



SENATE MEETING AGENDA

Tuesday, October 3, 2017

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THE COMMONS - POD 250

4:30 p.m. Light dinner is available

5:00 p.m. Senate Meeting starts

1. Call to Order/Establishment of Quorum
2. Approval of Agenda
Motion: *That Senate approve the agenda for the October 3, 2017 meeting*
3. Announcements
- Pages 1-5 4. Minutes of Previous Meeting
Motion: *That Senate approve the minutes of the June 5, 2017 meeting*
5. Matters Arising from the Minutes
6. Correspondence
7. Reports
- Pages 6-13 7.1 Report of the President
7.1.1 President's Update
- 7.2 Report of the Secretary
7.2.1 Update on Senate and committee vacancies
- 7.3 Update on the Strategic Mandate Agreement (SMA) process:
P. Stenton
- Pages 14-21 7.4 Committee Reports
7.4.1 Report #F2017-1 of the Academic Standards Committee (ASC):
M. Moshé

7.4.1.1 Medical Physics Major Curriculum Modification

Motion: *That Senate approve the Medical Physics Major Curriculum Modification as described in the agenda package*

Pages 22-36

7.4.2 Report #F2017-1 of the Academic Governance and Policy Committee (AGPC): M. Benarroch

7.4.2.1 Academic Policy Review Committee (APRC) update: M. Moshé

Pages 23-28

7.4.2.2 History Department Council Bylaws

Motion: *That Senate approve the History Department Council Bylaws as described in the agenda package*

Pages 29-31

7.4.2.3 Midwifery Education Program Council Bylaws

Motion: *That Senate approve the Midwifery Education Program Council Bylaws as described in the agenda package*

Pages 32-36

7.4.2.4 School of Architectural Science Council Bylaws

Motion: *That Senate approve the School of Architectural Science Council Bylaws as described in the agenda package*

7.4.2.5 Update on review of [Ryerson's Freedom of Speech statement](#) suggested at the June 5, 2017 Senate meeting

7.4.2.6 Update on review of the Senate Bylaws suggested at the June 5, 2017 Senate meeting

8. Old Business

9. New Business as Circulated

10. Members' Business

10.1 R. Rezaee: Notice of Motion for the November 7, 2017 Senate meeting agenda regarding student membership on Senate committees. Details to be provided in the November 7 agenda.

11. Consent Agenda

12. Adjournment

| SENATE MINUTES OF MEETING Tuesday, June 5, 2017 | | | |
|--|-----------------|----------------|--------------------|
| MEMBERS PRESENT: | | | |
| EX-OFFICIO: | FACULTY: | | STUDENTS: |
| L. Barnoff | C. Antonescu | R. Hudyma | E. Hysi |
| M. Bountrogianni | S. Benda | E. Kam | |
| I. Coe | R. Botelho | K. Kumar | |
| T. Duever | B. Ceh | D. Mason | |
| C. Hack | D. Checkland | A. McWilliams | |
| M. Lachemi | K. Church | N. Naghibi | |
| H. Lane Vetere | P. Danziger | C. Schryer | EX-OFFICIO |
| M. Lefebvre | Y. Derbal | J. Tiessen | |
| S. Liss | C. Dowling | K. Underwood | |
| J. Mactavish | N. Eichenlaub | S. Wehbi | |
| M. Moshé | A. Ferworn | J. Zboralski | |
| S. Murphy | J. Friedman | | |
| D. O'Neil Green | E. Harley | | |
| P. Stenton | | | |
| S. Zolfaghari | | | |
| SENATE ASSOCIATES: | | | ALUMNI: |
| A. M. Brinsmead | | | M. Rodrigues |
| M. Zouri | | | |
| | | | |
| REGRETS: | | ABSENT: | |
| T. Burke | S. Rakhmayil | W. Fraser | K. Venkatakrishnan |
| H. Doshi | A. Robb | Y. Helmy | F. Y. Zhang |
| C. Evans | R. Rodrigues | P. Gusciora | |
| C. Falzon | P. Santhanarasa | P. Haastrup | |
| R. Frankle | P. Sugiman | A. Latchman | |
| L. Kolasa | J. Winton | A. Latif | |
| M. Masood | A. Wong | D. Lis | |
| A. Mathews-David | | A. Najibzadeh | |
| N. Piragic | | L. Pine | |

1. Call to Order/Establishment of Quorum
The meeting started at 10:10 a.m.
2. Approval of Agenda
Motion: *That Senate approve the agenda for the June 5, 2017 meeting*

A. McWilliams moved; D. Checkland seconded.
Motion Approved.
3. Announcements - None
4. Minutes of Previous Meeting
Motion: *That Senate approve the minutes of the May 2, 2017 meeting*

C. Falzon moved; D. Mason seconded.
Motion Approved.
5. Matters Arising from the Minutes - None
6. Correspondence - None
7. Reports
 - 7.1 Report of the President
 - 7.1.1 President's Update

President Lachemi highlighted a few items from his Report.

The 2017 Congress of the Humanities and Social Sciences, hosted by the Faculty of Arts from May 27 to June 2, was a great success, with more than 10,000 attendees. President Lachemi thanked Dean Pam Sugiman, faculty members, organizers and volunteers for their dedication and hard work, and congratulated them for such a successful event.

President Lachemi encouraged faculty members to attend the Spring convocation ceremonies, starting June 6, 2017.

Carol Shepstone appointed Chief Librarian. President Lachemi thanked M. Lefebvre for her dedication and achievements throughout her term as Chief Librarian. Her term will end in September, 2017.

Ian Mishkel appointed Vice-President Advancement and Alumni Relations, effective July 31, 2017. President Lachemi thanked Interim Vice-President, Rivi Frankel, for her contributions during her interim period; she will continue in her position as Assistant Vice-President, Advancement.

Janice Winton, Vice-President, Administration and Finance, has announced that she will retire by the end of 2017. President Lachemi will provide details of the search process when they become available.

Regarding the Strategic Mandate Agreement (SMA) process, the University is waiting for further information from the provincial government. Senate will be updated at its next meeting.

Regarding the Brampton initiative, some meetings have taken place, but no agreement has been signed. The President will keep Senate informed about next steps.

A four-person advisory committee has been struck to review and make recommendations regarding the AAA Policy. Anver Saloojee has been appointed Chair; other members include Julia Shin Doi, General Counsel and Secretary of the Board of Governors, and Senate members David Checkland and Andrew McWilliams. S. Zolfaghari gave a brief update on the AAA revision process in general, including that a town hall was held on May 9, that 29 submissions have been received from individuals and groups, as well as additional feedback from the RFA. This information will be shared with the advisory committee. D. Checkland provided further information about the committee's discussions so far, and stated that there will be a meeting today (June 5) and tomorrow (June 6). P. Danziger asked if the final version of the document will be available before it goes to the Board of Governors for approval. M. Lachemi confirmed that it will be made available.

President Lachemi followed up on his commitment to provide a report to Senate regarding an event held in the Alumni Lounge at the Mattamy Athletic Centre (MAC) on March 22. Tony Conte, Interim Director of Integrated Risk Management, gave an update on this matter, including that the University's procedures for such events will be revisited and revised, and that input from stakeholders will be solicited as part of that process. A. McWilliams referred to Ryerson's current Statement on Freedom of Speech as it relates to such events taking place on campus, and suggested that the Statement be reviewed in the next academic year. The President agreed that a review should be undertaken by the appropriate Senate committee. K. Underwood mentioned that RFA Equity Committee will address this issue during Social Justice Week in the Fall.

There was a video presentation regarding the donation of the McGraw-Hill Ryerson Press Collection to the library. The presentation was titled: "The Ryerson Press Collection – A Brief History - 1862-1970."

7.2 Report of the Secretary

7.2.1 Update on Senate and committee vacancies

The Secretary of Senate brought forward names to fill vacancies on Senate, AGPC, and SPC

D. Checkland moved; D. Mason seconded

Motion Approved.

7.3 Committee Reports

7.3.1 Report #W2017-4 of the Academic Standards Committee (ASC): M. Moshé

7.3.1.1 Law program proposal

Motion: *That Senate approve the law program proposal as described in the agenda package, contingent on approval by the Federation of Law Societies of Canada, and contingent on the establishment of a Faculty of Law at Ryerson*

M. Moshé moved; D. Mason seconded

Some discussion ensued, including comments about the challenges current law students face securing articling positions, how the proposed program might intersect with existing Ryerson programs, and how a new program would be affect current space and resource demands.

Motion Approved.

President Lachemi congratulated the team who worked on the Law program, and Senate members for providing their support.

7.3.2 Report #W2017-4 of the Academic Governance and Policy Committee (AGPC): C. Evans

7.3.2.1 Policy 152: Graduate Student Academic Consideration and Appeals

Motion: *That Senate approve the revisions to Policy 152 (Graduate Student Academic Consideration and Appeals), as described in the agenda package*

C. Evans moved; A. McWilliams seconded

K. Church commented on some issues regarding the process for students to submit medical documentation. C. Evans and M. Moshé replied that Policy 152 is still among the policies under review by the ad hoc Academic Policy Review Committee, and that the issues raised will be considered as part of that process.

D. Checkland suggested that the APRC consider alternative wording to the statement in the Goals and Principles section that reads, “It should be understood that students can only receive grades which reflect their knowledge of the course material.” It was understood that the APRC will look into the matter.

Motion Approved.

7.3.2.2 Department Council Bylaws for Philosophy

Motion: *That Senate approve the Departmental Council Bylaws for Philosophy*

C. Evans moved; M. Bountrogianni seconded

Motion Approved.

7.3.2.3 Department Council Bylaws for Criminology

Motion: *That Senate approve the Departmental Council Bylaws for Criminology*

C. Evans moved; D. Mason seconded

Motion Approved.

7.3.2.4 Update regarding Recommendation #2 in the Ombudsperson's 2015-2016 Report on additional requirements to pass a course

C. Evans stated that on May 12, 2017 the Provost's office circulated a memo to Chairs, Directors and Deans on this topic. The memo describes a process by which the Academic Standards Committee will review proposals for courses to include additional requirements to pass. Proposals should be submitted by June 2018, in order to be eligible for approval by November 2018.

7.3.3 Report #W2017-3 of the Curriculum Implementation Committee (CIC): M. Moshé

7.3.3.1 DRAFT Policy 2: Undergraduate Curriculum Structure was provided for information to Senate. A formal revision is expected to come to Senate for approval in the 2017-2018 session. The email address to be used for submitting information regarding curriculum structure is cic@ryerson.ca.

8. Old Business

9. New Business as Circulated - None

10. Members' Business – None

P. Danziger asked about institutional targets and metrics in the University's submission for the Strategic Mandate Agreement (SMA) process. President Lachemi provided a brief summary of the University's submission; P. Stenton advised that he will follow up with further details to Professor Danziger.

D. Checkland suggested that Senate establish a committee next year to re-examine the Senate Bylaw, especially if a Faculty of Law is created at some point.

11. Consent Agenda

11.1 Update on the 2014-2019 Academic Plan (*Our Time to Lead*) and from the Office of the Vice President Research and Innovation (OVPRI) See: http://www.ryerson.ca/senate/agenda/2017/Academic_Plan_Update_June_2017.pdf

11.2 Senate Learning and Teaching Committee report

12. Prior to Adjournment, President Lachemi thanked Senate members for their hard work and dedication during the 2016-2017 session, and specifically acknowledged M. Lefebvre for her accomplishments as Chief Librarian, and C. Evans for his work as Interim Provost and Vice-President, Academic. The meeting adjourned at 11:28 a.m.

Ryerson University President's Update to Senate October 3, 2017



Senate Greetings – I am pleased to welcome new and returning members of the University Senate to the 2017-18 academic session. I would like to thank the community for its support over a time of transition in new executive appointments: Michael Benarroch, provost and vice-president academic, Denise O’Neil-Green, vice-president equity and community inclusion, Steven Liss, vice-president research and innovation, Ian Mishkel, vice-president university advancement and alumni relations; and also to recognize Heather Lane Vetere who has stepped down as vice-provost students, with thanks for her energy and passion defining the role over nine years at Ryerson, and best wishes for the future.

APPOINTMENTS

Julie Payette (Doctor of Engineering *honoris causa* ’11) astronaut, has been named the 29th governor general of Canada. A 12th-generation Canadian conversant in six languages, her tenure will be guided by Canada’s core values of tolerance and teamwork, and advancing knowledge, science and technology.

Janice Fukakusa, chair of the Ryerson Board of Governors, has been named the inaugural chair of the Board for the Canada Infrastructure Bank (CIB), recognizing an award-winning record of leadership in the financial sector, and exemplary service on the boards of corporate and not-for-profit organizations.

Sheldon Levy, president and vice-chancellor of Ryerson over a formative decade from 2005-2015, and deputy minister of advanced education and skills development from 2015-2017, has been appointed CEO of NEXT Canada to build innovation and Canadian entrepreneurial talent.

The Hon. Sandra Chapnik, former Ontario Superior Court Justice, has been appointed distinguished visiting professor to act as a resource and advocate on the university’s application for a Juris Doctor program, to offer guest lectures in criminology and business programs and more broadly mentor students and colleagues, and to represent Ryerson to the broader community.

Brian Cooper, president and chief executive officer of MKTG, with more than 30 years’ experience in athlete representation, activation management, media and broadcast programming, executive-level property leadership and sport marketing has been appointed Ted Rogers School of Management executive in residence focusing on sport business program development at all levels.

Peggy Nash, former Member of Parliament (Parkdale-High Park), YWCA Woman of Distinction 2009, community activist and educator, leader and negotiator, international speaker on labour, politics and the economy, human rights and gender equality, has been appointed a distinguished visiting professor in the Faculty of Arts and the Faculty of Community Services, with a focus on women and leadership.

FALL CONVOCATION – Sincere thanks to everyone involved in honorary doctorate nominations, and the Awards and Ceremonials Committee for its work – this fall we will be honouring:

Frank Iacobucci – retired Justice of the Supreme Court of Canada, distinguished and sustained contributor at the highest levels to advancing knowledge, understanding and social justice in academia, government and community engagement; Doctor of Laws.

Helen Vari – president, George and Helen Vari Foundation, philanthropist and sustained promoter of education and global culture and citizenship, and most of all supporter of talent and striving to achieve excellence and understanding in all disciplines and communities – Doctor of Laws.

ALUMNI HONOURS – Among the annual alumni weekend festivities there are two particular occasions that recognize graduates who have made remarkable contributions to their community and university. Congratulations and very best wishes to this year’s honorees:

Alumni Awards of Distinction: Sathish Bala (Computer Science '99); Bruce McCuaig (Urban and Regional Planning '84); David McKibbin (Architectural Science '83); Louise Penny (RTA '79); and the *Isadore Sharp Outstanding Recent Graduate Award:* Anna Amy Ho (Social Work '15).

Ryerson Athletics Hall of Fame: Isadore Sharp (Architecture '52) – Athlete of the Year '51, member of the varsity basketball, football, and hockey teams; founder, chairman, and CEO of Four Seasons Hotels and Resorts; Kevin Krasnowski (RTA School of Media '09) – men’s hockey team 2005-2010, 4-time MVP, CIS All-Canadian, founder of One Ram Media; and Men’s Volleyball 2005-06 – OUA silver medal winners, #5 CIS Top 10 nationally; OUA and CIS Coach of the Year, OUA MVP, OUA Rookie of the Year.

PRESIDENT'S ENTRANCE SCHOLARSHIPS – Ryerson applicants with demonstrated exceptional academic accomplishment, leadership qualities, creativity and independent thought are eligible for renewable scholarships valued at \$10,000 per year. Both national and international (*) scholarships are awarded. We are proud to welcome the 2017-18 recipients:

Faculty of Arts – Kashish Garcha, Arts and Contemporary Studies; Jadiel Dowlin, Philosophy
Faculty of Communication & Design – Samantha Di Benedetto, Journalism; Abhi Raheja, Journalism *
Faculty of Community Services – Melissa Marquez, Nursing; Pakhi Tandon, Nursing *
FEAS – Leya Kober, Undeclared Engineering; Jacqueline Spick, Biomedical Engineering
Faculty of Science – Soundos Rezig, Biomedical Science; Mariam Irshard, Mathematics
TRSM – Ashvin Solanki, Accounting & Finance; Son Tran, Business Management*

CONGRATULATIONS

Bin Wu, electrical and computer engineering, has been elected to the Applied Sciences and Engineering Division of the Academy of Science of the Royal Society of Canada, recognizing research in renewable energy and related technologies, ground-breaking collaboration with industry, and next generation discoveries, patents and publications including student involvement and support.

Catherine Beauchemin, physics, and **Anatoliy Gruz**, Ted Rogers School of Management, have been elected to the College of New Scholars, Artists and Scientists of the Royal Society of Canada, recognizing career achievement and multidisciplinary excellence in the emerging generation of the nation’s intellectual leadership.

Deborah Fels, Ted Rogers School of Information Technology Management, was a finalist in the 2017 SSHRC Impact Awards Insight category, recognizing outstanding achievement in research making a significant contribution to improving the quality of life for people, societies and the world.

Daolun Chen, mechanical and industrial Engineering, and **Khaled Sennah**, civil engineering, were inducted as Fellows into the Canadian Academy of Engineering in June, recognizing excellence in teaching, innovative research, and service to the profession that influences and advances public policy.

Dr. Ann Cavoukian, executive director of the Privacy and Big Data Institute, has been named a Fellow of the Canadian Information Processing Society, presented by women representatives of the CIPS Youth Council, its Sheridan College chapter, and student leaders from Conestoga College.

Cathy Crowe (Nursing '85) distinguished visiting practitioner in the Faculty of Arts, has been appointed a member of the Order of Canada for her contributions as a public health nurse, educator, author and filmmaker, notably for advocating on behalf of marginalized and vulnerable people.

Julia Shin Doi, General Counsel & Secretary of the Board of Governors, is on the 2017 *Canadian Lawyer* “Top 25 Most Influential” list, with the most votes in the in-house counsel category. Also featured are colleagues **Marni Dicker**, Chief Commercial Officer, General Counsel & Corporate Secretary, Infrastructure Ontario (in-house counsel) and **Justice Michael Tulloch**, (government, non-profits and associations).

Vathsala Illesinghe (PhD candidate policy studies) has been named a 2017 Pierre Elliott Trudeau Foundation Scholar, one of 15 doctoral scholars across Canada and the first Ryerson student to receive the three-year scholarship, to be dedicated to studying immigrant and refugee women’s vulnerabilities.

Rachel Bar and **Fiona C. Thomas** (PhD candidates, psychology) have each received three-year Vanier Canada Graduate Scholarships to advance their research on arts-based health programs, particularly dance (Bar) and migrant trauma and resilience in post-conflict Sri Lanka (Thomas).

Joseph DeBenedictis (Radio and Television Arts ’10) and his video editing team from Pegula Sports & Entertainment were honoured in New York with an Emmy Award in the Sports Interview/Discussion category for *All Star/The Music Man*, a two-part series on Buffalo Sabres centre Ryan O’Reilly showcasing his musical talent in Nashville while playing in his first all-star hockey game in 2016.

Alykhan Neki, (Arch Sci ’14) is one of three winners of the 2017 Moriyama RAIC International Prize Scholarships from the Royal Architectural Institute of Canada (RAIC) and the RAIC Foundation, for his essay exploring the architect’s role in creating contemporary buildings that express collective culture. The other two winners were from McGill University and the University of Waterloo.

Matthew Wong and Luis Carneiro (Arch Sci ’17) won 2nd Place in the engineering postsecondary category of the 13th annual Extreme Redesign 3D Printing Challenge for *Fender Lock*, a retractable fender preventing muddy backs in rainy weather and a lock that prevents bike seat theft.

The Ryerson Rocketry Club (Aerospace Engineering) won 2nd prize at the Intercollegiate Rocket Engineering Competition held at Spaceport America in New Mexico this summer, in the *30,000 feet above ground level* category – with Stanford University coming first, and competing with 1,100 students from six continents in a challenge to design, build, and launch a rocket carrying 8.8 pounds of payload.

Elwin van Alst (Image Arts ’17) won the College Sports Media Award in the collegiate student category at the 2017 Sports Video Group (SVG)/National Association of Collegiate Directors of Athletics (NACDA) competition, for his documentary video series *Ryerson Women’s Volleyball 24/7* – making history for Ryerson as the first institution outside of the United States to be honoured with this award.

Mena Massoud (School of Performance ’14) has been cast in the title role of Disney’s live-action remake of *Aladdin* following auditions held around the globe. Previous roles include the TV drama *Open Heart* and medical drama *Saving Hope*, and he will also be appearing in the *Jack Ryan* series, starring John Krasinski and Timothy Hutton, playing CIA analyst Tarek Kassab.

Tony Conte, executive director, office of the vice-president, administration and finance, received the 2017 CACUSS Award of Honour from the Canadian Association of College & University Student Services, recognizing sustained distinguished contributions to student services and organizational engagement.

Dione Mason, Ryerson Athletics & Recreation, was named 2017 CanFitPro Fitness Instructor of the Year by Canadian Fitness Professionals, the largest provider of education in the Canadian fitness industry, recognizing instructors who show exemplary leadership, influence, and effectiveness in their role.

Therapeutic Communication and Mental Health Assessment; a Learning Modules & Simulation Game, a collaboration between Centennial College, George Brown College and the Digital Education Strategies Team at The Chang School of Continuing Education won silver at the 2017 International Serious Play Awards, a competition honoring outstanding digital games designed for education or training.

RYERSON INTERNATIONAL IMPACT

The Entrepreneurial University Award was presented to Ryerson at the 2017 Deshpande Symposium for Innovation & Entrepreneurship in Higher Education, recognizing an institution consistently integrating entrepreneurial education into its strategic plan, curriculum and student engagement more broadly; with Cornell University and Northeastern University as finalists.

Global Higher Education Institution of the Year honours were presented to Ryerson at the University of Oxford SEE Changemaker Recognition Awards, recognizing “a comprehensive approach to supporting social entrepreneurship covering enterprise and innovation, curriculum and research, with partnerships internally and externally to take support, innovation and impact forward in each of these areas.” The nomination was made by the Ryerson offices of Community Engagement and Social Innovation, and the award was accepted at Oxford by Jean-Paul Boudreau.

RIC Designation – Pursuant to the *Cultural Property Export and Import Act*, the Ryerson Image Centre has been designated under Category “A” by the Department of Canadian Heritage, recognizing its status and making it possible to apply for significant grants from the federal and provincial governments, as well as engendering stronger relations among art collectors and supporters. Congratulations and a huge measure of thanks to everyone involved over the years on an achievement that marks an important stride in programs and research, exhibitions and city-building, and global significance as a growing presence in supporting leading and emerging talent.

Top 15 International Film Schools – The RTA School of Media is the only Canadian school to make the 2017 *Schools Issue* compiled by influential film-industry trade magazine *The Hollywood Reporter*. Joining Ryerson on the list are the Australian Film, Television and Radio School; Beijing Film Academy; Centro De Capacitacion Cinematografica, Mexico; Centro Sperimentale Di Cinematografia, Rome; Famu, Prague; The Film Academy, Austria; Film Academy Baden-Wurttemberg, Germany; Gerasimov Institute of Cinematography, Moscow; La Femis, Paris; Łódź Film School, Poland; National Film and Television School, England; Universidad Del Cine, Argentina; Korean Academy of Film Arts; and The Sam Spiegel Film & Television School, Jerusalem.

2017 Toronto International Film Festival (TIFF) presentations include *Cardinals*, the first feature-length film by Grayson Moore and Aidan Shipley (Image Arts ‘14) and a team of image arts graduates in key creative positions: producers Marianna Angotti and Kristy Neville (‘13), director of photography Jackson Powell (‘12), production designer Thea Hollatz (‘14), and editor Daniel Haack (‘14); as well as two films appearing in the TIFF Wavelengths section: *Palmerston Blvd* by Dan Browne (Image Arts ‘05); and *Scaffold* by Kazik Radwanski (Image Arts ‘09).

Startup Visa Program – At the DMZ on July 28th the Hon. Ahmed Hussen, minister of Immigration, Refugees and Citizenship, and the Hon. Navdeep Bains, Minister of Innovation, Science and Economic Development announced that the pilot program established in 2013 to help immigrants launch startups will be made permanent starting in 2018. Minister Hussen said in his statement that every company launched in Canada with the help of the Start-up Visa Program has the potential to be a big win for Canadians, providing jobs and strengthening our economy.

SLC DISTINCTION – At the 2017 Toronto Urban Design Awards on September 13th the Ryerson Student Learning Centre received an Award of Excellence with the following Jury Comment: *This contemporary, signature building creates a strong urban gateway to Ryerson University, marking the campus' presence in the heart of downtown Toronto. Its south-facing plaza holds the corner: a geometric-tiled canopy provides a sheltering ceiling in “Ryerson blue,” while broad, sunny steps are well-used by students and passers-by. The invitation up and into the building is continued throughout the project. By programming the building as public, and not exclusive to the Ryerson community, the school has made a powerful*

statement about its location and how it can contribute to the public realm. The geometric patterns on the façade give the building a seemingly opaque skin from the outside, while maintaining an open feel from inside. To the west, the building continues the storefronts of Yonge Street. Overall, the building has a youthful, engaging feel that is appropriate to Ryerson University and its context on Yonge Street.

HOME FOR REAL – The Ryerson English as an Additional Language (Real) Institute has moved to a new state-of-the-art facility at College Park, with thanks to Gerd Hauck, director of the ESL Foundation program, for leadership and coordination. The 30,000 square-foot space was designed in response to student demand; the first class of 25 students in 2013 has grown to 220 students in 2017. Featuring a large open ‘town hall area’ for collaborative and social activities, and 21 classrooms and related spaces, the facility achieves a high quality student experience and signature identity for the present and future. The Real Institute offers programs in English proficiency for students at varying levels.

THE ACCESSIBILITY PROJECT – The Chang School in collaboration with the DMZ & Sandbox is launching a new program that will offer up to \$25,000 in funding for the development, commercialization and growth of innovative ideas, products, and solutions for people with disabilities and aging populations. Three stages of funding are available: *Ideation*, for ideas that need support to be turned into reality; *Product Development*, for ideas ready for beta testing or prototyping; and *Scale*, for companies ready to scale their product/solution to the next level or add a new feature. The selection committee will be chaired by the dean of The Chang School, and include entrepreneurs from the DMZ & Sandbox and experts on issues of accessibility. The first round of funding takes place this fall.

BRAMPTON UPDATE – On September 6th the City of Brampton endorsed in principle an investment up to \$50M over 10 years for a postsecondary facility, and up to \$100M for a joint-use community space to support a university, business innovation and collaboration, community interaction, and cultural growth. This development follows the announcement on March 14th, 2017 by Minister for Advanced Education and Skills Development Deb Matthews regarding the expansion of access to postsecondary education in both Brampton (Ryerson University and Sheridan College) and Milton (Wilfrid Laurier University and Conestoga College) with a government investment of \$180M in total for the two sites. With a focus on science, technology, engineering, arts and mathematics (STEAM), the goal is to provide more access to postsecondary education closer to home, develop Ontario's highly skilled workforce by increasing experiential learning opportunities and access to emerging technologies, help students acquire the necessary competencies for the knowledge economy, and encourage partnerships in high-demand fields. Ryerson and Sheridan will be submitting a final proposal to the province this fall, with details of the project expected to be announced by government later in the year. The City of Brampton has commissioned UrbanMetrics Inc. to prepare a report on the economic and social benefits of the new developments with completion anticipated in late October. Between the Brampton and Milton sites, it is expected that 1,000 new full-time student spaces will be available within two to five years of opening, supported by local communities, business, and other institutions.

AFFORDABLE STUDENT HOUSING – The presidents of Toronto’s four universities – Ryerson University, University of Toronto, OCAD University and York University – have launched *StudentDwellTO*, a joint initiative following up *StudentMoveTO*, a previous survey showing that long daily commutes for students – many of whom live at a distance where housing is more affordable – were leading to lower campus engagement and in some cases limiting class choices. The two-year initiative will be conducted in collaboration with government, non-profit, private sector and community partners in the GTA, and will collect data using research methods including focus groups and surveys on student experiences; community arts programming and communication tools; an interactive website and maps to develop affordable housing strategies; experiential learning courses to propose and test solutions across related

disciplines; and public events such as affordable housing charrettes to gather input on solutions – with the goal of proposing creative and grounded solutions that are diverse, equitable and inclusive.

ORIENTATION – Congratulations and a standing ovation to everyone involved in greeting both new and returning students to campus, and organizing a tremendous experience over nine days of orientation. This was a thoughtful and inclusive year in which Ryerson no longer required students to identify a gender on its residence application, and offered an ‘all gender’ student housing option — the first of its kind in Canada. Staff and volunteers wore purple t-shirts to connect easily with students, with a focus on making mental health resources and support more accessible. From the Welcome Barbeque to the Guinness World record attempt for largest cowbell ensemble, RSU Karaoke, Body Positivity Fashion Show, Mature Students Outdoor Celebration, residence alumni football game, dodgeball @ the RAC, excursions to Riverdale Farm and Woodbine Beach, and more – this was the way to launch a year.

BIG BREAK SUMMER CAMP – The Ryerson SMART Lab collaborated with the Geneva Centre for Autism on a summer camp emphasizing core communication skills (vocal/ facial expression, empathy, rhythm, turn-taking, emotion recognition) to see if drama and music help responsiveness in children with autism. The idea for the camp emerged from an app called ‘Big Break: The Acting Game’ designed by Lucy McGarry (psychology PhD ’14) and psychology professor Frank Russo. The app uses cell-phone cameras to invite users to re-enact emotional speech and song, using face and voice tracking technology to monitor users’ expressions and provide feedback. Its positive findings became a jumping-off point for the weeklong camp session, which hosted eight campers on the Ryerson campus, leading them in choir singing, rhythm and drama games, and independent practice with the app. Neither the camp nor the app is currently an active line of research, but may lead to a formal study and further collaboration.

SHAD @ RYERSON OPEN DAY – On July 27th Ryerson welcomed the Hon. Kirsty Duncan, Minister of Science to meet the first cohort of SHAD participants proposing ways to help people reduce their energy footprint using STEAM (science, technology, engineering, arts, mathematics) principles. Projects included eliminating “vampire” energy consumed by appliances when not in use, and the ‘bananergy’ plan to extract vitamins from banana peels, and the winning project was ReCYCLE, harnessing the power used by exercise machines to make fitness facilities more sustainable. Ryerson is the first GTA university to host SHAD, organized by the Faculty of Science, Ted Rogers School of Management, Student Affairs, the Brookfield Institute for Innovation + Entrepreneurship, the Faculty of Engineering and Architectural Science and the DMZ Sandbox.

DAS SUMMER INSTALLATIONS – This summer *Canadian Architect* featured a story on two experiential learning projects engaging Ryerson architectural science students in city-building that advances creative innovation and public enjoyment. In partnership with the Downtown Yonge Business Improvement Association, the *Kinetics* parklet opened in June on Elm Street as a temporary structure extending the sidewalk, providing added space for local businesses to operate a larger footprint while giving visitors a place to sit, rest, and make the space their own. On Bloor Street, in partnership with the Bata Shoe Museum, the window display *In Full Bloom: Celebrating Canada 150* depicts Canada’s provincial and territorial flowers rendered through hundreds of 3D printed shoes, designed by architectural science students and created at the [R]ed[U]x Lab. Both projects superbly reflect Ryerson creative innovation.

CANADA 150 – Marking a significant year in the history of our nation, Ryerson has been very active in curating events, presenting activities and inviting stories that speak to the Canadian experience from vantage points as diverse as our people, including the following representative sample:

National Aboriginal Day – “Across Canada, the First Nations, Métis and Inuit (FNMI) peoples celebrate National Aboriginal Day on June 21st in many exciting and impactful ways. Many of us share our history, culture, language and identity with celebratory activities including music, drumming, singing, dance and

artisans. All Canadians need a deeper understanding of FNMI peoples for reconciliation to happen.”
(*Employee voices: What is National Aboriginal Day and why it matters* by Tracey King, Aboriginal Human Resources Consultant)

Indigenous Land, Urban Stories – Partnering the Ryerson School of Journalism and the Journalists for Human Rights’ Indigenous Reporters Initiative, and inspired by the Truth and Reconciliation Commission’s call for action for journalism schools to educate students about the legacy of colonialism, students were sent across Canada to work with communities outside their experience. “We wanted to learn more about the identities of Indigenous people and thought to look at cities in Canada, which are celebrated for multiculturalism and bringing together people from all places.” (*Asmaa Malik, journalism professor*)

Migration and Multiculturalism: Global Challenge, Canadian Experience – Historic recordings at the Chang School offer excerpts from audio lectures by renowned university professors across the country, exploring the identity-defining migrations that are a feature of Canadian history. “As Canadians, we should be proud of our diversity, but also learn from our history. Open access to these recordings brings Canadians close to our nation’s heritage.” (*Dr. Marie Bountrogianni, Dean, The Chang School*)

Architecture and National Identity – Curated by architectural science professors Marco Polo and Colin Ripley, *The Centennial Projects 50 Years On* is an exhibition travelling across the country offering a look at drawings, sketches and photographs from the Canadian Architectural Archives (CAA) showcasing 21 works of architecture from *The Centennial Projects*, built to celebrate Canada’s Centennial in 1967.

V4Lab – The summer program, offered in partnership with the Ontario Science Centre’s Inventorium, had teams creating a data-driven collaborative art installation entitled *Canada 150 by the Numbers*. “Working with like-minded institutions like Ryerson University allows us – in a very creative, hands-on way – to inspire future generations to take the lead, thrive and effect positive change in the world.” (*Catherine Paisley, Vice-President, Science Education and Science Experience, Ontario Science Centre*)

THE SUMMER OF HOOPS – Ryerson was front and centre in basketball “firsts” over the summer of 2017:

Canada U19 Men’s Gold Medal – Led by Ryerson men’s basketball coach Roy Rana, Canada’s under-19 men’s national team made history in Egypt winning Canada Basketball’s first gold medal at a World Cup FIBA competition, defeating the USA in the semifinal 99-87, and winning over Italy 79-60 in the final.

Canada U19 Women’s Bronze Medal – Led by Ryerson women’s basketball coach Carly Clarke, Canada’s under-19 women’s basketball team made history winning the bronze medal at the World Championship in Italy, bouncing back from a semifinal loss to Russia to defeat Japan 67-60 in the final.

Wayne Embry Fellowship – Sam Bhachu (business management student) is the first recipient of the new Wayne Embry Fellowship, named for the the NBA’s first African-American general manager and team president, currently senior basketball advisor to the Toronto Raptors. The year-long paid experiential learning position covers all facets of basketball operations. Recipients are selected based on six P’s: “Perseverance, Persistence, Preparation, Passion, Perception and Pride.”

from the President’s Calendar

June 20, 2017: It was a pleasure to celebrate the Ryerson Excellence in Athletics Breakfast with guest speaker Mark Shapiro, president and CEO of the Toronto Blue Jays.

June 20, 2017: Ryerson observed Tamil Lifeboat World Refugee Day welcoming a documentary exhibit travelling across Canada honouring the lifeboat that brought 155 refugees to the Newfoundland coast thirty years ago, and the stories of those who made the journey.

June 20, 2017: Dr. Timothy Harris, Prime Minister of Saint Kitts and Nevis, joined us for a campus visit and conversation on the potential for academic collaboration.

- June 20 & 28, 2017:* Ryerson met with colleagues from SickKids Hospital for a discussion on further advancing our excellent partnership in programs and innovation.
- June 27, 2017:* Led by the Faculty of Communication and Design, Ryerson met with Daniels Spectrum representatives about the potential for partnering on a centre for performance and fashion.
- June 28, 2017:* Ryerson met with the Ministry of Advanced Education and Skills Development to discuss the university's Strategic Mandate Agreement.
- June 28, 2017:* I was pleased to meet with Bobby Sniderman to provide an update on the installation of the Sam's sign, and to express Ryerson thanks as partners in Yonge Street history.
- June 29, 2017:* AVP Anver Saloojee joined me for a meeting with Pakistan Consul General Imran Ahmed Siddiqui to discuss opportunities for international academic collaboration.
- June 30, 2017:* The annual general meeting of Incubate Innovate Network Canada (I-INC) brought together the presidents and partnership teams of Ryerson University, Simon Fraser University and the University of Ontario Institute of Technology, Ryerson Futures, and industry representatives and stakeholders to discuss and decide on the strategy for future funding and expansion.
- June 30, 2017:* Susheel Gupta, vice-chairperson of the Canadian Human Rights Tribunal joined Steven Liss, vice-president research and innovation and me for a discussion on social justice initiatives.
- July 5, 2017:* I met with Paul Genest, senior vice-president, Power Corporation of Canada and a Fellow at the Brookfield Institute for Innovation + Entrepreneurship to discuss opportunities for collaboration.
- July 24, 2017:* Razor Suleman, Cofounder & CEO of the Elevate Toronto Festival, was on campus to introduce the September 12-14th showcase of Canadian innovation, diversity and inclusion.
- July 27, 2017:* Ryerson met with colleagues from the Ministry of Francophone Affairs – Deputy Minister Marie-Lison Fougère, Assistant Deputy Minister Kelly Burke, and Executive Advisor to the Deputy Minister Patrick Ouellet – to discuss the development of Ontario's francophone university.
- July 28, 2017:* I met with Khaled Al-Qazzaz, co-founder and president of The Al-Qazzaz Foundation for Education & Development (QED) to discuss the role of e-learning in empowering communities.
- August 21, 2017:* Andrea Horwath, leader of the New Democratic Party of Ontario, was on campus for a visit and a discussion about Ryerson initiatives in excellence, innovation and creative opportunity.
- August 21, 2017:* It was wonderful to host Errol Aspevig and Alan Shepard, who have served in the role of Ryerson provost and vice-president academic, in a get-together with newly-appointed Michael Benarroch and an opportunity to talk about Ryerson academic planning past, present and future.
- August 22, 2017:* I met with Sanjay Tugnait, CEO Capgemini Canada, to discuss the evolution of digital solutions and technology, the future of business, and the role of innovation and partnership.
- August 22, 2017:* I was pleased to host Dr. Ken Trzaska, president of Seward County Community College in the U.S. Midwest, one of a tremendous group of accomplished classmates and a continuing circle of valued colleagues that I met when I attended the Harvard School for New Presidents last year.
- September 6, 2017:* As part of the establishment of the Toronto Technology Centre, Thomson Reuters toured the DMZ and shared ideas with Ryerson entrepreneurs and innovators.
- September 6, 2017:* Ryerson was pleased to welcome Galit Baram, Consul General of Israel in Toronto and Western Canada, on a campus visit.
- September 11, 2017:* I was joined by distinguished CEO in residence Nadir Mohamed in meeting the High Commissioner of India to Canada Vikas Swarup, for a campus visit and discussion about opportunities for collaboration.
- September 11, 2017:* As a longstanding venue and partner in the Toronto International Film Festival (TIFF), Ryerson was proud to host a reception for guests and filmgoers.

REPORT OF ACADEMIC STANDARDS COMMITTEE**Report #F2017-1; October 2017**

In this report the Academic Standards Committee (ASC) brings to Senate its evaluation and recommendation on the following item:

- **MEDICAL PHYSICS – Major Curriculum Modification**

A. MEDICAL PHYSICS MAJOR CURRICULUM MODIFICATION**1. Introduction**

The proposed major curriculum modification for the Bachelor of Science in Medical Physics (Honours) program at Ryerson University is a result of the Periodic Program Review (PPR) process completed in 2016. The proposed more versatile curriculum will give the students more options to enter graduate school programs and thus have access to a greater range of employment options. The accreditation of the graduate program in Biomedical Physics, now offered by the Department of Physics (launched in 2012), also requires the applicants to have a stronger Physics background. These issues call not only for an expansion and strengthening of fundamental Physics courses, but also for a restructuring of the Medical Physics curriculum with integrated mathematics-physics content and more professionally-related elective course options.

The proposed revised curriculum will: (1) improve the content and quality in the third year curriculum, (2) improve the application of mathematical knowledge to Medical Physics/Physics courses, (3) increase fundamental Physics topics, and (4) revise the co-op option in Medical Physics to allow more flexible work terms.

2. Comparison between the Proposed and the Current (2016/2017 Academic Year) Curricula

| EXISTING CURRICULUM (2016/2017) | PROPOSED CURRICULUM | COMMENTS |
|--|--|---|
| Semester 1 | | |
| PCS 120 Physics I | PCS 120 Physics I | |
| MTH 131 Modern Mathematics I | MTH 131 Modern Mathematics I | |
| CHY 103 General Chemistry I | CHY 103 General Chemistry I | |
| BLG 143 Biology I | BLG 143 Biology I | |
| CPS 118 Intro Programming for Scientists | CPS 118 Intro Programming for Scientists | |
| SCI 180 Orientation | SCI 180 Orientation | |
| Semester 2 | | |
| BLG 144 Biology II | BLG 144 Biology II | |
| CHY 113 General Chemistry II | CHY 113 General Chemistry II | |
| MTH 231 Modern Mathematics II | MTH 231 Modern Mathematics II | |
| PCS130 Physics II | PCS130 Physics II | |
| LL LS (Liberal Studies Table A) | LL LS (Liberal Studies Table A) | |
| Semester 3 | | |
| MTH 330 Calculus and Geometry | MTH 330 Calculus and Geometry | |
| MTH 108 Linear Algebra | MTH 108 Linear Algebra | |
| MTH 380 Probabilities and Statistics I | | Delete from the curriculum |
| PCS 229 Introduction to Medical Physics | PCS 229 Introduction to Medical Physics | |
| PCS 300 Modern Physics | PCS 300 Modern Physics | |
| | LL LS (Liberal Studies Table A) | Reposition from 4 th semester of 2016/2017 curriculum semester |

| Semester 4 | | |
|--|---|--|
| | PCS 521 (Mathematical Physics) added new required course | Add as a new required course (to fill the identified gaps in mathematics content and to improve the synthesis of math knowledge and Physics content) |
| PCS 400 Quantum Physics I | PCS 400 Quantum Physics I | |
| PCS230 Photonics and Optical Devices | PCS 230 Photonics and Optical Devices | |
| PCS 227 Biophysics | PCS 227 Biophysics | |
| MTH 430 Dynamics Systems and Diff. Equations | MTH 430 Dynamic Systems and Differential Equations | |
| Lower Liberal (Liberal Studies Table A) | | Reposition to Semester 3 to make space for the new required PCS 521 Mathematical Physics |
| Semester 5 | | |
| BLG 311 Cell Biology I | BLG 311 Cell Biology | |
| PCS 352 Nuclear Physics/Radiation Protection | PCS 352 Nuclear Physics/Radiation Protection | |
| MTH 501 Numerical Analysis | | Delete from the curriculum |
| | PCS 622 Mathematical Methods in Medical Physics | Add as a new required course (to provide more Physics courses in the third year) |
| | PCS 623 Biostatistics | Add as a new required course (to cover the fundamental principles of Statistics applied to cases of direct interest to the program and research in Medical Physics) |
| BLG 701 Anatomy | PR 1 | Reposition to the PR list |
| Lower Liberal Studies Table A | | Reposition to another semester to accommodate PCS623 |
| Semester 6 | | |
| PCS 228 Electricity and Magnetism | PCS 228 Electricity and Magnetism | Add 1h per week of tutorials |
| PCS 335 Thermodynamics & Statistical Physics | PCS 335 Thermodynamics & Statistical Physics | |
| | PCS 405 Medical Imaging | Move from 7 th to 6 th semester (The repositioning to a lower semester will better prepare program students for the fourth year thesis projects with a topic in medical imaging) |
| Prof-Related: Two Table I courses | | |
| | LL LS (Liberal Studies Table A) | Repositioned from another semester |
| Upper Liberal Studies Table B | PR 2 or UP LS 1/3 (Liberal Studies Table B) | In this term the curriculum provides a flexible course selection by allowing a student to select either one professionally-related elective course or an upper level Liberal Study course. |
| Semester 7 | | |
| PCS 040A Medical Physics Thesis | PCS 40A/B Medical Physics Thesis | |
| PCS 354 Radiation Biology | PCS 354 Radiation Biology | |
| PCS 405 Medical Imaging | | Move from 7 th to 6 th semester (The repositioning to a lower semester will better prepare program students for the fourth year thesis projects with a topic in medical imaging) |
| Prof- Related: Two Table I courses | | |
| | PR 2 or UL LS 1/3 (Liberal Studies Table B) | In this term the curriculum provides a flexible course selection by allowing a student to select either one professionally- |

| | | |
|----------------------------------|----------------------------------|--|
| | | related elective course or an upper level Liberal Study course. |
| | PR 3 | |
| | UL (Liberal Studies Table B) | |
| Semester 8 | | |
| PCS 040 B Medical Physics Thesis | PCS 040 B Medical Physics Thesis | |
| MTH 820 Image Analysis | | Reposition to the PR list (to accommodate the addition of required PCS407) |
| BLG 601 Physiology | | Reposition to the PR list |
| | PCS407 Radiation Therapy | Reposition from the PR list to a required course |
| | PR 4 | |
| | PR 5 | |
| Two Liberal Studies Table B | UL LS (Liberal Studies Table B) | |

3. Summary of the Proposed Curriculum Changes

The first and second semesters will remain the same, in common with the Biology, Chemistry and Undeclared Science Programs. MTH 380 (Probability and Statistics I) is to be deleted from the third semester required courses and replaced by the PCS 623 (Biostatistics) required course in the fifth semester. Biostatistics will cover the fundamental principles of Statistics (which were part of PCS 380), applied to cases of direct interest to the program and research in Medical Physics (Learning Outcome 1a, 2 and 3b) and thus essential for students' success in PCS 335 (Thermodynamic and Statistical Physics) as well as in PCS 40A/B (Medical Physics Thesis).

In the fourth semester, a new required course, PCS 521 (Mathematical Physics), will address (1) identified gaps in mathematics content (Learning Outcome 3b), such as differential equations, partial differential equations, complex variables, operators, etc., and (2) integrated mathematics-physics content, thus improving the synthesis of Physics content (Learning Outcome 2 and 6). In the fifth semester, the addition of two new courses, PCS 622 (Mathematical Methods in Medical Physics) and PCS 623 (Biostatistics) includes more Physics courses in the third year of the program. The Mathematical Methods in Medical Physics course will familiarize students with mathematical concepts required for image analysis and signal processing; this knowledge is required for their success in PCS 405 (Medical Diagnostic Techniques) and PCS 40A/B (Medical Physics Thesis).

In the sixth semester the repositioning of the Medical Diagnostic Imaging course to a lower semester will better prepare program students for the fourth year thesis projects with a topic in medical imaging. The addition of one professionally-related elective course will address one of the identified program challenges by increasing the number of professionally-related elective courses. In this semester the curriculum also provides a flexible course selection by allowing a student to select either one professionally-related elective course or an upper level Liberal Study course. These changes come at the expense of moving the currently required courses BLG 600 (semester 5) and BLG 700 (semester 6) to the professionally-related course list.

In the seventh semester a curriculum change is the conversion of PCS 407 (Radiation Therapy) from a professionally-related elective course to a required program course offered in the eighth semester. This course, at the core of the Medical Physics discipline, was a required course in the original Medical Physics curriculum. MTH 820 (Image Analysis) will also move from a required course to a professionally-related elective course, since the most relevant topics in this course will be included in the fifth semester course, PCS 623. This course repositioning will allow students interested in image analysis to expand their knowledge by electing MTH 820 as one of their professionally- related courses.

4. Course Calendar Descriptions for New Core (Required) Courses

PCS 521 - Mathematical Physics (*new required course*): Introduction to complex variables and their role in physics. Taylor's formula, truncation error and round-off error. Nonlinear interpolation and curve fitting. Numerical integration. Ordinary differential equations, systems of linear differential equations. Differential equations of first and second order and their applications in physics. Numerical solutions of non-linear differential equations. All topics will be illustrated with physics examples including, but not limited to, such topics as damped oscillations, forced oscillations and resonance, motion with variable acceleration, motion in a viscous fluid. This course uses MATLAB as its programming language.

PCS 622 -Mathematical Methods in Medical Physics (*new required course*): Physics and Medical Physics applications of Dirac delta function, Fourier series and Fourier transforms. Laplace's equation solutions. Transport phenomena. Applications of partial differential equations and boundary value problems illustrated with solutions of wave and diffusion equations. This course uses MATLAB as its programming language.

PCS 623: Biostatistics (*new required course*): Introduction to experimental design, data presentation and statistics in biomedical sciences with a focus on application and interpretation. Fundamentals of probability including discrete and continuous models. Randomization and sample size. Foundations of statistical inference, hypothesis testing, p-value, confidence intervals, regression and correlation. Elementary non-parametric statistical methods. Presentation and communication of statistical data. Use of graphical and statistical software.

5. Changes to Professionally-Related (PR) Elective Courses

Depending on the relative proportion of core and professionally-related elective courses selected from the physics and mathematics courses as opposed to life sciences content, the curriculum changes proposed here will also suffice to prepare students for graduate work in other fields of physics or related areas, thereby maximizing the career options available upon graduation. Since the existing program curriculum has a low number of professionally-related elective courses, we suggest to increase the number of these electives from four to five. By selecting from the lists of suggested professionally-related courses, the students will be able to pursue further education and careers in (1) clinically-oriented Medical Physics, (2) Traditional Physics and (3) Computational Medical Physics.

The professionally-related (PR) elective table of Medical Physics will include the following courses:

- PCS 624 (Electricity and Magnetism II) (*new course*)
- PCS 520 (Nanophysics) (*new course*)
- PCS 530 (Cellular Biophysics) (*new course*)
- PCS 358 Mechanics with Biomechanics (*revised PR course*)
- BLG 601 (Physiology) (*repositioned from required*)
- BLG 701 (Anatomy) (*repositioned from required*)
- CHY 142 Organic Chemistry I (*repositioned from required*)
- CPS 305 Data Structures (*addition to the PR list*)
- MTH 820 Image Analysis (*addition to the PR list*)
- CPS 109 Computer Science I (*addition to the PR list*)
- CPS 209 Computer Science II (*addition to the PR list*)

PCS 358 is an existing Physics course that will be modified to reinforce the fundamental knowledge of mechanics in the context of Medical Physics.

6. Calendar Descriptions of New or Revised Professionally-Related Courses

PCS 624 Electromagnetism II (*new course*): Solving Poisson and Laplace equations via method of images and separation of variables. Multipole expansion for electrostatics, electric dipoles, polarization in dielectrics. Magnetic vector potential. Multipole expansion in magnetostatics, magnetic dipoles, magnetization in matter, Maxwell's equations in matter. Boundary conditions. Poynting's Theorem. Electromagnetic waves in matter. Electromagnetic Radiation.

PCS 520 Nanophysics (*new course in this program, approved for the Biomedical Science Program*): Introductory course on nanotechnology and applications in biology and medicine. Physics at nano-scale of nanoparticles and nano-devices. Fabrication and characterization of nanostructures. Magnetic and optical effects at nano-scale. Transport properties and nanotechnology.

PCS 530 Cellular Biophysics (*new course in this program, approved for the Biomedical Science Program*): This course presents physical principles important to the operation of biological systems such as entropy, diffusion, cellular electricity, cellular motor forces, mechanical properties of the cell, and selected topics from radiation biophysics, biological switches, sensory physics, waves, self-organization, and biological complexity.

PCS358 – Mechanics with Biomechanics (revised): The physical significance of vector spaces and vector operations, coordinate transformations, matrix operations. Dynamics of particles and of rigid bodies. Center of mass. Kinematics and dynamics of rotational motion. Mechanical oscillations. Coupled oscillations. Hamilton's principle, Lagrangian and Hamiltonian dynamics.

7. Complete List of Professionally-Related Elective Courses

| | | |
|---------------------------------|---|--|
| BCH 261 Biochemistry | CPS 209 Computer Science II | PCS 700 Quantum Physics II |
| BCH 361 Advanced Biochemistry I | CPS 305 Data Structures | PCS 724 Condensed Matter Physics/Materials |
| BLG 151 Microbiology I | CPS 844 Data Mining | PCS 624 Electricity and Magnetism II |
| BLG 251 Microbiology II | CPS 501 Bioinformatics | PCS 520 Nanophysics |
| BLG 400 Genetics | MTH 820 Image Analysis | PCS 530 Cellular Biophysics |
| BLG 600 or BLG 601 Physiology | OHS 319 Health Effects of Radiation | PCS 450 Directed Project I |
| BLG 700 or BLG 701 Anatomy | PCS 224 Solid State Physics | PCS 550 Directed Project II |
| BLG 856 Immunology | PCS 350 Modeling in Medical Physics | CMN 600 Science, Communication and Society |
| CHY 142 Organic Chemistry I | PCS 358 Mechanics with Biomechanics | |
| CHY 242 Organic Chemistry II | PCS 406 Radiation Protection/Health Physics | |
| CPS 109 Computer Science I | PCS 407 Radiation Therapy | |

8. Curriculum Advising

It is anticipated that the students will require guidance when choosing the courses that will enable them to follow the different educational and career paths, although all will graduate with a BSc degree in Medical Physics. In choosing the relevant professional electives, students will be advised by the Program Director and the departmental office as follows:

- Students wishing to apply for the **clinically-accredited graduate programs in Medical Physics** are advised to choose as many courses as possible from the following list of professionally-related courses:

| | |
|---|-------------------------------|
| PCS 406 Radiation Protection/Health Physics | PCS 530 Cellular Biophysics |
| PCS 700 Quantum Physics II | PCS 450 Directed Project I |
| PCS 724 Condensed Matter Physics/Materials | PCS 550 Directed Project II |
| PCS 624 Electricity and Magnetism II | BLG 600 or BLG 601 Physiology |
| PCS 520 Nanophysics | BLG 700 or BLG 701 Anatomy |

- Students wishing to pursue a professional or academic career in **Physics** are advised to choose their electives from the following list of professionally-related courses:

| | |
|--|-------------------------------------|
| PCS 224 Solid State Physics | PCS 450 Directed Project I |
| PCS 700 Quantum Physics II | PCS 550 Directed Project II |
| PCS 724 Condensed Matter Physics/Materials | PCS 358 Mechanics with Biomechanics |
| PCS 624 Electricity and Magnetism II | |

- Students wishing to obtain solid **computational skills** are advised to choose from the following list of professionally-related courses:

| | |
|-------------------------------------|-------------------------|
| CPS 109 Computer Science I | CPS 305 Data Structures |
| CPS 209 Computer Science II | CPS 844 Data Mining |
| CPS 393 Introduction to C and UNIX | CPS 501 Bioinformatics |
| PCS 350 Modeling in Medical Physics | |

9. Proposed Changes to the Co-Op Medical Physics Option

Students must successfully complete a minimum of four work terms in order to graduate from the co-op program. In order to have greater flexibility, we propose three different options for the sequence of academic and work terms for a co-op student in Medical Physics. The revised co-op sequence will allow more flexible work terms, thus making our students more attractive and relevant to potential employers.

Option 1: Proposed Sequence of Co-Op Work Terms in Medical Physics

| Term | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|--------|------------|------------|------------|------------|------------|
| Fall | Semester 1 | Semester 3 | Semester 5 | WKT 605 | Semester 7 |
| Winter | Semester 2 | Semester 4 | WKT 505 | Semester 6 | Semester 8 |
| Summer | Free term | WKT 405 | WKT 506 | WKT 606 | Graduation |

Option 2: Proposed Sequence of Co-Op Work Terms in Medical Physics

| Term | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|--------|------------|------------|------------|---------|------------|
| Fall | Semester 1 | Semester 3 | Semester 5 | WKT 506 | Semester 7 |
| Winter | Semester 2 | Semester 4 | Semester 6 | WKT 605 | Semester 8 |
| Summer | Free term | WKT 405 | WKT 505 | WKT 606 | Graduation |

Option 3: Proposed Sequence of Co-Op Work Terms in Medical Physics

| Term | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|--------|------------|------------|------------|------------|------------|
| Fall | Semester 1 | Semester 3 | Semester 5 | Semester 7 | WKT 606 |
| Winter | Semester 2 | Semester 4 | Semester 6 | WKT 506 | Semester 8 |
| Summer | Free term | WKT 405 | WKT 505 | WKT 605 | Graduation |

Students selecting Option 3 will not be able to complete their fourth-year thesis course (PCS 40A/B) which would be replaced by two professionally-related electives: PCS450 (Directed Project I) and PCS550 (Directed Project II). However, Option 3 will not change the students' learning outcomes in the program, because the PCS 40A/B Medical Physics Thesis course will be replaced by two Directed Project courses. PCS 450 and PCS550 courses are professionally related electives that are project-based and have strong research component similar to PCS 40A/B. Taken together, they will provide a research experience comparable to that of the thesis course. Since the replacement of PCS40A/B requires the consent of the Program Director, the students will be directed to take PCS 450 and PCS 550 as a replacement of PCS 40A/B. Moreover, in many cases the work terms of the co-op program already provide the students with research experience, because of the nature of co-op placements in our Program (research positions in hospitals, university, or technology companies). We expect that the number of the affected co-op students will be small, if any, as it involves only one co-op option. In the Option 3, the students would take PCS450 in semester 7 and PCS550 in the semester 8.

10. Additional Resources

If an additional faculty member is not hired before 2021/2022, the proposed curriculum will be delivered by the existing full time RFA members with the expertise to teach these upper-level physics and medical physics courses. This will come on the expense of changing their teaching assignments from the multiple large (250 – 400 students) first year physics courses to the new courses, while CUPE I instructors will be hired for the first year physics courses. This approach to the teaching assignments will negatively impact the departmental budget and we trust it will not be the case. The Dean has supported this need by requesting a new faculty positions in support of the presented curriculum changes and the Department of Physics. All other resources are in place to support the proposed curriculum changes.

11. Program Balance

As of 2014/2015 (before the PPR related revisions), the program was composed of 41 courses: 33 core (required) one-semester courses, 2 professionally-related electives and 6 liberal arts electives. The required

courses accounted for 80% of the entire program. Once all the proposed changes are implemented, the number of professional electives will increase to a total of 5, while the number of core courses will decrease to 30 (73% of the entire curriculum), thus providing more choices to the students in crafting the curriculum that better suits their career aspirations.

12. Summary of Implications for External Recognition and/or Professional Accreditation

While the Program itself does not require professional accreditation, the proposed changes will make our graduates better candidates for CAPMEP-accredited graduate programs (including our own graduate program in Biomedical Physics), for regular graduate programs and for professional schools.

13. Effect upon the Undergraduate Degree Level Expectations (UDLES)

The proposed changes are aligned with the UDLES. The program learning outcomes 1, 2, 3, 4, 6 and 7 address the requirements “*Depth and Breadth of Knowledge*” (UDLE 1) and “*Critical Evaluation of Qualitative and Quantitative Information*” (UDLE 3); program learning outcomes 1, 2 and 4 address “*Understanding/Application of the Inquiry Method in the Student’s Primary Area of Study*” (UDLE 2); program learning outcomes 4, 5, 6 and 7 address the requirement “*Communication Skills*” (UDLE 4); program learning outcomes 1, 2 and 3 address the requisite “*Awareness of Limits of Knowledge*” (UDLE 5); in general, all program learning outcomes and, in particular, program learning outcome 8 address the requirement of “*Autonomy and Professional Capacity*” (UDLE 6).

14. Revised Program Learning Outcomes (revised wording)

Graduates of Medical Physics will be able to:

Learning Outcome 1: Solve problems through the application of fundamental concepts and theories in core areas of physics including:

- 1a. Mechanics
- 1b. Optics
- 1c. Thermodynamics and Statistical Mechanics
- 1d. Classical Electricity and Magnetism
- 1e. Modern/Quantum Physics
- 1f. Nuclear Physics.

Learning Outcome 2: Solve problems through the application of fundamental concepts and theories in core areas of medical physics including:

- 2a. Radiation Therapy
- 2b. Medical Imaging
- 2c. Nuclear Medicine Physics
- 2d. Health Physics.

Learning Outcome 3a: Describe, discuss and apply foundational concepts in Biology and Chemistry as supporting disciplines of Medical Physics; particularly in Biology (*Cell structure and function, metabolism, anatomy and physiology, ecology, genetics, immunology*), and in Chemistry (*Chemical equilibrium, thermochemistry, structure of inorganic and organic materials, chemical reactions*).

Learning Outcome 3b: Solve problems using a range of mathematical skills including Calculus, Vector Calculus, Differential Calculus, Statistics to Medical Physics questions.

Learning Outcome 3c: Apply computing and programming principles and skills in order to develop models and to solve Physics and Medical Physics problems.

Learning Outcome 4: Apply the methodology of scientific inquiry in the areas of problem solving, analytical and critical thinking, logical reasoning and experimental techniques.

Learning Outcome 5: Communicate scientific arguments and analyses clearly and concisely, to the general public, to government and within the scientific community itself both

- 5a. orally, and in
- 5b. written form.

Learning Outcome 6: Apply critical thinking and analytical skills to interpret and synthesize knowledge

from areas including Physics, Mathematics, Biology and Computer Science.

Learning Outcome 7: Discuss and communicate the implications of Medical Physics in society in order to make sound judgments on issues in health care where Medical Physics plays a role.

Learning Outcome 8: Work with autonomy, confidence and perseverance; demonstrate accountability, ethical and professional integrity, time management.

15. Other Programs Affected by Proposed Changes

The proposed curriculum changes do not affect other programs since no physics courses are going to be discontinued. Nevertheless, letters of support have been received from the Chairs of Mathematics, Chemistry and Biology, Computer Science and Electrical Engineering - teaching departments affected by these modifications.

Recommendation

- Having satisfied itself of the merit of this proposal, ASC recommends: *That Senate approve the Medical Physics Major Curriculum Modification*

Respectfully Submitted,



Marcia Moshé, Chair for the Committee

ASC Members:

Charmaine Hack, Registrar

John Turtle, Secretary of Senate

Marcia Moshé, Chair and Interim Vice Provost Academic

Denise O'Neil Green, Assistant Vice President/Vice Provost, Equity, Diversity and Inclusion

Katherine Penny, Director, Curriculum Quality Assurance

Anne Marie Singh, Faculty of Arts, Criminology

Anne-Marie Lee Loy, Faculty of Arts, English

James Nadler, Faculty of Communication & Design, Creative Industries

Wendy Freeman, Faculty of Communication & Design, Professional Communication

Thomas Tenkate, Faculty of Community Services, Occupational and Public Health

Annette Bailey, Faculty of Community Services, Nursing

Andy Gean Ye, Faculty of Engineering and Architectural Science, Electrical & Computer Engineering

Donatus Oguamanam, Faculty of Engineering and Architectural Science, Mechanical & Industrial Engineering

Vadim Bostan, Faculty of Science, Chemistry & Biology

Jeffrey Fillingham, Faculty of Science, Chemistry & Biology

Yi Feng, Ted Rogers School of Management, Finance and Accounting

Donna Smith, Ted Rogers School of Management, Retail Management

Val Lem, Library

Linda Koechli, Chang School of Continuing Education

Dalia Hanna, Chang School of Continuing Education

Amanda Grant, Student

Ashley Blumson, Student

**Report #F2017-1 of the Academic Governance and Policy Committee (AGPC):
M. Benarroch**

October 3, 2017

1. Academic Policy Review Committee (APRC) update: M. Moshé
Bylaws for approval:
 - a) History Department Council Bylaws
 - b) Midwifery Education Program Council Bylaws
 - c) School of Architectural Science Council Bylaws
2. Update on review of Ryerson's Freedom of Speech statement suggested at the June 5, 2017 Senate meeting
3. Update on review of the Senate Bylaws suggested at the June 5, 2017 Senate meeting

Respectfully submitted,

M. Benarroch, Chair,
Provost & Vice President Academic

On behalf of the Committee:

M. Moshé, Interim Vice Provost Academic
J. Austin, Interim Vice Provost Students
C. Hack, Registrar
J. Turtle, Secretary of Senate
T. Duever, Dean, Faculty of Engineering & Architectural Science
E. Kam, Faculty of Arts, Director, Learning & Teaching Committee
I. Baitz, Chair, Graphic Communications Management
A. McWilliams, Faculty, Science
K. Kumar, Faculty, Faculty of Engineering & Architectural Science
S. Dolgoy, Faculty, Faculty of Communication and Design
R. Hudyma, Faculty, Ted Rogers School of Management
A.M. Brinsmead, Chang School Program Director
E. Hysi, Yeates School of Graduate Studies Student Senator

BYLAW

Approved by the Department
March 24, 2015 – first draft
June 30, 2017 – this version

Approved by Senate
_____ 2017

1. Department Council

1.1 Mandate

Students, faculty, and staff are partners in the functioning of the Department of History (hereafter Department). The Department Council (hereafter Council) is the principal mechanism for bringing together these constituencies to identify, discuss, and resolve matters of mutual concern. The specific mandate of the Council is:

- 1.1.1 To develop and recommend policies relevant to the Department within the context of general University policies.
- 1.1.2 To contribute actively to the operation and long-term planning of the Department through the creation of committees, working groups and other mechanisms as deemed appropriate.
- 1.1.3 To provide a forum for debate, discussion, and the dissemination of information on matters pertinent to the Department.

1.2 Authority of Council

In keeping with Ryerson's constitutional provisions for Department/School Councils (Senate Policy #45), the authority of Council is as follows:

- 1.2.1 The Council may initiate policy recommendations on any matter pertaining to the operation of the Department. If such policies have significance and effect only within the Department, approval by Council, and by the Chair of the Department and Dean of the Faculty of Arts, will provide authority for action. Such action will be reported by the Dean of the Faculty of Arts to Senate for its information.
- 1.2.2 If such policies have extra-Departmental ramifications, they shall be transmitted to the Dean of the Faculty of Arts for discussion with the Dean's Council of Chairs. If there are no ramifications beyond the Faculty, the matter may be settled there with the approval of the Dean of the Faculty of Arts, and shall be reported to Senate by the Dean of the Faculty of Arts for its information. If there are broader ramifications, the recommendation shall be brought to Senate for action.
- 1.2.3 In the event of a disagreement between Council and the Dean of the Faculty of Arts, or between Council and the Chair of the Department and the Dean of the Faculty of Arts, the disagreement will be referred by the disputants to the Provost and Vice-President, Academic. In the event of continuing disagreements, the matter shall be reported to the President for action. Should such a matter have bearing on the academic policy of the

University as a whole, the matter shall be reported to Senate upon its resolution.

1.2.4 Without prejudice to the above protocols, the authority of Council embraces two additional principles:

1.2.4.1 The Council will not enter into debate or take action on any matter that would jeopardize customary expectations of confidentiality in respect to students, faculty, or staff, or on matters of an explicitly contractual nature.

1.2.4.2 The Council does not have the authority to override decisions made by Departmental committees that do not formally report to it, for example the Department Evaluation Committee (DEC) and Department Hiring Committee (DHC). Council does, however, have the authority to discuss such decisions and to provide advice, save in cases precluded by considerations of confidentiality and/or contractual requirements, as specified above. The determination of such restrictions is the responsibility of the Chair of the Department.

1.3 Membership

Voting membership on Department Council shall be comprised of the following:

1.3.1 All RFA members of the Department.

1.3.2 Up to two CUPE Unit 1 instructors in the Department, to be elected by and from CUPE Unit 1 instructors every September.

1.3.3 The Departmental Administrator and the Undergraduate Program Administrator.

1.3.4 Students to be elected from and by each year of any undergraduate degree program housed in the Department of History. The number will normally be one student from each year of study, provided the resulting ratio is not less than one-fourth and not more than one-third of the total RFA Council membership. If adjustments are required, the order of precedence of representation shall be from fourth year to first year. Student representatives shall be reported to the Department Chair by the end of the third week of classes in each Fall semester.

In addition to the voting membership stated above, meetings of the Council are open to all History faculty, instructors, staff and students to attend.

1.4 Voting

1.4.1. There shall be no proxy or absentee voting.

1.4.2 A tied vote shall be deemed lost.

1.5. Chair of Council

The Chair of Council will be elected by and from RFA, CUPE Unit 1 and staff Council members, normally at the first Fall semester meeting of Council. The Chair of the Department or his/her designate shall convene the meeting.

1.5.1. The Chair of Council is responsible for:

1.5.1.1. Calling and conducting meetings.

1.5.1.2. Setting agendas.

1.5.1.3. Maintaining a written record of Council decisions, actions, and recommendations, and ensuring that a copy of these records is filed with the Departmental Administrator.

1.5.1.4. Monitoring follow-up to Council actions.

1.5.2. The Chair of the Department and Chair of Council are *ex-officio* members of all Council committees and sub-committees.

1.5.3. The Chair of Council may request another Council member to act in his or her stead on an interim basis.

1.5.4. There is no limit on the number of terms that may be served by a Chair of Council, provided that an election is held each year.

1.6. Council Procedures

1.6.1. Meetings will normally be held twice a year, once in each of the Fall and Winter semesters. There will in any event be no fewer than two meetings per year. Additional meetings may be held at the call of the Chair of Council or at the request of at least three Council members.

1.6.2. Notices of meetings will normally be distributed at least five days in advance in

electronic form or hard copy.

- 1.6.3. Quorum is 50% of Council's full voting membership. RFA members must constitute a majority of the members present.
- 1.6.4. Voting matters are normally decided by a simple majority of voting members present at a meeting. Decisions may be taken outside meetings through ballots distributed electronically or in physical form to all members. The Chair of Council shall vote only to break a tie.
- 1.6.5. A decision to amend the Bylaw of the Department Council requires a two-thirds majority of voting members to be present at a meeting, and can be taken only after written notice (including the text of the proposed amendment) has been provided to all voting members at least three business days in advance of the meeting.

1.7. Committee Structure, Mandates, and Composition

- 1.7.1. The standing committees of the Council are as follows:
 - 1.7.1.1. Undergraduate Curriculum Committee
- 1.7.2. The Department Council or the Department Chair may establish and determine the structure and operating procedures of any additional standing or *ad hoc* committee.
- 1.7.3. Membership of all committees and sub-committees is on a volunteer basis and is approved by Council.
- 1.7.4. The term of office of members of any committee or sub-committee is normally one year, beginning on July 1st and ending on June 30th.
- 1.7.5. There is no limit on the number of terms that may be served by a member of any committee or sub-committee, provided that the member is re-elected or appointed by the Department Chair every year.
- 1.7.6. **The Undergraduate Curriculum Committee**
 - 1.7.6.1. Mandate: The Undergraduate Curriculum Committee (UCC) exists to provide support for the Undergraduate Program Director who is appointed by the Vice Provost, Faculty Affairs, upon recommendations of the Dean of the Faculty of Arts and of the Chair of the Department. The UCC considers and advises the Undergraduate Program Director and the Department Chair on all aspects of undergraduate curriculum.

- 1.7.6.2. Composition: The Department Chair, the Undergraduate Program Director, the Chang School of Continuing Education Academic Coordinator for History, and the Undergraduate Program Administrator are all *ex-officio* voting members of the UCC. Two additional RFA members of the department will also be appointed by the Department Chair and shall be voting members of the UCC.
- 1.7.6.3. The Undergraduate Curriculum Committee will:
- monitor the program curriculum on an ongoing basis to determine whether it satisfies the program objectives;
 - recommend to Council any reviews and/or revisions that it may deem necessary; to co-ordinate such reviews and revisions; and in respect to proposed revisions, assist the Chair of the Department to deal with the University's approvals process;
 - work with the Undergraduate Program Director and Chair of the Department to co-ordinate the Department's response to Ryerson's Periodic Program Review procedures, and;
 - respond to queries, requests, or proposals from any constituency within the Department or the University when these bear upon program curriculum.



Midwifery Education Program
Faculty of Community Services

School Council
Ryerson Midwifery Education Program
Approved by MEP faculty: August 22, 2017

1. Definitions

- 1.1 “Council” or “SC” means the School Council, unless otherwise stated.
- 1.2 “Chair” means the Chair of the School Council unless otherwise stated.
- 1.3 “School” or “MEP” means the Midwifery Education Program at Ryerson University unless otherwise stated.
- 1.4 “Dean” means the Dean of the Faculty of Community Services, Ryerson University unless otherwise stated.
- 1.5 “Student” means a student enrolled in the Midwifery Education Program at Ryerson University unless otherwise stated.

2. Mandate

- 2.1 Faculty, administrative staff, sessional instructors and students work collectively to ensure the smooth functioning of the Midwifery Education Program at Ryerson University. The MEP School Council is the principal mechanism for bringing together these constituencies in a forum for the identification and discussion of matters of mutual concern. The Council provides a forum for debate and analysis of policy issues directly affecting the Ryerson MEP, its administration, curriculum, students, faculty or alumnae.
- 2.2 The mandate of the School Council of the Ryerson Midwifery Education Program is to:
 - 2.2.1 Develop, recommend and guide the implementation of policies relevant to the school;
 - 2.2.2 Contribute actively to the operation and long-term planning of the department through the creation of committees, working groups and other mechanisms as deemed appropriate;
 - 2.2.3 To provide an arena for debate, discussion and the dissemination of information on matters pertinent to the school and its programs;
 - 2.2.4 Approve curricular and academic plans for the school;
 - 2.2.5 To make recommendations for curriculum changes to the Academic Standards Committee of Senate as appropriate.

3. Authority of Council

- 3.1 The School Council of the Ryerson MEP will operate in the spirit of policies adopted by the Ryerson University Senate, in particular, Policy No. 45 –Governance Councils.

4. Composition of Council

- 4.1 The School Council shall be comprised of the following:
 - 4.1.1 All tenured, tenure-track and limited term faculty whose primary appointment is to the school;
 - 4.1.2 One (1) sessional instructor member chosen by, and from the sessional instructors of the School;
 - 4.1.3 Students elected to the ratio of not less than one-fourth and not more than one-third of the total voting faculty members on the School Council. Student membership shall have representation from the following categories:
 - 4.1.1.1 At least one representative in the pre-clinical phase of the program (in year one or two of the full time program or an equivalent year in a part time stream);

- 4.1.1.2 At least one representative in the clinical phase of the program (in year 3 or 4 of the full time program or an equivalent year in a part time stream);
- 4.1.1.3 If more than two students are members, then in addition to the student representatives listed above, membership shall have at least one representative from a part-time stream;
- 4.1.1.4 If more than three students are members then in addition to the student representatives listed above, membership shall have at least one representative from the post-baccalaureate program;
- 4.1.1.5 The School Council may invite administrative staff to sit as non-voting members.

5. Chair and Secretary of the School Council

- 5.1 The Chair shall be elected by and from the School Council members for one (1) year term, normally at the first meeting of the School Council in the fall term, and shall serve until a successor is elected.
- 5.2 The Chair is responsible for:
 - 5.2.1 Calling and conducting meetings;
 - 5.2.2 Ensuring that an agenda is prepared for all meetings;
 - 5.2.3 Ensuring that a written record of the School Council decisions, actions and recommendations is maintained, and ensuring that a copy of these records is kept on file within the School; and
 - 5.2.4 Ensuring that the School Council decisions and directions are carried out.
- 5.3 The Chair of the School Council is a member, *ex officio*, of all School Council committees. The Ryerson MEP Program Manager will serve as Secretary for the School Council and will take the minutes of meetings. In the absence of the program manager, the Chair will appoint a Secretary.
- 5.4 The agenda for each meeting shall be compiled by the Program Manager in consultation with the Chair.
- 5.5 Agenda items may be submitted to the Program Manager by any member of School Council.
- 5.6 The Chair is entitled to vote on all matters under consideration by the School Council or its committees.
- 5.7 The Chair may designate another member of the School Council to act in their stead on an interim basis.
- 5.8 There is no limit on the number of terms that may be served by the School Council Chair, provided that an election is held each year.

6. Meeting Procedures: School Council and Committees

- 6.1 The School Council shall meet formally, as a full School Council, at least twice a year, once in each of the Fall and Winter semesters.
- 6.2 Standing and *ad hoc* committees will meet at the call of the Committee Chair.
- 6.3 Notices of meetings will be called by the Chair or delegate, and normally be distributed at least 10 days in advance. Minutes will be recorded.
- 6.4 Matters of procedure not specifically addressed in this Bylaw shall be governed by the provisions of Bourinot's Rules of Order.
- 6.5 Quorum is 50% of the voting members provided that:
 - 6.5.1 A majority of the members present are faculty members of the School Council;
 - 6.5.2 There is a minimum of 1 student present (this condition is waived in case of an extraordinary meeting in the Spring or Summer term).
- 6.6 Faculty members on leave are not counted for quorum unless they are present and participating in the meeting either personally or via such other media as the School Council may permit. There shall be no proxy or absentee voting.
- 6.7 The School Council will decide for each meeting where the issue arises whether to allow participation via teleconference, Skype or some other remote access technology.
- 6.8 Each member of the School Council may cast one vote. The support of a simple majority (50% plus one) of those casting either a yes or a no vote is required to carry a motion. Tied votes will be deemed lost.
- 6.9 Decisions are normally made by a simple majority of voting members present at a meeting, however:
 - 6.9.1 A decision to amend the Bylaws of the School Council requires a two-thirds (2/3) majority of

voting members present at a meeting, and can be taken only after written notice has been given to all members of the School Council at least 10 days before the meeting.

- 6.10 In exceptional circumstances, decisions may be taken outside of meetings through ballots distributed electronically or in physical form to all members.
- 6.11 Meetings of the School Council are generally open to all faculty, instructors, visiting scholars, staff and students whose primary affiliation is to the School recognizing that in-camera sessions may be required. Any of these may speak to the School Council at the ruling of the chair.

7. Sub-committees

- 7.1 The School Council may establish other sub-committees (standing or *ad hoc*) as may be thought necessary to consider any other matters of concern to the School.
 - 7.1.1 Membership, mandate, Chair, quorum and a reporting relationship for such committees will be determined at the time the committee is constituted.
- 7.2 Subcommittee members shall adhere to the same operational rules as the School Council unless otherwise stipulated and serve to study particular issues and develop recommendations for the School Council's consideration.

8. Dispute Resolution

- 8.1 In the event of a disagreement between School Council and a Chair or Director, the relevant Dean in consultation with the parties involved shall decide how to proceed.
- 8.2 In the event of a disagreement between Deans or between a Dean and School Council, the Vice Provost Academic will facilitate a negotiated solution. If a negotiated solution is not possible, the Provost will resolve the issue.

May 4th, 2016 and April 13th, 2017

The current document was updated and the text was aligned with the Ryerson University Policy of Senate number 45 approved on April 2, 2014.

The By-laws Committee members are Russell Richman (committee Chair), Leila M. Farah, Ramani Ramakrishnan, Jennifer McArthur, Adam Oliphant, Vlash Gjeka.

1. Glossary (from the Ryerson University Policy of Senate (number 45))

Faculty member includes all current tenure stream and limited term faculty members represented by the Ryerson Faculty Association (RFA).

Staff are personnel associated with the unit who are members of OPSEU or MAC.

Undergraduate/Graduate Student is an individual currently registered in an undergraduate/graduate program at Ryerson University leading to an undergraduate/graduate degree.

2. Role and Responsibilities

In alignment with Ryerson University Policy of Senate (number 45):

- a. The Departmental Council (DC) is the consultative and collegial body responsible for academic matters specific to the Department and its programs. Depending on the nature of the matter, DC approves, reports, or makes recommendations to the Chair and/or the Dean or designate, and/or Senate.
- b. The DC approves policy and procedure with significance and effect exclusive to the Department. Endorsement by the Chair, and consultation with, and endorsement by, the Dean or designate is required before implementation of significant changes.
- c. The DC formulates and communicates recommendations regarding policies and procedures with implications beyond the Department to the Chair and/or the relevant Dean and/or designate. Endorsement of such recommendations by the Chair and the relevant Dean or designate is required. If there are no ramifications beyond the Faculty, the matter may be settled there. If there are broader ramifications, the matter shall be submitted to Senate, its standing committees (e.g., ASC) or, when relevant, to the YSGS Council.
- d. The DC may report directly to Senate on information items that affect only the Department, and/or on matters of general interest.
- e. The DC maintains active relationships with Department Program Councils and programs arising from the Chang School.

Dispute resolution

- In the event of a disagreement between a Department Council and a Chair, the relevant Dean in consultation with the parties involved shall decide how to proceed.

- In the event of a disagreement between Deans or between a Dean and a Department Council, the Vice Provost Academic will facilitate a negotiated solution. If a negotiated solution is not possible, the Provost will resolve the issue.

3. Membership:

- a. All faculty members in the Department are members of the DC. Faculty on leave who indicate in advance to the DC Chair that they will be present at meetings during their leave remain full members for the purposes of quorum calculation. Faculty above the level of Chair (e.g. Associate Dean, Dean, Vice Provost, Provost) are excluded from DC membership.

- b. Students, elected by and from the students in the Department programs, in a ratio of not less than one-fourth and not more than one-third of the total voting faculty members on the DC.

For graduate programs:

- One student representative per program

For the undergraduate program:

- President and Vice President Academic from the Architecture Course Union (ACU) representing the year and/or option in which they are enrolled.

- Additional students to ensure representation as follows:
 - one student from each specialization (Architecture, Building Science and Project Management)
 - one student from third year,
 - and depending on the faculty/student ratio, at least one student from the first two years

4. Regulations:

- a. Rules of Order

Each DC meeting shall be “governed by Bourinot’s Rules of Order or such other rules of order [...]; provided that, in the event of a conflict between such Rules of Order and one or more provisions of the Corporations Act, the Ryerson University Act or the By-Laws, the provisions of the Corporations Act, the Ryerson University Act or the By-Laws shall prevail.”¹

¹ By-Law no. 1 being the General By-Laws of Ryerson University, section 7.17, available online at the following link:

b. Meetings:

DC should meet at least twice a year, once in each of the Fall and Winter semesters.

- (1) Additional meetings may be called by the DC Chair
- (2) In addition, a DC member can call a DC meeting through a written petition signed by not less than four DC members and submitted to either DC officer
- (3) In all cases, at least seven (7) days' written advance notice must be given to all members of all meetings.

c. Voting members:

Only faculty and elected student members of the DC are voting members. Staff may serve on the DC or committees, but cannot vote on DC.

- (1) Each DC member, excepting only the DC Chair, shall have a vote, and in the event of a tied vote, the DC Chair, may cast the deciding vote;
- (2) In a tied vote on which the DC Chair elects not to cast a deciding vote, the motion before Council shall be ruled to be defeated;

d. Department Chair:

According to the RFA collective agreement, article 26, 1, E, 11², "The duties and responsibilities of Chairs may include the following [...] ensure that meetings of the Department or School Council take place and are conducted in accordance with Senate Policy and the bylaw of the Council."

e. DC Officers:

DC officers will include a DC Chair and a DC Secretary. The DC Chair and the DC Secretary will work towards ensuring that DC functions in accordance and in fulfillment of its roles and responsibilities as described in section 2 (Role and Responsibilities).

f. DC Chair: The specific duties of the DC Chair shall include:

1. Ensuring that DC meetings are called in accordance with section 4.b above;
2. Establishing, in consultation with the Department Chair and Committee

http://www.ryerson.ca/content/dam/about/governors/documents/governance/General_ByLaws_of_Ryerson_University%202010-11.pdf

Bourinot's Rules of Order are available online at the following link:

<http://www.cep6006.ca/Bourinot's-Rules-of-Order.pdf>

² RFA Collective Agreement, p. 185.

http://www.ryerson.ca/content/dam/teaching/documents/RFA_CA/RFA_Collective_Agreement-July_1_2011_to_June_30_2015.pdf

- Chairs, as required, an agenda for each meeting;
3. Presiding over meetings of DC in accordance with Bourniot's rules of order
 4. Ensuring that all standing and sub-committees of DC are properly constituted;
 5. Ensuring that all business of the Council is completed according to posted deadlines;
 6. In collaboration with the DC Secretary, establishing and maintaining mechanisms for consultation and communication as required;
 7. Co-ordinating policy issues with Chairs of other Program Committees in the Department, as required;
 8. Co-ordinating the implementation of policy developments with entities of University governance above the Departmental level;
 9. Ensuring communication of Senate and Board of Governors policy changes to DC;
- g. DC Secretary: The specific duties of the DC Secretary shall include:
1. Ensuring that meeting agendas are properly constituted, including committee reports and any motions to be considered;
 2. Ensuring that votes are conducted according to properly accepted rules of order;
 3. Ensuring that minutes are properly taken during DC meetings. If a staff member is assigned to taking minutes, the secretary shall review the minutes for content and consistency of form;
 4. Ensuring that DC meeting minutes are distributed and filed according to Senate policy;
 5. Communicating with members of DC on all issues.
- h. Elections:
- (1) Student representatives shall be elected by students for each academic year and not later than fourteen (14) days after classes commence in the Fall semester.
 - (2) The DC Officers shall be elected by simple majority vote of the DC members at a duly constituted Council meeting which, in each academic year, shall be called between the fifteenth (15th) day of the Fall semester and the thirtieth (30th) day of September.
- i. Quorum shall not be less than fifty percent of voting members physically present, where a majority of those present are faculty members. Faculty members on leave will not be counted in the quorum calculation unless present at the meeting either personally or via such other media as Council may permit (video or phone conferencing means).
- (1) If there is no quorum, DC members may choose to meet in an open forum, though no binding decisions may be made.

j. Committees:

Each committee of the Council should be guided by DC's roles and responsibilities and shall be chaired by a member of Council, who shall co-opt additional Committee members who may or may not be members of Council. Any committee shall have membership where the majority is faculty members.

The Chair of each committee shall ensure the proper functioning and timely meetings of the committee, as well as the reporting of committee work to DC.

All committees shall operate in accordance with these by-laws as well as any additional procedures set by the DC at the time of constitution or re-constitution of the committee.

The following Standing Committees shall be established:

- (1) Bachelor of Architectural Science Curriculum Committee. The undergraduate curriculum committee shall review, analyse and make recommendations to DC on issues concerning undergraduate curriculum.
- (2) Any other standing committees that DC may establish by motion.

k. Ad-hoc committees:

The DC may establish ad-hoc committees as deemed necessary. Ad-hoc committees may recommend items to the DC for approval on matters specific to the Department, or to the Dean on matters affecting the Faculty, and those requiring Senate approval. Membership and operational rules of Ad-hoc committees shall follow the same rules as stated in Article 4j of these by-laws. At the creation of any Ad-hoc committee, the committee membership, mandate, chair, quorum, reporting relationship, and termination date must be specified by DC.

l. Amendment:

Amendment of these by-laws shall require the passing of amending by-law with a vote of support by at least two-thirds (2/3) of the voting members of the Council.