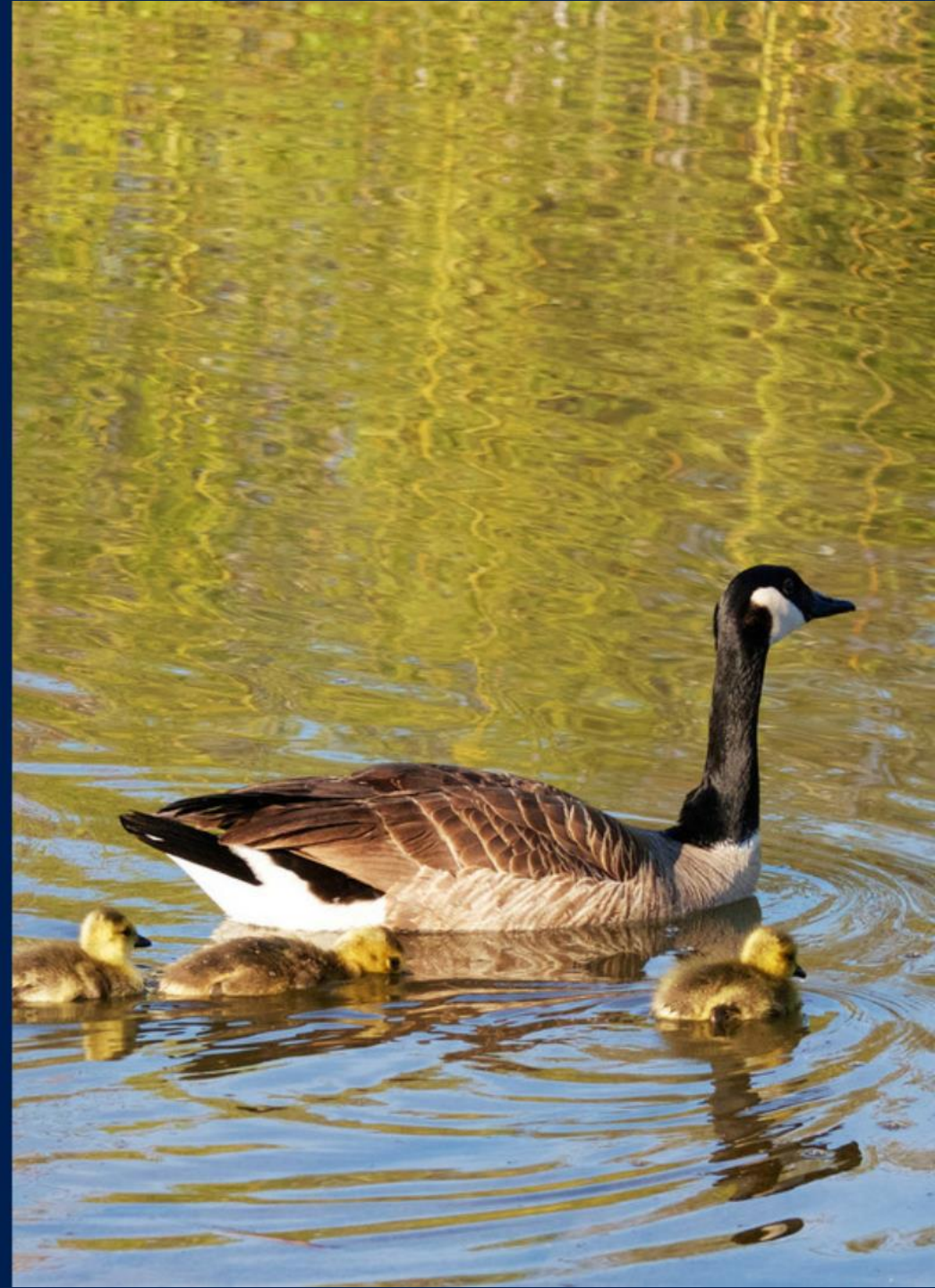


# PCU Café: Academic Change Spotlight



# Today's Goals

1. Provide overview of Academic Change process.
2. Discuss the Expression of Interest.
3. Give direction on where to go for help and support during the process.



# What is Academic Change?

Any

- new degrees or new programs
- changes to programs
- closures
- new academic units

Two flavours

- Major modifications – focus for today
- Minor modifications – regular curriculum housekeeping



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# Key Characteristics

Key Characteristics	Minor Modification	Major Modification	New Program
UTQAP description	“changes to courses and curriculum that do not change the nature or essence of a program or the learning outcomes”	“a restructuring of a program, a merger of existing programs or a renewal of a program in order to keep it current with its academic discipline.”	“substantially different program requirements and substantially different learning outcomes from those of any existing approved programs offered by the institution”
Change to requirements	Changes do not affect learning outcomes, program “nature” or “essence”	Significant changes to admission or program requirements	New or substantially different from what currently exists
Change to learning outcomes	No change	Majority of learning outcomes the same as existing program/ option	New or substantially different from what currently exists
Change to program “nature” or “essence”	No change	Possible change to some aspects	New or substantially different from what currently exists
Change to delivery	No substantial changes	Can change	Always part of discussion
Change to resources	No substantial changes	Changes to requirements, learning outcomes and/or delivery can affect resources	Always part of discussion

<https://www.vpacademic.utoronto.ca/academic-change/academic-change-processes/>



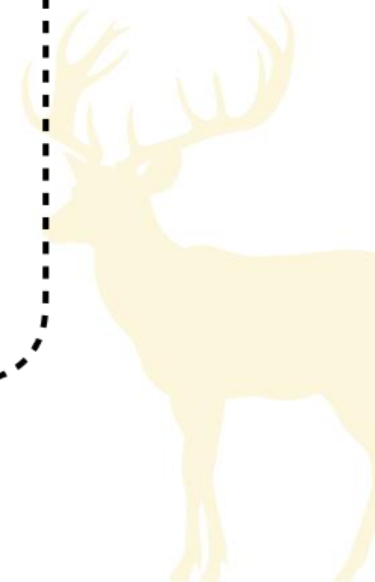
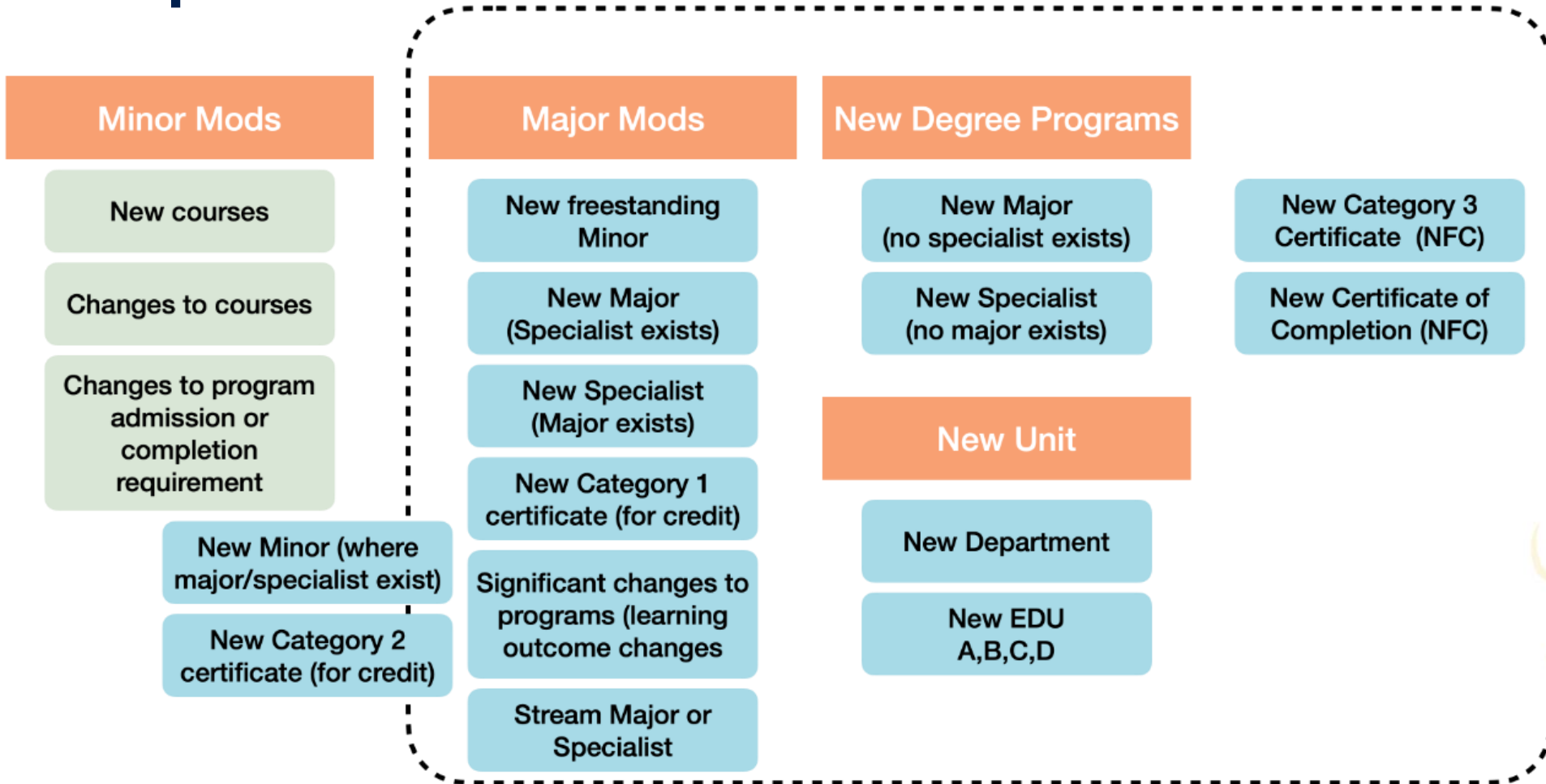
# Examples

Minor Modification Examples	Major Modification Examples	New Program Examples
<ul style="list-style-type: none"> <li>• Creation of a new minor within an existing program</li> <li>• Creation of a new undergraduate focus or graduate emphasis</li> <li>• Creation of a new Category 2 certificate</li> <li>• Changes to admission or program requirements (no effect on learning outcomes)</li> <li>• Change program, field, concentration or emphasis name</li> <li>• Creation of a new course</li> <li>• Changes to courses</li> </ul>	<ul style="list-style-type: none"> <li>• Creation of a specialist, major where one exists, collaborative specialization option, concentration, field, stream.</li> <li>• Addition to UTMCIIP</li> <li>• Creation or closure of a new freestanding minor</li> <li>• Creation of a new Category 1 certificate</li> <li>• Significant change to admission requirements where it affects learning outcomes</li> <li>• Change course/program requirements</li> <li>• Change program learning outcomes</li> <li>• Merge two or more programs</li> <li>• Program closures</li> <li>• Change to mode of delivery</li> </ul>	<p>Always subject to discussion with VPAP Office. Includes creation of undergraduate specialists or majors with existing degrees; undergraduate degree programs leading to new degrees; graduate degree programs.</p>

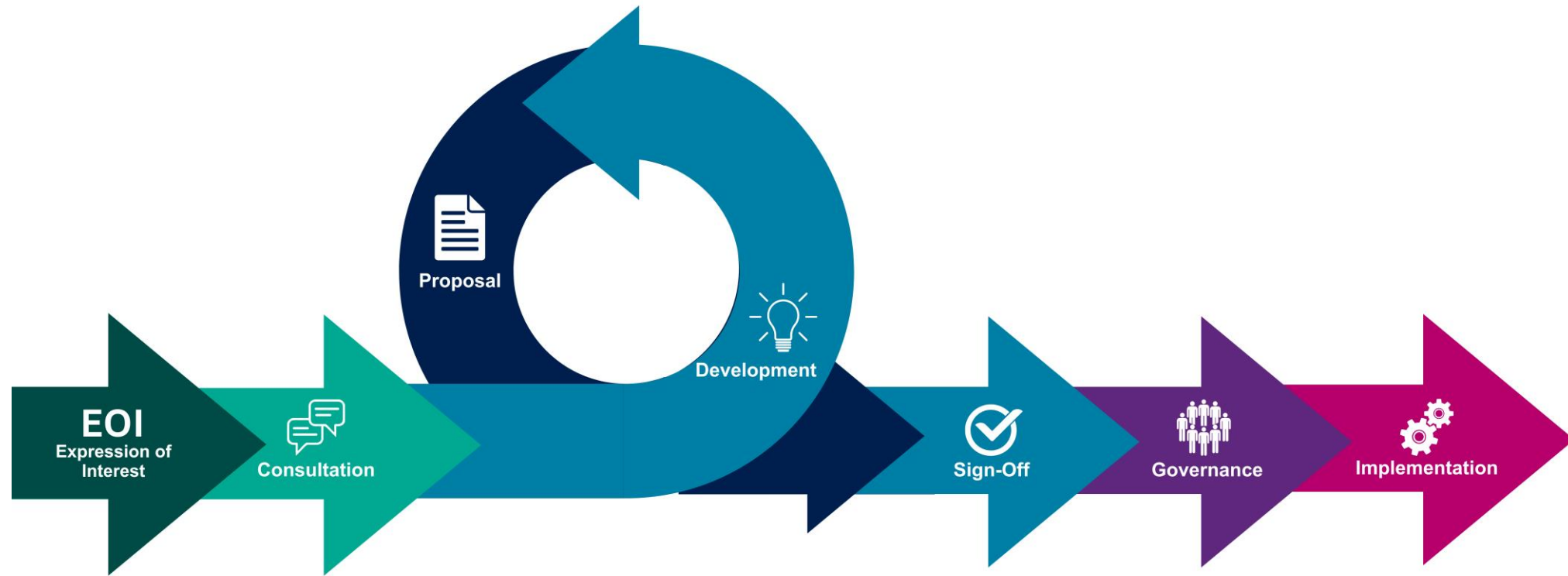
<https://www.vpacademic.utoronto.ca/academic-change/academic-change-processes/>



# Examples



# Process for Major Modifications to Existing Programs



# Expressions of Interest

Relatively new intake process to begin academic change

Allows the Academic Programs portfolio to:

- Have a broad understanding of interests in programs across campus
- Prioritize proposals and workload for upcoming academic cycle
- Begin planning and sequencing





# Expression of Interest

Chairs and Directors can submit an Expression of Interest using the official form.

- New Programs
- Major Modifications
- Program Closures
- New EDUs
- Co-op Internship Program (UTMCIP)

## Timeline

**January 14th, 2025:** form will open

**Late January:** information session

**February 28th, 2025:** submissions due

**March:** evaluations

**Early April:** decisions announced



# Expression of Interest

- What is motivating this change: how would you describe the academic rationale?
- Is proposed change related to an item in a previous UTQAP "Final Assessment Report & Implementation Plan (FAR/IP)" or the follow-up interim report?
- Please describe how this proposed change supports and aligns with the UTM Strategic Framework.
- Does this proposal relate to initiatives/programs in other divisions or elsewhere in the larger Tri-Campus community?



# Expression of Interest - UTMCIIP

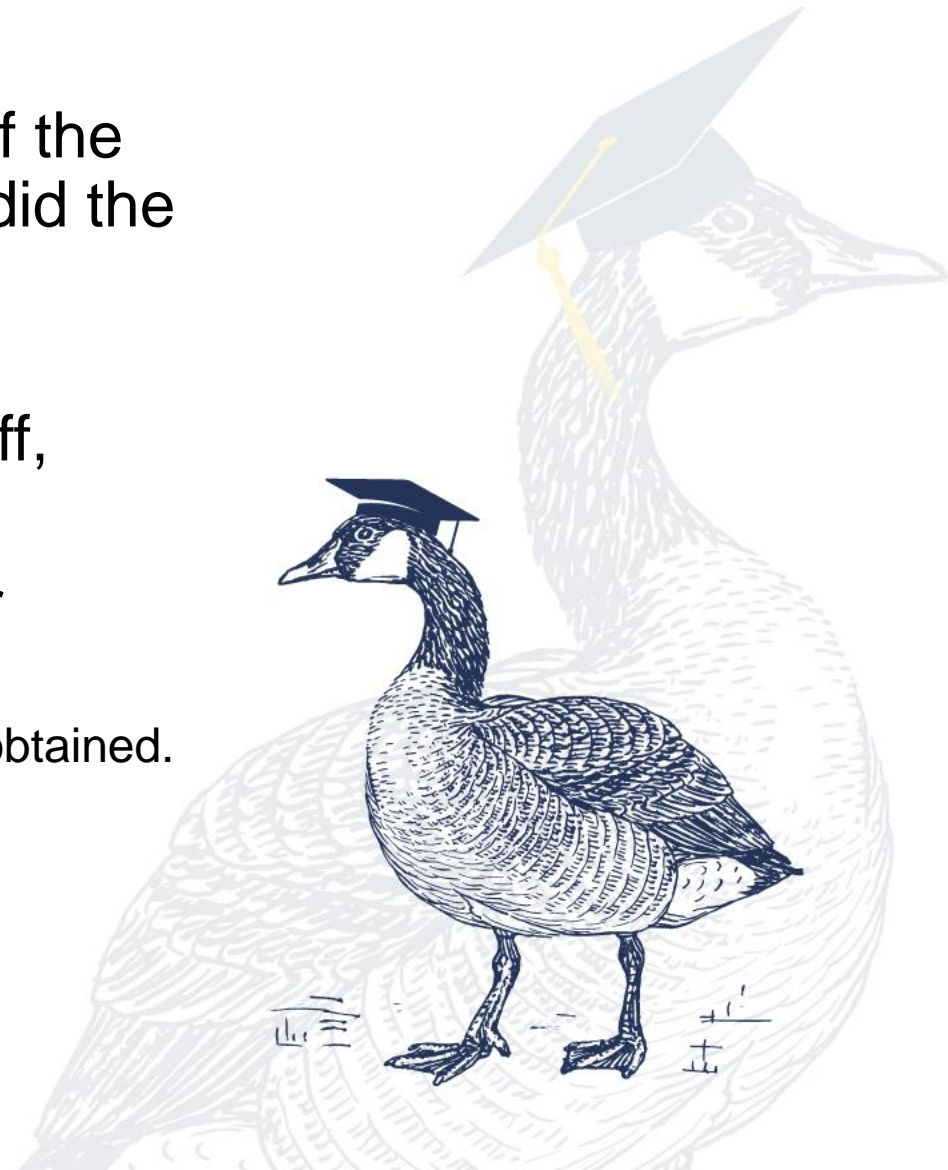
- Which program(s) would you like to add to the UTMCIIP?
- Does the program have existing external partnerships?
- Please provide a rationale for aligning the program with UTMCIIP.





# Expression of Interest

- Has this proposal been submitted to the Office of the Dean in the past? How far along in the process did the earlier submission get?
- Are there any significant resource implications associated with this change (eg. new faculty, staff, spacing or other funding requirements)?
- Have there been any recent student feedback or consultation to support your proposed change?
  - If yes, please briefly describe the feedback and how it was obtained.
  - If no, please describe your plans for student consultation.
- Consider your capacity to work on proposal





# Post-Submission Process

- Registrar and Academic Planning
- Academic Program Council
- Selection for further development only gets the proposal in the pipeline, it does not ensure final approval
- Approval follows development and requires sign-off from the Dean and further governance approval
- Resubmissions are encouraged if not selected this round
- Selected proposals will change through initial development



# Contact



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[utm.utoronto.ca/program-curriculum](https://utm.utoronto.ca/program-curriculum)

- 1:1 Support Available
- Connect on Teams or Email

