

ACADEMIC COUNCIL

MINUTES of MEETING of TUESDAY, JUNE 25, 2019

DTB 524, 2:30 p.m. – 4:30 p.m.

Present:

Steven Murphy (Chair)
Crawford, Greg
Davidson, Catherine
Easton, Brad (*teleconference*)
Eklund, Mikael
Gaber, Hossam
Habibi, Sarah
Harvel, Glenn
Hogue, Andrew
Hogue, Jessica
Holdway, Doug
Kay, Robin
Khalid, Osama
Kirkwood, Andrea
Kishawy, Hossam
Lesage, Ann
Liscano, Ramiro (*teleconference*)
Livingston, Lori
Lloyd, Meghann

Marques, Olga
McCabe, Janet
Murphy, Bernadette
Partosoedarso, Elita
Pierce, Tess
Rinaldi, Jen
Roy, Langis
Shon, Phillip
Stokes, Joe
Woolridge, Lyndsay

Guests:

Ali, Reem
Bignell, Paul
Dinwoodie, Becky
Dogra, Shilpa
Foy, Cheryl
Hester, Krista
Maclsaac, Brad
McCartney, Kimberley
Molinaro, Nichole
Moseley, Janice
Pitcher, Cathy
Saeedi, Sehrish

Regrets:

Bliemel, Michael
Desaulniers, Jean-Paul
Hector, Sonia
Heydari, Shahram
Jones, Ferdinand
Mahmoud, Qusay
Mohany, Atef
Mostaghim, Amir
Nugent, Kimberly
Petrie, Olivia
Sidhu, Tarlochan
Stoett, Peter
Taylor, Noreen
Tokuhiko, Akira
Tuppal, Sai Tejus
Wu, Terry

Leave:

Scott, Hannah

1. Call to Order

The Chair called the meeting to order at 2:30 p.m.

2. Agenda

Upon a motion duly made by J. McCabe and seconded by P. Shon, the Agenda was approved as presented.

3. Chair's Remarks

The Chair welcomed L. Livingston to her first Council meeting as Provost. He commented that she is already making a positive impact as a member of the senior leadership team. The Chair thanked everyone for their participation in the Convocation ceremonies. He also reported that there was a small but mighty contingent from the university who participated in the Pride parade on the weekend. He hopes to expand participation next year.

The Chair noted it was the last Council meeting of the year. He thanked Council members for their contributions and acknowledged, in particular, those members with terms ending on June 30. There was a round of applause for departing members. The Chair also thanked D. Holdway for his accomplishments as the Interim VP Research. D. Holdway always keeps the best interests of the university in mind and his work makes this a better institution.

(a) Senior Academic Administrator Search

The President introduced Dr. Les Jacobs, the new Vice-President, Research and Innovation, and provided an overview of his background. L. Jacobs addressed Council. He expressed his excitement at meeting everyone and has already learned a lot about the university.

4. Minutes of the Meeting of May 28, 2019

Upon a motion duly made by F. Jones and seconded by G. Crawford, the Minutes were approved as presented.

5. Business Arising from the Minutes

B. MacIsaac clarified that in 2018-19, there were 313 faculty. For 2019-20, there are 314 in budget; however, 5 faculty members were deferred for a year so 309 were shown in the budget presentation.

A question was raised about the selection process for the Dean of Health Sciences search committee. L. Livingston confirmed that the procedures set out for conducting a search for Dean are being followed. A comment was made that at the time the policy documents were recommended for approval in 2015, there was a clear indication by the Provost that the culture of Faculties would be respected when conducting searches. C. Foy responded that the history of the approval of the procedures would be provided to the Provost.

6. Inquiries and Communications

There were none.

7. Provost's Remarks

(a) Annual Programs Report

The Provost referred Council to the programs report included in the meeting material and responded to Council's questions. There was a concern raised about the Notice of Intent for a new Bachelor of Engineering in Energy Systems given there is already such a program in existence. G. Harvel advised that the current program is in the process of being closed. He also clarified that although there was an attempt made to modify the program to be joint, it was never completed.

(b) Financial Aid Reform

The Provost discussed the changes to financial aid. She explained that the university would be maintaining its focus on financial accessibility and the focus would shift from merit based awards to needs based. This would also bring us into alignment with our competitors.

(c) Curriculog Update

The Provost provided a brief overview of the Curriculog system and responded to questions from Council.

The Provost reported that the university received provincial approval of funding for the PhD in Health Sciences, BA in Liberal Studies, and BTech program. The introduction of three new programs across three Faculties is a tremendous accomplishment. She also advised that the Quality Council approved the new BA in Psychology.

The Provost also advised that the university's 101 confirmations are up 8.4% and tracking above the system average of 3.1%, which is great news for the university. She congratulated everyone involved in recruitment under J. Stokes' leadership for this success.

8. Policy Consultation:

(a) UOIT Animal Care Committee

(i) Terms of Reference

(ii) Policy on the Care and Use of Animals in Research and Teaching

(iii) ACC Administrative Procedure Series 001: Review and Approval of Animal Use Protocols

(iv) ACC Administrative Procedure Series 002: Process for Reconsideration or Appeal of Decisions of the ACC

J. Moseley advised that the changes to the policy instruments were required to ensure compliance with updated regulations and standards. She responded to questions from Council. In response to a question about the extent of the university's animal research, there are currently two active labs and 14 active protocols. She confirmed that the compliance requirements are quite high and that the university is subject to unannounced site visits.

Committee Reports

9. Curriculum and Program Review Committee (CPRC) and Graduate Studies Committee (GSC)

(a) Digital Learning Resources (DLR) Documents

G. Harvel thanked the members who sent their comments in advance of the meeting. He proposed two changes to the directives resulting from feedback received. Concern was expressed about section 7.2(a) as being too restrictive. There was also discussion about the electronic mediums requiring approval from the Teaching and Learning Centre. G. Harvel clarified that the directives are not intended to restrict the use of DLR. He emphasized the distinction between DLR used as a teaching tool and DLR used for assessment purposes.

The introduction of the directives would not stop faculty from using the e-textbooks. For example, DLR less than \$100 that accounts for 20% or less of students' overall grade do not require approval. It requires a fine balancing act – several other institutions prohibit the use of ebooks that cost students money. The feedback received from faculty during consultation was that the fee should not be too low and student feedback was the fee should not be set too high. The directives also provide that students may request a no-fee assessment alternative.

There was further discussion regarding the rationale for setting the maximum amount at \$100. There was also a discussion regarding the limit of 20% of the overall grade. A suggestion was made that it should be less than 20% so that it would be easier for students to opt out. B. MacIsaac emphasized that it is important not to have hidden ancillary fees.

It was recommended that if the Directives on the Use of Digital Learning Resources for Assessment Purposes were passed at the meeting to be ready for September, that a review be scheduled for January. It was suggested that more controversial DLR items be included in TELE or ancillary fees. It was also clarified that the Dean has flexibility built into the directives.

Upon a motion duly made by G. Harvel and seconded by L. Roy, pursuant to the recommendation of CPRC and GSC, Academic Council approved the Directives on the Use of Digital Learning Resources for Assessment Purposes, as amended.

8(b) Payment Card Industry Compliance Policies

P. Bignell delivered the PCI presentation to Academic Council. He explained that the policy instruments will be coming forward in the fall to ensure PCIDSS compliance. This is a shared service with Durham College. P. Bignell provided a program overview, which involves business processes, applications and infrastructure. He also reviewed the program schedule. P. Bignell invited questions from Council members.

10. Curriculum and Program Review Committee

(a) Major Program Modification – Bachelor of Health Sciences in Kinesiology

There was discussion about the ramifications of closing the program. S. Dogra reviewed the decision process in closing the program. In the new model, students will have greater

opportunity to specialize through a variety of electives. There was also discussion regarding the implications for students who are already specialized. A question was asked about the process for renaming courses and the member was referred to CIQE for further information.

Upon a motion duly made by G. Harvel and seconded by M. Lloyd, pursuant to the recommendation of CPRC, Academic Council approved the Major Program Modifications to the Bachelor of Health Sciences in Kinesiology, as presented.

(b) Minor Program Adjustment – Bachelor of Engineering in Mechanical Engineering

There were no questions.

11. Graduate Studies Committee (GSC)

(a) Graduate Academic Calendar Regulation Amendments

(i) PhD candidacy examinations

(ii) Thesis and external examiner's report for master's and doctoral candidates, University examiner's report for doctoral candidates

(iii) Examination procedure

(iv) Approval for the oral examination

L. Roy gave an overview of the proposed amendments. There was discussion regarding extending the submission deadline of the examination copy of a PhD thesis to 8 weeks. Concern was expressed that this puts undue pressure on supervisors. The current regulation stipulates 7 weeks; therefore, it is only extending the submission deadline by 1 week. It was also clarified that the Dean has discretion to be flexible. L. Roy provided the example of a thesis being submitted only 3 weeks in advance to an examiner. Many students do not realize how much work is involved in the examination process. L. Roy emphasized open communication with the School of Graduate and Postdoctoral Studies. He also confirmed that the proposed change in deadline is consistent with other institutions. A suggestion was made to include language that provides for exceptions in extenuating circumstances.

Upon a motion duly made by L. Roy and seconded by G. Crawford, Academic Council approved the amendments to the Graduate Academic Calendar Regulations, as presented.

(b) Graduate Academic Calendar Regulation Amendment

(i) Outcomes of completion of the oral examination

L. Roy explained the rationale for the proposed amendment. He responded to questions from the Council members. A concern was expressed that it is the thesis being evaluated, not the presentation – the presentation is intended to demonstrate understanding.

Upon a motion duly made by L. Roy and seconded by D. Holdway, Academic Council approved the amendment to the Graduate Academic Calendar Regulation as presented.

M. Eklund abstained.

12. Governance & Nominations Committee

(a) Updated CPRC Terms of Reference

J. Hogue presented the proposed amendments to the Terms of Reference. She explained the rationale for keeping the senior academic administrator responsible for quality enhancement as the Chair. When the Chair is absent, another member of the committee would temporarily serve as Chair.

Upon a motion duly made by J. Hogue and seconded by J. McCabe, pursuant to the recommendation of the Governance and Nominations Committee, Academic Council recommended the Terms of Reference for the Undergraduate Studies Committee (Formerly Curriculum & Program Review Committee), as presented, for approval by the Board of Governors.

(b) Admissions & Scholarships Committee

J. Hogue presented the proposed dissolution of the Admissions and Scholarship Committee. She explained that the responsibilities of the committee would be assumed by the new Undergraduate Studies Committee.

Upon a motion duly made by J. Hogue and seconded by J. McCabe, pursuant to the recommendation of the Governance & Nominations Committee, Academic Council recommended dissolving the Admissions & Scholarship Committee.

M. Eklund abstained.

(c) ACX Terms of Reference (ToR) Review

J. Hogue presented the proposed amendments to the ToR for consultation. M. Eklund commented that reducing the delegated authority of ACX does not reflect the views of the By-law Review Committee and does not enhance bicameral governance. The Chair responded that upon his arrival at the university, one of the biggest issues was that ACX seemed to be a black box and there was a desire expressed by faculty that it be more transparent. Accordingly, the actual activities of ACX were parsed out and are reflected in the proposed ToR. The ACX ToR were also updated to reflect the establishment of Academic Council's Governance and Nominations Committee (GNC), which assumed responsibility for nominations and governance matters. The Chair remarked that Academic Council has made tremendous progress around transparency, as well as the nominations processes. C. Foy added that the GNC work is consistent with the outcome of the By-law Review. Further, budget presentations happen at Council meetings and it is unnecessary to duplicate for ACX. By creating new committees and developing consistent ToR, GNC is solving many of the concerns expressed in the past.

(d) GSC Terms of Reference Review

There were no comments or questions from Council members.

(e) Nominations:

(i) Undergraduate Student Member Renewal

Upon a motion duly made by J. Hogue and seconded by P. Shon, pursuant to the recommendation of the Governance and Nominations Committee, Academic Council

reappointed Osama Khalid as an undergraduate student representative of Academic Council for an additional one-year term of September 1, 2019 until August 31, 2020.

(ii) Teaching Staff Member Appointment

Upon a motion duly made by J. Hogue and seconded by J. McCabe, pursuant to the recommendations of the Governance & Nominations Committee, Academic Council approved the appointment of the following faculty members to the specified standing committee for a three-year term starting on July 1, 2019 and ending on June 30, 2022:

Academic Council Executive Committee:

- *Hossam Gaber, Faculty of Energy Systems & Nuclear Science*
- *Amir Mostaghim, Faculty of Social Science & Humanities*
- *Elita Partosoedarso, Faculty of Health Sciences*

Academic Appeals Committee

- *Amir Mostaghim (Assistant Teaching Professor, Faculty of Social Science & Humanities)*
- *Wesley Crichlow (Professor, Faculty of Social Science & Humanities)*

Honorary Degrees Committee

- *Diana Petrarca (Associate Professor, Faculty of Education)*

Upon a motion duly made by J. Hogue and seconded by J. McCabe, pursuant to the recommendation of the Governance & Nominations Committee, Academic Council approved the following appointment:

Teaching Staff Positions on Academic Council for the term of July 1, 2019 – June 30, 2022:

- *Engineering & Applied Science – Shahryar Rahnamayan*

(iii) Chancellor Search Committee Members

A comment was made that the committee membership appears to be a break in tradition from previous practice. A concern was also expressed that there would be only one faculty member on the search committee. The member suggested reopening the nomination period. The Chair responded that the slate of candidates being put forward sends a strong message of inclusion by having a staff member, faculty member and administrator as members of the committee.

Upon a motion duly made by A. Hogue and seconded by H. Gaber, pursuant to the recommendation of the Governance & Nominations Committee, Academic Council approved the appointment of the following Academic Council members to the Chancellor Search Committee to serve on the committee until the next Chancellor of the university is appointed by the Board of Governors:

- *Catherine Davidson (University Librarian)*
- *Jessica Hogue (administrative staff member, Faculty of Business & Information Technology)*
- *Janet McCabe (Faculty of Health Sciences)*

M. Eklund abstained.

13. Registrar's Office

(a) 2018-2019 Report on Scholarships & Major Award Recipients

(b) 2018-2019 Graduates Report

J. Stokes responded to questions from Council members.

14. Other Business

The Chair invited Council's feedback on the timed agenda.

Upon a motion duly made, the meeting was terminated at 4:25 p.m.

Becky Dinwoodie, Secretary