

MEMORANDUM, DCD #15, 2016-17

To: Chairs and Academic Directors

From: Mark Schmuckler, Vice-Dean Undergraduate



Mary Silcox, Vice-Dean Graduate



Date: 22 June 2017

Re: UTSC Campus Curriculum Committee (CCC)

In the 2013-14 academic year the Dean's Office established the Decanal Undergraduate Curriculum Committee (DUCC) to address changes in governance and respond to the requirements of the University of Toronto Quality Assurance Process (UTQAP). The DUCC's role was advisory to the Vice-Dean Undergraduate, and its mandate was to review and provide feedback on proposals for new programs, major modifications, and program closures from a UTSC campus perspective. The Committee's membership included faculty from each of the Humanities, Sciences, Social Sciences, and Management, as well as representatives from the Dean's Office, Registrar's Office, Academic Advising & Career Centre, Centre for Teaching and Learning, and Scarborough Campus Students' Union. The DUCC normally would meet two to three times each academic year to consider the various proposals submitted each curriculum cycle to the Dean's Office. A similar Committee – the Decanal Graduate Curriculum Committee (DGCC) was established to review and give feedback on proposals submitted by the graduate academic units, however, the DGCC has met only irregularly since 2013.

The DUCC has been productive, and the feedback members have provided on the proposals they have reviewed has been invaluable to our academic units. To ensure the Committee's ongoing effectiveness, the Dean's Office will be consolidating the DUCC with the DGCC, and expanding the faculty and student memberships. The new Committee will be called the UTSC Campus Curriculum Committee (CCC).

To facilitate this endeavor, we are asking each Chair and Academic Director to nominate at least two faculty members that we can invite to participate on the Committee (you are welcome to nominate more faculty). You may nominate both tenure and teaching-stream faculty, and faculty may be junior, mid-rank or senior. Ideally, all the nominees will be faculty who will take the time to review often lengthy proposals, and attend Committee meetings. We anticipate the Committee will meet two to three times every year – normally between November and February.

We are also seeking to expand our student membership, and ideally would like to draw from your Departmental Student Associations, or graduate student group. Please nominate at least two students that we can approach to serve on the CCC.

Please send your lists of names to Annette Knott, Academic Programs Officer, at aknott@utsc.utoronto.ca, by Monday July 17th, 2017.