

# Terms of Reference: Part 1

## UTQAP Review

### Doctor of Medicine (M.D.)

<b>Program under review:</b>	Doctor of Medicine, M.D.	In conjunction with Provostial non-UTQAP review of Faculty of Medicine
<b>Commissioning officer:</b>	Vice-President and Provost	
<b>Date of scheduled review:</b>	February 27 <sup>th</sup> – March 1 <sup>st</sup> , 2019	

The Terms of Reference are intended to establish the parameters of the cyclical review process and provide the framework of the review report. (UTQAP reviews are still required even when accreditation reviews have been conducted.) Reviewers are asked to comment explicitly upon the following:

## 1 Program

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For **the M.D.** program under review, consider and comment on the following:

### Objectives

- Consistency of the program with the University's mission and Faculty of Medicine's academic plans.

### Admission Requirements

- Appropriateness of admission requirements to the learning outcomes of the program.

### Curriculum and Program Delivery

- Curriculum reflects the current state of the discipline or area of study.
- Appropriateness and effectiveness of the program's structure, curriculum, length and delivery to its learning outcomes and degree level expectations; clarity with which these have been communicated.
- Evidence of innovation or creativity in the content and/or delivery of the program relative to other such programs.
- The appropriateness and effectiveness of the program's clinical and service learning requirements and opportunities to its learning outcomes.
- Opportunities for student research experience.

## Assessment of Learning

- Appropriateness and effectiveness of the methods used for the evaluation of student achievement of the defined learning outcomes and degree-level expectations, especially in the students' final year of the program.

## Quality Indicators

- Assessment of program against international comparators.
- Quality of applicants and admitted students; enrolment.
- Student completion rates and time to completion.
- Quality of the educational experience, teaching, and graduate supervision.
- Implications of any data (where available) concerning post-graduation employability
- Availability of student funding.
- Provision of student support through orientation, advising/mentoring, student services
- Program outreach and promotion.

## Quality Enhancement

- Initiatives taken to enhance the quality of the program and the associated learning and teaching environment.
- Extent to which initiatives have been undertaken to enhance the program's diversity and accessibility (i.e., for students requiring physical or mental health accommodations).

## 2 Faculty/Research

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For **the M.D.** program under review, consider and comment on the following:

- Scope, quality and relevance of faculty research activities.
- Appropriateness of the level of activity and funding relative to national and international comparators.
- Appropriateness of research opportunities and activities for medical students.
- Faculty complement plan.
- Appropriateness and effectiveness of the Faculty's use of existing human resources. In making this assessment, reviewers must recognize the institution's autonomy in determining priorities for funding, space, and faculty allocation

## 3 Relationships

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For **the M.D.** program under review, consider and comment on the following:

- Strength of the morale of faculty, students and staff.
- Scope and nature of relationships with cognate Faculties, academic departments and units.
- Extent to which the Faculty has developed or sustained fruitful partnerships with other universities and organizations in order to deliver the M.D. program and foster research and creative professional activities

- Scope and nature of the Faculty’s relationship with affiliated hospitals, external government, academic and professional organizations.
- Social impact of the Faculty in terms of outreach and impact locally, nationally and internationally with respect to M.D. education.

## 4 Organizational and Financial Structure

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For **the M.D.** program under review, consider and comment on the following:

- The appropriateness and effectiveness of the Faculty’s organizational and financial structure, and its use of existing human, physical and financial resources in delivering the M.D. program. In making this assessment, reviewers must recognize the institution’s autonomy in determining priorities for funding, space, and faculty allocation.
- The appropriateness with which resource allocation for the M.D. program, including space and infrastructure support, has been managed.

## 5 Long-Range Planning Challenges

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For **the M.D.** program under review, consider and comment on the following:

- Consistency with the University’s and Faculty’s academic plans.
- Appropriateness of:
  - Complement plan, including balance of clinical, tenure-stream and non-tenure stream faculty
  - Enrolment strategy
  - Student financial aid
- Plans for advancement and leadership in approaching alternative sources of revenue, and appropriateness of development/fundraising initiatives.
- Management, vision and leadership challenges
- Space and infrastructure considerations

## 6 International Comparators

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Assessment of the M.D. program relative to the best, including areas of strength and opportunities.

## Terms of Reference: Part 2

# 2018-19 Provostial Non-UTQAP Review

## Faculty of Medicine

<b>Division under review:</b>	Faculty of Medicine	In conjunction with UTQAP Review of M.D. program
<b>Commissioning officer:</b>	Vice-President and Provost	
<b>Date of scheduled review:</b>	February 27 <sup>th</sup> – March 1 <sup>st</sup> , 2019	

The Terms of Reference provide the framework for the review report. Reviewers are asked to comment explicitly on the following:

1. The consistency of the Faculty's academic plan with the University's long-range plan in particular, the commitment to excellence in teaching and research.
2. Progress towards the Faculty's academic priorities, including the capacity to meet opportunities and challenges ahead successfully.
3. The appropriateness of the approach to undergraduate and graduate education and its enhancements to support students' academic experience.
4. The effectiveness of the Faculty's efforts to foster a strong culture of excellence and achievement in research and scholarly activity, including the effectiveness of support structures.
5. The effectiveness of the Faculty's internal organizational and financial structure including the appropriateness of resource allocation with respect to budget, plans for new revenue generation, faculty complement, infrastructure and advancement.
6. The scope and nature of the Faculty's relationships with other University of Toronto campuses and divisions.
7. The scope and nature of the Faculty's relationship with affiliated teaching hospitals and community health sectors.
8. The scope and nature of Faculty's societal impact in terms of outreach to local, national, and international organizations and communities.
9. Extent to which initiatives have been undertaken to enhance the accessibility (i.e., for students requiring physical or mental health accommodations) and diversity of the Faculty in the areas of academic programs, student and faculty complement and recruitment.