

# For Information Only

## MEMORANDUM

AC-10-56

**TO:** Dean Christopher Manfredi, Faculty of Arts  
Dean Martin Grant, Faculty of Science

**FROM:** Nick de Takacsy, Chair, B.A. & Sc. PAC

**SUBJECT:** Changes to the B.A. & Sc. Administrative Structure

**DATE:** 2011-02-02

At its meeting of February 2, 2011, the Bachelor of Arts and Science Program Administration Committee considered and approved the following request to the Deans of Arts and of Science for a change to the administrative structure surrounding the B.A. & Sc. program.

### **Current organization:**

The current structure of the BARSCI degree was set up in order to enable the creation of the degree and to ensure a balance in the responsibilities of the two parent faculties, the Faculty of Arts and the Faculty of Science.

#### *Program Administration Committee (PAC) Membership:*

- Arts: associate dean and two professors (appointed by the Faculty of Arts)
- Science: associate dean, and two professors (appointed by the Faculty of Science)
- Students: two students in the BARSCI degree (nominated by BASiC )
- Chair of the committee and its secretary rotate between Arts and Science on a yearly basis.

#### *Advising:*

- The responsibility for student advising is assigned to SOUSA on a long term basis.

### **Proposed organization:**

There are two drawbacks to the current organization. First, the rotation of operational responsibility for PAC introduces an element of instability that is no longer useful given that the degree and its programs are well established. Secondly, there is a lack of academic leadership arising from the fact that the associate deans have many other responsibilities and may or may not have an academic as well as administrative interest in an integrated Arts and Science degree.

The following changes are therefore recommended to the Deans of Arts and of Science.

- That the deans assign operational responsibility for the PAC to one or other faculty for a continuous period of 3 to 5 years.
- That the Deans appoint the chair of the PAC. For practical reasons, the associate dean of the faculty with operational responsibility would be obvious choice. However, the Deans may decide otherwise.
- That the Deans consider appointing, in due course, a B.A. & Sc. program director for a term of 3 to 5 years. The director would not have to come from the faculty that has operational

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responsibility for the PAC. The program director would have responsibilities similar to the responsibilities of directors of interdisciplinary programs, but taking into account the fact that program directors already exist for the interfaculty programs in Cognitive Science, Environment and Sustainability. The program director would be added to the membership of PAC.

- No change is proposed with respect to advising.

BASiC has played a strong role on PAC and has made significant contributions to the development of the B.A. & Sc. programs. It is expected to continue and the proposed structure should prove an asset in this regard.