



**ACADEMIC COUNCIL
MINUTES
MEETING OF MAY 21, 2013**

Present:

D. Saucier (Acting Chair)
O. Afifi
A. Barari
B. Campbell
V. Choy
S. de Castell
M. DiGiuseppe
P. Drayson
J. Friedlan
M. Green
R. Hinch
D. Holdway
H. Kishawy

B. Lewis
G. Lindsay
R. Machrafi
S. McGovern
B. Muirhead
M. Owen
D. Petrarca
F. Qureshi
P. Ritchie
T. Sidhu
K. Smimou
E. Vogel
M. Wideman

Non-Voting:

C. Elliott
C. Foy (Minutes)

Guests:

B. MacIsaac
N. Molinaro
S. Van Nuland
O. Petrie

Regrets:

T. McTiernan (Chair)
N. Al-Sadi
S. Alvi
P. Beatty
J. Bradbury
K. Buccieri
R. El-Emam
B. Gamble

L. Nacke
H. Scott

1. CALL TO ORDER

The Meeting was called to order at 2:33 p.m.

2. AGENDA

The Chair acknowledged a request by V. Choy to add a request relating to "Graduation notwithstanding a deficiency" as Agenda Item 13.

3. CHAIR'S REMARKS

Acting Chair of the Meeting, Dr. Deborah Saucier advised that she would keep the Chair's remarks brief, simply noting that she is looking forward to convocation

4. MINUTES OF THE MEETINGS OF JANUARY 15 AND MARCH 27, 2013

The minutes of the meetings of January 15, and March 27, 2013 were approved as presented.

5. BUSINESS ARISING FROM THE MINUTES

There was no business arising.

6. INQUIRIES AND COMMUNICATIONS

The Chair noted that in accordance with a prior commitment made, the Board Meetings Synopses were more fulsome and thanked Ms. Foy.

7. PROVOST'S REMARKS

Dr. Saucier noted that Professor William Smith has been granted Professor Emeritus. She advised that the Board of Governors Executive supported this recognition of Dr. Smith and advised that Dr. Smith will be recognized at convocation.

8. COU ACADEMIC COLLEAGUE REPORT

The Chair asked M. Green to provide his report. He reported that he had attended a COU meeting at which the members received a paper on college transfer. He reported on the key aspects of that paper. He advised that there was also a discussion of the Progressive Conservatives' paper on higher education. Dr. Green commented on the paper. Dr. Green reported that the Academic Colleagues also discussed the HEQCO report on strategic mandate agreements. Finally, he reported that they discussed the Ontario budget and Ontario universities online. The Chair thanked Dr. Green.

9. BUDGET PRESENTATION

The Chair asked Mr. Elliott to present the 2013-2014 budget. Mr. Elliott thanked the Academic Council for inviting him to speak. He noted that the impact of the government's new cap on tuition, introduced at the very end of the University's budgeting process, had the effect of reducing revenue by \$1.8M. He indicated that in the past year, the University made some improvements in the budget process for greater clarity and transparency. He further noted that certain departmental budgets were disaggregated e.g. Finance and Central, HR and Facilities, providing even more clarity and accountability. He noted that this budget reflects all revenues and expenses including ancillary fees and for entities such as the Regent Theatre, the Campus Ice Centre and the Centre for Disabilities etc. Mr. Elliott noted that pooled funds were removed from the budget.

Mr. Elliott turned to his presentation. Mr. Elliott presented the process reiterating that there was greater consultation than in prior years. Mr. Elliott described the key elements of the Methodology explaining that the new approach reduced the number of variances. He discussed the Financial Principles and then moved to a Financial Overview first addressing the Key Budget Assumptions. He explained that Enrolment is held flat, noting that there would still be an increase in the number of students of about 450 because the year leaving is smaller than the year coming in (“flow through”).

(Ms. Wideman joined the Meeting)

He discussed assumptions relating to Government Grants, Tuition Rates, Salary and Wage estimates. He described the operating reserves, noting that the general contingency reserve of \$1.5M is a little lower than might be ideal but is acceptable and better than last year’s number of \$1.0M. Mr. Elliott described the Budget Risks and Opportunities. He described four key risks amounting to approximately \$1.47M. Mr. Elliott advised that there were three opportunities relating to increased funding for graduate students, growth above planned enrolment levels, and a change in the collaborative nursing overhead cost allocation and amounting to \$1.4M.

Mr. Elliott presented the 2013-2014 Draft Operating Budget and the Operating Summary. He advised that the overall budget increase is \$11.9M. He advised that the increase in revenue results from increases in grant revenue, tuition revenue, and other revenue. He said that the drop in “other revenue” is about \$1.7M due to a reduction of costs to students representing \$300 over the past two years. He responded to questions from Dr. Ritchie. Mr. Elliott presented a snapshot budget revenue summary.

Mr. Elliott presented a snapshot budget expense summary. He discussed expenses explaining that expenses are broken down into the following categories: 1) FT Labour; 2) Tuition Set Aside; 3) TELE PT Labour; 4) Operating Expenses and; 5) Capital. He noted that the University will spend about \$11M in capital in the upcoming year in TELE, IT services, Campus infrastructure (moving and labs), Windfield Farms (\$1M). With respect to Windfield Farms, Mr. Elliott advised that the University now has ownership of the property – it had previously been owned by Durham College.

Mr. Elliott presented the number of full and part-time positions. With the current employees, the open positions, and the proposed new positions, the University will employ the equivalent of 611 full-time employees.

(Ms. McGovern joined the Meeting)

Mr. Elliott presented the Estimated Reserve Schedule. He advised that this is a ‘good news story’ as the University has been more successful than anticipated in collecting default accounts. Mr. Elliott invited members of the Council to contact him with questions at any time.

10. COMMITTEE REPORTS

10.1 HONORARY DEGREES COMMITTEE

Dr. Saucier referred to the report to Academic Council distributed in advance of the Meeting commenting that the University is thrilled to be awarding Honorary Degrees to seven distinguished Canadians.

10.2 RESEARCH BOARD

10.2.1 Policy and Procedure on the Responsible Conduct of Research and Scholarship.

The Chair asked Dr. Owen to speak to this matter. Dr. Owen advised that in accordance with a Memorandum of Understanding with the Tri-Council, the University's Academic Misconduct policy had to be updated to add a piece on the responsible conduct of research. He advised that this policy tracks very closely the Tri-Council policy. He explained why the policy and procedures are separated out. The Chair called for comments and Dr. Campbell noted that the policy is intended cover all researchers but the focus is on faculty. He noted, however that, "researchers" is defined to include students and this may give rise to concerns about which policy has jurisdiction over student misconduct. He noted that this question had been reviewed and he is satisfied that section 2.3.3 of the policy allows for reliance on internal policies for student academic misconduct. Dr. Campbell noted that another minor addition to be made is to include in "Related Documents" a reference to the calendars for Undergraduate and Graduate students. Dr. Campbell said that Tri-Council might issue further clarifying documents confirming this interpretation but the new policy covers it and other universities are aligned.

MOTION *That Academic Council approve the Policy and Procedure on the*
CARRIED *Responsible Conduct of Research and Scholarship.*

10.2.2. Strategic Research Plan Summary and Strategic Research Plan

The Chair asked Dr. Owen to introduce this item. Dr. Owen introduced the two documents noting that both are required by the Canada Research Board and National Research Chairs organizations. He described the primary differences in the new document noting that the intention is that UOIT communicate that it values blue sky research and its applications through the research cycle. He described other key aspects of the Plan.

The Chair called for comments and P. Ritchie commented that a number of faculty members have said that they do not see themselves in this Plan. She asked

whether the plan had been percolated out through faculty councils. Dr. Owen advised that he had taken it to a number of faculty councils but also relied on faculty representatives in the Committee as well as members of Research Board. Dr. Owen commented that he does recognize that the 200+ researchers at the University may not see themselves reflected specifically. However he noted that the strategic research themes are broadly-worded such that it captures the research done within the University.

K. Smimou reported that his colleagues in business had expressed disappointment regarding the final plan. There was a discussion about the criteria to develop the priority areas and a discussion about research areas that cross more than one faculty and one discipline. Dr. Owen reiterated that the Plan would not necessarily specifically reflect faculty priorities but that this would not affect the level of priority given to the research within any given faculty.

MOTION *That Academic Council approve the Innovation in Research, Scholarship*
CARRIED *& Education UOIT Strategic Research Plan 2013-2018*

11. Conferral of Degrees – Winter 2013

The Chair asked V. Choy to speak to this item. Ms. Choy referred to the Memorandum circulated in advance of the Meeting.

MOTION *That Academic Council authorize the granting of degrees at the University's*
CARRIED *convocation on June 6,7, 2013 to those students who have fulfilled all degree program requirements at the end of the 2013 winter semester and who have been recommended for graduation by their Faculty; and those students who, pending submission of incomplete grades or payment of outstanding financial obligations, will fulfill the degree program requirements and receive a recommendation for graduation from their Faculty between the date of this meeting of Academic Council and Convocation on June 6,7, 2013, for the following degrees:*

*Doctor of Philosophy
Master of Applied Science
Master of Arts
Master of Business Administration
Master of Education
Master of Engineering
Master of Health Sciences
Master of Information Technology Security
Master of Science
Bachelor of Allied Health Science
Bachelor of Applied Science
Bachelor of Arts
Bachelor of Commerce
Bachelor of Education
Bachelor of Engineering
Bachelor of Engineering and Management
Bachelor of Health Science
Bachelor of Information Technology
Bachelor of Science
Bachelor of Science (Coop)
Bachelor of Science and Management
Bachelor of Science in Nursing*

12.0 CONFERRAL OF POSTHUMOUS DEGREE

The Chair asked V. Choy to speak to this item. Ms. Choy referred to the Memorandum circulated in advance of the Meeting.

MOTION *That Academic Council authorize the granting of a degree posthumously*
CARRIED *at the University's convocation on June 7, 2013 to: Timothy J. Smith,
Bachelor of Commerce, Awarded Posthumously.*

13.0 OTHER BUSINESS

Graduation notwithstanding a deficiency - The Chair asked V. Choy to speak to this item. Ms. Choy referred to the Memorandum circulated in advance of the Meeting. It was agreed that there should be a policy relating to the adjudication of marginal cases.

MOTION *That a student be approved for graduation notwithstanding a deficiency in*
CARRIED *his/her academic program of Bachelor of Health Science on
compassionate grounds.*

There being no other business, the Meeting was terminated at 3:35 p.m.

Cheryl Foy, Secretary