



Office of the Vice-Principal Academic and Dean

MEMORANDUM DCD #6, 2017-18

To: Chairs and Academic Directors

From: Mark Schmuckler, Vice-Dean Undergraduate

A handwritten signature in black ink, appearing to read "Mark Schmuckler".

Date: 8 November 2017

Re: **Experiential Education Fund: Call for Proposals**

As mentioned in [DCD #5](#), the Dean has established an Experiential Education Fund in the amount of \$100,000. I am writing now to invite your proposals for support of departmental EE initiatives from this Fund. Proposals will be evaluated on their intrinsic merit and the degree to which they meet UTSC's objectives within the Ministry of Advanced Education and Skills Development (MAESD) framework for Experiential Learning. The **deadline** for proposals is **8 January 2018**. If you have questions, please contact [me](#) or [Lesley Lewis](#).

Proposals should be approximately 2 pages in length and should include:

- a brief description of the initiative with reference to the MAESD principles (see below)
- a description of how the funding will be used
- an estimate of the number of students that would benefit from the initiative
- a description of the process to be used for tracking student participation
- a budget

As defined by MAESD, experiential learning "supports students in getting hands-on learning that helps them transition to employment." The government has committed to ensuring that every student has at least one EL activity by the time they graduate from a publicly funded postsecondary institution. The Provost of the University, as well as the Principal and Dean of UTSC, fully support this goal.

MAESD has developed a set of EL principles as a guide to understanding what the Ministry counts as an EL activity. This document was sent out in September together with [DCD #3](#) and is available on the Dean's web site: <http://www.utsc.utoronto.ca/vpdean/dcd-2017-18> Key points include:

- EL is an educational activity facilitated by the university
- Students are exposed to authentic workplace demands and expectations

- Students engage in and reflect on structured, purposeful activities
- The employer and/or the institution verify or evaluate the student’s performance and learning outcomes
- Students apply and expand on program knowledge and/or essential employability skills that they acquired during their studies, that are valued by the labour market and that foster lifelong success
- EL activities may be paid or unpaid and may take place on or off campus
- EL experiences must comply with all applicable laws and regulations
- If obtained as part of a program of study, the EL experience must count towards course credit or credential completion.

Examples of EL:

Examples of WIL:

Capstone Projects	Service Learning
Performance-based Learning	Applied Research Projects
On-campus work Teaching Labs	Campus Incubators
Industry/community agency-sponsored research	Field Experience
Interactive simulations	Practicums
	Clinical Placements

When preparing your proposal you may also wish to refer to the University’s White Paper, which is available on the Dean’s web site: <http://www.utsc.utoronto.ca/vpdean/dcd-2017-18>.