March 9, 2010

NOTICE OF MEETING

Graduate Education Council

To: Members of Graduate Education Council
From: Jane Alderdice, Secretary, Graduate Education Council

This is your notice of the Graduate Education Council meeting on Tuesday, March 16, 2010, in the Council Chamber of the Galbraith Building (Room 202, 35 St. George Street).

If you have any questions or comments about the attached agenda, or wish to send regrets, contact Mr. Anil Purandaré, SGS Governance Officer, at 416 946-3427 or sgs.governanceofficer@utoronto.ca. If you would like to discuss any aspect of Council business, I would be pleased to hear from you at jane.alderdice@utoronto.ca.

[SIGNED]
AGENDA
Graduate Education Council

Tuesday, March 16, 2010
3:10 PM - 6:00 PM
The Council Chamber, Galbraith Building
Room 202, 35 St. George Street

Refreshments will be served

Regrets only to Anil Purandaré, SGS Governance Officer: 416-946-3427 or sgs.governanceofficer@utoronto.ca

1 Minutes of the Graduate Education Council Meetings of January 19, 2010 and February 23, 2010 (Documentation attached)

2 Business Arising from the Minutes

3 Dean’s Remarks

4 Report of the Vice-Dean, Programs

5 Report of the Vice-Dean, Students

6 Graduate Policy and Regulation: new and revised wording (Documentation attached)

7 New Program Options: Counselling Psychology, MA (new part-time option) and PhD (new flexible-delivery option) (Documentation attached)

8 Admission Requirement Changes: Environmental Science, MEnvSc (Documentation attached)

9 Program Requirement Changes: (Documentation attached)

  9.1 Clinical Biomedical Engineering, MHSc
  9.2 Music, MA (musicology and ethnomusicology fields)
  9.3 Physiology, MSc, PhD

10 Other Business
The meeting was called to order at 3:10 p.m.

**MOTION (duly moved and seconded)**

 THAT the Graduate Education Council meeting of **January 19, 2010** will adjourn no later than 5:00 p.m.

The motion was **CARRIED**.

**Approval of the Agenda of the Graduate Education Council Meeting of January 19, 2010**

Dean Brian Corman asked for an amendment to the agenda withdrawing item 12.2 (a proposal to change program requirements of the Music (PhD) program), and moving item 12.1 (a proposal for program requirement changes to the Health Informatics (MHI) program) to be considered before item 10.

**MOTION (duly moved and seconded)**

 THAT the agenda of the Graduate Education Council meeting of **January 19, 2010** be approved with item 12.2 withdrawn.

The motion was **CARRIED**.

1 **Minutes of the Graduate Education Council Meeting of November 17, 2009**

The minutes of the **November 17, 2009** meeting were distributed with the agenda.

**MOTION (duly moved and seconded)**

 THAT the minutes of the Graduate Education Council meeting of November 17, 2009 be approved.

The motion was **CARRIED**.

2 **Business Arising from the Minutes**

2.1 **Subsequent Considerations of GEC-approved items**

**Master of Science in Applied Computing (MScAC) (new program)**

The proposed Master of Science in Applied Computing (MScAC) program, approved by GEC on May 19, 2009, has been approved by the Academic Policy and Programs Committee of Academic Board (AP&P) on September 15, by the Planning and Budget Committee of Academic Board (P&B) on October 28, and by Academic Board on November 12, 2009. It received final University approval from Governing Council on December 10, 2009. OCGS approval is still pending.
Master of Engineering in Telecommunications (MEngTel) (program closure)

The closure of the Master of Engineering in Telecommunications (MEngTel) program, approved by GEC on May 19, 2009, has been approved by AP&P on September 15, 2009, by P&B on October 28, 2009, and by Academic Board on November 12, 2009. The proposal was approved by Governing Council on December 10, 2009; this constitutes final approval.

Master of Nursing (MN), Nurse Practitioner (NP) Field, Graduate Diploma in Anesthesia Care (GDipNPAC)

The proposal for a graduate diploma program in Anesthesia Care, to be offered in two forms, one concurrent with the MN (NP field), and the other a post MN (NP field) diploma was approved at GEC on November 17, 2009. Approvals from AP&P, P&B, Academic Board, Governing Council and OCGS are still pending.

Public Health Sciences program, Master of Health Science (MHSc) degree name change to Master of Public Health (MPH)

Final approval for changing the name of the Master of Health Science (MHSc) degree in the Public Health Sciences program to Master of Public Health (MPH) was reported to GEC at the November 17, 2009 meeting. At the request of the Dalla Lana School of Public Health and the Faculty of Medicine, the effective date of the proposal has since been changed from September 1, 2009 to June 1, 2009. This enables students who were conferred the MHSc in summer 2009 to instead receive the MPH, if they so choose.

3 Dean’s Remarks

3.1 OCGS Update

Dean Corman reported to Council that the OCGS transition is continuing. It is thought that the quality assurance framework will be approved in early February. Due to the delay in that approval, new program approvals will be going to OCGS for one additional year through the 2010-11 academic year. Periodic reviews will still finish this year. Details of the framework are still awaited.

3.2 SGS Constitution

SGS is working to bring its Constitution up to date and to align it with changes elsewhere in the University. The work is nearly complete; still to be finished are portions relating to quality assurance. Rather than update the Constitution piecemeal, SGS will wait until all changes can be presented in a single package; most likely later this academic year.

3.3 Time Period for Retention of Examinations and other Graded Student Work [SGS Memo #005, Dec. 9, 2009]

To comply with FIPPA regulations, graduate units need to retain examinations and other graded student work for a minimum of one year.

3.4 Connaught International Scholarships for Doctoral Students [SGS Memo #006, Jan. 5, 2010]

There is a new Connaught International Scholarship, which will provide seven to ten new scholarships for the best new international students in the 2010-11 academic year. Graduate units already have the details for the competition. This is a very welcome development.
3.5 Accessibility for Ontarians with Disabilities Act (AODA)  
On January 1, 2010, the public sector was expected to have met the first stage of compliance with the AODA. This stage consists of new customer service standards. Graduate units have been informed and everyone is expected to be compliant. If units have any questions with respect to how the Act affects graduate studies, SGS can offer some assistance.

3.6 Winter General Meeting for Graduate Staff Administrators (Feb. 4)  
The winter General Meeting for Graduate Administrators will be held on Thursday February 4, 2010, from 2:00-4:00 in the Galbraith Council Chamber. This is an opportunity for graduate administrative staff to learn more about recent changes in graduate policy and procedures. Representatives from across the School of Graduate Studies will provide updates as well as address questions. A guest speaker from the University of Toronto Archives will speak about best practices, current issues and other useful resources to assist in records management and maintaining the official student record.

3.7 SGS Annual Report on Registration Statistics  
Heather Kelly, the SGS Director of Student Services, will present a report on SGS registration statistics for 2009-10 under item 14.2, at the end of the meeting.

3.8 China Scholarship Council  
The University has completed a Memorandum of Understanding with the China Scholarship Council (CSC) which sets out the provision for CSC support of students who wish to do graduate and post-graduate work at the University – another welcome development.

4 Report of the Vice-Dean, Programs

4.1 Annual Collaborative Program Workshop  
Vice-Dean Liz Smyth announced that the annual Collaborative Program Workshop will take place January 21, 2010 from 1:00 to 3:00 p.m., in the Council Chamber of the Galbraith Building. Both admin staff and academic staff are invited and attendees are encouraged to bring questions. All GEC members are welcome to attend.

4.2 Graduate Faculty Member Guidelines  
SGS is preparing a numbered memo on Graduate Faculty Member Guidelines, to assist graduate chairs in making appointments. These guidelines are related to the previously-mentioned Constitution revisions. The memo should be ready before the end of the academic year.

5 Report of the Vice-Dean, Students  
Vice-Dean Berry Smith had no report.

6 New Degree Program: Environmental Science, PhD  
The proposal was approved by the University of Toronto Scarborough (UTSC) Academic Committee on November 17, 2009, the UTSC Executive Committee on December 8, 2009, and the Faculty of Arts and Science Three-Campus Graduate Curriculum Committee (3CGC) on December 15, 2009. If approved by GEC, the proposal will be brought to the Academic Policy and Programs Committee, the Planning and Budget Committee, and the Academic Board of Governing Council and to Governing Council for final University of Toronto approval. The proposal will be submitted to OCGS for a standard appraisal. The Dean called on Vice-Dean Smyth to present the motion.
MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the University of Toronto Scarborough for a graduate program leading to a Doctor of Philosophy (PhD) degree in Environmental Science, effective September 2010.

Professor Bill Gough of UTSC noted the updated version on the salmon-coloured sheet circulated before the meeting. Changes were made to the document after comments made at the 3CGC meeting in order to reflect correct counting. A course no longer offered was deleted.

The Dean asked if there was any discussion.

A member noted that at least one of these courses is offered simultaneously with fourth year students. He asked if the OCGS restrictions on the number of courses that are joint graduate/undergraduate applies in this instance. The Dean explained that the regulations allow for no more than one third of the courses in a student’s program to be composed of joint undergraduate/graduate courses. Professor Gough assured Council that care had been taken to comply with the OCGS regulation. A member noted that graduate students in joint undergraduate/graduate courses are graded according to the graduate grading scheme. The Dean called the question.

The motion was CARRIED.

Vice-Dean Smyth congratulated UTSC on this historic development.

7 New Collaborative Programs:

7.1 Developmental Biology (adding the master’s level to the existing program)
The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on December 10, 2009. GEC approval is the final University of Toronto approval. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The proposal will be submitted to OCGS for appraisal and approval. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Medicine to add the master’s level to the existing Collaborative doctoral program in Developmental Biology, housed within SGS Division IV for administrative purposes, and with the Faculty of Medicine as the program’s lead Faculty, effective May 2010.

Professors Helen McNeill and Cindy Todoroff were present to speak to Council and answer questions. Dean Corman invited discussion. Seeing none, he called the question.

The motion was CARRIED.

7.2 Educational Policy, master’s and doctoral levels
The proposal was approved by the Ontario Institute for Studies in Education (OISE) Faculty Council on December 16, 2009. GEC approval is the final University of Toronto approval. It will be included in in SGS’s annual report to the Academic Policy and Programs Committee of Academic Board.
The proposal will be submitted to OCGS for approval. The Dean called on Vice-Dean Smyth to present
the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education (OISE) for a new graduate Collaborative master’s and doctoral program in Educational Policy, to be housed within SGS Division II for administrative purposes, and with OISE as the program’s lead Faculty, effective September 2010.

Professors Lana Stermac and Nina Bascia were present to speak to the proposal and answer questions. Professor Bascia introduced the proposal by describing it as an exciting program development for OISE. OISE is very enthusiastic about it.

Dean Corman asked for members comments or questions. Seeing none, he called the question.

The motion was **CARRIED**.

**8 Closure of Collaborative Program: Developmental Science, master’s and doctoral levels**

The proposal was approved by the OISE Faculty Council on December 16, 2009. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. It will also be sent to OCGS for information. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education (OISE) to cease admissions to the Collaborative master’s and doctoral program in Developmental Science, effective immediately, and to close the program when there are no more students registered.

Professor Earl Woodruff was present to answer questions. There was no discussion.

The motion was **CARRIED**.

**9 Program Name Change: from Clinical Biomedical Engineering, MHSc, to Clinical Engineering, MHSc**

The proposal was approved by the Engineering Graduate Education and Research Committee on December 7, 2009. GEC approval is the final University of Toronto approval. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The proposal will be submitted to OCGS for approval. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Applied Science and Engineering to change the name of the Clinical Biomedical Engineering program to Clinical Engineering, leaving the degree name, Master of Health Science (MHSc), unchanged. This change is effective September 2010.
Ms. Paulina Staszuk, the Program Coordinator for the Clinical Biomedical Engineering Program, was present to answer questions. There was no discussion.

The motion was **CARRIED**.

10 **New Hood: Health Informatics, MHI**

The Department Chair has approved the design. It is the responsibility of Graduate Education Council (GEC) to receive and approve proposed hood designs. With GEC approval, the proposal will be presented to the Ceremonials Committee of Academic Board for final approval. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Medicine for a new hood for the Master of Health Informatics, (MHI) offered by the Health Informatics program.

Professor Rhonda Cockerill was present to answer questions. One member expressed his continuing regret about the ongoing lack of metric measurement in these hoods. The question was called.

The motion was **CARRIED**.

11 **Admission and Program Requirement Changes: Sociology in Education, MA, MEd, EdD, PhD**

The proposal was approved by the OISE Faculty Council on December 16, 2009. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.

The Dean called on Vice-Dean Smyth to present the motions. Vice-Dean Smyth asked Council to consider both motions together; no objections were raised.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to change the **admission requirements** of the MA, MEd, EdD and PhD in Sociology in Education program as follows:

- For all degrees, note that students are admitted under the general regulations of the School of Graduate Studies.
- For the MA, change the undergraduate standing required from B+ or better in the final year to mid-B or better in the final year.
- For the MEd, remove the requirement that the appropriate four-year University of Toronto degree or its equivalent from a recognized university be in sociology or a relevant discipline.
- For the PhD, students who are admitted without sufficient previous study in sociology or a cognate discipline may be required to take a longer program; change this so that such students may be required to take additional courses.
- Make these changes effective September 2009.
MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to change the program requirements of the MA, MEd, EdD and PhD in Sociology in Education program as follows:

- For all degrees, change the note regarding students registered in a collaborative program as follows: students who are registered in a collaborative program may apply to have their Sociology in Education course requirement reduced by 0.5 FCE; students must consult with their faculty advisor before enrolling in any out-of-department course for which they wish to receive credit.
- For the MA, require students to take 3.0 FCEs rather than noting that they normally take 3.0 FCEs.
- For the EdD, require students to take 4.0 FCEs rather than noting that they normally take 3.0 FCEs;
- For the PhD (both full-time and flexible time options):
  - require students to take 3.0 FCEs rather than noting that they normally take 3.0 FCEs;
  - remove the option of students being permitted to take the equivalent of 1.0 FCE at another recognized graduate institution with prior approval of their faculty advisor and the Registrar’s Office;
  - add a statement that students must submit a thesis and defend it at a final oral examination. The thesis must embody the results of original investigation conducted by the student under the direction of an OISE thesis committee. The thesis must constitute a significant contribution to the knowledge of the field of study. The student must have an approved thesis topic, supervisor, and an approved thesis committee by the end of the third year of registration, and must have completed all other program requirements.
- Make these changes effective September 2009.

No Department representative was available to answer questions. Professor Lana Stermac, Associate Dean, Research and Graduate Studies, OISE, explained that these changes reflect existing practice and that the proposal is to bring the SGS Calendar in line with that practice. A member referred to the third point in the first section [admissions requirements] regarding the removal of the requirement for an appropriate degree; he wondered about the rationale since the requirement seems so broad already. Another member asked what would happen if the changes are not approved. The Dean suggested that, if the Council did nothing today, current students would be treated as exceptional cases. In response to a question about the original rationale for the proposal, the Dean said that from the SGS perspective, these are discrepancies that were encountered when SGS reviewed the Calendar with respect to what had been approved through governance. Another member asked if admission standards have dropped. Professor Stermac said that admissions were all well within the guidelines. The Dean called the question.

The two motions were CARRIED.

12 Program Requirement Changes:

12.1 Health Informatics, MHI
[This item was considered after #10 on the agenda.]
The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on December 15, 2009. GEC approval is final. It will be sent for information to the Academic Policy and
Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

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

**THAT** Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the Master of Health Informatics (MHI) by increasing the number of required courses from 6.5 to 7.5 FCE and reducing the number of required elective courses from 1.5 to 0.5 FCE, leaving the overall number of required courses unchanged at 10.0 FCE (which includes a 2.0 FCE Practicum), effective September 2009.

Professor Rhonda Cockerill was present to answer questions. There was no discussion.

The motion was **CARRIED**.

**12.2 Music, PhD**

[The item was withdrawn from the agenda.]

**12.3 Nursing Science, PhD**

The proposal was approved by the Faculty’s Graduate Faculty Committee on December 5, 2007. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

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

**THAT** Graduate Education Council approve the proposal of the Lawrence S. Bloomberg Faculty of Nursing to change the program requirements of the Doctor of Philosophy (PhD) in Nursing Science program by replacing the requirement to take the course NUR 1080H *(Theoretical Perspectives in Nursing Science)* with a requirement to take one of the following three courses: NUR 1085H *(Topics in Critical Perspectives in Health and Health Care)*, NUR 1086H *(Special Topics in Nursing/ Health Services Research Methods)*, or NUR 1087H *(Foundations of Clinical Research)*. This does not change the overall number of courses required. The change will be effective January 2010.

Professor Elizabeth Peter was present to answer questions. She noted that the proposal arose from an OCGS review. There were no questions.

The motion was **CARRIED**.

**12.4 School and Clinical Child Psychology, MA, PhD**

The proposals were approved by the OISE Faculty Council on December 16, 2009. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.

The Dean called on Vice-Dean Smyth to present the motions. Vice-Dean Smyth asked Council to consider both motions together; no objections were raised.
MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to change the program requirements of the Master of Arts (MA) and Doctor of Philosophy (PhD) in School and Clinical Child Psychology program as follows:

- For the MA, allow students who have 1.0 FCE in Cognitive/Affective Bases of Behaviour at the undergraduate level approved by the program to substitute an elective course instead of the required 0.5 FCE in Cognitive/Affective Bases of Behaviour.
- For the PhD, allow students who have 1.0 FCE in Social Bases of Behaviour at the undergraduate level approved by the program to substitute an elective course instead of the required 0.5 FCE in Social Bases of Behaviour. Also allow students who have 1.0 FCE in Biological Bases of Behaviour at the undergraduate level approved by the program to substitute an elective course instead of the required 0.5 FCE in Biological Bases of Behaviour.
- Make the changes effective September 2010.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to change the program requirements of the Doctor of Philosophy (PhD) in School and Clinical Child Psychology program by increasing the overall required number of FCEs from 5.0 to 5.5, effective January 2010.

Professor Earl Woodruff explained that the program is changing from the American Psychological Association accreditation requirements to those of the Canadian Psychological Association. The Department added .5 FCE because the workload was considered too heavy for the existing course. A member wondered why the department would add .5 FCE if 5.0 FCEs was enough for the degree. Professor Woodruff said that the course for clinicians involves a tremendous amount of report writing which requires careful work. The course places heavy requirements on the faculty. It had been offered as two half courses before and is currently one half course. Students found the work too much for a half course; therefore it is now being recognized as a full course.

A member asked why the department would not give the students the option to take a half credit. Professor Woodruff said that the full load is a requirement. A member asked if students still have to take the other 5.0 FCEs. Professor Woodruff said that students are taking exactly the same program but now the department and Calendar were acknowledging that program is really 5.5 FCE.

A member asked if students would have to pay more. The Dean noted that students would not pay more, as students pay program fees, not course fees. Another member asked if there were implications for the time available for research, noting that this is one of those challenging programs with clinical training and research training that cannot be separated. Professor Woodruff said that the proposal is not adding new work, but more accurately accounting for existing work. Students will continue to do the same amount of work as they currently do.

Seeing no further questions, the Dean called the question.

The two motions were CARRIED.
13 Other Business

Student representative for Graduate House Governing Body.

The Dean reported that Graduate House Governing Body was looking for a student representative and expressed his hope that a student member of GEC would volunteer.

Change of Date for the February GEC Meeting

The Dean reminded members that the next meeting of GEC will be February 23, 2010. This was changed to avoid a meeting during Reading Week. A notice was previously sent to all members.

14 For Information:

14.1 Admissions and Programs Committee Annual Report 2008-09

The Dean highlighted the report that had been distributed with the agenda. In 2008-2009, the Admissions and Programs Committee dealt with a total of 787 cases. This represents an increase of 30% from the previous year. This period saw an increase in activity in all four divisions. In this report, for the first time, SGS has included data on applicants with Bologna-compliant degrees and Canadian applied college bachelor’s degrees. Five applicants had Bologna degrees and all five were approved. There were six applicants with Canadian applied college bachelor’s degrees, of which five were approved and one was refused. In 2008–2009, SGS approved 93% of non-standard admission cases and refused 7%. The refusal rate decreased this year compared to last year. As with admissions, SGS increased the rate of approved program cases over the past several years. SGS approved 98.5% non-standard program cases and 1.5% were refused. The Dean asked if there were any questions or comments.

A member asked why Division II is so disproportionately represented in non-standard admission cases. Vice-Dean Smith explained that Division II (the Social Sciences) is the largest division and it is complicated. He noted a lessening of cases that have been rejected. This change reflects the good job units are doing in processing and decision-making. It is reflective of a change from the practice of years ago; now the SGS Student Service Officers and the Vice-Dean, Students work through a smooth set of established processes. It is an improvement all round.

14.2 Registration Statistics Annual Report 2009-10

Heather Kelly presented the report, which is based on a “snapshot” of November count data, and hoped members would find the general trends to be of interest.

In response to the invitation for questions or comments, a member noted that there was an increase in postdoctoral fellows from last year. Dr. Kelly suggested that that the increase may be accounted for by better tracking processes in SGS offices.

Another member noted that with the increasing the number of students being admitted, the University is not increasing faculty or space, and Tri-Council Agency grants are not keeping up with the increase. Dr. Kelly said that SGS has been very proactive in lobbying for funding in Ontario and federally. The Dean agreed, noting that SGS is painfully aware of the lack of support for our additional students. This is an ongoing concern for everyone, and we keep working at it. A member agreed as well, saying that in her department, there was a great deal of pressure regarding more people demanding more from the same pool of resources.

Another member asked if the numbers will continue to increase, plateau or decrease. Dr. Kelly said that SGS can only answer in part. Faculties are largely responsible for enrolment management. Members may be aware of news this week that we are seeing dramatic increases at the undergraduate level, and that we can expect to see more applications to graduate school in future. The Dean reminded
members that the “2030” document sees an increase in graduate students as preferable. He said that our ability to realize the vision in that document will depend on factors outside the control of the University. There will be continued growth in the graduate sector of the University. A member said that his department recognizes the great lobby efforts by SGS, but feels tension over space, support, and teaching assistantship availability. It is not just financial resources that are constraining, but physical resources as well. The Dean agreed, and added that most of these points are related to the funding issues. Most could be solved with decent funding such as improved research support from the federal government, etc. A member asked if there is any relationship between applications, and unemployment, the recession, and other economic factors. Dr. Kelly said it is difficult to know what motivates applicants to apply, but it is likely that the current economic situation has prompted at least some of those applicants to apply, especially for professional master’s degrees. SGS does not survey admitted students to determine why they applied. Dean Corman thanked Dr. Kelly for her annual report and all the work that goes into producing it.

14.3 Adjournment
The meeting adjourned at 4:10 pm.
Appendix to the Minutes

UNIVERSITY OF TORONTO
Record of Attendance
GRADUATE EDUCATION COUNCIL
January 19, 2010

Present (Voting & Non-voting Members)

Corman, Brian (Chair)
Bina, Bardia
Bondy, Susan
Campbell, Elizabeth
Campbell, Malcolm
Capotorto, Arianna
Choi, Diana
Damaren, Chris
Daniere, Amrita
Grenier, Jason
Julian, Stephen
Keil, Charlie
Klinger, Christopher
Knight, Keith
Litvack, Andrea
Papangelakis, Vladimiros
Piccin, David
Pirraglia, Daniela
Radmacher, Kimberley
Roach, Lisa
Smith, Berry
Smyth, Liz
St-Amour, Michelle
Stermac, Lana
Stiles, David
Tannock, Rosemary
Wong, Bernard

In Attendance (Guests & SGS Staff)

Bascia, Nina
Cockerill, Rhonda
Francisco, Jennifer
Godwin, Michael
Gough, Bill
Hurlihey, Victoria
McNeill, Helen
Peter, Elizabeth
Rutchinski, Steve
Staszuk, Paulina
Todoroff, Cindy
Woodruff, Earl

Absent

Gopaul, Bryan
Keith, Alison
Liu, Hugh
McKenzie, Christine
Wilson, Adele

Alderdice, Jane (Secretary to Council)
Purandaré, Anil (Assistant to Secretary)
The meeting was called to order at 3:10 p.m. Dean Brian Corman welcomed all members and visitors.

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

**THAT** the Graduate Education Council meeting of February 23, 2010 will adjourn no later than 5:00 p.m.

The motion was **CARRIED**.

**Approval of the Agenda of the Graduate Education Meeting of February 23, 2010**

The Dean asked for some changes to the agenda to accommodate invitee schedules, moving the following items so they would be considered immediately after item 6:

9.1 (Book History and Print Culture collaborative program),
9.2 (PhD in Chemistry program), and
9.3 (PhD in English program).

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

**THAT** the agenda of the Graduate Education Council meeting of February 23, 2010 be approved as amended.

The motion was **CARRIED**.

1 **Minutes of the Graduate Education Council Meeting of January 19, 2010**

The minutes of the January 19, 2010 meeting were distributed electronically shortly before the meeting; hard copies were available at the meeting. The Dean suggested deferring approval of the minutes until the next meeting.

**MOTION**

**THAT** the minutes of the Graduate Education Council meeting of January 19, 2010 be approved.

The motion was **DEFERRED**.

2 **Business Arising from the Minutes**

2.1 **Subsequent Considerations of GEC-approved items**

**Master of Science in Applied Computing (MScAC) (new degree program)**

The new Master of Science in Applied Computing (MScAC) program was approved by GEC on May 19, 2009, by the Committee on Academic Policy and Programs of Academic Board (AP&P) on September 15, 2009), by the Planning and Budget Committee of Academic Board (P&B) on October 28,
2009, and by Academic Board on November 12, 2009. Final University approval came from Governing Council on December 10, 2009. OCGS approval is expected soon.]

**Nursing Science (nurse practitioner field), Anesthesia Care, Master of Nursing Concurrent Diploma (GDipNPAC) and Post-Master of Nursing Diploma (GDipNPAC) (new graduate diploma programs)**

The proposal for two new graduate diplomas in Anesthesia Care (one concurrent with the Master of Nursing (Nurse Practitioner Field), and the other a post Master of Nursing (Nurse Practitioner Field) diploma, was approved by GEC on November 17, 2009, and by AP&P on January 12, 2010. Approvals by P&B and Academic Board and final approvals from Governing Council and OCGS are all pending.

**Environmental Science, PhD (new degree program)**

The new Environmental Science PhD program was approved by GEC on January 19, 2010. Approvals by AP&P, P&B, and Academic Board, and final approvals by Governing Council and OCGS are all pending.

**Developmental Biology (collaborative program), adding the master's level to existing doctoral-level program**

GEC gave the final University approval at the January 19, 2010 meeting. OCGS approval is still pending.

**Educational Policy (new collaborative program), master's and doctoral levels**

GEC gave the final University approval at the January 19, 2010 meeting. OCGS approval is still pending.

**Clinical Biomedical Engineering, MHSc, name change to Clinical Engineering, MHSc**

GEC gave the final University approval at the January 19, 2010 meeting. OCGS approval is still pending.

3  Dean’s Remarks

3.1  Professional and Graduate Student Survey

The Professional and Graduate Student Survey is underway; all students should have received a letter asking them to participate. Response has not been great as yet; the Dean asked everyone to urge all graduate students to participate in the survey. A higher participation rate would yield a more valid result.

3.2  OCGS and Quality Assurance Framework Update

As mentioned in the last meeting, OCGS will continue new program assessments for one additional year. The Quality Assurance Framework (QAF) was approved last week by the Ontario Council of Academic Vice-Presidents (OCAV) with a few amendments. That document, as amended, has been circulated to all Faculties. It will be circulating soon to everyone. The University has a Task Force working on the institutional quality assurance program that must be submitted to the new Quality Assurance Board (QAB); a draft institutional plan is expected by the end of March. Executive Heads at each institution should be approving the recommendation of their academic vice-presidents tomorrow. That would be the final approval stage, following which the QAF would see full circulation. It is a great relief to see the remaining difficulties with the QAF resolved.
3.3 **SGS Sessional Dates (SGS Memo 2009-10 #007, posted Jan. 20, 2010)**

The Dean reminded everyone about this memo, posted for information.

3.4 **SGS Constitution and Calendar regulations**

Reviews of the SGS Constitution and Calendar regulations are active at the moment. These will be coming to GEC in the next few months. The updated Constitution and regulations will reflect the new reality of SGS and provide everyone with a more accurate, more reader-friendly calendar.

4 **Report of the Vice-Dean, Programs**

Vice-Dean Liz Smyth thanked everyone who had helped formulating the new graduate faculty appointment process, which she hoped to have in place for the next academic year.

The next joint meeting of the Committee on Student Matters (CSM) and Committee on Program Matters (CPM) will consider Accessibility for Ontarians with Disabilities Act (AODA) issues; a report will be made to GEC.

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

Vice-Dean Berry Smith made no report.

6 **New Combined Program: Law and Global Affairs, JD/MGA**

The proposal was approved by the Faculty of Arts and Science Three-Campus Graduate Curriculum Committee (3CGC) on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Faculty of Arts and Science and Faculty of Law for a combined program in Law and Global Affairs (JD/MGA), leading to the degrees of Juris Doctor (JD) and Master of Global Affairs (MGA), effective September 1, 2010.

Professors Steven Bernstein (MGA) and Sara Faherty (Law) were available to speak to the item.

A member wondered if the University still had a hold in place on proposals for combined programs. He also asked why this proposal was not made as a concurrent registration option. The Dean informed Council that the Provost had removed the hold on combined programs after the concurrent registration framework alternative had been developed. A member noted that Law already has combined programs with several graduate programs. Professor Bernstein said that the Faculty of Law prefers the combined program model and this was why it had been chosen.

As no further discussion arose, the Dean called the question.

The motion was **CARRIED**.

7 **New Program Options:**

7.1 **Music, PhD (music education field, adding a flexible-time option)**

The proposal was approved by the Faculty of Music Council on November 17, 2009. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.
MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Music to introduce a flexible-time option to the PhD in Music program (music education field) All requirements for the degree must be completed satisfactorily within eight years from the date of the student’s first enrolment. This new option is effective May 1, 2010.

Professor Gillian MacKay was available to speak to the item.

A member asked if a residency was required. Professor MacKay answered that the option was flexible-time in its entirety. In response to a question from another member Professor MacKay answered that the program had never had a part-time or flexible-time option before.

A member asked if others besides working professionals could apply. The Dean answered that this would be against SGS regulations. Another member asked how this could be enforced, to which Vice-Dean Smith replied that this would be done as part of the admissions process. If a person is unemployed, the graduate unit would have to make a case before the Admissions and Programs Committee since that person would not fit the definition of those eligible; such requests were usually but not always refused. A student’s professional work and academic studies are supposed to inform each other intellectually in flexible-time program options.

A member asked how fees were structured in the flexible-time program option. Heather Kelly, SGS Director of Student Services, answered that students would pay full-time fees for the first four years and part-time fees thereafter; the time limit for completion of the degree would be eight years.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

7.2 Public Health, MPH (community nutrition field, adding an advanced standing option)

The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on January 28, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to introduce an advanced standing option to the Master of Public Health (MPH) in Public Health Sciences program (community nutrition field) with a core program of 5.0 FCE. This new option is effective May 1, 2010.

Ms. Melanie Morris, Assistant Program Director was available to speak to the item.

A member noted that the motion sheet said the proposal was approved by GEC. The Dean explained that this was a typographical error and the motion sheet should read the proposal was “to be approved” by GEC.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

8 Admission Requirement Changes:
8.1 Drama, PhD (direct-entry option)

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the admission requirements for the five-year (“direct-entry”) option of the PhD in Drama program. The change will remove the requirement that candidates apply to the MA and write a letter asking to be considered for direct-entry to the PhD, and will replace it with a notice that students not qualified for “direct-entry” to the PhD will be considered for the MA, effective September 2010.

Professor Stephen Johnson was available to speak to the item. Seeing no discussion, the Dean called the question.

The motion was **CARRIED**.

8.2 Environmental Science, MEnvSc

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the admission requirements of the MEnvSc in the Environmental Science program by specifying that the applicant’s background should contain chemistry, physics, calculus and biology and noting that those with small deficiencies in these will be considered. The change is effective September 1, 2010.

Professor Jing Chen and Mr. Pavel Pripa were available to speak to the item and answer questions, if any. Professor Chen explained that the proposal implements a small change to the admission requirements to the graduate professional environmental science program at UTSC. The change makes explicit a requirement of two half-courses in chemistry, calculus, physics, or biology. This is to ensure students have adequate preparation for the program.

A member asked what was meant by “small deficiency”; that is, whether it meant that an applicant had not taken one of those courses or that they were weak in that area. Professor Chen answered that applicants ought to take these courses but that the wording was an attempt not to discourage borderline applicants. Mr. Pripa added that students would be considered if they did not have the courses in their background.

A member speculated that, if GEC members were confused about this, applicants surely would be. The Dean asked if anything would be lost by deleting the sentence, “Students with small deficiencies in these basic science courses will be considered.” A member noted that this would remove the nuance that applicants would be considered if they did not meet the requirements.

A member asked whether applicants would be required to have one half-course in each subject or overall. Professor Chen replied that the requirement was for only two half-courses in these subjects.
A member said there appeared to a contradiction between the two last sentences of the Calendar bullet in question. The first sentence made it appear that students with a deficiency would be considered for admission, while the second made it appear that such students might be required to take additional courses in order to be eligible.

The Dean expressed his opinion that this was a proposal which seemed straightforward but was not very clearly stated; the wording should be kind and welcoming, but it ought not to be confusing. He added that, since GEC would meet again in three weeks, it might be advisable to ask Professor Donald Cormack, in conjunction with 3CGC or other representatives, to fine-tune the wording and get it exactly right for the March GEC meeting. Vice-Dean Smyth agreed to withdraw the motion. A member added that the smallness of the deficiency should also be more clearly specified.

No further discussion arose.

The motion was WITHDRAWN.

8.3 Health Policy, Management & Evaluation, PhD (clinical epidemiology & health care research field)

The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on January 28, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the admission requirements of the PhD in Health Policy, Management and Evaluation program (clinical epidemiology and health care research field) by requiring applicants to have a degree in a health profession (for example, MD, BScN, BScOT, BScPT, DDM, MScN, etc.), effective September 1, 2010.

Professor Rhonda Cockerill was available to speak to the item. Professor Cockerill told GEC that this proposal is a change to clarify existing departmental practices for the Calendar. She also requested, on behalf of the department, that the words “or equivalent” be used after the list of example degrees instead of “etc.”, as this would capture other similar degrees. Vice-Dean Smyth accepted this as a friendly amendment to the motion and noted that the Calendar entry would be similarly revised; she read the revised motion.

REVISED MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the admission requirements of the PhD in Health Policy, Management and Evaluation program (clinical epidemiology and health care research field) by requiring applicants to have a degree in a health profession (for example, MD, BScN, BScOT, BScPT, DDM, MScN, etc. or equivalent), effective September 1, 2010.

A member asked whether this would allow applicants holding MDs from outside Canada. Professor Cockerill answered that those trained as MDs but without a Canadian license would be allowed under the revised wording. It was also asked what other types of programs besides degrees might be considered equivalent, and whether these would be treated as non-standard or standard admissions cases. The Dean replied that it would be case-by-case. Another member explained that he had suggested the
revised wording to the department, as the original wording would have excluded many people with European nursing degrees which are not recognized to practice nursing in Canada but ought still to be recognized as acceptable background for additional study. The member clarified that the nursing degrees. Professor Cockerill added that, if any doubt existed about an applicant’s qualifications, the applicant would be treated as a non-standard admission.

A member asked for an explanation for a discrepancy between the SGS Calendar and the departmental website, mentioned in a comment in the attached Calendar text. It was explained that the Calendar text attached to the motion included comments related to Calendar production which did not involve governance. It was noted that the comment referred to was about the combined Master of Health Science (Health Administration)/Master of Social Work program (which the Calendar listed as two years in length while the comment said the departmental website listed it as two and a half), and was thus not relevant to the motion at hand. It was asked why the Calendar text included these apparently extraneous comments. The Dean explained that GEC was being provided with documents as SGS received them from the Faculties. It is not clear that SGS can address this problem directly, as it would involve action on the part of each Faculty. A member asked whether it might be advisable to send back documentation with extraneous comments. Discussion of the length of the program mentioned in the comment ensued with no clear resolution. The Dean said he would report back to GEC on the actual length of that program, but that it did not seem to interfere with considering the motion before Council.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

8.4 Management, MBA (including EMBA & GEMBA options)

The proposal was approved by the Executive Council of the Joseph L Rotman School of Management on January 20, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Joseph L Rotman School of Management to change the admission requirements of the MBA in Management program (including the EMBA and GEMBA options) by allowing a satisfactory GRE score to substitute for a satisfactory GMAT score in the application for these programs, effective September 1, 2010.

Professor Peter Pauly was available to speak to the item.

A member asked how the equivalency between the GRE and the GMAT was established, and whether this was done by Educational Testing Services. Professor Pauly explained that the GRE was evaluated in the same way as the GMAT, and that they were highly correlated.

Another member asked why the BASc/MBA combined program was not mentioned on the Governance Form. Professor Pauly answered that the change automatically applied to all combined programs that included the MBA, including the BASc/MBA.

In response to a question from another member, Professor Pauly explained that the reference to applicants being admitted under the General Regulations of SGS was being dropped because this is automatically the case and mentioning it would be redundant.

Seeing no further discussion, the Dean called the question.
The motion was CARRIED.

8.5 Social Work, MSW (social service administration field), and Advanced Diploma in Social Service Administration

The proposal was approved by the Faculty of Social Work on November 24, 2009. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Factor-Inwentash Faculty of Social Work to change the admission requirements of the Social Work program for both the MSW (social service administration field) and the Advanced Diploma in Social Service Administration. The change will reduce the requirement of practical experience in social work from five to three years, effective September 1, 2010.

Professor Andrea Litvack was available to speak to the item. Seeing no discussion, the Dean called the question.

The motion was CARRIED.

9 Program Requirement Changes

[Items 9.1, 9.2 and 9.3 were considered immediately after item 6.]

9.1 Book History & Print Culture (collaborative program), master’s and doctoral levels

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the collaborative program in Book History and Print Culture by removing the requirement for master’s and doctoral students to complete BKS 1000Y and instead requiring both master’s and doctoral students to complete BKS 1001H and only master’s students to complete BKS 1002H. This change does not affect the overall FCE requirements for master’s students but reduces overall requirements for doctoral students from 2.0 to 1.5 FCEs. This change is effective September 1, 2010.

Professor Dan White was available to speak to the item.

A member asked if a part-time option existed in the program. Professor White said that due to the number of participating programs, this would be hard to coordinate. The participating Information program has a flexible-time option, and it was accommodated by the collaborative program.

Another member asked how the proposal would affect the value of the program to doctoral students. Professor White replied that reducing the workload would help the program grow and thus have a much more dynamic and vibrant community; however, he conceded that this required the loss of a full-year seminar experience. He added that, though the request that the program grow had come from the Faculty of Information, the impetus for this specific proposal came from within the program committee and that the advantages and disadvantages of growing had been considered.
Seeing no further questions, the Dean called the question.

The motion was **CARRIED.**

### 9.2 Chemistry, PhD (analytical chemistry field)

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. In the motion distributed with the agenda, one of the changes was editorial in nature and did not require governance approval. A revised motion and revised documentation were circulated at the beginning of the meeting on blue paper. The Dean called on Vice-Dean Smyth to present the motion with the revised wording.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the PhD in the Chemistry program (analytical chemistry field) by adding the area of advanced instrumentation/data analysis to the list of areas in which students are required to complete 0.5 FCE. This increases the overall FCE requirement to 3.0 FCE. This change is effective September 1, 2010.

Professors James Donaldson and Aaron Wheeler were available to speak to the item.

A member asked if this was an existing requirement which had simply not been documented in the Calendar. Professor Donaldson replied that this was the case, and that the requirement had existed for one year.

Seeing no further discussion, the Dean called the question.

The motion is **CARRIED.**

### 9.3 English, PhD

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the PhD in the English program by requiring that students meet with the supervisory committee within three months of submitting the preliminary proposal, and that an approved thesis proposal signed by all members of the supervisory committee and by the Associate Director, PhD, be submitted by February 15 of the second year of registration in the case of a student admitted on the basis of a master’s degree, otherwise by February 15 of the third year of registration. This change is effective September 1, 2010.

Professor Deidre Shauna Lynch was available to speak to the item. She explained that the proposal was intended to formalize what was practice in the program and to ensure timely completion of students in their programs.

A member asked what approval existed for the current practices in various programs for which GEC was now being asked for approval. The Dean replied that there would have been approval by the
graduate units and the Faculties involved, but that such changes did not always make it through all required levels of approval. It was unfortunate, but the proposals were being brought before GEC now in an attempt to correct this. Professor Lynch added that the department had not thought the change needed to be brought before GEC but now understood that it did.

Another member said there was an additional sentence in the attached Calendar entry which was not detailed in the motion. It was pointed out that this sentence was struck out and so was not relevant to the motion.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

9.4 Environmental Studies (collaborative program) master’s level

The proposal relates to a retroactive change to the Political Science MA program requirements which affects those students registered in the collaborative program; the proposed change to the Political Science MA program is upcoming on this agenda as item 9.9. The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the collaborative program in Environmental Studies by allowing master’s students whose home program is Political Science to substitute courses POL 2810Y or POL 2811Y with the major research paper which is to be on an environmentally related topic, in place of the course ENV 5555Y. This change is to be effective January 1, 2010.

Professor Jing Chen and Mr. Pavel Pripa were available to speak to the item. Professor Chen explained that the change is specific to political science students. Students in the collaborative program are usually required to complete a research paper as part of ENV 5555Y. Political science students are being allowed to instead complete a departmental research paper under POL 2810 Y or POL 2811Y. They are more or less equivalent in terms of requirements but as political science courses; the POL papers are more substantial and longer than the ENV requirement.

A member asked whether this would affect political science students doing a master’s thesis. It was explained that the Political Science program no longer has a thesis option, so all its students were required to complete the master’s research paper. Professor Chen added that the research paper would have to include an environmental science component for students in the collaborative program. Mr. Pripa added that the impetus for the change was that these two courses became mandatory as of September 2009, and the collaborative program did not want political science students to do double the work.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

9.5 Health Policy, Management & Evaluation, MSc (health technology assessment & management field)

The Dean explained that last year, SGS undertook an intensive governance review of the SGS Calendar. In some cases, program entries in the Calendar had been revised without securing the normal
governance approvals. As part of the Calendar clean-up, affected graduate units were requested to bring the changes forward for governance approvals. Only a few such cases remained to come before Council. In order to recognize that the proposed changes reflect current practice in the department, these proposals are presented with retroactive effective dates. The changes in this proposal relate to a field (health technology assessment and management) approved by OCGS some time ago. GEC approval is not required for new fields, but is required for any program requirement changes related to them. The OCGS approval had been secured; governance approval was now being requested.

The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on January 28, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the MSc in Health Policy, Management and Evaluation program by setting the following requirements for students in the health technology assessment and management field:

- 3.0 FCE (HAD5308H, HAD5730H, HAD 5760H, HAD 5763H, HAD5727H and HAD5304H) and participate in two non-credit seminars. The courses in this field are offered in a modular fashion.
- A thesis written under the supervision of a thesis committee and its defence before an examination committee.
- These changes are effective January 1, 2008.

Professor Rhonda Cockerill was available to speak to the item. She explained that the proposal would not change practices in the department but served as clean-up of the Calendar entry; the department had not been aware of the governance approval nuances when it had sent its new field proposal through OCGS. As no discussion arose, the Dean called the question.

The motion was CARRIED.

9.6 Law and English (combined program), JD/MA

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the combined JD/MA in Law and English by reducing the number of courses required in the English program from 3.5 FCE to 2.5 FCE, effective September 1, 2010.

Professor Simon Stern was available to speak to the item. A member asked if originally there had been a reduction only on the Law side. Professor Stern confirmed that this had been the case.

Seeing no further discussion, the Dean called the question.
The motion was CARRIED.

9.7 Management of Innovation, MMI

This is another Calendar change with a retroactive effective date, following from 8.5 above. The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on January 28, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the MMI in Management of Innovation program by removing the list of elective course choices and instead allowing students to choose electives from all graduate units across all disciplines at the University of Toronto, subject to approval in advance by the Program Director. This does not change the number of electives or overall FCEs required. This change is effective September 1, 2008.

Professor Rhonda Cockerill was available to speak to the item.

A member asked why the motion repeated the program name. The Dean explained that the motion included both the degree short form (MMI) and the program name (Management of Innovation). This was the usual practice for GEC motions. In this case the degree and program have similar names.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

9.8 Physiology, MSc, PhD

The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on December 10, 2009. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the MSc and PhD in the Physiology program by replacing the requirement to attend (for the MSc) and contribute (for the PhD) to the departmental seminar with a requirement to enrol in a 0.5 FCE continuous CR/NCR course, PSL 1000H (for the MSc) or PSL 2000H (for the PhD). Each course formalizes the existing seminar requirement as an FCE. As a result, the overall FCE requirements of the program will increase, from 1.0 to 1.5 for the MSc, and from 2.0 to 2.5 for the PhD. This change is effective September 1, 2010.

Professor Martin Wojtowicz was available to speak to the item.

A member asked for the rationale for making the requirement a CR/NCR course as opposed to requiring seminar attendance. Professor Wojtowicz replied that this was being done so that students would be credited on the transcript.

Another member asked whether the only requirement for the course was attendance, and whether this was in line with the Graduate Grading Practices Policy relating to CR/NCR courses.
Professor Wojtowicz said that students were required to present at a conference but not as part of the seminar series. Heather Kelly noted that CR/NCR is considered a grade in the Graduate Grading Practices Policy. A suggestion was made that the proposal be revised so the courses are non-credit course, where a student receives recognition for attendance but the course has no weight.

A member noted that the existing requirement said that master’s students were required to attend the seminar, while doctoral students were required to contribute; she asked for clarification on how this related to the proposed changes in any revised proposal.

As no further discussion arose, the Dean called the question.

The motion was WITHDRAWN.

9.9 Political Science, MA

This is another Calendar change with a retroactive effective date. The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the MA in Political Science as follows:

- Require students in the Political Science field to take at least 0.5 FCE in political theory, which can be either the 0.5 FCE offered by the department specifically for this purpose (POL 2040H) or any other theory course. Also required is at least 0.5 FCE in statistics or research design. (Note that POL 2502Y, POL 2503H and POL 2504H are among the courses currently offered by the department which meet this requirement.)
- Require all students, except those who declare Political Theory as a field, or who are enrolled in collaborative programs with a similar requirement, to complete a full year research seminar course and its required assignment of a 30-50 page research major paper. (Note that POL 2810Y and POL 2811Y are the two seminars currently offered which meet this requirement.)
- Among other requirements, students in the field of Political Economy of International Development (PEID) must currently take 1 FCE from either the political science or political economy course lists. Change this to require students to complete one of the MA Research Seminars, POL2810Y or POL2811Y, and make political economy the focus of their research paper. This does not change the overall FCE requirements.
- Changes are effective September 1, 2009.

Ms. Carolyn Branton was available to speak to the item.

A member asked if this was the same proposal that had been withdrawn at the November 17, 2009 GEC meeting. The Dean replied that yes, the proposal had been withdrawn at that time because part of it had not been approved by the Faculty. The complete proposal now has 3CGC approval. The member asked whether Arts and Science Faculty Council approval was required. Another member explained that 3CGC has authority delegated from the Faculty Council to approve these types of proposals; they are then brought to Faculty Council for information only.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.
9.10 **Statistics, MSc, PhD**

The proposed changes in the second motion bring the Calendar text for the PhD into line with existing practice at the Department; the change appears in the current Calendar with the notation “Pending Final Approval”; the second motion is therefore presented as a retroactive Calendar change. The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motions. The Vice-Dean asked GEC to consider the motions separately; no objections were raised.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the Master of Science (MSc) in Statistics by removing the two-year full-time option from the program, effective January 2010.

Professor Radu Craiu was available to speak to the item. He explained that the option had not been exercised in over 16 years, and it was felt that one year is sufficient for the master’s degree. As no discussion arose, the Dean called the question.

The motion was **CARRIED**.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the Doctor of Philosophy (PhD) in Statistics by adding two existing courses (STA 2101H *Methods of Applied Statistics* and STA 2201H *Methods of Applied Statistics II*) to the program requirements for both the regular and five-year (“direct-entry”) PhD, effective September 2009.

Professor Craiu explained that the proposal merely served to clarify that the required comprehensive exam has three parts. The program already has two streams of five courses; adding the two required courses would prepare students for the third part of the comprehensive exam. Seeing no discussion, the Dean called the question.

The motion was **CARRIED**.

9.11 **Visual Studies, MVS**

The proposal was approved by 3CGC on January 26, 2010. GEC approval is final; it will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the MVS in the Visual Studies program by adding a required course, VIS 2002H “MVS Contemporary Art Issues” for all students, adding a required course, VIS 2102H for students in the curatorial studies field, and by decreasing the number of required elective courses for students in the curatorial studies field from 2.5 to 1.5 FCEs. The overall courses required remain unchanged at 4.5 FCEs for students in the studio
field, and increase from 3.5 to 4.5 FCEs for students in the curatorial studies field. These changes are effective September 1, 2010.

Professor Lisa Steele was available to speak to the item. Seeing no discussion, the Dean called the question.

The motion was CARRIED.

10 Other Business
There was no other business.

11 Adjournment
The meeting adjourned at 4:35 pm.
Appendix to the Minutes

UNIVERSITY OF TORONTO
Record of Attendance
GRADUATE EDUCATION COUNCIL
February 23, 2010

Present (Voting & Non-voting Members)

Brian Corman (Chair)
Baker, Rob
Bina, Bardia
Bondy, Susan
Campbell, Elizabeth
Damaren, Chris
Gopaul, Bryan
Grenier, Jason
Keith, Alison
Klinger, Christopher
Litvack, Andrea
Liu, Hugh
Mai, Jens-Erik
Martin, Peter
McKenzie, Christine
Mount, Howard
Papangelakis, Vladimiros
Piccin, David
Pirraglia, Daniela
Radmacher, Kimberley
Roach, Lisa
Sass-Kortsak, Andrea
Smith, Berry
Smyth, Liz
Stabile, Mark
St-Amour, Michelle
Stiles, David
Tannock, Rosemary
Williams, David

In Attendance (Guests & SGS Staff)

Bernstein, Steven
Branton, Carolyn
Chen, Jing
Cockerill, Rhonda
Craiu, Radu
Donaldson, James
Faherty, Sara
Johnson, Stephen
Lynch, Deidre Shauna
MacKay, Gillian
Makaroska, Vesna
Morris, Melanie
Pauly, Peter
Pripa, Pavel
Rutchinski, Steve
Sargsyan, Hasmik
Steele, Lisa
Stern, Simon
Wheeler Aaron
White, Dan
Wojtowicz, Martin

Absent

Campbell, Malcolm
Capotorto, Arianna
De Nil, Luc
Keil, Charlie
Knight, Keith
Wong, Bernard

Alderdice, Jane (Secretary to Council)
Purandare, Anil (Assistant to Secretary)
MOTION
Graduate Education Council
Tuesday, March 16, 2010

ITEM 6 (part 1 of 2)

Proposal for graduate policy and regulation: new and revised wording, and guidelines; affects all graduate programs across the University.

School of Graduate Studies

MOTION
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to change the policies and Admission and Degree Regulations in the SGS Calendar as outlined in the attached documentation, effective September 1, 2010.

MOTION
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to include the Policy on Graduate Courses and Other Activities in the SGS Calendar as outlined in the attached documentation, effective September 1, 2010.

See attached documents:
- Governance Form A
- Calendar Entries:
  - Structure of Academic Programs (definitions) (for information only)
  - Registration and Enrolment (definitions) (for information only)
  - SGS Proposed Revised Policies, Procedures and Regulations on Admissions
  - Policy on Graduate Courses and Other Academic Activities
- Guidelines on Graduate Courses and Other Academic Activities (for information only)

Prior Approvals and Discussion

Proposed changes have been discussed within the SGS Administration and with the Provost’s Office. The documents have been circulated to the Deans and Vice-Deans, Graduate Studies, of all Faculties for comment.

Further Governance

GEC approval is final.
Faculty Affiliation:
School of Graduate Studies

Brief Summary of Proposed Change and Rationale:
Proposed change to SGS Calendar language on policy and regulations, including guidelines, affecting all graduate programs across the University
Note: Calendar text is provided as new or revised; while it is usual to provide changes in Calendar text via Track Changes, with reordering of sections and extensive rewording, this was not feasible. See attached text for each item below.

SUMMARY & RATIONALE:
Graduate policy and regulation - new wording, revised wording, and guidelines:

1) **Definitions of minimum period of registration (revised), time limit (revised), balance of degree fee (new), and program length (new)** are proposed for inclusion in 2010-11 SGS Calendar (administrative definitions not all of which were previously listed in the SGS Calendar – *for information only*)

2) **Definitions of registration and enrolment** are drawn from the Policy on Association, Registration and Admission (for inclusion in 2010-11 SGS Calendar – *for information only* since wording is drawn from approved policy)

Re 1 & 2 above: The two sets of definitions are proposed in order to clarify terminology that is in regular use in SGS.

3) **Revised policies, procedures and regulations on admissions** for degree & diploma programs; includes revised wording in general regulations for admission to appear more open to students with a three-year degree, revised wording for “eligibility of University Faculty and Staff” to graduate studies, and a new definition of Mature Students. The policy and regulations are intended for inclusion in 2010-11 SGS Calendar (*for final approval by SGS GEC*)

Re 3 above: The proposed changes related to applications and admissions wording arise primarily from the desire of the University to appear more open to international credentials, especially the three-year bachelor’s degrees associated with the Bologna Accord. SGS has taken the opportunity to refine wording in some areas and to add some sections and propose changes to others in addition to the main change. The proposed policy language is more general in the stated requirements. Detailed regulations follow. While the main purpose is to streamline admission requirements in the Calendar for master’s applicants, it became obvious that language for doctoral degrees, diploma programs, etc. would be needed so that the sections were in alignment with each other. This is a summary of the changes:

- Student Categories has been altered to now include the Visiting Student category, with other minor edits to this section.
- The Application for Admissions to a Degree Program section has been moved to precede Admission Policies and Procedures.
• The Admission Procedures section is renamed Admission Policies and Procedures, and reference to a requirement for a “four-year University of Toronto” bachelor’s degree with a specific standing was removed with a simple requirement for a bachelor’s degree with high academic standing from a recognized university replacing that language.
• A new statement that applicants will be considered on their individual merits is added.
• High academic standing is added
• Similar changes made to doctoral entry.
• Details are found in sections following the Admissions Policy section in the Calendar, entitled Admissions Regulations (new) and Degree Regulations (revised) for detailed requirements; – see last two bullets below for more information
• Requirements for diploma programs have been added where previously there were none.
• A new entry on Mature Students has been added
• The section on Eligibility of Senior Faculty Members has been changed to “Eligibility of Members of Teaching and Administrative Staff” and the language in the entry has been altered accordingly.
• Entry on English Language Facility has been abbreviated with reference to Admission Regulations for details. Details moved to that section.
• New section created entitled Admission Regulations including details on minimum requirements for master’s, doctoral, diploma programs and special student status. Includes English Language Facility Test details. Most of this language is not new.
• Revised and renamed section to follow Admissions Section, entitled Degree Regulations by Degree Type (previously Degree Regulations) with details on requirements for each specific degree type. There are few changes in this section from text that is currently in Calendar; reference to “a University of Toronto” degree has been removed throughout.

4) Revised and new wording on Policy on Graduate Courses and Other Academic Activities (for 2010-11 Calendar, and SGS Policy and Guidelines on Graduate courses (for SGS website) The Policy is intended for final approval by SGS GEC. The Policy is simply copied into the Guidelines document so the document is complete; Guidelines are for information only.

Re 4 above: The Policy on Graduate Courses and Other Academic Activities is intended for inclusion in the SGS Calendar. The definition of a graduate course includes some previous Calendar language, but much is new. The section on Course Codes is not new, but has been edited for clarity. The section on Other Academic Activities is new. The SGS Policy and Guidelines on graduate courses includes the Policy at the beginning so that all the information is in one document, and the guidelines describe course variations, delivery modes and types. The definition of intensive course is new; delivery modes are new; within course types, lab courses, cross-listed courses and topics course definitions are new. The definitions of course delivery are new. The combined Policy and Guidelines document is intended for the SGS website.

Prior Approvals/Actions and Comments:
Proposed changes have been discussed within the SGS Administration and with the Provost’s Office. The documents have been circulated to the Deans and Vice-Deans, Graduate Studies, of all Faculties for comment. SGS GEC approval is final.

Proposed Effective Date: September 2010

Financial and/or Planning Implications: None.

Contact Information:
SGS Vice-Dean Elizabeth Smyth, Programs
Faculty Dean Name and Contact Information:
SGS Vice-Dean Berry Smith, Students, on behalf of the Dean of SGS

Date: March 8, 2010
2010-2011 Calendar Text

Structure of Academic Programs (pg. 21 of 2009-2010 SGS Calendar)

Minimum Period of Registration

All academic programs (full-time and part-time) specify a minimum period of registration defined as the shortest length of time a student must be registered in that program on a full-time basis in order to qualify for the degree. This period also establishes the minimum degree fee students must pay. See Degree Regulations section below and the graduate unit entry for more information.

Time Limit

All degree requirements must be completed within a specific period of time. The time limit for a degree is the maximum period of registration permitted for the completion of the degree. See Degree Regulations and Lapsed Status section below and the graduate unit entry for more information.

Please refer to Fees and Financial Support (pg. 52 of 2009-2010 SGS Calendar)

Balance of Degree Fee

The length of the program, as defined by the graduate unit, into which a student is admitted predetermines the minimum total academic fee that a student must pay prior to graduation. Many part-time master’s students must pay a balance of degree fee prior to graduation.

Full-time students who accelerate their programs and finish the degree requirements in less time than the normal program length must pay a balance of degree fee.

If a student has paid more than the full-time program fee due to the time taken to complete the degree requirements, there will be no refund of fees.

Any fees paid as a non-degree student (whether at the University of Toronto or at another institution) will not be counted towards the balance of degree fee. The SGS approved transfer of graduate credit does not reduce the required balance of degree fee.

Program Length

Program length refers to the period of time (sessions or academic years) that is normally required for a student to complete a program. Actual time to complete a program may vary for individual students. See each program entry for program length.

(revised 5March2010)
Registration and Enrolment

Registration is the process by which a person has established, for an academic period, an active association with a program of study.

Enrolment is the approved engagement by a student in a course or other unit or component of a program of study.

The complete policy on Association, Registration and Admission is available on the University of Toronto web-site at: http://www.governingcouncil.utoronto.ca/policies/assoc.htm

Revised 5 March 2010
Student Categories

The University offers admissions to three categories of graduate students:

1. Degree or Diploma Student
2. Special (non-degree) Student
3. Visiting Student

Degree or Diploma Student

A degree or diploma student is registered in a graduate program in the School of Graduate Studies.

A degree student who has completed all requirements for the PhD degree exclusive of thesis research will be designated as a *doctoral candidate* in the School of Graduate Studies. See Degree Regulations for specific details on Timely Completion of PhD Requirements.

Degree or Diploma Student on Probation

When credentials are from a university where the program of study cannot readily be appraised by the graduate unit, the applicant may be required to register on probation for a period of at least 4 months and not more than 12 months. Applicants must hold a recognized degree with appropriate standing.

After 4 months, but before the end of 12 months, the graduate unit may wish to recommend to the School that the student’s probationary status be removed. Work completed during the period on probation will be credited towards the degree program. Students whose probationary status is not removed may remain registered on probation for the remainder of the academic year but will not be permitted to continue after that.

Special (non-degree) Student

Two categories of Special Students are described below. Special Students are not registered in a program of study which may lead to a degree. All Special Students must be enrolled in at least one graduate course; some may be enrolled in both undergraduate and graduate courses.
Special Student—Full Time
Students who are changing disciplines or require preparatory work may be admitted as full-time Special Students and enrol in a full-time program of study not leading to a degree.

Special Student—Part Time
Students wishing to take one or two graduate courses not for degree credit may be admitted as part-time Special Students.

Visiting Student
Visiting students are registered under special arrangements in the School of Graduate Studies and are not admitted to a degree.

Application for Admission to a Degree Program

Procedures
1. Formal application for admission should be submitted using the SGS Online Admissions Application (exceptions: MBA, MF, MMPA and DIFA which have specialized application systems; MScPT, MScOT and the MHSc in Speech Language Pathology which participate in a common provincial application for professional rehabilitation medicine programs) accessible through the graduate unit web-site. Applicants must pay an application fee of $110; some graduate programs have set higher application fees. Payment options: (a) online using a credit card (MasterCard or Visa); (b) by mailing a certified cheque or money order in Canadian funds made payable to the University of Toronto. No decision on the application will be sent to the applicant until this fee has been paid.
2. Applicants must arrange to have one official copy of their complete academic records from all universities attended forwarded as part of their application. Letters of reference are also required. Individual graduate units may require further documentation.
3. Certified English translations of all international documentation written in a language other than English or French must also be submitted.

Application Deadlines
The graduate unit determines the date by which applicants should submit their applications, supporting documentation, and at least two letters of reference to be assured that they will be considered for a place in the program of their choice and for financial support.

For specific information on application and financial support deadlines, contact the graduate unit offering the program to which you are applying.
Earlier submission is recommended for applications from outside Canada to ensure timely arrival, particularly where special documentation (and/or translation) and proof of English language facility are required.

Most programs commence in September. Some graduate units offer January admission. A few programs commence at other times. Consult the graduate unit concerned for more information.

**Financial Assistance**

For detailed information about fellowships, see calendar section titled Fees and Financial Support.

**Acceptance**

Admission decisions are made by the graduate unit. The official acceptance letter is issued by the School of Graduate Studies. Admissions decisions are final and are not appealable.

Applicants who are offered acceptance pending receipt of final transcripts must submit one official copy of their final transcripts to the graduate unit before final acceptance can be approved. If final transcripts do not indicate that the expected degree has been conferred, official documentation indicating the anticipated date of degree conferral must be submitted before registration.

Normally students accepted to the School of Graduate Studies must commence their program of study on the date specified in their letter of acceptance. If circumstances prevent a student from starting study on the specified date, the graduate unit may decide that the offer of admission be valid for a period not to exceed 12 months from the original commencement date. In such a case, an official transcript will be required to document any new study completed in the interim. If the period exceeds 12 months from the original date of expected commencement, a new application must be submitted.

If the graduate unit approves, students accepted to begin their programs in September will be permitted to start the preceding summer. Students taking courses during the summer will pay the Summer Session fee (academic and incidental), which is additional to the Fall and Winter Session fee. Students engaged only in research do not pay Summer Session fees but must register.

**Admission Policies and Procedures**

The University’s admission policies and procedures are designed so that students entering a graduate program may normally have the capacity and preparation necessary to meet the
challenge of the program effectively. The School of Graduate Studies regulations for admission specify minimal requirements only. Many graduate units have additional requirements. Meeting the minimal requirements of the graduate unit and the School does not guarantee admission.

The University reserves the right to determine whether or not credentials of other degree-granting institutions meet the standards for admission to University of Toronto programs. Admissions decisions are final and are not appealable.

**Academic Requirements for Admission**

All applicants will be considered on their individual merits for admission to any graduate program at the University of Toronto.

**Master’s Programs**

An appropriate bachelor’s degree with high academic standing from a recognized university is required. Other qualifications may be specified by the graduate unit. See Admissions Regulations and Degree Regulations for further details.

**Doctor of Philosophy Programs**

An appropriate master’s degree or, in some programs, an appropriate bachelor’s degree, with high academic standing from a recognized university is required. See Admission Regulations and Degree Regulations for further details.

**Other Doctoral Programs**

Normally, an appropriate master’s degree with high academic standing from a recognized university is required. See appropriate graduate unit entry for specific details. See Admission Regulations and Degree Regulations for further information.

See *Degree Regulations* for specific details on degree transfers (Master’s to PhD and PhD to Master’s).

**Diploma Programs**

The same Admission Policies and Procedures as those for Master’s Programs apply for diploma programs that require a master’s degree for admission. Other qualifications may be specified by a graduate unit depending on the particular diploma program and type. See Admission Regulations for further information.

**Special Students**

Special Students must submit an application for admission for each academic year of study.
Applicants accepted as Special Student–Full Time must have completed an appropriate bachelor’s degree with good academic standing from a recognized university. See Admission Regulations for further details.

Applicants accepted as Special Student–Part Time must hold an appropriate bachelor’s degree, or its equivalent, from a recognized university. See Admission Regulations for further details.

**Advanced Standing**

Advanced standing refers to academic credit awarded upon admission to a program of study which enables direct entry to an identified higher academic achievement level of the program. Students are eligible for advanced standing if they meet a clearly articulated set of objectives and/or course requirements for an advanced standing option as defined in the graduate program calendar entry. Not every program will offer an advanced standing option. Consult the graduate unit regarding advanced standing options.

**Students Holding Graduate Degrees Registered as Graduate Students**

The University may confer upon a person more than one graduate degree having the same title provided the degrees are completed in different fields of study.

**Mature Students**

Applicants who graduated five or more years ago but without achieving sufficiently high standing for admission to a graduate program may be considered for admission if, since graduation, they have done significant intellectual work and/or made a significant professional contribution which can be considered equivalent to a higher academic standing. This contribution and its impact on the profession must be detailed and documented (e.g., publications, research, professional advancement, development of new skills, responsibility, etc.) and presented as part of the application. Such applicants may be considered for admission if they have achieved qualifications at least equivalent to those stated in the preceding sections and if a graduate unit so recommends.

**Eligibility of Members of Teaching and Administrative Staff**

Members of teaching or administrative staff of the University or its federated or affiliated colleges who are engaged in graduate instructional and/or graduate administrative activities within the graduate unit offering the graduate program to which they are seeking admission are normally not eligible to be graduate students within that graduate unit at the University of Toronto. Exceptions may be granted by the SGS Admissions and Programs Committee when it is confident that the graduate program is sufficiently remote from the faculty or staff member’s usual work that academic impartiality is not compromised.
**English Language Facility**

It is essential that all incoming graduate students have a good command of English. Facility in the English language must be demonstrated by all applicants educated outside Canada whose primary language is not English. This is a requirement of admission and should be met before application, but must be met before an offer of admission is made. This requirement may be satisfied using one of the English Language Facility tests listed in the Admission Regulations. Test results that are older than two years at the time of application cannot be accepted. In these circumstances, the applicant must retake the English language facility test.

**Admission Regulations**

All applicants to the School of Graduate Studies must meet the minimum standards required by the School. Satisfying minimum standards, however, does not guarantee admission, since the number of qualified applicants far exceeds the number of places available. As a result, many well-qualified applicants cannot be accommodated.

**Master’s Programs**

The minimum requirements are:

1. An appropriate undergraduate degree has appropriate breadth, depth as well as an affinity to the graduate program to which the applicant is seeking admission as determined by the School of Graduate Studies
4. An average grade equivalent to at least mid-B or better, normally demonstrated by an average grade in the final year or over senior courses, is required.
5. At least two letters of reference are required.
6. Other qualifications may be specified by a graduate unit.

**Doctor of Philosophy Programs**

The minimum requirements are:

1. An appropriate degree is a master’s degree or, in some programs, an appropriate bachelor’s degree, with high academic standing from a recognized university.
2. An average grade equivalent to a B+ or better in a previous master’s degree program. Where relevant, demonstrated research competence equivalent to at least a B+ grade will be considered. For direct entry applicants. An average grade equivalent to A- or better in courses in the relevant discipline.
3. Direct entry from a bachelor’s degree to a PhD program may be available when permitted by the graduate unit.
4. At least two letters of reference are required.
5. Other qualifications may be specified by a graduate unit.

**Diploma Programs**

There are several types of graduate diplomas including Master’s level and post-Master’s level. Some diploma programs involve concurrent registration with the degree program:

1. An appropriate degree for a Master’s level or concurrent Master’s diploma is a bachelor’s degree.
2. An appropriate degree for a post-Master’s diploma is a master’s degree.
3. Other qualifications may be specified by a graduate unit.

**Special Students**

Before applying, applicants should identify the courses they wish to take and obtain approval from the graduate unit offering the course.

1. Full-time Special Students must have obtained an average grade in the final year (or over senior courses) in a bachelor’s degree program equivalent to mid-B or better.
2. Part-time Special Students who are accepted with less than mid-B standing are not normally considered admissible to a master’s degree at a later date.
3. At least two letters of reference are required.
4. Other qualifications may be specified by a graduate unit.

**Courses Taken as a Special Student**

On the recommendation of the graduate unit, and with the School’s approval, graduate courses taken as a Special Student may count for up to 1.0 full-course equivalent or 25% of the course requirements for the degree, whichever is greater, in a subsequent degree program at this University, provided that they have not already been credited towards another degree, diploma, certificate, or any other qualification. With the approval of the graduate unit, they may serve to satisfy prerequisite requirements. Special Students programs must include at least one graduate course. Any tuition fees paid as a Special Student cannot be transferred to a subsequent degree program.

**English Language Facility Tests**

The English Language Facility requirements may be satisfied by using one of the following tests. Minimum scores are listed; however, many graduate units require a higher score, and applicants should consult the graduate unit to determine whether a higher minimum score applies.
Test of English as a Foreign Language (TOEFL)

Educational Testing Service
P. O. Box 6151
Princeton, New Jersey
U.S.A., 08541-6151

Web: www.toefl.org

The TOEFL examination is offered in three formats: the traditional paper-based format (only offered on specific dates in a limited number of countries), the computer-based format (offered year-round), and the internet-based format (offered year-round). Applicants registering for the paper-based TOEFL must include the Test of Written English (TWE) component. The internet and computer-based tests include a component similar to the TWE; the internet-based test also includes a speaking section. All applicants must satisfy the minimum TOEFL score requirements set by each of the four SGS academic divisions listed in the accompanying chart.

TOEFL Minimum Score Requirements

Consult the department to which you are applying to determine if a higher minimum score is required.

<table>
<thead>
<tr>
<th>Academic Division</th>
<th>Paper-Based Test and TWE</th>
<th>Computer-Based Test and Essay Rating</th>
<th>Internet-Based Test and Writing and Speaking Sections</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities</td>
<td>Overall score 580</td>
<td>Overall score 237 Essay Rating 5</td>
<td>Overall score 93 Writing 22 Speaking 22</td>
</tr>
<tr>
<td></td>
<td>TWE 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Sciences</td>
<td>Overall score 580</td>
<td>Overall score 237 Essay Rating 5</td>
<td>Overall score 93 Writing 22 Speaking 22</td>
</tr>
<tr>
<td></td>
<td>TWE 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical &amp;</td>
<td>Overall score 580</td>
<td>Overall score 237 Essay Rating 4</td>
<td>Overall score 93 Writing 22 Speaking 22</td>
</tr>
<tr>
<td>Engineering Sciences</td>
<td>TWE 4</td>
<td></td>
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<tr>
<td>Life Sciences</td>
<td>Overall score 580</td>
<td>Overall score 237 Essay Rating 5</td>
<td>Overall score 93 Writing 22 Speaking 22</td>
</tr>
<tr>
<td></td>
<td>TWE 5</td>
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</tbody>
</table>

Michigan English Language Assessment Battery (MELAB)

English Language Institute (ELI)
University of Michigan
Ann Arbor, Michigan
U.S.A., 48109-1057

Web: www.lsa.umich.edu/eli/testing/melab

Required score: 85
International English Language Testing System (IELTS)

University of Cambridge Local Examinations Syndicate
1 Hills Road
Cambridge, U.K.
CB1 2EU

Web: www.ielts.org

Applicants may also contact their nearest British Council Office. Please note that applicants must take the academic module of this test.

Required score: 7.0

The Certificate of Proficiency in English (COPE)

COPE Testing Limited
429 Danforth Avenue
P.O. Box 462
Toronto, Ontario
M4K 1P1

E-mail: info@copetest.com

Web: www.copetest.com

Required score: 76 minimum total with at least 22 in each component and 32 in writing

International ESL-Academic Preparation Level 60 (Advanced)

School of Continuing Studies
University of Toronto
158 St. George Street
Toronto, Ontario
M5S 2V8

E-mail: scs.registrar@utoronto.ca

Web: www.learn.utoronto.ca/esl

Required score: B
Degree Regulations by Degree Type

All degree students are accepted under the General Regulations and the Degree Regulations of the School of Graduate Studies. See section 1 in this calendar.

The University of Toronto offers graduate programs leading to doctoral and master's degrees. Admission and program requirements for degree types that are offered in multiple graduate units are outlined in this section. Admission and program requirements for degree types that are specific to one graduate program are outlined in section 6 titled Graduate Programs.

Doctoral Degrees
The University of Toronto offers programs of study leading to four doctoral degrees.

Doctor of Education (EdD)
The EdD program is designed to provide opportunities for more advanced study for those already engaged in a career related to education. Specific admission and program requirements are available through the graduate units.

Admission Requirements
1. An MEd or MA in Education, or its equivalent from a recognized university, in the same area of specialization proposed at the doctoral level, completed with standing equivalent to a B+ or better;
2. Ordinarily, one year of professional preparation for education;
3. Successful professional experience in education, or in a relevant field.

A student may be enrolled in one of the following graduate units:

- Adult Education and Counselling Psychology
- Curriculum, Teaching and Learning (Admission to the EdD has ceased and the program will close when there are no more students registered in the program.)
- Human Development and Applied Psychology (Admission to the EdD has ceased and the program will close when there are no more students registered in the program.)
- Sociology and Equity Studies in Education
- Theory and Policy Studies in Education

Program Requirements
For specific program and registration requirements, consult the home graduate unit.
1. Normally, a minimum of one Fall Session and one Winter Session of full-time study must be taken consecutively (i.e., Fall Session - September to December, followed by Winter Session - January to April, or Winter Session - January to April, followed by Fall Session - September to December).

2. In most programs, students may begin their studies on a part-time basis.

3. Eight half-courses are required for students who have a MEd or MA degree or the equivalent in the same area of specialization proposed at the doctoral level. Upon the recommendation of the home department, students beginning the degree program on a full-time basis can add prerequisite courses to their program. Otherwise, students must take prerequisite courses as “Special Students” at OISE.

An eight half-course EdD program should include at least four half-courses in the home graduate unit except as otherwise stated in graduate unit program descriptions.

4. Students in some graduate units or specializations will be required to take a comprehensive examination. Consult specific graduate unit for details.

5. A thesis embodying the results of original investigation conducted by the student under the direction of an OISE thesis committee. The student must file the names of thesis committee members by April 1 of the year following the period of required full-time study.

The thesis will report the results of a study, which might address theoretical issues applicable to professional concerns and practice, or which might focus directly on the exploitation of knowledge in order to study or influence aspects of educational practice.

The thesis must conform to the tenets of scholarly writing in a rigorous style of presentation. All students using human subjects in their thesis research must have their thesis proposals reviewed by the OISE -wide Student Education Ethics Review Committee (SEERC) administered by University of Toronto Research Services (UTRS). Please consult the OISE Guidelines for Theses and Orals regarding thesis and ethical review procedures.

6. Students undergo a final oral examination on the content and implications of the thesis, to determine the adequacy of both the thesis and its defence by the student.

7. All requirements for the EdD must be completed within six years of first enrolment as an EdD student.

**Doctor of Juridical Science (SJD)**

Admission and program requirements for the degree program are outlined in the Law entry Degree Programs by Graduate Unit.
Doctor of Musical Arts (DMA)
Admission and program requirements for the degree program are outlined in the Music entry Degree Programs by Graduate Unit.

Doctor of Philosophy (PhD)
For specific admission and program requirements, please consult graduate unit entries. The Council of the School of Graduate Studies has recommended that all graduate units offering the PhD design a four-year program that can be completed on a full-time basis by a student who has a master’s degree in a discipline appropriate to the intended field of study. Where graduate units are aware that it may be difficult for students to complete their PhD programs within four years, they have been asked to include a statement to that effect in their calendar entries.

Admission Requirements

Four-Year PhD Program
Students admitted to this program require a master’s degree or equivalent with at least B+ standing from a recognized university in a discipline deemed appropriate to the intended field of study.

A student who is admitted on condition that the requirements for an acceptable master’s degree at another university are completed may be permitted conditional registration, unless this is excluded by the terms of the letter of admission. A student who is conditionally registered must submit to the graduate unit, not later than January 31 of the first year of enrolment, official verification of completion of the requirements for the master’s degree. If verification is not submitted by that date, additional requirements may be added to the PhD program.

Five-Year PhD Program (referred to as “Direct-entry”)
Students admitted to this program, where offered, require a bachelor’s degree or its equivalent with at least A- standing from a recognized university in courses in the relevant discipline. Students who hold a master’s degree in another discipline or require further preparation would also normally be admitted to this program.

Transfers

Master’s to PhD
A student may be recommended for transfer from a master’s program to a PhD program. In such cases, the student will transfer to a five-year PhD with the years in the master’s program being counted as part of the PhD program. The total number of courses required for the PhD is
the sum of the normal master’s and PhD course requirements unless otherwise specified by the graduate unit.

**PhD to Master’s**

Students transferring from the PhD to the master’s program must complete all of the normal master’s degree requirements, or their equivalent, in order to be awarded the master’s degree. These transfers are made on the recommendation of the graduate unit and must be approved by the SGS Vice-Dean, Students. A second University of Toronto master’s degree of the same name will not be conferred unless it is undertaken in a different field of study from the first. Students who transfer from the PhD to the master’s program will not be permitted to transfer subsequently to the PhD program within the same graduate unit unless approved by the SGS Admissions and Programs Committee.

**Program Requirements**

PhD students must register for every successive session, including summers, on a full-time basis following the first session of registration unless granted a leave of absence. The minimum period of registration is one academic year, that is, three consecutive sessions.

1. Approval

A student shall pursue a program of advanced study and research which must be approved by the graduate unit.

2. Program

Specific program requirements are set by the graduate units and are found in their respective entries. The thesis topic and the name of the supervisor must be submitted by the middle of the first session of the second year. Graduate units may, at their discretion, require an earlier date.

3. Language Requirement

The student must have an adequate knowledge of such language or languages, other than English, as are required by the major graduate unit (see individual graduate unit entries for specific requirements).

Testing and certification of languages (including French and German) may be administered by the appropriate language department or by the student’s own graduate unit.

The major graduate unit is responsible for ensuring that an acceptable certificate of language competence is deposited in the official student file.
4. Candidacy: Requirements and Time Limit

A student enrolled in a full-time (as opposed to a flexible-time) PhD degree program will be denied further registration in that program and will have his or her eligibility terminated at the end of the third year of registration, in the case of a four-year program, or at the end of the fourth year of registration, in the case of a five-year program, if by that time either

a) the student has not completed all requirements for the degree exclusive of thesis research—including course requirements, language requirements, qualifying departmental examinations—or

b) the student does not have an approved thesis topic, supervisor, or supervisory committee.

Note: The foregoing time limit does not apply to courses that run continuously throughout the program, e.g., ongoing research seminar courses.

In exceptional circumstances, a student who has not met these requirements may be permitted to register in the program for up to 12 months at the discretion of the graduate unit concerned. Continuation beyond 12 months will require the approval of both the graduate unit and the SGS Admissions and Programs Committee.

Completion of the program requirements identified above will signal the achievement of candidacy.

5. Thesis

The candidate, through the graduate unit, shall present a thesis embodying the results of original investigation, conducted by the candidate, on the approved topic from the major field. The thesis shall constitute a significant contribution to the knowledge of the field and must be based on research conducted while registered for the PhD program.

A thesis should have a coherent topic with an introduction presenting the general theme of the research and a conclusion summarizing and integrating the major findings. Nonetheless, it may contain a collection of several papers. The collection of papers may be expanded or supplemented by unpublished material, scholarly notes, and necessary appendices. In all theses, pagination should be continuous; there should be a common table of contents and an integrated bibliography for the whole thesis. A thesis must be prepared in a standard format (see National Library guidelines and Guidelines for the Preparation of Theses referred to below).

The thesis should normally be written in English, but with the permission of the School, a graduate unit may permit, or require, students in that unit to write the thesis in French.
In Division I, the humanities, permission may be given for a thesis to be written in a language other than English or French when the language has been approved for use in theses by the graduate unit concerned. Before such permission can be granted, the graduate unit chair must certify in writing to the School that the candidate has passed a supervised essay-type examination, written in English, that demonstrates his or her proficiency in writing correct and idiomatic English prose. A supplementary abstract of about 5,000 words in English or French must form part of a thesis that is written in a language other than English or French, and no language other than English or French may be used for the conduct of final doctoral examinations.

6. Time for Completion of Degree

All requirements must be completed within six years from first enrolment for the four-year PhD program and within seven years for the five-year PhD program.

In exceptional circumstances, a candidate who has failed to complete all the requirements for the degree within this period may be considered for a maximum of two one-year extensions provided that the graduate unit concerned approves. To qualify for an extension, the candidate must present to the graduate unit concerned the causes for the delay and evidence of substantial progress on the thesis. A candidate who is granted an extension must register as a full-time student. Any extension granted must be calculated as beginning immediately upon the termination of the permitted periods.

PhD students who have not completed the degree before the time limit for the degree or by the end of the extension period may not enrol further but, after an interval, may apply to be reinstated once only as a candidate for the purpose of presenting a thesis and defending it at a final oral examination. The reinstatement must have the approval of both the graduate unit and SGS. It will be for a maximum of 12 months starting September, January, or May. Reinstatement is normally not approved until the defence has been scheduled. The final oral examination must be held within the 12-month reinstatement period. A student reinstated after the degree time limit will pay a reinstatement fee equivalent to a one session full-time fee (Fall or Winter). No fees will be charged for the sessions after the normal time limit for the degree during which the student was not registered. In the case of a reconvened examination for a student reinstated after the normal time limit for the degree, no fees would be charged, but the student must remain registered.

Flexible-time PhD Degree

Departments may develop, for approval, PhD programs which may be completed on a "flexible-time" basis. Such programs will be offered where there is sufficient demand by practicing professionals for design and delivery of PhD programs that, except for short specified periods of
time, permit continued employment in areas related to the fields of research. In these programs, theory and praxis would uniquely engage and inform each other.

The flexible-time PhD differs from the full-time PhD only in design and delivery. Students in a flexible-time program will normally register full-time during the first four years and part-time during subsequent years of the program. Students are required to be registered for every successive session, including summers, following their first session of registration unless granted a leave of absence.

The time limit, between six to eight years, will be specified by the departmental regulations. Extensions are permitted under existing policy; students granted an extension may register full-time or part-time.

Transfers between the full-time PhD program and the flexible-time PhD program will not be permitted.

**Final Oral Examination**

1. The candidate shall defend the thesis at a final oral examination organized by the graduate unit with the cooperation of SGS. The process of scheduling the examination, allowing time for professional appraisal, can be expected to take at least eight weeks at the best of times, and candidates should discuss the timing with the graduate administration of their unit. Candidates should also ascertain whether or not their unit imposes regulations over and above the minimal conditions required by SGS.

2. The graduate unit will notify SGS eight weeks prior to the examination when the thesis is ready to go forward for examination. In the absence of any particular local procedure, the candidate’s supervising committee will advise SGS that the thesis is ready to proceed. In rare cases, a thesis may proceed to examination without the approval of the supervising committee: candidates should contact the SGS Vice-Dean, Programs.

3. The thesis will be sent to an appraiser external to the University of Toronto, appointed by SGS on the recommendation of the graduate unit. (The Supervisor of the thesis will propose a list of three or more names of possible external appraisers to the graduate coordinator or Chair, who will choose one and send the recommendation to SGS for approval. The graduate unit will certify that the external appraiser has an arm’s-length relationship to the candidate and Supervisor.) The external appraiser should be a recognized expert on the subject of the thesis and should be external to the University as well as to its affiliated teaching hospitals and research institutes. Such an individual must be an associate or full professor at the home institution or, if the individual comes from outside the academic sector, must possess the qualifications to be appointed to an academic position at this level. Arrangements with external
appraisers are the responsibility of the graduate unit. In particular, the graduate unit must allow the external appraiser sufficient time to act. The graduate unit must have a copy of the thesis delivered to the appraiser at least six weeks, and preferably longer, in advance of the examination date. Appraisals must be submitted to SGS at least two weeks in advance of the examination date; if they are not, the examination may have to be rescheduled. The graduate unit must also ensure that copies of the thesis are made available to all other voting members of the Examination Committee at least four weeks in advance of the examination date.

4. An Examination Committee, appointed by SGS on the recommendation of the graduate unit, will conduct the Final Oral Examination. The Examination Committee must include at least four, but no more than six, voting members: one to three of the voting members will have served on the candidate’s Supervisory Committee, and at least one voting member will not have been closely involved in the supervision of the thesis. Eligible for inclusion in the latter group are the external appraiser (in person or by audio connection), members of the graduate faculty of the candidate’s graduate unit, and members of the graduate faculty of other departments, centres, or institutes of the University. The Examination Committee may include, in addition, up to two non-voting members, who will be members of the graduate faculty of the candidate’s graduate unit or members of the graduate faculty of another graduate unit of the University. A quorum is four voting members. Graduate units must ascertain in advance the willingness of the persons named to act.

The SGS Vice-Dean, Programs, may modify the composition of the Examination Committee to fit exceptional circumstances.

5. SGS will appoint a non-voting Chair to the Examination Committee. The Chair will be a full member or member emeritus of the graduate faculty, holding no appointment to the graduate faculty of the candidate’s graduate unit.

6. The graduate unit is responsible for scheduling the examination, booking a room, and making appropriate technical arrangements.

7. The graduate unit must submit to SGS a Certificate of Completion together with the nomination form confirming completion of all other academic requirements, such as language and field requirements; an abstract of the thesis not longer than 350 words; and a copy of the Examination Program.

8. The graduate unit will send a copy of the external appraisal of the thesis to SGS as soon as it is received. The graduate unit is responsible for the distribution of copies of the external appraisal to the candidate (two weeks before the examination) and members of the Examination Committee. To avoid prejudicing the result of the examination, the external appraisal is not to be discussed with the candidate by members of the Examination Committee.
until the examination takes place, nor should it be distributed beyond that group and the relevant administrative officers.

9. Members of the graduate faculty are entitled to attend the examination, and with the permission of the Chair, they may ask questions of the candidate, but they must withdraw before the Committee’s discussion and vote. A qualified observer may attend, subject to the same restrictions, if the graduate unit has received approval for such attendance in writing beforehand from the SGS Vice-Dean, Programs. Otherwise the examination is closed to the public. The vote at the examination takes into account both the thesis and the oral defence itself.

10. The Examination Committee represents the SGS Graduate Education Council and through it the University. It is therefore responsible for the standard of the PhD degree in this University. Graduate unit examinations held immediately in advance of the final oral must not therefore interfere with attendance at, or thoroughness of, the final examination.

The Committee must evaluate the external appraisal of the thesis, which is to be considered only as an individual opinion to be employed as the committee sees fit. It must examine the candidate on the content and implications of the thesis. Where someone other than the candidate is a co-author of any portion of the thesis, the Examination Committee must be satisfied that the candidate’s personal contribution to the thesis is sufficient to fulfil the requirements of the PhD degree. In addition to determining the adequacy of the thesis, the committee must satisfy itself that the thesis document meets the proper standards of scholarship.

The committee possesses the full authority of the School with respect to the examination.

11. A quorum for the final examination is four voting members, plus the Examination Committee Chair who has no vote. Voting shall be by signed ballot, and the names of the examiners and their respective votes shall be read to the Examination Committee by the Chair. If a quorum is not present the Chair may delay the examination to obtain a quorum or may postpone the examination to another date.

12. The candidate passes on the first examination:

a) if the decision is unanimous, OR

b) if there is not more than one negative vote or abstention.

If there is more than one negative vote or abstention, adjournment is mandatory.
In the event of adjournment, the Examination Committee must provide the candidate, as soon as possible, with a written statement that indicates the reasons for adjournment and the committee’s requirements for the reconvened oral examination. In addition, the Examination Committee must decide the approximate date of the reconvened examination. The time between the adjourned examination and the reconvened examination should be as short as circumstances will permit and in no case shall exceed one year.

At the reconvened examination, no new committee members shall be added, except for necessary replacements. It is the obligation of the examiners to attend the reconvened examination.

The candidate passes on the reconvened examination:

a) if the decision is unanimous, OR

b) if there is not more than one negative vote or abstention.

No further adjournment will be allowed.

If a candidate is not recommended for the degree by the committee in charge of the second examination, the candidate is ineligible for further PhD candidacy at the University. The Examination Committee must provide the candidate, as soon as possible, with a written statement that explains clearly and directly why the examiners found the candidate’s performance unsatisfactory on the written and/or oral components of the examination, as may be relevant.

13. If minor corrections in style are a condition of acceptance of the thesis, the candidate must complete the corrections within one month of the date of the examination, and the supervisor will inform the candidate of the necessary corrections. The supervisor must notify the School of Graduate Studies directly in writing that the required corrections have been made by the candidate, with a copy of the correspondence sent to the graduate coordinator of the graduate unit, before the candidate is recommended for the degree.

14. If minor modifications are a condition of acceptance of the thesis, the Chair of the Examination Committee will appoint a Subcommittee of the Examination Committee (to be approved by the Examination Committee) to supervise the proposed modifications. One member of the Subcommittee is designated by the Chair, with the approval of the Examination Committee, as the Convenor. The Convenor will be responsible for the preparation of a statement detailing the modifications required. Modifications must be completed within three months of the date of the oral examination. The members of the Subcommittee will report on the acceptability of the completed modifications to the Convenor. If all members of the
Subcommittee approve the completed modification, the candidate will be passed without the necessity of reconvening the Examination Committee. The Convenor of the Subcommittee must certify in writing to the School of Graduate Studies, within three months of the original examination, that the modifications have or have not been satisfactorily completed. If one or more members of the Subcommittee do not approve the completed modifications, the final oral examination must be reconvened within a year of the date of the original examination.

The Examination Committee must decide the nature of minor modifications, but it is intended that minor modifications should be more than corrections in style and less than major changes in the thesis. A typical example of minor modifications might be clarification of textual material or qualification of research findings and conclusions. The option of acceptance with minor modifications does not apply to the reconvened examination.

If major changes are required, the examination must be adjourned and the Committee reconvened after the changes have been made.

15. The University Library authorization form and publication agreement must be signed by the candidate when the final thesis is submitted. The format of the submitted thesis must comply with the School of Graduate Studies guidelines.

16. The School requires that every PhD thesis be published substantially as it is accepted.

It is the intention of the University of Toronto that there be no restriction on the distribution and publication of theses. However, in exceptional cases, the author, in consultation with the thesis supervisor and with the approval of the chair of the graduate unit, shall have the right to postpone distribution and publication for a period up to two years from the date of acceptance of the thesis. In exceptional circumstances and on written petition to the Dean of the School of Graduate Studies, the period might be extended, but in no case for more than five years from the date of acceptance of the thesis unless approved by the SGS Graduate Education Council.

For further details, students should consult the pamphlet, Guidelines for the Preparation of Theses at www.sgs.utoronto.ca/informationfor/students/finish/final.htm.

**Master’s Degrees**

The University of Toronto offers programs of study leading to the master’s degrees listed below.

**Master of Applied Science (MASc)**

The MASc degree is intended primarily for those who wish to prepare for a career in research and/or plan to continue their graduate studies through the PhD degree.
Admission Requirements

1. Applicants must hold the degree of Bachelor of Applied Science or an equivalent degree in engineering. An applicant having a bachelor’s degree in science or applied mathematics may be admitted as a student by the graduate unit concerned.

A student may be enrolled in one of the following graduate units:

- Aerospace Science and Engineering
- Biomaterials and Biomedical Engineering
- Chemical Engineering and Applied Chemistry
- Civil Engineering
- Electrical and Computer Engineering
- Geology
- Materials Science and Engineering
- Mechanical and Industrial Engineering

Program Requirements

Under the direction of a graduate unit, a student in this University must pursue a program of advanced study approved by the graduate unit. Normally the program will include not more than three full-year courses or equivalent and the preparation of a research thesis, the latter being the major requirement.

Admission and program requirements may vary; consult the individual graduate unit entry for details.

Master of Architecture (MArch)

Admission and program requirements for the program are outlined in the Architecture, Landscape and Design entry in Degree Programs by Graduate Unit.

Master of Arts (MA)

Admission Requirements

1. Applicants must hold an appropriate bachelor’s degree with high academic standing from a recognized university.
2. If the master’s program is not a continuation of a course of study previously pursued as an undergraduate, or if there are deficiencies in meeting graduate unit admission requirements, prerequisite work may be required and the usual length of program may be extended.
Program Requirements

1. Under the direction of a graduate unit, a student in this University must pursue a program of advanced study approved by the graduate unit.
2. All requirements for the degree of MA must be satisfactorily completed within 5 years from first enrolment if the minimum period of full-time registration is up to 12 months and within 6 years from first enrolment if the minimum period of full-time registration is 16 to 24 months.

Admission and program requirements may vary; consult the individual graduate unit entry for details.

Master of Biotechnology (MBiotech)
Admission and program requirements for the program are outlined in the Biotechnology entry in Joint Programs.

Master of Business Administration (MBA)
Admission and program requirements for the degree programs are outlined in the Management entry in Degree Programs by Graduate Unit.

- Master of Business Administration in Management
- Executive Master of Business Administration in Management
- Global Executive Master of Business Administration in Management

Master of Education (MEd)
Admission Requirements

1. Applicants must hold an appropriate bachelor’s degree, or its equivalent from a recognized university, completed with standing equivalent to a mid-B or better in the final year.
2. A year of professional education for teaching, or the equivalent in pedagogical content, is helpful.
3. At least one year of relevant, successful, professional experience.

A student may be enrolled in one of the following graduate units:

- Adult Education and Counselling Psychology
- Curriculum, Teaching and Learning
- Human Development and Applied Psychology
- Sociology and Equity Studies in Education
- Theory and Policy Studies in Education
Program Requirements
The minimum program requirements for the MEd degree are as follows:

1. Under the direction of a graduate unit, a student undertakes one of four options to complete the program.

   **Option I**—Course Work Plus Comprehensive
   5.0 full-course equivalents (FCE) plus a comprehensive examination/requirement.

   **Option II**—Research Project
   4.0 full-course equivalents (FCE) plus a research project or a Major Research Paper.

   **Option III**—Thesis
   3.0 full-course equivalents (FCE) plus a thesis.

   **Option IV**—Course Work Only
   5.0 full-course equivalents (FCE).

2. The MEd degree program requires that a minimum of half of the courses must be taken in the home department unless otherwise specified by the department.

3. All requirements for the degree must be satisfactorily completed within six years of first enrolment.

Admission and program requirements may vary; consult the individual graduate unit entry for details

Master of Engineering (MEng)
The MEng degree is intended primarily for those who wish to pursue advanced study at the master’s level which is especially suited for professional practice.

Admission Requirements
1. Applicants must hold the degree of Bachelor of Applied Science or an equivalent degree in engineering. An applicant having a bachelor’s degree in science or applied mathematics may be admitted as a student by the graduate unit concerned.

A student may be enrolled in one of the following graduate units:

- Aerospace Science and Engineering
- Chemical Engineering and Applied Chemistry
- Civil Engineering
- Electrical and Computer Engineering
- Materials Science and Engineering
- Mechanical and Industrial Engineering
Program Requirements

1. Under the direction of a graduate unit, a student in this University must pursue a program of study approved by the graduate unit. The program will be equivalent in weight to full-time study for at least two sessions (eight months), and may include a project in addition to lecture and laboratory courses.

2. There is no general residence requirement for the degree. However, a period of residence may be required, depending on the individual student’s program and experience. This required period will be as recommended by the graduate unit and approved by the School of Graduate Studies, but must not exceed two sessions.

3. The degree program must be completed within six calendar years of registration.

Admission and program requirements may vary; consult the individual graduate unit entry for details.

Master of Engineering in Design and Manufacturing (MEngDM)
Admission and program requirements for the program are outlined in the Advanced Design and Manufacturing entry in Joint Programs.

Master of Environmental Science (MEnvSc)
Admission and program requirements for the program are outlined in the Environment entry in Degree Programs by Graduate Unit.

Master of Finance (MF)
Admission and program requirements for the program are outlined in the Management entry in Degree Programs by Graduate Unit.

Master of Financial Economics (MFE)
Admission and program requirements for the program are outlined in the Financial Economics entry in Joint Programs.

Master of Forest Conservation (MFC)
Admission and program requirements for the program are outlined in the Forestry entry in Degree Programs by Graduate Unit.

Master of Global Affairs (MGA)
Admission and program requirements for the program are outlined in the Global Affairs entry in Degree Programs by Graduate Unit.
**Master of Health Informatics (MHI)**
Admission and program requirements for the degree program are outlined in the Health Policy, Management and Evaluation entry in Degree Programs by Graduate Unit.

**Master of Health Science (MHSc)**
The degree of Master of Health Science is offered in the following graduate units:
- Biomedical Engineering
- Health Policy, Management and Evaluation
- Medical Science
- Speech-Language Pathology

Admission and program requirements may vary; consult the individual graduate unit entry for details.

**Master of Industrial Relations and Human Resources (MIRHR)**
Admission and program requirements for the program are outlined in the Industrial Relations and Human Resources entry in Degree Programs by Graduate Unit.

**Master of Information (MI)**
Admission and program requirements for the program are outlined in the Information entry in Degree Programs by Graduate Unit.

**Master of Landscape Architecture (MLA)**
Admission and program requirements for the degree program are outlined in the Architecture, Landscape and Design entry in Degree Programs by Graduate Unit.

**Master of Laws (LLM)**
Admission and program requirements for the program are outlined in the Law entry in Degree Programs by Graduate Unit.

**Master of Management and Professional Accounting (MMPA)**
Admission and program requirements for degree program are outlined in the Professional Graduate Programs Centre (UTM) entry in Degree Programs by Graduate Unit.

**Master of Management of Innovation (MMI)**
Admission and program requirements for the program are outlined in the Health, Policy, Management and Evaluation entry in Degree Programs by Graduate Unit.
Master of Mathematical Finance (MMF)
Admission and program requirements for the degree program are outlined in the Mathematical Finance entry in Degree Programs by Graduate Unit.

Master of Museum Studies (MMSt)
Admission and program requirements for the program are outlined in the Information entry in Degree Programs by Graduate Unit.

Master of Music (MMus)
Admission and program requirements for the program are outlined in the Music entry in Degree Programs by Graduate Unit.

Master of Public Health Science (MPH)
Admission and program requirements for the program are out-lined in the Public Health Sciences entry in Degree Programs by Graduate Unit.

Master of Public Policy (MPP)
Admission and program requirements for the program are out-lined in the Public Policy entry in Degree Programs by Graduate Unit.

Master of Nursing (MN)
Admission and program requirements for the program are outlined in the Nursing entry in Degree Programs by Graduate Unit.

Master of Science (MSc)

Admission Requirements
1. Applicants must hold an appropriate bachelor’s degree with high academic standing from a recognized university.

2. If the master’s program is not a continuation of a course of study previously pursued as an undergraduate, or if there are deficiencies in meeting graduate unit admission requirements, prerequisite work may be required and the minimum length of program may be extended.

Program Requirements
1. Under the direction of a graduate unit, a student in this University will pursue a program of advanced study approved by the graduate unit.
2. All requirements for the degree of MSc must be satisfactorily completed within 5 years from first enrolment if the minimum period of full-time registration is up to 12 months and within 6 years from first enrolment if the minimum period of full-time registration is 16 to 24 months.

Admission and program requirements may vary; consult the individual graduate unit entry for details.

**Master of Science in Biomedical Communications (MScBMC)**
Admission and program requirements for the program are outlined in the Medical Science entry in Degree Programs by Graduate Unit.

**Master of Science in Community Health (MScCH)**
Admission and program requirements for the program are outlined in the Public Health Sciences entry in Degree Programs by Graduate Unit.

**Master of Science in Forestry (MScF)**
Admission and program requirements for the program are outlined in the Forestry entry in Degree Programs by Graduate Unit.

**Master of Science in Occupational Therapy (MScOT)**
Admission and program requirements for program are outlined in the Occupational Science and Occupational Therapy entry in Degree Programs by Graduate Unit.

**Master of Science in Physical Therapy (MScPT)**
Admission and program requirements for the program are outlined in the Physical Therapy entry in Degree Programs by Graduate Unit.

**Master of Science in Planning (MScPl)**
Admission and program requirements for the program are outlined in the Geography entry in Degree Programs by Graduate Unit.

**Master of Social Work (MSW)**
Admission and program requirements for the program are outlined in the Social Work entry in Degree Programs by Graduate Unit.

**Master of Studies in Law (MSL)**
Admission and program requirements for the program are outlined in the Law entry in Degree Programs by Graduate Unit.
Master of Teaching (MT)
Admission and program requirements for the degree program are outlined in the Curriculum, Teaching and Learning entry in Degree Programs by Graduate Unit.

Master of Urban Design (MUD)
Admission and program requirements for the program are outlined in the Architecture, Landscape and Design entry in Degree Programs by Graduate Unit.

Master of Urban Design Studies (MUDS)
Admission and program requirements for the program are outlined in the Geography entry in Degree Programs by Graduate Unit.

Master of Visual Studies (MVS)
Admission and program requirements for the program are outlined in the Art entry in Degree Programs by Graduate Unit.

(revised March 8/10)
SGS Policy and Guidelines on Graduate Courses and Other academic Activities

[the Policy is for inclusion in the Calendar; the Guidelines depend on the Policy but are not for inclusion in the Calendar]

POLICY ON GRADUATE COURSES AND OTHER ACADEMIC ACTIVITIES:
Graduate Courses
All graduate programs are composed of a number of academic requirements that include graduate courses and other academic activities. A graduate course is a discrete, time-delimited unit of instructional/learning activity identified by a course code, in which students enroll. Graduate courses must be approved according to the relevant SGS policies and procedures. All graduate courses must have an instructor in charge who has a graduate faculty appointment in the graduate unit(s) responsible for the course. A full graduate course (course weight of one full course equivalent or 1.0 FCE) should involve a minimum of 48-72 hours of organized activity over two sessions (e.g. 2 lectures or 3 hours of laboratory work a week over two sessions); a half course (0.5 FCE) should require approximately half this time commitment. Normally the beginning and end dates for courses should coincide with the beginning and end dates of University sessions.

Graduate courses may take many forms and their timing may not always coincide with the normal beginning and end of classes in each session.

Course Codes
All graduate courses have course codes consisting of:
   - a prefix associated with the academic unit or program (three letters;
   - a four-digit course number; and
   - a suffix associated with the course weight (alpha character).

Normally, course weight is measured in full-course equivalencies (FCE) and is indicated via a Y or H suffix:
Y Full course: 1.0 FCE normally taken over two sessions
H Half Course: 0.5 FCE normally taken over one session

Course weight variations occur in some graduate programs. These variations often take the form of modular courses. A modular course is a course that has a non-standard weight, may have non-standard start and end dates within a session, and is usually combined with other course components so that the total equals 0.5 or 1.0 FCE. The minimum contact hour requirement applies to modular courses, equivalent to course weight.

Other Academic Activities
Graduate programs may have a variety of requirements that are not courses but constitute other academic activities which have been approved according to SGS policies and procedures. Some common non-course academic activities are major research papers, comprehensive examinations, practica, internships, etc.
GUIDELINES ON GRADUATE COURSES AND OTHER ACADEMIC ACTIVITIES:

See the Policy on Graduate Courses and Other Academic Activities for more information and for the definition of graduate courses.

Course Variations in Timing (see also modular courses under Course Codes above)

**Intensive course:** A course that is offered through a compressed timeframe. The minimum contact hours are equivalent to the course weight.

**Extended course (+):** A course in which the work continues into another academic session.

**Continuous course (o):** A course which may extend throughout a student’s program.

Course Delivery Modes

**Face-to-Face:** A course in which students are in the same place at the same time.

**Distance-delivery:** A course which uses a variety of technologically-mediated instruction. This course mode may include online instruction, webcast, podcast, audio/video and may be either synchronous or asynchronous.

**Mixed:** A course that is a mixture of face-to-face and technologically-mediated instruction

Alternate Course Types

The following descriptions of course types beyond the regular course description found in the policy section above are intended to provide guidelines for graduate courses structures and to clarify common terminology. They are not intended to constrain pedagogical innovation.

**Reading and research course:** Reading and/or research courses should involve as much reading and work as a normal seminar or other type of graduate course; written work should be a requirement of the course. Reading and/or research courses are subject to the grading practices policies in the same way as any other course. Only faculty holding a graduate appointment may direct a reading and/or research course, and they must hold a faculty appointment in the graduate unit where the course is being offered, normally in the student’s home graduate unit. In general, both the student and instructor should be on campus and the frequency of their meeting should be consistent with other courses. Approval to take a reading and/or research course is given by the graduate unit.

**Seminar/Workshop Courses:** Some graduate units offer seminar/workshop courses. These courses vary in format and delivery from unit to unit, and they may or may not count towards the number of courses required for the completion of a degree program. Consult the home graduate unit for details and program requirements.

**Laboratory Courses:** Some graduate units offer laboratory courses. These courses may vary in their requirements only in the site and method of learning.

**Joint Courses:** Joint courses exist where two or more graduate units participate to offer the course. A joint course has a three-letter course code prefix that begins with J. Joint courses are approved by both graduate units.
**Cross-listed Courses:** Cross-listed courses are those that are listed in the offerings of another graduate unit with the permission of both units. The course code does not change when cross-listed.

**Topics Courses:** Some graduate units offer topics courses. These courses vary from regular courses in that the content of these courses may vary from offering to offering.

*(revised 5 March 2010)*
ITEM 6 (part 2 of 2)

Proposal to change the Degree Regulations, Doctor of Philosophy, Final Oral Examination, in the SGS Calendar, affecting all graduate programs across the University.
School of Graduate Studies

MOTION
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to change the Degree Regulations on Final Oral Examinations for the Doctor of Philosophy (PhD) degree in the SGS Calendar as outlined in the attached documentation, effective September 1, 2010.

See attached documents:
- Governance Form A
- Calendar Entry

Prior Approvals and Discussion
Proposed changes have been discussed within the SGS Administration.

Further Governance
GEC approval is final.
Faculty Affiliation: N/A

Name of Graduate Unit: School of Graduate Studies, Student Services

Graduate Program/s involved in proposal, if any: N/A

Brief Summary of Proposed Change:
The proposed change regards the removal of language that prohibits candidates from discussing the external appraisal with members of the Examination Committee in advance of the Final Oral Examination (FOE).

Rationale:
With the introduction of the requirement that the external appraisal must be provided to the candidate at least two weeks prior to the FOE, it is not possible to enforce the requirement that the appraisal not be discussed by the candidate. The candidate, however, must not have any contact with the external appraiser prior to the FOE.

Prior Approvals/Actions and Comments:
SGS Committee of Deans and Directors (CoDD)

Proposed Effective Date:
September 2010

Financial and/or Planning Implications:
None

Chair/Director Name and Contact Information:
Vice-Dean Programs, Professor Elizabeth Smyth

Faculty Dean Name and Contact Information:
Brian Corman Dean of Graduate Studies and Vice-Provost, Graduate Education

Date: February 16, 2010
Final Oral Examination (Page 43 of 2009-2010 SGS Calendar, electronic version)

1. The candidate shall defend the thesis at a final oral examination organized by the graduate unit with the cooperation of SGS. The process of scheduling the examination, allowing time for professional appraisal, can be expected to take at least eight weeks at the best of times, and candidates should discuss the timing with the graduate administration of their unit. Candidates should also ascertain whether or not their unit imposes regulations over and above the minimal conditions required by SGS.

2. The graduate unit will notify SGS eight weeks prior to the examination when the thesis is ready to go forward for examination. In the absence of any particular local procedure, the candidate’s supervising committee will advise SGS that the thesis is ready to proceed. In rare cases, a thesis may proceed to examination without the approval of the supervising committee: candidates should contact the SGS Vice-Dean, Programs.

3. The thesis will be sent to an appraiser external to the University of Toronto, appointed by SGS on the recommendation of the graduate unit. (The Supervisor of the thesis will propose a list of three or more names of possible external appraisers to the graduate coordinator or Chair, who will choose one and send the recommendation to SGS for approval. The graduate unit will certify that the external appraiser has an arm’s-length relationship to the candidate and Supervisor.) The external appraiser should be a recognized expert on the subject of the thesis and should be external to the University as well as to its affiliated teaching hospitals and research institutes. Such an individual must be an associate or full professor at the home institution or, if the individual comes from outside the academic sector, must possess the qualifications to be appointed to an academic position at this level. Arrangements with external appraisers are the responsibility of the graduate unit. In particular, the graduate unit must allow the external appraiser sufficient time to act. The graduate unit must have a copy of the thesis delivered to the appraiser at least six weeks, and preferably longer, in advance of the examination date. Appraisals must be submitted to SGS at least two weeks in advance of the examination date; if they are not, the examination may have to be rescheduled. The graduate unit must also ensure that copies of the thesis are made available to all other voting members of the Examination Committee at least four weeks in advance of the examination date.

4. An Examination Committee, appointed by SGS on the recommendation of the graduate unit, will conduct the Final Oral Examination. The Examination Committee must include at least four, but no more than six, voting members: one to three of the voting members will have served on the candidate’s Supervisory Committee, and at least one voting member will not have been closely involved in the supervision of the thesis. Eligible for inclusion in the latter group are the external appraiser (in person or by audio connection), members of the graduate faculty of the candidate’s graduate unit, and members of the graduate faculty of other departments, centres, or institutes of the University. The Examination Committee may include, in addition, up to two non-voting members, who will be members of the graduate faculty of the candidate’s graduate unit or members of the graduate faculty of another graduate unit of the University. A quorum is four voting members. Graduate units must ascertain in advance the willingness of the persons named to act.
The SGS Vice-Dean, Programs, may modify the composition of the Examination Committee to fit exceptional circumstances.

5. SGS will appoint a non-voting Chair to the Examination Committee. The Chair will be a full member or member emeritus of the graduate faculty, holding no appointment to the graduate faculty of the candidate’s graduate unit.

6. The graduate unit is responsible for scheduling the examination, booking a room, and making appropriate technical arrangements.

7. The graduate unit must submit to SGS a Certificate of Completion together with the nomination form confirming completion of all other academic requirements, such as language and field requirements; an abstract of the thesis not longer than 350 words; and a copy of the Examination Program.

8. The graduate unit will send a copy of the external appraisal of the thesis to SGS as soon as it is received. The graduate unit is responsible for the distribution of copies of the external appraisal to the candidate (two weeks before the examination) and members of the Examination Committee. To avoid prejudicing the result of the examination, the external appraisal is not to be discussed with the candidate by members of the Examination Committee until the examination takes place, nor should it be distributed beyond that group and the relevant administrative officers. The candidate is to be instructed not to communicate with the External Appraiser/Examiner until the examination is under way.

9. Members of the graduate faculty are entitled to attend the examination, and with the permission of the Chair, they may ask questions of the candidate, but they must withdraw before the Committee’s discussion and vote. A qualified observer may attend, subject to the same restrictions, if the graduate unit has received approval for such attendance in writing beforehand from the SGS Vice-Dean, Programs. Otherwise the examination is closed to the public. The vote at the examination takes into account both the thesis and the oral defence itself.

10. The Examination Committee represents the SGS Graduate Education Council and through it the University. It is therefore responsible for the standard of the PhD degree in this University. Graduate unit examinations held immediately in advance of the final oral must not therefore interfere with attendance at, or thoroughness of, the final examination.

The Committee must evaluate the external appraisal of the thesis, which is to be considered only as an individual opinion to be employed as the committee sees fit. It must examine the candidate on the content and implications of the thesis. Where someone other than the candidate is a co-author of any portion of the thesis, the Examination Committee must be satisfied that the candidate’s personal contribution to the thesis is sufficient to fulfil the requirements of the PhD degree. In addition to determining the adequacy of the thesis, the committee must satisfy itself that the thesis document meets the proper standards of scholarship.

The committee possesses the full authority of the School with respect to the examination.
11. A quorum for the final examination is four voting members, plus the Examination Committee Chair who has no vote. Voting shall be by signed ballot, and the names of the examiners and their respective votes shall be read to the Examination Committee by the Chair. If a quorum is not present the Chair may delay the examination to obtain a quorum or may postpone the examination to another date.

12. The candidate passes on the first examination:
   a) if the decision is unanimous, OR
   b) if there is not more than one negative vote or abstention.

If there is more than one negative vote or abstention, adjournment is mandatory.

In the event of adjournment, the Examination Committee must provide the candidate, as soon as possible, with a written statement that indicates the reasons for adjournment and the committee’s requirements for the reconvened oral examination. In addition, the Examination Committee must decide the approximate date of the reconvened examination. The time between the adjourned examination and the reconvened examination should be as short as circumstances will permit and in no case shall exceed one year.

At the reconvened examination, no new committee members shall be added, except for necessary replacements. It is the obligation of the examiners to attend the reconvened examination.

The candidate passes on the reconvened examination:
   a) if the decision is unanimous, OR
   b) if there is not more than one negative vote or abstention.

No further adjournment will be allowed.

If a candidate is not recommended for the degree by the committee in charge of the second examination, the candidate is ineligible for further PhD candidacy at the University. The Examination Committee must provide the candidate, as soon as possible, with a written statement that explains clearly and directly why the examiners found the candidate’s performance unsatisfactory on the written and/or oral components of the examination, as may be relevant.

13. If minor corrections in style are a condition of acceptance of the thesis, the candidate must complete the corrections within one month of the date of the examination, and the supervisor will inform the candidate of the necessary corrections. The supervisor must notify the School of Graduate Studies directly in writing that the required corrections have been made by the candidate, with a copy of the correspondence sent to the graduate coordinator of the graduate unit, before the candidate is recommended for the degree.

14. If minor modifications are a condition of acceptance of the thesis, the Chair of the Examination Committee will appoint a Subcommittee of the Examination Committee (to be approved by the
Examination Committee) to supervise the proposed modifications. One member of the Subcommittee is designated by the Chair, with the approval of the Examination Committee, as the Convenor. The Convenor will be responsible for the preparation of a statement detailing the modifications required. Modifications must be completed within three months of the date of the oral examination. The members of the Subcommittee will report on the acceptability of the completed modifications to the Convenor. If all members of the Subcommittee approve the completed modification, the candidate will be passed without the necessity of reconvening the Examination Committee. The Convenor of the Subcommittee must certify in writing to the School of Graduate Studies, within three months of the original examination, that the modifications have or have not been satisfactorily completed. If one or more members of the Subcommittee do not approve the completed modifications, the final oral examination must be reconvened within a year of the date of the original examination.

The Examination Committee must decide the nature of minor modifications, but it is intended that minor modifications should be more than corrections in style and less than major changes in the thesis. A typical example of minor modifications might be clarification of textual material or qualification of research findings and conclusions. The option of acceptance with minor modifications does not apply to the reconvened examination.

If major changes are required, the examination must be adjourned and the Committee reconvened after the changes have been made.

15. The University Library authorization form and publication agreement must be signed by the candidate when the final thesis is submitted. The format of the submitted thesis must comply with the School of Graduate Studies guidelines.

16. The School requires that every PhD thesis be published substantially as it is accepted.

It is the intention of the University of Toronto that there be no restriction on the distribution and publication of theses. However, in exceptional cases, the author, in consultation with the thesis supervisor and with the approval of the chair of the graduate unit, shall have the right to postpone distribution and publication for a period up to two years from the date of acceptance of the thesis. In exceptional circumstances and on written petition to the Dean of the School of Graduate Studies, the period might be extended, but in no case for more than five years from the date of acceptance of the thesis unless approved by the SGS Graduate Education Council.

For further details, students should consult the pamphlet, Guidelines for the Preparation of Theses at www.sgs.utoronto.ca/informationfor/students/finish.final.htm.
MOTION
Graduate Education Council
Tuesday, March 16, 2010

ITEM 7

Proposal to add options to the following program:
Counselling Psychology (counselling psychology for psychology specialists field), MA (add a part-time option), PhD (add a flexible-time option)

Department of Adult Education and Counselling Psychology, Ontario Institute for Studies in Education (OISE)

MOTION
THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to add a part-time option to the MA in the Counselling Psychology program (counselling psychology for psychology specialists field). This new option is effective May 1, 2010.

MOTION
THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to introduce a flexible-time option to the PhD in the Counselling Psychology program (counseling psychology for psychology specialists field). This new option is effective September 1, 2010.

See attached documents:
- SGS Governance Form A (for the first motion)
- SGS Governance Form A (for the second motion)
- Calendar Entry (for the changes in both motions)

Prior Approvals and Discussion

The proposal was approved by the Executive Committee of the Adult Education and Counselling Psychology Department on October 8, 2009, and by the Counselling Psychology Planning Committee on November 11, 2009. It was approved by the OISE Graduate Education Committee on January 29, 2010 and by the OISE Faculty Council on February 24, 2010; the following point arose at these meetings:

- For the MA part-time option, there was discussion about the advantages of having a one-year full-time residency for students. In the residency, students will be able to do their practicum and concentrate on taking courses that relate to the practicum at the same time. It is important to note that once students register as full-time students for one year, they must continue to register full-time until they finish their degree.

- For the PhD flexible-time option, there was some discussion about whether there would be an increase in demand for practicum placements but it was clarified that there would be no increase in demand.

Further Governance

GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.
Faculty Affiliation: Ontario Institute for Studies in Education

Name of Graduate Unit: Adult Education and Counselling Psychology

Graduate Program/s involved in proposal: Counselling Psychology: Psychology Specialists Stream, M.A.

Brief Summary of Proposed Change: A new part-time option for the MA in the Psychology Specialists Stream of the Counselling Psychology Program.

Rationale:
There is a demand and a need to provide Masters level students in the Psychology Specialists Stream of the Counselling Psychology program the opportunity to complete their M.A. studies on a part time basis. Masters level students of this stream may enter directly from an undergraduate degree program or enter from employed positions in a variety of health settings or institutions of higher education. Most often, those who have been employed in health settings or in institutions of higher education have worked in the capacity of research personnel. These students bring a wealth of research experience to their graduate study and knowledge which is highly relevant to their graduate M.A. degree and often wish to continue their employment while pursuing a MA degree. Currently, about half of the full-time students complete their degree requirements (8 half-courses and thesis requirement) within 1.5 years. The Counselling Psychology program would like to offer students, especially those who are employed in related fields following their BA studies, an option to start the degree and take courses on a part-time basis. As part of their program, these students will also be required to complete one year of full-time study. Hence, the Counselling Psychology program will require a year of full-time attendance towards the part-time M.A. degree.

The Department of Adult Education and Counselling Psychology of OISE/UT proposes to offer this M.A. option in the Psychology Stream of the Counselling Psychology program, beginning September 2010.

Prior Approvals/Actions:
Four meetings about the MA part-time/full time combination were held in the department.

- Counselling Psychology Retreat May 8, 2009. This meeting included the Counselling Psychology Chair, the Associate Chair of the Department of Adult Education and Counselling Psychology, and Counselling Psychology faculty. This meeting involved the initial discussion of admitting M.A. students for part time studies at the beginning of their program and requiring one year of full time registration as part of their program of study. It was decided to pursue this option and allocate time for further discussion both at the Executive Committee of the Department of Adult Education and Counselling Psychology and at the Counselling Psychology Planning Committee during the Fall 2009 semester.

- Executive Committee, Adult Education and Counselling Psychology Department, October 8, 2009. This meeting included the Chair and Associate Chair of the
Department of Adult Education and Counselling Psychology, as well as the Chairs of the Counselling Psychology and Adult Education programs. In this meeting, all members of the Executive Committee were in favour of offering a part time option for the M.A. degree, as long as the program of study involves one year of full time registration, towards the M.A. degree in the Psychology Stream of the Counselling Psychology program.

- Counselling Psychology Planning Committee, October 28, 2009. This meeting included the Counselling Psychology Chair and all members of the Counselling Psychology program. In this meeting, the proposal to offer a part time option for the M.A. degree, as long as the program of study involves one year of full time registration, towards the M.A. degree in the Psychology Stream of the Counselling Psychology program was discussed. All Counselling Psychology faculty members voted in favour of the proposal.

- Counselling Psychology Planning Committee, November 11, 09. This meeting included the Counselling Psychology Chair, all members of the Counselling Psychology program, and the Associate Dean Academic of OISE/UT. In this meeting Counselling Psychology faculty discussed with the Associate Dean Academic the size of the M.A. part-time cohort and the time line for approval of the program. Following this discussion, all Counselling Psychology faculty decided unanimously to proceed with the proposal to SGS.

**Proposed Effective Date:**
September 2010

**Financial and/or Planning Implications:**
Admitting part-time M.A. students is not expected to have an impact on the full-time M.A. program. Admission criteria and process will be the same for full-time and part-time M.A. applicants, with the exception that M.A. students entering the program on a part time basis will not be eligible for guaranteed funding.

It is not expected that the part time M.A. option will have an impact on the M.Ed. program in Counselling Psychology since the M.Ed. Program is in the Community and Educational Settings Stream.

In line with university regulations, M.A. students entering their degree on a part-time basis will be registered and pay part-time fees. However, they will be required to register as full-time students for one year of the program. Students, who have not completed all degree requirements by the end of their year of full time study, must continue to enrol on a full time basis until they complete all degree requirements.

Students in the part-time M.A. option will be subject to the same program requirements as the full-time M.A. candidates in the Psychology Stream of the Counselling Psychology program. The number of courses and thesis requirements will be the same as those required for the full-time M.A. The difference is that students enrolled in the part time M.A. option will have the flexibility of a part-time course load at the beginning of the program.

The Counselling Psychology Program expects to admit about five students into the part-time M.A. option. These students will enrol in courses already available to full-time students. No additional resources will be needed.
Submitted by:
Niva Piran, Associate Chair,
Department of Adult Education and Counselling Psychology

Date: Friday December 11, 2009
Faculty Affiliation: Ontario Institute for Studies in Education

Name of Graduate Unit: Adult Education and Counselling Psychology

Graduate Program/s involved in proposal: Counselling Psychology: Psychology Specialists Stream, Ph.D.

Brief Summary of Proposed Change: Flexible-delivery option to the Ph.D.

Rationale:
Doctoral students in the Psychology Specialists Stream of the Counselling Psychology program enter directly from a Masters degree program or enter from employed positions in a variety health settings or institutions of higher education. Some of those who have been employed in health settings or in institutions of higher education have worked as psychology associates or in related positions providing clinical and educational assessment and therapy services in hospitals, universities, or community-based clinics. Others have worked as research personnel in hospital and university settings. To date, students have needed to take extended leaves from their places of employment in order to pursue a Ph.D. There is currently no system available to prospective students in the Psychology Specialist Stream who wish to continue working while pursuing a Ph.D. These students, in particular, bring to their studies and the program a wealth of practical experiences and maturity, qualities highly relevant to the doctoral degree in Counselling Psychology. Related to these strengths, the Department of Adult Education and Counselling Psychology of OISE/UT proposes to offer the flexible Ph.D. in the Psychology Stream of the Counselling Psychology program, beginning September 2010.

Prior Approvals/Actions:
Four meetings about the flexible-time Ph.D. program were held in the department.

- Counselling Psychology Retreat May 8, 2009. This meeting included the Counselling Psychology Chair, the Associate Chair of the Department of Adult Education and Counselling Psychology, and Counselling Psychology faculty. This meeting involved the initial discussion of offering a flexible Ph.D. program. It was decided to pursue this option and allocate time for further discussion both at the Executive Committee of the Department of Adult Education and Counselling Psychology and at the Counselling Psychology Planning Committee during the Fall 2009 semester.

- Executive Committee, Adult Education and Counselling Psychology Department, October 8, 2009. This meeting included the Chair and Associate Chair of the Department of Adult Education and Counselling Psychology, as well as the Chairs of the Counselling Psychology and Adult Education programs. In this meeting, all members of the Executive Committee were in favour of offering a flexible Ph.D. in the Psychology Stream of the Counselling Psychology program.

- Counselling Psychology Planning Committee, October 28, 2009. This meeting included the Counselling Psychology Chair and all members of the Counselling Psychology program. In this meeting, the proposal to offer a flexible Ph.D. in the Psychology Stream
of the Counselling Psychology program was fully discussed. All Counselling Psychology faculty members voted in favour of the proposal.

- Counselling Psychology Planning Committee, November 11, 09. This meeting included the Counselling Psychology Chair, all members of the Counselling Psychology program, and the Associate Dean Academic of OISE/UT. In this meeting the Counselling Psychology faculty discussed with the Associate Dean Academic the size of the flexible Ph.D. program and the time line for approval of the program. Following this discussion, all Counselling Psychology faculty decided unanimously to proceed with the proposal to SGS.

**Proposed Effective Date:**
September 2010
Month Year

**Financial and/or Planning Implications:**
Adding the flexible-time Ph.D. program option is not expected to have an impact on the full-time Ph.D. program. Admission criteria and process will be the same for full-time and flexible-time Ph.D. applicants, with the exception that flexible-time Ph.D. applicants will demonstrate that they are in a career related to the proposed field of study. Flexible-time Ph.D. students will not be eligible for guaranteed funding.

It is not expected that the flexible-time Ph.D. program option will have an impact on the Ed.D. program in Counselling Psychology since the Ed.D. Program is in the Community and Educational Settings Stream.

In line with university regulations, flexible-time students will be registered full-time and pay full-time fees for four years and may apply to be registered part-time thereafter. They will be subject to the same program requirements as the full-time Ph.D. candidates in the Psychology Stream of the Counselling Psychology program. The number of courses, comprehensive examination and thesis requirements will be the same as those required for the full-time Ph.D. The difference is that students enrolled in the flexible-time Ph.D. will have the flexibility of a part-time course load and will have an overall time limit to completion of 8 years rather than 6 years.

The Counselling Psychology Program expects to admit about five flexible-time Ph.D. students each year. Flex-time Ph.D. students will enrol in courses already available to full-time students. No additional resources will be needed.

**Submitted by:**
Niva Piran, Associate Chair,
Department of Adult Education and Counselling Psychology

**Date:** Friday December 11, 2009
SGS Calendar 2009-2010 Entry for the Counselling Psychology for Psychology Specialists field within the Counselling Psychology program, Department of Adult Education and Counselling Psychology

Counselling Psychology

Field: Counselling Psychology for Psychology Specialists

Master of Arts

This MA program is designed for applicants interested in working as researchers or practitioners in a variety of psychological and educational settings. The program meets the basic academic and clinical requirements for registration with the College of Psychologists of Ontario as a Psychological Associate. It also meets the needs of students who plan to apply to the PhD program in Counselling Psychology for Psychology Specialists.

The MA is taken on a full-time or part-time basis. However, students in the part-time program will be required to complete one year of full time study to fulfill their degree requirements.

Minimum Admission Requirements

- A four-year University of Toronto bachelor's degree in psychology or any four-year undergraduate degree which would contain the psychology requirement equivalent (defined as 6.0 full-course equivalents (FCE) in psychology, including 0.5 FCE in research methods, 0.5 FCE in statistics and at least 3.0 FCE at the third- and fourth-year level).
- A standing equivalent to a University of Toronto A- better in the final year.

Program Requirements

- The MA in Counselling Psychology for Psychology Specialists consists of 4.0 full-course equivalents (FCE)
- 500 hours of practicum
- A master's thesis
- Every program of study includes courses in counselling theory, practice, assessment, ethics, personality and cognitive assessment skills, and research methodology, as well as a practicum placement.
- **Full time option:** Full-time on-campus study is required from September to April, which represents the Fall and Winter Sessions; however, students may begin their program of study in the preceding Summer Session. Normally, 1.5 FCE are taken in each of the Fall
and Winter Sessions and a maximum of 1.0 FCE in the Summer Session. Under this option, it is expected that all degree requirements will be completed within two years.

- Part time option: In this option, students can register as part time students at the beginning of their program. However, they will be required to register as full time students for one year of the program. In this option, students will normally take 1.0 FCE annually during the beginning of their program, and 1.5 FCE taken in each of the Fall and Winter Sessions in their year of full time study. Under this option, it is expected that all degree requirements will be completed within two to three years, up to a maximum of 5 years.
- It is expected that all degree requirements will be completed within two years.

**Doctor of Philosophy**

The principal emphasis of this degree program is the development of research and theoretical knowledge in counselling psychology, assessment skills, and knowledge and training in professional issues. Students are expected to conduct advanced research and to develop professional knowledge and skills in counselling psychology. Graduates will be prepared to assume a variety of positions in psychological practice and research in schools and universities, in community settings, in agencies offering psychological services, and in university or college counselling centres. The program of study must be taken on a full-time basis and progress in the program will be reviewed annually.

The Counselling Psychology program offers both a full-time and flexible-time PhD. Full-time PhD students must complete their degree within six years; flexible-time PhD students must complete their degree within eight years.

Please note that the Counselling Program is currently adjusting course requirements to conform to the guidelines and principles for the Canadian Psychological Association accreditation of programs in professional psychology.

**Minimum Admission Requirements**

**Full-time PhD**

The Ph.D. in Counselling Psychology requires the following:

- A four-year University of Toronto bachelor’s degree in psychology or any four-year undergraduate degree which would contain the psychology requirement equivalent (defined as 6.0 FCE in psychology, including 0.5 FCE in research methods, 0.5 FCE in statistics, and at least 3.0 FCE at the third- and fourth-year level). A standing equivalent to a University of Toronto A- better in the final year.
- A University of Toronto M.A. degree with specialization in Counselling Psychology for Psychology Specialists with a grade of A- or better, or its equivalent.

**Flexible-time PhD**

Comment [AB1]: This section is being changed because there was a mistake in the original text. These admission requirements have not changed.
Applicants to the flexible-time PhD option are accepted under the same admission requirements as applicants to the full-time PhD option. However, in addition, applicants to the flexible-time PhD should demonstrate that they are active professionals engaged in activities relevant to their proposed program of study. See the OISE Bulletin for further information.

Program Requirements

- The PhD program requires a minimum of 4.0 full-course equivalents (FCE) (including practicum AEC 3217Y and internship AEC 3268Y).
- Practicum. Complete a 500-hour practicum in conjunction with the doctoral practicum course AEC 3217Y
- Internship (AEC 3268Y). 2,000 hours of internship. All internship arrangements must be made in consultation with the Coordinator of Internship and Counselling Services.
- Comprehensive examination. In addition to normal course requirements, students will be examined systematically in general psychology and in professional psychology. The examination will normally be taken at the end of the second year of full-time study.
- Doctoral dissertation. All students must develop, complete, and defend in an oral examination, a doctoral dissertation supervised by a full-time member of the Counselling Psychology faculty. The content of such dissertation research may address theoretical issues applicable to counselling concerns and practice, relate to the development of programs in a variety of educational or applied settings, or in some other way contribute to the development and practice of counselling psychology.
MOTION
Graduate Education Council
Tuesday, March 16, 2010

ITEM 8

Proposal to change the admission requirements for the following program:
Environmental Science, MEnvSc
Centre for Environment, Faculty of Arts and Science

MOTION
THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the admission requirements of the MEnvSc in the Environmental Science program by specifying that ideal applicants will have a background containing two half courses or one full course in each of chemistry, physics, calculus and biology. The change is effective September 1, 2010.

See attached documents:
• SGS Governance Form A
• Calendar Entry

Prior Approvals and Discussion

The proposal was approved by the Faculty’s Three-Campus Graduate Curriculum Committee on January 26, 2010. No substantive discussion arose at the meeting.

The item was withdrawn at the February 23, 2010 Graduate Education Council meeting. The wording of the proposal has since been revised.

Further Governance

GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.
Governance Form A: General
2009-2010

Faculty Affiliation:
Arts and Science, Environmental Science

Name of Graduate Unit:
Centre for Environment

Graduate Program/s involved in proposal, if any:
Master of Environmental Science (M.Env.Sc.)

Brief Summary of Proposed Change:
Addition of the following sentence to SGS Calendar entry: Ideal applicants will have a science background containing two half courses or one full course in each of chemistry, physics, calculus and biology. (revised calendar entry is attached)

Rationale:
Clarification of background requirements necessary for success in the program.

Prior Approvals/Actions and Comments:
Recommended by Admissions Committee to avoid applications of unacceptable candidates.

Proposed Effective Date:
Immediate

Financial and/or Planning Implications:
N/A

Chair/Director Name and Contact Information:
Donald E. Cormack
Director, Master of Environmental Science Program
Chair, Department of Physical and Environmental Sciences
University of Toronto Scarborough
416-287-7197 phone
416-287-7204 fax
donald.cormack@utoronto.ca

Faculty Dean Name and Contact Information:
Ingrid Stefanovic
Director, Centre for Environment
University of Toronto
416-978-3475 phone
416-978-3884 fax
director.environment@utoronto.ca

Date:
March 5, 2010
Environment  ENV

Faculty Affiliation
Arts and Science
School of Graduate Studies

Degree Programs Offered
Environmental Science – MEnvSc

Overview
The Centre for Environment (CFE) provides opportunities for an interdisciplinary approach to environmental studies at the University of Toronto. It has both teaching and research functions. Its faculty members are cross-appointed from several departments including engineering, physical sciences, health sciences, biological sciences, forestry, social sciences, and the humanities.

A 12-month professional course-work Master of Environmental Science (MEnvSc) degree program is offered at the University of Toronto Scarborough as a program of the Centre for Environment. All courses within the program fall within the designated major field of study: Biophysical Interactions in Terrestrial and Aquatic Systems. Although the program base is broad, a major focus for training professionals is understanding the flux of contaminants through surface and sub-surface environments and the methods/solutions needed to remediate contaminated or damaged environmental systems. The program is committed to the development of well-trained practitioners in environmental science to meet the needs primarily of industry and government. The program is designed for both newly graduated students and existing professionals in industry and government agencies. The training is also designed to allow students to pursue PhD studies in the environment.

Contact and Address
Environmental Science
Web: www.utsc.utoronto.ca/envsci/menvsci/
Email: menvsci@utsc.utoronto.ca
Telephone: (416) 287-7357
Fax: (416) 287-7204

Graduate Program Assistant
Department of Physical and Environmental Sciences
University of Toronto Scarborough
Room S639A, 1265 Military Trail
Toronto, Ontario M1C 1A4
Canada

Degree Programs
Master of Environmental Science
The MEnvSc program offers three streams:
1. Research
2. Internship
3. Part-time studies

Minimum Admission Requirements
- Students are expected to satisfy all requirements for entry into the School of Graduate Studies at the University of Toronto within a competitive selection process. Applicants educated outside Canada should pay particular attention to the English language competency requirements. [AA1]: Not usually done in Calendar; we have clearly stated language requirements for admission.
Four-year University of Toronto bachelor's degree, or its equivalent from a recognized university, either in science or engineering with a minimum mid-B grade average in the last two years of the undergraduate program. Ideal applicants will have a science background containing two half courses or one full course in each of chemistry, physics, calculus and biology.

Applicants must submit a written statement explaining their objectives for entering the program and the suitability of their background. Appropriate postgraduate work experience, such as in industry, will be considered as part of the admission application. Those students lacking one or more essential background courses may be required to take additional courses prior to admission.

Program Requirements

- In all three streams, course work consists of 5.5 full-course equivalents (FCE).
- It is anticipated that students will complete all instructional courses in two sessions and will complete field and research-focused courses as well as the internship during the summer.

Minimum Period of Registration – 3 sessions
Time Limit – 6 years
Normal Program Length – 3 sessions (full-time)

Courses

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<td>ENV 1100H</td>
<td>Advanced Seminar in Environmental Science</td>
</tr>
<tr>
<td>ENV 1101Y</td>
<td>Research Paper in Environmental Science</td>
</tr>
<tr>
<td>ENV 1102H</td>
<td>Analytical Chemistry for Geoscientists</td>
</tr>
<tr>
<td>ENV 1103H</td>
<td>Air and Water Quality Sampling and Monitoring</td>
</tr>
<tr>
<td>ENV 1104H</td>
<td>Methods for the Detection of Pathogens</td>
</tr>
<tr>
<td>ENV 1105H</td>
<td>Soil Contamination Chemistry</td>
</tr>
<tr>
<td>ENV 1106H</td>
<td>Geology and Geophysics of the Shallow Subsurface</td>
</tr>
<tr>
<td>ENV 1107H</td>
<td>Remediation Methods</td>
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<tr>
<td>ENV 1108H</td>
<td>Environmental Science Field Camp</td>
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<tr>
<td>ENV 1109H</td>
<td>Advanced Techniques in Geographic Information Systems</td>
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<tr>
<td>ENV 1110H</td>
<td>Sediment and Contaminant Transport in Aquatic Systems</td>
</tr>
<tr>
<td>ENV 1111H</td>
<td>Freshwater Ecology and Biomonitoring</td>
</tr>
<tr>
<td>ENV 1112H</td>
<td>Boundary Layer Climates and Contaminant Fate</td>
</tr>
<tr>
<td>ENV 1113H</td>
<td>Groundwater Hydrochemistry and Contaminant Transport</td>
</tr>
<tr>
<td>ENV 1114H</td>
<td>Directed Readings in Environmental Science I</td>
</tr>
<tr>
<td>ENV 1115H</td>
<td>Directed Readings in Environmental Science II</td>
</tr>
<tr>
<td>ENV 1116Y</td>
<td>Internship</td>
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<tr>
<td>ENV 1117H</td>
<td>Climate Change Impact Assessment</td>
</tr>
<tr>
<td>ENV 1118H</td>
<td>Fundamentals of Ecological Modelling</td>
</tr>
<tr>
<td>ENV 1119H</td>
<td>Quantitative Environmental Analysis</td>
</tr>
<tr>
<td>ENV 1120H</td>
<td>The Dynamics of Contaminant Dispersal in Fluids</td>
</tr>
<tr>
<td>ENV 1121H</td>
<td>Modelling the Fate of Organic Chemicals in the Environment</td>
</tr>
<tr>
<td>ENV 1122H</td>
<td>Global Environmental Security and Sustainable Development</td>
</tr>
<tr>
<td>ENV 1123H</td>
<td>Environmental Regulations</td>
</tr>
<tr>
<td>ENV 1124H</td>
<td>Environmental Project Management</td>
</tr>
<tr>
<td>ENV 1125H</td>
<td>Contaminated Site Remediation</td>
</tr>
<tr>
<td>ENV 1126H</td>
<td>Environmental Tracers</td>
</tr>
</tbody>
</table>

Graduate Faculty

Graduate faculty data will be downloaded from the HRIS for placement here. For procedures on updating faculty data and to download appointment forms (checklists), visit www.sgs.utoronto.ca/adminsupport/gradfac.htm

Graduate faculty data will be downloaded from the HRIS.
MOTION
Graduate Education Council
Tuesday, March 16, 2010

ITEM 9.1

Proposal to change the program requirements for the following program:
Clinical Biomedical Engineering, MHSc
Institute of Biomaterials & Biomedical Engineering (IBBME), Faculty of Applied Science & Engineering

MOTION
THAT Graduate Education Council approve the proposal of the Faculty of Applied Science and Engineering to change the program requirements of the Master of Health Science in Clinical Biomedical Engineering as follows:
• Add completion of BME 1450H (Bioengineering Science) and a life science equivalent (without changing the overall number of required FCEs);
• Replace the research project requirement with completion of a thesis in the clinical engineering field;
• Reduce the normal program length from nine sessions (three years) to six sessions (two years);
• These changes are effective September 2010.

See attached documents:
• SGS Governance Form A
• Calendar Entry

Prior Approvals and Discussion
The proposal was approved by the Faculty of Engineering Graduate Education and Research Committee on December 7, 2009. It was approved by the Faculty of Engineering Council on February 24, 2010; no substantive discussion arose at the meeting.

Further Governance
GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.
Faculty Affiliation:  
Faculty of Applied Science & Engineering

Name of Graduate Unit:  Institute of Biomaterials and Biomedical Engineering

Graduate Program/s involved in proposal, if any:  Master of Health Science in Clinical Biomedical Engineering

Brief Summary of Proposed Change:

UNDER “PROGRAM REQUIREMENTS”

1) Bullet 1: “Normally 4.0 full-course equivalents (FCE), including 1.0 FCE which involves periods of internships in health care facilities, the medical device industry, or health care consulting firms. All students are required to take a life science course, such as JPB 1022H (or an equivalent)” BE CHANGED TO "Normally 4.0 full—course equivalents (FCE), including BME1450, a life science equivalent and 1.0 FCE which involved periods of internships in health care facilities, the medical device industry, or health care consulting firms. All students are required to take a life science course, such as JPB 1022H (or an equivalent)"

2) Bullet 3: “A research project” BE CHANGED TO “Successful completion of a thesis in the clinical engineering field.”

3) Bullet 4: “All degree requirements to be completed within three years” BE REMOVED AND THE FOLLOWING LINE ADDED: “Normal Program Length: 6 sessions.”

Rationale:

1) Explicitly specifying BME1450 is necessary as it is an across-the-board requirement for all BME students. A similar statement exists in the description of the BME MASc program. The wording around a life science equivalent is necessary because the requirement can be fulfilled by taking a non-life science course with a substantial life science component.

2) Students in the MHSc program are required to write and defend a thesis. The current terminology is misleading.

3) Historically, the program has been run as a two year (six session) program. The third year existed as a cushion for those who could not complete their theses in time. Since 2006, we have encouraged students to start their theses in their first year and have streamlined the internship process so that students do not waste time hunting for internships. Consequently, since 2006, with more time to focus on their research, students have all been able to complete their program requirements well within the 24 month timeframe. Further, as masters students exceeding 2 years are no longer BIU eligible, there is financial incentive to ensure timely graduation. Finally, supervisors are reluctant to support masters students for more than 2 years. We are therefore requesting a revision of the wording in the calendar to reflect the actual program length.
change will not have any impact on program delivery or content. Further, students will not be impacted in any way.

There is NO effect on the program or students. Both the course and thesis requirements highlighted above have always been part of the program.

Prior Approvals/Actions:
The graduate studies committee at IBBME have approved of these changes.

Proposed Effective Date:
September 2010
Month Year

Financial and/or Planning Implications:
None

Contact name, e-mail address and telephone #:
Tom Chau – Graduate Coordinator, Clinical Engineering Program, IBBME
Tom.chau@utoronto.ca
416-978-6108

Submitted by:
Chris Damaren, Vice-Dean, Graduate Studies

Date: December 9, 2009
Biomedical Engineering  BME

Faculty Affiliation
Applied Science and Engineering

Degree Programs Offered
Biomedical Engineering - MASc, PhD
Clinical Biomedical Engineering – MSc

Collaborative Programs Offered
Degree programs that participate in:
1. Addiction Studies, see p. 406
   • Biomedical Engineering, MASc, PhD
2. Cardiovascular Sciences, see p. 426
   • Biomedical Engineering, MASc, PhD
3. Genome Biology and Bioinformatics, see p. 448
   • Biomedical Engineering, PhD
4. Health Care, Technology and Place, see p. 454
   • Biomedical Engineering, PhD
5. Neuroscience, see p. 466
   • Biomedical Engineering, MASc, PhD

Overview
The Institute of Biomaterials and Biomedical Engineering offers facilities for research in biomedical engineering and for three educational programs leading to master's and doctoral degrees. Students may be registered in the Biomedical Engineering Program or in the Clinical Biomedical Engineering Program through the Institute. Students interested in the Collaborative Program in Biomedical Engineering may register through one of the collaborating graduate units.

Biomedical engineering is a multidisciplinary field that integrates engineering and biology/medicine. It uses methods, principles, and tools of engineering, physical sciences, and mathematics to solve problems in the medical and life sciences for the study of living systems; the enhancement and replacement of those systems; the design and construction of systems to measure basic physiological parameters; the development of instruments, materials, and techniques for biological and medical practice; and the development of artificial organs and other medical devices. By its nature, the majority of the Institute’s work is interdisciplinary.

Research themes include diagnostic and therapeutic engineering, technology for health, and cellular and molecular bioengineering. Specific interests include neural and sensory systems engineering, molecular imaging, nanotechnology and microtechnology, biomaterials, rehabilitation engineering, cellular and tissue engineering, regenerative medicine proteomics and bioinformatics.

Contact and Address
Web: www.ibbme.utoronto.ca
E-mail: admissions.ibbme@utoronto.ca
Telephone: (416) 978-4841
Fax: (416) 978-4317

Institute of Biomaterials and Biomedical Engineering
Room 407, Rosebrugh Building
164 College Street
University of Toronto
Toronto, Ontario  M5S 3G9
Degree Programs

Biomedical Engineering

Master of Applied Science

Minimum Admission Requirements

• Graduate in dentistry, engineering, medicine, or one of the physical or biological sciences

Program Requirements

• Program normally comprises at least 2.0 full-course equivalents (FCE), including BME 1450H and an appropriate life science or engineering course. Engineering and physical science students take a life sciences course, such as JPB 1022H (or an equivalent); while life science students take a physical sciences course, such as JPB 1055H (or an equivalent).
• Students participate in two seminar courses: one of BME 1010H or BME 1011H Graduate Seminar series, and JDE 1000H Ethics in Research.
• Successful completion of a thesis in the biomedical engineering field.
• Students normally complete all degree requirements within 18-24 months.

Doctor of Philosophy

Minimum Admission Requirements

• Graduate in dentistry, engineering, medicine, or one of the physical or biological sciences with an appropriate master's degree.
• Direct admission may be considered in exceptional cases.

Program Requirements

• Normally at least 1.0 full-course equivalent (FCE) and successful completion of a thesis, representing an original investigation in biomedical engineering.
• Within 12 months of registration, students must pass a qualifying examination covering the broad field of biomedical engineering appropriate to their background.
• Students will continue to meet with their supervisory committee at least once every 12 months until recommendation for the Departmental Oral Examination is made. On the recommendation of the supervisory committee and special approval from their department Graduate Chair or Coordinator, candidates have the opportunity to waive the Departmental Oral Examination and proceed directly to the University of Toronto Final Oral Examination.
• Engineering and physical science students are required to take a life sciences course, such as JPB 1022H (or an equivalent); while life science students are required to take a physical sciences course, such as JPB 1055H (or an equivalent).
• Students pursue a thesis topic relevant to Biomedical Engineering and are expected to take BME 1450H Bioengineering Science.
• Students participate in two seminar courses: one of BME 1010H or BME 1011H Graduate Seminar series, and JDE 1000H Ethics in Research.

Clinical Biomedical Engineering

Master of Health Science

Minimum Admission Requirements
Selected students who hold the degree of Bachelor of Applied Science of this University or an equivalent degree in engineering.

Program Requirements
- Normally 4.0 full-course equivalents (FCE), including BME 1450H, a life science equivalent and 1.0 FCE which involves periods of internships in health care facilities, the medical device industry, or health care consulting firms. All students are required to take a life sciences course, such as JPB 1022H (or an equivalent).
- Students participate in two seminar courses: one of BME 1010H or BME 1011H Graduate Seminar series, and JDE 1000H Ethics in Research.
- A research project Successful completion of a thesis in the clinical engineering field.
- All degree requirements must be completed within three years.

Normal Program Length: 6 Sessions
MOTION
Graduate Education Council
Tuesday, March 16, 2010

ITEM 9.2

Proposal to change the program requirements for the following program:
Music, MA (musicology and ethnomusicology fields)
Faculty of Music

MOTION
THAT Graduate Education Council approve the proposal of the Faculty of Music to change the program requirements of the MA in the Music program as follows:

• For students in the musicology field, note that the required course MUS 1001H (Introduction to Music Research II) is available in alternating years, and that either the Associate Dean, Graduate Education, or the History and Culture Coordinator will advise students on course selection with a view to establishing a balance between their interests and any perceived weaknesses in their background preparation.

• For students in the ethnomusicology field, remove MUS 1001H (Introduction to Music Research II) as a required course, and note that either the Associate Dean, Graduate Education, or the History and Culture Coordinator will advise students on course selection with a view to establishing a balance between their interests and any perceived weaknesses in their background preparation.

• Changes are effective September 1, 2010.

See attached documents:
• SGS Governance Form A
• Calendar Entry

Prior Approvals and Discussion

The proposal was approved by the Faculty of Music Executive on January 12, 2010 and by the Faculty of Music Council on February 24, 2010.

Further Governance

GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.
Master of Arts

The MA in Music degree is offered in three fields:
1. Musicology
2. Ethnomusicology
3. Music Education

Field: Musicology

Minimum Admission Requirements

- Applicants to the MA in musicology are accepted under the general regulations.
- A University of Toronto Bachelor of Arts specialist degree or the Bachelor of Music degree with an average standing of mid-B or better over the final two years, or equivalent standing from another university. Applicants whose undergraduate degrees do not meet this standard may be required to take up to a full year of prerequisite courses.
- Applicants must submit an essay representative of their work in music history.

Program Requirements

The two-year MA program in musicology requires 6.0 full-course equivalents (FCE) including:
- Introduction to Music Research I (MUS 1000H) and II (MUS 1001H) in year 1.
- Either the Associate Dean, Graduate Education, or the History and Culture Coordinator will advise students on course selection with a view to establishing a balance between their interests and any perceived weaknesses in their background preparation.
- We advocate interdisciplinarity with ethnomusicology, and while the majority of electives chosen will reflect traditional scholarship in Western art music, others may be chosen to provide a broader base that includes non-Western and popular musics. To reinforce the notion of interdisciplinarity, up to 1.0 FCE may be taken from another graduate unit.
- The primary means of evaluating quality are research essays and seminar presentations. The MA Major Paper (MUS 1990H) is optional.
- Students must maintain a minimum average of A- in year 1 of the program in order to progress to year 2.
- One language other than English is required. This will ordinarily be German except by petition to the department. We encourage the completion of the language requirement at the earliest possible opportunity.

Field: Ethnomusicology

Minimum Admission Requirements

- Applicants to the MA in ethnomusicology are accepted under the general regulations.
University of Toronto Bachelor of Arts specialist degree or the Bachelor of Music degree with an average standing of mid-B or better over the final two years, or the equivalent standing from another university. Applicants whose undergraduate degrees do not meet this standard may be required to take up to a full year of prerequisite courses.

Applicants must submit an essay representative of their work in music history or ethnomusicology.

Program Requirements

The two-year MA program in the field of ethnomusicology requires 6.0 full-course equivalents (FCE) including:

- Introduction to Music Research I (MUS 1000H) and II (MUS 1001H) in year 1.
- Fieldwork Methods and Practicum (MUS 1002H), offered in alternate years.
- Either the Associate Dean, Graduate Education, or the Ethnomusicology Coordinator will advise students on course selection with a view to establishing a balance between their interests and any perceived weaknesses in their background preparation.
- We advocate interdisciplinarity with musicology, and while the majority of electives reflect sociomusical scholarship of non-Western and popular musics, others provide a broader base that includes traditional scholarship in Western art music. To reinforce the notion of interdisciplinarity, up to 1.0 FCE may be taken from another graduate unit.
- The primary means of evaluating quality are research essays and seminar presentations. The MA Major Paper (MUS 1990H) is optional.
- Students must maintain a minimum average of A- in year 1 of the program in order to progress to year 2.
- One language other than English is required: this should be relevant to a student's musical and scholarly interests. The chosen language must be approved by the department. Students are strongly encouraged to complete the language requirement in year 1.
Governance Form A: General 
2009-2010

Faculty Affiliation:
Faculty of Music

Name of Graduate Unit:
Music

Graduate Program/s involved in proposal, if any:
MA in Music: Musicology field and Ethnomusicology field

Brief Summary of Proposed Change:

Musicology:
1. Offering MUS 1001H in alternating years rather than every year

Ethnomusicology:
2. Eliminating MUS 1001H as required course for ethnomusicology majors
3. Offering MUS 1002H in alternating years rather than every year

Both Fields:
4. Insertion of new language regarding students’ course selection in cooperation with Associate Dean or Divisional Coordinator

Rationale:
The existing three required research courses limit Ethnomusicology students’ overall choice of courses. The elimination of one of these courses will allow them more choice, while equalizing the research course requirements between the fields of Musicology and Ethnomusicology. It will also enable faculty members to continue to offer a variety of courses to our students.

Prior Approvals/Actions and Comments:
Faculty Executive, Tuesday, January 12, 2010
Faculty Council, Tuesday, Jan 19, 2010
Consultation with graduate students reveals strong support for this idea.

Proposed Effective Date:
September 1, 2010

Financial and/or Planning Implications:
These changes have no financial implications.

Chair/Director Name and Contact Information:
Gillian MacKay, Associate Dean, Graduate Education, Faculty of Music

Faculty Dean Name and Contact Information:
Dr. Russell Hartenberger, Dean, Faculty of Music

Date:
12 JAN 10
MOTION
Graduate Education Council
Tuesday, March 16, 2010

ITEM 9.3

Proposal to change the program requirements for the following program:
Physiology, MSc, PhD
Department of Physiology, Faculty of Medicine

MOTION
THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the MSc and PhD in the Physiology program by replacing the requirement to attend (for the MSc) and contribute (for the PhD) to the departmental seminar with a requirement to enrol in a 0.5 FCE continuous CR/NCR course, PSL 1000H (for the MSc) or PSL 2000H (for the PhD). Each course formalizes the existing seminar requirement as an FCE. As a result, the overall FCE requirements of the program will increase, from 1.0 to 1.5 for the MSc, and from 2.0 to 2.5 for the PhD. This change is effective September 1, 2010.

See attached documents:
- SGS Governance Form A
- Calendar Entry

Prior Approvals and Discussion
The proposal was approved by the Faculty’s Graduate Curriculum Committee on December 10, 2009. At the meeting, it was asked whether there will be a backup plan for students who do not attend the minimum number of seminars but have fulfilled all other program requirements. It was answered that the seminar series is part of current program requirements for both degrees and that there is a mechanism in place to deal with this.

The item was withdrawn at the February 23, 2010 Graduate Education Council meeting. No changes have been made to the proposal since then, but it has been clarified that the courses PSL 1000H and PSL 2000H will have a research presentation requirement.

Further Governance
GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.
Faculty Affiliation:
Medicine

Name of Graduate Unit:
Physiology

Graduate Program/s involved in proposal, if any:
MSc and PhD

Brief Summary of Proposed Change:
To formalize the existing requirement that all students attend the Physiology seminar series by creating a .5 FCE, continuous, CR/NCR course for MSc students (PSL1000H) and PhD students (PSL2000H). This change will raise the course requirements for each degree program as follows:

MSc 1.0 FCE course requirement will be raised to 1.5 FCE
PhD  2.0 FCE course requirement will be raised to 2.5 FCE

Rationale:
Currently the Department of Physiology requires all graduate degree students to attend and contribute to at least eight seminars per year in the department or affiliated hospitals and present their work at least once during the course of their program. We are now formalizing the seminar requirement as a continuous, CR/NCR course for all degree students in order to allow credit on the transcripts for this commitment. Students will be enrolled in this course for the duration of their degree program.

Prior Approvals/Actions:
Approved by:
Graduate Academic Committee, Denise Belsham, Chair – 14 April, 2009
Academic Oversight Committee, Patricia Brubaker, Chair – 29 May 2009
Departmental Faculty Meeting – 16 June 2009
Graduate Association for Students in Physiology – 9 July 2009
To be approved by the Faculty of Medicine Graduate Curriculum Committee 10 December 2009

Proposed Effective Date:
September 2010

Financial and/or Planning Implications:
None.

Contact name, e-mail address and telephone #:
Denise Belsham, Graduate Coordinator, Academic
Department of Physiology

Submitted by:
Andrea Sass-Kortsak
Vice Dean, Office of Graduate Affairs

Date: October 2009
Physiology

Contact | Courses | Faculty | Overview | Programs: Collaborative, Degree

Faculty Affiliation
Medicine

Degree Programs Offered

Physiology – MSc, PhD

Collaborative Programs

The following collaborative programs are available to students in participating degree programs as listed below:

1. Biomedical Engineering
   Physiology, MSc, PhD
2. Cardiovascular Sciences
   Physiology, MSc, PhD
3. Developmental Biology
   Physiology, PhD
4. Neuroscience
   Physiology, MSc, PhD

Overview

The Department of Physiology offers graduate programs leading to the Master of Science and Doctor of Philosophy degrees. Research ranges from the gene level to the organism level in areas including endocrinology and diabetes; reproduction endocrinology; fetal physiology, pregnancy, and parturition; neuroendocrinology; cardiorespiratory regulation; gastrointestinal motility; sensory physiology; motor control; brain development and aging; ionic channels and synaptic transmission; excitability, ultrastructure and plasticity of the brain.

Contact and Address
Web: www.physiology.utoronto.ca
E-mail: graduate.physiology@utoronto.ca
Telephone: (416) 978-2601
Fax: (416) 978-4940

Address:
Department of Physiology
University of Toronto
Room 3217, Medical Sciences Building  
1 King's College Circle  
Toronto, Ontario M5S 1A8  
Canada

Degree Programs

Physiology

Master of Science

Minimum Admission Requirements
Admission is based on academic record, an essay summarizing background strengths and scientific aims, and at least two confidential letters of reference.
Minimum standing of at least B+ in the final year of a University of Toronto 20-credit bachelor's degree, or its equivalent from a recognized university, with courses such as biochemistry, calculus, organic and physical chemistry, general physics, and physiology.
We encourage physical science stream students from undergraduate programs in physics, mathematics, engineering, and other sciences to apply to the MSc program.
Applicants who were educated outside Canada, whose primary language is not English, and who graduated from a university where the language of instruction was not English, must demonstrate facility in the English language through the successful completion of the Test of English as a Foreign Language (TOEFL) with the following minimum scores:

- Paper-based TOEFL: 600 and 5 on the TWE
- Computer-based TOEFL: 250 and 5 on the essay rating component
- Internet-based TOEFL: 100/120 and 22/30 on the writing and speaking sections

Other English proficiency tests are acceptable. Please consult the Web site for departmental standards.

Program Requirements

- All students are required to take 1.0 full-course equivalent (FCE) in Physiology graduate-only courses. Students with appropriate background may, with the approval of the Graduate Coordinator, substitute a suitable extra-departmental half-course for 0.5 FCE. Courses are selected in consultation with the supervisor and/or advisory committee. See the Physiology Web site for details of course requirements.

- Attend the departmental seminar series. Enroll in the continuous credit/no credit seminar course, PSL1000H, MSc Seminars in Physiology, for the duration of their program.

- Present and defend a research thesis acceptable to the graduate department.

- After 12 to 18 months in the MSc program, students will do one of the following:
  - write and defend a MSc thesis and graduate
  - write and defend a thesis and go on to the PhD program
  - transfer from the MSc into the PhD program. Transfer is encouraged for students who have made substantial progress in their research and have demonstrated the desire and potential to meet the requirements of a rigorous research training program. Such students will have fulfilled all course requirements for the MSc with at least an A- average and have demonstrated potential for publication of their work. There must be a
Doctor of Philosophy

Minimum Admission Requirements
Admission is based on academic record, a statement summarizing background strengths and scientific aims, and at least two confidential letters of reference.
Students may be admitted via one of the following routes:
- after completion of the MSc degree program or its equivalent with at least B+ standing from a recognized university
- through transfer from the MSc program
- for exceptional students with an A standing in appropriate courses taken during the two preceding undergraduate years, direct entry into the doctoral program is possible. However, this will require specific approval by the Graduate Studies Committee.

Applicants should have taken courses such as biochemistry, calculus, organic and physical chemistry, general physics, and physiology.
Applicants who were educated outside Canada, whose primary language is not English, and who graduated from a university where the language of instruction was not English, must demonstrate facility in the English language through the successful completion of the Test of English as a Foreign Language (TOEFL) with the following minimum scores:
- Paper-based TOEFL: 600 and 5 on the TWE
- Computer-based TOEFL: 250 and 5 on the essay rating component
- Internet-based TOEFL: 100/120 and 22/30 on the writing and speaking sections

Other English proficiency tests are acceptable. Please consult the Web site for departmental standards.

Program Requirements

- All students are required to take 2.0 full course equivalents (FCE) in Physiology graduate-only courses in which an average standing of at least A- is maintained. Up to 1.0 FCE can be claimed from the student's MSc program completed in another department or university, subject to approval by the Graduate Studies Committee. Students transferring from MSc in Physiology are required to complete 1.0 FCE since these students will have already fulfilled 1.0 FCE in the MSc.
- PSL 1066H PhD Research Grant Proposal is a mandatory course and counts as 0.5 FCE. This course requires a written proposal and oral defence of the student’s research program over the ensuing three years. See the Physiology Web site for details of course requirements.
- Attendance at and contribution to the departmental seminar program is an important part of graduate education and is a requirement of the program Enroll in the continuous credit/no credit course PSY2000H, PhD Seminars in Physiology, for the duration of their program.
- The recommended completion time for the doctoral program is approximately four years, by which time the candidate will write and defend a research thesis, first before a departmental committee and subsequently before a committee approved by the School of Graduate Studies.

Course List
Not all courses are offered each year. Check departmental Web site for course availability and course requirements.

JCV 1060H Developmental Cardiovascular Physiology
JCV 3060H Advanced Topics in Cardiovascular Sciences—Molecular Biology and Heart Signal Transduction
JCV 3061H Advanced Topics in Cardiovascular Sciences—Hormones
JCV 3062H Advanced Research in Cardiovascular Sciences—Heart Function
JCV 3063H Advanced Research in Cardiovascular Sciences—Vascular
JYG 1555H Advanced Topics: Cellular and Molecular Neuroscience

PSL 1000Y \*Seminars in Physiology (Credit/No Credit)
PSL 1024H Advanced Topics: Neuroendocrinology
PSL 1026H Advanced Topics: Experimental Cell Physiology
PSL 1034H Advanced Topics: Metabolic Disorders
PSL 1036H Advanced Topics: Respiration
PSL 1047H Advanced Topics: Somatosensory and Pain Neuroscience
PSL 1053H Advanced Topics: Critical Assessment of Ion Channel Function
PSL 1066Ho Research Grant Proposal (Credit/No Credit)
PSL 1067H Advanced Topics: Advances and Techniques in Developmental Physiology
PSL 1068H Advanced Topics: Molecular Basis of Behaviour
PSL 1069H Advanced Topics: Respiratory Physiology
PSL 1070H Advanced Topics: Hormone Action
PSL 1071H Advanced Topics: Computational Neuroscience
PSL 1480H Advanced Topics: Investigative Developmental Physiology

PSL 2000H \*PhD Seminars in Physiology (Credit/No Credit)

Joint Graduate/Undergraduate

JNR 1444Y Fundamentals of Neuroscience: Cellular and Molecular
JNS 1000Y Fundamentals of Neuroscience: Systems and Behaviour
PSL 1052H Fundamentals of Ion Channel Function
PSL 1054H Physiological Instrumentation and Electronics
PSL 1061H Reproductive Physiology
PSL 1421H Pregnancy and Birth: From Implantation to Newborn
PSL 1425H Integrative Metabolism and Its Endocrine Regulation
PSL 1432H Theoretical Physiology
PSL 1462H Molecular Aspects of Cardiovascular Function
PSL 1472H Sleep Physiology and Chronobiology

\* Courses which may continue over a program. The course is graded when completed.