



A meeting of the Academic Advisory Committee was held at 4:10 p.m. on March 15, 2010 in the Principals' Seminar Room (WW123) with the following members present:

Yvette Ali, William Bateman, Jack Chambers, Joe Desloges, Julie He, Andrea Kareclas, Casey Mak, Lina McDonald, Lori Riznek, Cheryl Shook, Amy Tang, William Watson.

Guest: Professor Rafael Gomez, Employment Relations, CIRHR

Chair: Professor Chambers

Regrets: Margaret Hirst, Kathryn Morgan, Theresa Moritz

Absent: Leslie Krenbrenk

Jack Chambers welcomed Professor Rafael Gomez and student members of the Employment Relations Students' Association (ERSA) and the Criminology Students' Association (CRIMSA).

1. Approval of the agenda.

The agenda was approved.

2. Minutes of the previous meeting and business arising from the minutes.

Minutes were approved. Mr Bateman stated that the new courses WDW225H1 (Criminal Law) and WDW325H1 (Criminal Procedure) approved at the last Academic Advisory meeting have been approved by the Faculty of Arts and Science, and will be offered in the academic year 2010-2011. There were no other questions or comments. The minutes were approved.

3. Report of the Principal

Professor Desloges thanked the members for their important contributions provided during the 2010-15 planning process exercise. Professor Desloges stated that the Dean had received ninety-one submissions and the Decanal response to the plans is scheduled to take place in May. He noted that we would have a clearer idea, once the academic plan is published, what challenges might lay ahead for Woodsworth College. Having said that, Professor Desloges noted that he was cautiously optimistic about the outcome.

On another matter, Professor Desloges stated that there are five colleges still offering a Math Aid Centre. Some colleges have removed this service in order to offset their budget constraints. Very little follow up has been done in the Math Aid Centres to determine their efficiency. There will be a meeting with the Faculty of Arts and Science, Colleges, and the Mathematics and Statistics departments to discuss a better and more efficient mode of delivery for this service.

Professor Chambers asked if a low student demand would result in a removal of this service. Professor Desloges answered that perhaps it is a matter of a more collaborative effort to ensure that this service remains viable.

Dr Watson stated that with the new breadth requirements there may be more demand for science courses and perhaps this would, in turn, increase the need for Math Aid Centres in the future.

Dr Watson asked if the cuts to the base budget would continue. Dr Watson said that, based on the information given at the last Faculty Council meeting, he was under the impression that one-time-only and base cuts would become less likely after 2010-11.

Professor Desloges explained that the three percent cut for 2010-11 is a one-time-only cut. Any future base budget cuts will be attached to the academic plan.

4. Report of the Program Office (William Batman, Director, Program Office)

o Employment Relations External Review

Mr Bateman informed the members that the Employment Relations program had undergone an external review. He noted that these reviews are a standard practice in the Faculty of Arts and Science.

The Dean's Office invited Daphne Taras to be the External Reviewer. Professor Taras is the Associate Dean (Research) and Professor of Labour and Employment Relations of the University of Calgary, Haskayne School of Business. As part of the review process, a self-study committee was struck and Dr Lori Riznek was asked to write a self-study report.

The external report states that the Employment Relations program has a competitive advantage over other programs. It allows the study of Industrial Relations and Human Resources to coexist under the umbrella of Employment Relations. Professor Taras notes that this makes the program unique within North America. Mr Bateman said that this bodes very well for Woodsworth College and the Faculty of Arts and Science.

Mr Bateman felt that the report had a number of inaccurate statements. He noted that the waiting lists are in the single digits and that courses have healthy enrolments. He said he was not sure why Professor Taras also thought that some courses were undersubscribed. Mr Bateman also noted that Professor Taras had had only one day to acquaint herself with a myriad of information and this may explain these inaccuracies.

Two other issues raised in the report are the expansion of the program and provision for a service-learning component in the program.

Mr Bateman observed that these recommendations were also echoed in the Criminology External Review.

Professor Desloges said that it was a very good review and thanked Dr Lori Riznek for all her hard work with the self-study report. He further noted that any discrepancies articulated in the External Review could be addressed in the Response Paper.

Cheryl Shook asked if Professor Taras had been given any information about the competencies listed in the Curriculum Renewal document.

Mr Bateman believed she had been.

The following discussion ensued:

Professor Desloges asked what the members thought about program expansion. Lina McDonald and Amy Tang concurred that they valued the current Employment Relations classes because they provided a setting where interaction with instructors and fellow classmates was possible. Both noted that bigger classes were impersonal and didn't offer much in terms of interaction.

Yvette Ali wondered about the inherent value of expansion. Professor Desloges stated that if there is an interest in the program and a growing marketplace demand for expansion, it should be considered only if additional resources are made available.

Professor Gomez stated that the undergraduate program is the bedrock for allowing faculty members to conduct research and for graduate programs to be offered. He noted that the average program size at some other universities is two hundred.

Professor Desloges said that, ironically, 'growth' was not articulated in the Woodsworth College planning process because the understanding among all units was that there is simply no funding available for expansion at the present time.

Dr Riznek stated that growth can be looked at from many different perspectives. It could be small 'organic' growth by creating more diversity in course offerings which in turn allows us to look at the composition of our faculty.

The diagram included on page eight of the External Review Report caused a varied reaction. Dr Riznek felt that the diagram was unclear. Did the "gateway" course refer to the current ECO and SOC requirements or some other course? She further noted that the courses listed after 'Labour and Employment Law' do not correspond to the courses currently offered in the program. Dr. Watson agreed that the diagram didn't offer much clarity. Professor Gomez initially thought that the representation seemed sound but then agreed with Dr Riznek's observations.

The members felt that the creation of a curriculum committee (recommendation #1) was sound. Professor Desloges noted that he foresees having a Standing Committee in Employment Relations and Criminology that would report to the Academic Advisory Committee. Professor Chambers noted that Academic Advisory Committee members simply don't know the specifics about programs and it makes sense to discuss these in a separate committee before they are presented to this body for information or approval.

There was some further discussion about program expansion. Ms He asked why there is no minor. Professor Desloges said that this has been a long-standing topic, in both Employment Relations and Criminology. In both external reviews, the creation of minors is recommended. However, the Faculty of Arts and Science is now asking units not to create additional programs because there are far too many programs. Arts and Science is now asking units to take a closer look at what programs are being offered in light of the impending curriculum renewal changes. Dr Watson also noted that the majority of students are completing double majors and that may be the path the Faculty would support.

There were no further comments.

- **Introductory Course in Employment Relations**

Moved by Mr Bateman and seconded by Dr Watson that WDW240H1 (Introduction to Employment Relations) be added to the Employment Relations program, beginning in the academic year 2011-2012.

Mr Bateman stated that the program does not have an introductory course that explains what Employment Relations is all about and this course would address this gap. It would be a course offered to program and non-program students, open to first year students as well. The course was specifically given a 200-hundred level course designator to allow students (including transfers) to try this course and not have to worry about exceeding the 100-level course limits. Mr Bateman said that he foresees an enrollment of one hundred students, the course being split equally among program and non-program students. Mr Bateman stated that Professor Gomez had designed this course and the assumption is that he would also teach the course in the undergraduate program.

Professor Gomez was asked to speak to this item. Professor Gomez said that since the members had been given the details of the new course he would not reiterate its contents. He explained instead that this course explores the 'world of work' in a broader context. It allows students to explore this area of study before committing themselves to the subject post. The course is a survey of all the topics covered in Employment Relations upper level courses. The benefits of such a course have already been articulated in Professor Taras's report. First year students could take ECO100Y1/105Y1, SOC101Y and WDW240H1 concurrently. The ECO/SOC introductory courses are prerequisites for admission to the Employment Relations program.

When asked if the course would be a program requirement and whether other programs might want their students to have access to this course, Mr Bateman stated that the course would be a program requirement and we would not want other programs to have registration priority in WDW240H1.

Dr Riznek asked if the committee was approving the course 'as is' or just the idea of offering an introductory course. She asked for clarification on the course approval process in the Faculty of Arts and Science. Dr Riznek added that it is important for faculty members to have a discussion around academic content and pedagogy when proposing new courses.

Mr Bateman stated that the succession of approval is as follows:
Academic Advisory Committee->Woodsworth College Council->Social Science Curriculum Committee

Professor Gomez indicated that he had no problems discussing the academic content and course delivery in a separate standing committee. Dr Riznek added that a standing committee provides an opportunity for ideas and assignments to be leveraged against all other course offerings that make up the body of work being taught within the program.

Professor Desloges stated that the issue of teaching resources had been discussed with Bill Bateman and that in the absence of knowing what will happen in May, when the planning paper is released, we need to find a way of offering this course. He further added that he approves the course in principle.

Ms He stated that the course has great value. She took ECO100Y1 in first year and had a difficult time understanding some concepts in employment relations and that this course seemed to fill that gap.

She asked what the class size would be and how, once the course is offered, we would accommodate requests from program and non-program students, specifically those students in first year.

Mr Bateman stated that when the course is first offered there might be a phasing in period. The percentage of program students taking the course might be higher than in subsequent years but eventually the split would be around fifty program students and fifty non-program students. He further added that enrolment controls can be set in place to accommodate first year students.

Ms He asked how class participation with a hundred students would be possible. Professor Gomez said that this speaks to Dr Riznek's point about pedagogy and that further discussion on the delivery and content is needed.

Mr Bateman added that once Professor Reid returns from sabbatical he will resume teaching WDW244H1 which is currently taught by Professor Gomez and this would allow Professor Gomez to teach WDW240H1 as part of his regular load. Mr Bateman further added that this committee only had to approve the following abbreviated course description:

WDW 240H1 Introduction to Employment Relations 36L

*An introduction to the study of the world of work and employment, the history and development of employment relations, its central theories and concepts; the behaviours, outcomes, practices and institutions that emerge from or affect the employment relationship; contemporary issues and comparative employment relations systems.
Open to first year students.*

He added that the information about the proposed course, written by Professor Gomez, could be refined later on.

Dr Riznek stated that if we were approving the abbreviated version she had no issues with the motion. Professor Gomez indicated that he is more than willing to further discuss the details of the course information he provided.

The motion was approved unanimously.

5. Grade Restriction of Programs (Professor Desloges)

Professor Desloges briefly reiterated the information listed in appendix four of the "Proposed Policy on Grade Restriction of Programs" and noted that the motion had been approved at the last Faculty Council meeting held on March 1, 2010. He noted that the challenge is now to find the appropriate course or set of courses relevant for entry to the Criminology program. Currently we list one full course equivalent (FCE) requirement in the following areas: ECO/HIS/PHL/POL/SOC. The question is how many introductory courses should we list and, if we list two courses, whether both would count towards the program. He noted that in the Employment Relations program the set of courses is already specified, namely SOC101Y and ECO100Y1/105Y. Now it is just a matter of fine-tuning the appropriate grade cut-offs for both programs in order to achieve the target enrolment figures.

Mr Bateman added that in Criminology it is not unusual for students to have completed two full course equivalents from the list of acceptable courses. Dr Watson added that in addition to recalibrating the first year entry requirements we would also have to address how students who did not meet the admission requirements in first year might qualify for admission to the restricted programs in upper years.

Professor Chambers asked if students wishing to study Criminology might be required to present more than one FCE and Cheryl Shook asked if there are other courses that might lend themselves to the study of Criminology.

Professor Desloges responded that we may have to list more than one FCE and we will have to come up with a plan which this committee will have to approve.

Dr Watson pointed out that the Criminology program is oversubscribed and that we would have no problem coming up with grade restriction criteria acceptable to the Faculty of Arts and Science.

6. Other Business

Professor Joe Desloges announced that William Bateman is retiring in April after forty years of service. Professor Desloges thanked Bill for his long-standing contribution to Woodsworth College. This announcement was followed by a round of applause.

The meeting adjourned at 5:35 p.m.

Minutes prepared by Silvia Cocolo.