University of Toronto

Major Modification Proposal – Type A: Significant modifications to existing graduate and undergraduate programs

This template should be used to bring forward all proposals for major modifications to existing graduate and undergraduate programs for governance approval under the University of Toronto’s Quality Assurance Process. It is designed to ensure that all evaluation criteria established by the Quality Council are addressed in bringing forward a proposal for a new program.

Section 1

<table>
<thead>
<tr>
<th>Program being modified:</th>
<th>Master of Information (MI)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department / (graduate) Unit (if applicable) where the program is housed:</td>
<td>Faculty of Information</td>
</tr>
<tr>
<td>Faculty / Academic Division:</td>
<td>Faculty of Information</td>
</tr>
<tr>
<td>Faculty / Academic Division contact:</td>
<td>Seamus Ross, Dean</td>
</tr>
<tr>
<td>Department / Unit contact:</td>
<td>Adriana Rossini, Registrar</td>
</tr>
<tr>
<td>Anticipated Effective date:</td>
<td>Sept. 2013</td>
</tr>
<tr>
<td>Version Date:</td>
<td>Nov.1, 2012</td>
</tr>
</tbody>
</table>

Section 2 (Please remove the instructions as you complete the template in order to provide a final copy that is easier for your audience to read.)

1. Executive Summary

- Please provide a brief summary of the change(s) being proposed.

This proposal specifies the course requirements for each of the five concentrations within the MI Program which formerly were referred to within the Faculty of Information as “pre-approved paths.” It builds on the proposal to transition the existing, approved fields within the Master of Information (MI) and PhD degrees to concentrations (approved by Faculty Council, 4/05/2012), and the proposal to establish the concentration framework within the MI Program (approved by Faculty Council, 15/06/2012).

This proposal does not affect students in the MI program who wish to pursue a general MI program pathway (coursework only or thesis) as an alternative to pursuing a concentration within the MI Program.
2. **Academic Rationale**

   - *Outline the rationale for the proposed change(s) and the fit with the unit’s and Division’s academic plans.*

At its May 4, 2012 Faculty Council meeting, the Faculty of Information approved a proposal to transition the seven existing, approved fields within the Master of Information (MI) and PhD degrees – Archives and Records Management, Critical Information Studies, Cultural Heritage, Information Systems and Design, Knowledge Management and Information Management, Library and Information Science, and Philosophy of Information – to concentrations.

At its June 15, 2012 Faculty Council meeting, the Faculty of Information approved a proposal which established a framework for completing the requirements for five of these concentrations within the MI Program; these are the five concentrations which formerly were referred to within the Faculty of Information as “pre-approved paths,” and include:

- Archives and Records Management
- Critical Information Studies
- Information Systems and Design
- Knowledge Management and Information Management
- Library and Information Science.

As mentioned in the June 15 proposal, at this point we are not proposing to admit MI students into the other two concentrations, i.e., Cultural Heritage and Philosophy of Information, since, to date, these have not been developed as pre-approved paths in the MI Program.

The June 15 proposal set out the basic requirements for all MI concentrations (see below under Description of the Proposed Major Modification(s)). This proposal identifies the specific course requirements for each of the five concentrations identified above.

The course requirements identified for each of these concentrations are largely consistent with the course requirements previously identified for each of the five pre-approved paths before their transition to concentrations. The difference is that students who successfully complete the requirements for one and, possibly, two concentrations will now receive a notation on their transcript attesting to that fact.

The requirements outlined in this proposal will take effect in September 2013.
3. Description of the Proposed Major Modification(s)

- Describe what changes are being proposed. In particular, please address the following as applicable:
  - Requirements that differ substantially from those existing at the time of the previous cyclical program review
  - Significant changes to learning outcomes
  - Significant changes to the faculty engaged in delivering the program and/or to essential physical resources as may occur, for example, where there have been changes to the existing mode of delivery (e.g. different campus, on-line delivery, inter-institutional collaboration)

The program requirements for the five MI Program concentrations outlined in the June 15 2012 proposal are as follows:

- Completion of two core quarter courses: INF1005 and INF1006H Information Workshops (0.5 FCE TOTAL)
- Completion of 2.5 FCEs in the chosen concentration
- Completion of 5.0 additional FCEs

These requirements constitute the framework for all MI concentrations. This proposal focuses on the program requirements specific to each concentration by naming the 2.5 required FCEs required within these concentrations. They are as follows:

**Archives and Records Management (ARM)**

Five half courses (2.5 FCEs) as follows:

- INF1330H Archives Concepts and Issues
- INF1331H Archival Arrangement and Description
- INF2175H Managing Organizational Records I
- INF2180H Archives: Access, Advocacy and Outreach
- INF2184H Appraisal for Records Retention and Archives Acquisition

**Critical Information Studies (CIS)**

Five half courses (2.5 FCEs) as follows:

- INF1001H Knowledge and Information in Society
- INF2181H Information Policy, Regulation, and Law
- INF2198H Critical Histories of Information Technologies
- INF2240H Political Economy and Cultural Studies of Information
- INF2242H Studying Information and Knowledge Practices

**Information Systems & Design (IS&D)**

Five half courses (2.5 FCEs) as follows:

- INF1340H Introduction to Information Systems
- INF1341H Systems Analysis and Process Innovation
- INF1342H System Requirements and Architectural Design
- INF1343H Data Modeling and Database Design
- INF2177H Information Management and Systems

**Knowledge Management and Information Management (KMIM)**

Five half courses (2.5 FCEs) as follows:
Major Modification Proposal - Type A: Significant Modification to Existing Program

- INF1003H Information Systems, Services, and Design
- INF1230H Management of Information Organizations
- INF2175H Managing Organizational Records I
- INF2176H Information Management in Organizations-Models and Platforms
- INF2186H Metadata Schemas and Applications

Library and Information Science (LIS)

Five half courses (2.5 FCEs) as follows:
- INF1230H Management of Information Organizations
- INF1240H Research Methods in Library and Information Science
- INF1300H Foundations of Library and Information Science
- INF1310H Introduction to Reference
- INF1320H Introduction to Bibliographic Control

This proposal does not affect students in the MI program who wish to pursue a general MI program pathway (coursework only or thesis) as an alternative to pursuing a concentration within the MI Program. The requirements for students wishing to pursue a general MI program pathway were laid out in the June 15 proposal.

The impact of this proposal on students pursuing the Concurrent Registration Option (CRO) is not addressed in this proposal; it is being treated as a separate action.

The proposal will not result in any changes to faculty engaged in delivering the program or to essential physical resources.

4. Requirements

- Please detail new requirements and changes to calendar copy. In the interest of clarity, it is recommended that proponents attach calendar copy showing current and proposed copy. If possible proponents may wish to show changes using track changes.

Please see Appendix A for full, revised calendar copy.

5. Impact of the Change on Students

- Outline the expected impact on continuing students, if any, and how they will be accommodated.
- Please outline any consultation with students.

Concentrations will be available to new students admitted into the MI Program as of the effective date of the change, i.e., Sept. 2013.

Students who began the MI Program in Sept. 2012 and are currently enrolled in one of the pre-approved paths that have transitioned to a concentration may have the opportunity of graduating with a concentration provided they complete all the courses required for that concentration,
pending final SGS approval
Other continuing students may have the opportunity to graduate with a concentration if they complete all the courses required for a concentration, pending final SGS approval.

6. Consultation

- Describe the impact of the major modification on other programs and any consultation undertaken with the Dean and Chair/Director of relevant academic units.

This proposal is the result of extensive discussion and consultation amongst the graduate faculty teaching in this program during the 2011-12 academic year.

7. Resources:

- Describe any resource implications of the change(s) including but not limited to faculty complement, space, libraries, and enrolment/admissions.

This proposal has no resource implications.

8. Governance Process:

<table>
<thead>
<tr>
<th>Levels of Approval Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dean’s Office Sign Off</strong></td>
</tr>
<tr>
<td>Unit level approval: Approved by Programs Cttee, Faculty of Information, 2 November 2012</td>
</tr>
<tr>
<td><strong>Submission to Provost’s Office</strong></td>
</tr>
<tr>
<td>Faculty/Divisional Council</td>
</tr>
<tr>
<td><strong>AP&amp;P – reported annually</strong></td>
</tr>
<tr>
<td><strong>Ontario Quality Council - reported annually</strong></td>
</tr>
</tbody>
</table>