



## ACADEMIC COUNCIL

### MINUTES of MEETING of TUESDAY, OCTOBER 22, 2019 DTB 524, 2:30 p.m. – 4:30 p.m.

#### **Present:**

Steven Murphy (Chair)  
Crawford, Greg  
Davidson, Catherine  
Davis, Owen  
Desaulniers, Jean-Paul  
Habibi, Sarah  
Heydari, Shahram  
Hogue, Jessica  
Jacobs, Les  
Kishawy, Hossam  
Lesage, Ann (*via videoconference*)  
Liscano, Ramiro  
Livingston, Lori  
Lloyd, Meghann  
Marques, Olga  
McCabe, Janet  
Murphy, Bernadette

Naumkin, Fedor (*via videoconference*)  
Nugent, Kimberly (*via videoconference*)  
Petrie, Olivia  
Pierce, Tess  
Rahnamayan, Shahryar  
Rinaldi, Jen  
Roy, Langis  
Scott, Hannah  
Shon, Phillip  
Stoett, Peter  
Stokes, Joe  
Williams, Alyssa  
Woolridge, Lyndsay  
Wu, Terry

#### **Guests:**

Ali, Reem  
Babb, Shay  
Bruno, Jamie  
Dinwoodie, Becky  
Hester, Krista  
Hoorweg, Dan  
Leckey, Heather  
Maclsaac, Brad  
McCartney, Kimberley (*via videoconference*)  
Molinaro, Nichole  
Pitcher, Cathy  
Saeedi, Sehrish

#### **Regrets:**

Barari, Ahmad  
Bliemel, Michael  
Gaber, Hossam  
Hossein Nejad, Mehdi  
Jones, Ferdinand  
Kay, Robin  
Khalid, Osama  
Mahmoud, Qusay  
Mohany, Atef  
Mostaghim, Amir  
Partosoedarso, Elita  
Sidhu, Tarlochan  
Tokuhiko, Akira  
Taylor, Noreen

## **1. Call to Order**

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

## **2. Agenda**

*Upon a motion duly made by H. Kishawy and seconded by S. Rahnamayan, the Agenda was approved as presented.*

## **3. Chair's Remarks**

The Chair thanked those who participated in the Colleagues Exchange on Digital Badges before the meeting. It was a very engaging and informative session. He also thanked Roland Van Oostveen for facilitating the session. The Chair discussed recent events at the university, including the screening of Indian Horse, the Women for STEM Summit, and the OUA women's lacrosse championship. He reminded Council members that the inaugural basketball season home opener is on November 3 and the FSSH event with Tanya Tagaq is on September 30.

## **4. Minutes of the Meeting of September 24, 2019**

B. Dinwoodie responded to questions about the minutes. She clarified that the amendment made to the June minutes was incorporated and the approved minutes were already posted on Academic Council's website. She also noted that it is not practice to record that the minutes were approved unanimously.

*Upon a motion duly made by G. Crawford and seconded by J. McCabe, 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 thanked everyone who participated in this year's Ontario Universities' Fair.

### **a. Senior Academic Administrator Search Updates**

The Provost advised that the candidate profile for the position of Dean of Faculty of Health Sciences has been posted and strong interest is being shown in the position. For the Dean of Faculty of Education search, the search committee will be seeking the community's input in the role. The search committee membership for the Dean of the Faculty of Engineering & Applied Science will be announced soon. The Provost shared a story about an incident in the library where several of the university's nursing students assisted another student while waiting for CERT and emergency responders. She also reported that the Ministry of Training, Colleges and Universities has been changed to the Ministry of Colleges and Universities. The Provost also provided an update on the Integrated Planning process.

## **8. Policy Consultation:**

### **a. Procedures for Service Animals**

H. Leckey discussed the rationale for the proposed amendments to the procedures. There was a discussion about the distinctions among “Service Animal”, “Emotional Support Animal” and “Pet” as defined in the procedures. If a student’s reliance on a service animal forms part of their accommodations, it would be set out in the student’s accommodations documents. In response to a question about a Service Animal being used by a participant in our summer camp program, H. Leckey confirmed that guests of the university would be afforded the same privileges as set out in these procedures. She also clarified that these procedures do not apply to groups that organize pet support days.

There was a discussion about how a conflict between a student’s requirement for a Service Animal and class participant with allergies/phobias would be resolved under section 14.5. H. Leckey advised that section 14.5 has been left open as it is difficult to stipulate an exact process for resolution. She also advised that all circumstances would be considered and the university would respond in a manner that would support the dignity of all parties involved.

### **b. Accessibility Policy, Procedures for Accommodating Employees with Disabilities, and Procedures for Accommodating Students with Disabilities**

S. Babb discussed the proposed amendments to the Accessibility Policy. She explained that law takes a staggered approach to accessibility standards. The policy has been updated to ensure it accurately reflects what the university is doing. S. Babb reviewed the changes to the policy, including an overview of the changes to the definitions. She advised that a working group will be established and will continue to monitor the accessibility standards going forward. Council members were invited to provide feedback or alternatively they can send their comments to the Office of the University Secretary & General Counsel or through the comment form on the policy consultation webpage.

H. Leckey responded to questions about the Procedures for Accommodating Students with Disabilities. She confirmed that the procedures would apply to long-term, short-term, and temporary disabilities. H. Scott expressed concern that several of her pregnant students have experienced difficulty in obtaining accommodations. H. Leckey advised that the SAS Office offers support for students with functional impairments due to pregnancy and would work with them to accommodate the adverse effects (e.g. back pain). H. Leckey advised that students should be encouraged to attend at the SAS office to discuss their individual situations.

There was also a discussion regarding whether the Accessibility Policy applies to vendors (e.g. Aramark). The policy is written to apply to contractors and appropriate training must be provided to staff and contractors. H. Leckey clarified that a student does not need to disclose the nature of their disability to obtain accommodations but must provide evidence that they experience impairment and how the university could best accommodate the impairment.

## **Committee Reports**

### **9. Undergraduate Studies Committee (USC) & Graduate Studies Committee (GSC)** **a. Institutional Quality Assurance Process (IQAP) Policy & Procedures**

G. Crawford provided an overview of the IQAP policy and procedures and responded to questions from Council. A question was raised about how academic weakness is defined in relation to program closures in section 16.2. B. MacIsaac responded that academic weakness of a program is a broad term as there are multiple forms of assessment that could take place. Normally, academic weakness would be identified as a deficiency as part of an external review. There was also a discussion regarding programs with declining enrolment and whether there is an absolute floor. B. MacIsaac advised that there is no absolute floor for the declining enrolment criteria in closing a program, but that course closure discussions would normally begin before enrolment reaches 15. A suggestion was made to expand upon the definition of academic weakness in the document. It was agreed that language would be added to the policy to clarify that the academic weakness criteria of program closure is dependent upon an external review process.

*Upon a motion duly made by G. Crawford and seconded by L. Roy, pursuant to the recommendations of the GSC and USC, the Academic Council unanimously approved the IQAP Policy and Procedures, as amended.*

### **10. Governance & Nominations Committee (GNC)** **a. ACX Terms of Reference**

L. Livingston provided an overview of the proposed amendments to the Academic Council Executive Committee's (ACX) Terms of Reference (ToR). She reminded Council members that the proposed ACX ToR were presented at the Council's June meeting for consultation and that the comments made at that meeting were addressed in the accompanying report. H. Scott raised the following concerns:

- the updated ACX ToR are much shorter than the updated ToR for the GSC;
- definitions should be added for what is considered "uncontroversial" in section 1(b) and "appropriate" in section 1(d);
- it is unclear whether the elected representatives from Academic Council are voting members of ACX; and
- given the concerns raised, the ToR should be referred back to the GNC.

B. Dinwoodie addressed the concerns, as follows:

- the ACX ToR are shorter than the GSC ToR as the responsibilities of ACX have been reduced as a result of the establishment of the GNC – accordingly, the ToR have been updated to reflect the actual work of the committee;
- she reminded Council of the development pathway of the updated ToR (GNC consulted with ACX to obtain their recommended changes);
- ACX must exercise discretion in fulfillment of its mandate – including definitions for "uncontroversial" and "appropriate" would constrain the committee's discretion; and

- unless indicated to the contrary, it is assumed that committee members are voting members (e.g. Secretary of Academic Council is noted to be a non-voting member).

A suggestion was made to clarify that it is the Chairs of the **Academic Council** committees responsible for undergraduate and graduate curriculum in the updated ACX membership section. It was also suggested that “will meet monthly” be removed from the Meetings section, as the timing of meetings is already determined by the provision that the committee meet “at least 2 weeks before each meeting of AC”.

*Upon a motion duly made by L. Livingston and seconded by G. Crawford, pursuant to the recommendation of the Governance and Nominations Committee, Academic Council recommended the Steering Committee Terms of Reference (formerly Academic Council Executive Committee), as amended, for approval by the Board of Governors.*

Two members opposed the motion.

### **b. GSC Terms of Reference**

L. Livingston presented the proposed changes to the GSC ToR for recommendation by Academic Council. She reminded Council that the proposed amendments were presented for consultation at Council’s meeting on June 25. She noted that the only change to the GSC ToR made since June was to include the Secretary of Academic Council (or designate) as an *ex-officio* non-voting member to provide governance advice and to be consistent with the updated USC Terms of Reference. There were no questions or comments from Council members.

*Upon a motion duly made by L. Livingston and seconded by L. Roy, pursuant to the recommendation of the Governance and Nominations Committee, Academic Council unanimously recommended the updated Graduate Studies Committee Terms of Reference, as presented, for approval by the Board of Governors.*

## **11. Executive Committee**

### **a. Faculty Council Membership Lists**

The Chair referred Council to the Faculty Council membership lists of:

- Faculty of Business & Information Technology
- Faculty of Energy Systems & Nuclear Science
- Faculty of Science
- Faculty of Social Science & Humanities

This is an annual item that comes forward for information only from ACX. The remaining membership lists will be presented at the next ACX meeting for approval and will come forward for information at the November Council meeting.

## **12. Registrar’s Office**

### **a. Conferral of Degrees – Summer 2019**

*Upon a motion duly made by J. Stokes and seconded by H. Kishawy, pursuant to the recommendations of each Faculty and the Registrar, Academic Council confirmed the*

*eligibility for graduation of those students who have fulfilled all degree requirements at the end of the Summer Term 2019 and recommended the conferral of degrees by the Chancellor.*

**b. Enrolment Update**

J. Stokes referred Council members to the enrolment update report, which was included in the meeting material.

**13. Other Business**

P. Stoett announced that at 4:30 p.m. that day, FSSH would be welcoming the two newest DRPS members who will be working with the Faculty.

**14. Termination**

*Upon a motion duly made G. Crawford, the meeting was terminated at 3:24 p.m.*

Becky Dinwoodie, Secretary