UNIVERSITY OF
TORONTO
SCARBOROUGH

Office of the Vice-Principal Academic and Dean

MEMORANDUM, DCD #5, 2017-18

To: Chairs and Academic Directors

From: William Gough, Vice-Principal Academic and Dean

Date: 7 November 2017

Re: Experiential Education Initiatives

Already, students at UTSC have access to a range of experiential education opportunities offered by many of our departments, and we are eager to increase the quantity and quality of these opportunities. As you heard at the last CAD meeting, we have received OTO funding from the Provost's Office and MAESD Career Ready Fund to support Experiential Education[1] initiatives at UTSC. In addition, I have provided decanal funds to enable us to support a greater number of initiatives. This funding will enable us to move forward on most of the initiatives included in the proposal we submitted to the Provost's Office.

Experiential Education Fund to Support Departmental Initiatives ($100,000)

We will establish an Experiential Education Fund to which departments can apply for support. We will be sending out a call for proposals shortly. Proposals will be evaluated on their intrinsic merit and the degree to which they meet UTSC's objectives within the MAESD framework for Experiential Learning. Further details on this fund, and a call for proposals, are outlined in a separate memo from the Vice-Dean Undergraduate.

Leadership and Coordination

I will be appointing an Associate Dean for a two-year term, effective 1 July 2018 to provide leadership and coordination of Experiential Education at UTSC. The title and specific mandate of the position will be developed in consultation with key stakeholders. Key responsibilities will be to:

- Enhance UTSC's understanding of integrated learning experiences, including experiential education;
- Develop an overarching vision and direction for experiential learning at UTSC (i.e. including co-curricular opportunities offered by Student Affairs, Academic Advising and Career Counselling, and with the support of the HUB and Community Development and Engagement);

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[1] We define experiential education as encompassing all experiential learning (i.e. the process of learning by doing) opportunities that are offered as part of an academic program.

- Work collaboratively to develop an integrated, coordinated approach to integrated learning experiences at UTSC;
- Support departments to strengthen the opportunities they currently offer and to develop new ways, suitable to their discipline, to enrich student learning through experience within their programs and courses; collaborate with central University of Toronto Offices on university wide initiatives and resources.

I am appointing a Special Advisor on Experiential Education for a six-month term, from January to June 2018, to provide support and coordination in the interim.

Support for Departments to Integrate Experiential Education into Curricula

While many of our faculty have considerable interest and experience in developing different types of experiential education, they have identified the need for greater support in doing so. We will hire a curriculum developer with strong expertise in experiential education. They will work closely with the Associate Dean, and with other curriculum developers in CTL, to deliver support and training to the UTSC departments and faculty to maximize the impact of student experiential learning by ensuring it has the critical components mentioned in U of T's white paper and MAESD checklist.

Support in Developing External Partnerships

The Arts & Science Co-op department has a strong business development unit with processes in place to develop new, and strengthen current, relationships with employers. The department has invested in the top lead management system, SalesForce, to support lead development and conversion. The department is well positioned to extend its business development expertise to support faculty conducting other forms of Work Integrated Learning (WIL), such as service learning, hackathons, industry tours, or job shadowing. We will hire two additional Business Developers for two-year terms to expand the capacity of the Co-op Office to provide WIL support for departments in the following ways:

- Support faculty in mapping learning outcomes to suitable industries;
- Conduct labour market research to assist in exploring and mapping new industry areas;
- Identify, outreach, and recruit suitable community agencies, employers and organizations for potential EL / ILE opportunities;
- Maintain and strengthen existing partnerships;
- Serve as the main point of contact for community agencies and organizations;
- Conduct site visits while the student is on placement to ensure effective communication between the organization and student and to maximize the experience for all involved.

Entrepreneurship Administrative Support

We will provide funding for one staff appointment, for a two-year term, to contribute to entrepreneurial career readiness by liaising with faculty, industry and students to support learning, grant access, mentorship and new business venture development. This position will support students in many of our programs, but especially in the Computer and Mathematical Sciences and in Management, which offer programs in entrepreneurship, including the Minor in Entrepreneurship that is being developed by Management. The Entrepreneurship Coordinator will be located in the Department of Management and will work closely with staff in the HUB to support all entrepreneurial initiatives developed by UTSC departments for their students.