November 14, 2006

MEMORANDUM AND NOTICE OF MEETING
To: Members of Graduate Education Council
From: Jane Alderdice, Secretary, Graduate Education Council

I am advising members of the following notice of meeting and agenda. Please note that
the meeting will take place in the Galbraith Council Chambers. If you have any questions
or comments about this agenda or comments in general, you may contact Ms. Adrienne
Teo, SGS Governance Officer, at 416-946-3427 or sgs.pplgeneral@utoronto.ca. If you
would like to discuss Council matters in general, I would be pleased to hear from you at
jane.alderdice@utoronto.ca.

Notice of Meeting
Graduate Education Council
Tuesday, November 21, 2006
3:00 p.m. - 6:00 p.m.

The Council Chambers
Room 202, Galbraith Building
35 St. George Street

AGENDA

1. Minutes of the Graduate Education Council meeting of October 24, 2006
   (Documentation attached)

2. Business Arising from the Minutes

3. Dean’s Remarks

4. Report of the Vice-Dean, Program Matters

5. Report of the Vice-Dean, Student Matters

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6. **Program Requirement Changes**  
   *(Documentation attached)*  
   6.1. Industrial Relations and Human Resources, M.I.R.H.R. Program  
   6.2. Mechanical and Industrial Engineering, Ph.D. Program  
   6.3. Social Work, M.S.W. Program  

7. **Program Name Change: Russian and East European Studies, M.A. Program**  
   *(Documentation attached)*  

8. **Proposal from the Faculty of Arts and Science for a Master of Arts (MA) in Cinema Studies Program**  
   *(Documentation attached)*  

9. **Other Business**  

10. **For Information**  
    *(Documentation attached)*  
    10.1. Collaborative Program Guidelines - Revised  
    10.3. An Approach to Professional Graduate Program Structure  

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**Regrets only** to Ms. Adrienne Teo, SGS Governance Officer, at 946-3427; e-mail: sgs.pplgeneral@utoronto.ca
The meeting was called to order at 3:30 p.m. Dean Susan Pfeiffer welcomed Graduate Education Council members and visitors.

**Agenda Approval of the Graduate Education Council Meeting of October 25, 2006**

**MOTION** *(duly moved and seconded)*

THAT the meeting of the Graduate Education Council will adjourn no later than 5:00 p.m.

The motion was CARRIED.

1. **Minutes of the SGS Council Meeting of May 23, 2006**

The minutes of the May 23, 2006 meeting were circulated with the agenda.

**MOTION** *( / )*  
THAT the minutes of the May 23, 2006 School of Graduate Studies Council meeting be approved.

The motion is CARRIED.

2. **Business Arising from the Minutes**

2.1 **Follow-up on Recent GEC Decisions Forwarded to Governing Council Committees**

Proposals related to the Master of Finance and the Master of Public Policy were on the agenda of the May 23, 2006 meeting of SGS Council. The proposals were approved at recent meetings of the Academic Policy and Programs Committee and the Planning and Budget Committee. The proposals are undergoing OCGS appraisal for final, formal approvals; final University approvals are pending.
3. **Dean’s Remarks**

3.1 **Governance Issues**

a) **Standing Committees of the Graduate Education Council**
Continuing Graduate Education Council members will recall that the SGS Constitution was revised last year and as a result, the Standing Committee on Program Matters, and the Standing Committee on Student Matters were formed. The Vice-Deans will be informing members on Standing Committee meetings as a part of their reports.

b) **New Governance Procedures**
The Dean reported that new governance procedures are in effect as of July 1, 2006. SGS has developed the Graduate Webposting System (GWS), a website to guide administrators through the new process. The website went live on August 8, 2006, and first postings occurred on August 10, 2006. The Dean encouraged Council members to view the postings.

A member asked if the School of Graduate Studies has a method of tracking the number of hits to the GWS website, to which the Dean replied that SGS is in the process of implementing such a system. Currently, SGS is copied on all feedback that is provided on each proposal.

c) **Summary Reports**
A summary report of new courses approved within Faculties, under the new governance procedures, will be presented to Graduate Education Council in spring 2007.

The School of Graduate Studies will be distributing a report summarizing admission and program changes that have been approved by the Graduate Education Council, at the end of each academic year. The report will go to the Academic Policy and Programs Committee for information as part of new governance procedures. In the past, final approvals of aforementioned changes were authorized by the Academic Policy and Programs Committee. New governance procedures delegate increased responsibility to the Graduate Education Council.

d) **Collaborative Programs**
A principle Faculty is being assigned to each collaborative program at the University of Toronto. The assigned Faculty will be responsible for academic administration of individual collaborative programs and coordinating communication between collaborating Faculties. Directors of collaborative
programs will be advised of procedures when the appropriate documentation becomes available.

Collaborative program guidelines are being revised, and will be distributed to Council members for information, as part of the November meeting package.

e) **Administration of Professional Master’s Programs**
The Dean has discussed a proposal with Faculty and Campus Deans for a new approach to professional master’s program structures, particularly for programs that are not aligned with doctoral programs.

A few years ago, a three-campus governance structure was put forward for consideration. It envisioned procedures that would allow professional master’s degree programs to operate and be managed on UTM and UTSC campuses was written.

The Dean will soon distribute a memorandum to Graduate Education Council members that describes the proposal that recommends that each campus Dean act as graduate director for one or more professional master’s programs, and accordingly, each professional master’s program will have a program director. The proposal is comparable to current structures of professional master’s programs at the Ontario Institute for Studies in Education (OISE) and the Institute of Medical Sciences (IMS).

3.2 **Council of Graduate Deans**
Council members may be aware of the SGS Committee of Dean and Directors (CoD). Late in the 2005-06 academic year, an expanded version of CoD commenced, meeting on alternative weeks. It includes the Vice-Deans, Graduate Studies of the multi-department Faculties, Rotman, UTM, UTSC and two representatives from single-department Faculties. To date, the Committee has focused on management details of governance, and providing feedback on recruitment activities. These meetings promote communication between Faculties and SGS.

3.3 **Recruitment Activities**
Graduate recruitment activities have increased at the University of Toronto in response to the encouragement by the Government of Ontario to increase graduate enrolment. The goal is to attract strong Canadian scholars.

The Dean asked Ms. Heather Kelly, Director of Student Services at SGS, to update Council members on specific activities related to recruitment. Ms. Kelly noted that SGS has been working with people from Strategic Computing and Strategic Communication. We have collected information from programs for a
new, easily accessible webpage promoting graduate studies to prospective students. Almost all departments have submitted template information that will be used to create a searchable database of programs, which will in turn assist in promoting graduate opportunities available at the University of Toronto. Programs have provided profiles of outstanding graduate students, which will appear in various campus-based Internet and print publications during the fall term.

During the fall, the School of Graduate Studies will attend more that 30 graduate recruitment fairs across Canada. Advertisements corresponding to SGS visits will be placed in campus newspapers in order to encourage prospective students to attend information sessions, and to consider applying to a University of Toronto graduate program. SGS is holding information sessions regarding graduate opportunities for undergraduate students on all three U of T campuses. Ms. Kelly thanked SGS Student Service Officers for their work on recruitment initiatives.

SGS has purchased Internet advertising space on GradSchools.com, the leading online resource from graduate school information. The site receives more than 9.1 million hits per year.

The next task for the Graduate Enrolment Expansion Group will be to examine ways to increase acceptances to enrolment offers by evaluating current communication practices with applicants before and after an offer is conveyed.

3.4 Reception for Connaught Awards recipients
The reception will take place on November 7, 2006, from 4:00 p.m. to 6:00 p.m. Council members are invited

The recipients of the Connaught Awards are a remarkable group of international scholars. The Awards serve as a tool for recruiting very high quality international students.

4. Report of the Vice-Dean, Programs

Vice-Dean Cowper noted that the position of Vice-Dean, Programs, is new at SGS. The Vice-Dean, Programs, chairs the Standing Committee on Program Matters, which held its inaugural meeting on October 5, 2006. The agenda of the meeting included a discussion related to procedures for Final Oral Exams (FOE). The Vice-Dean added that part of her duties includes approving FOE Committees.

The Vice-Dean works closely with the Office of Quality Assessment and Governance on Ontario Council of Graduate Studies (OCGS) appraisals and on activities related to new governance routing procedures. As a part of working with Faculties on governance-related issues, the Vice-Dean is involved in reviewing GWS postings, communicating with the Faculty Graduate Affairs Offices, and participating in workshop presentations to
Faculties. Currently, SGS is fine-tuning the governance process, and establishing ways of managing proposal feedback.

5. **Report of the Vice-Dean, Students**

Vice-Dean Smith noted that the position of Vice-Dean, Students, is new at SGS. He is responsible for matters involving individual students and policies affecting students. Duties include evaluating: course extensions; program extensions; admission terminations; and, academic leaves. The Vice-Dean, Students works with SGS Student Services Officers to resolve specific student situations, but difficult cases are often referred to the SGS Admissions and Programs Committee.

Other responsibilities of the Vice-Dean, Students, include overseeing Graduate House, awards, scholarships, fellowships and bursaries, chairing some academic misconduct meetings, and various other activities. Both Vice-Deans are also members of numerous tenure committees and search committees.

The Standing Committee on Student Matters had its first meeting on October 4, 2006. There is no business. The Committee is not related to governance, but will likely comment on items related to Council. The Vice-Dean noted that membership consists of graduate coordinators and students from all four division. Graduate coordinator members were determined by a randomized selection process, balancing divisions.

The Dean noted that graduate coordinator membership on Standing Committees is determined by that role. Graduate coordinators who are not currently a member of one of the Standing Committees may be asked to participate in other committees.

The Vice-Dean noted that there will be an introductory Awards Committee meeting on October 25, 2006. Discussion will focus on adjudication for existing awards. The Awards Committee is populated by those who are not serving on the Standing Committee on Program Matters or the Standing Committee on Student Matters.

The Vice-Dean will be working to increasing recipient success rates in the coming academic years. The Dean noted that each department has different practices regarding awards applications, however units are encouraged to work together to determine “best practices” procedures, in order to ensure that the awards process is maximized.

An e-thesis project is underway at the University of Toronto. Many universities in Canada and the United States require that students submit their thesis electronically. Although most U of T students create an e-version of their thesis, the University of Toronto requires a paper version submission. The process of moving toward electronic production is not straightforward. There are three graduate units who are currently participating in a trial process, where volunteers are submitting their theses in both paper and e-file format, in order to identify any associated setbacks or problems. The Vice-Dean hopes that processes will be established by the 2007-08 academic year.
There was some discussion of Awards Committee membership. Vice-Dean Smith indicated that processes are underway.

6. **Proposal from the Faculty of Music for a Master of Music (M.Mus.) and a Doctor of Musical Arts (D.M.A.) in Music Performance Program**

The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. There was no feedback as a result of the posting. The proposal was approved unanimously by the Faculty Council of the Faculty of Music at its meeting of September 26, 2006. At the meeting Dean Gage Averill and Professor Russell Hartenberger explained the new graduate program structure in detail, and described the governance approval process. Music’s Council did not raise any concerns about the proposal.

GEC Members received two proposal documents for approval. One is the U of T submission document – this document addresses all aspects of the proposal, from resource issues to academic matters. The second document is the OCGS appraisal brief, Volume I. OCGS requires the approval of the graduate Council prior to submission of a new program proposal for appraisal.

With Graduate Education Council’s approval this item will go to the Academic Policy and Programs Committee, Planning and Budget Committee, Academic Board, and Governing Council for approval. After the Graduate Education Council’s review, the proposal will be submitted to the Ontario Council on Graduate Studies for a standard appraisal with consultants.

Professor Russell Hartenberger was present to speak to the item. The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal from the Faculty of Music for a Master of Music (M.Mus.) and a Doctor of Musical Arts (D.M.A.) in Music Performance Program, effective September 2007.

Vice-Dean Elizabeth Cowper invited Professor Russell Hartenberger to speak to the item.

Professor Hartenberger explained that the Faculty of Music’s recent OCGS appraisal inspired the proposal. During the self-study, the Faculty examined and evaluated the overall program structures. The proposal before the Graduate Education Council aligns programs with current practices and proposes a new degree program.

Professor Hartenberger drew Council members’ attention to the overview document. The separation of the research degrees from the professional degrees was part of the
restructuring. Areas of specialization developed over the years and new faculty members were hired. Nine fields now have been defined in Music Performance’s Mus.M. program. The Mus.Doc. name has fallen out of favour and the Doctor of Musical Arts (DMA) degree is now the typical degree name throughout North America.

A member commended the Faculty of Music for writing an excellent proposal. The member remarked that the proposal notes students who have progressed unsatisfactorily are advised to withdraw from the program. Wording should be revised to specify that the programs of such students are recommended for termination if they do not demonstrate suitable progress.

The member stated that the proposal indicated that a lapsed student’s dissertation must be complete before applying to SGS for re-instatement; however, SGS only requires that the student’s dissertation be “close to compete”. Additionally, the member was uncertain if indicating a 44,000 word limit for student dissertations corresponds to SGS policy. The Dean replied that SGS does not have a policy limiting the number of words in a dissertation.

A member questioned student demand for the professional program, considering the University will not be providing funding for student. Professor Hartenberber answered that interest in the new programs is significant, with requests for interviews from two to three potential applicants per day. Prospective D.M.A. students may obtain tuition relief through the Faculty of Music, and there are numerous named scholarships also.

The Dean inquired which other Canadian universities offer DMA programs. Professor Hartenberger replied that the University of British Columbia and McGill University offer DMA programs. DMA programs are also widely offered in United States.

A member requested information on plans for space expansion at the Faculty of Music. Professor Hartenberger communicated that a proposal for expansion has been submitted, and the Faculty is optimistic.

A member questioned the availability of teaching assistant positions, given the increase in the number of graduate students who will be seeking financial aid. Professor Hartenberger explained that a proposal is being written that will request additional teaching assistant positions to accommodate the increase of undergraduate students at the Faculty of Music.

The Dean noted that the motion should be revised to reflect restructuring of the Faculty of Music programs. The Dean called upon Vice-Dean Elizabeth Cowper to present the revised motion.

MOTION (duly moved and seconded)
THAT the Graduate Education Council approve the proposal from the Faculty of Music for a Master of Music (M.Mus.) and a Doctor of Musical
Arts (DMA) in the Music Performance Program, and the restructuring of graduate programs in the Faculty of Music, effective September 2007.

The Dean called the question, as revised.

The revised motion was CARRIED.

The Dean and Vice-Dean Cowper commended the Faculty on its proposal and congratulated it for being the first proposal to proceed through the new governance processes.

7. **Other Business**

7.1 **Report on Graduate Education Council Fall 2006 By-Election**

The supporting documentation was circulated with the agenda package.

The Dean congratulated newly acclaimed Graduate Education Council members. A by-election to fill vacant positions will be held soon. There are currently vacancies for a Division I faculty member, and a Division IV Graduate Chair.

8. **For Information: Closures**

8.1 **Master’s Collaborative Program in Software Engineering**

The supporting documentation was circulated with the agenda package. The Dean approved the closure of the program on behalf of the Graduate Education Council. Low enrolment and the availability of other mechanisms for providing this content are the reasons for the program’s closure.

There is currently one student enrolled in the program. The student remains eligible for the transcript notation relating to the collaborative program, upon completion of the program’s requirements.

The item will go for information to the Provost’s Office and to the Planning and Budget office for approval.

**For information only:** Closure of the Master’s Collaborative Program in Software Engineering.

A member asked if the closure relates to the court case involving the Canadian Council for Professional Engineers, regarding the use of the term “software engineering”. Professor Hirst explained that legal action is proceeding but proactive interest in the case has dissipated. There have not been any updates on the proceedings within the past 24
months, and none of these issues are related to closing the program. The Faculty will continue to offer a research-based program in Software Engineering.

8.2 Master of International Trade in Forest Products (M.I.T.F.P.)

The supporting documentation was circulated with the agenda package. The Dean approved the closure of this program on behalf of the Graduate Education Council. Background is that OCGS approved the program proposal on November 28, 2003, and the program was approved to commence in January, 2004. The program did not begin at that time and now, due to subsequent changes of direction in the Faculty of Forestry, it has been decided that the program will not commence.

The item will go for information to the Provost’s Office and to the Planning and Budget office for approval.

For information only: Closure of the Master of International Trade in Forest Products (M.I.T.F.P.)

9. Other Business

There was no other business.

10. Meeting is Adjourned

The October meeting of Graduate Education Council is adjourned at: 4:45 p.m.
Appendix to the Minutes

UNIVERSITY OF TORONTO

GRADUATE EDUCATION COUNCIL

Record of Attendance

October 24, 2006

In attendance:
Abrams, Peter  Kooy, Mary
Acker, Sandra  Larson, Katherine Rebecca
Aloqaily, Arafat  McCabe, Brenda
Allen, Grant  Mannolson, Morris
Beaton, Brian  Mingyao Liu
Bendayan, Reina  Pfeiffer, Susan (Chair)
Burns, Leah  Rennie, Michael
Chapman, Smith, Josie  Robins, William
Cowper, Elizabeth  Smyth, Ron
Davis, Karen  Solomon, Steven
Dawe, Nancy  Spagnolo, Rebecca
Goode, Christopher  Sullivan, Pierre
Graham, Ian  Swier, Robert
Hartenberger, Russell  Alderdice, Jane (Secretary, GE Council)
Hilder, Yvonne  Teo, Adrienne (Assistant Secretary, GE Council)
Hirst, Graeme

Present:
Kelly, Heather  Makarowska, Vesna
Lynch, Maureen
Regrets:
Anderson, Christy
Challis, John
Corts, Kenneth
Buchweitz, Ragnar-Olaf
Brett, Clare
Challis, John
Coleman, John
Desloges, Joseph
Dubé, Philip
Dungey, Alison
Dyer, Charles
Fraser, John

Gertler, Meric
Graham, Ian
Hillan, Edith
Jones, Charles
Kola- Olusanga, Anthony
Labrie, Normand
Moore, Carole
Naylor, David
Pauly, Peter
Pietropaolo, Domenico
Sass-Kortsak, Andrea
Zaky, Safwat
Motion

Graduate Education Council
Tuesday, November 21, 2006

Item 6.1

Industrial Relations and Human Resources, MIRHR Program

MOTION ( / ) THAT the Graduate Education Council approve the proposal from the Centre for Industrial Relations and Human Resources to change program requirements of the Master of Industrial Relations and Human Resources (MIRHR) program. As an alternative to the regular two-year program, a 12-month program option is proposed, effective September 2007.

NOTE:
The proposal was posted on the Graduated Webposting System (GWS) for 28 days. Feedback and suggestions as a result of the posting related to: (1) clarification of the documentation to reflect that the proposed 12-month program option is an alternative to the regular two-year program; (2) deletion of reference to “direct-entry”, since the term usually refers to admission into a Ph.D. program from a bachelor’s degree; (3) number of courses required for the advanced standing option; and (4) a request for clarification of time to completion of degree requirements for part-time students in the calendar entry.

The proposal was approved at the Committee on Centre and Institute Programs on November 10, 2006. Feedback from the GWS was addressed at the meeting: (1) supporting documentation would be revised to clarify to reflect the proposal of the alternative option, not an addition to the two-year program; (2) reference to “direct-entry” would be deleted from the supporting documentation; (3) requirements should be understood as “sessions”, instead of requirements or semesters – calendar entry will be revised accordingly; and (4) reference to part-time student, time to completion of degree requirements, would be clarified.

At the CCIP meeting, members also discussed minor textual clarifications of the governance form and calendar entry.

The agenda package for Graduate Education Council members contains revised supporting documentation.

Committee on Centre and Institute Programs approved the revised proposal. The proposal is presented to the Graduate Education Council for approval, and will be forwarded to the Academic Policy and Programs Committee for information.
ITEM IDENTIFICATION: INDUSTRIAL RELATIONS AND HUMAN RESOURCES, MIRHR PROGRAM – PROPOSED CHANGES TO PROGRAM REQUIREMENTS

Faculty Affiliation: School of Graduate Studies

Name of Graduate Unit: Centre for Industrial Relations and Human Resources

Graduate Program/s involved in proposal, if any:
Master of Industrial Relations and Human Resources

Brief Summary of Proposed Change:

1) As an alternative to the regular two-year program, a 12-month program option is proposed.

Currently all students are admitted into a 2-year (4-session) program and program length is later reduced to 3 (and occasionally 2) sessions for those students who are granted a sufficient number of course exemptions. The proposed change will eliminate the 2-session program and add a 12-month (3-session) “advanced standing” option to the existing 2-year program. To qualify for admittance to the 12-month advanced standing option, a student will need a 4-year undergraduate degree or a graduate degree in:

- Administration or Commerce with a major in Industrial Relations or Human Resources;
- Employment Relations/Industrial Relations/Labour Studies; or
- Equivalent academic background

2) Based on the related academic background, students will receive advanced standing in four of the foundation courses (equivalent to 2 FCEs).

3) The 12 month program will be delivered over 3 consecutive sessions (Sept - Dec, Jan - April, and May - Aug).

Rationale:

Advantages for Students:
- Program can be completed in 12 consecutive months
- Program length is known at the application stage
- Provides a clearer understanding of degree requirements
- Replaces the current cumbersome and potentially inequitable advanced standing application process
Facilitates knowledge building through improved course sequencing
Three semesters per calendar year provides students opportunity for increased financial support through external funding sources
Provides more optional course offerings in May - August session and improves course selection for part-time students

Advantages for CIRHR:
- More efficient use of existing resources. Current program sequencing (fall/winter/fall) leaves excess capacity following December graduation of 3 session students, who represent approximately half our student population
- More efficient, equitable admissions process, which is especially important given planned program expansion in September, 2007
- Eliminates concerns over depth and breadth of the academic training for the small number of students (10% of total enrolment) in 2 session programs
- Revenues will increase under the new delivery model

Prior Approvals/Actions:
The CIRHR Executive Committee has met bi-weekly for several months to develop the proposal, which was presented during consultative meetings in July, 2006, with faculty, staff, and students. Feedback from these meetings was used to shape this final proposal.

The proposal was approved at the Committee on Centre and Institute Programs (CCIP) on November 10, 2006.

Proposed Effective Date:
September 2007

Financial and/or Planning Implications:
Planning and Budget has provided models based on current data and flow through projections. By eliminating the excess capacity that exists now in the winter session, more students can be admitted each September. The cost to offer 3 additional courses during the summer session will be met through existing faculty resources and supplemented as needed with overload stipends. These costs will be offset by the revenue that will flow from increased student enrolment.

Contact name, e-mail address and telephone #:
Frank Reid, Director, Centre for Industrial Relations and Human Resources

Submitted by:
Frank Reid, Director
Centre for Industrial Relations and Human Resources

Date: October 12, 2006
Industrial Relations and Human Resources

Graduate Faculty

Full Members
J. H. Amernic, BSc, MBA, FCA
D. K. Foot, BA, AM, PhD
M. K. Gunderson, BA, MA, PhD, Canadian Imperial Bank of Commerce (CIBC) Chair in Youth Employment
(Ph.D. Coordinator)
H. P. Gunz, BSc, DPhil, PhD
D. L. Holness, MD
D. E. Hyatt, BA, MA, PhD
J. B. Kervin, BA, PhD
M. Krashinsky, BA, MPhil, PhD
B. A. Langille, BA, LLB, BCL
G. P. Latham, BA, MS, PhD, FRSC
C. Lipsig-Mumme, BA, MA, PhD
L. S. MacDowell, BA, MSc, PhD
M. P. Macklem, BA, LLB, LLM
J. E. Quarter, BA, MA, PhD
F. J. Reid, BA, MS, PhD
(Director)
J. G. Reitz, BS, PhD, FRSC, Robert F. Harney Professor of Ethnic Immigration and Pluralism Studies
M. Rotundo, BA, MIR, PhD
A. M. Saks, BA, MASC., PhD
A. Verma, BTech, MBA, PhD
S. Welsh, BA, MA, PhD
G. R. Whyte, LLB, MBA, MPhil, MA, PhD
J. Xie, BA, MBA, PhD

Members Emeriti
J. Crispo, BCom, PhD
D. A. Ondrack, BCom, MBA, PhD

Associate Members
K. Bentham, BAdmin, MIR, PhD
(Coordinator of Graduate Studies)
B. W. Burkett, BA, LLB
M. Campolieti, BSc, MA, PhD
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Additional information is provided on the Centre’s Web site.

**Degree of Master of Industrial Relations and Human Resources**

The purpose of the graduate program leading to the degree of Master of Industrial Relations and Human Resources (M.I.R.H.R.) is to enable students to undertake specialized study which focuses on the employment relationship and examines it from the point of view of a number of disciplines such as economics, law, psychology, and sociology. This focus also includes the nature and relationships of the institutions involved in the employment relationship. The intention is to provide students with the background framework and current knowledge of the field that will serve as a basis for professional careers in labour-management relations, human resources, or policy analysis.

The M.I.R.H.R. degree may be taken on a full-time or part-time basis. Two program options are available for those who meet the requirements for admission. Students with a four-year bachelor’s degree from a recognized university will normally complete the program in two years (16 non-consecutive months) of full-time study. There is also an advanced standing option that will enable students to complete the degree in one year (12 consecutive months) of full time study. This option is available to those students with a four-year bachelor’s degree, or its equivalent, in: employment relations; industrial relations; labour studies; or administration or commerce with a major in industrial relations or human resources. For part-time students, the amount of time to complete the degree requirements will vary depending upon the program option in which the student is registered and the number of courses taken each year.

**Admission Requirements**

1. Applicants to the two-year M.I.R.H.R. Program will require an appropriate four-year University of Toronto bachelor's degree, or its equivalent from a recognized university. A minimum grade average of B+ (77%) in each of the final two years of the degree is required.

2. Applicants to the 12-month M.I.R.H.R. Advanced Standing Option will require an appropriate four-year University of Toronto bachelor's degree, or its equivalent from a recognized university. The degree major or specialization must be in one of the following areas: employment relations; industrial relations; labour studies; or administration or commerce with a major in industrial relations or human resources. A minimum grade average of B+ (77%) in each of the final two years of the degree is required.

3. Students are strongly advised to take introductory economics and statistics courses prior to application. Performance in these courses, as well as performance in other industrial relations and human resources related courses, will be taken into consideration by the admissions committee.

4. Applicants whose degrees are not from Canadian universities are required to submit results from the Graduate Record Examination (GRE). The Graduate Management Admissions Test (GMAT) scores will be accepted as a substitute. Although there is no minimum score requirement, performance on either the GRE or GMAT will be taken into consideration by the admissions committee. Scores must be received no later than April 15. Test results more than five years old are normally not considered.

5. Applicants whose primary language is not English and who graduated from a university where the language of instruction and examination was not English must write the Test of English as a Foreign Language (TOEFL). Applicants taking the paper-based TOEFL exam must achieve a minimum score of 600 and 5 on the TWE. Applicants taking the computer-based TOEFL exam must achieve a minimum score of 250 and 5 on the essay rating component. Applicants taking the internet-based TOEFL exam must achieve a minimum score of 100/120 and 22/30 on the writing and speaking sections.

6. People now working in the fields of industrial relations or human resources who are considering a return to university will have their experience taken into consideration by the admissions committee.

**Program Requirements**

Each student's program of courses must be approved by the Coordinator of Graduate Studies. If chosen courses appear to overlap to a large degree, approval may be denied.

Courses marked (PR) require prerequisites; further information may be obtained from the Centre.

**M.I.R.H.R. Program**

The first year of the two-year program is spent acquiring a foundation in industrial relations and human resources and includes courses in economics, law, quantitative methods, organizational behaviour, and sociology.

**First Year: Foundation Courses**

Students must take ten half-courses, or the equivalent, of which eight are required courses, as follows:

- **IRE 1002H** Applied Statistics in Industrial Relations  
  (Exclusion: CRI 2020H Applied Statistics in Criminology)
- **IRE 1010H** Economic Environment of Industrial Relations and Human Resources
- **IRE 1126H** Labour Market Policy (PR)
- **IRE 1610H** Industrial Relations  
  (Exclusion: MGT 1362H Managing People in Organizations)
- **IRE 1611H** Sociology of Industrial Relations  
  (Exclusion: MGT 2610H Industrial Relations)
IRE 1609H Strategic Human Resources Management

Plus one of the following law courses:
IRE 1270H Law of Labour Relations
IRE 1338H Law in the Workplace
IRE 1263Y Labour Law (also Law 263H)

Courses are chosen from the list of optional courses below to fill the requisite ten half-courses, or their equivalent, in the first year of the program.

Students admitted into the 2-year MIRHR program may elect to take IRE4000, a non-credit course designed to assist students to gain summer employment in a position that will provide them work experience relevant to their field of study.

Students in the M.I.R.H.R. are required to achieve a mid-B average in the first year of the program (or in the first ten half-courses) in order to continue or to pass into the second year. Failure in any course (that is, a grade of less than B-) will require a review of the student's program by the department.

All requirements for the degree must be completed within six years from the date of first enrolment in the M.I.R.H.R. program. Students must have a mid-B average overall to be recommended for the degree.

Second Year: Core Courses

Students must take eight half-courses, or the equivalent, to complete the second year. This includes core courses in Industrial Relations and Human Resources:
IRE 2001H Theoretical Foundations of the Employment Relationship (PR)
IRE 2002Y Research Methods in Industrial Relations and Human Resources (PR)

Five additional half-courses must be chosen from the list of optional courses below.

12 Month Advanced Standing Option

Students admitted into the 12 month M.I.R.H.R. advanced standing option will have completed many of the foundation courses in industrial relations and human resources. Students will take both foundation and core courses simultaneously in the three session of study (September – August). During this time, students will also take optional courses to increase their breadth of knowledge or to focus on their areas of interest. Degree requirements will be met by completing the following courses:
IRE 1010H Economic Environment of Industrial Relations and Human Resources
IRE 1611H Sociology of Industrial Relations
IRE 1126H Labour Market Policy (PR)
IRE 2001H Theoretical Foundations of the Employment Relationship (PR)
IRE 2002Y Research Methods in Industrial Relations and Human Resources (PR)

Plus one of the following law courses:
IRE 1270H Law of Labour Relations
IRE 1338H Law in the Workplace
IRE 1263Y Labour Law (also Law 263H)

Seven additional optional courses must be chosen from the list of optional courses below.

Students in the M.I.R.H.R. are required to achieve a mid-B average in the first two semesters of the program (or in the first ten half-courses) in order to continue into the third semester. Failure in any course (that is, a grade of less than B-) will require a review of the student's program by the department.

All requirements for the degree for students in the Advanced Standing Option must be completed within five years from the date of first enrolment in the M.I.R.H.R. program. Students must have a mid-B average overall to be recommended for the degree.

Degree of Doctor of Philosophy

The Ph.D. in Industrial Relations and Human Resources is a research-oriented program of study designed to provide students with both a thorough background in industrial relations and human resources and the research skills to enable them to proceed to careers in academic institutions or in research positions with governments, large organizations, or consulting firms. It is available only on a full-time basis and normally has a two-year residency requirement during which time the student is required to participate fully in the department's activities associated with the program.
**Admission Requirements**

1. Students will be admitted under the general regulations of the School of Graduate Studies and will require a Master of Industrial Relations and Human Resources (M.I.R.H.R.) degree from the University of Toronto, or its equivalent. Other students who meet the admission requirements may be required to enrol in a preparatory year consisting of courses from the M.I.R.H.R. program. Students with a bachelor's degree in industrial relations or in a related field of study, may be considered for admission to the Ph.D. if they have exceptional academic standing and have demonstrated quantitative skills and research ability.

2. At least a B+ standing, or equivalent, will be required in the previous master's program. Academic performance in courses relevant to the applicant’s area of interest, as well as performance in statistics and research methods courses, will be taken into consideration by the admissions committee.

3. Applicants are required to submit a copy of their results from the Graduate Record Examination (GRE) before February 1. The Graduate Management Admissions Test (GMAT) will be accepted as a substitute. Although there is no minimum score requirement, performance on either the GRE or GMAT will be taken into consideration by the admissions committee. Test results more than five years old are normally not considered.

4. Applicants whose primary language is not English and who graduated from a university where the language of instruction and examination was not English must write the Test of English as a Foreign Language (TOEFL). Applicants taking the paper-based TOEFL exam must achieve a minimum score of 600 and 5 on the TWE. Applicants taking the computer-based TOEFL exam must achieve a minimum score of 250 and 5 on the essay rating component. Applicants taking the internet-based TOEFL exam must achieve a minimum score of 100/120 and 22/30 on both the writing and speaking sections.

5. Applicants may be required to appear for a personal interview and/or submit copies of recent academic work.

**Program Requirements**

Requirements that are normally met in the first two years consist of a core course in Industrial Relations and Human Resources, optional courses, and courses in research methods and statistics.

The core requirement in Industrial Relations and Human Resources is met by completing one half-course:

- IRE 3004H Special Topics in Employment and Industrial Relations

The research and statistics requirements are met by completing:

- IRE 3002Y Research Seminar I
- IRE 3003H Research Seminar II (PR)
- MGT 3062H Methods and Research in Organizational Behaviour and Industrial Relations

Two half-year courses in statistics, chosen, with the approval of the Ph.D. Coordinator, from selected offerings in other departments and faculties.

In cases where a student's prior academic background may have covered any of the courses listed above, substitutions may be permitted with the approval of the Ph.D. Coordinator.

Two half-year optional courses are chosen from the courses set out below or from selected offerings in other departments and faculties. Students whose prior academic backgrounds do not include an industrial relations theory course, or its equivalent, will be required to take IRE 2001H Theoretical Foundations of the Employment Relationship (from the M.I.R.H.R. program) as one of the optional courses.

Not all courses are offered every year. Please consult the Centre for Industrial Relations and Human Resources timetable which lists available courses in each session.

Under regulations of the Centre, a comprehensive examination is normally written by January 31 of the student’s second year in the program.

Intensive work on the dissertation will also begin in the second year of the Ph.D. program. The thesis topic and name of supervisor must be submitted no later than October 15.

Students who are in their third and fourth years of study must enrol in the following courses:

- IRE 3005H Workshop in Industrial Relations I (Credit/No Credit)
- IRE 3006H Workshop in Industrial Relations II (Credit/No Credit)

Proficiency in French and/or other languages will be required when the student’s supervisor deems it necessary for dissertation research or when the Centre deems it necessary for the student's field.

All requirements for the degree must be completed within six years from the date of first enrolment in the Ph.D. program.

**Collaborative Programs**

The Centre for Industrial Relations and Human Resources participates in the Ethnic and Pluralism Studies Collaborative Program. Consult the separate entry in this calendar for details.

**Optional Courses**

The Centre offers key required and optional courses in Industrial Relations and Human Resources. Students take the balance of their courses from those available in other departments and faculties. This range of options enables students to examine the industrial relations field from the perspective of a variety of disciplines.

Due to the multidisciplinary nature of industrial relations, M.I.R.H.R. students are not permitted to take more than a total of three optional courses in any one unit outside the Centre for Industrial Relations and Human Resources without the permission of the Graduate Coordinator. Since outside units normally give preference to their own students, M.I.R.H.R. students can enroll in these optional courses only when space is available.

Students must meet the standards and requirements of the other departments and faculties in those courses taken outside the Centre. Since these courses are changed from time to time, students must consult the Centre for current information.

Some courses are offered only in alternate years, and the availability of optional courses may be subject to change due to
such factors as faculty research leaves and departmental resources. Some courses may only be available in the day or in the evening.

Courses marked (PR) require prerequisites; additional information may be obtained from the Centre.

Further details concerning specific courses and brief course descriptions are available on the Centre's Web site.

**Industrial Relations and Human Resources**
- IRE 1270H Law of Labour Relations
- IRE 1338H Law in the Workplace
- IRE 1615H Labour and Globalization (PR)
- IRE 1620H Labour Relations Problems in Historical Perspective
- IRE 1625H Contemporary Issues in Public Sector Labour-Management Relations
- IRE 1630H Negotiation Skills, Theory and Practice (PR)
- IRE 1635H The Process of Negotiation
- IRE 1640H Contemporary Trade Unionism: Issues, Challenges, Strategy
- IRE 1645H Alternative Dispute Resolution in the Workplace: Theory and Practice (PR)
- IRE 1650H Designing Systems for Managing Workplace Conflict (PR)
- IRE 1715H Special Topics in Industrial Relations and Human Resources: Women in the Workplace
- IRE 1720H Managing Organizational Change (PR)
- IRE 2021H Accounting Information and Industrial Relations
- IRE 2715H Special Topics in Industrial Relations and Human Resources
- IRE 3615H Creating High Performance Reward Systems (PR)
- IRE 3620H Topics in Compensation (PR)
- IRE 3625H Human Resource Research and Information Systems
- IRE 3630H Diversity and Inclusiveness in the Workplace
- IRE 3635H Compensation

**Adult Education and Counselling Psychology**
- AEC 1101H Program Planning in Adult Education
- AEC 1137H Evaluation of Adult Education Programs
- AEC 1148H An Introduction to Workplace and Organizational Democracy
- AEC 1268H Career Counselling and Development: Transition in Adulthood

**Economics**
- ECO 2800H Labour Economics I
- ECO 2801H Labour Economics II (PR)
- ECO 2807H Economics and Demographics (PR)

**Law**
- IRE 1260H Seminar on Labour Arbitration (PR) (also LAW 260H)
- IRE 1263Y Labour Law (also LAW 263H)
- IRE 1373H Labour Policy (also LAW 373H, JPJ 2042H)

**Management**
- MGT 2129H Forecasting Models and Econometric Methods (PR)
- MGT 2604H Organization Change and Development (PR)
- MGT 2605H International Organizational Behaviour (PR)
- MGT 2611H Not-for-Profit Consulting
- MGT 2615H Special Topics in Organizational Behaviour
- MGT 2804H Multivariate Methods for Management (PR)

**Political Science**
- POL 2307H The Political Economy of Technology: from the Auto-Industrial to the Information Age

**Public Health Sciences**
- CHL 5904H Perspectives in Occupational Health and Safety—Legal and Social Context

**Social Work**
- SWK 4403H Women and Social Policy in Canada

**Sociology**
- SOC 6003H Immigration II
- SOC 6012H Sociology of Work I
- SOC 6021Y Sociology and the Policy Process in Canada
- SOC 6112H Sociology of Work II

**Other Optional Courses**
With the approval of the Graduate Coordinator, students may register in the following credit/no credit courses:
- IRE 1001H Skills for Practitioners in IR/HRM (Credit/No Credit)
- IRE 4000H Co-op Employment Relations (Credit/No Credit)
Reading Courses
In certain circumstances, and with the approval of the Graduate Coordinator, students may be allowed to take a reading or research course:
IRE 1090H   A reading course or individual research in an approved field
IRE 2090H   A reading course or individual research in an approved field
Motion
Graduate Education Council
Tuesday, November 21, 2006

Item 6.2

Mechanical and Industrial Engineering, Ph.D.

MOTION ( / ) THAT the Graduate Education Council approve the proposal from the Faculty of Applied Science and Engineering to change program requirements in the Mechanical and Industrial Engineering Ph.D. program. Students with appropriate backgrounds will no longer be required to complete two of their five half-course requirements from the list of specified core courses. Changes are effective September 1, 2007.

NOTE:
The proposal was posted on the GWS, and the proposal received positive and supportive feedback. No changes were made to the proposal as a result of the GWS posting.

The proposal was approved unanimously by the Engineering Graduate Education Committee (EGEC) on November 2, 2006. Members discussed reasons for eliminating program requirements, and no changes were made to the proposal as a result of the EGEC meeting.

Graduate Education Council’s approval is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.
ITEM IDENTIFICATION: MECHANICAL AND INDUSTRIAL ENGINEERING – PROPOSED CHANGES TO THE Ph.D. PROGRAM REQUIREMENTS

Faculty Affiliation: Applied Science and Engineering

Name of Graduate Unit: Mechanical and Industrial Engineering

Graduate Program/s involved in proposal, if any: Ph.D. Program

Brief Summary of Proposed Change: The core course requirement will be eliminated from the Ph.D. program.

Degree of Doctor of Philosophy
At the beginning of each student's program, a professor in the Department will be identified as the supervisor and will guide the student in the research program and selection of courses. Ph.D. students must meet the minimum departmental standard in course work. For students with an appropriate background, the program will normally consist of five half-courses and a thesis. Students admitted directly to a Ph.D. program with a bachelor's degree are required to complete eight half-courses plus a thesis. Ph.D. students are required to be on campus full-time unless special permission is obtained for off-campus study. Normally no more than four years are required to complete the program of study.

Each Ph.D. student must pass a qualifying examination, a seminar presentation, additional annual progress meeting, the departmental Ph.D. examination, and the SGS Ph.D. final oral examination.

…

Rationale:
The core courses were a requirement of the Mechanical Engineering Department before the merger with Industrial Engineering in 1996. While the original core courses served the Department of Mechanical Engineering well, it has proven difficult for the department to offer core courses in all nine research areas. There has been no measurable benefit to the department to enforce the core course requirement.
The benefit to the department would be to allow greater flexibility in our course offerings. The students would have greater flexibility in choosing courses better suited to their disciplines. Courses will be chosen in consultation between the supervisor and student.

**Prior Approvals/Actions:**
- Engineering Graduate Education Council (EGEC) approval – November 2, 2006
- Graduate committee approval – May 26, 2006
- Departmental Approval – May 26, 2006

**Proposed Effective Date:**
September 2007

**Financial and/or Planning Implications:**
This will allow resources to be used for other courses. The financial impact will be minimal.

**Contact name, e-mail address and telephone #:**
Pierre Sullivan  
Associate Chair – Graduate Studies  
Department of Mechanical and Industrial Engineering  
University of Toronto

**Submitted by:**
Pierre Sullivan, Associate Chair – Graduate Studies

**Date:** 2006-08-2
Motion

Graduate Education Council
Tuesday, November 21, 2006

Item 6.3

Social Work, M.S.W. Program

MOTION ( / ) THAT the Graduate Education Council approve the proposal from the Faculty of Social Work to change program requirements in the Master of Social Work (M.S.W.) program. Students specializing in Mental Health and Health will have the option of completing SWK 4631H Advanced Social Work Practice in Mental Health and SWK 4632H Advanced Social Work Practice in Health as part of program requirements. Changes are effective September 1, 2007.

NOTE:
The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS.

The proposal was approved unanimously by the Faculty Council for the Faculty of Social Work on October 17, 2006. Members supported changes to program requirement options. No changes were made to the proposal as a result of the Faculty Council meeting.

Graduate Education Council’s approval is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.
ITEM IDENTIFICATION: SOCIAL WORK – PROPOSED CHANGED TO THE MASTER’S PROGRAM

Faculty Affiliation: Faculty of Social Work

Name of Graduate Unit: Faculty of Social Work

Graduate Program/s involved in proposal, if any: Master of Social Work – Mental Health and Health Specialization

Brief Summary of Proposed Change:

The Faculty of Social Work in its professional Masters of Social Work program has four specializations from which students choose one: Children and their Families, Social Justice and Diversity, Gerontology, and Mental Health and Health. Each of these specializations has 4 required courses that are offered in the second year of the two year program (for students entering without a social work undergraduate degree) or during the one year program (for students entering with a Bachelor of Social Work). These four required courses include one advanced research course in the area of specialization and three practice or policy courses. Students also take a practicum in their area of specialization. In the Mental Health and Health Specialization the four courses are as follows: The Context of Mental Health and Health Practice, which reviews the social policy and organizational frameworks in which services are offered; Practice Based Research in Mental Health and Health; Social Work Practice in Health; and Social Work Practice in Mental Health.

In response to concerns outlined below, we are now proposing to create options within the Mental Health and Health Specialization as follows:

All students regardless of choice, will as before take
a) The Context of Mental Health and Health Practice
b) Practice Based Research in Mental Health and Health

Students can then take one of three choices:
1) Social Work Practice in Health and Social Work Practice in Mental Health (the previous specialization offering)
   OR
2) Social Work Practice in Health (fall term) and Advanced Social Work Practice in Health (winter term)
   OR
3) Social Work Practice in Mental Health (fall term) and Advanced Social Work Practice in Mental Health (winter term)
**Rationale:**
When the program was first being developed in 2003-2004, the fourth specialization was initially focused on mental health but this resulted in strongly expressed concerns from our practicum instructors and from the practice community that health was being excluded and this resulted in a combined specialization of mental health and health. From the onset, it was identified that this was not an ideal solution.

The new courses in the specializations were launched in 2005-2006 as students in the two year program reached their second year. Several efforts have been made to evaluate student satisfaction with the new curriculum. A survey initiated by the Faculty was given out to all students and a survey was initiated by the second year student group. Feedback through the surveys and other communications made it clear that students in the Mental Health and Health Specialization did not feel that one practice course in each of health and mental health provided enough depth to allow for true specialization. This concern was echoed by community representatives at various meetings.

**Prior Approvals/Actions:**
This was discussed at the Teaching Faculty Meeting and the MSW Program Committee. It was then raised as notice of motion at the Faculty Council Meeting of March 28 2006. The proposed changes received resounding support from all constituencies including students, faculty, and representatives of the professional community.

The proposal was posted on the SGS website August 11 2006. No feedback was received.

A motion to approve the amendments to the program as described in the proposal was passed unanimously at the Faculty Council for the Faculty of Social Work on October 17 2006.

**Proposed Effective Date:**
09 2007
Month Year

**Financial and/or Planning Implications:**
There are no additional costs incurred as a result of this change.

**Date:**
October 18, 2006
SGS Calendar Entry Insert under Social Work

**INSERT 1:**
Two-Year M.S.W. Full-time Program  
*Specialization: Mental Health and Health*  
Total Course Load: Equivalent to 8 Half-Credit Courses

SWK 4412H The Context of Mental Health and Health Practice  
SWK 4511H Practice-Based Research in Mental Health and Health  
Students can then elect to take one of three choices:  
1) SWK 4622H Social Work Practice in Health and SWK 4604H Social Work Practice in Mental Health  
2) SWK 4622H Social Work Practice in Health followed by SWK 4632H Advanced Social Work Practice in Health  
3) SWK 4604H Social Work Practice in Mental Health followed by SWK 4631H Advanced Social Work Practice in Mental Health  
   SWK 4702Y Social Work Practicum II (full-credit)  
   Two elective half-credit courses

**INSERT 2:**
M.S.W. Program with Advanced Standing  
*Specialization: Mental Health and Health*  
Total Course Load: Equivalent to 9 Half-Credit Courses

SWK 4412H The Context of Mental Health and Health Practice  
SWK 4510H Research for Evidence-Based Social Work Practice  
SWK 4511H Practice-Based Research in Mental Health and Health  
Students can then elect to take one of three choices:  
1) SWK 4622H Social Work Practice in Health and SWK 4604H Social Work Practice in Mental Health  
2) SWK 4622H Social Work Practice in Health followed by SWK 4632H Advanced Social Work Practice in Health  
3) SWK 4604H Social Work Practice in Mental Health followed by SWK 4631H Advanced Social Work Practice in Mental Health  
   SWK 4702Y Social Work Practicum II (full-credit)  
   Two elective half-credit courses
SECTION A: Required information

<table>
<thead>
<tr>
<th>Course designator/code (three letters):</th>
<th>Course Number (four digits):</th>
<th>Format (lecture/ seminar/readings, distance delivery, etc.):</th>
<th>Number of contact hours per week:</th>
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</thead>
<tbody>
<tr>
<td>SWK</td>
<td>4631H</td>
<td>Graduate seminar course</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Title: Advanced Social Work Practice in Mental Health

Department: Faculty of Social Work

Instructor/course coordinator
Cheryl Regehr – course coordinator
Deborah Levine – course instructor for 2006-2007

Course Description
This course builds on Social Work Practice in Mental Health (SWK4604) to examine and develop, at an advanced level, practice knowledge and skills required to work within a continuum of mental health care contexts. This course will focus on social workers as members of inter-professional teams. Social workers have a critical role with clients who present with a variety of mental health problems and diagnoses. This includes:

- providing support to individuals and their families including psycho-education, crisis intervention, advocacy, discharge planning and referral;
- working collaboratively with inter-professional teams including facilitating communication and informing the team about social-ecological factors impacting the clients and families;
- providing counseling and developing a therapeutic relationship; and
- demonstrating cultural sensitivity including such issues as age, gender, race, culture, SES, sexual orientation, religion, & physical challenges in the context of mental health.

Academic Relevance – state the reason for creating the course, and its place in your program (required, elective, etc.):
In the Mental Health and Health Specialization of the Faculty of Social work four required courses are as follows: The Context of Mental Health and Health Practice, which reviews the social policy and organizational frameworks in which services are offered; Practice Based Research in Mental Health and Health; Social Work Practice in Health; and Social Work Practice in Mental Health. Feedback through student surveys and other communications have made it clear that students in the Mental Health and Health Specialization did not feel that one practice course in each of health and mental health provided enough depth to allow for true specialization. This concern was echoed by community representatives at various meetings.

The Mental Health and Health Teaching Group therefore proposed creating choice within the specialization as follows:
All students regardless of choice, will as before take
a) The Context of Mental Health and Health Practice
b) Practice Based Research in Mental Health and Health

Students can then elect to take one of three choices:
1) Social Work Practice in Health and Social Work Practice in Mental Health (the previous specialization offering)
2) Social Work Practice in Health and Advanced Social Work Practice in Health
3) Social Work Practice in Mental Health and Advanced Social Work Practice in Mental Health

This course fulfills the requirement for the third option.

<table>
<thead>
<tr>
<th>Enrolment projection: 25</th>
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<tbody>
<tr>
<td><strong>Prerequisite:</strong> Social Work Practice in Mental Health SWK 4604</td>
</tr>
<tr>
<td><strong>Co-requisites/ exclusions/ enrolment restrictions</strong></td>
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</table>
| **Course weight (indicate one below):**
  _X_ H
  ___ Y |
| **Regular/continuing/ extended (indicate one below)*:**
  _X_ Regular
  ___ Continuing
  ___ Extended |
| **Start Session/Date:** January 2007 |

**Abbreviated Course Title (maximum 20 characters and/or space or punctuation):**

A D V S W I N M E N T A L H |

**Grading Scheme (indicate letter grade or credit/no credit (CR/NCR) designation):**

_ X_ Letter grades

**List components of course and percentage value for each component**

**Mid-term assignment 40%**
- Describe an interaction with a client. Illustrate how issues such as empathy, authenticity, disclosure, power dynamics (choose one) contributed to or impeded your relationship with the client. Make sure to examine both theoretical and practical aspects of the concept you choose.

**Final essay 60%**
- Select one knowledge base from the areas covered in class (for example, infant research, cognitive psychology, emotion processing). Examine the concept and relevant research in this area and illustrate its clinical application to your practice.

**Schedule of evaluation of course components**

Mid-term assignment – Feb 13 2007
Final assignment – April 3 2007

**List graduate units where significant similarity or overlap may occur**
N/A – this is core course in the MSW curriculum

**Indicate resources required for delivery of course**

(instructor/teaching assistant/lab equipment, computing resources, distance delivery elements, etc.) and indicate whether requirements will be met through existing resources or whether additional resources will be required:

_ X_ All elements of the course will be met with existing resources.

**Confirm that course proposal has been approved by a graduate unit committee**

This was discussed at the Teaching Faculty Meeting and the MSW Program Committee. It was then raised as notice of motion at the Faculty Council Meeting of March 28 2006. The proposed changes received resounding support from all constituencies including students, faculty, and representatives of the professional community.

The course was therefore passed by summer executive authority June 15 2006.
## Proposal for a New Graduate Course

### 2006-2007 (Version #1)

**SECTION A: Required information**

<table>
<thead>
<tr>
<th>Course designator/code</th>
<th>Course Number</th>
<th>Format</th>
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<tr>
<td>SWK</td>
<td>4632H</td>
<td>Graduate Seminar</td>
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</table>

**Course Title:**
Advanced Social Work Practice in Health

**Department:**
Faculty of Social Work

**Instructor/course coordinator**
Cheryl Regehr – course coordinator
David Nicholas and Beverley Antle – course instructors 2006-2007

**Course Description**
SWK 4804 Advanced Social Work Practice in Health and Illness
This course builds on SWK 4622 to examine and develop, at an advanced level, the practice knowledge and skills required to be a social worker within a continuum of health care contexts. Working collaboratively with interprofessional teams, social workers require a range of assessment, counselling, negotiation and co-ordination skills to assist individuals and their extended network to successfully adapt to the challenges presented by treatment and or longer term health and functional changes. Additionally, social workers contribute at a program and organizational level by situating patient needs and health services in the context of the broader social determinants of health.

**Academic Relevance – state the reason for creating the course, and its place in your program (required, elective, etc.):**
In the Mental Health and Health Specialization of the Faculty of Social work four required courses are as follows: The Context of Mental Health and Health Practice, which reviews the social policy and organizational frameworks in which services are offered; Practice Based Research in Mental Health and Health; Social Work Practice in Health; and Social Work Practice in Mental Health. Feedback through student surveys and other communications have made it clear that students in the Mental Health and Health Specialization did not feel that one practice course in each of health and mental health provided enough depth to allow for true specialization. This concern was echoed by community representatives at various meetings.

The Mental Health and Health Teaching Group therefore proposed creating choice within the specialization as follows:
All students regardless of choice, will as before take
a) The Context of Mental Health and Health Practice
b) Practice Based Research in Mental Health and Health

Students can then elect to take one of three choices:
1) Social Work Practice in Health and Social Work Practice in Mental Health (the previous specialization offering)
2) Social Work Practice in Health and Advanced Social Work Practice in Health
3) Social Work Practice in Mental Health and Advanced Social Work Practice in Mental Health

This course fulfills the requirement for the second option.
**Enrolment projection**: 25

<table>
<thead>
<tr>
<th>Prerequisite:</th>
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<tbody>
<tr>
<td>Social work practice in health SWK 4622</td>
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<table>
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<tr>
<th>Co-requisites/ exclusions/ enrolment restrictions (</th>
<th>Course weight (indicate one below):</th>
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<tbody>
<tr>
<td></td>
<td><em>X</em> H</td>
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<td>___ Y</td>
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<table>
<thead>
<tr>
<th>Regular/continuing/ extended (indicate one below)*:</th>
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<tbody>
<tr>
<td><em>X</em> Regular</td>
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<tr>
<td>___ Continuing</td>
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<tr>
<td>___ Extended</td>
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*See SGS Calendar, Section 6 Course Codes

<table>
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<th>Start Session/Date:</th>
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<tbody>
<tr>
<td>January 2007</td>
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</table>

**Abbreviated Course Title** *(maximum 20 characters and/or space or punctuation)*:

| A | D | V | S | W | I | N | H | E | A | L | T | H |
|---|---|---|---|---|---|---|---|---|---|---|---|---

**Grading Scheme** *(indicate letter grade or credit/no credit (CR/NCR) designation)*:

<table>
<thead>
<tr>
<th><em>X</em></th>
<th>Letter grades</th>
</tr>
</thead>
</table>

**List components of course and percentage value for each component**

- Mid-term assignment 40%
- Final essay 60%

**Schedule of evaluation of course components**

- Mid-term assignment – Feb 13 2007
- Final assignment – April 3 2007

**List graduate units where significant similarity or overlap may occur**

<table>
<thead>
<tr>
<th>N/A</th>
<th>this is a core course in the MSW curriculum</th>
</tr>
</thead>
</table>

**Indicate resources required for delivery of course** *(instructor/teaching assistant/lab equipment, computing resources, distance delivery elements, etc.)* *and indicate whether requirements will be met through existing resources or whether additional resources will be required*:

<table>
<thead>
<tr>
<th><em>X</em></th>
<th>All elements of the course will be met with existing resources.</th>
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</thead>
</table>

**Confirm that course proposal has been approved by a graduate unit committee**

This was discussed at the Teaching Faculty Meeting and the MSW Program Committee. It was then raised as notice of motion at the Faculty Council Meeting of March 28 2006. The proposed changes received resounding support from all constituencies including students, faculty, and representatives of the professional community.

The course was therefore passed by summer executive authority June 15 2006.
Motion

Graduate Education Council
Tuesday, November 21, 2006

Item 7.

Russian and East European Studies, M.A. Program

MOTION (/) THAT the Graduate Education Council approve the proposal from the Faculty of Arts and Science to change the name of the Russian and East European Studies Master of Arts (M.A.) program to the European, Russian, and Eurasian Studies Master of Arts (M.A.) program. Changes are effective September 1, 2007.

See supporting documentation attached.

NOTE:
The proposal was posted on the GWS for 28 days. There has been no feedback, thus far as a result of posting on the GWS.

The Faculty of Arts and Science provided the following report:
On October 12, 2006, the Three Campus Graduate Curriculum Committee (3CGC) of the Faculty of Arts and Science met to approve changes in curriculum. Along with various minor course and program changes, the following major program change and program initiative were approved at the meeting.

Program Name Change - Centre for European, Russian and Eurasian Studies
Jeffrey Kopstein, Director of the Centre, explained at the 3CGC meeting that the Centre for European, Russian and Eurasian Studies (CERES) came together after a merger of European Studies and the Centre for Russian and East European Studies (CREES) two years ago. At the time the Centre was formed, external reviewers suggested the name change of the program from ‘Russian and European Studies’ to ‘European, Russian and Eurasian Studies’. This change is supported by the Centre and by the students, following a process of wide consultation.

Posting of this proposal on the Graduate Webposting System will be complete on November 16. Therefore this proposal was approved by the 3CGC on condition of successful completion of its posting on the GWS. To date, no feedback has been received.

With Graduate Education Council’s approval the proposal will go to the Academic Policy and Programs Committee for information and to OCGS for approval.
ITEM IDENTIFICATION: RUSSIAN AND EAST EUROPEAN STUDIES – PROPOSED NAME CHANGED TO THE M.A. PROGRAM

Faculty Affiliation: Arts & Science

Name of Graduate Unit: Centre for European, Russian, and Eurasian Studies

Graduate Program/s involved in proposal, if any: M.A. in Russian and East European Studies

Brief Summary of Proposed Change: We are proposing a name change to the program, from Russian and East European Studies, to European, Russian, and Eurasian Studies, which will bring it into line with the name of the Centre where it is housed. The program includes a single field and that field name will align with the new program name.

Rationale: The name change reflects the reality of changes that have taken place in the region and in scholarship. The enlargement of the European Union and the changes that have taken place over the past 15 years in the former Soviet Union have already led to significant changes in what is taught. This name change will align the name of the program with what the graduate students are learning. Our curriculum of study will remain much as before but the name of the degree program will now reflect what the students actually want.

Prior Approvals/Actions: All of the major stakeholders at the Centre for European, Russian, and Eurasian Studies (CERES) have taken part in consultations on this change. Every department involved in teaching the graduate students is represented on the Executive Committee of the Centre and the proposed change was discussed and agreed upon at that committee. Consultation with graduate students has taken place both at last external review of the Centre (May 2005–when it formed as a result of a merger of European Studies with the Centre for Russian and East European Studies) and during the recent (June 2006) OCGS review.

Proposed Effective Date: September 2007

Financial and/or Planning Implications: None, except it will make our Centre a more attractive location for potential applicants.

Contact name: Jeffrey Kopstein

Submitted by: Jeffrey Kopstein
Professor of Political Science
Director, Centre for European, Russian, and Eurasian Studies

Date: October 2, 2006
Item 8.

MOTION (     /    ) THAT the Graduate Education Council approve the proposal from the Faculty of Arts and Science for a Master of Arts (M.A.) in Cinema Studies program, effective September 1, 2007, pending the identification and approval of an appropriate administrative structure to house the program.

See supporting documentation attached. The appendices are the same for both proposal documents, and follow the OCGS brief.

NOTE:
The proposal was posted on the Graduate Webposting System (GWS) for 28 days, and received positive feedback.

The Faculty of Arts and Science provided the following report:
On October 12, 2006, the Three Campus Graduate Curriculum Committee (3CGC) of the Faculty of Arts and Science met to approve changes in curriculum. Along with various minor course and program changes, the following major program change and program initiative were approved at the meeting.

New graduate degree program – Master of Arts in Cinema Studies
Currently, Cinema Studies is following a parallel approval process, in that the Cinema Studies Institute is also being established as an EDU. At the 3CGC meeting, a member asked if having the graduate program and the EDU being created at the same time is a problem, to which Vice-Dean Gertler replied that it is not uncommon. Susan Pfeiffer added that the approval of the program and the EDU will reach Simcoe Hall (AP&P) for approval at the same time.

The establishment of a Master of Arts in Cinema Studies was approved by the 3CGC conditional on successful completion of its posting on the Graduate Webposting System. This item was posted on 5 October, and its posting period ended on 2 November. The following comment was received from Leslie Thompson, Chair, Department of English and Drama, UTM, through the posting on the GWS:

I have read through this proposal and find it well presented and generally very impressive because it is forward-thinking but also practical. As Chair of a department that intends to benefit from the existence of this graduate program in Cinema Studies, my feeling is that it can't come soon enough. The existence of such a program creates an opening for me to press the UTM administration to expand our offerings in film studies, not only within my department but also on this campus more broadly. Indeed, I am now reviving and revising an earlier proposal for a Major in Cinema Studies to add to the Minor already offered here, thereby creating a viable program and signaling our serious commitment to the discipline. The existence of this graduate program will add strength to my requests for a faculty position in Cinema Studies, because with the approval of this program there will be a graduate home on the St. George campus for those whose training has prepared them to teach graduate courses in Cinema Studies. Thank you for your attention and all best wishes for the approval process.

The above proposals were presented to the Arts and Science Council on November 6, 2006 for information.

With Graduate Education Council’s approval this item will go to the Academic Policy and Programs Committee, the Planning and Budget Committee, and Academic Board for approval, and to the Ontario Council on Graduate Studies for a standard appraisal with consultants.
ITEM IDENTIFICATION: Proposal from the Faculty of Arts and Science for a Master of Arts (M.A.) in Cinema Studies program

Faculty Affiliation:
Arts & Science

Name of Graduate Unit:
Cinema Studies Institute

Graduate Program/s involved in proposal, if any:
Master of Arts in Cinema Studies

Brief Summary of Proposal:
This is a new academic Master’s program. It is a 12-month post-baccalaureate program designed for students who have completed a four-year Bachelor’s degree or equivalent in Cinema Studies, with at least a B+ standing. [Executive Summary attached.]

Prior Approvals/Actions:
Plans for the new Master’s program were initiated by the Director of the Cinema Studies Program (CSP), with the support of the Principal of Innis College and the Dean of the Faculty of Arts & Science.

Initial planning occurred over a series of regular meetings with core faculty members of the CSP, resulting in an initial draft document of the proposal. This document was circulated to members of the CSP Plenary, which includes all participating faculty members. Several other faculty members whose graduate courses might be part of the new Master’s program were also consulted. All members signalled their support of the proposal. A separate meeting took place with affiliated faculty members from UTM and UTSC, and the director of the Institute of Communication and Culture.

As a next stage, the Director of the CSP contacted Graduate Chairs of all affected divisions (Departments of East Asian Studies, English, French Language and Literature, Germanic Languages and Literatures, History, Italian Studies, Slavic Languages and Literatures, and the Graduate Centre for the Study of Drama and the Graduate Centre of Comparative Literature), and secured letters of support from each Chair.

Finally, Vice-Deans from both the Faculty of Arts and Science (Graduate and Interdisciplinary), and the School of Graduate Studies (Programs) were consulted
on an ongoing basis. At a late stage, the Dean of the School of Graduate Studies, as well as the Provost and Vice-Provost (Budget and Planning) viewed the proposal as well. The Vice-Dean, Graduate, at the Faculty of Arts and Science has approved the proposal for submission.

The proposal was approved by the Three Campus Graduate Curriculum Committee of the Faculty of Arts and Science at its meeting on October 12, 2006, conditional upon successful posting on the Graduate Webposting System. The proposal was presented for information on November 6, 2006 to the Arts and Science Council.

**Proposed Effective Date:**
September 2007

**Contact name, e-mail address and telephone #:**
Charlie Keil, Director, Cinema Studies Institute

**Submitted by:**
Meric S. Gertler, Vice-Dean, Graduate
Faculty of Arts & Science

**Date:** October 3, 2006
UNIVERSITY OF TORONTO

Proposal for a Graduate Program Proposal or other major graduate initiative

Master of Arts Program in Cinema Studies

October 3, 2006

[This document is to be completed for all graduate submissions requiring University of Toronto approvals. The template has been developed in accordance with the “Guidelines for Assessment of Divisional Submissions”, February 2005, available at the following website: http://www.provost.utoronto.ca/English/page-6-12958-1.html It is recommended that the Guidelines be reviewed prior to completing this template.]
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th></th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Executive Summary .............................................................................................................. 3</td>
</tr>
<tr>
<td></td>
<td>Academic ............................................................................................................................... 4</td>
</tr>
<tr>
<td>2.1</td>
<td>Description and rationale for the proposal .................................................................... 4</td>
</tr>
<tr>
<td>2.1.1</td>
<td>Description of proposed program ............................................................................ 4</td>
</tr>
<tr>
<td>2.1.2</td>
<td>Rationale for proposal .......................................................................................... 6</td>
</tr>
<tr>
<td>2.2</td>
<td>Pedagogical and other academic objectives, including expected benefits of the proposed program ............................................................................................................ 7</td>
</tr>
<tr>
<td>2.3</td>
<td>Projected student demand .......................................................................................... 8</td>
</tr>
<tr>
<td>2.4</td>
<td>Impact on the Department's and Division's program of study, including impact on other divisions, if any .................................................................................................... 8</td>
</tr>
<tr>
<td>2.5</td>
<td>Evidence of consultation with other affected divisions .................................................. 9</td>
</tr>
<tr>
<td>2.6</td>
<td>Appropriateness of the name and designation of the new program ................................... 9</td>
</tr>
<tr>
<td>2.7</td>
<td>Program description and requirements, course titles/numbers, faculty members.…… 10</td>
</tr>
<tr>
<td>2.7.1</td>
<td>Program description and requirements ............................................................................ 10</td>
</tr>
<tr>
<td>2.7.2</td>
<td>Course titles/numbers .......................................................................................... 11</td>
</tr>
<tr>
<td>2.7.3</td>
<td>Faculty members .......................................................................................................... 13</td>
</tr>
<tr>
<td>2</td>
<td>Planning and Budget .......................................................................................................... 16</td>
</tr>
<tr>
<td>3.1</td>
<td>Resource implications ................................................................................................. 16</td>
</tr>
<tr>
<td>3.1.1</td>
<td>Staffing .................................................................................................................. 16</td>
</tr>
<tr>
<td>3.1.2</td>
<td>Space ................................................................................................................... 17</td>
</tr>
<tr>
<td>3.1.3</td>
<td>Libraries ................................................................................................................... 17</td>
</tr>
<tr>
<td>3.1.4</td>
<td>Computing facilities .................................................................................................. 18</td>
</tr>
<tr>
<td>3.1.5</td>
<td>Enrolment/admissions .......................................................................................... 18</td>
</tr>
<tr>
<td>3.1.6</td>
<td>Revenues/costs ........................................................................................................... 18</td>
</tr>
<tr>
<td>3.1.7</td>
<td>Financial Aid .................................................................................................................... 18</td>
</tr>
<tr>
<td>4</td>
<td>Space and Facility ............................................................................................................... 19</td>
</tr>
<tr>
<td>4.1</td>
<td>Requirements for physical facilities ............................................................................. 19</td>
</tr>
<tr>
<td>4.2</td>
<td>Capital projects for approvals ..................................................................................... 19</td>
</tr>
<tr>
<td>5</td>
<td>Students ............................................................................................................................... 20</td>
</tr>
<tr>
<td>5.1</td>
<td>Student affairs and services ......................................................................................... 20</td>
</tr>
<tr>
<td>5.2</td>
<td>Student conduct and discipline .................................................................................. 20</td>
</tr>
<tr>
<td>5.3</td>
<td>Financial Support .......................................................................................................... 20</td>
</tr>
<tr>
<td>5.4</td>
<td>Student registration and information systems ........................................................... 20</td>
</tr>
<tr>
<td>Appendices 1, 2, 3 &amp; 4</td>
<td>Appendix 1 Library Resources and Scholarly Domains</td>
</tr>
<tr>
<td></td>
<td>Appendix 2 Cinema and Film Research Centres and Institutes</td>
</tr>
</tbody>
</table>
Appendix 3  Canadian, US, and International PhD and Master's Programs in Cinema Studies
Appendix 4  Letters of Support from the Graduate Chairs of all Participating Units

1 Executive Summary

[Provide a brief summary (one page maximum) of the following four main points identified in this document, Academic, Planning and Budget, Space and Facilities, and Students.]

This proposal is for a course-based Master of Arts Program in Cinema Studies. The program will be 12 months in duration.

In the time that Cinema Studies has been a part of the undergraduate curriculum at the University of Toronto (over 30 years), the discipline has experienced steady and marked growth, particularly in North America and Europe. Graduate programs in Cinema Studies are now a feature of most of the prominent universities in the United States, England, and France, to name but three countries. At the same time, Cinema Studies has developed its own canon, as evidenced in a variety of scholarly domains such as dedicated journals and press series. Spurred by successive external reviews that strongly supported introducing a graduate program, the Cinema Studies program at the University of Toronto is proposing a one-year MA that will combine academic rigour with innovative features, including an optional internship credit.

With the addition of two approved faculty hires scheduled to be in place for 2007/08 and 2008/09, respectively, the core faculty of Cinema Studies will be well-equipped to provide a strong array of core and topical courses. A large number of faculty members already teach graduate-level film courses out of their own departments; these courses will complement the curricular offerings of the proposed MA program.

Simultaneous with the proposal for the MA program going forward, a request will be made to have the EDU status of the current college-based undergraduate Cinema Studies Program altered, thereby enabling the renamed Cinema Studies Institute to admit its own graduate students.

The Faculty of Arts & Science has agreed that a cohort of up to twelve MA students in Cinema Studies (in the initial year) will be covered by the University of Toronto funding guarantee. Each of the students will be supported for the duration of the degree (one full academic year) at a guaranteed minimum level of $13,000 plus tuition and incidental fees, according to the principles set out in the Guidelines for Graduate Funding and Enrolment Management in the Faculty of Arts and Science. Additional needs identified by the Program (including release time for a graduate coordinator, and a part-time graduate administrative assistant) will be funded by the Faculty of Arts & Science. For the near future, the available space at Innis College will accommodate the basic needs of the MA program. A capital campaign designed to provide new screening and office spaces will help to provide for expansion in the years to come.
2 Academic

2.1 Description and rationale for the proposal

2.1.1 Description of proposed program

[Insert proposal description from OCGS brief, section 1.1]

The Master’s Program in Cinema Studies is proposed as a new graduate program leading to the degree of Master of Arts. It is a 12-month post-baccalaureate program designed for students who have completed a four-year Bachelor's degree or equivalent in Cinema Studies, or a related area, with at least B+ standing. These entry requirements will ensure a scholarly foundation in the field of Cinema Studies.

The objective of the program is to build a strong course-based MA focusing on enhanced understanding of cinema and its role within a changing social and cultural context. We will begin by establishing a small program (of 10-15 students) for the first few years in order to conduct an annual formative evaluation of the program and incorporate student and faculty feedback into the following year's programming. Within a five year period, the program is expected to expand to accepting close to 20 students.

The Master’s Program in Cinema Studies at the University of Toronto will foster innovative and advanced inquiry into the history, theory, and criticism of moving images and their cultural context. We will emphasize cinematic modes of production, circulation, and spectatorship, and thereby provide students with a thorough grounding in the discipline in its current form. Additionally, however, we will investigate how cinema connects with other practices and objects in visual culture and explore the impact of technological innovation, economic competition, and cultural transformation on both cinema studies and screen media.

The MA Program will integrate historical, theoretical and cultural approaches to the study of the medium within its core curriculum. Our core faculty offer specific strengths in understanding how to link cinema's past to the changes that will define its future. In an age of digital technology, global networks of production and circulation, and shifting patterns of viewership, it is vital that students learn how to contextualize cinema's changing roles and functions. The graduate program’s emphasis on historical, theoretical, and cultural frameworks will encourage students to relate the current media landscape to previous pivotal moments in the history of the cinematic institution, to central questions of form, materiality, and the production of meaning, and to issues of social and cultural practice. The program will achieve a global perspective by complementing research areas of the core faculty with graduate-level course offerings of faculty in other departments and units, many of which also focus on specific national cinemas and transnational developments. Finally, the MA program will offer opportunities for its students to learn from those directly involved in filmmaking and in the cultural institutions which both shape and reflect the changing status of cinema. These opportunities are uniquely available to a program that has forged relationships with the vibrant film community within the city of Toronto, as evidenced in the recent or current academic collaborations with filmmakers such as Atom Egoyan, Robert Lantos, and Don McKellar, and internship programs established with film festivals and TVOntario.

In sum, the MA program in Cinema Studies will offer its students a theoretically informed, historically grounded, and culturally based investigation into the development and ongoing transformation of cinema both as cultural production and academic discipline. Moreover, the
The program will provide these students with specific opportunities to observe how cinema’s changing status intersects with the operations of cultural institutions within the city of Toronto (including film festivals, film journals, and cinemathques).

Accordingly, the MA in Cinema Studies will equip students to:

1) apply methods of historiographical, theoretical, and cultural analysis to understand cinema as an art form, a cultural force, a transnational communication medium, and a multi-faceted commercial institution;
2) serve as educators in Cinema Studies and related fields both nationally and internationally, within secondary schools, colleges, and other educational settings that do not require graduates with a doctorate;
3) contribute to research that will advance the knowledge base of Cinema Studies as it expands to include other media and practices in visual culture;
4) acquire a specialized knowledge of research methods and bodies of literature that complement other disciplines in the humanities and social sciences;
5) pursue doctoral work in Cinema Studies and related disciplines.

Further, in addition to teaching, other potential employment opportunities for MA graduates include programming, research, and administration at film festivals, arts and culture publications, repertory theatres and cinemathques, and within film, television, and new media production.

Cinema Studies MA graduates will be expected to demonstrate knowledge in the following areas:

Cinema Studies Theory and Analysis
   Conceptual Principles & Historical Traditions
   Contemporary Applications

History of the Cinema
   Historiographical Issues
   Methods of Writing and Researching Film History

Cinema and Culture
   Modes of Production, Circulation and Reception
   National Traditions and Transnational Transformations
   Cinema and the Social Sphere & Cinema as Cultural Practice

These objectives are to be achieved through coursework and the option of either a major research paper or an internship (that includes a research component).

Our confidence in our ability to realize these curricular goals is based on the scholarship of our core faculty; library and archival holdings that can support Master's level research; the academic rigour of the proposed Master's degree program; the reputation of the University of Toronto Cinema Studies Program for pedagogical excellence; and the success of alumni from our undergraduate program who have gone on to graduate programs at prestigious international universities.


2.1.2 **Rationale for proposal**

[Insert rationale for proposal from OCGS brief, section 1.2. In addition, identify similar or related programs in Canada and the U.S., noting distinguishing features of the U of T proposal.]

As one of the oldest undergraduate film study programs in Canada, the Cinema Studies Program (CSP) at Innis College has contributed in pivotal ways to the evolution of this academic discipline, both in Canada and on the international level. The program was actively involved in founding the Film Studies Association of Canada as a scholarly forum, and has hosted conferences, organized guest lectures by distinguished members of the field, and served as a base for visiting scholars-in-residence. (In 2005/06, for example, we hosted a Fulbright Doctoral Scholar, and in 2006/07, we will host scholars from China and the Czech Republic.) Our undergraduates consistently gain acceptance to top-ranked graduate programs in the U.S. and abroad.

Although courses that became established as required core courses for the program were offered as early as 1971, 2005 marked the official thirtieth anniversary of Cinema Studies as a college-based degree program. In those thirty years Cinema Studies has developed into a major area of academic research that has influenced scholarship in many related disciplines, including the traditional study of the arts (literature studies in all languages, art history, communications) and the new academic areas that have developed over the past two decades (cultural studies, visual studies, critical studies, visual anthropology, etc.). Cinema Studies offers historical, theoretical, analytical, and cultural study of the defining medium of the twentieth century.

One important marker of the rapid development of Cinema Studies as a discipline is the degree of institutionalization that has occurred: in response to the growth of Cinema Studies scholarship, free-standing MA and PhD programs are developing at an increasingly rapid rate in North America and Europe. Cinema Studies has developed its own canon, as evidenced in a variety of scholarly domains such as dedicated journals and press series (see Appendix 1), and research centres and institutes (see Appendix 2). Appendix 3 lists Canadian, US, and international doctoral and master's programs with a Cinema Studies focus. Internationally recognized universities commonly hire graduates from Cinema Studies programs in full-time tenure-stream positions, even in departments where PhD programs have long been established (e.g., History, English, French, etc.).

Because of its status as a distinct discipline, Cinema Studies does not lend itself to a collaborative program model as a first step toward a free-standing Master’s program. A collaborative program could not offer the core curriculum that Cinema Studies at the University of Toronto is proposing. Moreover, the nature of a collaborative program, wherein different collaborating departments admit graduate students according to their own departmental admission criteria, would create barriers of entry to students applying with degrees from undergraduate programs in Cinema Studies. In short, students best suited to pursue graduate instruction in the discipline would find it all but impossible to gain entry to a collaborative program. For these reasons, a free-standing MA is far preferable to a collaborative program.

Thus, the time is right for the University of Toronto to establish its own degree-granting graduate program in Cinema Studies at the Master’s level. The research and teaching profile of the current CSP faculty continues to attract international attention, and the reputation of the undergraduate program has created strong student interest in a Master’s program, within
Canada and beyond. Typically, the director of the undergraduate program receives several inquiries a month from undergraduates outside the program asking whether a graduate-level program in cinema studies will be mounted at any time in the near future. Through recent (and approved future) hires, we have expanded our faculty base to the point that an extensive and appealing range of graduate courses can be offered to incoming graduate students. Graduate education is central to the larger research mandate of the proposed Cinema Studies Institute, to be housed with the Faculty of Arts & Science.

As mentioned above, Cinema Studies’ maturity as a discipline is reflected in the steady growth in graduate programs available in North America and Europe. Even so, the existing Canadian English-language Master’s Programs in Cinema Studies still number only four at this time, with two in Ontario (at Carleton and York), one in Quebec (at Concordia), and one in British Columbia (at UBC). The University of Toronto’s MA program will distinguish itself by offering: a more varied and rigorous core curriculum at 1.5 FCEs (as opposed to the standard 1.0 FCE offered by other programs); internships that capitalize on the diverse film culture within the city of Toronto (only Concordia mounts a similar placement course); sustained contact with a range of internationally recognized, yet locally situated film artists (such as Atom Egoyan and Robert Lantos); and a core faculty with distinct research specializations.

The proposed MA in Cinema Studies will realize several of the priorities articulated in the University of Toronto’s Stepping Up academic plan. The wide array of primary resources available through the Media Commons’ special collections will offer students unique research opportunities, a key to graduate student development. The internship program will also add to the student experience, at the same time that it connects the students to the broader community as they learn about the operations of particular film cultural institutions within the city. Visting filmmakers, some of them with official connections to the Cinema Studies Program, such as Lantos and Egoyan, will promote that sense of connectedness to a broader film culture as they share their insights and perspectives with the graduate students. Students will also benefit from the structure of the Cinema Studies curriculum, which brings together faculty from a broad range of departments and divisions, in the true spirit of interdisciplinarity. Finally, the avowed goal of the MA program in Cinema Studies to pursue pedagogical excellence while preparing students to understand cinema’s ever-changing role will be a model for how to tailor a rigorous academic program to the realities of our contemporary cultural landscape.

2.2 Pedagogical and other academic issues, including expected benefits of the proposed program

[Explain the pedagogical and other academic issues underlying the proposal and the benefits expected as a result of its approval. Identify and explain societal need for the program.]

Scholars are attracted to the University of Toronto by the opportunity to work with colleagues sharing similar research interests and to engage with accomplished graduate students. Currently, faculty holding a partial appointment in the CSP only have the opportunity to teach students properly trained in the discipline at the undergraduate level. Graduate teaching and supervision are limited to circumscribed opportunities available in the home department of these faculty members. As a result, they are often faced with an uneven knowledge base among enrolled graduate students. The lack of a graduate-level Cinema Studies program also precludes access to a pool of trained graduate students available as Research or Teaching Assistants. The existence of an MA program will give core faculty in Cinema Studies parity with members of other academic units. Moreover, it will enhance the pedagogical experience of faculty in other units who also teach graduate-level film courses, by providing them with a body of students whose expertise in cinema is already established.
In terms of the broader community, the proposed MA program will meet various societal needs, by training future educators in one of the fastest growing sectors of humanities instruction, by producing scholars who will possess expertise valuable to the film industry (an industry central to the economies of Toronto, Ontario, and Canada), and by putting students into contact with the very institutions that will require their set of skills in the future.

2.3 Projected student demand
[Explain how demand was assessed and identify projected student demand for this initiative. Insert text and Table 14 from the OCGS brief, section 5.4.]

| TABLE 14 |

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<thead>
<tr>
<th>PROJECTED INTAKE AND ENROLMENTS</th>
<th>Master’s (M) and Doctoral (D) Programs</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
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</tr>
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</tr>
</tbody>
</table>

Cinema Studies projects a slow but steady increase in enrolment in its Master’s Program over the projected enrolment period.

Based on the steady stream of inquiries the CSP receives each month concerning the prospect of a MA program (from both Canadian and international students), strong student interest within the CSP’s own undergraduate student body, and Toronto’s reputation as a centre of film culture, we have assessed that student demand will result in an applicant pool more than sufficient to produce the projected intake for our first year of admission, likely at a ratio of 3:1.
2.4 Impact on the Department’s and Division’s program of study, including impact on other divisions

[Describe the expected impact on the nature and quality of the Department’s existing program of study. Explain how the proposal fits into the Department’s and Division’s academic plans.]

The introduction of a Master’s program has been an initiative the CSP has been preparing for for some time now. It was identified as a priority within the Stepping Up academic plan, and was strongly endorsed in the external review (completed in December 2005) commissioned by the Faculty of Arts & Science.

Careful curricular planning will ensure that the same number of undergraduate courses will be offered once a graduate program is in place as was the case in the years immediately preceding the introduction of the MA. With the hire of two more approved majority appointments, our core faculty cohort will increase sufficiently to allow smooth incorporation of graduate instruction. (Nearly all of our core faculty already offer graduate courses in film; the introduction of a MA in Cinema Studies will permit that teaching to be channeled toward the new Master’s program.)

Introducing a Master’s program will also have several positive effects on the nature and quality of the existing undergraduate program. In particular, we anticipate the following:

1) The graduate students enrolled in the MA program will form a pool of teaching assistants for the undergraduate courses requiring such assistance. Knowing that they have trained TAs, instructors of these undergraduate courses will be assured of reduced training. Undergraduate students enrolled in the courses will benefit from studying under TAs who possess expertise in the subjects under study.

2) The presence of graduate students in a limited number of joint graduate/upper level undergraduate seminars will elevate the quality of discussion and improve the intellectual climate, thereby benefiting the undergraduates enrolled.

3) With a graduate program in place, there will be an increased need and opportunity for inviting more guest speakers, be they academics or film professionals. As undergraduates will be permitted access to these talks, they will benefit.

2.5 Evidence of consultation with other affected divisions

[Explain process of consultation with other affected divisions and outcomes of discussion.]

During initial discussion of the planned Master’s in Cinema Studies, all faculty members currently affiliated with the CSP were informed of the proposed initiative and asked if they would be interested in participating. All faculty who currently teach graduate-level film courses signaled their interest in having those courses listed as part of the broader MA curriculum.

Separate discussions were held with faculty members teaching undergraduate film courses at University of Toronto at Scarborough (UTSC) and University of Toronto at Mississauga (UTM), as well as the director of the Institute of Communication and Culture at UTM. These faculty members recognized the expanded opportunities for the teaching of graduate-level film courses the Cinema Studies MA would afford them, and strongly supported the initiative. All parties agreed that it would be fruitful to pursue further discussions concerning possible ways to integrate the curricular aims of the diverse programs on the three campuses.
As a next stage, the Director of the CSP contacted Chairs of the affected divisions and asked them about their ability and intention to support this proposed Master’s program. Every one of the Chairs approached voiced strong support, and each has written a letter articulating that support, collected in Appendix 4.

Finally, discussions have occurred with divisions not currently collaborating with the CSP about the possibility of creating ties in the future. These discussions (with Deans of the Faculty of Music and of Information Studies, the director of the Institute of Communication and Culture at UTM, and professors from the Rotman School of Management) have been encouraging, and will continue in the future.

2.6 Appropriateness of the name and designation of the new program

[Explain the appropriateness of the name and designation (e.g., certificate, diploma, non-degree, new degree, field within an established degree program, combined, collaborative, etc.) in accordance with “truth in advertising”, to ensure that users recognize the name and know what it means. The degree designation and its short form should be specified. If a new degree designation is requested, the proposal should include a rationale for why it is required.]

The new graduate program will be a Master of Arts degree (MA). This will be the first graduate degree program offered by the Cinema Studies Program at the University of Toronto. Most Master’s degrees awarded for Cinema Studies in North America are granted as MAs, though occasionally, a blended program of studies and production might be categorized as an MFA.

The new graduate program will be housed within a newly designated unit, to be named the Cinema Studies Institute.

2.7 Program description and requirements, course titles/numbers, and faculty members

2.7.1 Program description and requirements

[Insert Sections 4.2, 4.3 from OCGS brief into Admission and Program requirements sub-sections below.]

Admission requirements:

For admission to the MA program, applicants must meet the following standard: successful completion of an appropriate four-year University of Toronto bachelor’s degree, or its equivalent from a recognized university; at least a B+ standing, demonstrated by an average grade in the final year, or over senior courses; the successful completion of a minimum of six FCEs in cinema studies, or a comparable program preparation.

Program requirements:

The Master’s Program will be based solely on coursework, with no thesis required. Students will be required to finish 4.0 FCEs over the course of an academic year, extending from September until August. Of the 4 FCEs, 1.5 will be mandatory, ‘core’ courses under the CIN rubric. An additional 1.0 FCE will be devoted to either the writing of a major research paper or pursuing an internship; the internship option also entails writing a paper based on the learning or research experience gained
from the internship. Students will be required to fill out the remaining 1.5 FCE in the following way: 0.5-1.0 (out of 1.5 on offer) may be chosen from changing special topics courses also under the CIN rubric (but with the possibility of being cross-listed with another department, depending on the departmental home of the instructor); the final 0.5-1.0 may be chosen from film-based courses offered out of other units, lacking a CIN designator, but approved as relevant to the Cinema Studies Master’s Program curriculum.

**Required courses:**

- CIN 1000F: Historiography of the Cinema (offered in the fall session)
- CIN 1001S: Theories of the Cinema (offered in the winter session)
- CIN 1002S: Cinema and Culture (offered in the winter session)

Plus one of:

- CIN 1006Y: Major Research Paper in Cinema Studies (offered in the summer session)
- CIN 1007Y: Internship in Cinema Studies (offered in the fall, winter, or summer session)

**Optional courses** (students may choose between 0.5-1.0 FCEs from Group A and 0.5-1.0 from Group B):

**Group A:**
- CIN 1003F / CIN 1004F: Special Topics in Cinema Studies I / II (offered in the fall session)
- CIN 1005S: Special Topics in Cinema Studies III (offered in the winter session)

**Group B:**
These will be selected from the appropriate and available non-CIN HCE courses on offer in the University of Toronto Graduate Calendar. Students will choose their courses in consultation with the Cinema Studies Graduate Coordinator. A list of potential courses appears under Course Descriptions, below.

**Part-time studies**

The program is developed will be offered as a full-time twelve-month Master’s program. The program is not offered on a part-time basis.

**Degree requirements – PhD**

n/a

**Progress reports**

n/a

**Thesis evaluation procedures**

n/a

**Language requirements**
Distance delivery

n/a

2.7.2 Course titles/numbers [Insert Section 4.4 from OCGS brief.]

CIN 1000F: Historiography of the Cinema
This course examines the principles guiding the writing and conceiving of film history, how these have affected our understanding of the discipline and its canon, and how they apply to ongoing developments.

CIN 1001S: Theories of the Cinema
This course examines prominent and influential theories of the cinema, especially in light of the changing status of the medium in recent years.

CIN 1002S: Cinema and Culture
How does cinema engage with and affect the world beyond the text, particularly in an era increasingly defined by globalization and shifting networks of circulation?

CIN 1003F & CIN 1005S: Special Topics in Cinema Studies I & III
These courses will address issues related to cinema history, theory and/or cinema and culture, determined by faculty interest and curricular need. These courses are offered exclusively to graduate students.

CIN 1004F: Special Topics in Cinema Studies II
These courses will cover a range of topics, drawing on the scholarly interests of the faculty and touching on issues relevant to the field. This course will be offered jointly to upper-level Cinema Studies undergraduate students and graduate students, with enhanced requirements for the graduate students enrolled.

CIN 1006Y: Major Research Paper in Cinema Studies
This course provides each student with the opportunity to write a major research paper on a topic to be devised in consultation with an individual member of the Cinema Studies core faculty. Students will be encouraged to make use of the special collections housed with the Media Commons as the basis for their research projects.

CIN 1007Y: Internship in Cinema Studies
Students will be given a placement in one of a number of selected settings (such as film journals, film festivals, and Cinematheque Ontario), designed to provide a unique learning experience about a facet of cinema. Upon completion of their internship, students will write a paper based on the learning or research opportunities afforded by the internship.

In addition to the above-listed courses, depending on their course of study, students may be able to choose between one and two more courses (totaling no more than 1.0 FCE) from a selection of film-based graduate-level courses offered outside of Cinema Studies. Students will select these courses in consultation with the
graduate coordinator. We anticipate that these courses will be taught by faculty members from Category 6 listed in Table 2: discussions have taken place with the Chairs of the relevant units to establish that a limited number of spaces will be available to MA students in Cinema Studies. A selection of relevant courses offered in years past includes:

COL 3380 / Globalization and Culture
COL 5010 / Theory and Practice of Literary Adaptation
COL 5027 / Memory, Trauma, and History
COL 5052 / Marxism and Form
GER 1770 / Reviewing the 50s: German Cinema Under Reconstruction
GER 1771 / Topics in German Cinema Studies
GER 1780 / Topics in German Visual Culture
HIS 1280 / History and Soviet Cinema
HIS 1520 / Readings in Visual Culture and American History
HIS 1521 / Time and Place: Cultural Studies of Place in America
HUN 1451/ Three Hungarian Film Directors
SLA 1037H / Theatre and Cinema in Extremis: Staging 20th Century Aesthetics and Politics

### 2.7.3 Faculty members

Insert Section 2.1 and Table 1 from OCGS brief.

#### 2.1 TABLE 1

<table>
<thead>
<tr>
<th>Category 3: (Tenured/Tenure-track core faculty who are involved in teaching and/or supervision in other graduate programs in addition to being a core member of the graduate program under consideration.)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Faculty Name</strong></td>
</tr>
<tr>
<td>ARMATAGE, Kay</td>
</tr>
<tr>
<td>COLUMPAR, Corinn</td>
</tr>
<tr>
<td>FENNER, Angelica</td>
</tr>
<tr>
<td>GIERI, Manuela</td>
</tr>
<tr>
<td>KEIL, Charlie</td>
</tr>
<tr>
<td>SAMMOND, Nicholas</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Category 4: (Non-tenure track core faculty who are involved in teaching and/or supervision in other graduate programs in addition to being a core member of the graduate program under consideration.)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Faculty Name</strong></td>
</tr>
<tr>
<td>TESTA, Bart</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category 5: (Other core faculty: this category may include emeritus professors with supervisory privileges and persons appointed)</th>
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</thead>
<tbody>
<tr>
<td><strong>Faculty Name</strong></td>
</tr>
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</table>

### 2.2.1 TABLE 2

<table>
<thead>
<tr>
<th>Category 1: Not Applicable</th>
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</table>

<table>
<thead>
<tr>
<th>Category 2: Not Applicable</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Category 5: (Other core faculty: this category may include emeritus professors with supervisory privileges and persons appointed)</th>
</tr>
</thead>
</table>
### Category 6: (Non-core faculty who participate in the teaching of graduate courses.)

<table>
<thead>
<tr>
<th>Faculty Name</th>
<th>Rank</th>
<th>M/F</th>
<th>Date*</th>
<th>Home Unit</th>
<th>Supervisory Privileges</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMBROS, Veronika</td>
<td>Assoc. Professor</td>
<td>F</td>
<td>*</td>
<td>Slavic Languages &amp; Literature</td>
<td>Full</td>
</tr>
<tr>
<td>BARTON, Bruce</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>Drama</td>
<td>Full</td>
</tr>
<tr>
<td>BROWN, Elspeth</td>
<td>Assoc. Professor</td>
<td>F</td>
<td>*</td>
<td>English</td>
<td>Full</td>
</tr>
<tr>
<td>CAZDYN, Eric</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>East Asian Studies</td>
<td>Full</td>
</tr>
<tr>
<td>CLANDFIELD, David</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>French</td>
<td>Full</td>
</tr>
<tr>
<td>DeKERCKHOVE, Derek</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>French</td>
<td>Full</td>
</tr>
<tr>
<td>HUTCHEON, Linda</td>
<td>Professor</td>
<td>F</td>
<td>*</td>
<td>English</td>
<td>Full</td>
</tr>
<tr>
<td>JENNINGS, Eric</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>History</td>
<td>Full</td>
</tr>
<tr>
<td>JOHNSON, Stephen</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>Drama</td>
<td>Full</td>
</tr>
<tr>
<td>LAHUSEN, Thomas</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>History:Comparative Literature</td>
<td>Full</td>
</tr>
<tr>
<td>LANCASHIRE, Anne</td>
<td>Professor</td>
<td>F</td>
<td>*</td>
<td>English</td>
<td>Full</td>
</tr>
<tr>
<td>LEONARD, Garry</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>UTSC Humanities</td>
<td>Full</td>
</tr>
<tr>
<td>LIVAK, Leonid</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>Slavic Languages &amp; Literature</td>
<td>Full</td>
</tr>
<tr>
<td>MAURICE, Alice</td>
<td>Assist. Professor</td>
<td>F</td>
<td>*</td>
<td>UTSC Humanities</td>
<td>Associate</td>
</tr>
<tr>
<td>PATRICK, Julian</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>English</td>
<td>Full</td>
</tr>
<tr>
<td>RUTHERFORD, Paul</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>History</td>
<td>Full</td>
</tr>
<tr>
<td>SOLDOVIERI, Stefan</td>
<td>Assist. Professor</td>
<td>M</td>
<td>*</td>
<td>UTM French, German &amp; Italian</td>
<td>Full</td>
</tr>
<tr>
<td>SOMIGLI, Luca</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>Italian</td>
<td>Full</td>
</tr>
<tr>
<td>SONG, Jesook</td>
<td>Assist. Professor</td>
<td>F</td>
<td>*</td>
<td>East Asian Studies</td>
<td>Associate</td>
</tr>
<tr>
<td>TROJANOWSKA, Tamara</td>
<td>Assoc. Professor</td>
<td>F</td>
<td>*</td>
<td>Slavic Languages &amp; Literature</td>
<td>Full</td>
</tr>
</tbody>
</table>

1. Mandatory retirement has ended by agreement at the University of Toronto. Faculty members are not required to make a decision before the 30th of the month of June preceding their 65th birthday.
2. This is the budget unit paying the salary: department, school, research centre or institute, or other.
3. “Full” indicates doctoral supervision privileges while “Associate” indicates participation on doctoral committees, but no supervisory or co-supervisory privileges; typically this applies to an assistant professor whose department has not yet granted full supervision.
4. Field names do not apply within this program.
5. Faculty members are listed under the categories suggested, as applicable:

#### Category 1:
Tenured or tenured-track core faculty members whose graduate involvement is exclusively in the graduate program under review. For this purpose the master’s and doctoral streams of a program are considered as a single program. Membership in the graduate program, not the home unit, is the defining issue.

#### Category 2:
Non-tenure-track core faculty members whose graduate involvement is exclusively in the graduate program under review.

#### Category 3:
Tenured or tenured-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.

#### Category 4:
Non-tenure track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.

#### Category 5:
Other core faculty: this category may include emeritus professors with supervisory privileges and persons appointed from government laboratories or industry as adjunct professors. Please explain who would fall into this category at your institution.
Core Faculty:

Currently, there are seven core faculty members. Though four of the seven have minority appointments with Cinema Studies budgetarily, their approved teaching responsibilities differ from the stated budgetary arrangements. Specifically, Keil and Columpar both teach only 0.5 FCE with History and English respectively, despite CSP being the minority budget partner. Even CSP's 60% share of the budget for Sammond does not fully reflect his teaching responsibilities with the program, which are the same as Columpar’s (i.e. 0.5 FCE with English). Finally, an arrangement with Italian ensures that Gieri teaches 1.0 FCE with CSP every year.

Of the seven core faculty members, one is a full professor, two associates, three assistants, and one a senior lecturer. The full professor is eligible for retirement in 2008, though this does not mean that retirement will occur. Two more appointments to Cinema Studies, as requested in the Stepping Up official plan, have received decanal approval from the Faculty of Arts & Science for the next two academic years, with the first, a shared appointment with History, to be in place by July 2007 (CSP 67% / HIS 33%) and the second, a shared appointment with French, to be in place by July 2008 (CSP 67% / FRE 33%). This will bring the total of core faculty members to nine.

Our core faculty offer a range of expertise in relation to the proposed curriculum, with each person having facility in at least one of the primary core curricular areas, as well as areas of research specialization which will lend themselves to the special topics central to additional graduate courses. Moreover, the tenured faculty are acknowledged leaders in their respective fields of study, with multiple publications in their areas of research, attesting to their commitment and productivity. Several of the faculty members belong to broad-based research consortia (including Grafics, the Women Silent Film Project, and the Griffith Project) and attend consultation meetings and symposia related these projects. All the core faculty regularly attend international conferences and other academic meetings; several serve as readers for academic presses and/or on the editorial boards of film journals, and are asked to function as external reviewers of tenure and/or promotion files and theses written at other institutions. All of these accomplishments speak to the high level of activity achieved by the core faculty as a whole.

Listed below are some of the key research areas pursued by each of the core faculty members:

Kay Armatage – feminist film criticism; women filmmakers; contemporary independent film; autobiographical films; film festivals and the circulation of films; documentary; Canadian cinema; avant-garde.

Corinn Columpar – the filmmaking practices and textual politics of various counter-cinematic traditions (feminist, queer, aboriginal, “independent”); corporeality and representation; colonial and postcolonial cinemas; feminist film criticism; contemporary cinematic representations of cultural hybridity.
Angelica Fenner – transnational and diasporic cinemas; European film history (especially German, French, Italian, and Scandinavian); globalization and the media; race, ethnicity, and representation; sound in the cinema; comparative studies in world cinema.

Manuela Gieri – auteur cinema and genre filmmaking in Italy (Fellini, Pasolini, Antonioni, Scola, comedy Italian style); contemporary Italian cinema; Italian audiovisual culture from the 1930s-1980s; Pirandello, the avant-gardes and the cinema; early Italian film theory, 1907-1937; Italian and European documentary; semiotics; voices and images of the "diaspora": Italian-American and Italian-Canadian audiovisual culture.

Charlie Keil – ‘transitional’ American cinema; changes to cinematic style; turn-of-the-century cinema and modernity; D.W. Griffith; film marketing and promotion; contemporary North American cinema; the formation of Hollywood; early filmmaking, film exhibition and film culture in Ontario.

Nicholas Sammond – cinema and social practice; film and childhood; race, labour, and ethnicity in film; feminist film theory; animation; history of media effects; film and social and cultural criticism.

Bart Testa – U.S., European, and Canadian experimental cinema, Chinese contemporary cinemas, European cinemas, film genres, film narrative and narration; religion and film; selected film directors (Antonioni, Pasolini, Kieslowski, Scorsese, Lynch, Lang, and Wong).

Non-core Faculty:

Of the remaining faculty members listed in Table 1, all currently teach film-related courses, either at the graduate and/or undergraduate level. A number of these (principally Cazdyn, Lahusen, Maurice, and Soldovieri) consistently teach graduate film courses (or are slated to do so), and can be counted on to contribute to the Cinema Studies Master’s program in a sustained and meaningful fashion. Others, either near or past retirement age (such as Clandfield, Fitting, and Lancashire) have expressed a desire to teach graduate-level film courses as their schedules allow, even past official retirement. Still others (Ambros, Johnson, Leonard, Livak, Patrick, Somigli, Song, Trojanowska) either teach graduate-level film courses sporadically and have indicated that they will continue to do so, or would be happy to do so once our graduate program is in place. Finally, the remaining (Barton, Brown, De Kerckhove, Hutcheon, Jennings, Rutherford) would occasionally teach graduate courses with a film component, courses that would prove relevant to certain of the graduate students enrolled in the Master’s program.

3 Planning and Budget

3.1 Resource implications

[It is expected that new programs will require allocation of new resources. However, if a proposal has none or only minimal resource implications, this must be clearly stated. Attach a budget statement that has the approval of the appropriate Faculty Dean. Provide evidence of consultation with the Vice-Provost, Planning and Budget. Attach any other relevant documentation, such as a Memorandum of Agreement. See also section 4.1 below.]

Establishment of an MA in Cinema will involve some new resources, but these will be limited. The primary costs involve the addition of one part-time administrative assistant, 0.5 FTE for a graduate coordinator, and funds for program development.
The final budget, approved by the Dean of Arts & Science, has been discussed by the Provost, Vice-Provost, Planning and Budget, and the Dean of the School of Graduate Studies.

### 3.1.1 Staffing

**Discuss Faculty Member resource requirements, include administrative staff requirements, and identify approvals for new faculty/staff resources.**

One of the advantages of the planned MA in Cinema Studies is that it will marshal resources already present within the CSP and other divisions, and put them to better use. Many instructors (including those who are part of the CSP core faculty) already teach graduate-level film courses on campus, but there is no organized curricular structure to rationalize their existence and utility.

Nonetheless, the MA program will generate and require new graduate-level courses, and, invariably, these will be taught by core faculty. Currently, that responsibility could be spread across a group of seven (core) faculty members, but soon that number will increase by two, as new hires approved by the Faculty of Arts & Science will be in place by July 2007 (History 33% / Cinema 67%) and July 2008 (French 33% / Cinema 67%).

The influx of a cohort of graduate students on a yearly basis will also require additional administrative support. Arts & Science has agreed to contribute 0.5 FTE for a graduate co-ordinator, and a 40% part-time secretary to function as graduate program assistant.

### 3.1.2 Space

**Insert description of space requirements from Section 3.4 of the OCGS brief. If new space is required, explain how it will be resourced and identify approvals. Further details are requested in section 4.1 below.**

Cinema Studies is housed at Innis College. Virtually the entirety of the second floor and much of the third floor of the St. George wing of the College are devoted to the core faculty and instruction of Cinema Studies courses. Every core faculty member has a separate office, with the exception of the two core faculty members whose appointments in German and Italian, respectively, afford them primary office in those other departments. (These two members share an office at Innis College.)

To address the unique pedagogical demands of cinema studies, there are currently two screening spaces and three specially outfitted classrooms, all of which allow for both instruction and the presentation of audiovisual material. One of these classrooms will be used primarily as a seminar room for graduate-level Cinema Studies courses. Though the current set-up for the room is adequate, it would benefit from upgrading of its audiovisual equipment.

An office on the second floor reserved for teaching assistants will continue to serve that function as the incoming Cinema Studies graduate students assume these TA positions. Additionally, a nearby lounge area will be available to graduate students. Renovation of the space will be necessary to provide privacy.
As part of the Innis College capital plan, a new suite of offices and research space is planned for the first floor. This will allow Cinema Studies the opportunity to occupy remaining offices on the third floor (as non-Cinema faculty relocate to the first floor), while also providing new space on the first floor. These spaces are not required for the current academic plan.

### 3.1.3 Libraries

[Insert text from Section 3.1 of the OCGS brief, and attach the Report of the U of T Chief Librarian. This should be the same Report used for the OCGS brief.]

Appendix 1 provides a statement from the University’s Chief Librarian regarding the Discipline Assessment for Cinema Studies. Special sections on the Special Collections of the Media Commons and the Cinema Studies holdings within the Innis Library form part of that report.

### 3.1.4 Computing facilities

[Insert text from Section 3.3, OCGS brief, adding any other relevant information.]

All faculty and graduate students are provided with an account on the university mainframe computer. This account gives them access to electronic mail facilities, internet, statistical software packages, etc. Each faculty member’s office is equipped with a computer with access to these services. Within the Innis Library there are over a dozen microcomputers currently available to the faculty and students, and a trained librarian who can provide advice on using the university’s web-based research resources. In the office to be designated for graduate student use, there is a computer, plus a television monitor and VHS/DVD player.

In the coming year, each core faculty member will be provided with a system allowing for playback and recording of audiovisual material within his or her office.

### 3.1.5 Enrolment/admissions

[Explain resource expectations for new enrolments, and indicate approvals, e.g., if enrolments are projected to increase, explain how adequate faculty and space resources will be provided.]

Approved future faculty hires for 2007/08 and 2008/09 will be sufficient to accommodate projected student intake increases during that same period. Expanded student enrolments may eventually necessitate providing another office for the use of graduate students functioning as TAs, but there should be adequate office space during the time period projected.

### 3.1.6 Revenues/costs

[Attach the budget statement, confirm that it has received Faculty-level approval, and explain proposed tuition, revenue and projected expenses, and any special arrangements.]

The budget statement will be attached once it has been issued by the Faculty of Arts and Science.

Cinema Studies offers thirteen TAships annually to support teaching in its undergraduate program, and these positions will be allocated to students in the proposed MA program on a priority basis. The Faculty of Arts & Science has agreed that a cohort of up to twelve MA students in Cinema Studies (in the initial year) will
be covered by the University of Toronto funding guarantee. Each of the students will be supported for the term of the degree (one full academic year) at a guaranteed minimum level of $13,000 plus tuition and incidental fees, according to the principles set out in the Guidelines for Graduate Funding and Enrolment Management in the Faculty of Arts and Science.

3.1.7 Financial aid

[Explain sources of financial aid available to students in the program.]

Students eligible for OSAP will be able to apply for that form of support.

4 Space and Facilities

4.1 Requirements for physical facilities

[Provide information on the change in the number of people to be accommodated by type (i.e., faculty members, graduate students, administrative staff, etc.), as well as information on changes in equipment, and activities requiring housing. Explain if additional space is required, or if existing space will require renovation, or if the space allocation presently assigned to the academic program will satisfactorily accommodate the new initiative.]

At present, five of the seven core faculty members have their own offices, with two more sharing an office (see Section 3.1.2). The suite of offices on the second and third floors of the St. George wing of Innis College currently offers sufficient office space to accommodate at least three more faculty/staff, so additional office space will not be an issue for at least the next three to four years. An oversized office already exists for teaching assistants, which will continue to be used in the same way when the incoming MA students assume these positions. A designated lounge space elsewhere on the second floor will also be made available for graduate students. Innis College’s capital campaign includes a plan for the expansion of office space on the first floor. Assuming that the campaign results in construction within the next five years, we should be able to keep pace with projected program growth.

As for instruction, we do not anticipate problems with the scheduling of graduate seminars, as the currently existing seminar room often goes unused by CSP. Scheduling screenings for graduate courses in the existing smaller screening room at Innis College may prove challenging on certain days of the week, but an alternative screening space is available at the Audiovisual Library in Robarts Library, at least until a proposed mid-sized screening facility is built at Innis College; its construction will relieve scheduling pressure on the existing smaller screening room. Adding an extra screening room is a priority within the capital campaign.

To summarize, the establishment of the program will involve the addition of the following:

1) two approved faculty members (in July 2007 and July 2008)
2) one part-time administrative assistant
3) up to twelve MA students (as the first cohort in September 2007)
4.2 Capital projects for approvals

[If construction of new space or renovations is required, identify plans, requirements, consultation, and approvals.]

While not required for the start-up of the Master’s program, certain expansionary proposals have been identified as priorities within the Innis College capital campaign. Those that will have a direct bearing on the MA program are:

1) construction of a new 80-seat screening room on the second floor. Although this screening facility will rarely be used for graduate courses, it will lessen demand on the already existing 40-seat screening room, which will then become the primary screening venue for graduate CIN courses.

2) renovation of existing classrooms with audiovisual capacity. The room most directly affecting graduate instruction, a seminar room on the second floor, will receive funding support for enhancements from A&S.

3) construction of a new suite of offices on the first floor. Those these are not needed in the near future, when they are built they will afford more flexibility in allocation of office space within the College, which will necessarily affect the Cinema Studies faculty.

In addition, renovation of lounge space on the second floor will provide a more private area for graduate students.

5 Students

[Describe the aspects of the program related to non-academic matters and matters that directly concern the quality of student and campus life, including the following.]

5.1 Student affairs and services

[reference Section 4.1, OCGS brief.]

[If all the usual facilities and services will be available to students, then provide a statement to this effect. If access to facilities and services will not be available in the usual way, explain fully what will be required and how it will be provided.]

All the usual facilities and services will be available to students.

5.2 Student conduct and discipline

[Confirm which set of University regulations will govern student conduct, academic and non-academic, for this program. If other institutions, off-site locations, or joint endeavours are involved, explain fully what set of regulations will be in effect.]

Student conduct, both academic and non-academic, will fall under the rules and regulations of the University of Toronto’s School of Graduate Studies.

5.3 Financial Support

[Describe the financial resources available to students, including the categories of financial aid that will be available to them.]
Cinema Studies offers thirteen TAships annually to support teaching in its undergraduate program, and these positions will be allocated to students in the proposed MA program on a priority basis. The Faculty of Arts & Science has agreed that a cohort of up to twelve MA students in Cinema Studies (in the initial year) will be covered by the University of Toronto funding guarantee. Each of the students will be supported for the term of the degree (one full academic year) at a guaranteed minimum level of $13,000 plus tuition and incidental fees, according to the principles set out in the Guidelines for Graduate Funding and Enrolment Management in the Faculty of Arts and Science.

The CSP also offers two merit-based scholarships to undergraduate students who are accepted into graduate programs in the discipline. Should an eligible student be accepted into the MA program at the University of Toronto, that student would receive the scholarship in question.

5.4 Student registration and information systems

[Confirm that the usual registration and enrolment procedures will apply for students. Explain fully if there are proposed exceptions to the usual procedures, including any changes to registration with respect to sessions, full-time/part-time status, modular delivery of courses, electronic delivery of courses or program, program lengths, etc. If there are exceptions, confirm consultation with SGS Director of Student Services, SGS Director of Information Systems, and others as appropriate.]

The usual registration and enrolment procedures will apply for students.
CAALENDAR ENTRY (Option 2)

Cinema Studies

Graduate Faculty

Full Members
E.K. Armatage, BA, MA, PhD
A. Fenner, BA, MA, PhD
M. Gieri, DLett, PhD
C. A. Keil, BA, MA, PhD

Members Emeriti

Associate Members
C. Columpar, BA, PhD
N. Sammond, BA, MA, PhD
B. Testa, BA, MA [invitation to Graduate School pending, through Department of English]

Address:
Cinema Studies Institute
Innis College
2 Sussex Avenue
University of Toronto
M5S 1J5

Telephone: (416) 978-5809 [for general inquiries]
Fax: (416) 946-0168
E-mail: d.ohab@utoronto.ca
Web: www.utoronto.ca/cinema

Nature of the Program
The Cinema Studies Institute offers a program leading to the MA degree in Cinema Studies. Our faculty have expertise in several areas, including film history, film theory, and film and culture.

Candidates for the MA are accepted under the general regulations, provided that they also satisfy the Institute’s requirements stated below.

Master’s Degrees

Admission Requirements

For admission to the MA program, applicants must meet the following standard: successful completion of an appropriate four-year University of Toronto bachelor’s degree, or its equivalent from a recognized university; at least a B+ standing, demonstrated by an average grade in the final year, or over senior courses; the successful completion of a minimum of six FCEs in cinema studies, or a comparable program preparation.

All applicants must submit a letter of intent that addresses the academic goals that they wish to pursue in the program, three letters of recommendation, transcripts from all post-secondary institutions, and an academic writing sample of no more than 3,000 words.
Program Requirements

The Master’s Program will be based solely on coursework, with no thesis required. Students will be required to finish 4.0 FCEs over the course of an academic year, normally extending from September until August. Of the 4 FCEs, 1.5 will be mandatory, ‘core’ courses under the CIN rubric. An additional 1.0 FCE will be devoted to either the writing of a major research paper or pursuing an internship; the internship option also entails writing a paper based on the learning or research experience gained from the internship. Students will be required to fill out the remaining 1.5 FCE in the following way: 0.5-1.0 (out of 1.5 on offer) may be chosen from changing special topics courses also under the CIN rubric (but with the possibility of being cross-listed with another department, depending on the departmental home of the instructor); the final 0.5-1.0 may be chosen from film-based courses offered out of other units, lacking a CIN designator, but approved as relevant to the Cinema Studies Master’s Program curriculum.

All candidates are required to complete:
CIN 1000F, CIN 1001S, CIN 1002S.

Additional requirements for students choosing the major research paper option:
1) CIN 1006 Y;
2) 0.5 – 1.0 FCE derived from CIN 1003F, CIN 1004F, CIN 1005S;
3) 0.5 - 1.0 FCE derived from approved graduate-level courses offered outside CIN.

Additional requirements for students choosing the internship option:
1) CIN 1007 Y;
2) 0.5 – 1.0 FCE derived from CIN 1003F, CIN 1004F, CIN 1005S;
3) 0.5 - 1.0 FCE derived from approved graduate-level courses offered outside CIN.

Doctoral Degrees

Admission Requirements

Program Requirements

Courses of Instruction

Core Program:
CIN 1000F: Historiography of the Cinema (offered in the fall session)
CIN 1001S: Theories of the Cinema (offered in the winter session)
CIN 1002S: Cinema and Culture (offered in the winter session)

Plus one of:
CIN 1006Y: Major Research Paper in Cinema Studies (offered in the summer session)
CIN 1007Y: Internship in Cinema Studies (offered in the fall, winter, or summer session)

Optional Courses:

Group A:
CIN 1003F / CIN 1004F: Special Topics in Cinema Studies I / II (offered in the fall session)
CIN 1005S: Special Topics in Cinema Studies III (offered in the winter session)

Group B (Cross-listed courses):
These will be selected from the appropriate and available non-CIN HCE courses on offer in the University of Toronto Graduate Calendar. Units offering such courses will typically be:
Comparative Literature
English
French
German
History
Italian
Slavic

Students will choose their courses in consultation with the Cinema Studies Graduate Coordinator.
UNIVERSITY OF TORONTO

Brief for the Standard Appraisal
of the
Master of Arts
in
Cinema Studies

Submitted to the
Ontario Council on Graduate Studies
November 2006

VOLUME I: The Program
THE PROGRAM

1 INTRODUCTION .................................................................................................................. 3
  1.1 Brief listing of programs ............................................................................................... 3
  1.2 Objectives of the programs ......................................................................................... 4
  1.3 Method used for the self-study ................................................................................... 6
  1.4 Fields in the programs ............................................................................................... 7
  1.5 Review concerns expressed in previous appraisal and actions taken ......................... 7
  1.6 Special matters and innovative features ..................................................................... 7

2 THE FACULTY .................................................................................................................. 8
  2.1 List of faculty by field ................................................................................................ 8
  2.2 External operating research funding .......................................................................... 12
  2.3 Graduate supervision ................................................................................................ 13
  2.4 Current teaching assignments .................................................................................. 14
  2.5 Commitment of faculty members from other graduate programs and/or from other institutions .......................................................... 18

3 PHYSICAL AND FINANCIAL RESOURCES ................................................................... 18
  3.1 Library resources ...................................................................................................... 18
  3.2 Laboratory facilities .................................................................................................. 18
  3.3 Computer facilities .................................................................................................. 18
  3.4 Space ....................................................................................................................... 19
  3.5 Financial support of graduate students ..................................................................... 19

4 PROGRAM REGULATIONS AND COURSES ................................................................ 19
  4.1 The intellectual development and the educational experience of the student ............ 19
  4.2 Program regulations .................................................................................................. 20
  4.3 Part-time studies ....................................................................................................... 23
  4.4 Total graduate courses listed and level ..................................................................... 23
  4.5 Collateral and supporting departments ..................................................................... 23

5 OUTCOMES ................................................................................................................ 24
  5.1 Enrolment and graduations ...................................................................................... 24
    5.1.1 Master’s program .............................................................................................. 24
    5.1.2 Doctoral program ............................................................................................ 24
  5.2 Employment ............................................................................................................. 24
  5.3 Publications ............................................................................................................. 24
  5.4 Projected graduate intake and enrolments ................................................................. 24

Appendices 1, 2, 3 & 4
Appendix 1 Library Resources and Scholarly Domains
Appendix 2 Cinema and Film Research Centres and Institutes
Appendix 3 Canadian, US, and International PhD and Master’s Programs in Cinema Studies
Appendix 4 Letters of Support from the Graduate Chairs of all Participating Units
1 INTRODUCTION

1.1 Brief listing of programs

The Master’s Program in Cinema Studies is proposed as a new graduate program leading to the degree of Master of Arts. It is a 12-month post-baccalaureate program designed for students who have completed a four-year Bachelor's degree or equivalent in Cinema Studies, or a related area, with at least B+ standing. These entry requirements will ensure a scholarly foundation in the field of Cinema Studies.

As one of the oldest undergraduate film study programs in Canada, the Cinema Studies Program (CSP) at Innis College has contributed in pivotal ways to the evolution of this academic discipline, both in Canada and on the international level. The program was actively involved in founding the Film Studies Association of Canada as a scholarly forum, and has hosted conferences, organized guest lectures by distinguished members of the field, and served as a base for visiting scholars-in-residence. (In 2005/06, for example, we hosted a Fulbright Doctoral Scholar, and in 2006/07, we will host scholars from China and the Czech Republic.) Our undergraduates consistently gain acceptance to top-ranked graduate programs in the U.S. and abroad.

Although courses that became established as required core courses for the program were offered as early as 1971, 2005 marked the official thirtieth anniversary of Cinema Studies as a college-based degree program. In those thirty years Cinema Studies has developed into a major area of academic research that has influenced scholarship in many related disciplines, including the traditional study of the arts (literature studies in all languages, art history, communications) and the new academic areas that have developed over the past two decades (cultural studies, visual studies, critical studies, visual anthropology, etc.). Cinema Studies offers historical, theoretical, analytical, and cultural study of the defining medium of the twentieth century.

One important marker of the rapid development of Cinema Studies as a discipline is the degree of institutionalization that has occurred: in response to the growth of Cinema Studies scholarship, free-standing MA and PhD programs are developing at an increasingly rapid rate in North America and Europe. Cinema Studies has developed its own canon, as evidenced in a variety of scholarly domains such as dedicated journals and press series (see Appendix 1), and research centres and institutes (see Appendix 2). Appendix 3 lists Canadian, US, and international doctoral and master’s programs with a Cinema Studies focus. Internationally recognized universities commonly hire graduates from Cinema Studies programs in full-time tenure-stream positions, even in departments where PhD programs have long been established (e.g., History, English, French, etc.).

Thus, the time is right for the University of Toronto to establish its own degree-granting graduate program in Cinema Studies at the Master's level. The research and teaching profile of the current CSP faculty continues to attract international attention, and the reputation of the undergraduate program has created strong student interest in a Master's program, within Canada and beyond. Typically, the director of the undergraduate program receives several inquiries a month from undergraduates outside the program asking whether a graduate-level program in cinema studies will be mounted at any time in the near future. Through recent (and approved future) hires, we have expanded our faculty base to the point that an extensive and appealing range of graduate courses can be
offered to incoming graduate students. Graduate education is central to the larger research mandate of the proposed Cinema Studies Institute, to be housed with the Faculty of Arts & Science.

Scholars are attracted to the University of Toronto by the opportunity to work with colleagues sharing similar research interests and to engage with accomplished graduate students. Currently, faculty holding a partial appointment in the CSP only have the opportunity to teach students properly trained in the discipline at the undergraduate level. Graduate teaching and supervision are limited to circumscribed opportunities available in the home department of these faculty members. As a result, they are often faced with an uneven knowledge base among enrolled graduate students. The lack of a graduate-level Cinema Studies program also precludes access to a pool of trained graduate students available as Research or Teaching Assistants. The existence of an MA program will give core faculty in Cinema Studies parity with members of other academic units. Moreover, it will enhance the pedagogical experience of faculty in other units who also teach graduate-level film courses, by providing them with a body of students whose expertise in cinema is already established.

Overall, then, a Master of Arts Program in Cinema Studies at the University of Toronto will more effectively utilize the teaching and research strengths of the program's core faculty, elevate the teaching opportunities for various members of the Faculty of Arts and Science, and enable students to explore graduate-level scholarship in a discipline centrally concerned with the history of screen culture.

1.2 Objectives of the program

Master’s program: The objective of the program is to build a strong course-based MA focusing on enhanced understanding of cinema and its role within a changing social and cultural context. We will begin by establishing a small program (of 10-15 students) for the first few years in order to conduct an annual formative evaluation of the program and incorporate student and faculty feedback into the following year's programming. Within a five year period, the program is expected to expand to accepting close to 20.

The Master's Program in Cinema Studies at the University of Toronto will foster innovative and advanced inquiry into the history, theory, and criticism of moving images and their cultural context. We will emphasize cinematic modes of production, circulation, and spectatorship, and thereby provide students with a thorough grounding in the discipline in its current form. Additionally, however, we will investigate how cinema connects with other practices and objects in visual culture and explore the impact of technological innovation, economic competition, and cultural transformation on both cinema studies and screen media.

The MA Program will integrate historical, theoretical and cultural approaches to the study of the medium within its core curriculum. Our core faculty offer specific strengths in understanding how to link cinema’s past to the changes that will define its future. In an age of digital technology, global networks of production and circulation, and shifting patterns of viewership, it is vital that students learn how to contextualize cinema’s changing roles and functions. The graduate program’s emphasis on historical, theoretical, and cultural frameworks will encourage students to relate the current media landscape to previous pivotal moments in the history of the cinematic institution, to central questions of form, materiality, and the production of meaning, and to issues of social and cultural
practice. The program will achieve a global perspective by complementing research areas of the core faculty with graduate-level course offerings of faculty in other departments and units, many of which also focus on specific national cinemas and transnational developments. Finally, the MA program will offer opportunities for its students to learn from those directly involved in filmmaking and in the cultural institutions which both shape and reflect the changing status of cinema. These opportunities are uniquely available to a program that has forged relationships with the vibrant film community within the city of Toronto, as evidenced in the recent or current academic collaborations with filmmakers such as Atom Egoyan, Robert Lantos, and Don McKellar, and internship programs established with film festivals and TVOntario.

In sum, the MA program in Cinema Studies will offer its students a theoretically informed, historically grounded, and culturally based investigation into the development and ongoing transformation of cinema both as cultural production and academic discipline. Moreover, the program will provide these students with specific opportunities to observe how cinema’s changing status intersects with the operations of cultural institutions within the city of Toronto (including film festivals, film journals, and cinemathques).

Accordingly, the MA in Cinema Studies will equip students to:

1) apply methods of historiographical, theoretical, and cultural analysis to understand cinema as an art form, a cultural force, a transnational communication medium, and a multi-faceted commercial institution;

2) serve as educators in Cinema Studies and related fields both nationally and internationally, within secondary schools, colleges, and other educational settings that do not require graduates with a doctorate;

3) contribute to research that will advance the knowledge base of Cinema Studies as it expands to include other media and practices in visual culture;

4) acquire a specialized knowledge of research methods and bodies of literature that complement other disciplines in the humanities and social sciences;

5) pursue doctoral work in Cinema Studies and related disciplines.

Further, in addition to teaching, other potential employment opportunities for MA graduates include programming, research, and administration at film festivals, arts and culture publications, repertory theatres and cinemathques, and within film and television production.

Cinema Studies MA graduates will be expected to demonstrate knowledge in the following areas:

**Cinema Studies Theory and Analysis**
- Conceptual Principles & Historical Traditions
- Contemporary Applications

**History of the Cinema**
- Historiographical Issues
- Methods of Writing and Researching Film History

**Cinema and Culture**
- Modes of Production, Circulation and Reception
- National Traditions and Transnational Transformations
- Cinema and the Social Sphere & Cinema as Cultural Practice
These objectives are to be achieved through coursework and the option of either a major research paper or an internship (that includes a research component).

Our confidence in our ability to realize these curricular goals is based on the scholarship of our core faculty; library and archival holdings that can support Master's level research; the academic rigour of the proposed Master's degree program; the reputation of the University of Toronto Cinema Studies Program for pedagogical excellence; and the success of alumni from our undergraduate program who have gone on to graduate programs at prestigious international universities.

1.3 Method used for the self-study

The Cinema Studies Program was founded in 1975 with a Director, core (INI) offerings taught by faculty appointed to Cinema Studies (minority appointments, shared with departments) and cross-listed cinema courses taught by faculty in Humanities departments. We have developed a governance structure that includes an elected Executive Committee, a number of standing committees, and semi-annual plenary meetings that are open to all faculty, staff and students.

Discussions concerning the development of a graduate program have taken place in these forums regularly for many years. At one stage, these discussions involved the Graduate Centre for the Study of Drama, which was expected to host the Cinema Studies graduate program. Subsequently, in meetings with the School of Graduate Studies and consultations with Chairs of relevant departments and senior faculty teaching cinema, we considered a graduate collaborative program. Similar discussions occurred at the Executive and Plenary level of the Cinema Studies Program. Collectively, we came to the conclusion that the collaborative model was not appropriate for Cinema Studies. One obvious reason is that the restrictive terms of admission (whereby incoming students would need to meet the admission criteria of another unit) would preclude most Cinema Studies undergraduates gaining entry into said program. Another is that the collaborative model fails to address the disciplinary integrity of Cinema Studies and does not provide the ideal vehicle for faculty trained in the field to teach at the graduate level.

At retreats conducted as part of the campus-wide Academic Planning process, and in external reviews of the undergraduate program, the necessity of developing a graduate degree program in Cinema Studies has been reiterated. Moreover, there have been numerous inquiries from potential students who assume that the University of Toronto already offers a Master’s Program in Cinema Studies. Annual self-studies of the undergraduate Cinema Studies Program include a review of the program’s enrollment figures (current enrollment in all CSP courses stands at approximately 1,300 students, with 300 as program students), program reports, and information from student representatives of the Cinema Studies Student Union, who are members of the standing committees as well as the Executive Committee. Our faculty have met with representatives of the School of Graduate Studies and Faculty of Arts and Science intermittently over more than a decade.

The current brief is the result of weekly meetings of Cinema Studies core faculty and subsequent consultations with associated faculty and chairs from other departments. The
latter have signaled their strong support for the proposal in writing: see Appendix 4. The proposal is being brought forward with the full endorsement of core faculty, staff, and students, the Principal of Innis College, and the recent report of the Decanal reviewers, commissioned by the Faculty of Arts & Science (Dec. 2005). Their enthusiasm for the project has been an ongoing source of support in putting together this proposal.

1.4 Fields in the programs

There are no fields in the MA Program.

1.5 Review concerns expressed in previous appraisal and actions taken

As this is a proposal for a new program, there have been no previous reviews.

1.6 Special matters and innovative features

The proposed MA will be distinctive among existing Master’s programs in Cinema Studies at other institutions (see Appendix 3) in several respects.

1. It will exist within the largest research university in the country. Graduate students will contribute to research conducted by faculty within and beyond the Cinema Studies Program.

2. The growing collection of special materials housed within the Media Commons will offer students unique research opportunities.

3. Core faculty have taken and continue to take leadership in redefining central issues in Cinema Studies scholarship. One of our faculty recently received the prestigious Katherine Singer Kovacs Award for the outstanding cinema studies book published in 2005. Various faculty members currently belong to research centres outside the University of Toronto which will provide MA students additional research and collaboration opportunities.

4. Our faculty members continue to receive recognition for curricular innovation and pedagogical excellence in the form of teaching awards from the Ontario Confederation of University Faculty Associations (OCUFA); furthermore, the CSP faculty has been recognized in the annual Maclean’s issue on universities and the magazine’s special Guide to Canadian Universities, as well as TVO’s Best Lecturer Competition.

5. Either through existing undergraduate program-based initiatives, or through arrangements with other units at the University of Toronto supported by the Faculty of Arts & Science, Cinema Studies has offered its undergraduate students the opportunities to learn from such locally-based, but internationally recognized filmmakers as David Cronenberg, Atom Egoyan, Robert Lantos, Ron Mann, Don McKellar, Deepa Mehta, Ivan Reitman, and Patricia Rozema, among others. Similar opportunities will be provided to MA program students.

6. Located in Toronto, home to a host of film-related institutions, the Cinema Studies Master’s Program will be able to capitalize on pre-existing relationships to introduce learning-based internships designed for graduate students. (Plans are already underway with select institutions, including Cinematheque Ontario, HotDocs and ReelWorld Film Festivals, and TVOntario).

7. The Cinema Studies Program has a number of affiliations with research centres
and graduate programs at the University of Toronto that will enhance students' experiences and encourage the inter-disciplinary research in Cinema Studies scholarship. These associates currently include the Graduate Centre for the Study of Drama, Comparative Literature, and many Humanities departments, including East Asian Studies, English, French Language and Literature, Germanic Languages and Literatures, History, Italian Studies, Slavic Languages and Literatures, and Women and Gender Studies.

8 The University of Toronto's Cinema Studies Program has built international bridges with scholars, curators and practitioners of Cinema Studies in Australia, China, Colombia, the Czech Republic, Germany, France, India, Iran, Israel, Italy, Japan, Korea, Taiwan, Scandinavia, UK, and the USA.

9 Graduate students in Humanities departments currently fill a range of TA positions in the undergraduate program in Cinema Studies. Future MA students would be given priority in filling these positions.

10 Our MA students will also receive pedagogical training specific to the discipline.

11 Cinema Studies has an explicit commitment to mentoring. In Senior Seminars offered to Majors and Specialists preparing for graduate studies, we model and encourage the development of skills in conference and special event planning and professional presentations. Future graduate students will similarly engage with visiting national and international scholars. In 2005-06, for example, they would have interacted with Melinda Barlow (University of Colorado, Boulder), Julia Mendenhall (Visiting Fulbright Scholar, Temple University), Lauren Rabinovitz (University of Iowa), Catherine Russell (Concordia University), Shelley Stamp (UC, Santa Cruz), Greg Taylor (SUNY, Purchase), and Mike Zryd (York University).

2 THE FACULTY

2.1 TABLE 1

<table>
<thead>
<tr>
<th>Faculty Name</th>
<th>Rank</th>
<th>M/F</th>
<th>Retirement Date</th>
<th>Home Unit</th>
<th>Supervisory Privileges</th>
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<tbody>
<tr>
<td>ARMATAGE, Kay</td>
<td>Professor</td>
<td>F</td>
<td>*</td>
<td>Cinema Studies 67%; Women &amp; Gender Studies 33%</td>
<td>Full</td>
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<tr>
<td>COLUMPAR, Corinn</td>
<td>Assist. Professor</td>
<td>F</td>
<td>*</td>
<td>Cinema Studies 40%; English 60%</td>
<td>Associate</td>
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<tr>
<td>FENNER, Angelica</td>
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<td>F</td>
<td>*</td>
<td>German 67%; Cinema Studies 33%</td>
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<tr>
<td>GIERI, Manuela</td>
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<td>F</td>
<td>*</td>
<td>Italian 100%; 1.0 FCE Cinema Studies</td>
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<tr>
<td>KEIL, Charlie</td>
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<td>Cinema Studies 40%; History 60%</td>
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<tr>
<td>SAMMOND, Nicholas</td>
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<td>M</td>
<td>*</td>
<td>Cinema Studies 67%; English 33%</td>
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**Category 4:** (Non-tenure track core faculty who are involved in teaching and/or supervision in other graduate programs in addition to being a core member of the graduate program under consideration.)

<table>
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<th>Supervisory Privileges</th>
<th>FIELDS</th>
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<tbody>
<tr>
<td>TESTA, Bart</td>
<td>Sr. Lecturer</td>
<td>M</td>
<td>*</td>
<td>Cinema Studies 100%</td>
<td>Not currently a member</td>
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**Category 5:** (Other core faculty: this category may include emeritus professors with supervisory privileges and persons appointed to retirement)

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<tr>
<td>FITTING, Peter</td>
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<td>M</td>
<td>*</td>
<td>Dept. of French</td>
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<td>Not Applicable</td>
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**Category 6:** (Non-core faculty who participate in the teaching of graduate courses.)

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</thead>
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<tr>
<td>AMBROS, Veronika</td>
<td>Assoc. Professor</td>
<td>F</td>
<td>*</td>
<td>Slavic Languages &amp; Literature</td>
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<tr>
<td>BARTON, Bruce</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>Drama</td>
<td>Full</td>
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<tr>
<td>BROWN, Elspeth</td>
<td>Assoc. Professor</td>
<td>F</td>
<td>*</td>
<td>English</td>
<td>Full</td>
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<tr>
<td>CAZDYN, Eric</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>East Asian Studies</td>
<td>Full</td>
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<tr>
<td>CLANDFIELD, David</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>French</td>
<td>Full</td>
<td></td>
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<tr>
<td>DeKERCKHOVE, Derek</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>French</td>
<td>Full</td>
<td></td>
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<tr>
<td>HUTCHEON, Linda</td>
<td>Professor</td>
<td>F</td>
<td>*</td>
<td>English</td>
<td>Full</td>
<td></td>
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<tr>
<td>JENNINGS, Eric</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>History</td>
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<td></td>
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<tr>
<td>JOHNSON, Stephen</td>
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<td>M</td>
<td>*</td>
<td>Drama</td>
<td>Full</td>
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</tr>
<tr>
<td>LAHUSEN, Thomas</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>History,Comparative Literature</td>
<td>Full</td>
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</tr>
<tr>
<td>LANCASHIRE, Anne</td>
<td>Professor</td>
<td>F</td>
<td>*</td>
<td>English</td>
<td>Full</td>
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<tr>
<td>LEONARD, Garry</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>UTSC Humanities</td>
<td>Full</td>
<td></td>
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<tr>
<td>LIVAK, Leonid</td>
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<td>M</td>
<td>*</td>
<td>Slavic Languages &amp; Literature</td>
<td>Full</td>
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<tr>
<td>MAURICE, Alice</td>
<td>Assist. Professor</td>
<td>F</td>
<td>*</td>
<td>UTSC Humanities</td>
<td>Associate</td>
<td></td>
</tr>
<tr>
<td>PATRICK, Julian</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>English</td>
<td>Full</td>
<td></td>
</tr>
<tr>
<td>RUTHERFORD, Paul</td>
<td>Professor</td>
<td>M</td>
<td>*</td>
<td>History</td>
<td>Full</td>
<td></td>
</tr>
<tr>
<td>SOLDOVIERI, Stefan</td>
<td>Assist. Professor</td>
<td>M</td>
<td>*</td>
<td>UTM French, German &amp; Italian</td>
<td>Full</td>
<td></td>
</tr>
<tr>
<td>SOMIGLI, Luca</td>
<td>Assoc. Professor</td>
<td>M</td>
<td>*</td>
<td>Italian</td>
<td>Full</td>
<td></td>
</tr>
<tr>
<td>SONG, Jesook</td>
<td>Assist. Professor</td>
<td>F</td>
<td>*</td>
<td>East Asian Studies</td>
<td>Associate</td>
<td></td>
</tr>
<tr>
<td>TROJANOWSKA, Tamara</td>
<td>Assoc. Professor</td>
<td>F</td>
<td>*</td>
<td>Slavic Languages &amp; Literature</td>
<td>Full</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

---

1. Mandatory retirement has ended by agreement at the University of Toronto. Faculty members are not required to make a decision before the 30th of the month of June preceding their 65th birthday.
2. This is the budget unit paying the salary: department, school, research centre or institute, or other.
3. “Full” indicates doctoral supervision privileges while “Associate” indicates participation on doctoral committees, but no supervisory or co-supervisory privileges; typically this applies to an assistant professor whose department has not yet granted full supervision.
4. Field names do not apply within this program.
5. Faculty members are listed under the categories suggested, as applicable:

**Category 1:** tenured or tenure-track core faculty members whose graduate involvement is exclusively in the graduate
program under review. For this purpose the master=s and doctoral streams of a program are considered as a single program. Membership in the graduate program, not the home unit, is the defining issue.

**Category 2:** non-tenure-track core faculty members whose graduate involvement is exclusively in the graduate program under review.

**Category 3:** tenured or tenure-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.

**Category 4:** non-tenure track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.

**Category 5:** other core faculty: this category may include emeritus professors with supervisory privileges and persons appointed from government laboratories or industry as adjunct professors. Please explain who would fall into this category at your institution.

**Category 6:** non-core faculty who participate in the teaching of graduate courses.

**Core Faculty:**

Currently, there are seven core faculty members. Though four of the seven have minority appointments with Cinema Studies budgetarily, their approved teaching responsibilities differ from the stated budgetary arrangements. Specifically, Keil and Columpar both teach only 0.5 FCE with History and English respectively, despite CSP being the minority budget partner. Even CSP’s 60% share of the budget for Sammond does not fully reflect his teaching responsibilities with the program, which are the same as Columpar’s (i.e. 0.5 FCE with English). Finally, an arrangement with Italian ensures that Gieri teaches 1.0 FCE with CSP every year.

Of the seven core faculty members, one is a full professor, two associates, three assistants, and one a senior lecturer. The full professor is eligible for retirement in 2008, though this does not mean that retirement will occur. Two more majority appointments to Cinema Studies, as requested in the Stepping Up official plan, have received decanal approval from the Faculty of Arts & Science for the next two academic years, with the first, a shared appointment with History, to be in place by July 2007 (CSP 67% / HIS 33%) and the second, a shared appointment with French, to be in place by July 2008 (CSP 67% / FRE 33%). This will bring the total of core faculty members to nine.

Our core faculty offer a range of expertise in relation to the proposed curriculum, with each person having facility in at least one of the primary core curricular areas, as well as areas of research specialization which will lend themselves to the special topics central to additional graduate courses. Moreover, the tenured faculty are acknowledged leaders in their respective fields of study, with multiple publications in their areas of research, attesting to their commitment and productivity. Several of the faculty members belong to broad-based research consortia (including Grafics, the Women Silent Film Project, and the Griffith Project) and attend consultation meetings and symposia related these projects. All the core faculty regularly attend international conferences and other academic meetings; several serve as readers for academic presses and/or on the editorial boards of film journals, and are asked to function as external reviewers of tenure and/or promotion files and theses written at other institutions. All of these accomplishments speak to
the high level of activity achieved by the core faculty as a whole.

Listed below are some of the key research areas pursued by each of the core faculty members:

**Kay Armatage** – feminist film criticism; women filmmakers; contemporary independent film; autobiographical films; film festivals and the circulation of films; documentary; Canadian cinema; avant-garde.

**Corinn Columpar** – the filmmaking practices and textual politics of various counter-cinematic traditions (feminist, queer, aboriginal, “independent”); corporeality and representation; colonial and postcolonial cinemas; feminist film criticism; contemporary cinematic representations of cultural hybridity.

**Angelica Fenner** – transnational and diasporic cinemas; European film history (especially German, French, Italian, and Scandinavian); globalization and the media; race, ethnicity, and representation; sound in the cinema; comparative studies in world cinema.

**Manuela Gieri** – auteur cinema and genre filmmaking in Italy (Fellini, Pasolini, Antonioni, Scola, comedy Italian style); contemporary Italian cinema; Italian audiovisual culture from the 1930s-1980s; Pirandello, the avant-gardes and the cinema; early Italian film theory, 1907-1937; Italian and European documentary; semiotics; voices and images of the "diaspora": Italian-American and Italian-Canadian audiovisual culture.

**Charlie Keil** – ‘transitional’ American cinema; changes to cinematic style; turn-of-the-century cinema and modernity; D.W. Griffith; film marketing and promotion; contemporary North American cinema; the formation of Hollywood; early filmmaking, film exhibition and film culture in Ontario.

**Nicholas Sammond** – cinema and social practice; film and childhood; race, labour, and ethnicity in film; feminist film theory; animation; history of media effects; film and social and cultural criticism.

**Bart Testa** – U.S., European, and Canadian experimental cinema, Chinese contemporary cinemas, European cinemas, film genres, film narrative and narration; religion and film; selected film directors (Antonioni, Pasolini, Kieslowski, Scorsese, Lynch, Lang, and Wong).

**Non-core Faculty:**

Of the remaining faculty members listed in Table 1, all currently teach film-related courses, at the graduate and/or undergraduate level. A number of these (principally Cazdyn, Lahusen, Maurice, and Soldovieri) consistently teach graduate film courses (or are slated to do so), and can be counted on to contribute to the Cinema Studies Master’s program in a sustained and meaningful fashion. Others, either near or past retirement age (such as Clandfield, Fitting, and Lancashire) have expressed a desire to teach graduate-level film courses as their schedules allow, even past official retirement. Still others (Ambros, Johnson, Leonard, Livak, Patrick, Somigli, Song, Trojanowska) either teach graduate-level film courses sporadically and have indicated that they will continue to do so, or would be happy to do so once our
graduate program is in place. Finally, the remaining (Barton, Brown, De Kerckhove, Hutcheon, Jennings, Rutherford) would occasionally teach graduate courses with a film component, courses that would prove useful to some, if not all, of the graduate students enrolled in the Master’s program.

2.2 External operating research funding

TABLE 2

<table>
<thead>
<tr>
<th>Source</th>
<th>Year (1)</th>
<th>Granting Councils (2)</th>
<th>Other Peer Adjudicated (3)</th>
<th>Contracts</th>
<th>Others (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Totals</td>
<td>1999-00</td>
<td>$12,333</td>
<td>$17,000US*</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2000-01</td>
<td>$8,300 (self-funded)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2001-02</td>
<td>$26,000US*</td>
<td></td>
<td></td>
<td>$8,300 (self-funded)</td>
</tr>
<tr>
<td></td>
<td>2002-03</td>
<td>$29,900 (self-funded)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2003-04</td>
<td>$58,333</td>
<td>$20,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2004-05</td>
<td>$58,333</td>
<td>$800US*</td>
<td>$10,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2005-06</td>
<td>$121,119</td>
<td></td>
<td></td>
<td>$7,000</td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td>$250,118</td>
<td>$43,800US*</td>
<td>$30,000</td>
<td>$45,200</td>
</tr>
</tbody>
</table>

1 Academic Year specified
2 These totals do not include equipment grants, conference grants, or grants allocated by the university such as SSHRC minor grants.
3 The Canadian funds represent three Connaught Research Grants of $10,000 each. *These grants, in US dollars, were earned by faculty while associated with other institutions.
4 These are University-allocated grants (such as SSHRC minor grants).

The various junior faculty members are just now beginning to apply for external funding, with one member already receiving a SSHRC for this coming year. The more senior faculty members have been successful recipients of major grants in the past and continue to be funded now. Many of these grants create provisions for research assistance, which will only increase as more faculty members apply for and receive external grants.
2.3 Graduate supervision

TABLE 2a - n/a

TABLE 3

<table>
<thead>
<tr>
<th>Completed and Current Numbers of Thesis</th>
<th>Supervisions by Faculty Member</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Completed</td>
</tr>
<tr>
<td></td>
<td>Master’s PhD</td>
</tr>
<tr>
<td>Armatage, Kay (3)</td>
<td>n/a</td>
</tr>
<tr>
<td>Fenner, Angelica (3)</td>
<td>n/a</td>
</tr>
<tr>
<td>Gieri, Manuela (3)</td>
<td>n/a</td>
</tr>
<tr>
<td>Keil, Charlie (3)</td>
<td>n/a</td>
</tr>
</tbody>
</table>

1 Supervisory committee activity is not included in this table. The supervision of major research papers at the Master’s level is not applicable, as is explained below for supervision of Master’s theses.

2 Category 3: Tenured or tenure-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.

3 Faculty members cannot supervise in the program under review, as it does not yet exist. Explanations of other types of supervisory opportunities available to core faculty members are explained below.

The relatively limited number of theses currently supervised by core faculty reflects the reality of graduate-level cinema studies at the University of Toronto in its current form. First, the units with which core faculty members are associated typically do not offer a Master’s thesis option, so the opportunity to supervise Master’s-level work has not arisen; this explains the notation of ‘n/a’ in the table, as ‘0’ would indicate supervision of such theses was not undertaken. The number of students writing doctoral theses related to film is still fairly small, because no doctoral-level program exists devoted exclusively to the discipline at this time on the University of Toronto campus. Ironically, there are far more faculty equipped to supervise such theses than there are students prepared to write them. (Whatever theses are being supervised by current core faculty members are being written within other units.) Second,
several of the core faculty are not yet tenured, which limits their opportunities for full supervision. As the proposed program will only be at the Master’s level (with no thesis option), this will not pose a problem.

2.4 Current teaching assignments

TABLE 4 (A)
Category 3 – Core Faculty

<table>
<thead>
<tr>
<th>Faculty Member (2)</th>
<th>Rank</th>
<th>Undergraduate</th>
<th>Graduate (3)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARMATAGE, Kay</td>
<td>Professor</td>
<td>INI325Y, 385Y, 484F (4)</td>
<td>Ø</td>
<td>Promoted as of Spring 2006</td>
</tr>
<tr>
<td>COLUMPAR, Corinn</td>
<td>Assist. Professor</td>
<td>INI381H, 483H</td>
<td>Ø</td>
<td>Teaching Release - Fall 2006</td>
</tr>
<tr>
<td>FENNER, Angelica</td>
<td>Assist. Professor</td>
<td>INI465H; GER351H</td>
<td>Ø</td>
<td>Teaching Release - Fall 2006</td>
</tr>
<tr>
<td>GIERI, Manuela</td>
<td>Assoc. Professor</td>
<td>Ø</td>
<td>Ø</td>
<td>On Leave</td>
</tr>
<tr>
<td>KEIL, Charlie</td>
<td>Assoc. Professor</td>
<td>INI115Y, 460H*</td>
<td>DRA4041H</td>
<td>Teaching Release (Admin.) – Program Director On overload</td>
</tr>
<tr>
<td>SAMMOND, Nic</td>
<td>Assist. Professor</td>
<td>INI212Y, 383H, 484S</td>
<td>ENG6197H</td>
<td></td>
</tr>
<tr>
<td>TESTA, Bart</td>
<td>Senior Lecturer</td>
<td>Ø</td>
<td>Ø</td>
<td>On Leave 06-07</td>
</tr>
</tbody>
</table>

1 Separate tables provided for each of the three years preceding the appraisal.
2 Category 3: tenured or tenure-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.
3 All graduate courses cited form part of other graduate programs.
Explanation of course value: H courses normally involve 26 Seminar hours for one term; Y courses normally involve 52 Seminar hours over two terms.

**TABLE 4 (B)**
Category 3 – Core Faculty

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Rank</th>
<th>Undergraduate</th>
<th>Graduate</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARMATAGE, Kay</td>
<td>Assoc. Professor</td>
<td>INI330Y, 385Y, 423H</td>
<td>Ø</td>
<td></td>
</tr>
<tr>
<td>COLUMPAR, Corinn</td>
<td>Assist. Professor</td>
<td>INI214Y, 323Y</td>
<td>ENG6813H</td>
<td></td>
</tr>
<tr>
<td>FENNER, Angelica</td>
<td>Assist. Professor</td>
<td>INI327Y, INI462H*</td>
<td>GER2000H</td>
<td></td>
</tr>
<tr>
<td>GIERI, Manuela</td>
<td>Assoc. Professor</td>
<td>Ø</td>
<td>Ø</td>
<td>On Leave</td>
</tr>
<tr>
<td>KEIL, Charlie</td>
<td>Assoc. Professor</td>
<td>INI115Y, HIS345H</td>
<td>Ø</td>
<td>Teaching Release (Admin.) – Program Director</td>
</tr>
<tr>
<td>SAMMOND, Nic</td>
<td>Assist. Professor</td>
<td>INI212Y, 426H, 484H</td>
<td>Ø</td>
<td>Release from Graduate Teaching for first year of contract</td>
</tr>
<tr>
<td>TESTA, Bart</td>
<td>Senior Lecturer</td>
<td>ENG238H; INI322Y, 384H, 390Y(reg. Session) 390Y (study abroad-Hong Kong), 483H</td>
<td>Ø</td>
<td></td>
</tr>
</tbody>
</table>

1 Separate tables provided for each of the three years preceding the appraisal.

2 **Category 3**: tenured or tenure-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.

3 All graduate courses cited form part of other graduate programs.

4 Explanation of course value: H courses normally involve 26 Seminar hours for one term; Y courses normally involve 52 Seminar hours over two terms.
### TABLE 4 (C)
Category 3 – Core Faculty

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Rank</th>
<th>Undergraduate</th>
<th>Graduate</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARMATAGE, Kay</td>
<td>Assoc. Professor</td>
<td>INI325Y, INI484H; NEW271Y</td>
<td>Ø</td>
<td></td>
</tr>
<tr>
<td>COLUMPAR, Corinn</td>
<td>Assist. Professor</td>
<td>INI214Y, 381H, 483H</td>
<td>ENG6803H</td>
<td></td>
</tr>
<tr>
<td>FENNER, Angelica</td>
<td>Assist. Professor</td>
<td>INI380Y</td>
<td>GER1775H</td>
<td>&quot;On Loan&quot; 1.0 FCE from German Dept.</td>
</tr>
<tr>
<td>GIERI, Manuela</td>
<td>Assoc. Professor</td>
<td>INI224Y; ITA240Y</td>
<td>ITA1810H</td>
<td></td>
</tr>
<tr>
<td>KEIL, Charlie</td>
<td>Assoc. Professor</td>
<td>INI212Y, 324Y; *463H; HIS345H</td>
<td>COL5045H; HIS1036H</td>
<td>On overload</td>
</tr>
<tr>
<td>TESTA, Bart</td>
<td>Senior Lecturer</td>
<td>INI115Y, 329Y, 428H</td>
<td>Ø</td>
<td></td>
</tr>
</tbody>
</table>

1. Separate tables provided for each of the three years preceding the appraisal.
2. **Category 3**: tenured or tenure-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.
3. All graduate courses cited form part of other graduate programs.
4. Explanation of course value: H courses normally involve 26 Seminar hours for one term; Y courses normally involve 52 Seminar hours over two terms.
### TABLE 4 (D)
Category 3 – Core Faculty

<table>
<thead>
<tr>
<th>Faculty Member (2)</th>
<th>Rank</th>
<th>Undergraduate</th>
<th>Graduate (3)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARMATAGE, Kay</td>
<td>Assoc. Professor</td>
<td>INI423H</td>
<td>ø</td>
<td>Teaching Release – Program Director (Acting)</td>
</tr>
<tr>
<td>COLUMPAR, Corinn</td>
<td>Assist. Professor</td>
<td>INI214Y, 323Y</td>
<td>ø</td>
<td>Release from Graduate Teaching for first year of contract</td>
</tr>
<tr>
<td>FENNER, Angelica</td>
<td>Assist. Professor</td>
<td>GER352H</td>
<td>GER1772H</td>
<td>Not yet cross-appointed to Cinema Studies</td>
</tr>
<tr>
<td>GIERI, Manuela</td>
<td>Assoc. Professor</td>
<td>INI212Y; ITA240Y</td>
<td>ITA1705H</td>
<td></td>
</tr>
<tr>
<td>KEIL, Charlie</td>
<td>Assoc. Professor</td>
<td>INI115Y, 460H*, 484H; HIS345H</td>
<td>DRA4041H**</td>
<td>On overload</td>
</tr>
<tr>
<td>TESTA, Bart</td>
<td>Senior Lecturer</td>
<td>INI224Y, 322Y, 390H</td>
<td>ø</td>
<td></td>
</tr>
</tbody>
</table>

1. Separate tables provided for each of the three years preceding the appraisal.
2. Category 3: tenured or tenure-track core faculty members who are involved in teaching and/or supervision in other graduate program(s) in addition to being a core member of the graduate program under review.
3. All graduate courses cited form part of other graduate programs.
4. Explanation of course value: H courses normally involve 26 Seminar hours for one term; Y courses normally involve 52 Seminar hours over two terms.

The introduction of regularized graduate instruction through a Master’s program should have a limited impact on the existing undergraduate Cinema Studies program, but it will enhance the graduate teaching experience for many faculty members. Virtually all of the core faculty are contractually obligated to teach at least 0.5 FCE of graduate-level courses each academic year. In the current set-up, these courses are typically offered within the departments to which said faculty members are cross-appointed. Because of the small pool of graduate students interested in cinema in each existing graduate department, these courses tend to be relatively under-enrolled. The departmental chairs with whom Cinema shares appointments of its core faculty (namely, English, German, Italian, and History) have agreed in principle to an arrangement whereby any graduate courses offered by these instructors under the respective departmental rubric will have reserved spaces for interested Master’s-level Cinema Studies students, where applicable. We will also develop arrangements allowing these faculty members, when necessary, to teach...
within the core Cinema Studies graduate curriculum as fulfillment of their departmental teaching obligation.

2.5 Commitment of faculty members from other graduate programs and/or from other institutions

Beyond the departments mentioned above, there are other units with faculty who will play a role in the Cinema Studies graduate curriculum. Some instructors will offer courses of interest to students in the Master’s program on a consistent basis; others will offer the occasional course of interest. This has been explained in more detail in 2.1.

3 PHYSICAL AND FINANCIAL RESOURCES

3.1 Library resources -

Appendix 1 provides a statement from the University’s Chief Librarian regarding the Discipline Assessment for Cinema Studies. A special section on the Cinema Studies holding within the Innis Library forms part of that report.

3.2 Laboratory facilities

Effective instruction of cinema studies depends upon specific forms of technology, particularly various audiovisual devices. The facilities already in place for the undergraduate program will serve the graduate program well. Innis Town Hall (200 seat capacity) is equipped with 35mm and 16mm projectors, as well as playback and projection capacity in a variety of required formats. A smaller screening room of 40 seats is equipped identically to Innis Town Hall, except it lacks 35mm. Each of these screening spaces has a dedicated booth, overseen by a trained technician. Three other classrooms allow for the playback and/or projection of video and digital systems. The Audiovisual Library of the Media Commons, located next door at Robarts Library, provides additional screening spaces should the occasion arise.

Part of Innis’s capital campaign involves plans for a new 80-seat screening room, and the upgrading of the remaining facilities.

3.3 Computer facilities

All faculty and graduate students are provided with an account on the university mainframe computer. This account gives them access to electronic mail facilities, internet, statistical software packages, etc. Each faculty member’s office is equipped with a computer with access to these services. Within the Innis Library there are over a dozen microcomputers currently available to the faculty and students, and a trained librarian who can provide advice on using the university’s web-based research resources. In the office to be designated for graduate student use, there is a computer, plus a television monitor and VHS/DVD player.
In the coming year, each core faculty member will be provided with a system allowing for playback and recording of audiovisual material within his or her office.

3.4 Space

Cinema Studies is housed at Innis College. Virtually the entirety of the second floor and much of the third floor of the St. George wing of the College is devoted to the core faculty and instruction of Cinema Studies courses. Every core faculty member has a separate office, with the exception of the two core faculty members who are minority appointments and who also have offices in other departments on campus. (These two members share an office at present.) As mentioned in 3.2, there are currently two screening spaces and three additional classrooms, all of which allow for both instruction and the presentation of audiovisual material. At present, tutorial assistants share an office on the second floor. This space will become an office for graduate students with the initiation of the program. A nearby lounge area will also be available to graduate students; when the space is renovated, a separate area can be designated for their exclusive use, all of which should be in place for fall of 2007.

As part of the capital plan, a new suite of offices and research space is planned for the first floor. This will allow Cinema Studies the opportunity to occupy remaining offices on the third floor (as non-Cinema faculty relocate to the first floor), while also providing new space on the first floor.

3.5 Financial support of graduate students

As the proposed Master’s program is a new initiative, we do not have any record of past financial support. However, Cinema Studies does offer thirteen TAships annually to support teaching in its undergraduate program, and these positions will be allocated to students in the proposed MA program on a priority basis. The Faculty of Arts & Science has agreed that a cohort of up to twelve MA students in Cinema Studies (in the initial year) will be covered by the University of Toronto funding guarantee. Each of the students will be supported for the term of the degree (one full academic year) at a guaranteed minimum level of $13,000 plus tuition and incidental fees, according to the principles set out in the Guidelines for Graduate Funding and Enrolment Management in the Faculty of Arts and Science.

4 PROGRAM REGULATIONS AND COURSES

4.1 The intellectual development and the educational experience of the student

Beyond offering an array of graduate-level courses, the Master’s Program in Cinema Studies will endeavour to provide its students with a variety of opportunities for intellectual stimulation and professional development.
1) The Program will establish a series of specially devised internships. Students who choose this option will gain insight into the operations of various film-based institutions, including film festivals and the Cinematheque Ontario. Ideally, these internships will focus on special projects which will entail skill development in areas such as programming and curatorial research; each internship will entail the writing of a paper derived from the student’s learning experience. These internship arrangements will take advantage of the program’s location within a city so closely identified with film culture.

2) The Program will offer a guest lecture series where program students will be able to engage directly with distinguished scholars and artists.

3) The Program will serve as host for conferences. Plans are already underway to have the Cinema Studies Program host the biannual conference of Domitor, the International Society devoted to the study of early cinema, in 2010, and a future Film Studies Association of Canada’s graduate student conference. A travel fund will ensure that graduate students can deliver papers regardless of where FSAC conferences may be held.

4) Students will have the option of enrolling in a course that entails the writing of a major research paper under the supervision of a core faculty member.

5) The budget will provide for the creation of a graduate co-ordinator position, whose tasks will include counseling students, coordinating internships, and arranging workshops in professional development and research methodology.

4.2 Program regulations

Admission requirements:

For admission to the MA program, applicants must meet the following standard: successful completion of an appropriate four-year University of Toronto bachelor’s degree, or its equivalent from a recognized university; at least a B+ standing, demonstrated by an average grade in the final year, or over senior courses; the successful completion of a minimum of six FCEs in cinema studies, or a comparable program preparation.

Program requirements:

The Master’s Program will be based solely on coursework, with no thesis required. Students will be required to finish 4.0 FCEs over the course of an academic year, extending from September until August. Of the 4 FCEs, 1.5 will be mandatory, ‘core’ courses under the CIN rubric. An additional 1.0 FCE will be devoted to either the writing of a major research paper or pursuing an internship; the internship option also entails writing a paper based on the learning or research experience gained from the internship. Students will be required to fill out the remaining 1.5 FCE in the following way: 0.5-1.0 (out of 1.5 on offer) may be chosen from changing special topics courses also under the CIN rubric (but with the possibility of being cross-listed with another department, depending on the departmental home of the instructor); the final
0.5-1.0 may be chosen from film-based courses offered out of other units, lacking a CIN designator, but approved as relevant to the Cinema Studies Master's Program curriculum.

**Required courses:**
CIN 1000F: Historiography of the Cinema (offered in the fall session)
CIN 1001S: Theories of the Cinema (offered in the winter session)
CIN 1002S: Cinema and Culture (offered in the winter session)

Plus one of:
CIN 1006Y: Major Research Paper in Cinema Studies (offered in the summer session)
CIN 1007Y: Internship in Cinema Studies (offered in the fall, winter, or summer session)

**Optional courses** (students may choose between 0.5-1.0 FCEs from Group A and 0.5-1.0 from Group B):

**Group A:**
CIN 1003F / CIN 1004F: Special Topics in Cinema Studies I / II (offered in the fall session)
CIN 1005S: Special Topics in Cinema Studies III (offered in the winter session)

**Group B:**
These will be selected from the appropriate and available non-CIN HCE courses on offer in the University of Toronto Graduate Calendar. Students will choose their courses in consultation with the Cinema Studies Graduate Coordinator. A list of potential courses appears under Course Descriptions, below.

**Course Descriptions:**

CIN 1000F: Historiography of the Cinema
This course examines the principles guiding the writing and conceiving of film history, how these have affected our understanding of the discipline and its canon, and how they apply to ongoing developments.

CIN 1001S: Theories of the Cinema
This course examines prominent and influential theories of the cinema, especially in light of the changing status of the medium in recent years.

CIN 1002S: Cinema and Culture
How does cinema engage with and affect the world beyond the text, particularly in an era increasingly defined by globalization and shifting networks of circulation?

CIN 1003F & CIN 1005S: Special Topics in Cinema Studies I & III
These courses will address issues related to cinema history, theory and/or cinema and culture, determined by faculty interest and curricular need. These courses are offered exclusively to graduate students.
CIN 1004F: Special Topics in Cinema Studies II
These courses will cover a range of topics, drawing on the scholarly interests of the faculty and touching on issues relevant to the field. This course will be offered jointly to upper-level Cinema Studies undergraduate students and graduate students, with enhanced requirements for the graduate students enrolled.

CIN 1006Y: Major Research Paper in Cinema Studies
This course provides each student with the opportunity to write a major research paper on a topic to be devised in consultation with an individual member of the Cinema Studies core faculty. Students will be encouraged to make use of the special collections housed with the Media Commons as the basis for their research projects.

CIN 1007Y: Internship in Cinema Studies
Students will be given a placement in one of a number of selected settings (such as film journals, film festivals, and Cinematheque Ontario), designed to provide a unique learning experience about a facet of cinema. Upon completion of their internship, students will write a paper based on the learning or research opportunities afforded by the internship.

In addition to the above-listed courses, depending on their course of study, students may be able to choose between one and two more courses (totaling no more than 1.0 FCE) from a selection of film-based graduate-level courses offered outside of Cinema Studies. Students will select these courses in consultation with the graduate coordinator. We anticipate that these courses will be taught by faculty members from Category 6 listed in Table 2; discussions have taken place with the chairs of the relevant units to establish that a limited number of spaces will be available to MA students in Cinema Studies. A selection of relevant courses offered in years past includes:

- COL 3380 / Globalization and Culture
- COL 5010 / Theory and Practice of Literary Adaptation
- COL 5027 / Memory, Trauma, and History
- COL 5052 / Marxism and Form
- GER 1770 / Reviewing the 50s: German Cinema Under Reconstruction
- GER 1771 / Topics in German Cinema Studies
- GER 1780 / Topics in German Visual Culture
- HIS 1280 / History and Soviet Cinema
- HIS 1520 / Readings in Visual Culture and American History
- HIS 1521 / Time and Place: Cultural Studies of Place in America
- HUN 1451/ Three Hungarian Film Directors
- SLA 1037H / Theatre and Cinema in Extremis: Staging 20th Century Aesthetics and Politics

Degree requirements:

All candidates are required to complete:
CIN 1000F, CIN 1001S, CIN 1002S.
Additional requirements for students choosing the major research paper option:
1) CIN 1006 Y;
2) 0.5 – 1.0 FCE derived from CIN 1003F, CIN 1004F, CIN 1005S;
3) 0.5 - 1.0 FCE derived from approved graduate-level courses offered outside CIN.

Additional requirements for students choosing the internship option:
1) CIN 1007 Y;
2) 0.5 – 1.0 FCE derived from CIN 1003F, CIN 1004F, CIN 1005S;
3) 0.5 - 1.0 FCE derived from approved graduate-level courses offered outside CIN.

Part-time studies

The program as developed will be offered as a full-time twelve-month Master’s program. The program is not offered on a part-time basis.

Degree requirements – PhD

n/a

Progress reports

n/a

Thesis evaluation procedures

n/a

Language requirements

n/a

Distance delivery

n/a

4.3 Part-time studies

The program is developed will be offered as a full-time twelve-month Master’s program. The program is not offered on a part-time basis.

4.4 Total graduate courses listed and level:

As this is a new program, no graduate courses have been offered through Cinema Studies up to this point. Graduate courses in film (or those incorporating the study of film) have been offered in previous years, but always through other units.

4.5 Collateral and supporting departments
Though this is not a collaborative program, certain arrangements, involving shared-appointment faculty, possible joint courses (for the special topics courses), and reserved spaces for Cinema Studies students, will involve the co-operation of other units. Please see Appendix 4 for letters of support from all of the units which might be affected.

5 OUTCOMES

5.1 Enrolment and graduations

n/a

5.1.1 Master’s program

n/a

5.1.2 Doctoral program

n/a

5.2 Employment

n/a

5.3 Publications

n/a

5.4 Projected graduate intake and enrolments

TABLE 14

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Cinema Studies projects a slow but steady increase in enrolment in its Master’s Program over the projected enrolment period.

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<th>Change</th>
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OCGS Appraisal Brief for Cinema Studies

Appendix 1:
I) Library Resources &
II) Scholarly Domains

BACKGROUND

University of Toronto libraries comprise a rich resource for the support of graduate work in the study of film. The library system supports research in all areas of the humanities and social sciences, in all formats (print, electronic, microform, audio, visual, digital, etc. Cinema studies material is located primarily at the Robarts, Innis College, and Engineering & Computer Science libraries, as well as several campus libraries.

I) LIBRARY RESOURCES
a. DESCRIPTION OF THE COLLECTION:

The collection of the University of Toronto Libraries is the largest in Canada and the third largest in North America, with over nine million volumes and 88,000 licensed electronic resources. The Robarts Library collects widely in cinema studies, covering all periods and countries. Related fields such as culture, drama, literature and theatre are extensively collected.

Collection Development librarians in the central library system work with book dealers around the world who supply material according to subject profiles developed and monitored by selectors; at present arrangements with dealers in more than 50 countries are in place. Additionally, the selector for film studies reviews the national bibliographies of various countries to ensure relevant material falling outside dealer profiles is also acquired.

University of Toronto faculty and students have access to nearly 40,000 electronic journals in all fields. About 45 core film studies journals are available online as are many important periodicals in related disciplines. This compares favorably with the holdings of electronic cinema periodicals at both NYU and the University of Southern California. Other core and related journals are available in print in Robarts, Innis and other campus libraries.

More than 500 online journal indexes are available to help researchers and students locate articles in their field. Key indexes for cinema studies are Index to Film & TV Periodicals, International Index to the Performing Arts, MLA Bibliography, Art Abstracts, Expanded Academic Index, Periodicals Contents Index, Arts & Humanities Citation Index, Social Sciences Citation Index, Gender Studies Database, and Readers’ Guide Abstracts. North American doctoral and masters theses since 1997 are also downloadable via ProQuest Digital Dissertations.
b. SUPPORTING COLLECTIONS

Media Commons (Robarts Library)

The Media Commons Archives supports in-depth research by the University community. It also holds important and numerous collections that focus on Canadian film/video production, broadcasting, non-print journalism, media studies, and the music industry. Some of these include the Gordon Sparling Collection, the Frank Peers Collection, Moses Znaimer Collection, the Robert Lantos Collection, the Alliance Atlantis Collection, the Patrick Watson Collection, the Greg Gormick/Clyde Gilmour Collection, the Syd Kessler - Jody Colero Collection of Advertising, the NOW Magazine Collection, and the Blue Rodeo Collection. They contain all film, video, audio, photographic, digital and printed media formats.

The Audiovisual Library section of the Media Commons provides educational media resources to support courses taught at the University of Toronto. The Library has over 10,000 videos, DVD's, 16mm films as well as a small collection of reference material.

Other Toronto area libraries with strong cinema studies resources are the Toronto Reference Library and branches of the Toronto Public Library, York University, Ryerson University, the National Film Board of Canada, and the Toronto International Film Festival Reference Library.

c. BUDGET AND COMMITMENT

The strength of the Library’s financial commitment to film studies, and all fields of research, depends on University policy and government funding. It is still the University’s stated policy to protect, so far as possible, the Library’s acquisitions budget from rising costs. The acquisitions fund will, therefore, continue to be supported relative to the total funding made available to the Library by the University.

II) SCHOLARLY DOMAINS

a. JOURNALS:

The following Cinema Studies journals are available either in print or online, or both:

Asian Cinema
Cahiers du Cinema (French)
Camera Obscura
Canadian Journal of Film Studies
Cineaction
Cineaste
Cinema Journal
Cinema Scope
Cinemaya (South Asia)
Discourse
Documentary
Film & History
Film Comment
Film History
Film International (Sweden)
Film International: Iranian Film Quarterly
Film Quarterly
Film Studies (U.K.)
Framework
IRIS
Jump Cut
Kinema
Millenium Film Journal
New Cinemas: Journal of Contemporary Film
October
Point of View (POV)
Post Script
Screen (U.K.)
Sight & Sound
Studies in European Cinema
Studies in French Cinema
Studies in Hispanic Cinemas
Take One
Velvet Light Trap
Vertigo (U.K.)
Wide Angle

b. SELECTED PUBLISHERS:

The University of Toronto Library currently purchases film & film-related books from the following publishers, among numerous others:

Amsterdam University Press

Berghahn Books

British Film Institute
http://www.bfi.org.uk/

Cambridge University Press
http://www.ucpress.edu/

University of Exeter Press
http://www.exeterpress.co.uk/film.htm#A%20Paul%20Rotha%20Reader

University of Illinois Press
http://www.press.uillinois.edu/

University of Minnesota Press
http://www.upress.umn.edu/index2.html

Wallflower Press
http://www.wallflowerpress.co.uk/

c. ONLINE JOURNAL INDEXES:

The University of Toronto Library subscribes to the following online film & film-related indexes:

AFI Catalog (American Film Institute)
Art Abstracts
Arts & Humanities Citation Index
Complete Index to World Film (1895+)
Expanded Academic Index
Film Index International (BFI)
Film Literature Index
Gender Studies Database
Humanities Abstracts
Index to Film & TV Periodicals (FIAF)
International Index to the Performing Arts
MLA International Bibliography
Periodicals Contents Index
Readers’ Guide Abstracts
Social Sciences Abstracts
Social Sciences Citation Index

North American doctoral and masters theses (full-text) since 1997 are also downloadable via ProQuest Digital Dissertations.
Appendix 2:
Cinema & Film Research Centres and Institutes
I) Canada
II) United States
III) International

I) CANADA

GRAFIX – University of Montreal (Group de Recherche sur l’Avènement et la Formation des Institutions Cinématographique et Scénique/ Research Group on the Advent and the Formation of the Film and Scenic Institutions)

II) UNITED STATES

FILM STUDIES CENTRE – Harvard University
FILM STUDIES CENTRE – University of Chicago

III) INTERNATIONAL

BILL DOUGLAS CENTRE FOR THE HISTORY OF CINEMA AND POPULAR CULTURE – University of Exeter
CENTRE FOR CINEMATIC RESEARCH – University of Barcelona
CENTRE FOR FILM STUDIES – University of Essex
ROEHAMPTON CENTRE FOR RESEARCH IN FILM AND AUDIOVISUAL CULTURES – University of Surrey
SCHOOL OF MODERN LANGUAGES: CENTRE FOR FILM STUDIES – St. Andrew’s University
SCHOOL OF MODERN LANGUAGES & CULTURES: CENTRE FOR WORLD CINEMAS – Leeds University
MEDIA RESEARCH INSTITUTE – University of Stirling
OCGS Appraisal Brief for Cinema Studies

Appendix 3:
CDN, US and International PhD and Master's Programs in Cinema Studies

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<tr>
<td>University College Dublin (Ireland)</td>
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Item 10.1

For information only: Collaborative Program Guidelines

See supporting documentation attached.

NOTES:
Summary of major changes in guidelines:
1/ Identification of “lead” Faculty Dean’s Office responsibilities with respect to collaborative programs;
2/ Removal of requirement for three-year initial University reviews;
3/ Removal of regular review requirements, including removal of review procedures;
4/ Revision of the procedures for adding new graduate programs into existing collaborative programs;
5/ Editorial changes for ease of reading, consistency, and accurate reflection of current structures.

The previous Guidelines were approved by SGS Council in March 2003. See: http://www.sgs.utoronto.ca/current/governance/council/Council/Membershipdocuments/InformationforMembers.asp

The revised Guidelines are hereby presented to the Deans of Faculties and to SGS Graduate Education Council for information. The new guidelines will be posted on the SGS website for reference under Policies and Guidelines.
1. **What is a collaborative program?**

Section 24 of the OCGS By-laws notes, “A collaborative program . . . [is] . . . intended to provide an additional multidisciplinary experience for students enrolled and completing the requirements in one of a number of participating existing OCGS-approved “free-standing” good quality programs (hereinafter referred to as the home programs). Students register in the participating degree program, and must meet the admissions requirements of that home program, and meet its degree requirements plus those of the collaborative program. The degree conferred is that of the home program, and the completion of the collaborative program is indicated by a transcript notation and/or adjunct qualifications to the degree.” (U of T example: a notation of “Completed requirements of Collaborative Program in Neuroscience”) (*Ontario Council on Graduate Studies Guidelines for Collaborative Programs, 2001*).

Proposals for new collaborative programs require both University of Toronto approval and the approval of the Ontario Council on Graduate Studies. The approvals process (*see item 3 below*) is relatively simple for new collaborative program proposals and usually can be accomplished within a six month period. Preparation of appropriate proposal documents takes time and effort—a proposal brief and other relevant documents must be developed, and a detailed memorandum of agreement established and signed with the participating graduate units. Approximately four to six months should be allowed for the proposal development stage.

Collaborative program proposals must meet the minimum quality standards set by the School of Graduate Studies (*see below*), be approved by the appropriate Council of the lead Faculty, by the SGS Graduate Education Council, and also pass a standard appraisal by the Ontario Council on Graduate Studies (OCGS). Continuation is subject to successful periodic appraisal by the Ontario Council on Graduate Studies. The lead Faculty may initiate a review of an existing collaborative program at any time.

2. **Proposals for new collaborative programs**

At a very early stage, proposer/s should contact the Graduate Affairs Office of the Faculty most closely associated with the area of interest, and the SGS Dean’s Office. A meeting will be set up to discuss development of the proposal, appropriate quality standards, proposal format, and timelines. The following are some of the criteria that will be used to assess the quality of the proposed collaborative program and should be considered in the development stages of a proposal.
Note regarding proposal format: SGS will provide a current version of the Collaborative Program Proposal Guide containing information, templates, and samples of required documents. The Guide provides the required format for the various proposal documents and incorporates sections that should address the issues identified below. Please note that the following is not the proposal format but is offered for guidance in the early stages of proposal development.

a) **Objectives**: What are the academic objectives of the program? How do these objectives relate to the mission of participating graduate units? How does enrolling in the collaborative program add value for the student to their home degree program?

b) **Demand**: What is the demand for new enrolments? The likely enrolment of at least five new students at each degree level in the first year and in each subsequent year should be demonstrated through survey results or other assessments. How long may this demand reasonably be expected to continue?

c) **Enrolment**: Based on expected demand, what are the plans for enrolment for the next seven-year period? What is the anticipated impact on the home department degree programs, including any anticipated impact on its enrolment; that is, is the new CP likely to attract new enrolments or will it primarily draw on students already entering the participating program/s?

d) **Core Faculty**: Which faculty members will be teaching and supervising in the collaborative program? Is there at least one core faculty member from each participating graduate unit?

e) **Program Requirements**: Each collaborative program normally should have, as a minimum requirement, a core course (.5 or 1.0 FCE) to be taken by all students enrolled in the collaborative program. It is at the home unit’s discretion to determine if the core course/s will be credited towards the home unit’s degree requirements. These issues should be set out clearly for each program in the Memorandum of Agreement. The core course should provide graduate-level teaching directly in the subject area of the collaborative program.

f) **Evaluation**: Participating units should have some agreed-upon method of evaluating the success of course offerings, e.g. course evaluations completed by students.

g) **Program content**: Each collaborative program should have an established mechanism for approving the program of each participating student to ensure that each is in conformity with the program’s goals and standards.

h) **Other common intellectual activities**: Arrangements for activities such as seminars should be set out in the proposal, as should understandings as to the responsibility for mounting them and monitoring student participation. Some
form of common intellectual activity is required in collaborative programs, including those in which there is no core course (note: a core course is strongly recommended).

i) **Additional expectations**: If the collaborative program is seen as a precursor to increased research collaboration among the program participants, perhaps even as a precursor to an administrative centre or institute, this should be stated explicitly.

j) **Administration**: Each collaborative program must have a Director and a Program Committee. The Program Committee is usually composed of a faculty representative from each participating graduate unit. In the case of large numbers of participating units, an agreed-upon method of rotating program representation should be included in the Memorandum of Agreement. It is the responsibility of the Program Committee to initiate and recommend the appointment of a Collaborative Program Director. The Program Committee recommends the Director of the Collaborative Program to the Dean of SGS, after consultation with chairs/directors of participating graduate units and with the current collaborative program director, if any. The Dean of the School of Graduate Studies approves appointments of Directors of Collaborative Programs. The initial term normally is three years, with subsequent terms normally up to five years. An appointment is renewable upon recommendation of the Program Committee in consultation with the chairs/directors of participating graduate units, and approval of the Dean of SGS. The duties of a collaborative program director are outlined below.

k) **Budget**: There should be a clear statement in a budget appendix, of the understanding among participating units regarding resource-sharing (e.g. space, faculty, and administrative resources) and budget contributions. If the budgetary requirements of the proposed program will involve an eventual application for new funding, will the participating units support such an application even though it may be in competition with other funding requests from the same units?

l) **Term of the Program**: Collaborative programs may be reviewed, at any time, upon the request of the SGS Dean or the lead Faculty Dean [see final paragraph of this document]. Collaborative programs will continue only if sufficient continued demand for the program, adequate enrolment, successful outcomes, and adequate resources are demonstrated, and with a favourable review report, if any.. If a program closes, budget contributions, if applicable, revert to the Faculty or Faculties from which they came.

3. **Approvals Processes**
A proposal will circulate through two separate approvals processes: the University’s and that of OCGS. The requirements for each are slightly different. SGS has developed templates for reports, taking into account both sets of requirements. After initial discussions among the proposers, the lead Faculty and SGS, the SGS Dean’s office will
provide a customized Collaborative Program Proposal Guide. A time line to start-up will also be developed.

4. **Approvals track and timeline for a proposal:**

   Approval for a new collaborative program may be secured within one academic year, or sometimes less, provided the appropriate deadlines are met. The following example shows an approval schedule if start-up is envisioned for September of the following academic year, and assumes no difficulties.

   | May to June | Proposal discussed at an early stage with the lead Faculty Dean’s Office and SGS Dean’s Office |
   | September to January | Proposal developed and formalized |
   | End of January | Faculty Graduate Affairs office, SGS Dean’s Office provide feedback; final proposal documents produced |
   | February to April | Proposal posted on the Graduate Webposting System for feedback, then it is forwarded through University governance |
   | May to June | OCGS appraisal conducted (no consultants) |
   | September | Implementation complete (including entering the program in ROSI, funding secured if required, and advertising available for the new program). |

   **Note:** This model assumes no major problems or changes resulting from Faculty Council, SGS Graduate Education Council, or OCGS discussions. Approval would take longer in these circumstances. New course proposals and the SGS Calendar entry require separate approval.

5. **Operation of a Collaborative Program:**

   The operation of the program is the responsibility of the Program Director and the Program Committee, who work in cooperation with the collaborating departments and who report, as required, to the lead Faculty Graduate Affairs Office.

   **Director’s Responsibilities**

   a) Maintains appropriate content of program entry in the SGS Calendar, the website, and any other promotional material.

   b) Administers the collaborative program including applications, admissions, record-keeping, and budget, if any.

   c) Approves individual admissions to the collaborative program, and ensures that students are formally enrolled in the collaborative program as soon as possible.

   d) Approves individual student programs in conformity with the standards of the collaborative program and ensures that students registered in the program have supervisory arrangements in accordance with the program’s requirements; monitors the progress of students in the program; ensures that appropriate academic advising is available to students in the program.
e) Ensures that a collaborative program core faculty member is a member of each student’s thesis examination committee, in cases where a thesis is required.

f) Certifies completion of program requirements for each student enrolled in the program.

g) Submits for approval to Faculty Graduate Affairs Office recommendations for changes to the program or its requirements, or any other academic matters.

h) Maintains communication with the heads of participating graduate units regarding activities and evaluation of the collaborative program.

i) Provides reports to the Faculty Graduate Affairs Office and/or SGS on the program’s activities, including registration and graduation figures, when required.

j) Chairs the Program Committee, and ensures that the Program Committee has appropriate representation, according to the Memorandum of Agreement.

k) Ensures that the Memorandum of Agreement is followed and kept up to date.

6. Adding New Graduate Programs to an Existing Collaborative Program

The Program Director may recommend to the lead Faculty Graduate Affairs Office the addition of a new graduate program to an existing collaborative program. Documentation will include a rationale, information about participating core faculty and, in some cases, a statement of field relevance. A revised Memorandum of Agreement with the signature of the graduate unit for the proposed program is required in order to add a new graduate degree program into an existing collaborative program. The lead Faculty’s Graduate Affairs Office will submit the proposal for posting on the SGS Graduate Webposting System for feedback. After the feedback period is closed, the lead Faculty Dean will have the approval authority, delegated by the SGS Dean, for such proposals. The SGS Dean’s Office and the Collaborative Program Director will be informed of final Faculty approval.

7. Review of a Collaborative Program:

Continuation is subject to positive assessment by the SGS Dean, in consultation with the lead Faculty Dean, at the time that a OCGS periodic appraisal brief is due. A review of a collaborative program may occur at the request of the SGS Dean or the lead Faculty Dean. A positive OCGS appraisal result is also required.

Revised November 2006
Revised March 2003
November 7, 2001
Item 10.2

For information only: Program Closure – Physical Therapy and Rehabilitation Science, Combined M.Sc.P.T./M.Sc. Program

See supporting documentation attached.
School of Graduate Studies

University of Toronto

DEAN OF GRADUATE STUDIES AND
VICE-PROVOST, GRADUATE EDUCATION

October 19, 2006

Professor Katherine Berg
Chair
Department of Physical Therapy, and,
Professor Helene Polatajko
Therapy Chair
Graduate Department of Rehabilitation Science
160 – 500 University Avenue
University of Toronto
Toronto, ON M5G 1V7

Dear Professors Berg and Polatajko:

Re: Program Closure –
Combined M.Sc.P.T./M.Sc. program in Physical Therapy and
Rehabilitation Science

This is further to your letter dated August 30, 2006, which advises that the Department of
Physical Therapy and Graduate Department of Rehabilitation Science do not wish to
continue to offer the combined M.Sc.P.T./M.Sc. program in Physical Therapy and
Rehabilitation Science. I understand that the one student who was enrolled in the program
will be graduating in November 2006. I accept the proposal to close the program. The
closure, which will be reported for information to the Graduate Education Council, the
Provost’s Office, and OCGS, is effective immediately.

I thank both of you and members of your departments for your work on the program.

Yours sincerely,

Susan Pfeiffer
Dean of Graduate Studies and
Vice-Provost, Graduate Education

/s/

Susan Pfeiffer, PhD  
Dean of School of Graduate Studies  
63 St. George Street  
Toronto ON M5S 2Z9

August 30, 2006

We are writing to request the formal closure of the combined M.Sc.PT/M.Sc. program. Since the program’s inception in 2003, we have enrolled only one student (Ken Tang). He has met all the requirements for this program, and will be graduating in November 2006. We closed admissions to the program last year.

The decision to close the program is based on several factors. Students were ineligible to take the licensing examination in a timely fashion despite having completed the clinical requirements because they had not officially completed their degree. In addition, GDRS (Graduate Department of Rehabilitation Science) requirements were clarified in 2004 such that students from the MSc PT and MSc OT programs with appropriate marks are eligible for doctoral studies. Facilitating entry to doctoral programs had been a rationale for developing the program.

On behalf of both the Physical Therapy and Graduate Department of Rehabilitation Science, we are requesting this closure of the M.Sc PT/M.Sc program.

Please feel free to contact us if you have any further questions.

Best regards,

Katherine Berg, PhD PT  
Associate Professor and Chair  
Department of Physical Therapy

Helene Polatajko, PhD  
Professor & Chair, Department of  
Occupational Science and Therapy  
Chair of Graduate Department of  
Rehabilitation Science

cc: Diane Wiltshire  
Amanda Patterson  
Jane Alderdice

Rehabilitation Sciences Building  
160 - 500 University Avenue, Toronto, ON M5G 1V7  
Tel: (416) 946-8641 Fax: (416) 946-8562 www.utoronto.ca/pt  

Centre for Function and Well-Being

GREAT MINDS FOR A GREAT FUTURE
Information

Graduate Education Council
Tuesday, November 21, 2006

Item 10.3

For information only: An Approach to Professional Graduate Program Structure

See supporting documentation attached.
MEMORANDUM

TO: Faculty and Campus Deans

C.C.: Vivek Goel, Vice-President and Provost
       Edith Hillan, Vice-Provost, Academic
       Graduate Education Council Members

FROM: Susan Pfeiffer, Dean of Graduate Studies
      and Vice-Provost, Graduate Education

DATE: October 30, 2006

RE: AN APPROACH TO PROFESSIONAL GRADUATE
    PROGRAM STRUCTURE

Key aspects of managing a graduate degree program include:

- Securing graduate faculty members to deliver the program
  - Includes scrutinizing credentials and deciding on Associate or Full
    status

- Choosing and admitting applicants
  - Includes establishing consistent practices, normally engaging a
    committee

- Managing program content (curriculum and related activities)
  - Normally through a program committee

- Maintaining structures for communication and accountability (e.g. appeals
  committee; OCGS appraisal)

- Arranging that every graduate student has a faculty advisor throughout the
  program

- Calling a meeting at least once each year of the members of the graduate unit.

The chair or director of a graduate unit holds responsibility for these activities (SGS
Constitution). There are some new and planned professional masters programs that are
not currently aligned within graduate units that offer doctoral programs. Professional
graduate programs have a curricular emphasis on coursework, although there remains
an expectation that there will be a research component, and the program must be
delivered by members of the graduate faculty. The launch of a new graduate program
should not necessitate the creation of a new department or department-like
administrative unit. The approach described here attempts to minimize infrastructural
costs and organizational complexity by applying existing approaches in modified
ways.
A feature of some professional masters programs is some reliance, for teaching and supervision of research or practice, on persons with professional expertise who may not be University of Toronto staff. This is an area of considerable complexity. There are three categories of graduate faculty (appendix I). It is expected that all tenure-stream professors will have a graduate appointment, regardless of their budgetary home unit. Normally, members of the teaching stream do not hold graduate appointments. There are other types of appointment for which graduate faculty status may or may not be appropriate. The Provost’s Guidelines for Status-Only, Adjunct and Visiting Professor Appointments (appendix II) can be used to determine the nature of the appointment. Departments / divisions will have established procedures for the establishment and review of such appointments and these must be adhered to. Departmental/divisional criteria should support decisions that are consistent and that maintain high institutional standards.

It would therefore be appropriate that when the activities of a professional graduate program are physically limited to a single campus and there is no associated doctoral program, the Program Director would not have the full responsibilities of a graduate chair, but rather would work within the framework of a multi-program graduate centre that is headed by the Dean or his/her delegate. The Dean would be identified as the Graduate Director, as described in the SGS Constitution (Sections 11 and 12). As such, that person would be responsible for cross-appointment of graduate faculty, assignment of graduate faculty status to status-only, adjunct and visiting professors, enrolment planning, and oversight of program structure and function. As a Graduate Director, the Dean would be included in communication between the School of Graduate Studies and graduate chairs and graduate directors. In addition, such deans would serve on the Council of Graduate Deans.

The multi-program graduate unit that is thereby created would not hold primary, ongoing graduate appointments and therefore would not be responsible for tenure or promotion decisions. Cross-appointments to this type of graduate unit would respect the primary graduate appointment of each faculty member, through consultation with the appropriate graduate unit chair and approval of any appointments to the multi-program graduate unit. The chair responsible for PTR would be informed of the faculty member’s teaching, scholarly and service contributions to the professional masters program. Consistent with the guidelines for the administration of an EDU:B, periodic review of the multi-program graduate centre would occur as a part of the end-of-term review of the Dean.

I look forward to receiving proposals for such multi-program graduate centres, where applicable.
Appendix I, A and B

A. From: University of Toronto 2006/2007 Graduate Calendar

GRADUATE FACULTY (Policy)

Responsibility for directing all elements of graduate teaching and supervision rests with members of the graduate faculty.

Appointments to the graduate faculty are made by the chairs and directors of the graduate units in the School. Appointments are made in one of three categories:

(1) associate member
(2) full member
(3) member emeritus.

Graduate faculty membership permits an instructor to perform specified functions. An associate member may generally be permitted to teach graduate courses, supervise master's theses, assist in the supervision of doctoral theses and serve as a voting member of a final oral examination but not as chair. A full member may perform all duties of an associate member as well as act as major supervisor of a doctoral thesis and chair a final oral examination. A member emeritus may be permitted to chair a final oral examination and carry out one or more of the duties of a full member. Members emeriti may continue to serve as major supervisor of a doctoral or master's thesis but only take on new supervision with the approval of the graduate chair or director.


GRADUATE FACULTY APPOINTMENT GUIDELINES

Effective March 1996, chairs and directors of graduate units were granted the final authority to make appointments to the graduate faculty for their units. Appointments may be made in one of three categories: full member, associate member, or member emeritus.

Full members may act as the sole or major supervisor of a doctoral or master’s thesis, and as a member of thesis committees; serve as chair or voting member of a final oral examination committee, where such examinations are required by SGS, and perform all associated duties; assume responsibility for the setting and marking of comprehensive (general) examinations; teach, set, and mark examinations for a graduate course and give such other graduate direction as may be required.

Associate members shall be permitted to undertake all the duties of a full member but shall not serve as a sole or major supervisor, whether formally or otherwise, of a doctoral student nor act as the chair of a final doctoral oral examination. The graduate chair or director may place further limitations on the graduate activities of an associate member.

Members emeriti shall be permitted to chair a final oral examination and to carry out one or more of the following: serve as a member of a thesis committee and as a voting member of a final oral examination; teach, set, and mark examinations for a graduate course; assume responsibility for setting and marking comprehensive (general) examinations; continue to act as a sole or major supervisor of a doctoral or master’s thesis; take on new master’s or doctoral supervision with the approval of the graduate chair or director.

The chair or director shall remove from the graduate faculty the names of those who, through death, retirement, resignation, or for any other reason, are no longer eligible for the graduate faculty.
Appendix II
From: http://www.provost.utoronto.ca/English/page-6-16160-1.html
Site also includes template letters of offer

PROVOST’S GUIDELINES FOR STATUS-ONLY, ADJUNCT AND VISITING PROFESSOR APPOINTMENTS

I. Introduction
All continuing full-time university salaried academic appointments are governed by the University of Toronto Policy and Procedures on Academic Appointments. Under this policy, continuing full-time academic appointments with budgetary salary commitments are approved by the Vice-President and Provost of the University on the recommendation of the Chair of the relevant Department and the Dean of the Faculty. The PPAA does not preclude non-salaried and non-continuing academic appointments when appropriate to advance the academic mission of the University. However, it is essential to ensure that such appointments are made in a manner that is consistent with the mission of the University, preserves integrity of our standards, and provides appropriate protection for the individual and the University. Any individual who will hold a University of Toronto appointment must be given a letter of offer outlining the privileges and responsibilities that accompany the appointment. Processes must be in place in departments and faculties to ensure that such appointments are made in the appropriate manner and that they are reviewed on a regular basis. These guidelines provide a framework to define the nature of such appointments and the procedures by which these appointments should be made.

II. Status-Only Appointments
Status-only appointments are non-salaried and normally receive no remuneration from the University of Toronto. Such appointments are normally made to allow an individual faculty member to participate more fully in an academic unit’s teaching or research program. Individuals being considered for status-only positions should normally hold full-time employment arrangements with another institution with a job description that is primarily academic (research and teaching) in nature. Most often, status only appointments are granted to employees of affiliated hospitals and research institutions. Clinical faculty represent a special class of status-only faculty as their appointments are governed by the Policy on Clinical Faculty. University of Toronto employed faculty members appointed to other University of Toronto academic units on a non-salaried basis are non-budgetary cross-appointments, and not status-only.

1. Status-only appointments are made under an established divisional appointments procedure. The Dean of the academic unit, following consultation with an appointments committee, can offer status-only appointments of faculty. Appointments are usually annual but may be for longer terms. Appointments may be renewed at the discretion of the Dean.

2. All clinical faculty appointments require the approval of the Dean. For all other status-only appointments, initial appointments above the rank of Assistant Professor must involve decanal approval, and for those at Full rank, approval of the Provost. Where a Dean delegates to a Chair authority to make status-only appointments at the rank of Assistant Professor there should be a procedure for regular reporting and review of appointments at the decanal level.

3. The academic rank of the appointment will correspond with the individual’s academic credentials and expectations of the appointment.

4. Performance should be reviewed annually according to standard procedures in the academic unit.
5. Status-only appointees may be promoted on the recommendation of a properly constituted promotions committee, according to divisional guidelines and the Policy on Promotions (see Section V, Attachment #1), and subsequent review and approval by the Vice-President and Provost.

6. Faculty members of University of Toronto departments who are cross-appointed on a status-only basis may also be recommended for a graduate appointment within the academic unit in accordance with the policies of the School of Graduate Studies. Status-only appointees may be actively involved in the unit’s graduate program through the teaching of graduate courses or supervision of graduate students or by serving on graduate committees.

7. Status-only appointees are eligible to apply for research grants. University departments have the option to administer grants for clinical faculty. Status-only appointees holding research grants administered by the University are bound by University’s policies governing research. Status-only faculty are expected to acknowledge their affiliation with their sponsoring department in all publications and scholarly works resulting from the status-only appointment.

8. Status-only faculty who teach are bound by all University of Toronto policies governing academic conduct.

9. At the time of appointment, status-only appointees should receive written confirmation of appointment, conferring title at appropriate academic rank, adding “Status Only,” stating the duration of the term of the appointment and expectations for contribution to department. The specific duties to be performed by the Status Only Professor should be clearly outlined in a letter of appointment. Any policies governing the duties to be performed by the Status Only Professor should be identified and brought to the attention of the appointee in the letter of offer. A template letter of offer is appended (Attachment #2).

10. The appointing officer must confirm that the institution employing the status-only faculty member permits the appointment and that the institution will allow the faculty member to fulfill academic responsibilities and cooperate with the University on all matters in the University’s jurisdiction.

III. Adjunct Faculty Appointments

Individuals who are employed elsewhere in a position that is not primarily academic in nature, who have special skills or learning of value to a division and who may provide services for which recognition is desirable may be appointed as Adjunct Professors. For example, a candidate might be an employee of an industrial or governmental laboratory or a professional of recognized eminence (e.g., creative writer, visual artist, judge, actuary, urban planner, etc.) who has special qualifications and expertise needed to round out teaching programs or provide masters or doctoral level supervision. This category of appointment is normally reserved for distinguished individuals of exemplary achievement with whom we expect to have an on-going connection.

Academic units are responsible for and should endeavour to make available to its adjunct professors appropriate office space, access to IT and library resources and a departmental email address.

Adjunct Professors may be remunerated for services. Adjunct Professors who are to be offered annual appointments of between .25 FTE and .75 FTE must be appointed as part-time faculty members, under the Policy and Procedures on Part-time Academic Staff (see Section VIII, Attachment #1). For Adjunct Professors who are paid a stipend to teach, see section V. Teaching below and assess whether the CUPE 3902 Unit 3 Collective Agreement may apply.

1. Adjunct appointments are made under an established divisional appointments procedure. The Dean of the academic unit, following consultation with an appointments committee, can offer adjunct
appointments of faculty. Appointments are usually annual but may be for longer terms. Appointments may be renewed at the discretion of the Dean.

2. Adjunct appointments should not normally involve academic rank.

3. Performance should be reviewed annually according to standard procedures in the academic unit.

4. Adjunct appointments do not usually involve full membership in the School of Graduate Studies but may give the recipient the opportunity to teach graduate courses or of co-supervising graduate students. In special circumstances, adjunct faculty may be appointed to Graduate Departments in accordance with the policies of the School of Graduate Studies. For example, adjunct faculty may provide graduate supervision at a remote location.

5. Adjunct appointees will not normally be the principal investigator on research funds administered by the University, but may be a co-investigator on a grant held by a full-time or status-only faculty member at the University of Toronto.

6. Adjunct faculty who teach or engage in research are bound by all University of Toronto policies governing academic conduct. Adjunct faculty are expected to acknowledge their affiliation with their sponsoring department in all publications and scholarly works resulting from the adjunct appointment.

7. Appointees should receive written confirmation of their adjunct appointment, conferring title of “Adjunct Professor,” stating the duration of the term of the appointment and expectations for contribution to department. The specific duties to be performed by the Adjunct Professor should be clearly outlined in a letter of appointment. Any policies governing the duties to be performed by the Adjunct Professor should be identified and brought to the attention of the appointee in the letter of offer. A template letter of offer is appended (Attachments #2)

IV. Visiting Professors

Faculty from other universities and research institutes who hold continuing appointments in their home institutions may be appointed to a department or Faculty as a Visiting Professor. Academic units are responsible for and should endeavour to make available to its visiting professors appropriate office space, access to IT and library resources and a departmental e-mail address. In exchange, the visiting professor will be expected to contribute to the research and teaching activities of the academic unit.

Visiting Professors may or may not receive honoraria and expenses. Visiting Professors who are to be offered annual appointments of between .25 FTE and .75 FTE must be appointed as part-time faculty members, under the Policy and Procedures on Part-time Academic Staff (see Section VIII, Attachment #1). Visiting Professors who are to be offered full-time salaried appointments will be appointed under the Policy and Procedures governing Contractually Limited Term Appointments (see Section VIII, Attachment #7).

1. Visiting Professor appointments will be approved by the division head following consultation with an appointments committee, and normally will be for no more than one year. Appointments for longer than one year require the approval of the Vice-President and Provost.

2. Visiting appointments do not automatically carry membership in the School of Graduate Studies and do not give the recipient the rights or privileges of teaching graduate courses or of supervising graduate students. Visiting faculty may be appointed to Graduate Departments in accordance with the policies of the School of Graduate Studies.

3. Visiting Professors are not normally eligible to apply for research grants.
4. The term of appointment and the specific duties to be performed by the Visiting Professor should be clearly outlined in a letter of appointment. Any policies governing the duties to be performed by the Visiting Professor should be identified and brought to the attention of the appointee in the letter of offer. A template letter of offer is appended (Attachment #3).

V. Teaching

CUPE 3902 Unit 3 represents instructors who teach credit courses for the University of Toronto on contracts of less than one year. Status-only Professors, Visiting Professors, clinical lecturers in Medicine, Nursing, Dentistry and Pharmacy and persons employed in the Faculties of Architecture, Engineering and Law who are licensed to practice their profession in the Province of Ontario where the assignment requires that they be so licensed are excluded from the bargaining unit. (2) All other faculty who teach credit courses on contracts of less than twelve months will be covered by the CUPE 3902 Unit 3 Collective Agreement (see Section VIII, Attachment #4).

(1) Clinical faculty are members of the teaching staff of a clinical department in the Faculty of Medicine who are licensed physicians with a staff appointment at a fully affiliated institution.

(2) For a complete list of exclusions, please Article 2 of the CUPE 3902 Unit 3 Collective Agreement