pairs of courses. All of the new course and course retirement proposals were approved. All of the program and course modification proposals were approved by the Social Sciences Curriculum Committee but will also be reviewed by the Sciences Curriculum Committee meeting the next day (February 2, 2018).
Management, Joseph L. Rotman School of:

Ms. Lesley Mak, Associate Director of Academic Program Services from Rotman Commerce presented proposals to modify four of its programs and to create a new focus. As both the Departments of Economics, and Statistical Sciences will no longer count STA220H1 and STA255H1 toward their respective program requirements, a note detailing this change was added its Specialist entries to inform program students thinking of pursuing additional studies in Economics simultaneously. Rotman Commerce would keep both STA220H1 and STA255H1 as acceptable course equivalents for its program requirements.

The proposed creation of a new Focus in Marketing was a result of good uptake by Management Specialist students in Rotman Commerce’s marketing courses. Previously, students enrolled in the Management Specialist who had completed a specific subset of courses would receive a certificate for fulling the requirements. However, the option was not as well-known. Under the new Focus in Marketing, students would be required to take communication courses in addition to marketing courses. The Program consulted with the Department of English, Innis College, and Trinity College in solidifying course offerings that would fulfill the communications requirement for the Focus.

Vice-Dean Pugh raised a question regarding students’ awareness of the difference between MAT133Y1 and MAT137Y1 with respect to course material. Ms. Mak responded that different mark thresholds are currently in place for the different combination of first-year MAT courses. Vice-Dean Pugh followed up to express concerns that students taking MAT133Y1 might not be sufficiently prepared if they would like to pursue programs and materials that were more finance and economics-based. Ms. Mak explained that many first-year students are unsure how strong they are mathematically and whether they would like to pursue math/finance programs at that point in time. She suggested further consultation with Professor David Goldreich, Director of Rotman Commerce. Professor Gillian Hamilton from the Department of Economics suggested including a line in the Calendar that would encourage students to be mindful when choosing first-year math courses as materials from a more difficult math course might be required for students to tackle upper-year STA courses and programs. Ms. Mak responded that thus far, the Program’s Academic Advisors have not encountered cases of regrets from students wishing that they had taken a more difficult level of first-year math course. The proposal to create a new Focus in Marketing was approved. All four other program proposals were approved pending feedback from the Sciences Curriculum Committee meeting the next day (February 2, 2018).

Victoria College:

Professor Anne Urbancic, Academic Programs Coordinator from Victoria College presented one new course proposal. VIC452H1 (Work-Integrated Capstone Course) is a course to be modelled after the existing VIC451H1 course (Capstone: Learning Communities and Higher Education) and aims to help students develop crucial skill sets. The College had already applied for the Career Ready Fund (CRF), a new fund established by the Ontario Ministry of Advanced Education & Skills Development designed to support experiential learning opportunities at the province’s universities and colleges. In response to this course proposal, Vice-Dean Pugh expressed concerns with the College’s use of CGPA as part of the prerequisites and asked if there was a way to soften the language. A student Committee member suggested a heavier weighting/emphasis on relevant courses in lieu of the CGPA. Professor Urbancic proposed shifting the “Application required” line to the beginning of the prerequisites and indicated that she would work Dr. Martha Harris, Manager of Governance & Curriculum Services at the Faculty of Arts and Science to further determine the appropriate phrasing of the course prerequisites.

A question was raised regarding the number of internship positions available and the College’s plan to meet the increasing demand from students for this type of experience. Professor Urbancic recognized the rising importance of work-integrated experience and placements. She specified that these internships would be unpaid. Vice-Dean Pugh added that departments/units would often have to form new relationships in order to just get a 60% return rate. This course proposal was subsequently approved.
Geography and Planning, Department of:

Professor Robert Lewis, Associate Chair, Undergraduate of the Department of Geography and Planning, presented proposals to modify four of its existing programs as well as to create one new and retire four existing courses. In order to bring the enrolment grade requirements in line with other programs in the social sciences, the Department proposed lowering them for its Major and Specialist programs. GGR300H1 (Special Topics in Geography I) was proposed to be retired to make way for new individual special topics courses (i.e., GGR385H1, GGR386H1, GGR387H1, GGR388H1, and GGR389H1) based on streams. All of the course and program proposals were approved.

5. Other Business

There was no other business.

6. Adjournment

Meeting was adjourned at 2:46 pm.