

A black and white photograph of three people in a professional setting. On the left, a woman with dark hair is looking towards the center. In the middle, a woman with blonde hair is looking forward. On the right, a man with short dark hair is looking towards the center. They are all seated and appear to be in a meeting. A globe is visible in the background on the left.

together we're shaping the future



**ONTARIO COLLEGE
OF TEACHERS**
Annual Report 2000

college mandate

- To regulate the profession of teaching and to govern its members.
- To issue, renew, amend, suspend, cancel, revoke and reinstate certificates of qualification and registration.
- To develop, provide and accredit educational programs leading to certificates of qualification additional to the certificate required for membership, including but not limited to certificates of qualification as a supervisory officer, and to issue, renew, amend, suspend, cancel, revoke and reinstate such additional certificates.
- To develop, establish and maintain qualifications for membership in the College.
- To provide for the ongoing education of members of the College.
- To accredit professional teacher education programs offered by postsecondary educational institutions.
- To establish and enforce professional standards and ethical standards applicable to members of the College.
- To communicate with the public on behalf of the members of the College.
- To accredit ongoing education programs for teachers offered by postsecondary educational institutions and other bodies.
- To receive and investigate complaints against members of the College and to deal with discipline and fitness to practise issues.
- To perform such additional functions as are prescribed by the regulations.

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council members



From Left to Right: Front Row: **Karen M. Mitchell, Margaret Dempsey, J.W. (Joe) Atkinson, Larry M. Capstick, Marilyn Laframboise, Solette N. Gelberg, Ernie Checkeris**
Middle Row: **Elizabeth Papadopoulos, Audrey Hadfield, Janet Cornwall, Elayne McDermid, Bernard J. Adam, Diane Leblovic, Martin Kings, Patrick Daly, Frances Thorne, Harry Mulvale, David Somer, Nancy Hutcheson**
Back Row: **Dick Malowney, Jackie Breithaupt, Jerry De Quetteville, Doug Brown, Guill Archambault, Karl Dean, Doug Carter, Samy Appadurai, Iain Munro, Sterling Campbell, Rich Prophet, Larry Mongeon, Mark Lefebvre**

chair's report

By Larry M. Capstick



The past year was a very productive one for the College of Teachers. As 2000 began, we were deeply immersed in the many questions surrounding the issue of teacher testing. Through the year, the College faced many other significant issues and events, including language proficiency, revised

teachers' qualifications, the election of a new Council and the retirement of our founding Registrar, Margaret Wilson.

The year also saw the end of our first Chair's term. Donna Marie Kennedy's contribution to the College in our first four years will have a lasting impact. Her deep understanding of the concerns of College members and her no-nonsense approach set the tone for a Council that accomplished a great deal under her leadership.

Donna Marie Kennedy's term ended as our founding Registrar, Margaret Wilson, also stepped down. The Registrar's work in establishing Canada's largest self-regulating body from scratch was the crowning achievement in a stellar career of work on behalf of Ontario teachers. These two dynamic individuals did a marvellous job of setting a direction for the College in its early years and have earned the respect and thanks of all our members.

From the beginning, the College has been committed to thorough research and broad consultation with teachers and the public. These commitments were clearly demonstrated by the College's recommendations to the Minister of Education on a teacher testing program.

In November 1999, the Minister asked the College to provide advice on how to implement a program of

teacher testing. Less than five months later, the College responded with a recommendation for a comprehensive competency program that reflects best practices put in place successfully by a variety of professions in Ontario and by teacher regulatory bodies around the world. Just as important, the 15-point program also reflected the valuable insights of a broad range of teachers, education stakeholders and members of the public, gathered in an intense, though necessarily short, consultation.

The central message of *Maintaining, Ensuring and Demonstrating Competency in the Teaching Profession* – that ensuring the continuing competence of teachers involves much more than a simple test – was well-received by both College members and the public.

Council added a major building block in the development of the College's professional affairs activities by adopting a proposed accreditation regulation under the *Ontario College of Teachers Act*. The accreditation regulation will allow the College to require providers of pre-service and in-service teacher education programs to reflect the *Standards of Practice for the Teaching Profession* and meet standards prescribed by the College's Accreditation Committee in its programs.

Council also approved the *Professional Learning Framework for the Teaching Profession*, which outlines the parameters that constitute lifelong learning for professional teachers. This document describes the various forms of professional learning teachers engage in during and after their pre-service training and the range of professional learning experiences available through their workplace, the Ministry of Education, faculties of education, professional organizations, federations and subject associations.

Amendments to Regulation 184/97, Teachers' Qualifications were approved to introduce a requirement for language proficiency. Individuals who have not completed their Bachelor of Education degree in either English or French are required to complete a language proficiency test. The Council

also approved labour mobility provisions of the Agreement on Internal Trade/Teaching Profession that will enable teachers certified in Ontario to acquire a licence to teach anywhere in Canada. Under the terms of the agreement, the certification process for teachers trained in one jurisdiction and wanting to teach in another will be better defined and streamlined.

Throughout the year, the College published information on the looming teacher shortage. The province's faculties of education responded strongly to the demand for teachers by opening their doors to twice as many additional teacher candidates as the government funded.

Another highlight of 2000 was Council's selection of Deputy Registrar J. W. (Joe) Atkinson as our new Registrar. His strong background as an educator in a variety of roles and his outstanding contribution to the early work of the College means he will be the strong Chief Executive Officer the College will need to meet the challenges ahead.

I want to thank Joe Atkinson and all the College staff for their professionalism, hard work and achievements throughout a year that brought many challenges and demands. I would also like to pay tribute to the great dedication of Council members, who worked together so effectively and contributed so much to the College and the teaching profession.

registrar's report

By J.W. (Joe) Atkinson



This is the first Annual Report from the Ontario College of Teachers since my appointment as Registrar and Chief Executive Officer. I have been honoured to serve in this capacity since the retirement of my predecessor, Margaret Wilson, in November 2000.

Margaret Wilson was the College's

founding Registrar and it is appropriate, therefore, that I begin this report by acknowledging Margaret's contributions to our College. During her tenure, Margaret committed the College to a high standard of public accountability and integrity. She oversaw the development of the first register of teachers, the establishment of a disciplinary process that is open and accountable and the articulation of standards of practice for the teaching profession.

I want to personally thank Margaret for her exceptional dedication to public accountability and her passion for the teaching profession. In recognition of her outstanding contributions as Registrar, the College Council has named the Margaret Wilson Library at the College in her honour.

It has been a year of tremendous accomplishment and growth for the Ontario College of Teachers.

Under the leadership of the Council ad hoc committee on teacher testing, the College developed advice to the Minister of Education on the government's proposed teacher testing initiative. As with all research and development initiatives, the advice provided by the committee was the result of meaningful consultation and thorough research, and respected the expenditure of the College's human and financial resources.

As part of the process, the committee held a series of structured consultations with representatives of 42 education sector organizations representing school administrators, teachers, faculties of education and parents. A consultation document was posted on the College web site and the input of all members was solicited. Council members approved a 15-point comprehensive competency program for the Minister of Education on April 10, 2000.

In February, Council approved the first major changes in 22 years to Regulation 184/97, Teachers' Qualifications. The amendments cover registration and basic qualifications for teachers and include a number of changes that improve or clarify the wording of the original regulation. The amendments must be approved by Cabinet.

Through 2000, the College continued to develop the building blocks for regulation and development of the profession. The *Standards of Practice for the Teaching Profession* were included in the College bylaws in February, recognizing the importance of the standards under the *Ontario College of Teachers Act* and their relevance to teaching. The College approved the *Ethical Standards for the Teaching Profession*, a companion to the *Standards of Practice for the Teaching Profession*. The ethical standards establish the professional values and the ethical responsibilities of the teaching profession. Both documents are used to develop and improve programs and experiences for future and current teachers, principals and supervisory officers. The Council also approved the *Professional Learning Framework for the Teaching Profession* which recognizes that ongoing learning is at the heart of teacher professionalism.

With the adoption by Council of an accreditation regulation, the College gained the legislative authority to accredit all pre-service and in-service teacher education programs across the province. It allows the College to require providers of pre-service and in-service teacher education programs to reflect the *Standards of Practice for the Teaching*

Profession and meet the standards prescribed by the College Accreditation Committee in proposed programs. The regulation has been submitted to the government for approval.

Initial accreditation reviews of pre-service programs at four universities were completed in 2000, the third and final year of the pilot phase of the College pre-service accreditation program. The Accreditation Committee issued Initial Accreditation Granted awards to teacher education programs at the Ontario Institute for Studies in Education of the University of Toronto, the University of Western Ontario and Brock University. An award of Initial Accreditation Granted with Conditions was also issued to the Faculty of Education at Lakehead University, which subsequently requested a reconsideration of the decision.

College members will feel the direct benefits of a number of initiatives that came to fruition in 2000. In May, the College unveiled a web-based version of the public register, which provides school boards, faculties of education and federations with immediate access to information about a teacher's qualifications, standing with the College and details of any disciplinary procedures that may have been taken.

In June, Council approved labour mobility provisions of the Agreement on Internal Trade/Teaching Profession that will facilitate the mobility of teachers in Canada. Under the terms of the agreement, the certification process for teachers trained in one jurisdiction and wanting to teach in another will be better defined and streamlined. With certain limitations, teachers fulfilling these requirements will be able to obtain an interim certificate in any jurisdiction in Canada.

Based on the favourable financial results for 1999, Council set up a reserve for fee stabilization that maintained the \$90 membership fee while continuing to meet increased service demands brought about by continued growth in membership. By the end of the calendar year, paid membership reached 177,718, an increase of 3,248 over the previous year.

In the fall, the College began co-ordinating a new pilot project to make Additional Qualification courses more accessible to francophones in Ontario. The project, developed in association with French-language teachers, directors, principals, the faculties of education including the University of Ottawa and Laurentian University and the Ministry of Education, eliminates some of the barriers that francophone members face when accessing professional learning opportunities. The Ontario Knowledge Network for Learning, through the Ministry of Education, committed \$150,000 to the first phase of the project, which will use a variety of state-of-the-art technologies to reach the largest audience possible.

The financial highlights of 2000 included an excess of revenue over expenses of \$132,000. Revenue for the year was \$18,565,000 versus a budget projection of \$17,670,000. The increase in revenue is largely due to having more members than assumed in the budget plan and by increased advertising in *Professionally Speaking/Pour parler profession*. Expenses for the year were \$18,433,000 versus budget projections of \$17,670,000. The main increase was additional costs of discipline hearings.

Members' equity increased to a total of \$8,631,000. The Reserve for Working Capital and the Reserve for Fee Stabilization remain at the same level as the previous year, which is \$5,800,000 and \$2,000,000, respectively. An appropriate Reserve for Working Capital is crucial in helping the College maintain a debt-free status and is necessary to help finance the unamortized capital assets on the College balance sheet. On December 31, 2000, the College's unamortized assets, financed by members' equity, totalled \$3,433,000.

The College Council had five statutory, three standing and three special committees that met in 2000 and Council members also served on the ad hoc committee on teacher testing, the editorial board for *Professionally Speaking/Pour parler profession* and the Human Resources Advisory Sub-Committee. Council met 10 times in 2000, while the committees

held a total of 67 meetings. The College employed 118 permanent and 10 temporary staff organized into 17 units within four departments.

At the beginning of the year, the Minister of Education approved the College's request to extend the term of the first Council by six months to October 31, 2000 to put a new election regulation in place. The regulation reflected the changes brought about by Bill 160 and included specific representation for French Catholic and French public school boards and for principals from both French and English boards.

Elected representatives continue to hold 17 positions on the College Council, while 14 members are appointed by the Ontario government. Of the 17 elected members, six are elected by region and seven are elected from the province's four education systems. Four additional members represent private schools, faculties of education, principals and supervisory officers.

The face of the Council changed dramatically in 2000. In May, the province appointed five public members to serve: Samy Appadurai of Toronto, Doug Brown of Kincardine, Janet Cornwall of Orleans, Martin Kings of Kitchener and Elayne McDermid of Brampton. They replaced Sandi Bell, Kathleen McFadyen, Allen Pearson, William Rogers and John Slade.

In October, 11 new members were elected to the second Council: Bernard J. Adam, Guill Archambault, Karl Dean, Jerry De Quetteville, Audrey Hadfield, Nancy Hutcheson, Mark Lefebvre, Dick Malowney, Iain Munro, Elizabeth Papadopoulos and Rich Prophet were all elected to serve. Sterling Campbell, Larry M. Capstick, Doug Carter, Margaret Dempsey, Marilyn Laframboise and Harry Mulvale were re-elected to a second term.

I must acknowledge the exceptional commitment of time and energy that all Council members make to the work of the College. Members have been well served by both the first and the current Council and I applaud the dedication of all Council members, past and present.

Over the past 12 months, the College has continued to attract talented and dedicated employees committed to shaping all aspects of the teaching profession. I am proud of our progress in this our fourth year of operation. However, there is still much more to be done. For the sake of the profession and the public, we will continue to be an active and influential College of Teachers.



committee reports

The Executive Committee

January to October

Donna Marie Kennedy
(Chair)

John Cruickshank
(Vice-Chair)

Sandi Bell
(until April)

Larry M. Capstick
(since June)

Doug Carter

Solette N. Gelberg
(since May)

Marilyn Laframboise
Diane Leblovic

(since May)

Kathleen McFadyen
(until April)

George Merrett

Cecilia Reynolds
(until May)

Clarice West-Hobbs

November to December

Larry M. Capstick
(Chair)

Marilyn Laframboise
(Vice-Chair)

Doug Carter

Margaret Dempsey

Solette N. Gelberg

Diane Leblovic

Mark Lefebvre

Harry Mulvale

Frances Thorne

The Executive Committee reviews the work of other College committees and refers matters to them as deemed appropriate and conducts the ongoing business of the College between meetings of Council.

The committee – composed of the Chair and Vice-Chair of Council and chairs of all statutory and standing committees – must include both elected and appointed members of Council. The committee had a busy year and met a total of 13 times.

Committee Activities

The committee studied the physical requirements of the College and directed the Registrar to negotiate the lease for additional office space at its current premises at 121 Bloor Street East in Toronto. As the College continues to address more features of its legislated mandate, this additional space is required to accommodate the increased workload for investigation and disciplinary hearings, as well as to fulfill duties associated with the accreditation of teacher education programs.

The committee selected members to fill vacancies in other committees which resulted from the end of appointed members' term of office, and to address the increased workload of the Investigation Committee, the Discipline Committee and the Fitness to Practise Committee.

The Executive Committee developed a job description and recruitment process for a new Registrar after the College's founding Registrar announced her intent to retire. This marked a new step in the evolution of the College and the self-governing capacity of the teaching profession.

The Executive Committee made recommendations to Council that led to the appointment of the new Registrar. Since the new Registrar was the former Deputy Registrar, the committee also made recommendations to Council about the appointment of a new Deputy Registrar.

The Executive Committee began work on a response to the report by the Hon. Sydney L. Robins, *Protecting Our Students: A Review to Identify and Prevent Sexual Misconduct in Ontario Schools*, which was made public in April 2000. The 101 recommendations in the comprehensive report include 36 that pertain directly to the College's mandate. Under the Executive Committee's direction, the College has conducted a careful analysis of the report and solicited legal advice.

The committee provided advice to Council on issues arising from a review of the criminal record screening policy and recommended a requirement for a Canadian record check only. Additionally, the committee recommended a protocol outlining

ethical parameters for research done for or by the College. It also made recommendations on the content of an orientation program for new members of the College from out of province.

The Executive Committee also authorized the Registrar to increase the budget for disciplinary proceedings in response to the need to hold additional hearings. As authorized under the *Ontario College of Teachers Act*, the committee issued one interim order of suspension of a member's certificate and referred the matter to the Discipline Committee for review.

The Accreditation Committee

January to October

Cecilia Reynolds

(Chair, January to April;

Vice-Chair, May to October)

Larry M. Capstick

(Vice-Chair, January to

April; Chair, May to October)

Wayne Cornack

(January meeting only)

Margaret Dempsey

(June to October)

Donna Marie Kennedy

Elayne McDermid

(June to October)

Larry Mongeon

Ron Rambarran

John Slade

(January meeting only)

David Somer

Frances Thorne

November to December

Frances Thorne

(Chair)

Sterling Campbell

Larry M. Capstick

Jerry De Quetteville

Elayne McDermid

Larry Mongeon

Elizabeth Papadopoulos

Rich Prophet

David Somer

The Accreditation Committee reviews and accredits pre-service and in-service teacher education programs.

Committee Activities

Pre-service Teacher Education

The Accreditation Committee met five times during 2000; January 14, April 14, June 15-16, September 8 and a special meeting on October 27. Initial accreditation reviews of pre-service programs were completed in 2000. During the third and final year of the pilot phase of the accreditation of programs of professional teacher education, accreditation panels conducted reviews at Brock University, Lakehead University, the Ontario Institute for Studies in Education of the University of Toronto, and the University of Western Ontario. Panels were comprised of three members of Council, a member of the College at large and a member nominated by the faculty under review. Training sessions and orientation meetings were held for all panel members. Accreditation reviews took place from February to April.

The Accreditation Committee reviewed the panel reports and recommendations in June and directed the Registrar to inform faculties of education of the initial accreditation awards given to the respective pre-service programs. Three of the awards and executive summaries of the reports became part of the public record and were published in the September edition of *Professionally Speaking/Pour parler profession*. Lakehead University requested that Council reconsider its initial accreditation award.

In September, the Accreditation Committee approved the *Program of Professional Teacher Education Accreditation Handbook and Appendices* for future accreditation reviews. This document reflected the committee's input from the external evaluations, and reinforced its congruency with the *Standards of Practice for the Teaching Profession* and the *Ethical Standards for the Teaching Profession*. Companion documents for the pre-service accreditation process, *A Guide for Panel Members*, *Staff Procedural Manual* and *A Guide for Participants* were similarly revised.

Panel Members

Brock University

Stephen Chase	College member at large
Donna Marie Kennedy	Council member
Larry Mongeon	Council member
Frances Thorne	Council member
Laurie Walker	Brock University nominee

Lakehead University

Larry M. Capstick	Council member
Donna Marie Kennedy	Council member
Linda Phillips	Lakehead University nominee
Ron Rambarran	Council member
Mary Lou Smitheram	College member at large

The Ontario Institute for Studies in Education of the University of Toronto

Doug Carter	Council member
Renée Meloche	College member at large
Larry Mongeon	Council member
Len Popp	OISE/UT nominee
Frances Thorne	Council member

The University of Western Ontario

Ross Haley	College member at large
Cecilia Reynolds	Council member
John Slade	Council member
Clarice West-Hobbs	Council member
Beth Young	University of Western Ontario nominee

In response to requests for accreditation of new programs for professional teacher education, the Accreditation Committee approved *Programs of Professional Teacher Education-Interim Accreditation Process: An Outline for Accrediting New Programs*. In June, the committee granted interim accreditation to the new Master of Teaching program at OISE/UT.

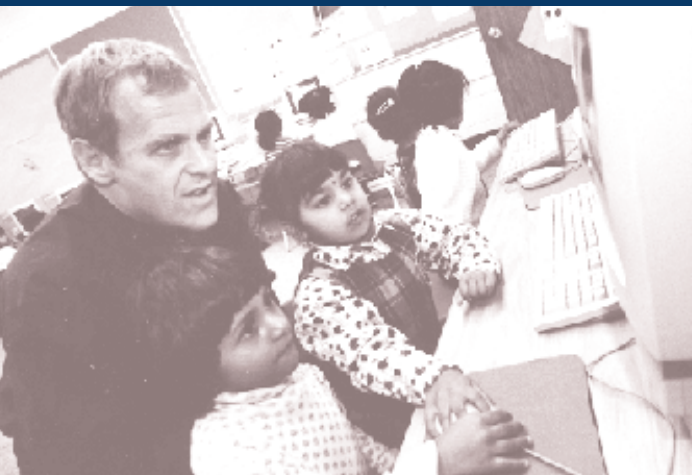
In-service Teacher Education

In January, the Accreditation Committee approved a draft of the in-service handbook and directed that it be sent to education stakeholders throughout the province for consultation. The committee also approved a process for the registration of providers of in-service programs. At its May meeting, the committee approved the revised draft of *In-service Initial Accreditation Handbook for Regulation 184/97 Programs*.

All Honour Specialist courses, Additional Basic Qualification courses and Principal's Qualification Programs, Parts 1 and 2 offered in the province were reviewed in 2000.

A joint subcommittee of the Standards of Practice and Education Committee and the Accreditation Committee submitted a report to the Accreditation Committee on revisions to the Principal's Qualification Program (PQP) Parts 1 and 2. The committee initiated a process to request proposals to offer the revised PQP as a pilot project. A consortium of the three principals' organizations (the Catholic Principals' Council of Ontario, the Ontario Principals' Council and the Association des directions et des directions adjointes des écoles franco-ontariennes) was selected by the committee to offer the revised PQP in the Ottawa area. An evaluation of the program and its delivery was conducted.

The Accreditation Committee issued a call for proposals to offer an orientation program for applicants to the College who have completed their professional teacher education program outside Ontario. An extensive consultation process was also initiated in 2000 to consider revisions to the Technological Studies Additional Basic Qualification courses and subsequent accreditation process.



The Standards of Practice and Education Committee

January to October

Clarice West-Hobbs

(Chair)

Liz Barkley

(Vice-Chair)

Sandi Bell

(January to April)

Ernie Checkeris

Margaret Dempsey

Jean Hanson

Martin Kings

(from May)

Diane Leblovic

Harry Mulvale

William Rogers

(January to April)

November to December

Diane Leblovic

(Chair)

Ernie Checkeris

Karl Dean

Margaret Dempsey

Nancy Hutcheson

Martin Kings

Karen M. Mitchell

Harry Mulvale

Iain Munro

The Standards of Practice and Education Committee advises Council on the development and use of pre-service and in-service standards of practice, ethical standards, and a professional learning framework to support the standards of practice.

Committee Activities

The Standards of Practice and Education Committee met six times in 2000. The work of the committee continued to be supported through consultation with members of the College and representatives from the Ontario public.

On the recommendation of the committee, Council approved placing the five standards of practice statements contained in *Standards of Practice for the Teaching Profession* in the College bylaws. This concluded the extensive developmental and consultative process used by the committee to create the standards of practice. The committee will review the standards of practice and the key elements within five years.

The validation process for the *Ethical Standards for the Teaching Profession* ended in May 2000, and based on feedback from College members and the public, the committee recommended, and the Council approved, placing the ethical standards in the College bylaws.

The committee approved an implementation plan for the *Standards of Practice for the Teaching Profession* and the *Ethical Standards for the Teaching Profession*. The committee also approved a single document incorporating these two documents and the *Professional Learning Framework for the Teaching Profession* for future distribution.

The Professional Learning Framework subcommittee met to continue its work, based on the input from the consultative process developed by the committee for this document. The *Professional Learning Framework for the Teaching Profession* outlines ways Ontario educators can engage in a wide variety of professional learning activities to improve their practice and enhance student learning. On the recommendation of the committee the Council approved this document in October 2000 and the consolidation of the *Standards of Practice for the Teaching Profession*, the *Ethical Standards for the Teaching Profession* and the *Professional Learning Framework for the Teaching Profession* into a single document.

An Additional Qualification survey was completed in January 2000. This survey was distributed to 1,230 members of the College in order to gather data on the Principal's Qualification Program, Additional Basic Qualification programs, and Honour Specialist courses. The committee

approved placing an article on the survey results in *Professionally Speaking/ Pour parler profession* in the future.

The committee approved a revised draft guideline for the Principal's Qualification Program and sent the guideline to educational stakeholder groups for consultation. A Principal's Qualification Program was approved in the Ottawa area to pilot this draft guideline.

There was discussion by the committee on a paper dealing with distance learning and teacher in-service education. Consultation with educational stakeholder groups on the discussion paper, as well as the development of a support document developed by the College on the subject, will take place in 2001.

Provincial consultation was approved by the committee for revisions to the Additional Qualification courses on Associate Teacher and Student Assessment and Evaluation. These were the first revisions to all the programs and courses outlined in the schedules of Regulation 184/97 that will be undertaken by the committee.

The Standards of Practice and Education Committee acknowledges the continuing contribution made by members of the College and the public to its work. The consultation on the *Standards of Practice for the Teaching Profession*, the *Ethical Standards for the Teaching Profession*, the *Professional Learning Framework for the Teaching Profession*, as well as the Additional Qualification courses, the Additional Basic Qualification courses and the Principal's Qualification Program is appreciated. This consultation continues to enhance the teaching profession in Ontario by providing members with excellent professional learning opportunities.

The Investigation Committee

January to October

Harry Mulvale

(Chair)

John Cruickshank

(Vice-Chair)

Jackie Breithaupt

Doug Brown

(from June)

William Bryce

Doug Carter

Patrick Daly

(from June)

Jean Hanson

William Rogers

(until April)

November to December

Harry Mulvale

(Chair)

Jackie Breithaupt

Doug Brown

Doug Carter

Patrick Daly

Karl Dean

Iain Munro

Elizabeth Papadopoulos

Rich Prophet

The Investigation Committee helps the College fulfill its duty to serve and protect the public interest. It has the mandate to receive and investigate complaints of professional misconduct, incompetence or incapacity against members of the College but must refuse to investigate if it holds the opinion that the complaint is outside its jurisdiction or is frivolous, vexatious or an abuse of process.

Members of the public, members of the College, the Registrar of the College and the Minister of Education may make complaints. A formal complaint must be in writing and filed with the Registrar.

The committee, sitting in panels of at least three members, may:

- refuse to investigate a complaint
- dismiss a complaint
- refer a matter to the Discipline Committee or the Fitness to Practise Committee
- caution or admonish a member
- take any action it considers appropriate that is consistent with the governing legislation.

Committee Activities

Panels of the committee met 10 times and considered 96 complaints. Approximately 32 per cent of the complaints were referred to the Discipline Committee or the Fitness to Practise Committee. The committee held three business meetings, and considered such matters as legal opinions, the recommendations of *Protecting our Students: A Review to Identify & Prevent Sexual Misconduct in Ontario Schools*, procedures, motions proposed to Council and training for committee members.

Previously the committee developed a dispute resolution program to provide complainants and members with an opportunity to resolve matters through mediation. This year saw two complaints resolved through such a process. The committee continued to promote the program via outreach activities with stakeholders.

Statistics Regarding Complaints in 2000

Total intake files	355
Total number of formal complaints	129

Origin of Complaints	Number	Percentage
Registrar's complaints including school board notification	46	35.7
Members of College	14	10.9
Members of public		
Parents	55	42.6
Students	1	0.7
Other	13	10.1
Total	129	100.0

Nature of Complaint ²	Percentage
Professional Misconduct	
Abuse – Emotional	4.8
Abuse – Physical	3.9
Abuse – Psychological	4.4
Abuse – Sexual	11.4
Abuse – Verbal	4.8
Act/Omission (<i>dishonourable, disgraceful, unprofessional</i>)	18.0
Conduct unbecoming	18.0
Contravention of law – suitability to hold certificate	3.9

Contravention of law – student at risk	1.3
Failing to carry out duties	2.6
Failing to comply with <i>Child & Family Services Act</i>	1.3
Failing to comply with <i>Education Act</i>	.9
Failing to supervise adequately a person under one's professional supervision	7.9
Filing false information/documents about qualifications	.9
Inappropriate divulging of student information	2.6
Failing to maintain standards of the profession	.4
Practising under the influence	.4
Practising while in conflict of interest	.4
Signing or issuing false/misleading documents	.4

Incompetence

Disregard for welfare of student	.9
Lack of judgment	1.7
Lack of knowledge	2.2
Lack of skill	3.5

Incapacity

Harassing school board personnel	.4
Mental condition	1.7
Mental disorder	.9
Physical condition	.4

Disposition of Complaints	Number	Percentage
Outside jurisdiction/frivolous, vexatious or abuse of process under clause 26(2) (a) or (b)	19	19.8
Referred to Discipline Committee under clause 26(5) (a)	29	30.2
Referred to Fitness to Practise Committee under clause 26(5) (a)	2	2.1
Not referred under clause 26(5) (b)	37	38.5
Appear to be cautioned/admonished under subsection 26(5) (c)	1	1.0
Written caution/admonishment under subsection 26(5) (d)	6	6.3
Resolved through dispute resolution under subsection 26(5) (d)	2	2.1
Total ³ of Investigation Files		
Disposed of	96	100

¹ Not all formal complaints in 2000 were intake files in 2000.

² A complaint may contain more than one allegation.

³ Of the 96 complaints disposed of, two were originally filed in 1998, 69 were originally filed in 1999 and 25 were filed in 2000.



The Discipline Committee

January to October

George Merrett
(Chair)
Liz Barkley
Sterling Campbell
Larry M. Capstick
Ernie Checkeris
Wayne Cornack
Janet Cornwall
Solette N. Gelberg
Jean Hanson
Donna Marie Kennedy
Martin Kings
Marilyn Laframboise
Diane Leblovic
Karen M. Mitchell

November to December

Mark Lefebvre
(Chair)
Bernard J. Adam
Guill Archambault
Sterling Campbell
Larry M. Capstick
Ernie Checkeris
Janet Cornwall
Solette N. Gelberg
Nancy Hutcheson
Marilyn Laframboise
Diane Leblovic
Dick Malowney
Karen M. Mitchell

The Discipline Committee rules on any allegation of incompetence or professional misconduct on the part of a College member, as defined in Regulation 437/97, made under the *Ontario College of Teachers Act*. Professional misconduct is defined in the regulation. Complaints are referred to the committee by the Investigation Committee, the Council or the Executive Committee. Decisions are based on evidence placed before the committee in a hearing. Hearings are normally open to the public.

Where the committee finds a member guilty of professional misconduct or incompetence, it may do one or more of the following:

- direct the Registrar to revoke a certificate
- direct the Registrar to suspend a certificate for up to two years
- direct the Registrar to impose specified terms, conditions or limitations on a certificate
- impose a suspended penalty which may be waived if certain conditions are met in a specified time
- require that the member be reprimanded or counselled by the committee or its delegate; this penalty may be temporarily or indefinitely recorded on the register
- impose a fine of up to \$5,000 to be paid to the Ontario Consolidated Revenue Fund
- publish its order, in detail or in summary, with or without the member's name, in the College's official publication and in any other manner or medium considered appropriate
- fix costs to be paid by the member to the College.

Committee Activities

The committee met jointly with the Fitness to Practise Committee and again met separately to review the items referred by the Executive Committee from the Robins' Report recommendations.

Panels of the Discipline Committee held a total of 32 hearings, 27 of which were concluded within the year 2000. The total number of hearing days was 65 for the year.

Summary of the dispositions.

Revocation	15
Resignation and undertaking ¹	5
Terms and conditions	3
Suspension	2
Reprimand	1
Reinstatement denied	1
Hearings continuing into 2001	5

¹ Permitted to resign with signed undertaking never to teach again.

The Fitness to Practise Committee

January to October

Marilyn Laframboise
(Chair)
Margaret Dempsey
Jean Hanson
Diane Leblovic
George Merrett
Frances Thorne

November to December

Margaret Dempsey
(Chair)
Guill Archambault
Jerry De Quetteville
Mark Lefebvre
Elayne McDermid
Martin Kings
Frances Thorne

The Fitness to Practise Committee rules on any allegation of incapacity on the part of a College member. Cases may be referred to the committee by the Investigation Committee, the Executive Committee or the Council. When a complaint is received, the committee holds a hearing to determine whether physical or mental conditions or disorders exist that make a member unfit to carry out professional responsibilities. Hearings are not normally open to the public.

If the committee finds a member to be incapacitated, it may:

- direct the Registrar to revoke a certificate
- direct the Registrar to suspend a certificate for up to two years
- direct the Registrar to impose conditions or limitations on a certificate
- impose a suspended penalty, which may be waived if certain terms and conditions are met in a specified time.

Committee Activities

The committee met twice as a full committee and discussed the Robins Report, *Protecting Our Students*, the role of independent counsel, dealing with agreed statements of fact and joint submissions on disposition. It also discussed the mechanism for redirecting a matter to the Discipline Committee. The new committee attended a two-day training program on December 4 and 5.

Panels of the Fitness to Practise Committee held four hearings during 2000. Two of these hearings involved the same member, with the second hearing dealing with a breach of the terms of the first hearing. In one of the other cases the hearing continues.

The Registration Appeals Committee

January to October

Doug Carter

(Chair)

Jackie Breithaupt

(Vice-Chair)

Sterling Campbell

Elayne McDermid

(from May)

Allen Pearson

(until May)

Ron Rambarran

November to December

Doug Carter

(Chair)

Bernard J. Adam

Samy Appadurai

Jackie Breithaupt

Audrey Hadfield

The Registration Appeals Committee is a statutory committee established to allow applicants who have been denied registration with the Ontario College of Teachers, or who have had restrictions placed upon their teaching certificate, to appeal these decisions.

Committee Activities

The committee scheduled meetings based on the number of applications for review and the date of receipt of those applications. Accordingly, the committee met eight times in 2000.

During 2000, the Registration Appeals Committee received 52 applications from individuals who had been denied membership based on the evaluation of their academic and teacher education credentials and reviewed 41 of these cases during the year. After reviewing the documentation provided by both the College and the applicants, the members upheld the Registrar's decision in 37 cases, modified the Registrar's decision in two cases and overturned the Registrar's decision in two cases after receiving additional documentation from the applicants. Two additional cases were withdrawn and the fees refunded. Nine cases remain on the appeals schedule.

The committee also reviewed 21 appeals carried over from 1999. Of those, the committee upheld the Registrar's decision in 17 cases, modified the Registrar's decision in one case and, after receiving additional documentation, overturned the Registrar's decision in one case. One case was withdrawn and another was determined not to be an appeal. In both cases fees were refunded.

The following chart presents the reasons for denying membership in the 57 cases reviewed by the Registration Appeals Committee during 2000.

Reason	Number of Cases
Degree not acceptable to the College under Regulation 184/97	2
Program presented does not represent a full year of pedagogical coursework dealing exclusively with teacher education	31
Teacher education program was completed by distance education	1
Teacher education program does not contain coursework corresponding to two consecutive divisions of the Ontario curriculum	15
Teacher education program not completed at the postsecondary level	1
Neither the degree nor the teacher education program acceptable to the College under Regulation 184/97	2
Teacher's credentials do not meet regulatory requirements	1
Condition not fulfilled as required for removal from certificate	4

One of the decisions of the Registration Appeals Panel Review Committee was appealed at the Divisional Court level and subsequently dismissed after the judge deemed the issues raised by the appellant to "relate to matters squarely within the expertise of the committee" and concluded that there was no merit to the appeal. The Registration Appeals Committee members also reviewed and refined the guidelines for processing applications.

The Finance Committee

January to October

Solette N. Gelberg

(Chair)

Ron Rambarran

(Vice-Chair)

Paul Charron

John Cruickshank

Patrick Daly

November to December

Solette N. Gelberg

(Chair)

Patrick Daly

(Vice-Chair)

Audrey Hadfield

Marilyn Laframboise

Dick Malowney

The Finance Committee reviews and reports to the Council on all matters pertaining to the financial affairs of the College. The committee determines principles and establishes guidelines for setting the budget, oversees budget preparation, recommends the annual budget to Council and tracks the budget as approved by Council to ensure compliance and appropriate reporting.

The Finance Committee also reviews and makes recommendations about membership and other fees and reviews investment performance to ensure maximum performance within the Council's approved guidelines for investments.

As well, the Finance Committee functions as the College's audit committee. It makes recommendation to Council with respect to the appointment of the auditor, works with the auditor to establish the annual audit plan and reviews interim financial reports and the audited financial statements.



Committee Activities

The Committee met seven times in 2000. At each regular meeting, the most recent monthly financial reports and investment reports were reviewed. The committee reviewed the College's 1999 audited financial statements with the auditors and, upon its recommendation, Council approved the statements.

The Finance Committee also considered guidelines for the 2001 budget process and Council approved those guidelines at its June meeting. The committee further reviewed and revised the budget proposals at its meetings in August and September. The 2001 budget was then recommended to Council and was approved at the October Council meeting.

During 2000, the committee worked on long-term financial planning, reviewed an audit of expense claims and reviewed amended budgets for the Investigation and Discipline Committees and for the project to convert microfiche records to digital files. It also received and reviewed reports about the College's insurance program, procedural changes to the annual fee collection process, occupational health and safety, security within the College premises, a request to establish differential fees for members and the College guidelines for travel expenses.

The Election Committee

Doug Carter
(Chair)
George Merrett
(Vice-Chair)
Patrick Daly

Jean Hanson
John Slade
(until May)

This special committee, comprised of three elected and two appointed Council members, recommends regulations and bylaws to govern Council elections. In an election year, the committee also oversees the election process.

Committee Activities

In May 2000, a new election regulation to govern Council elections in 2000 and beyond was approved by the provincial government. As 2000 was an election year, the committee met twice to review voting procedures, confirm an election schedule and approve the administrative processes for the call for nominations, voter list development, ballot distribution and tabulation. The second Council elections were held in October 2000.

The Editorial Board

Marilyn Laframboise
(Chair)
Liz Barkley

Wayne Cornack
Diane Leblovic
Karen M. Mitchell

The Editorial Board oversees the publication of the College's quarterly magazine *Professionally Speaking/Pour parler profession* which is distributed to all members as a benefit of membership. The board considers submissions for future issues and develops editorial and advertising policies for the magazine.

Advertising sales for the magazine in 2000 were a record \$647,000. These revenues, which represented more than 55 per cent of the magazine's costs, reduced the net cost of producing and distributing the magazine this year to approximately \$2.75 per member for all four issues including postage.

Research by the publishing industry authority, Print Measurement Bureau, placed the College magazine among the top 50 magazines in English-language readership in Canada. An additional reader survey by *Professionally Speaking/Pour parler profession* showed College members were highly satisfied with the quality of the magazine.

The Quality Assurance Committee

Karen M. Mitchell
(Chair)

Larry M. Capstick
(Vice-Chair)

Jackie Breithaupt
Bill Bryce
Doug Carter

The Quality Assurance Committee is a special committee of Council which was given the mandate to assess the College's performance relative to the 11 objects in the *Ontario College of Teachers Act*. The committee is made up of three elected and two appointed members of Council.

The committee was appointed by Council in August 1998 and subsequently met during that year and in 1999. Throughout that time the committee presented regular progress reports to Council. The last formal meeting of the Quality Assurance Committee was held in December 1999 and its final report was presented to Council in February 2000. The report provided Council with a detailed analysis of the College's progress towards fulfilling each of the objects of the College and included a number of recommendations that were subsequently considered by Council at its June meeting.

The committee review described the significant level and quality of achievement in the first three years of operation of the College. Following the passage of the Professional Misconduct Regulation, further College initiatives like the Accreditation Regulation, changes to Regulation 184/97 and progress towards the establishment of a public register all reflected the College's commitment to the protection of the public interest.

The College's role as a major partner in education in Ontario continues to be defined as the impact of various legislative and regulatory changes become known. In this sense, steps towards fulfillment of some objects must remain works-in-progress.

auditors' report

March 16, 2001

Auditors' Report

To the Members of the Ontario College of Teachers

We have audited the balance sheet of the **Ontario College of Teachers** as at December 31, 2000 and the statements of operations, members' equity, and cash flows for the year then ended. These financial statements are the responsibility of the College's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the College as at December 31, 2000 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

PricewaterhouseCoopers LLP

Chartered Accountants

Financial Reporting Responsibilities

The accompanying financial statements have been prepared by College officials, who are responsible for their integrity and objectivity. To fulfill this responsibility, the College maintains policies, procedures and systems of internal control to ensure that its reporting practices and accounting and administrative procedures are appropriate.

The policies and procedures are designed to provide reasonable assurance that the College's financial information is relevant and reliable. These financial statements have been prepared in conformity with accounting principles generally accepted in Canada and, where appropriate, reflect estimates based on the College's judgment.

The financial statements have been examined by the Finance Committee, which meets regularly with the auditors and College officials to review their activities and to report to Council. The auditors have direct and full access to the Finance Committee and meet with the committee both with and without College officials present. The Council, through its Finance Committee, oversees management's financial reporting responsibilities and is responsible for reviewing and approving the financial statements.

PricewaterhouseCoopers LLP, the independent auditors appointed by Council, have examined the financial statements of the College in accordance with generally accepted auditing standards and have expressed their opinion on the financial statements. Their report follows.

financial statements for the year ended December 31, 2000

BALANCE SHEET

As at December 31, 2000

(in thousands of dollars)

	2000 \$	1999 \$
ASSETS		
Current assets		
Cash	1,069	723
Short-term investments	5,800	6,302
Accounts receivable	462	205
	7,331	7,230
Deferred election costs (note 2)	471	48
Deferred membership registration costs (note 2)	295	443
Capital assets (notes 2 and 3)	5,115	4,921
	13,212	12,642
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	1,926	1,513
Deferred revenue	207	28
	2,133	1,541
Capital lease obligations (note 4)	—	43
Deferred lease inducement (notes 2 and 6)	2,448	2,559
	4,581	4,143
MEMBERS' EQUITY (note 5)		
Reserve for working capital (note 5)	5,800	5,800
Reserve for fee stabilization (note 5)	2,000	2,000
Unappropriated balance	831	699
	8,631	8,499
	13,212	12,642

On behalf of Council

 , Chair

 , Registrar

STATEMENT OF OPERATIONS

For the year ended December 31, 2000

(in thousands of dollars)

	2000	1999
	\$	\$
Revenue		
Annual membership fees	16,048	15,777
Other fees	1,139	1,193
Advertising	647	341
Interest and other	731	565
	18,565	17,876
Expenses		
Employee compensation	8,333	8,016
Council and committees	266	177
General services to members	1,821	1,517
Professional Affairs	307	315
Investigations and Hearings	1,944	1,106
Operating support	4,882	4,003
Asset amortization	880	926
	18,433	16,060
Excess of revenue over expenses for the year	132	1,816

STATEMENT OF MEMBERS' EQUITY

For the year ended December 31, 2000

(in thousands of dollars)

	2000	1999
	Reserve for working capital \$ (note 5)	Reserve for fee stabilization \$ (note 5)
	Unappropriated \$	Total \$
		Total \$
Balance –		
Beginning of year	5,800	2,000
Excess of revenue over expenses for the year	–	–
Balance – End of year	5,800	2,000
	831	8,631
	8,499	6,683
	132	1,816

STATEMENT OF CASH FLOWS

For the year ended December 31, 2000

(in thousands of dollars)

	2000	1999
	\$	\$
Cash provided by (used in)		
Operating activities		
Excess of revenue over expenses for the year	132	1,816
Add: Non-cash items reflected in operations		
Amortization of capital assets	650	633
Amortization of deferred membership registration costs	148	148
Amortization of deferred election costs	82	145
Amortization of deferred lease inducement	(208)	(198)
Changes in non-cash working capital items		
Accounts receivable	(257)	103
Accounts payable and accrued liabilities	467	344
Deferred revenue	179	10
	1,193	3,001
Investing activities		
Sale (purchase) of short-term investments	502	(2,084)
Leasehold improvements	(366)	(74)
Office furnishings and equipment	(478)	(302)
Deferred election costs	(505)	—
	(847)	(2,460)
Financing activities		
Repayment of capital lease obligations	(97)	(131)
Deferred lease inducement	97	—
	—	(131)
Increase in cash during the year	346	410
Cash – Beginning of year	723	313
Cash – End of year	1,069	723

notes to financial statements

December 31, 2000

(tabular amounts in thousands of dollars)

1 Ontario College of Teachers' mandate

The Ontario College of Teachers (the College) was established by an Act of the Ontario Legislature, which was proclaimed on July 5, 1996.

The College is an independent, self-regulating professional body with authority to license and regulate the practice of teaching in Ontario.

The affairs of the College are managed and administered by a Council comprised of 31 members, of whom 17 are members elected by the membership.

2 Summary of significant accounting policies

The financial statements of the College have been prepared in accordance with Canadian generally accepted accounting principles. The more significant aspects are:

Deferred election costs

Council elections are normally held every three years. The cost of conducting these elections is deferred and amortized over the term of the elected members.

Deferred membership registration costs

To establish an initial registry of members, the College launched a campaign to acquire names and addresses of Ontario teachers and validated eligibility against the Ministry of Education records. This initial cost is being amortized over six years, commencing in 1997.

Capital assets

Capital assets are recorded at historical cost and are amortized on a straight-line basis over their estimated useful lives, as follows:

Computer equipment.....33-1/3% per annum
Furniture and office equipment10% per annum
Leasehold improvements.....over the remaining term of the lease

Deferred lease inducements

As described in note 6, the College is amortizing the lease inducements over the term of the respective leases.

Not-for-profit

As a not-for-profit professional membership organization, the College is not liable for income taxes.

Fair value of financial instruments

The carrying amounts of cash, short-term investments, accounts receivable, accounts payable and accrued liabilities approximate their fair values because of the near-term maturity of these instruments.

3 Capital assets

	2000		1999	
	Cost	Accumulated amortization	Net	Net
	\$	\$	\$	\$
Furniture	1,722	631	1,091	1,184
Office equipment	314	111	203	216
Computer equipment	1,018	601	417	215
Leasehold improvements	4,414	1,010	3,404	3,306
	7,468	2,353	5,115	4,921

The capital assets acquired by the College relate to office and meeting space at 121 Bloor Street East, Toronto.

4 Capital lease obligations

The College has acquired computer hardware and other office equipment through leasing arrangements. At December 31, 2000, the College had capital lease obligations amounting to \$43,000 (1999 - \$140,000) at implicit rates of interest ranging from 6.7% to 8%. These capital lease obligations will be met during 2001.

5 Members' equity and reserve accounts

The Council of the College has established two reserves of members' equity balances. The first is a reserve for working capital, established in 1997 and 1998 in recognition of the need to provide working capital for continuing operations. The balance in the reserve for working capital as at December 31, 2000 is \$5,800,000.

In 1999, the Council established a reserve for fee stabilization to help moderate the potential for fee increases in the immediate future. The balance in the reserve for fee stabilization as at December 31, 2000 is \$2,000,000.

6 Commitments

a) Premises lease commitment

In September 1996, the College entered into a long-term lease agreement, which expires November 30, 2012. The lease is for office space at 121 Bloor Street East, Toronto. In addition to a

rent-free period until November 30, 1997 (valued at \$615,300), the College obtained an allowance for leasehold improvements of \$2,356,891, which is repayable out of rental payments.

In June 2000, the College acquired additional leased space at 121 Bloor Street East for a period to March 31, 2006, which includes a rent-free period valued at \$97,000.

The estimated annual rental payments, including a provision for operating costs under the lease agreements, are as follows:

	\$
Year ending December 31	
2001.....	1,481
2002.....	1,490
2003.....	1,494
2004.....	1,502
2005.....	1,522
2006 - 2012 (remaining term of leases).....	9,161
	<u>16,650</u>

In accordance with guidance provided by the Canadian Institute of Chartered Accountants, the College reports an average rental cost for premises over the term of the lease agreements and amortizes the benefits of the lease inducements over the same periods.

b) Other operating lease commitments

The College has entered into various operating lease commitments for computer hardware and other office equipment.

The estimated annual payments for these operating lease commitments are as follows:

	\$
Year ending December 31	
2001.....	400
2002.....	214
2003.....	36
2004.....	36
2005.....	18
	<u>704</u>

7 Comparative amounts

Certain comparative amounts have been reclassified from those previously presented to conform with the presentation of the 2000 financial statements.

statistics

Membership in the College

(Includes members in good standing only)

Gender and language		Percentage of total membership	
Female	English	115,777	65.1
Female	French	8,222	04.6
Per cent of total membership			69.7
Male	English	50,572	28.4
Male	French	2,984	01.7
Per cent of total membership			30.1
Unreported	English	160	0.09
Unreported	French	3	<.01
Total		177,718	100

Geographic Distribution of the College Membership

North	15,517	
Southeast	30,522	
Central	69,468	
Southwest	59,272	
Ontario total	174,779	(98.3%)
Currently out of province	2,414	
Currently out of country	525	
Total	2,939	(01.6%)
Total membership	177,718	

Age Distribution of the College Membership

Age range	Male	%	Female	%	Unreported
20-30	5,495	03.1	19,245	10.8	119
31-40	12,685	07.1	30,375	17.1	30
41-50	13,975	07.9	33,832	19.0	12
51-60	19,296	10.9	36,866	20.7	2
>60	2,105	01.2	3,681	02.1	0
Total	53,556	30.2	123,999	69.7	163

Registration Summary

Out-of-province and out-of-country evaluations

Applicants educated in Canada	1,017
Applicants educated out of country	1,573
Total out-of-province and out-of-country evaluations	2,590

Within these evaluations are:

Letters of Eligibility	1,406
Interim Certificates of Qualification	1,432
Rejected applications	328

Ontario new graduates processed¹ **6,247**

Total applications reviewed **8,837**

Letter of Eligibility to Interim Certificate of

Qualification conversions	1,631
Interim Certificate extensions	200

Interim Certificate to Certificate of

Qualification conversions	1,59
Temporary Letters of Approval ²	860

Appeals 58

Reassessments 15

Additional Qualifications processed 18,003

Additional Qualifications equivalents granted 221

Total number of files processed **31,421**

¹ Includes some 1999 teacher education graduates as well as 2000 graduates. The definition of new graduates has been refined for this year, resulting in a lower number. For the purposes of comparison, if a similar definition were used for the 1999 report, the result would be 5,457.

² Total applications for a Temporary Letter of Approval received by the College in 2000. Applications may be for the 1999-2000 or the 2000-2001 school years.

Sources of this data are the Ontario College of Teachers Membership Register, the Financial Records of the College, and the Evaluation Services files.