

# York University Senate

## Memorandum

To: M. Reisenleitner, Chair, Faculty Council, Liberal Arts & Professional Studies  
E. Perkins, Chair, Faculty Council, Environmental Studies

From: Les Jacobs, Co-Chair, New Faculty Facilitating Group (Senate APPRC)  
Kim Michasiw, Co-Chair, New Faculty Facilitating Group (Senate ASCP)

Date: May 1, 2019

Subject: **Steps in the New Faculty Review and Approval Process / Establishment of a Curriculum Sub-Committee of ASCP**

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We are writing to you as Co-Chairs of the New Faculty Facilitating Group, the informal, Senate-led body struck to oversee and guide the plans for the development of a new Faculty to be composed of Geography, FES and potentially other units. As you know, a proposal to approve the new Faculty was approved in principle by Senate in June 2017. Consultative collegial efforts since then have covered a wide array of matters leading to the final stages of review and approval.

At its meeting of April 30, 2019, the Facilitating Group focused on the remaining stages in the development process along with timelines for the completion of tasks. Of particular importance at this point is the need to give shape to the innovative curriculum, programs and pedagogy that reflect the vision for the Faculty. Our governing bodies rightly expect that new, compelling curriculum initiatives will be at an advanced stage as the Faculty *per se* goes through the final, formal phases of approval anticipated in the autumn of this year.

In this light, the Facilitating Group considered ways to ensure that curriculum development benefits from an arrangement that takes full advantage of existing collegial structures. The Facilitating Group accepted an offer from the Chair of Senate ASCP to establish a temporary Sub-Committee wholly dedicated to assisting in deliberations and consultations. The ASCP Sub-Committee will include one or more members of ASCP along with individuals from Environmental Studies and Geography who are most closely involved with curriculum design. An ASCP member will serve as Chair of the sub-committee.

There are precedents for short-term, task-oriented sub-committees of Senate standing committees. There are also considerable advantages to this approach, especially these:

- Senate's policy committees have maintained close involvement in the process since 2017 and retain a desire to provide timely and effective assistance; ASCP's mandate and expertise will be valuable aids to processes
- a defined time frame for the sub-committee will help reinforce timelines and maintain focus on curricular innovations

- those who are most closely involved in curriculum development will be able to participate in regular meetings with professional governance support
- linkages to ASCP (and APPRC) will ensure timely and effective coordination and cooperation
- the composition of the sub-committee will be equitable and inclusive
- processes can be streamlined and accelerated without compromising thoroughness and integrity
- because the sub-committee will have explicit accountabilities, it will uphold Senate's expectations about the form and nature of proposals, including the stipulations of the Quality Assurance framework
- crucially, the sub-committee will have express responsibilities for undertaking consultations with allied programs and keeping lines of communication open

A draft version of a proposal for the establishment of the Faculty has been in circulation for several weeks. Dean Horvoka reports that interest in the document has been high and that input has been received from sixty correspondents. As the ASCP Sub-Committee completes its work in the months ahead, efforts to refine the full proposal will continue apace. In tandem, the Facilitating Group understands that local Working Groups will continue to develop other elements of the proposal, among them, the name, administrative array and collegial governance structures and processes. As noted above, it is the expectation that a final proposal for the establishment of the Faculty will be ready for review in the autumn by both Senate and the Board of Governors.

Distinct from the Faculty proposal, individual curriculum proposals that emerge from the ASCP Sub-Committee for new and revised programs destined for the new Faculty will proceed through the normal governance route to Senate for approval.

All the work carried out must be characterized by the good will, openness and active outreach in a highly consultative mode that has been a hallmark of the process to date.

Please feel free to contact us should you have any questions about the new Faculty project, the Facilitating Group or the contents of this correspondence.

cc: L. Philipps, Vice-President Academic & Provost  
 A. Pitt, Vice-Provost Academic  
 C. Underhill, Secretary, Senate APPRC  
 K. White, Secretary, Senate ASCP  
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