UNIVERSITY OF ONTARIO INSTITUTE OF TECHNOLOGY

ACADEMIC COUNCIL
MINUTES of MEETING of TUESDAY, FEBRUARY 27, 2018
DTB 524, 2:30 p.m. – 4:30 p.m.

Present:

Alam, Safwan
Bailey, Robert (Acting Chair)
Clarke, Jessica
Crawford, Greg
Davidson, Catherine
Desaulniers, Jean-Paul
DiGiuseppe, Maurice
Eklund, Mikael
Gaber, Hossam (*teleconference*)
Green, Mark
Hogue, Andrew
Holdway, Doug
Kirkwood, Andrea
Kishawy, Hossam
Lauricella, Sharon (*teleconference*)
LeSage, Ann (*teleconference*)
Lloyd, Meghann

McMorrow, Thomas
Nugent, Kimberly
Roy, Langis
Scott, Hannah
Sidhu, Tarlochan
Smimou, Kamal
Stoett, Peter
Stokes, Joe
Taylor, Noreen (*teleconference*)
Tokuhiro, Akira
Tuppal, Sai Tejus
Wu, Terry
Dinwoodie, Becky (non-voting)
Elliott, Craig (non-voting)
Foy, Cheryl (non-voting)

Guests:

Bruno, Jamie
Charpentier, Louis
Drea, Catherine
Harvel, Glenn
Hester, Krista
Liscano, Ramiro
MacIsaac, Brad
McCartney-Young, Kimberley
Molinaro, Nichole
Murphy, Steven
Petrie, Olivia
Pitcher, Cathy

Regrets:

Asiedu-Boateng, Peter
Barari, Ahmad
Livingston, Lori
McGovern, Sue
Ritchie, Pamela

1. Call to Order

The Chair called the meeting to order at 2:31 p.m.

2. Agenda

Upon a motion duly made, the Agenda was approved as presented.

3. Chair's Remarks

The Chair noted that it was his second and last meeting chairing as Interim President. He thanked the members of Academic Council for their support during his tenure as Interim President.

(a) Introduction of Incoming President Steven Murphy

The Chair introduced incoming President, Dr. Steven Murphy, and provided a brief summary of his background. S. Murphy thanked R. Bailey for all of his work and support while serving as Interim President. S. Murphy expressed his commitment to openness and transparency, and noted the importance of engaging all members of the UOIT community. He will be meeting with many people over the next several weeks, listening and develop an understanding of their goals. He looks forward to working with everyone and having fun while building something great at the university.

4. Minutes of the Meeting of January 16, 2018

A request was made to list the names of the members of the Equity Taskforce in the minutes.

Upon a motion duly made, the Minutes were approved as amended.

5. Business Arising from the Minutes
(a) Student Success

Following the discussion at last month's Council meeting, B. MacIsaac provided an update. He explained that several policy/procedural changes in the Faculty of Business & Information Technology likely affected the Faculty's student success numbers. If Faculties have additional questions about the Student Success report, please follow up with B. MacIsaac directly.

(b) Student: Faculty Ratios at UOIT

B. MacIsaac reminded council that the report included in the meeting material was initially presented to Council in June 2017. There was extensive discussion about the 2019-2020 student to teaching faculty ratio target (27:1) and the target for faculty hiring. B. MacIsaac clarified that the Integrated Academic Plan sets out faculty hiring targets, which provides Deans with hiring guidance over the next 1-3 years. An update on hiring would be reported back to Council as part of the Integrated Academic Plan next year.

There was also concern expressed about two Faculties having higher student to faculty ratios and whether resources should be allocated to those Faculties to address the higher ratios. A question was asked about the 78 hires referred to in the report. B. MacIsaac clarified that 78 new hires were approved in the budget and that the numbers are consistent with what is included in the budget forecast.

(c) Role of Senior Academic Committee

B. MacIsaac discussed the roles and responsibilities of the Senior Academic Committee, which consists of all of the Provost's direct reports, and the University Administrative Council (UAC) (formerly Provost's Advisory Committee on Integrated Planning), which consists of the Provost's direct reports and the President's direct reports. He presented the UAC's draft website, which will include an area dedicated to online discussion. A goal for the discussion area is to continue the discussions that begin at Academic Council.

Concerns were raised about the implementation of the UAC given the impending arrival of the next President and the large number of subcommittees. B. MacIsaac advised that no new subcommittees were created as a result of the establishment of the UAC.

R. Bailey clarified that Academic Council and the Board of Governors are not responsible for the administrative operation of the university. The UAC provides advice to the President, as Chief Administrator of the university. There was a lengthy discussion about the role of the UAC and how it fits with Academic Council and the Board of Governors.

C. Foy added that she reviewed and commented on the UAC Terms of Reference with a view to ensuring its responsibilities do not conflict with the authority and responsibilities of the Board and Academic Council. A concern was expressed about the erosion of Academic Council's authority and the duty of the Board to consult with Academic Council.

(d) Tuition Update

B. MacIsaac advised that the Dean of Graduate Studies will be leading a taskforce on reviewing graduate student support. The members of the Graduate Support Budget Working Group are:
- Langis Roy, Dean of Graduate Studies
- Bernadette Murphy, Health Sciences
- Leigh Harkins, Social Science & Humanities
- Franco Gaspari, Science
- Hossam Kishawy, Engineering & Applied Science
- Shahram Heydari, Business & Information Technology
- Eleodor Nichita, Energy Systems & Nuclear Science

There was a review of the PhD in Engineering tuition for 2018-2019 and a recommendation was made to reduce the tuition by approximately 15%. It was presented to the Board's Audit & Finance Committee on February 21 and the committee will be recommending the reduced fees for approval by the Board.

(e) Faculty Council Membership
B. Dinwoodie confirmed that she has now received responses from all of the Faculties and that the Faculty Council membership lists have been updated to be consistent with the Faculty Council Terms of Reference. The updated lists will be presented for approval at the next

Academic Council Executive Committee meeting and will be included for information at the next Council meeting.

(f) Academic Council Membership

B. Dinwoodie referred to the list of the current membership of Academic Council included in the material, which shows term end dates. G. Crawford asked that B. Dinwoodie send a reminder regarding the election to the Deans depending on the level of interest in the election.

6. Inquiries and Communications
(a) Board of Governors Synopsis

The Chair referred to the synopsis included in the meeting material. C. Elliott responded to questions from Council regarding the budget presentation.

7. Provost's Remarks
(a) Vice-President Responsible for Research - Appointment and Renewal Procedures
(b) Provost and Vice-President, Academic - Appointment and Renewal Procedures

J. Bruno provided a brief overview of the proposed procedures that were circulated in advance of the meeting and invited Academic Council's feedback. There was a discussion regarding the importance of ensuring a diversity of perspectives on selection committees.

C. Foy confirmed the approval path for the procedures. The procedures will be presented for review at the Policy Advisory Committee meeting on March 2. R. Bailey added that receiving constructive feedback is critical to the development of policy documents; however, consideration of comments will not necessarily result in their implementation. Members were encouraged to submit their comments directly to J. Bruno.

A member commented that the election process used in selecting faculty members of the Committee to Recommend a President was a good process and that in an earlier Provost search, there were elected and appointed committee members.

8. Committee Reports
    8.1   Curriculum and Program Review Committee (CPRC)

8.1.1   FOR APPROVAL
Faculty of Science
(a) Bachelor of Science – Major Program Modification: Applied and Industrial Mathematics Pathway

G. Harvel presented the item for consideration. M. Green and G. Harvel responded to questions from Council members.

MOTION APPROVED *That Academic Council approve the Advanced Entry pathway from Mathematics at TC Yeditepe University to the Applied and Industrial Mathematics (A.I.M.) program.*

(b) Bachelor of Science – Major Program Modification: Biological Science – Environmental Biology Specialization

G. Harvel presented the item for approval. A. Kirkwood responded to a question asked about the resource requirements for the specialization. She advised that the courses already exist and have been organized in a way to create this specialization.

MOTION APPROVED *That Academic Council approve a new specialization in Environmental Biology through the B.Sc. (Honours) Biological Science program.*

(N. Taylor left the meeting at 3:27 p.m.)

(c) Bachelor of Science – Major Program Modification: Computer Science

M. Green discussed the reason for the proposed modification being resource neutral. He advised that the proposal contemplates a reduction in the number of prescribed courses and results in cost savings, as well as providing increased flexibility to students.

MOTION APPROVED *That Academic Council approve the proposed modifications to the 3rd and 4th year Computer Science major requirements, including the Data Science and Digital Media specializations.*

8.1.2   FOR INFORMATION
Faculty of Business and Information Technology
(a) Bachelor of Information Technology – Minor Program Adjustment: Networking and Security Pathways

Faculty of Engineering and Applied Science
(b) Bachelor of Engineering – Minor Program Adjustment: Solid Mechanics Sequencing

Faculty of Health Sciences
(c) Bachelor of Health Sciences – Minor Program Adjustment: Kinesiology

Faculty of Science
(d) Bachelor of Science – Minor Program Adjustment: Biological Science
(e) Bachelor of Science – Minor Program Adjustment: Minor in Biological Science
(f) Bachelor of Science – Minor Program Adjustment: Minors in Chemistry and Physics
(g) Bachelor of Science – Minor Program Adjustment: Minor in Mathematics
(h) Bachelor of Science – Minor Program Adjustment: Double Major in Mathematics and Physics

8.2 Graduate Studies Committee (GSC)

8.2.1   FOR APPROVAL
(a) Master of IT Security – Addition of new field in Artificial Intelligence in Security

L. Roy provided a brief summary of the proposal. There was a discussion regarding communication with the Faculties when courses are being offered for graduate programs.
G. Harvel advised that the implementation of the Curriculog software will produce impact statements that will make it easier to identify that type of issue.

A question was asked about the proposal not including additional resource requirements. L. Roy advised that although it is a new stream, it does not involve offering additional courses.

MOTION *That Academic Council approve the new field in Artificial Intelligence in Security for the MITS*
APPROVED *program.*

(b) Graduate Academic Regulations – Addition of Cotutelle Mode of Study

L. Roy discussed the key aspects of the addition to the Graduate Academic Regulations.

MOTION *That Academic Council approve the addition of Cotutelle mode of study to the Graduate Academic*
APPROVED *Regulations as proposed in the attached documentation.*

8.2.2   FOR INFORMATION
(a) Graduate Diploma in Operations and Maintenance - Minor Program Adjustment
(b) Graduate Diploma in Safety Licensing and Regulatory Affairs

G. Harvel responded to questions regarding the information items.

8.3 CPRC and GSC

8.3.1   FOR APPROVAL

(a) Course Nomenclature Guidelines
G. Harvel gave an overview of the proposed nomenclature guidelines. He advised that the original draft included a definition of "experiential learning"; however, it was removed to await the outcome of the taskforce on experiential learning.

(S. Lauricella left the meeting at 3:51 p.m.)

There was a discussion about the 48-month timeframe set out in the definition of "moribund course" in section 7.6, including the process for designating a course as being "moribund". It was clarified that courses are not removed from the calendar automatically. There was also an engaged discussion about the course credit hour value of three set out in section 5.11, given how the weighting of courses can vary. It was suggested that this could be a future topic of discussion.

That Academic Council approve the Course Nomenclature Guidelines.

M. Eklund abstained.

8.4 Executive Committee
(a) By-law No. 2 Implementation Plan

C. Foy reviewed the By-law No. 2 implementation plan, which was included in the meeting material. The top priority is establishing a governance committee/working group of Academic Council to continue the work on implementation. She advised that B. Dinwoodie is benchmarking how senates at other institutions handle governance. The benchmarking results will be used to guide the development of draft terms of reference for a governance committee/working group.

The target date to complete the implementation of By-law No. 2 is by the end of the next academic year. Once a governance group/committee is established, a review of the Terms of Reference of Council's committees will proceed. A comment was made that the proposed timeline could be more aggressive. R. Bailey advised that the timeline being proposed is what is reasonable given the available resources and consistent with past experience. The timeline will be considered by the governance committee/group and could be updated.

9. Policy Consultation
(a) Contract Management Policy

L. Charpentier provided an overview of the contract management policy documents, which were circulated in advance of the meeting. He discussed the approval pathway and clarified that the procedures and signing register are administrative in nature, but were included to provide context. He identified the remaining gaps in the documents, including research terminology. There is a working group being lead by C. Elliott that is developing the signing authority register. L. Charpentier advised that the updated register is being developed to provide greater clarity with respect to approvals.

A complete draft of the policy documents will be presented to Council for recommendation prior to going to the Board of Governors for approval. Council members were invited to submit questions and/or comments directly to L. Charpentier.

There was a discussion as to the reason why the Contract Management Policy was coming to Academic Council for consultation. C. Foy advised that the policy was being presented to Council as part of the Board's duty to consult under the *UOIT Act*.

(b) Policy Framework Review

C. Foy thanked those members who attended the special consultation session on the Policy Framework Review held on February 13. The key question raised at the session and being examined is how the Policy Framework aligns with the Board's duty to consult under the *UOIT Act* (e.g. Contract Management Policy). The goal is to provide Academic Council and the university community with greater certainty to as to which policies must be presented to Council for recommendation. Advice of external counsel is being sought to ensure alignment of the requirements of the *UOIT Act* and the Policy Framework.

C. Foy discussed the role of the university's governing bodies in strategy and oversight, expressing a goal of continuing to move Academic Council towards focusing on oversight and governance as opposed to operational matters.

10. Risk Management

C. Foy provided an update on the implementation of the University Risk Management program. Under the program, Academic Council will be a risk owner. A copy of the Risk Management work plan will be provided to Council at the next meeting.

11. 2018-2019 Academic Schedule

(G. Crawford left at 4:26 p.m.)

J. Stokes advised that there was a recent development with respect to the fall co-curricular week since the Council meeting material was posted. He discussed the background of the co-curricular week and its timing. He advised that the university is considering implementing a full Reading Week during the fall term. Other institutions have moved to a full Reading Week during the week of Thanksgiving. Given the time constraints, J. Stokes was asked to return to the next meeting with more detailed information regarding the proposal.

12. Other Business

13. Colleagues' Exchange

There being no other business, upon a motion duly made, the Meeting terminated at 4:34 p.m.

Becky Dinwoodie, Secretary