



WOODSWORTH COLLEGE

UNIVERSITY of TORONTO

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Academic Advisory Committee
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A meeting of the Academic Advisory Committee was held at 4:30 p.m. on October 5, 2009 in the Principals' Seminar Room (WW123) with the following members present:

Yvette Ali, William Bateman, Jack Chambers, Joe Desloges, Julie He, Margaret Hirst, Leslie Krenbrenk, Casey Mak, Kathryn Morgan, Lori Riznek, Cheryl Shook, William Watson.

Guest: Professor Ron Levi, Criminology

Regrets: Theresa Mortiz

Chair: Professor Chambers

Jack Chambers asked members to introduce themselves:

Jack Chambers – Professor, Linguistics Department
Kathryn Morgan - Professor, Philosophy Department, Women & Gender Studies Institute
Cheryl Shook – Registrar, Woodsworth College
Julie He – CRIMSA President, Undergraduate Criminology Program Student
Leslie Krenbrenk – Woodsworth College Undergraduate Student
Casey Mak – Woodsworth College Alumni, Alumni Association of Woodsworth College
Margaret Hirst – Woodsworth College Undergraduate Student
William Bateman, Director, Program Office
Joe Desloges – Principal, Professor, Geography Department
Yvette Ali – Director, Professional and International Programs Office
Lori Riznek – Lecturer, Employment Relations & MIHR Programs
William Watson – Lecturer, Criminology Program
Ron Levi – Professor, Criminology Program, Director of Trudeau Centre for Peace and Conflict Studies

1. Approval of the agenda

Agenda was approved.

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

The Chair asked if there were any comments on the previous minutes.

New Breadth Requirements:

Joe Desloges stated that he was unable to attend the previous meeting and wished to comment, for the record, on breadth requirements. Professor Desloges conveyed to this committee that, as the co-chair of the Curriculum Review and Renewal Committee, the consultation process for the new breadth requirements was a lengthy and detailed endeavour.

Terms of Reference – Academic Advisory Committee

Professor Chambers noted that Yvette Ali and Stephanie Woodside's review of the terms of reference for the Academic Advisory Committee was postponed at the last meeting. He stated that this review would, for now, be put on hold since the Principal is planning to review the Woodsworth College Constitution and the role of the standing committees.

Minutes were approved.

3. Report of the Principal (Joe Desloges)

Arts and Science Planning Process:

Professor Desloges stated that one important initiative for the Faculty of Arts and Science is the planning process exercise for 2009-2014. Woodsworth College's last plan was submitted in 2004 (Stepping-UP). Every unit in the Faculty has been asked to engage students, staff and faculty in a forward looking exercise that addresses the priorities of the University (Towards 2030). Joe Desloges noted that this is a broader university-wide planning exercise and would welcome everyone's input. Each academic unit is expected to submit their plan by this December.

Marks Distribution Guidelines and Review Process:

Professor Desloges noted that the review process has already taken place and that units have been given the guidelines, copies of which were distributed to the members of this committee. Units are no longer required to provide letters of explanation for anomalies in the grade distribution. Instead, Professor Desloges noted, academic units will be given course grade data from previous years which is supposed to identify grading trends and patterns. This retrospective exercise is meant to help divisions achieve more consistency and fairness.

Jack Chambers added that one of the reasons for revising the guidelines was based on equalizing the distribution in order not to disadvantage our graduates interested in pursuing graduate studies.

Some concern was raised by the members around the high percentage allotted to grades in the A range for second and third year courses. Professor Desloges stated that units are expected to set reasonable targets.

Ms Shook added that it would be beneficial if there were a way to identify students who are struggling in the course in order to reduce the percentage of failing grades.

4. Report of the Program Office (William Bateman)

William Bateman indicated that he would present the following three documents before this committee, all relating to the undergraduate Criminology program:

- External Review
- Response to the External Review
- Proposed Changes

Mr Bateman stated that the first two were for information only and the last would require approval from this committee. Mr Bateman said that last year the Dean's office initiated a review of the undergraduate Criminology program – a standard practice in the Faculty of Arts and Science. The Dean's Office invited Professor Simon Cole of the University of California (Irvine) to be the External Reviewer. As part of the review process, a self-study committee was struck, chaired by Professor Ron Levi, who wrote an excellent report. The report was sent to Professor Cole. In February, 2009, Professor Cole visited the campus and met with faculty members and students. His report, dated April 20, has been provided to this committee for information only.

Woodsworth College prepared an administrative response to the Cole Report which has also been distributed to this committee.

Arising from these two documents, Mr Bateman stated that he would submit a motion before this committee to split WDW220Y1 (Introduction to Criminal Law and Procedure) into two half credits. Mr Bateman asked Professor Levi, who chaired the self study and teaches WDW220Y1 to address the review and recommendations.

Professor Levi noted that the undergraduate Criminology program received a strong review. Professor Cole had made a number of recommendations in the following areas:

- Structure, Content and Quality of the Program
- Program Administration and Governance
- Marketing the Program and its Graduates

Professor Levi briefly reviewed these recommendations in the Cole report, copies of which were made available to the committee.

Professor Levi noted that in terms of the structure and content of the program, the program should consider changing the WDW220Y1 courses into two separate half courses. One course would introduce students to Criminal Law. The course would deal with the definitions of crime, requirements of a criminal act, criminal intention, causation and defences. The Criminal Law course would be a required second year course. The Criminal Procedure portion of the current WDW220Y1 course would become an elective third year course. Professor Levi noted that Criminal Procedure is not a required course in the Faculty of Law and it seems idiosyncratic to make it a requirement in the undergraduate criminology program. Under the restructured courses, students who wish to study this area would now take this course as an elective in the program.

Professor Morgan asked about addressing topics of decriminalization in the Criminal Law course – topics dealing with moral regulation by the use of criminal law. Professor Levi stated that he does address some of these topics in his course but that the course is really aimed at providing students with a foundation of Criminal Law and the current structure doesn't allow for a wider scope. He further noted that students can enrol in WDW387H1 (Legal Regulations of Morality) which is taught by Professor Mariana Valverde.

Professor Levi also noted that one of the recommendations stated that there should be a system in place to find out what happens to graduates of the criminology program in order to provide current students and faculty with concrete information as to what graduates are doing in the field of criminology.

In addition, the program should consider ways of incorporating interactions with practitioners, internships in order to engage students. There was some discussion around what types of ways students could be provided with this type of experience. Mr Bateman said the program office will be looking at ways of incorporating volunteer/work components in the program and that he had been in touch with the Centre for Community Learning. This department provides resources to expand the learning experience beyond the classroom.

Dr Watson added that volunteer opportunities should be made more accessible to students. Many times students wish to volunteer but find that they have to jump through hurdles in order to do so. Perhaps the process should be facilitated. Dr. Riznek noted that we should explore beyond the traditional ways of incorporating such components into the curriculum. Lori Riznek explained that in her Training and Development Course (which is part of the Employment Relations Program) she has her students learn through a 'hands-on' approach of what it takes to be an HR Professional. One of the components of the course is to design, implement and present a training program which they then present to an external group. One year her students delivered a training program to student club leaders from across the campus to help them learn about fundraising.

Professor Jack Chambers wondered if it is normal for departments to be asked to track graduates. Some discussion ensued regarding the merits of such an endeavour and members noted that it would be helpful to the students and faculty to find out what vocational paths graduates pursue after graduation.

There were no other questions or comments for Professor Levi.

Mr Bateman moved that WDW220Y be replaced by WDW225H1 (Criminal Law) and WDW325H1 (Criminal Procedure), beginning in the academic year 2010-2011. Motion was seconded by Yvette Ali.

Mr Bateman added that the proposal to split WDW220Y1 had been discussed with the Criminology Faculty for a number of years and had most recently been articulated in the Cole Report. There were no other questions.

Motion passed unanimously.

5. Transitional Year Program [TYP] (Joe Desloges)

The Principal noted that the following was an administrative point of information only that he wished to share with the members of the Academic Advisory Committee. For several years and more recently in the Stepping Up document and in two TYP reviews the recurring theme has been that there ought to be closer discussion and coordination between both access programs (TYP and the Academic Bridging Program). The Provost feels that TYP should be on more sustainable grounds. The Principal added that the enrolment figures in the Academic Bridging Program seem to be in decline.

Professor Desloges said that both access programs are facing some challenges and there should be a coordinated effort to explore development opportunities in order to keep access programs viable in the University.

Professor Morgan asked what was meant by 'sustainability.' Professor Desloges explained that right now, TYP is listed as a Division reporting directly to the Provost. The new budget model does not allow the Provost's office the same financial flexibility it once had. In its current structure, TYP is not financially sustainable. The Provost has asked Woodsworth College to pursue careful and coordinated discussions with TYP to explore having TYP join the Woodsworth College community.

There are some concerns from TYP's faculty and students around the loss of autonomy but there is, Professor Desloges noted, no proposal in place at this time to change TYP.

Margaret Hirst asked why the numbers in Academic Bridging are declining. Ms Shook, Registrar, noted a shift in demographics as a possible reason and stated that her office is exploring ways to increase enrolment in the program.

6. Report of the Professional and International Programs Office (Yvette Ali)

Ms Ali stated she would briefly discuss the Summer Abroad Program and a minor change, which required approval from this committee, in TESOL Practicum course.

Ms Ali distributed a document to the membership outlining the Summer Abroad enrolment figures for the last three years. She noted that the Summer 2009 enrolment of 819 students is down just slightly from the previous year [831] but felt, and members concurred, that the program was quite successful despite the recent economic climate. There were no questions.

Moved by Yvette Ali and seconded by Cheryl Shook, that **TSL560H1 (TESOL Methodology 1)** be added as second prerequisite to **TSL566H1 (TESOL Practicum)** in the Teaching English to Speakers of Other Languages (TESOL) Certificate Program effective Summer 2010.

Ms Ali stated that some students who enrolled in TSL566H1 without prior teaching experience found the requirements of the Practicum challenging. As per the recommendation of Carolyn Cote, TESL Academic Coordinator, the addition of TSL560H1 as a second prerequisite will ensure that students are well prepared for the Practicum.

Motion passed unanimously.

7. Other Business

None. Jack Chambers reminded the committee that the next meeting is scheduled for November 9 at 4:30 and adjourned the meeting at 5:55 p.m.

Minutes prepared by Silvia Cocolo.