



February 5, 2020

Professor Glen Jones
Dean
Ontario Institute for Studies in Education
University of Toronto

Dear Glen,

As discussed at our meeting on September 16, 2019, the Provost will be commissioning an external review of the Ontario Institute for Studies in Education. The Provostial review of a Faculty is a critical facet of the University's commitment to quality assurance. These reviews provide an opportunity to secure the expert advice of leaders in the field concerning academic and administrative issues, assess our performance against leading international institutions, and receive guidance on key strategic directions. The review report is taken forward to governance as a measure of its importance.

The first step in this process will be for the Provost's Office to develop terms of reference for this review in consultation with you during the Winter of 2020; a draft of this document is included with this letter. I would also ask that you provide me with a list of potential reviewers and possible windows for the site visit by March 2020. When we have confirmed the reviewers, David Lock will be contacting your office to finalize dates for the review in January 2021.

A critical element of the review process is the preparation by the Faculty of a self-study. This should be an inclusive process involving the participation of faculty, staff and students. The resulting self-study should emphasize critical analysis, be broad-based, thoughtful and reflective, and set out a vision for future improvement. It should be structured to address the agreed-upon review terms of reference. Because you will have recently completed the decanal UTQAP reviews of the four OISE departments, you may consider leveraging the process of developing Administrative Responses and Implementation Plans for those reviews to advance the development of the self-study. The self-study will be provided to the reviewers in advance of their visit. I would also ask that you provide copies of any relevant recent external accreditation reports.

To help you prepare the self-study, I am forwarding the UTQAP section on the cyclical review of units and programs. Early in March 2020, my office will provide you with a common set of institutional data that we would ask you to incorporate into the self-study. You are of course very welcome to supplement this data with additional material. We will also provide you with a library report for inclusion in the self-study.

If you have any questions, or if there is any way I or my office can help as you begin the self-study please let me know.

Sincerely,

A handwritten signature in black ink, appearing to be 'S. Hill'.

Vice-Provost, Academic Programs

cc.

Biljana Cuckovic, Assistant to the Dean, Policy and Planning

Denise Makovac, Executive Assistant to the Dean

Daniella Mallinick, Director, Academic Programs, Planning and Quality Assurance

David Lock, Coordinator, Academic Planning & Reviews

Emma del Junco, Assistant, Coordinator, Academic Planning & Reviews