



University of Toronto Scarborough

**FRAMEWORK FOR DEPARTMENTAL ACADEMIC PLANS**

**Scope of the Departmental Academic Plan**

The departmental academic plan should cover the next five years, explain the department's long-term aspirations, and integrate any new initiatives with ideas for the evolution of the existing activities of the department. It should be comprehensive in scope and responsive to the priorities set out in the UTSC Strategic Plan and to the priorities identified by the President of the University. It is critical that the plan addresses the following:

- Undergraduate and graduate education
- Research strength and directions
- Faculty strength and faculty renewal
- Administrative and technical staffing
- Space and infrastructure needs
- Budgetary needs

*Note: Any data that can be provided from central sources will be. These data elements are marked with an asterisk in the text below.*

**Current State of the Department**

Please describe the current state of the department. Assess its academic strengths and weaknesses. Describe the extent to which it has responded to some of the larger intellectual questions in the disciplines. If your department has undergone external review, reflect on what you have learned from that process. Your description should incorporate a discussion of data drawn from the following:

*Undergraduate Students and Programs:*

- number of FCEs taught by year, 2008/09 – 2013/14\*
- enrolments by program, 2008/09 – 2013/14\*
- Grade 12 and CGPA averages of students enrolled in your programs, 2008/09 – 2013/014\*
- average GPA of graduating students, 2008/09 – 20013/14\*
- summer awards, e.g. USRA, UTEA\*
- Honours List students by program\*

*Teaching:*

- total number of undergraduate and graduate courses taught by appointed faculty, by discipline, 2008/09 – 2013/14
- number of courses taught by stipendiary instructors, by discipline, 2008/09 – 2013/14

- first and second year courses with enrolments of 75 or more students offered by your department that include substantial numbers of students from programs outside of your department\*
- total TA hours by discipline, 2008/09 – 2003/14\*
- teaching awards received by faculty in the last five years
- significant faculty involvement in professional development in teaching

*Research and Graduate Supervision:*

- areas of research and research clusters
- grants held and awards received by faculty, 2008/09 – 2013/14
- Tri-Council participation rates
- involvement in new and emerging fields of study
- number of faculty supervising graduate students, 2008/09 – 2013/14
- number of master's and doctoral students supervised, 2008/09 – 2013/14
- total number of master's and doctoral degrees completed, 2008/09 – 2013/14

*Faculty and Staff Complement*

- number of tenure and teaching stream faculty by rank, 2008/09 - 2013/14\*
- number of CLTAs, 2008/09 – 2013/14 \*
- number of administrative and technical staff, 2008/09 – 2013/14 \*

*Relation to the Rest of the University:*

- graduate department affiliations of faculty
- research ties with faculty in other divisions
- faculty service across the University

**Strategic Directions of the Department**

Please discuss the goals and objectives of your department. In your discussion please take into account President Gertler's three priorities – leveraging our location more fully, strengthening our international partnerships, and re-examining and reinventing undergraduate education – as well as the campus' five major strategic directions – new and emerging areas of scholarship, innovative research, global perspective, experiential learning, and strong foundations – and plans for enrolment growth over the next five years and beyond. Please also develop specific goals and consider possible measures of success. If your department has undergone external review, give some consideration to the recommendations of the reviewers, and your plans in response to them. Your discussion should be guided by the questions below and incorporate data as appropriate.

*Academic Programs (Specialist, Major and Minor):*

- To what extent are your programs consistent with the department's goals and objectives, and how they can be brought into alignment, if necessary?
- How do your programs fit with the areas of major significance in scholarship and research in the discipline?
- How are research, scholarship, and professional activity (where applicable) incorporated into teaching in the programs?
- How might/do your major programs align with other majors to make a coherent degree.\*
- What programs might be discontinued and why?

- What forms of experiential education, including co-op, are incorporated in your programs? How do they enhance student learning? How might they be developed further?

*Students:*

- Discuss the extent of student satisfaction with your programs. How might you make your programs more attractive to students? How might your programs be marketed more effectively?
- Is the level of academic performance of your students excellent? Do you have suggestions as to how you might attract even stronger students?
- What should the role of your departmental student association be?

*Research:*

- Where are the areas of research strength in the department?
- What are your department's most promising research directions? Where is the excitement going to be over the next five years?
- What lines of research have played themselves out, or have become much less important than they once seemed?
- How do the department's research directions tie in with the interests of other research groups across the University?

*Complement Planning:*

- What are the fields in which new faculty are required? What would be the most suitable rank for each of these new faculty?
- What types of administrative and technical support will you need?

*Space, Infrastructure, and Services:*

- How do the departmental teaching facilities, such as laboratories and studios, meet the needs of your students? How might they be improved?
- Assess the quality and suitability of your departments research space and equipment. How might they be improved?
- What additional space and infrastructure does your department need?
- How might campus-wide services, e.g. from the Library, CTL, AA&CC, or IT facilities be improved to meet the needs of your department over the next five years?

**Process**

- Chairs must ensure that there is wide consultation in the drafting of the academic plan. Faculty, staff and students in their departments should be encouraged to participate in the development of the department's plan.
- A draft plan should be completed by the end of the Fall term.
- Early in the Winter term, the Dean will meet with individual departments to discuss the draft plan.
- The final plans must be submitted to the Dean by the end of March.
- These plans will be used to develop an academic plan for the campus. The campus Academic Plan will be submitted to the UTSC Executive and the Provost for review.