ACADEMIC COUNCIL
MINUTES of MEETING of TUESDAY, JANUARY 22, 2019
DTB 524, 2:30 p.m. – 4:30 p.m.

Present:

Steven Murphy (Chair)
Abdelmassih, Sarah
Bailey, Robert
Bliemel, Michael
Davidson, Catherine
Desaulniers, Jean-Paul
DiGiuseppe, Maurice
Easton, Brad (*telconference*)
Eklund, Mikael
Harvel, Glenn
Heydari, Shahram
Hogue, Andrew (*teleconference*)
Holdway, Doug
Jones, Ferdinand
Khalid, Osama
Kirkwood, Andrea
Lesage, Ann (*teleconference*)
Liscano, Ramiro
Livingston, Lori (*teleconference*)
Mahmoud, Qusay

Marques, Olga
McCabe, Janet
Mohany, Atef
Mostaghim, Amir
Nugent, Kimberly (*teleconference*)
Partosoedarso, Elita (*teleconference*)
Petrie, Olivia
Pierce, Tess
Rinaldi, Jen
Roy, Langis
Shon, Phillip
Sidhu, Tarlochan (*teleconference*)
Stokes, Joe
Tokuhiro, Akira
Williams, Alyssa
Woolridge, Lyndsay
Wu, Terry

Guests:

Abdel aal, Hesham
Bruno, Jamie
Dinwoodie, Becky
Foy, Cheryl
Hester, Krista
MacIsaac, Brad
McCartney, Kimberley
McLaughlin, Christine
O'Halloran, Niall

Regrets:

Clarke, Jessica
Crawford, Greg
Gaber, Hossam
Hector, Sonia
Kishawy, Hossam
Lloyd, Meghann
Scott, Hannah
Stoett, Peter
Taylor, Noreen
Tuppal, Sai Tejus

1. **Call to Order**
The Chair called the meeting to order at 2:33 p.m.

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

3. **Chair's Remarks**
The Chair welcomed everyone to the first meeting of 2019. He hoped everyone enjoyed the holidays. The year is off to an exciting and eventful start on campus. The Student Union held its first Frost Fest, which was a success with events such as the ice rink and Bell Let's Talk hockey games.

The Chair discussed the government's recent budget announcement, which included a 10% domestic tuition cut, changes to OSAP, and the option of opting-out of non-essential ancillary fees. The tuition reduction will affect the university's revenue by approximately $8.8M. There will also be a multiplier effect since tuition will be frozen for 2020-2021. It is important to consider how the university is going to look for cuts and savings. We are a values based organization and our values must be kept in mind when considering cost-saving measures. The student experience and importance of communication will be priorities when asking budget holders to come up with budget savings.

The sector has been through these types of scenarios before. This is an opportunity for the university to continue to be strategic and gain ground on other universities. The university must make cuts without compromising its values and strategic priorities. The Chair responded to questions from Council members. There was a discussion regarding how essential services will be defined with respect to the ancillary fee changes. Mental health and other health services would be considered essential.

(A. Williams arrived at 2:41 p.m.)

At this point in time, it looks as though grant funding will remain the same. The university has been fiscally prudent and well-managed, and serves a greater percentage of domestic students than many other institutions. Institutions that serve the province in this way should not be penalized.

The Chair noted the full agenda and asked that everyone work together to get through the items. He encouraged all members to participate. He reminded Council that to ensure we hear from all members who have a question or comment on an agenda item, each member may speak once to an item until everyone who would like to speak to the item has had an opportunity to do so.

(a) Senior Academic Administrator Searches

The Chair provided an update on the status of the Provost and VP Research searches. Both searches are on track and the search committees anticipate that individuals will be appointed and

in the roles by July 1. He responded to questions from Council. With respect to a question regarding broader consultation on the preferred candidates, the Chair advised that most senior academic administrative searches are closed, as having an open search may deter qualified applicants from applying.

4. Minutes of the Meeting of November 27, 2018
Upon a motion duly made F. Jones and seconded by L. Roy, the Minutes were approved as presented.

5. Business Arising from the Minutes
There was none.

6. Inquiries and Communications
There were none.

7. Provost's Remarks
The Provost advised that reviews of the Faculty of Education and Faculty of Social Science and Humanities are underway. A link to the self-study reports and a request for feedback was included in the Weekly Report with a deadline of January 25. He also invited feedback to be sent to CIQE@uoit.ca.

The Provost provided an update on the development of an Accommodation Policy. Benchmarking has been conducted and they are in the early stages of drafting. The draft policy will proceed through the appropriate consultation process as set out in Policy Framework. In the meantime, the university will continue to provide accommodations in accordance with its legal obligations.

The Provost also informed Council of a pilot group reviewing options to improve the current scantron technology. The pilot is being lead by Susan Forbes and a training session for the pilot groups is scheduled for January 25. Faculties will be piloting the options throughout February and March. Their feedback will be provided to the Provost, who will update Academic Council. He also advised that a permanent experiential learning committee will be formed and a call for expressions of interest committee will be sent out.

On February 4, the university will be hosting a talk by Dr. Rajiv Jhangiani on "Serving Access, Equity and Innovation through Open Educational Practices". He encouraged Council members to attend.

8. Student Success
R. Bailey reviewed the highlights of the student success initiative (SSI), which include:
- enhancing first year learner supports;
- enhancing academic advising services;
- encouraging university-wide engagement (e.g. several good forums on student success); and

- o student success innovation fund (e.g. "Learn on the Go", student life digital community)

He responded to questions from Council members. There was a discussion regarding the decrease in retention for the Faculty of Energy Systems and Nuclear Science (FESNS) from 2016-2017. It was noted that the recent student success initiatives were not in effect during the time period of reporting. Further, given the relatively small number of students in FESNS programs, there are a number factors at play.

One of the goals of SSI is to determine the reason behind the student success of each of the university's programs. It is important to identify where effort would be most beneficial in helping students be more successful. It is more helpful to examine success rates program by program. There was a discussion regarding what efforts are being made to improve the retention rates of upper year students. Based on the data collected so far, upper year students often deal with similar issues of first year students (e.g. commute time, balancing school and part-time jobs). Accordingly, the initiatives targeted at first year students will also likely help upper year students. Important to focus on improving student success, not just retention.

9.   Policy Consultation:
(a) Administrative Guidelines for Academic Scheduling – written consultation
The Chair advised that the academic scheduling guidelines are available for written consultation and invited members to submit comments on the guidelines to policy@uoit.ca. There was a discussion regarding the designated approval authority for the guidelines. It was clarified that the policy instrument is administrative in nature as it relates to the way the Registrar's Office administers the framework approved by Academic Council. The guidelines codify processes that had not previously been codified and do not supersede the Academic Calendar.

10.   Committee Reports

10.1   Curriculum and Program Review Committee
G. Harvel presented the proposals for consideration.

10.1.1 For Approval:
(a) Major Program Modification – Bachelor of Commerce Finance - Transfer to University Embedded Bridge Program

M. Bliemel provided background to the proposed program modification.

MOTION
APPROVED

That Academic Council approve an Embedded Bridge Finance to University Transfer Pathway in the Bachelor Commerce, as presented.

(b) Major Program Modification – Bachelor of Commerce in Technology Management

In response to a question about the two new hires included in the proposal, it was confirmed that these are approved hires.

MOTION APPROVED *That Academic Council approve the Major Program Modification to the Bachelor of Commerce Major in Technology Management, as presented.*

(c) Major Program Modification – Bachelor of Information Technology in Technology Management

In response to a question about the two hires included in the proposal, it was confirmed that these hires would be the same as the two hires included in the proposal for the Bachelor of Commerce in Technology Management.

MOTION APPROVED *That Academic Council approve the Major Program Modification to the Bachelor of Information Technology Major in Technology Management, as presented.*

(d) Major Program Modification – Bachelor of Arts in Criminology and Justice + Advanced Entry

MOTION APPROVED *That Academic Council approve the Major Program Modification to the Bachelor of Arts in Criminology and Justice + Advanced Entry, as presented.*

(e) Major Program Modification: Remove Program or Program Component – General Science (BSc) and Advanced Entry

G. Harvel responded to questions from Council.

MOTION APPROVED *That Academic Council approve the removal of the General Science (BSc) program, and associated Advanced Entry pathway.*

(f) Major Program Modification – Bachelor of Commerce: Minor in International Business

G. Harvel shared that a comment was made by the CPRC committee about other Faculties getting access to the minor and it is being considered. This suggestion did not change the nature of the proposal. It was clarified that UCC stands for undergraduate curriculum committee of the Faculty.

MOTION APPROVED *That Academic Council approve a new Minor program in International Business, as presented.*

(g) Major Program Modification: Bachelor of Engineering in Mechanical Engineering - Energy Engineering Specialization

MOTION APPROVED *That Academic Council approve the Major Program Modification to the Mechanical Engineering - Energy Engineering Specialization, as presented.*

(h) Major Program Modification – Bachelor of Arts in Communication and Digital Media Studies, Forensic Psychology + Advanced Entry, Legal Studies + Advanced Entry, Political Science + Advanced Entry

MOTION
APPROVED

That Academic Council approve the Major Program Modification to the Bachelor of Arts in Communication and Digital Media Studies, Forensic Psychology + Advanced Entry, Legal Studies + Advanced Entry, Political Science + Advanced Entry, as presented.

10.1.2 For Information:

(a) Minor Program Adjustment – Bachelor of Commerce Internship
(b) Minor Program Adjustment – Bachelor of Commerce: Technology Management Minor
(c) Minor Program Adjustment – Bachelor of Education: Intermediate/Senior (I/S) and Primary/Junior (P/J) Teacher Education Programs
(d) Minor Program Adjustment – Bachelor of Science: Biological Science Advanced Entry
(e) Minor Program Adjustment – Game Programming Minor
(f) Minor Program Adjustment – Bachelor of Information Technology Internship
(g) Minor Program Adjustment: Bachelor of Engineering in Electrical Engineering
(h) Minor Program Adjustment – Bachelor of Commerce: Entrepreneurship Major and Minor Programs

10.1.3 Centre for Institutional Quality Enhancement (CIQE) - UOIT Acronym and Gender-neutral Language

There a brief discussion regarding why the university is moving away from using the acronym and instead using its official name on the website.

10.2 Graduate Studies Committee

10.2.1 For Approval:
(a) Graduate Academic Calendar Regulations – New
(i) Academic accommodations for students with disabilities

L. Roy summarized the new regulations. He advised that the additions to the regulations fill gaps that exist in the current Graduate Academic Calendar. He responded to questions from Council. He confirmed that the language mirrors that used in the Undergraduate Academic Calendar.

(ii) Conflict of interest in supervision

L. Roy responded to questions from Council members.

MOTION
APPROVED

That Academic Council approve the new regulations as proposed in the attached documentation.

(b) Graduate Academic Calendar Regulations – Amendments

L. Roy provided a brief summary of each of the proposed amendments. Many of the changes reflect the university's current practices.

(i)   Appeal of unsatisfactory research progress evaluation
(ii) Student supervision
(iii) Supervisory committee
(iv) Grade appeals
(v) PhD candidacy examinations
(vi) External & university examiners – L. Roy noted minor changes to the wording on p. 3.

L. Roy responded to questions regarding the amendments from Council. He clarified that it would be a graduate student who would serve on the Appeals Committee. With respect to the new supervisory committee process, a new form would be created.

Supervisory Committee:
There was extensive discussion regarding the addition of a non-voting advisor to the supervisory committee regulation. L. Roy advised that the non-voting advisor would be allowed to be present during voting. The non-voting advisor would attend the examinations, including the post-deliberations; the only difference would be that the advisor does not vote.

A suggestion was made to use gender-neutral language throughout the regulations. It was also suggested that "Programs may request a non-voting advisor to a master's or doctoral supervisory committee" should be changed to "The Supervisory Committee may request…"

With respect to the non-voting advisor, concern was expressed about jeopardizing the quality of programs by including such a role on the supervisory committee. Most thesis defences are done in public, so an industry expert could still attend without being a member of the committee.

L. Roy responded that there was debate on the proposal at the GSC level and that the proposed amendment received the unanimous support of the GSC. Further, inclusion of a non-voting advisor must be signed off on by the relevant GPD. The concerns expressed are adequately addressed by the expert's non-voting status on the committee.

L. Roy clarified that by including external experts on the committee, they can add value to the discussions about the research, thereby increasing the quality of the student's learning experience and the project results. U of T has a similar supervisory committee role. Including the advisor on the committee allows the advisor to ask questions and help evaluate the student's progress.

There was also a concern expressed that the changes to the supervisory committee regulations do not reflect issues currently being experienced finding examiners. L. Roy responded that there are provisions in the current regulations to respond to the issues identified. He also encouraged members to bring issues to the attention of the Associate Dean of the School of Grad Studies.

External & University Examiners:

There was some confusion regarding changing the term to thesis examiner. L. Roy directed Council to the clearly laid out definition. He also discussed the rationale of changing the term to thesis examiner. The changes are being made to ensure the nomenclature is being used in a consistent way. L. Roy clarified that a thesis examiner could be from the same program as the student as long as she/he is at arm's length. The use of the term "external examiner" was creating confusion.

Supervisory Committee

Upon a motion duly made by M. Eklund and seconded by Q. Mahmoud, Academic Council discussed a motion to amend the Supervisory Committee regulation by deleting the Non-Voting Advisor paragraphs.

MOTION
DEFEATED

That the two paragraphs relating to the Non-voting Advisor in the Supervisory Committee regulation be struck from the amended regulation to allow for further consultation.

MOTION
APPROVED

That Academic Council approve the amendments as proposed in the attached documentation, subject to the suggested editorial changes.

(c) Graduate External Scholarship Selection Working Group Interim Report
L. Roy summarized the recommendations set out in the report. The goal of the review process was to improve the efficiency of the scholarship selection process. He responded to questions from Council members.

MOTION
APPROVED

That Academic Council approve the recommendations as proposed in the interim report.

10.3   Governance & Nominations Committee

(a) 2019-2020 Election Timeline
B. Dinwoodie reviewed the approved election timeline, as well as the open positions on Council and its committees. The Academic Council and Board of Governors elections will run concurrently. She asked Council members to encourage their colleagues to consider participating in the election process.

10.4   Executive Committee

(a) Agenda Setting Process
B. Dinwoodie walked through the agenda setting process. The Academic Council Executive Committee (ACX) approves all matters going to Academic Council (AC); accordingly, suggested AC agenda items should be submitted to ACX for consideration. ACX meets on the second Tuesday of each month and the ACX agenda is approved by the Chair at least one week in advance of the meeting. If you have a suggested AC agenda item, please send the proposed topic and supporting

material to ACmeetings@uoit.ca at least 10 days before the ACX meeting (three and a half weeks before the AC meeting). This timeline will be added to the AC Meetings Agendas & Materials webpage for ease of reference: https://usgc.uoit.ca/governance/academic-council/agendas-and-materials/index.php.

B. Dinwoodie also reviewed the process to be followed to amend an agenda.

(b) GNC Membership

MOTION
APPROVED

That pursuant to the recommendation of the Academic Council Executive Committee, the Academic Council hereby appoints Phillip Shon as the temporary FSSH representative on the Governance & Nominations Committee starting on February 1, 2019 and ending on June 30, 2019.

11. Other Business

12. Colleagues Exchange – Freedom of Expression Scenario
R. Bailey presented the scenario for AC's consideration, which involved a controversial speaker being invited to speak at the Regent Theatre by one of the Faculties.

Upon a motion duly made, the meeting terminated at 4:40 p.m.

Becky Dinwoodie, Secretary