SOCIAL SCIENCES AND SCIENCES CURRICULUM COMMITTEE (COMBINED) MEETING
Wednesday, April 3, 2019 at 2:00 pm in Room BF 323, Bancroft Building

MINUTES

Present

Pamela Klassen (Vice-Dean)  Dickson Eyoh  Dana Patterson
Thomas MacKay  Matthew Farish  David Powell
Martha Harris  Michelle French  Michael Ratcliffe
Kevin Mak  Alison Gibbs  Marlene Rong
Michelle Arnot  David Goldreich  Nicholas Rule
Dror Bar-Natan  Gillian Hamilton  Nathan Taback
Ashley Bruce  Tony Harris  Kerry Taylor
Christian Caron  Rebecca Jockusch  Ira Wells
Michelle Craig  Tamara Jones  Andrea Williams
Jessica D'eon  Terry Lago  Ulrich Wortmann
Alexander Esminger  Hsin-Yu Grace Lo  Helen Yang
Angela Esterhammer  Jona Malile  Thomas Zheng

Call to Order and Vice-Dean’s Welcome

The meeting was called to order at 2:10 pm by the Vice-Dean, Undergraduate & International, Professor Pamela Klassen, who welcomed everyone. She acknowledged that the merging of the Social Sciences Curriculum Committee and the Sciences Curriculum Committee for this meeting would allow for a more holistic discussion around different policies.

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

Vice-Dean Klassen addressed the committee on three items.

Revisions to Arts & Science Policy Guidelines:

i. Grade-Restricted Programs

The Faculty would like to simplify the language used to describe restricted-enrolment programs. This change was first put forth by the Committee on Admissions last year after reviewing a number of proposal submissions involving modifications to program enrolment requirements. Dr. Martha Harris, Manager, Governance & Curriculum Services from the Faculty of Arts & Science added that the proposed update to the language and guidelines regarding restricted-enrolment programs would ensure consistency across programs spanning all three sectors and that the language would be better understood by all stakeholders. Additional work is expected in the year ahead with respect to implementation, and the changes to the language and guidelines are slated to be in full effect with the publication of the 2020-21 Arts & Science Academic Calendar.

Vice-Dean Klassen stressed that the Faculty will move away from using CGPA or GPA values when specifying program-entry requirements or enrolment prerequisites for individual courses.
ii. Streams, Focuses & Certificates

Streams, Focuses, and Certificates are being used increasingly by academic units as academic pathways for students. As more questions arise about the structures of and distinctions among these options, the Dean’s Office has updated the existing guidelines so that academic units could use these as a reference point when developing their curriculum. Consultation about the proposed update had taken place at various committee meetings including the Council of Chairs, Principals, Academic Directors (CPAD), and the Committee on Teaching and Learning.

Vice-Dean Klassen made reference to the University’s Policy on Certificates (For-Credit and Not-For-Credit) and indicated that any new for-credit certificates proposed by academic units would need to go through the decanal academic programs group for review.

She also solicited feedback from the committee on the notion of for-credit certificates in the context of Arts & Science. A member felt that these certificates are a great idea given the number of non-program credits that are required as part of a student’s undergraduate degree, but there needs to be a mechanism to ensure students would get access to courses required for the specific certificate. Another member felt that for-credit certificates would be a good option for students who are already pursuing a Specialist program but are finding it challenging to fit in a Minor program in addition. Vice-Dean Klassen emphasized that these certificates do not have to contain courses from just one academic unit. She suggested to the committee to share any new certificate ideas with her and Dr. Harris.

Updates re: First-Year Foundations and Curriculum Planning:

A handout detailing the Faculty’s communications plan with respect to the First-Year Foundations (FYF) seminars and the Ones programs was circulated to the committee. For 2019-20, first-year students will be able to enrol in UC One, New One, Woodsworth One, and any of the FYF seminars along with the rest of their courses as of their enrolment start date and time. In addition, enrolment priority for FYF seminars offered as part of the Innis College pilot initiative will be restricted to first-year Innis College students from late July to early August.

Vice-Dean Klassen solicited preliminary feedback on three questions that would be examined further in the year ahead:

- Should there be a limit to how many FYF seminars/Ones courses a student can take?
- Should there be scheduling guidelines to ensure that FYF seminars and Ones courses are not in conflict with large gateway courses?
- What are some appropriate ways that select FYF seminars can be factored into POS (program of study) requirements of the units that host the FYF seminar?

She stated that if a new degree requirement is to be introduced to coincide with the Faculty’s First-Year Foundations initiative, the three undergraduate curriculum committees would be consulted as part of a long process. The First-Year Foundations Council had a preliminary discussion about the implications of such a new degree requirement. The feedback was that this would require changing the number of first-year courses that could be counted towards a student’s 20.0-credit degree, as well as specifying the minimum number of 200+ level courses a student must take to meet the eligibility to graduate.

On the notion of enforcing a maximum of 0.5 FCE of FYF seminar courses, a member expressed no objection to exclude students from enrolling in the Ones courses in addition to an FYF seminar.

Some feedback was offered with respect to the need for scheduling guidelines. One member felt that it would be controversial if the guidelines were set as rules. A member inquired the likelihood of first-year students taking FYF seminars as well as first-year gateway courses in the same unit. Others commented on the issues of classroom space.
and the feasibility for academic units to create multiple lecture sections of the same course. Based on the feedback received, Vice-Dean Klassen indicated that the Dean’s Office would look into establishing scheduling guidelines.

With respect to the idea of academic units factoring select FYF seminars into their program requirements, a member commented on the importance of managing students’ expectation to alleviate possible confusion. The member also felt that if FYF seminar courses were meant to be survey courses, then academic units and students might not be willing to sacrifice an upper-year course over a first-year survey course. Another member inquired about the idea of implementing course substitutions in order to fulfill program requirements.

Vice-Dean Klassen, along with Professor Andrea Williams who is the Director of the Faculty’s Writing Integrated Learning (WIT) initiative, acknowledged the importance of departmental autonomy with respect to incorporating FYF seminar courses into the completion requirements of their programs. Both of them recognized the significance of clear and consistent communication to students.

A member sought clarification on the proposed language change with respect to the minimum number of 200+ level courses to be completed by students as part of the new degree requirement. Vice-Dean Klassen replied that discussions are still ongoing.

A member commented that it would be good to be mindful of the fact that currently, students enter their first year with the mentality that the First-Year Seminars (‘199s’) would not count towards a program.

A member commented that some academic units do not have a standalone course to introduce students to the subject.

Finally, Vice-Dean Klassen informed the committee that Professor Andrea Williams is in the process of developing workshops to support academic units and instructors offering and teaching the FYF seminar courses. A schedule of these workshops will be published in the First-Year Foundations section of the Faculty’s Teaching & Learning Support website shortly.

2. Approval of Minutes of the January 30, 2019 Meeting of Social Sciences Curriculum Committee and the January 31, 2019 Meeting of Sciences Curriculum Committee

The minutes for both meetings were approved.

3. Course and Program Modifications for Abbreviated/Expedited Review

No issues were raised.

**Addenda:**

The modification/revision proposals for MAT301H1 (Groups and Symmetries), MAT336H1 (Elements of Analysis), and MAT363H1 (Geometry of Curves and Surfaces) were generated following a Joint Area Committee meeting involving the Department of Mathematics and the Faculty of Applied Science & Engineering and further consultation. All three of these proposals were approved on April 18, 2019.

The modification/revision proposals for ACT240H1 (Mathematics of Investment & Credit), ACT245H1 (Financial Principles for Actuarial Science I), ACT247H1 (Introductory Life Contingencies), ACT475H1 (Insurance Products and Regulation with AXIS), ECO372H1 (Data Analysis and Applied Econometrics in Practice), and VIC170Y1 (The Impact of Science on Our Society) were approved as late changes by Vice-Dean Klassen on April 23, 2019.
4. Course and Program Proposals for Full Review

Trinity College:

Professor Michael Ratcliffe, Dean of Arts and Vice-Provost of Trinity College presented the new First-Year Foundations seminar course proposal for TRN191H1 (Disaster and Terrorism: Religion and Ethics at Ground Zero). This course has previously been offered as a third-year special topics course in the area of Ethics, Society, and Law. Professor Ratcliffe confirmed that his College had consulted with the Department for the Study of Religion when this course was first proposed as a special topic at the 300-level. This course proposal was approved.

Pharmacology and Toxicology, Department of:

Professor Michelle Arnot, Associate Chair, Undergraduate Education presented the proposal to revise the Environment & Toxicology Specialist. Changes were made to the program’s enrolment and completion requirements so that first-year required courses to be taken by students would align more closely with other Specialist programs offered by the Department of Pharmacology and Toxicology.

In response to the proposed program revisions, Vice-Dean Klassen informed the committee that the University’s Professional Experience Year (PEY) program has been renamed as the Professional Experience Year Co-op program. She added that the Faculty had hired Dr. Vicki Lowes to take on the new role as Director of Experiential Learning and Outreach Support to assist with Arts & Science’s new experiential learning initiative.

This program revision proposal was approved.

Geography and Planning, Department of:

Professor Matthew Farish, Associate Chair, Undergraduate (St. George) presented the revision proposal for GGR196H1. Approved this past February as “Environmental Change: Producing New Natures,” the revised title/topic is now “Tracking Insect Life: The Political Ecology of “Bugs”.” This revision proposal was approved.

Global Affairs, Munk School of:

Ms. Jona Malile, Program Coordinator from the Trudeau Centre for Peace, Conflict and Justice, presented the proposals to modify the Peace, Conflict and Justice Major and Specialist. The bulk of the modifications involved updating the lists of required and complementary courses to reflect the most up-to-date offerings. Both of the program modification proposals were approved.

Rotman Commerce:

Professor David Goldreich, Director of Rotman Commerce presented the proposals to create two new Focuses and three new courses, as well as modify four programs and retire two courses.

The creation of the new Focus in Financial Statement Analysis was in response to the recently-approved closure of the Financial Reporting and Control Stream of the Accounting Specialist. For the new Focus in International Business, students would be able to fulfill a portion of the completion requirements by taking 200-level language courses or by participating in an international exchange. In addition, as part of Rotman Commerce’s plan to embed communication skills (development?) in all of its courses, the unit proposed removing the 0.5 FCE communication course requirement from its four existing Focuses.
A member inquired about the extent of overlap between the new Focus in Financial Statement Analysis and the existing Accounting Specialist. Professor Goldreich responded that the marginal cost of switching from the Accounting Specialist to the new Focus would be small as these students would have completed select accounting courses. He added that students enrolled in the Management Specialist would be allowed to pursue up to two Focuses.

A question was raised about the necessity of granting enrolment priority in specific economics courses to students pursuing the new Focus in International Business. Professor Gillian Hamilton, Associate Chair, Undergraduate from the Department of Economics replied that she would look into this further in conjunction with the Office of the Faculty Registrar.

With respect to the proposals to re-number the Investments course from RSM330H1 to RSM336H1, Professor Goldreich expressed interest in adding STA237H1 and STA238H1 to the existing list of co-requisite choices. No objection was raised with respect to Professor Goldreich’s suggestion.

All of the course and program proposals were approved.

Political Science, Department of:

Professor Dickson Eyoh, Associate Chair and Undergraduate Director (St. George) presented two new First-Year Foundations seminar proposals: POL196H1 (The China Challenge) and POL197H1 (Solidarity in Diverse Societies). Vice-Dean Klassen noted that the Department of Political Science will be offering one additional course beyond the standard 2.0 FCE during the 2019-20 academic year. Both of the course proposals were approved.

Sociology, Department of:

Professor Christian Caron, Associate Chair, Undergraduate Studies presented the proposals to create two new First-Year Foundations seminar courses and modify one existing course.

SOC197H1 (Future “Agents” & Social Relations: Considering Sociology in a World of Robots, Cyborgs, Bioengineered Agents & Tools) has previously been offered as a First-Year Seminar course under the title of Material Flows as Moral Practices. SOC198H1 (The Social Networks of Students) is expected to be offered as part of the Innis College pilot initiative.

In response to the SOC202H1 (Introduction to Quantitative Methods in Sociology) modification proposal, it was confirmed that STA288H1 (Statistics and Scientific Inquiry in the Life Sciences) would also be added as an exclusion course at the request of the Department of Statistical Sciences.

All of the course proposals were approved.

Chemistry, Department of:

Professor Rebecca Jockusch, Associate Chair, Undergraduate Studies presented the proposals to create three new courses, modify one existing program, and further revise two programs.

A member inquired about the department’s choice of using 194H1 and 195H1 for its new First-Year Foundations seminar courses. Professor Jockusch replied that with two of the faculty members slated to teach the recently-approved FYF seminar courses about to go into sabbatical, the department saw the need to create two more of these FYF seminar courses to meet the Faculty’s 2.0-FCE requirement in terms of course offerings. A question was raised about the proposed breadth category of 2 (Thought, Belief and Behaviour) for CHM195H1 (Innovative
Teaching Methods in Chemistry). Professor Jockusch responded that the course instructor would like to attract non-science students to take this course.

A question was raised about future faculty participation in the Faculty of Arts & Science’s Research Opportunity Program (ROP) with the proposed creation of CHM395Y1 (Research Project in Chemistry).

All of the course and program proposals were approved.

*Computer Science, Department of:*

*Statistical Sciences, Department of:*

Professor Nathan Taback from the Department of Statistical Sciences presented the program revision proposal for the Data Science Specialist. He explained that in order for students to gain access to PEY Co-op, they must be enrolled in a program that contains an integrative, inquiry-based requirement. This had prompted the need for revisions to the Specialist’s completion requirements to explicitly state courses that would fulfill the integrative, inquiry-based requirement.

A member asked about the rationale behind the language change for the enrolment requirements. Professor Michelle Craig, Associate Chair, Undergraduate Studies from the Department of Computer Science responded that it was to ensure consistency with other Computer Science programs. This program revision proposal was approved.

*Environment, School of the:*

Mr. David Powell, Undergraduate Student Advisor and Placement Coordinator, presented the proposals to modify two programs, two existing courses, as well as further revise one program.

In response to the course modification proposal for ENV450H1 (Energy and Environment Solutions), Professor Jessica D’eon, Undergraduate Associate Director of the School, indicated that the academic unit will undertake curriculum mapping soon. Professor Matthew Farish from the Department of Geography and Planning indicated that he would be open to engaging in discussions about existing courses and programs related to environment and energy with the School. All of the course and program proposals were approved.

*Human Biology:*

Professor Ashley Bruce, Director of the Human Biology Program, presented the proposals to create one new course and modify two existing programs.

With respect to the new course proposal for HMB490Y1 (Health in Community), a member raised a question about the proposed instructional hours. Ms. Dana Patterson, Undergraduate Coordinator, responded that lab or placement hours could vary and that additional information could be provided in the course syllabus. Another member asked about the need to add an exclusion course to HMB490Y1. The Human Biology Program confirmed that HMB473H1 (Exercise and Mental Health), which features a service-learning component, should be added as an exclusion.

All of the course and program proposals were approved.

*Mathematics, Department of:*

Professor Dror Bar-Natan, Associate Chair, Undergraduate presented the proposals to create one new course as well as modify seven existing programs.
The department expressed a general desire to eliminate the 0.5 FCE Ethics and Social Responsibility requirement from all of its Specialist programs. However, for now, the department proposed removing only IMC200H1 (Innovation and Entrepreneurship) from the existing list of courses that could be used to satisfy the Ethics and Social Responsibility requirement.

In response to the new course proposal for APM348H1 (Mathematical Modelling), Professor Alison Gibbs suggested STA237H1 (Probability, Statistics and Data Analysis I) be added to the proposed list of STA prerequisite choices (i.e., STA247H1/STA257H1). The Department of Mathematics had no objection to that suggestion.

With respect to the proposed modifications for the Mathematics & Its Applications Specialist (Probability/Statistics), Vice-Dean Klassen inquired about the department’s motivation to move MAT224H1/MAT247H1 from being a second-year requirement to a first-year requirement. Professor Bar-Natan replied that the intention would be for first-year students to complete MAT223H1/MAT240H1 in the first term followed by MAT224H1/MAT247H1 in the second term.

All of the proposals were approved.

*Physiology, Department of:*

Professor Michelle French, Vice Chair, Academic – Undergraduate, spoke to her department’s proposed changes.

The department had originally submitted proposals to change the code of the existing Biomedical Research at the Cutting Edge course from PSL190H1 to PSL199H1 to align with the Faculty of Arts & Science’s new First-Year Foundations initiative. However, after further consideration, the department felt that re-numbering a course that had already been established as a brand in the social media world would generate confusion for incoming first-year students.

It was confirmed at the meeting that the proposed creation of PSL199H1 would be withdrawn, and the proposed retirement of PSL190H1 would instead be changed to a course modification with the expectation that this course would appear in the First-Year Foundations section of the next Arts & Science Academic Calendar. Professor French also confirmed that the proposed removal of PSL190H1 from the Physiology Specialist would proceed as usual.

The program revision proposal for the Physiology Specialist and the course modification proposal for PSL190H1 were approved.

*Psychology, Department of:*

Professor Nicholas Rule, Associate Chair, Undergraduate Studies, presented the new course proposal for PSY203H1 (Psychological Research). The creation of this course would bridge the gap between the existing Introductory Psychology (PSY100H1) course and the third-year advanced lab courses.

A member inquired about the list of proposed exclusion courses for PSY203H1. Professor Rule explained that those courses are the department’s third-year lab courses. Eventually, students will need to take PSY203H1 before taking 300-level PSY lab courses.

A member noted the inclusion of GGR271H1 (Social Research Methods) in the PSY203H1 proposal as having some content overlap and asked why that course was not proposed as an exclusion to PSY203H1. Professor Rule replied that PSY203H1 would cover research design and methods that are specific to the different areas of psychology, and there would not be redundancy with research methods courses offered by other academic units. This new course proposal was approved.
Physics, Department of:

No proposals were presented at the actual meeting.

Addendum: The new course proposal for PHY196H1 (Emergence in Nature), and the proposals to re-weight Dark Matter and Dark Energy are the New Black from a full-credit course (PHY199Y1) to a half-credit course (PHY199H1) were approved by Vice-Dean Klassen on April 23, 2019. The proposed change to the weight of the full-credit course was initially approved in February 2019 to allow for the late addition of a fourth FYF seminar course, which would then total 2.0 FCE.

University College:

No proposals were presented at the actual meeting.

Addendum: The proposals to re-weight Health Research & Practice from a full-credit course (HST350Y1) to a half-credit course (HST350H1) were approved on April 18, 2019 as a result of a delay in finalizing the specific courses of action. Program modifications associated with the re-weighting of HST350Y1 to HST350H1 (i.e., Health Studies Major and Health Studies Specialist) were approved (after reporting for information) at this meeting.

5. Other Business

There was no other business.

6. Adjournment

Meeting was adjourned at 3:47 pm.

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