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CPAD #28-2009-10

Memorandum

Date: 26 November 2009

To: Council of Chairs, Principals, and Academic Directors
Coalition of Arts and Science Directors

From: Meric S. Gertler, FRSC
Dean and Professor of Geography and Planning
Goldring Chair in Canadian Studies

Re: **Indicators for Academic Planning – First Release**

We are sending in two parts (one e-mail and one fax) the data for your unit corresponding to the 21 indicators identified in my memo of 10 November 2009 for your review. As you review this information, let me emphasize the following points.

First, we have provided you with detailed definitions of each of the indicators. Please pay close attention to these definitions as you appraise the data for accuracy. In cases where a particular indicator has been constructed as a ratio between two numbers, we have also supplied the raw data used.

Second, since we are appraising units only according to those indicators that are appropriate to their mission, you may find that particular indicators are not reported for your unit.

Third, wherever possible, we have computed these indicators on the basis of multi-year periods. There is some variation in time span according to the specific indicator.

Fourth, we expect you to make appropriate use of these indicators as you compose your unit's academic plan. I remind you that units are also free to discuss other indicators of their own choosing in their academic plans, should they wish to do so.

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Following your review of this first data release, my office will circulate a final, complete set of data for all units in Arts & Science. If you have questions about any of the data/indicators, please direct them to the individuals identified below, with copy to Isaak Siboni:

- A. Faculty and Staff Resources: Stephen Rupp
- B. Undergraduate Teaching and Learning: Suzanne Stevenson
- C. Graduate Education: Robert Baker
- D. Research and Scholarship: Robert Baker

Please, send any questions or responses by **December 4, 2009**



This memorandum is also available online at:
www.artsci.utoronto.ca/main/faculty/cpad

CPAD #24-2009-10

Memorandum

Date: 10 November 2009

To: Council of Chairs, Principals, and Academic Directors
Coalition of Arts and Science Directors

From: Meric S. Gertler, FRSC
Dean and Professor of Geography and Planning
Goldring Chair in Canadian Studies

Re: **Indicators for Academic Planning in Arts and Science**

The Provost's recent document *University of Toronto: Academic Planning in the Context of Towards 2030* emphasizes the importance of divisions and their constituent academic units being able to measure and benchmark their achievements relative to Faculty and unit goals. The document notes (p. 8) that "While some of these benchmarks may be qualitative ..., it is important that we also include quantitative metrics among our benchmarks." Accordingly, for the current academic planning exercise in the Faculty, the plans that are being generated by each unit will also be supplemented by data on key indicators. The Provost's Office has urged each division to "select metrics that are relevant to it and its constituent units".

The Faculty's Strategic Planning Committee (SPC) has been deliberating on this issue for the past several weeks, with the goal of selecting and refining those metrics that will capture most appropriately the nature and range of our teaching and research activities. This builds on the work undertaken last year by the Budget Strategy Subcommittee to articulate a set of indicators to guide strategic planning. The appendix to the Provost's academic planning document provides a list of 112 potential benchmarks. The Budget Strategy Subcommittee had drawn up its own list of nearly 70 potential indicators, many of which were similar to those on the Provost's list.

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The SPC has reviewed both of the above lists with the goal of reducing the number to a more manageable level while maintaining sufficient breadth and comprehensiveness to inform academic planning at the unit level. The list includes 21 indicators shown below, organized into groups corresponding to our major activity areas. While this list represents our initial selection of indicators, the SPC may subsequently consider other indicators to inform its work as appropriate.

It is important to keep in mind the following principles that will guide the design and use of these metrics by the SPC:

- These quantitative measures will inform but not dictate decisions made by the SPC
- Data for these indicators will, for the most part, be supplied by my office
- Units will be measured only on those indicators that are appropriate to their mission (e.g. if they are a graduate-only unit, metrics pertaining to undergraduate teaching will have little or no relevance to them)
- Units will be free to supplement the SPC list with indicators of their own choosing, to round out the analysis in their academic plans, where appropriate
- Units will be compared primarily to other similar units (e.g. humanities departments will be compared to other humanities departments, science departments to other science departments, and so on)
- Wherever possible and sensible, indicators will be based on multi-year averages to dampen the effects of spurious year-to-year variation
- The analysis of these data by the SPC will be designed to minimize the effect of small, insignificant differences between individual units on any individual indicator

The initial selected indicators are listed below. Details on their definition and method of calculation will be forthcoming soon.

A. Faculty and Staff Resources

1. Total undergraduate FCEs relative to continuing faculty FTEs
2. Continuing faculty FTEs relative to administrative and technical FTEs
3. Total undergraduate FCEs relative to administrative and technical FTEs
4. Ratio of female continuing faculty to total continuing faculty

B. Undergraduate Teaching and Learning

1. Proportion of course offerings taught by faculty with continuing appointments
2. Proportion of faculty who have won Faculty/University/external teaching awards
3. Average score on Question 11 of course evaluations for all courses offered
4. Proportion of large-lecture courses that include a small-group learning opportunity
5. Number of small-group learning opportunities relative to total teaching activity
6. Number of students in Research Opportunities courses relative to tenure-stream faculty
7. Number of students in summer research projects (USRA, UTEA) relative to tenure-stream faculty

C. Graduate Education

1. Total FTE enrolment relative to three-campus supervisory capacity
2. PhD degrees awarded relative to three-campus supervisory capacity
3. Masters degrees awarded relative to three-campus supervisory capacity
4. Average time to completion (PhDs)
5. Proportion of domestic students with major external scholarships
6. CGPSS¹: quality of academic experience (proportion of responses indicating 'Excellent' + 'Very Good')

D. Research and Scholarship

1. Proportion of full professors with major honours (FRSC, major international honours)
2. Proportion of tenure-stream faculty with a Tri-Council (SSHRC, NSERC, CIHR) research grant (operating grant)
3. Success rate in Tri-Council research grant applications (operating grant)
4. Total research funding relative to tenure-stream faculty FTEs

Later this month you will be receiving a draft version of the indicators data for your unit,. This will also include a detailed description of the definition of each indicator and how it was calculated. We shall ask you to review these figures for accuracy, keeping in mind the definitions used to generate them. Following this, my office will distribute a complete set of data for all units in Arts & Science.

¹ Canadian Graduate and Professional Student Survey (2007)

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Faculty of Arts & Science Indicator Data

Department of Astronomy and Astrophysics

unit	indicator_code	indicator_name	numerator_data	denominator_data	ratio
Department of Astronomy and Astrophysics	A1	Total undergraduate FCEs relative to continuing faculty FTE	1,492.50	10.00	149.25
Department of Astronomy and Astrophysics	A2	Continuing faculty FTEs relative to administrative and technical FTEs	10.00	6.00	1.67
Department of Astronomy and Astrophysics	A3	Total undergraduate FCEs relative to administrative and technical FTEs	1,492.50	6.00	248.75
Department of Astronomy and Astrophysics	A4	Ratio of female continuing faculty to total continuing faculty	1.00	10.00	0.10
Department of Astronomy and Astrophysics	B1	Proportion of course offerings taught by faculty with continuing appointments	9.00	10.00	0.90
Department of Astronomy and Astrophysics	B2	Proportion of faculty who have won Faculty/University external teaching awards	1.00	10.00	0.10
Department of Astronomy and Astrophysics	B3	Average score on Question 11 of course evaluations for all courses offered	5.52		5.52
Department of Astronomy and Astrophysics	B4	Proportion of large-lecture courses that include a small-group learning opportunity	2.00	5.00	0.40
Department of Astronomy and Astrophysics	B5	Number of small-group learning opportunities relative to total teaching activity	5.00	10.00	0.50
Department of Astronomy and Astrophysics	B6	Number of students in Research Opportunities courses relative to tenure-stream faculty	2.00	10.00	0.20
Department of Astronomy and Astrophysics	B7	Number of students in summer research projects (USRA, UTEA) relative to tenure-stream faculty	6.00	10.00	0.60
Department of Astronomy and Astrophysics	C1	Total FTE enrolment relative to three-campus supervisory capacity	37.00	13.00	2.85
Department of Astronomy and Astrophysics	C2	PhD degrees awarded relative to three-campus supervisory capacity	10.00	13.00	0.77
Department of Astronomy and Astrophysics	C3	Masters degrees awarded relative to three-campus supervisory capacity	3.00	13.00	0.23
Department of Astronomy and Astrophysics	C4	Average time in years to completion (PhDs)	5.70		5.70
Department of Astronomy and Astrophysics	C5	Proportion of Domestic students with major scholarships	0.47		0.47
Department of Astronomy and Astrophysics	C6	CGPSS: quality of academic experience (proportion of responses including 'Excellent' + 'Very Good')	0.75		0.75
Department of Astronomy and Astrophysics	D1	Proportion of full professors with major honours (FRSC, major international honours)	2.00	5.00	0.40
Department of Astronomy and Astrophysics	D2	Proportion of tenure-stream faculty with a Tri-Council (SSHRC, NSERC, CIHR) research grant (operating grant)	10.00	10.00	1.00
Department of Astronomy and Astrophysics	D3B	Success rate in NSERC research grant applications (operating grant)	8.00	13.00	0.62
Department of Astronomy and Astrophysics	D4	Total research funding relative to tenure-stream faculty FTEs	3784983	10	378498.3

TOTAL P.02

Indicator Code	Description	Data Elements Involved (see list on next page)
A1	Total undergraduate FCEs relative to continuing faculty FTE	element 17 divided by element 4
A2	Continuing faculty FTEs relative to administrative and technical FTEs	element 4 divided by element 14
A3	Total undergraduate FCEs relative to administrative and technical FTEs	element 17 divided by element 14
A4	Ratio of female continuing faculty to total continuing faculty	element 10 divided by element 4
B1	Proportion of course offerings taught by faculty with continuing appointments	element 6 divided by element 70
B2	Proportion of faculty who have won Faculty/University external teaching awards	element 11 divided by element 4
B3	Average score on Question 11 of course evaluations for all courses offered	element 71
B4	Proportion of large-lecture courses that include a small-group learning opportunity	element 72 divided by element 73
B5	Number of small-group learning opportunities relative to total teaching activity	element 74 divided by element 70
B6	Number of students in Research Opportunities courses relative to tenure-stream faculty	element 22 divided by element 1
B7	Number of students in summer research projects (USRA, UTEA) relative to tenure-stream faculty	element 23 divided by element 1
C1	Total FTE enrolment relative to three-campus supervisory capacity	element 51 divided by element 64
C2	PhD degrees awarded relative to three-campus supervisory capacity	element 42 divided by element 64
C3	Masters degrees awarded relative to three-campus supervisory capacity	element 75 divided by element 64
C4	Average time in years to completion (PhDs)	element 43
C5	Proportion of Domestic students with major scholarships	element 59
C6	CGPSS: quality of academic experience (proportion of responses including 'Excellent' + 'Very Good')	element 57
D1	Proportion of full professors with major honours (FRSC, major international honours)	element 24 divided by element 7
D2	Proportion of tenure-stream faculty with a Tri-Council (SSHRC, NSERC, CIHR) research grant (operating grant)	element 27 divided by element 1
D3A	Success rate in SSHRC research grant applications (operating grant)	element 76 divided by element 77
D3B	Success rate in NSERC research grant applications (operating grant)	element 78 divided by element 79
D3C	Success rate in CIHR research grant applications (operating grant)	element 80 divided by element 81
D4	Total research funding relative to tenure-stream faculty FTEs	element 37 divided by element 1

Data Element Number	Description	Indicator Code From Dean's Memo of Nov 10, 2009 (A,B,C,D)	Single year, Multi-year or Multi-year Average (state the actual year(s))	Source of Information (i.e. Research Cube, Income Cube, HRIS, FIS, ROSI) and selection criteria (i.e. if the data came from the cube, how was it selected)	Contact Person
1	Tenure Total (Tenured + Tenure Stream)	B6, B7, D2	2009-10	HRIS	C. Robb
4	Continuing Faculty (Tenured + Tenure Stream + Lecturers, excl. Emeriti)	A1,A2,A4,B1, B2, D3	2009-10	HRIS	C. Robb
6	Number of lecture sections taught by Tenure, T/S, and Teaching Stream + Emeriti Faculty	B1	2009-10	HRIS + contacted units; Emeriti included as 'continuing' for the purposes of assessing quality of teaching; excludes *99Y, Indiv. Study, etc.	G. Loney
7	Number of Full Profs	D1	2009-10	HRIS	C. Robb
10	Number of women continuing faculty (Tenured + Tenure Stream + Lecturers, excl. Emeriti)	A4	2009-10	HRIS	C. Robb
11	# of faculty in the unit who have received major teaching awards	B2	Number of continuing faculty who have ever won a major teaching award (Faculty-level, University-level, or external). Awardees are counted, not the individual awards won. I.e. each faculty member who has won one or more major awards is counted in proportion to their budgetary appointment in that unit.	Communications Office	S. Stevenson

Data Element Number	Description	Indicator Code From Dean's Memo of Nov 10, 2009 (A,B,C,D)	Single year, Multi-year or Multi-year Average (state the actual year(s))	Source of Information (i.e. Research Cube, Income Cube, HRIS, FIS, ROSI) and selection criteria (i.e. if the data came from the cube, how was it selected)	Contact Person
14	Total admin and technical staff	A2, A3	2009-10	HRIS, recoveries from Finance	C. Robb
17	Total Fall 09 and Winter 10 FCE (Nov. Sessional Count by Admin Org)	A1	2009-10	FAS Nov.Sess. Count; incl. all FCEs from all FAS lecture sections; excl. courses of other divisions. Joint courses were attributed to their Admin Org, as in all cases but one the instructor was from that Org.	G. Loney
22	Research courses (299Y + 399Y) (pull OISE out of Psychology number)	B6	3-year total (not average) of number of students in 299 and 399 in that unit, 07/08 through 09/10.	199/299/399 Office	S. Stevenson
23	# Summer Research Assistant Awards & (USRA and UTEA)	B7	Summer 2009	USRA and UTEA data	R. Baker
24	Number of FRSC Profs, FRS, FBA, NAS, AAAS	D1	Current Faculty	2009-10 Faculty of Arts & Science Course Calendar for FRSC's; Research Services (M. Hussey) for other awards.	R. Baker
27	# Tenure stream faculty with SSHRC, CIHR or NSERC (Operating GrantsOnly)	D2	Period: 2008-09 Grant Year (April 1, 2008 - March 31, 2009)	HRIS & Research Cube. Selection Criteria: Funding held in Faculty of Arts and Science (Faculty Code 09 - excl UTM and UTSC); Pgm Purp RAP = Operating only	R. Baker
37	Total Research Funding (Tri-Council, GRIP, gov't, corporate, non-profit)	D4	Period: 2008-09 Fiscal Year (May 1, 2008 - April 30, 2009)	Research Cube. Research Cube Selection Criteria: Grant Year = U of T Fiscal; Faculty = Faculty of Arts & Science; Admin Site = U of T; MEASURES = Award Amount - Pro-rated	R. Baker
42	PhD Degrees Awarded (total of 06-07; 07-08; 08-09)	C2	Total of 06-07; 07-08; 08-09; Total of 07-08 and 08-09 was used for CSB, EEB, Cinema, Public Policy and WGS	Graduate Program Report - SGS	R. Baker

Data Element Number	Description	Indicator Code From Dean's Memo of Nov 10, 2009 (A,B,C,D)	Single year, Multi-year or Multi-year Average (state the actual year(s))	Source of Information (i.e. Research Cube, Income Cube, HRIS, FIS, ROSI) and selection criteria (i.e. if the data came from the cube, how was it selected)	Contact Person
43	Time to Completion (average of 3 years available)	C4	Three year weighted Average (06-07, 07-08 and 08-09); Two year weighted average (07-08 and 08-09) was used for CSB, EEB, Cinema, Public Policy and WGSJ	Graduate Program Report - SGS	R. Baker
51	Graduate 2008-08 Fall/Winter FTE Enrolment	C1	Fall/Winter FTE of 2008-09	Planning cube: Average of Fall count and Winter count	R. Baker
57	Quality of Academic Experience? Excellent + Very Good	C6	2006-07	Graduate Program Report - SGS	R. Baker
59	Three year average of the # of external scholarships expressed as a % of the # of domestic grad. Students	C5	Three year average of the proportion of domestic student with major awards (06-07; 07-08; 08-09); Two year average (07-08 and 08-09) was used for Cinema, Public Policy and WGSJ	Income Cube: Student count of all major external awards (tri-council, OGS, OSSGT) /Planning Cube: Average of Fall/Winter FTE enrolment	R. Baker
64	Graduate supervisory capacity	C1, C2, C3	2008-09 Graduate Supervisory Capacity	2008-09 Graduate Enrolment Expansion Data	R. Baker
70	Total number of lecture sections	B1	2009-10	incl. all FAS lecture sections, excl. *99Y, Individ. Study, etc	G. Loney
71	Average score on Q11 of course evaluations: years 2006-07, 2007-08	B3	years 2006-07 and 2007-08	Average score on Q11 of course evaluations	G. Loney

Data Element Number	Description	Indicator Code From Dean's Memo of Nov 10, 2009 (A,B,C,D)	Single year, Multi-year or Multi-year Average (state the actual year(s))	Source of Information (i.e. Research Cube, Income Cube, HRIS, FIS, ROSI) and selection criteria (i.e. if the data came from the cube, how was it selected)	Contact Person
72	# of lecture sections with Nov. enrol \geq 100 w/ assoc. activity \leq 50	B4	2009-10	ROSI + OFR; small activities = tutorials, labs, etc.	G. Loney
73	# of lecture sections with Nov. enrol \geq 100	B4	2009-10	ROSI + OFR; small activities = tutorials, labs, etc.	G. Loney
74	# of lecture sections with Nov. enrol \leq 50	B5	2009-10	ROSI + OFR; small activities = tutorials, labs, etc.	G. Loney
75	All Masters Degrees Awarded (total of 06-07; 07-08; 08-09)	C3	Total of 06-07; 07-08; 08-10; Total of 07-08 and 08-09 was used for CSB, EEB, Cinema, Public Policy and WGSJ	Graduate Program Report - SGS	R. Baker
76	Number of SSHRC Standard Research Grants Awarded	D3A	Fiscal Years 2007, 2008, 2009	Standard Research Grants Awarded	R. Baker
77	Number of SSHRC Standard Research Grant Applications	D3A	Fiscal Years 2007, 2008, 2009	Standard Research Grant Applications	R. Baker
78	Number of NSERC Discovery Grants Awarded	D3B	Fiscal Years 2007, 2008, 2009	Discovery Grants Awarded	R. Baker
79	Number of NSERC Discovery Grant Applications	D3B	Fiscal Years 2007, 2008, 2009	Discovery Grant Applications	R. Baker
80	Number of CIHR Open Operating Grants Awarded	D3C	Fiscal Years 2007, 2008, 2009	CIHR Open Operating Grants Awarded	R. Baker
81	Number of CIHR Open Operating Grant Applications	D3C	Fiscal Years 2007, 2008, 2009	CIHR Open Operating Grant Applications	R. Baker

Additional Notes

(1) Cinema Studies is excluded from Innis College for elements (1, 4, 7, 10, 11, and 14). It is included as part of Innis College for all other elements.