SENATE MEETING AGENDA

Tuesday, January 29, 2019

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THE COMMONS - POD 250

4:30 p.m.   Light dinner is available

5:00 p.m.   Committee of the Whole Discussion:
                  Topic: The Next Academic Plan

Ryerson University's Academic Plan https://www.ryerson.ca/provost/academic-plan has a number of existing priorities that have been met through various campus-wide initiatives over the past five years. Student engagement and success have been championed through new and revised programming to promote more well-rounded learning experiences; SRC excellence, intensity and impact was demonstrated through a growth in publications and faculty rankings, as well as the allocation of new Canada Research Chairs; we continue to foster an innovation ecosystem that includes the university's Zone Learning model and our approach to co-curricular learning; and we have expanded our footprint through community engagement and city building efforts that have both increased and modernized classrooms and strengthened Ryerson's links with local community organizations.

Though we are navigating internal and external factors that present challenges, working together, we look forward to continued success and to taking deliberate strides towards the university's advancement. The introduction of new graduate programs, the highly anticipated law school, the launch of the Cybersecure Catalyst in Brampton, and our commitment to enhanced indigenization are examples of how Ryerson strives to advance our leadership within the university sector, and make positive contributions to Ontario and Canada.

Questions:

Please reflect on the following questions and come to the meeting prepared to share your thoughts.

1. What aspects of the current Academic Plan "Our Time to Lead" do you think have served the University well?

2. What would you like to see in the new Academic Plan?

5:50 p.m.   Senate Meeting starts

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1. Call to Order/Establishment of Quorum

2. Land Acknowledgement
    "Toronto is in the 'Dish With One Spoon Territory'. The Dish With One Spoon is a treaty between the Anishinaabe, Mississaugas and Haudenosaunee that bound them to share the territory and protect the land. Subsequent Indigenous Nations and peoples, Europeans and all newcomers have been invited into this treaty in the spirit of peace, friendship and respect."

3. Approval of the Agenda
    Motion: *That Senate approve the agenda for the January 29, 2019 meeting*

4. Announcements

5   Minutes of the Previous Meeting
    Motion: *That Senate approve the minutes of the December 4, 2018 meeting*

6.   Matters Arising from the Minutes
    Motion: *That Senate approve the minutes of the November 6, 2018 meeting*

7. Correspondence

8. Reports
8.1 Report of the President
         8.1.1 President's Update

8.2 Communications Report

     8.3 Report of the Secretary
          8.3.1 Senate Elections
          February 4, 2019 – call for Nominations
          March 4-7, 2019 Online voting period for students, faculty at large and CE faculty
          March 11-14, 2019 Online voting period for faculty within the Faculties

     8.4 Ombudsperson Report: N. Farrell
     https://www.ryerson.ca/senate/agenda/2019/Ombuds_Report_2017_2018.pdf

8.5 Committee Reports
          8.5.1 Report #W2019-1 of the Academic Standards Committee
               (ASC): K. MacKay

8.5.1.1 SOPHe Major Curriculum Modification

Motion: *That Senate approve the amendment to the SOPHe Major Curriculum Modification.*

8.5.2 Report #W2019-1 of the Academic Governance and Policy Committee (AGPC): M. Benarroch

8.5.2.1 Senate Bylaws

Motion: *That Senate approve the proposed Bylaw #1 be adopted, replacing Articles 1 through 8 of the existing Senate Bylaw as described in the Senate agenda.*

9. Old Business

10. New Business as Circulated

11. Members' Business

12. Consent Agenda

12.1 Annual report from the Academic Integrity Office (AIO)
12.2 Course Change forms from:
https://www.ryerson.ca/senate/agenda/2019/Course_Change_Forms_January_15_2019.pdf
Faculty of Arts: Politics & Public Administration
Faculty of Communication & Design: Creative Industries; Professional Communication
Faculty of Community Services: Child & Youth; Occupational & Public Health
Faculty of Science: Chemistry & Biology; Mathematics; Medical Physics
Ted Rogers School of Management: Accounting Co-op; Law and Business; Retail Management

13. Adjournment

SENATE MINUTES OF MEETING			
Tuesday, December 4, 2018			
MEMBERS PRESENT:			
EX-OFFICIO:	**FACULTY:**		**STUDENTS:**
L. Barnoff	D. Androutsos	V. Magness	N. Allou
M. Benarroch	C. Antonescu	D. Mason	B. Baum
M. Bountrogianni	R. Babin	A. McWilliams	N. Chen
D. Cramb	A. Bailey	A. Miransky	J. Circo
G. Craney	S. Benda	P. Moore	A. Jagayat
I. Crookshank	T. Burke	S. Rakhmayil	F. Khan
T. Duever	D. Checkland	R. Ravindran	R. Kucheran
C. Falzon	Y. Derbal	P. Shannon	J. Marriott
C. Hack	K. Dermody	S. Sabatinos	S. Rattan
M. Lachemi	M. Dionne	N. Thomlinson	
K. MacKay	S. Dolgoy	J. Tiessen	
J. Mactavish	A. El-Rabbany	M. Tiessen	
C. Shepstone	R. Hudyma	M. Vahabi	
P. Sugiman	C. Kular	N. Walton	**EX-OFFICIO STUDENTS:**
D. Taras	K. Kumar	A. Yazdani	R. J. Allick
SENATE ASSOCIATES:			**ALUMNI:**
A. M. Brinsmead			C. Tam
REGRETS:		**ABSENT:**	
D. Brown		S. Faruqi	
S. Liss		E. Ignagni	
J. Makuch		A. Rahunathan	
S. Mehmood		A. Sharma	
R. Meldrum		J. Zboralski	
I. Mishkel			
D. O'Neil Green			
A. Saloojee			
S. Zolfaghari			
M. Zouri			

1. Call to Order/Establishment of Quorum

   Land Acknowledgement:
   President Lachemi read the Land Acknowledgement.

2. Approval of the Agenda
   Motion: *That Senate approve the agenda for the December 4, 2018 meeting*

   A. McWilliams moved; M. Bountrogianni seconded
   Motion approved.

3. Announcements
   There were no announcements

4. Minutes of the Previous Meeting
   Motion: *That Senate approve the minutes of the November 6, 2018 meeting*

   A. McWilliams moved; N. Walton seconded

   Comments:
   M. Dionne commented that there should be more detailed reporting in the minutes about what happens as oppose to an expanded agenda. For example, there was a spirited discussion about the Urban Health proposal agenda item at the last meeting and critique and constructive criticism about that proposal. We don't need to name every single one verbatim but some commentary needs to be made that Senate did its job. Agendas were read, questions were asked and commentary addressed and this should be included in the minutes.

   M. Dionne also stated that at the end of the minutes the discussion got shut down by protestors when we were talking about Freedom of Expression. We were not allowed to speak around the table with opposing views - an affront to democracy. They did not allow open discussion of our own Senate. We weren't allowed to enforce our own bylaws of Senate and rules and procedures, and the minutes are written in a way as if some weather system came through. People would want to know that we can't get business done at the University if random groups shout us down. I am happy to have a conversation with people with opposing views but that is now how democracy goes forward.

   President Lachemi asked the Secretary of Senate to elaborate more for historical things and indicated that for future it is important to insert these comments.

   M. Dionne: It is up to the will of Senate if minutes are sent back and approved next time or we approve in principle. My personal feeling is Senate would like to see more accurate minutes so I choose to defer.

   D. Mason pointed out an error in item 7.4.3.2 about a statement attributed to him. He said he will gladly provide the correct statement to the Secretary of Senate.

Motion to Defer the minutes of the November 6, 2018 meeting to include amendments:
V. Magness moved; M. Dionne seconded
Motion to defer approved.

M. Dionne also complimented D. Bell for doing a wonderful job and loves that we're getting the agenda sent out on time.

5. Matters Arising from the Minutes - None

6. Correspondence - None

7. Reports
7.1 Report of the President
7.1.1 President's Update

Highlights:

President Lachemi gave an update on consultations with Senate concerning the Freedom of Expression Statement. He provided an update on some items from the last Senate meeting. He remarked on the presence of student protestors partway through the last Senate meeting, which caused the meeting to be adjourned early. This protest made the motion surrounding the Freedom of Expression Statement challenging. When the last meeting was adjourned, in keeping with Senate rules, all previous motions related to the proposed statement were closed. In consultation with the President's Office team and the co-chairs of the sub-committee that worked on the revised statement, the decision was made to not return the revised statement to Senate at this point. President Lachemi then recognized the hard work of the sub-committee that worked to create the thoughtful and well-developed statement. However, as highlighted by our colleagues and faculty members near the end of the last Senate meeting, there is a need for further consultation with the Ryerson community so that the statement may better reflect their views. Provost Benarroch has been asked to commence the process of consultation with faculty members and the Interim Vice-Provost, Students (I. Crookshank) has been asked to consult with students.

President Lachemi also stated that there has been two meetings with Senators in which the consultation process has been discussed and the need to involve Senators. In addition, the decision was made to introduce some changes to Senate. The use of technology, i.e. iClickers for voting at Senate meetings was in use at the meeting for the first time. It is important to have Senate be productive and fulfill its mandate. Senators also received an email sent on December 3, 2018, from the Secretary of Senate, regarding the operational changes. Changes are not meant to silence people but rather measures taken because we need Senate to be in an environment that is positive and we want to provide Senators with ways to do that.

Provost Benarroch and Interim Vice-Provost Students, I. Crookshank, spoke to the plans for consultations.

Provost Benarroch stated that he would begin the process of consulting with faculty, while I. Crookshank will lead the consultations with students. He stated that he has met with R. Babin and three of the four faculty members who are not members of Senate that spoke at the last Senate meeting, to hear their views and concerns about the Freedom of Expression statement. He asked Deans and the Chief Librarian to organize within their Faculties/Department an opportunity for him to come and speak with faculty and potentially students to hear other views from across the university. Consultations will likely take place in January and February. Once this feedback has been collected, it can then be decided as to what the next steps should be and to inform Senate and the Ryerson community of these decisions.

I. Crookshank met with student Senator R. Kucheran and the plan moving forward is to work with student Senators to involve them in the consultation process broadly with students. The plan is to work with targeted student groups who have expressed interest in this topic. The intent is to gather feedback on both a large and small-scale basis in order to gain a broad depth of feedback. Another decision that I. Crookshank and Provost Benarroch announced was to be more public about decisions surrounding the framework for students, faculty, and staff so that they remain both informed and involved.

Provost Benarroch stated that the RFA has invited him to speak to their members, and the Provost invited other faculty members and Senators to contact him if necessary on how we can be inclusive in this consultation process.

R. Babin offered some topics that the RFA would like addressed. He stated that the RFA has had extensive discussion on this at the Representatives Council. He stated that these individuals represent all of the schools and departments at Ryerson. The RFA has identified four issues that have already started to be addressed and that these concerns have been made public.

President Lachemi then recognized and welcomed K. MacKay who is the new Vice-Provost Academic. He also thanked M. Moshé, outgoing interim Vice-Provost Academic, for her leadership. She has worked on very significant academic policies and learning and teaching initiatives in this role for the past three years. He stated that her work will have lasting positive effects on Ryerson from this role and previous leadership roles.

President Lachemi also recognized the new Vice Provost, Students (Jen McMillen) who will take on this role on Monday, December 10. He thanked interim Vice-Provost, Students (I. Crookshank) for the important work he has done and commended his commitment to Ryerson and students in everything he did in this role.

Also recognized were; Rivi Frankle, Assistant Vice-President of Development, who received a Lifetime Achievement Award for her piece at the Association of Fundraising Professionals; Sarah Henstra, a faculty member from the Department of English, who received a 2018 Governor Generals Literary Award for Fiction in English.

President Lachemi noted the accomplishments of our athletic teams: Men's Hockey, Men's and Women's Basketball teams, and the Women's Volleyball team.

He thanked past President Sheldon Levy and his wife Tracy for their contributions to Ryerson. The SLC was renamed in their honor: Sheldon & Tracy Levy Student Learning Centre.

President Lachemi then gave an update on the Law School proposal. He stated that a letter has been sent to the Minister requesting a meeting to continue the dialogue and that he is awaiting a reply. He emphasized the importance of working towards the implementation of the Law School and that Ryerson is not giving up on this effort. President Lachemi also stated that an approval by the government is not a requirement at this time because all of the approvals needed are acquired through three different governing bodies. An important aspect of these approvals, however, is aimed at allowing eligibility of OSAP funding for students.

At this point, there is no update on the Brampton campus. The Chang School is planning to run a number of programs in the winter term from Brampton. Ryerson is also working hard to establish a National Centre for Cyber Security and will continue to update the community on these efforts.

President Lachemi ended his updates by discussing access to education. A video was presented, which showed the efforts that have been made at Ryerson to ensure that Ryerson is accessible to students.

D. Mason stated that, regarding President Lachemi's update on the Law School and Brampton campus, he understood that these projects were supposed to cost nothing to other departments or cause no impact on other aspects of the university. However, it now seems that there are going to be transfers from other departments into the Faculty of Law, which will inevitably have an impact on those departments. He asked how this is going to be built in as there is obviously going to be a financial effect from this. Likewise, with Brampton, he stated that he recently attended a CAUT meeting (Canadian Association of University Teachers) and he was told that Ryerson was in fact going to be building on the Brampton campus. As Ryerson is still awaiting the financial support of the government, this plan to build means that the university's financial resources are being used. Due to this, D. Mason asked how we are going to uphold the earlier promise not to affect other departments while we do things without any government support.

President Lachemi asked that the first question which was previously asked by the former president of the Faculty Association, be directed to Provost Benarroch. He stated that he is sure the Provost will respond similarly to when Peter was here as President. In regards to the feasibility of the school, the position is the same, but he stated that the Provost can give more details on that aspect.

Addressing Ryerson's building at the Brampton campus, he stated that this was news to him. He stated that Ryerson has not, and will not be spending any money to build at the Brampton campus. The space needed to house the National Centre for Cyber Security, and the Chang School was offered by the city of Brampton. He then stated that there was funding from the previous government to establish the campus that was approved, including funding for the land, but this has since been cancelled by the current government and therefore Ryerson has halted plans to expand at this time.

M. Benarroch then stated that there is some misinformation surrounding Ryerson and the Brampton campus largely born from an article in the Brampton newspaper that implied Ryerson was going ahead with its original plans. However, Ryerson is only going ahead on some small projects there as was mentioned, which does not include a building. In terms of the Law School, Ryerson is reworking the budget. M. Benarroch stated that there were always two budgets for the Law School, one of which included government support and the other without the support. Both were break-even budgets in the sense that the revenue that is coming in will be the revenue used to finance the Law School. There is the possibility that current faculty members would move either as cross-appointments or current appointments and possibly that faculty members would want to be in the Law School and apply for positions there. We have made the commitment that all those positions would be back-filled at the same rank to those departments. He stated that a meeting was just held with deans, chairs, faculty members, and Ron Babin from the RFA to discuss how this process would work. Ryerson is still committed to, when the Law School is launched, have it be fully cost-recovered.

D. Mason stated that it is very interesting to hear how presidents at other universities inform their Senates. In particular, he stated that one of his colleagues was told that they would be putting in a small building on one of the other satellite campuses to establish a foothold, similar to the Chang School's effort.

President Lachemi interjected to state that the situation at York University is quite different from Ryerson's as their project had been approved a long time ago and their university spent $20,000,000 in Markham. He stated that it was important to clarify the two aspects.

D. Mason stating that, in regard to the change in process to Senate procedures, it sounds a little Orwellian. He understands that it is important to function as a Senate. The communication of what Senate had just sent to Senators made it sound like anybody who wanted to attend a Senate meeting had to reserve in advance, However, he stated that his understanding was that the public areas were open until room capacity. So, if a similar communication is being sent to the university at large, it is important to emphasize that we are attempting to continue to function as Senate but without restricting access or transparency. It is only if they are going to be speaking to a particular issue that we want to reserve a place. The way the current communication was composed made it seem as though only people who reserved a place at the meeting in advance could attend - I don't think this was anyone's intention. When communicating, we should think of someone who is not a Senator, and how they might be reading it.

President Lachemi thanked D. Mason for his comments. He stated that what was communicated with Senators has nothing to do with silencing people's views in regard to open discussion for the Freedom of Expression Statement. The information regarding reserved seats is just to ensure that sufficient seats are reserved for members speaking at Senate so that all matters on the given agenda may be conducted. Limited seats will be reserved for those invited to attend Senate but we are not limiting access to Senate. President Lachemi concluded by stating that he believes it is important to have a platform for people to express their views in a respectful manner as many Senators felt very intimidated by the behavior of protestors at the last meeting. We give a platform to anyone who wants to express their views on Freedom of Expression.

S. Rakhmayil stated that at the last Senate meeting, many Senators left due to the presence of protestors, however, he feels that this should not have happened, and asked why didn't we call security to have them removed so we could complete the business of Senate.

President Lachemi replied by stating that, especially because the views being raised were surrounding the Freedom of Expression, it is very important to create a platform where these concerns can be raised. We put rules in place to address these behaviours. He stated that he, as President of Ryerson, cannot see himself penalizing students for expressing their views even if they are not always respectful.

7.2 Communications Report – as presented in the agenda

7.3   Report of the Secretary
7.3.1 Annual Nominating Committee Constituted. D. Bell provided the names of members of this committee:

D. Bell stated that, in terms of the Report of the Secretary, the Annual Nominating Committee was constituted as per the Senate bylaws and shall be created each fall. The committee's membership will be reported to Senate. The committee's membership includes: Tom Deuver, Anne-Marie Brinsmead, Richard Meldrum, Naomi Chen, Simran Rattan, and Donna Bell.

7.3.2 Update on student Senator position – TRSM

D. Bell stated that there was a vacancy in the TRSM student representative category and that position was then given to the second runner-up from the original Senate elections. D. Bell then welcomed Brian Baum back to Senate.

7.4 Committee Reports
7.4.1 Report #F2018-2 of the Academic Standards Committee - (ASC): M. Benarroch

7.4.1.1 TRSBM Law and Business Co-op Resequencing Proposal

Motion: *That Senate approve the TRSBM Law and Business Co-op Resequencing Proposal as described in the agenda package.*

A. McWilliams moved; V. Magness seconded

M. Benarroch stated that this motion is to adjust the timing for when students in the Law and Business Major can apply for the Co-op Program. It is consistent with how the other programs in the school are done. It is intended to move entry in the Co-op Program from the end of first year to second year. It would allow students to take courses in the area of law and business and would make them better prepared to enter and be more competitive in Co-op placement. He directed any further questions people might have to representatives from TRSM in the gallery.

B. Baum asked whether this would limit the number of spaces for students.

C. MacDonald responded that it is only a matter of timing and will not affect the number of Co-op terms, they would just have taken more law courses and have more law experience.

Motion approved.

7.4.1.2 School of Nursing Course Grade Variations

Motion: *That Senate approve the School of Nursing Course Grade Variations as described in the agenda package.*

N. Walton moved; D. Mason seconded

M. Benarroch stated that, while nursing already has current standing variation of a C or higher for all Nursing courses, this is related specifically to students' ability to demonstrate satisfactory performance in the evaluation of clinically-related skills. There are five courses in which this motion is being requested for. The focus of these courses is hands-on nursing skills which can be assessed through assignments and evaluation of students work which can be 'satisfactory' or 'non-satisfactory'. The accreditation of the Baccalaureate program requires that students demonstrate their ability to implement the standards and practices throughout their nursing education. We have people from the school to answer any questions.

Motion approved.

7.4.2 Report #F2018-2 of the Academic Governance and Policy Committee (AGPC):
M. Benarroch

7.4.2.1 Academic Policy Review Committee (APRC) update: D. Bell

D. Bell stated that the 2018 report summarizes the findings of the two pilots that APRC initiated during the 2017-18 academic year. The first pilot was the Academic Consideration Request online system and the recommendations are:
1) that the undergraduate students in all programs be required to submit the requests for academic consideration based on health grounds via the online system. As an update, there are currently four Faculties on board, with plans to include another two over the winter term.
2) that students' uploaded documentation be accepted without requirement of submitting the original hard-copy document to the program office. This will be piloted in winter, 2019.
3) that the online system should be expanded to allow students to request academic consideration based on compassionate grounds as well as religious, Aboriginal, and spiritual observance. This will be undertaken once all Faculties are on board with the ACR system.

In terms of the recommendations for the second pilot on self-declarations:
1) In defined circumstances, verification documentation should not be required for students seeking academic consideration due to extenuating circumstances.
2) The use of health certificates and if adopted self-declarations be monitored over the next two years as more Faculties join the ACR online system.

3) Schools, departments, and Faculties be encouraged to develop strategies to address the inappropriate use of requests for academic consideration either through health certificates or if adopted self-declarations.

D. Bell then stressed that the important thing the APRC will produce for community consultation and feedbackis a discussion paper that outlines the various models for self-declarations and the advantages and disadvantages of each.

7.4.2.2 Senate Bylaws Update

D. Checkland stated that originally it was stated that the proposals for the bylaws would be brought forward at this meeting for consideration. There are ongoing consultations with regards to the issue of making formal Indigenous representation on Senate and how to do that. He then stated that they are awaiting a meeting with the Aboriginal Education Council to discuss this so that it may be incorporated into the bylaws. Ideally, the new bylaws should be voted on by the January Senate meeting because the elections for next year's Senate take place in mid-February. Some minor concerns regarding procedural changes have been made and this will also be addressed in the package that will be produced for the January meeting.

7.4.3 Report #F2018-1 of the Curriculum Implementation Committee (CIC): C. Hack

7.4.3.1 Policy #2 Undergraduate Curriculum Structure – C. Hack spoke to this report.

Motion: *That Senate approve the minor revisions to Policy #2 Undergraduate Curriculum Structure as described in the agenda package.*

C. Hack moved; A. McWilliams seconded

C. Hack stated that in the meeting that took place on November 5, 2018, the Curriculum Implementation Committee voted in favour of recommending to the Academic Governance and Policy Committee minor changes to Policy #2: Undergraduate Curriculum Structure glossary. CIC recommends a revised definition of degree completion program as well as the addition of terms, direct entry program, and reach-back course. Degree completion programs are distinct from direct entry programs and reach-back course is a standard term used in offers of admission. The proposed changes were brought forward by the Registrar's Office as points of clarification to help in understanding the different modes of entry into different types of program structures. The proposed change to the definition of degree completion program starts with the current definition as an undergraduate program in which students are admitted to either an advanced level of a program or to a specifically-designed, discrete program based on the completion of a public, often Ontario, college diploma program. Other admissions criteria may be required. The proposed definition is a move to an undergraduate program in which students are admitted to specially-designed discrete program based on the completion of a public, often Ontario, college diploma program. Other admissions criteria may be required. This is really a separation of the definition into two parts so that it can be better understood. The new addition to the glossary, as proposed, is for the direct entry program definition which would be a post-secondary degree pathway based on the completion of a public, often Ontario, college diploma program. Other

admissions criteria may be required, and entry is into year three of a four-year program. In some cases, reach-back courses may be assigned. Following that, the reach-back course is defined as a course from year one or two of a four-year program that may be assigned to a direct entry student.

Motion approved.

7.4.4 Report #F2018-1 of the Scholarly Research and Creative Activity Committee
7.4.4.1 Policy #144 Research Centres

Motion: *That Senate approve Policy #144 Research Centres as described in the agenda package.*

K. MacKay moved; V. Magness seconded

K. MacKay stated that this is a review of Policy #144 on Research Centres that was initiated last Spring through the Senate SRC Advisory Committee. A working group was struck, and this policy was approved in the year 2000 and since then there has been an acceleration of SRC at Ryerson and a proliferation of research centres on campus. Updates to the policy required the acknowledgement of a lack of awareness and adherence to the current policy, a need for increased transparency and accountability across the creation operation, a review of centres, and to improve communication surrounding Policy #144. An extensive two-phase consultation process started in the spring with a working group was held as well as town halls, online survey, website, and so forth. The working group took that feedback, developed a draft, and this update was posted for the fall. Then a second round of consultations took place in a similar fashion and, following this additional feedback, the policy was redrafted once again and brought to the SRCAC Committee who's unanimously recommending its approval. K. MacKay then stated that the summary of these proposed changes is contained within the agenda packages and that the focus is moving to the new template. The inclusion of values and principles help to emphasize the transparency and the notion of reciprocity across research centres and the university. It also allows for a more transparent process not unlike the process for new program creation, similar to Policy #112, and an enhanced role of the Senate SRCAC committee to ensure less duplication and more open communication regarding the creation, review, and operation of centres.

Motion approved.

8.   Old Business - None

9.   New Business as Circulated - None

10. Members' Business

Motion: *That the Senate of Ryerson University hereby expresses its deepest thanks to Dr. Marcia Moshé for the integrity, care, collegiality, and innovation she daily demonstrated in her three years as Interim Vice-Provost Academic, and wishes her all the very best in her future endeavours.*

D. Checkland moved; T. Burke seconded

D. Checkland first brought forth the motion that Senate at Ryerson University hereby expresses its deepest thanks to Dr. Marcia Moshé for the integrity, care, and collegiality, and innovation she daily demonstrated in her three years as Interim Vice-Provost, Academic and wishes her all the best in her future endeavors.

Provost Benarroch stated that he was fortunate enough in his first year and a half here to work with Marcia. He indicated that one of the things he knew about Marcia is that when she said something was ready for Senate, it was ready. That kind of confidence in somebody was important and he expressed that he learned a lot from her about structures and curriculum at Ryerson and fully supported this motion.

President Lachemi also spoke in support of this motion and stated that in terms of quality of work, Marcia set the bar very high for all to follow.

Motion approved.

D. Checkland raised a second issue. He indicated it came out of issues that Michelle raised in the minutes. Senate makes suggestions for people to adopt or not but the time could come that a faculty member may think these are not suggestions, and need action to be taken. What would happen if Senate agreed with that for example – put forward amendment to approve Program X – accept conditionally on X being done. What is the process if that were to happen? Would it go back to the appropriate school and then go through the Academic Standards Committee all over again, or they make the changes and then go back to Senate? It would be important to know.

Provost Benarroch replied that, though he does not have a complete answer to this, whatever body approved it before it came to Senate, approved it in that fashion. Then, if a change is made at Senate, it would have to go back to that department for approval and then, he believes, it would have to go back to the given committee. Some Senators have chosen to deem some changes as minor modifications that do not have to go back to the committee and believed that Ryerson's Senate could decide if they wanted to do something similar. We should have a discussion about whether it has to go back.

R. J. Allick (VP Internal for CESAR) stated that this motion had originally been tabled until January and February and there will be student elections for February which would allow an entirely new Senate representation for students. She concluded that this means the timeline for this matter is shorter than Senate may think.

President Lachemi clarified that students are staying on Senate until the end of the academic year, and even if the election is taking place as early as February, students' stay for the academic year.

R. J. Allick replied that for students from the Chang School, this will affect students who haven't taken those seats so the school is trying to push to see that those seats are used in the new year.

D. Mason commented that what could be done in a motion such as this, is to go beyond provisionally and conditionally accept something we could be expected to lay out the path that it has to take to proceed.

D. Mason raised a concern that Ryerson is a member of The Chamber of Commerce (OCC). He explained that the OCC was vocally against Bill 147, a Bill that made significant steps to approve equity and labour generally. The OCC was actively opposed to that Bill and was actively in favour of Bill 148 which, repealed most of those progressive policies. He further indicated he was concerned that as we are a social justice oriented organization can we justify being a member of a lobbying group that is so obviously not. D. Mason asked what are we doing to distance ourselves from this position and have we considered leaving the OCC?

President Lachemi explained that the OCC has 60,000 members with different levels of membership, and Ryerson has the lowest membership tier which entitles the university to very few benefits. These include free or early registration for some of the chamber events and monthly newsletter. At this level of membership, Ryerson is not permitted to shape the OCC policy agenda though Ryerson is concerned about the position they are taking. There are a number of units at Ryerson that benefit from this membership; such as the Diversity Institute in Ted Rogers School of Management and Magnet. Magnet is the link to facilitate job opportunities for our own students and also students in post- secondary education. This is the reason why we are members in this organization.

D. Mason replied that in comparison to what Ryerson gets out of this partnership, the OCC gets a fair deal of benefits as it allows them to say that Ryerson is a member which implies that Ryerson is supportive of them and no one knows we are at the lowest level of membership and do not impact policy. Therefore, he suggested that Ryerson seriously consider the cost benefit of this partnership. Important you mention students – as they are the people who will suffer the most from rollbacks. He requested that we should seriously look at this and that he will await some response, but failing a reasonable response, he will provide a notice of motion to change this policy one way or another.

S. Rakhmayil expressed that he has been using iClicker technology for the last six years in classes. He advised members on the proper way to use this devise. He stated that they should wait for the post to open before they click to vote. The check mark on each person's screen means their vote was accepted. He stated that this change to iClickers is long overdue.

S. Faruqi, stated that he was in agreement with D. Mason's concerns regarding Ryerson's relationship with the OCC and that Ryerson should make a public statement - maybe not leave the OCC but at least show that we are opposed to what the chamber has been in support of.

President Lachemi indicated that we will look into this and get back to Senate on this matter.

J. Circo spoke on behalf of student Senators and thanked President Lachemi, D. Bell, L. Stewart and all Senators for their hard work on Senate.

11. Consent Agenda

D. Mason stated that, in regards to updating technology, perhaps the Senate agenda could include, instead of page numbers on the side, a direct link to the page. Senate is working on this and hopes to have it in effect for the next Senate meeting.

President Lachemi thanked members for their commitment to Senate and the important work they do, and wished all a wonderful Holiday Season. He wished the students good luck with their exams, and also faculty who will be marking exams in time for the deadline.

11.1 Course Changes
https://www.ryerson.ca/senate/agenda/2018/Course_Change_Forms_December_2018.pdf

Faculty of Arts: Arts (Common Platform); Arts & Contemporary Studies; Economics; Languages, Literatures & Cultures; Philosophy; Politics & Public Administration; Sociology

Faculty of Communication & Design: Creative Industries; Fashion; Graphic Communications Management; Image Arts; Interior Design; Journalism; Professional Communications; RTA New Media; RTA Media Production; RTA School of Media; RTA School of Performance (Acting/Dance); RTA School of Performance (Production); RTA Sports Media

Faculty of Community Services: Child & Youth Care; Disability Studies; Nutrition; Social Work; Urban & Regional Planning

Faculty of Science: Chemistry & Biology; Computer Science; Mathematics; Medical Physics

Faculty of Engineering & Architectural Science: Electrical & Computer Engineering

Ted Rogers School of Management: Accounting (Co-op Option); Business Management; Entrepreneurship & Strategy; Finance; Hospitality & Tourism Management; Information Technology Management; Real Estate Management

12. Adjournment – The meeting adjourned at 6:20pm.

SENATE MINUTES OF MEETING
Tuesday, November 6, 2018

MEMBERS PRESENT:

EX-OFFICIO:	FACULTY:		STUDENTS:
L. Barnoff	D. Androutsos	R. Ravindran	N.Chen
M. Benarroch	R. Babin	P. Shannon	J.Circo
M. Bountrogianni	A. Bailey	S. Sabatinos	A.Jagayat
D. Brown	T. Burke	N. Thomlinson	F. Khan
D. Cramb	D. Checkland	M. Tiessen	J. Marriott
G. Craney	Y. Derbal	M. Vahabi	S.Mehmood
I. Crookshank	K. Dermody	N. Walton	A.Rahunathan
T. Deuver	M. Dionne		S. Rattan
C. Falzon	S. Dolgoy		
C. Hack	R. Hudyma		
M. Lachemi	C. Kular		
S. Liss	K. Kumar		
M. Moshé	V. Magness		
D. O'Neil Green	D. Mason		
A. Saloojee	A. McWilliams		
C. Shepstone	R. Meldrum		
P. Sugiman	A. Miransky		
D. Taras	P. Moore		
S. Zolfaghari	S. Rakhmayil		

SENATE ASSOCIATES:			ALUMNI:
A. M. Brinsmead			J. Makuch
M. Zouri			C. Tam

REGRETS:		ABSENT:	
C. Antonsecu		F. Abdulrahman	
A. El-Rabbany		N. Allou	
R. Kucheran		S. Benda	
J. Mactavish		S. Faruqi	
I. Mishkel		E. Ignagni	
J. Tiessen		A. Nguyen	
A. Yazdani		A .Sharma	

1.   Call to Order/Establishment of Quorum

2.   Approval of the Agenda
Motion: *That Senate approve the agenda for the November 6, 2018 meeting*

R. Ravindran moved; A. McWilliams seconded
Motion Approved.

3.   Announcements – None

4.   Minutes of the Previous Meeting
Motion: *That Senate approve the minutes of the October 2, 2018 meeting*

A. McWilliams moved; R. Babin 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

Highlights:
President Lachemi discussed the 4 convocations held on October 10th and 11th that awarded two honorary doctorates. One went to Maria Campbell from FCAD and the other to Hassan Yussuff from TRSM. He then thanked faculty and staff for their volunteering.

President Lachemi commented that it is too early to decide next steps in relation to the Provincial Government's decision on the Brampton campus project. He announced the establishment of a National Centre for Cyber Security in Brampton. The Chang School is also planning to offer programming in Brampton.

President Lachemi discussed the Future Skills Centre proposal. Ryerson submitted a proposal to the federal government to establish this. It is a national competition. He thanked S. Liss and the VPRI team for their dedicated and hard work on this proposal. The budget that was allocated for this initiative is estimated at $370M for 5-6 years. The government will announce the winner by the end of November, 2018.

The Board approved the naming of the Student Learning Centre (SLC). It will be The Sheldon and Tracy Levy Student Learning Centre. The naming ceremony will take place on November 27, 2018 at the SLC.

A video was shown about the Ryerson rooftop gardening project which was initiated by students.

7.2 Communications Report – As presented in the agenda.

7.3 Report of the Secretary
7.3.1 Update on Student Senator Elections

The Secretary presented an update on Student Senators. The candidates were chosen by election and the results were finalized on October 18ᵗʰ.
The results are as follows: Faculty of Communication & Design representative - Naomi Chen
At-Large representative - Simran Rattan

7.4 Committee Reports
7.4.1 Report #F2018-1 of the Yeates School of Graduate Studies Council

7.4.1.1 Urban Health PhD Program – New Program proposal
Motion: *That Senate approve the new program proposal for the Urban Health PhD Program as described in the Senate Agenda.*

N. Walton moved; V. Magness seconded

Cory Searcy, Associate Dean, Programs, YSGS, spoke to this agenda item. Regarding the PHD report in Urban Health, it would be the first degree to explicitly focus on urban health in Canada. It is a 4-year program that will be housed in the Daphne Cockwell School of Learning. Initially the plan will accept five students per year and up to 20 students after four years. The program would require the addition of five courses. Four of these would be new core courses, and one would be an elective selected from existing courses. The program would commence in September, 2019. The feedback from the proposal has been positive with a total of 23 recommendations. He thanked those who were involved on developing the proposal.

D. Checkland referred to recommendation 14 on page 81 of the agenda (" It is….one major course"). He was concerned that the responses to recommendations of reviewers was simply a reiteration of what had been originally stated and did not sufficiently respond to the feedback. He expressed it raised a red flag for him and might be problematic for the Quality Council as well.

Suzanne Fredericks, Master of Nursing Program Director, YSGS responded. She stated that the issue of how to respond to the feedback had been thoroughly discussed. They decided to address this concern by having students proceed with the required number of courses originally stated in the proposal. However, depending on the student feedback received from the dissertation committee, individuals in the program may be required to take additional electives that address any gaps in their knowledge. On an ongoing basis, the program will be reviewed in order to identify whether or not it requires additional theoretical or methodological approaches.

N. Thomlinson inquired about the relationship of this program to others. For example, in the proposal it mentions Geography and Urban Sustainability as possible collaborators. However, he expressed surprise as there was no mention of the PhD program in Policy Studies. Upon asking the graduate director and program administrator about this, it appeared it had not been discussed. He then referred to the response to the reviewers' comments regarding advanced methods and theory (found on page 106). He stated that this proposal did not come before the Graduate Council of Policy Studies and wanted to know why.

Cory Searcy replied that there had been extensive consultation taken with this proposal. He stated that the community had the opportunity to provide feedback as part of the LOI, from which all comments were responded to substantially by the program. He commended Suzanne Fredericks

for her efforts in reaching out to faculty and staff on campus. He stated that this proposal is quite distinct from the Policy Studies program but acknowledged that there may be potential for students in the Urban Health program to take methods based courses that may be housed in Policy Studies. However, this is not a requirement for this proposal as it is primarily designed for students in the Nursing program.

N. Thomlinson replied that this did not answer his question regarding the consultation that did not take place with the Graduate Council of Policy Studies.

Suzanne Fredericks then replied to these comments. She stated that there had been some discussion with the previous Graduate Program Director of Policy Studies and that they will continue to have discussion with the new GPD. It was also mentioned that there are students committed to being enrolled in specific courses outside of the Urban Health program, however, the program will still be considering the potential for the courses that N. Thomlinson mentioned. The courses outside of Urban Health that are available to students will be chosen based on an individual basis so as to ensure the same methodology is applied across the board and that there is a dedicated number of spaces held within the program.

President Lachemi advised that the two departments meet to collaborate on this issue.

Pamela Robinson commented that she had talked with the Graduate Program Director of Policy Studies, Ronald Vogel, to discuss how to ensure students would not be confused when choosing which learning pathway was better for them. The admission process for a PhD in Urban Health will focus on selecting candidates with a keen interest in clinical urban health issues and that students have a policy orientation focus.

M. Dionne commented that funding is an important consideration when implementing Graduate programs. Though it is exciting and valuable to continue to implement new Graduate programs at Ryerson, it seems that the consideration of funding occasionally takes the back seat. It becomes very difficult for students to live in Toronto when funding hasn't improved. In particular, the students that it effects most are unrepresented who are vulnerable in marginalized populations. The target for funding in this proposal was originally set at $18,000 a year for three years though it appears to be a four-year program. This is a prominent issue in these proposals where funding is often not extended for the full length of the program. The reviewers suggested that $27,000 for four years would be a better target. By improving funding, the program can better attract top students. This issue of funding applies to Ryerson in general. The question of funding also leads into the topic of governance. When funding does come in, it is important to consider the membership of the program because this funding is created by a combination of RAs, TAs, and fellowships from YSGS which the funding of $18,000, let alone $27,000, will scarcely cover. Therefore, the remaining funding will need to come from faculty members with grants. Though this may be able to support the initial number of approximately five students, as the numbers increase this may become an issue. One of the problems that arises here is that some top students may not be allowed into the program if there is only a certain number of vacancies who, for the sake of funding, are selected by faculties that are able to provide funding.

Suzanne Fredericks explained that they have, and will continue to work closely with FCS to discuss funding and address these issues. She then thanked M. Dionne for raising these concerns.

A. Bailey referred to page 49 of the agenda and stated that the Canadian Association of Schools of Nursing will be the accreditor for this program. The Urban Health program is not a nursing

degree, but a collaboration with other programs. She then asked if there is the potential for issues to arise from Nursing accrediting this degree when it will house other students from other programs.

Suzanne Fredericks clarified that it is not a collaboration with other programs and explained that it should not affect accreditation.

K. Kumar asked if they have a figure of dropouts from PhD and Masters Programs within their faculty.

Suzanne Fredericks replied that their completion rates are high with a very small number of dropouts. Furthermore, a significant number of their Masters students go on to complete a PhD.

President Lachemi elaborated by stating that Ryerson's Nursing program is highly competitive with the admission cutoff for 2018 sitting at 92%.

Motion approved.

7.4.1.2 Building Science PhD Program - New Program proposal
<u>Motion:</u> *That Senate approve the new program proposal for the Building Science PhD Program as described in the Senate Agenda*

T. Duever moved; V. Magness seconded

Cory Searcy provided a brief overview of this proposal. He stated that it would be the first PhD program in Canada focused explicitly on Building Science. It's targeted as a four-year program housed under the Department of Architectural Science. The program can initially accept two students and eventually a maximum of eight. In additional to the dissertation, the program contains four required courses. One of these would be a new core course created for PhD students and the other three would be drawn from existing MSc electives. No new resources are required for this program and it is intended to commence in September 2019. Both a desire for this program and the need for graduates of this program in the working field has been identified. Overall, the program was thoroughly reviewed and the feedback was positive. There were a total of six recommendations and all of them have been addressed by the program. He thanked everyone involved in the process.

Motion approved.

7.4.1.3 Literatures of Modernity Graduate Program – Periodic Program Review
<u>Motion:</u> *That Senate approve the Periodic Program Review for the Literatures of Modernity Graduate Program as described in the Senate Agenda*

V. Magness moved; M. Vahabi seconded
Motion approved.

7.4.1.4 Mechanical and Industrial Engineering Graduate Programs – Periodic Program Review
<u>Motion:</u> *That Senate approve the Periodic Program Review for the Mechanical and Industrial Engineering Graduate Programs as described in the Senate Agenda.*

R. Ravindran moved; T. Duever seconded
Motion approved.

7.4.2 Report #F2018-1 of the Academic Standards Committee (ASC): M. Moshé
7.4.2.1 Ted Rogers School of Business Management Foundational Quantitative Curriculum Modification
Motion: *That Senate approve the TRSM Foundational Quantitative Curriculum Modification*

M. Moshé moved; V. Magness seconded
Motion approved.

7.4.2.2 SOPHe Major Curriculum Modification
Motion: *That Senate approve the SOPHe Major Curriculum Modification*

M. Moshé moved; N. Walton seconded.
Motion approved.

7.4.2.3 School of Accounting & Finance Co-op Resequencing Proposal
Motion: *That Senate approve the School of Accounting & Finance Co-op Resequencing Proposal*

M. Moshé moved; S. Rakhmayil seconded
Motion approved.

7.4.2.4 RTA School of Media's Discontinuation of Concentrations in the New Media Program
Motion: *That Senate approve the RTA School of Media's Discontinuation of Concentrations in the New Media Program*

M. Moshé moved; P. Shannon seconded
Motion approved.

7.4.2.5 School of Fashion's Major Curriculum Modifications
Motion: *That Senate approve the School of Fashion's Major Curriculum Modifications*

M. Moshé moved; C. Falzon seconded
Motion approved.

7.4.2.6 16 Course Proposals for Addition to the Liberal Studies Elective Table
Motion: *That Senate approve the 16 Course Proposals for Addition to the Liberal Studies Elective Tables.*

M. Moshé moved; A. McWilliams seconded
Motion approved.

7.4.3 Report #F2018-2 of the Academic Governance and Policy Committee (AGPC): M. Benarroch

7.4.3.1 Chemistry and Biology Bylaws
Motion: *That Senate approve the Chemistry and Biology Bylaws as described in the Senate Agenda*

A. McWilliams moved; K Dermody seconded

V. Magness referred to page 284 of the agenda. She stated that there was no language around secret or paper ballots and asked if this should be addressed in the bylaws. A. McWilliams said the committee has never had a request for secret ballot and can suggest to the Council that this matter be dealt with in the next revision.

M. Dionne inquired about membership of technical staff personnel and voting privileges. A. Mc Williams indicated that the technical specialist representation as outlined is consistent with past and recent practices of the department.

Motion approved

7.4.3.2 Senate Bylaws Discussion and Q&A

D. Checkland provided an update on the committee's revisions so far and referred to the Summary of proposed changes. He asked members to review the summary of changes and send feedback to the committee.

D. Mason raised concerns about the position of Vice Chair of Senate being only available to a faculty senate member and not a student Senate member. D. Checkland replied that the main reasoning behind this change is that student attendance to Senate Priorities Committee' meetings usually sees a high degree of fluctuation. Overall, both the demand of time and preparedness for these meetings are typically too much for students. For this reason, students have rarely held this role and upon consultation, most people seemed unanimous with the decision to simply decree this role to faculty Senate members only.

D. Checkland stated that he was hoping to meet with the Aboriginal Education Council to discuss indigenous representation on Senate and that he would then reach out to the other members of the committee to discuss the different ways to approach this. He then encouraged people to review the bylaws and give any feedback they may have.

7.4.3.3 Ryerson's Freedom of Expression Statement
Motion: *That Senate approve the Freedom of Expression Statement as described in the agenda Package.*

A. McWilliams moved; T. Burke seconded

A. McWilliams provided an introduction to this statement and began speaking about the timeline of the review of this statement.

Note: A large group of student protesters loudly entered the POD250 room where Senate was being held and proceeded to disrupt A. McWilliams which prevented him from completing his report.

Motion to move the question.
N. Thomlinson moved; M. Dionne seconded.

Note: Due to the interruption of the student protesters to the Senate room, Senators ability to proceed with business was impacted and Senate was unable to complete the agenda as planned. **The meeting adjourned at 7:02pm.**

8. Old Business - None

9. New Business as Circulated - None

10. Members' Business - None

11. Consent Agenda (For information)
11.1   Progress Indicators – November, 2018
https://www.ryerson.ca/senate/agenda/2018/Progress_indicators_November_2018.pdf

11.2   Course Changes from:
https://www.ryerson.ca/senate/agenda/2018/Course_Change_Forms_November_2018.pdf

- Faculty of Arts: Department of English; Department of History; Department of Politics and Public Administration
- Faculty of Communication & Design: School of Image Arts

Ryerson University
President's Update to Senate
January 29, 2019

APPOINTMENTS

Anita Abraham has been appointed Ryerson's experiential learning director effective February 2019. In this new role, she will lead, develop, coordinate and evaluate curricular experiential learning initiatives throughout the university. She has extensive experience leading campus-community initiatives focused on social innovation and experiential learning, and has previously worked at Guelph, Waterloo, and Wilfrid Laurier universities. Most recently, Anita was executive director of the charity Meal Exchange, where she managed a team working with student leaders on more than 40 university and college campuses across Canada, aiming to combat food insecurity and increase the availability of healthy food.

Lynn Lavallée has been appointed the FCS's first Strategic Lead, Indigenous Resurgence effective January 1, 2019. She will provide strategic leadership, collaborating with the Dean of FCS, FCS faculty members, and distinguished visitors to develop programming initiatives that promote Indigenous resurgence in the academy. Among them will be a speaker series in February 2019. Lynn, who first came to Ryerson in 2005, was previously the associate director of the School of Social Work, the Chair of the Ryerson Research Ethics Board, and a member of Ryerson's Senate, before she joined the University of Manitoba in September 2017 as vice-provost, Indigenous engagement. We are pleased to have her back.

CONGRATULATIONS

Architectural science undergraduate students Elizabeth Young, Shengnan Gao, Alvin Huang, Justin Arbesman, and Nicole Burdynewicz placed first in the Canadian Centre for Architecture's Interuniversity Charrette 2019. The theme of the CCA's 23rd annual competition was *Housing One by One,* and teams were charged with devising prefabricated, affordable homes. Ryerson's team won for their design *In Between*, which featured 1-metre-wide hexagonal units. Inspired by bees' honeycombs, the units can be combined in various configurations to fit into laneways and other unused spaces.

Canada Research Chairs newly announced at Ryerson are Professor David Gauntlett, School of Creative Industries, Tier 1 CRC in Creative Innovation and Learning, and Professor Sharareh Taghipour, Department of Mechanical and Industrial Engineering, Tier 2 CRC in Physical Asset Management. Professor Ali Mazalek, RTA School of Media has been renewed as a Tier 2 CRC in Digital Media and Innovation.

The Chang School's marketing and communications team won three gold Marketing Awards, beating entrants from across North America, at the University Professional Continuing Education Association (UPCEA)'s Marketing Awards luncheon in Long Beach, California. The group won for their 2017-18 Print Catalogue, the Fall 2018 Chang School Digital Campaign (*A Future That Fits*) and the Fall 2017 Chang School Radio Campaign (*A Future That Fits*).

The DMZ has been named by Waterstone Human Capital as one of Canada's Most Admired Corporate Cultures 2018/19 in the Broader Public Sector category. Represented by the DMZ, Ryerson was the only educational institution to receive this recognition in 2018.

Gaëlle Morel, exhibitions curator at the Ryerson Image Centre (RIC), was granted the rank of Chevalier de l'Ordre des Arts et des Lettres (Knight of the Order of Arts and Letters) by the French Ministry of Culture, which has recognized her significant contribution to "furthering the arts in France and throughout the world." Having joined Ryerson as the first-ever RIC curator in 2011, Gaëlle, who holds a Ph.D. from the Sorbonne, has curated various high-profile exhibitions, often in collaboration with international galleries.

Ryerson University was named one of Greater Toronto's Top Employers by Mediacorp Canada for the fifth year in a row. Among the reasons given for our selection were Ryerson's location, amenities, focus on wellbeing (both physical and mental), and employee benefits.

The Student ServiceHub, designed by Gow Hastings Architects, and the *REAL Institute,* designed by Kearns Mancini Architects, each captured one of the Interior Designers of Canada (IDC)'s inaugural Value of Design Awards (VODA) at the Design Symposium in September. The awards highlight the best of design thinking, defined by the IDC as the "empathetic, inventive and iterative process focused on the human experience within interior spaces." The Student ServiceHub won an Award of Excellence, while the REAL Institute garnered an Award of Merit.

Temirlan Toktabek, a global management studies and entrepreneurship strategy student at TRSM, along with his collaborator, OCADU student Anna Pogossyan, beat students from over 300 other universities in 16 countries to win the inaugural Red Bull Basement University competition, held in Berlin in December. Their winning design for an app, Vacant, helps students find space to study on campus by using real-time data transmitted by motion sensors under desks.

PARTNERSHIPS

ZONE STARTUPS VIETNAM – In November, I led a delegation from Ryerson that travelled to Ho Chi Minh City to officially open Zone Startups Vietnam. Led by director Toan Nguyen, a former research and development scientist and engineer with the Royal Canadian Mint, the initiative adds a third country and eighth city to the Zone Startups accelerator network. It will offer mentorship and seed capital to promising, innovative companies, and it will bring the Next Big Idea competition to Vietnam, offering startups market access to North America.

EVENTS

WOMEN IN THE HOUSE – From November 5 to 6, 12 female Ryerson graduate and upper-undergraduate students travelled to Ottawa, where they toured political sites, observed Question Period in parliament, and shadowed and networked with female MPs from different parties. The Faculty of Arts' pilot program, Ryerson Women in the House, was developed by professor Tracy Raney (political science) and distinguished visitor Peggy Nash (Faculty of Arts and Faculty of Community Services),

formerly an MP herself, as a way to empower female students and encourage them to enter into politics. Students who participated have spoken about the confidence, insight, inspiration, and motivation they gained through the experience.

HOLOCAUST EDUCATION WEEK – Ryerson held its second annual Holocaust Education Week from November 5 to 9. Events included a discussion with the producer and director of the documentary *The Accountant of Auschwitz*, and a memorial ceremony featuring a speech by Austrian Holocaust survivor Sol Nayman. Photography exhibitions displayed around campus depicted the Holocaust's devastating effect on the European Jewish population as well as other marginalized communities.

OPEN HOUSE – On November 10, the university hosted its largest-ever open house. 13,600 guests were in attendance, hailing from across Canada as well as from the United States, Mexico, Panama, England, Pakistan, India, Bangladesh, Korea, China, Nigeria, and Uganda. We salute the many faculty members, program administrators, students and staff who volunteered their time to host faculty fairs, program and admissions sessions, campus and program tours, workshops, and a range of other activities. Together, they offered visitors a welcoming and informative experience.

TECH CONFERENCE – On November 16, the Canadian Society for Entrepreneurship and Innovation - Ryerson Chapter organized the one-day conference *Talent to Talent*, which connected aspiring entrepreneurs with business leaders. At workshops, panel discussions, and keynote sessions, expert speakers from the fields of business development, government, banking, and law spoke about issues such as academia-industry collaboration and the changing realities of the business climate in Ontario and Canada.

RYERSON ON YONGE STREET – On November 27, Ryerson celebrated its past, present, and future on Yonge Street. The university hosted a ceremony to rename the SLC as the Sheldon & Tracy Levy Student Learning Centre, in honour of Ryerson's eighth president, under whose transformative leadership the building was designed and built. Ryerson also announced a new partnership with residential developer Cresford, which will donate 20,000 square feet of space—an entire floor of their Yonge Street Living building at the southeast corner of Yonge and Gerrard—to the university. As well, Ryerson revealed that in 2019, a new Master Plan for city-building will be unveiled, to address the university's space challenges creatively and strategically.

TORONTO ARTS COUNCIL COLLABORATION – On November 30, Ryerson Design Solutions held a showcase to highlight the exciting results of its Fall 2018 supercourse, which involved a collaboration between FCAD and the Toronto Arts Council. Together, they developed the TAC-FCAD Digital Solutions Incubator, which draws on TAC funding and students' ideas and expertise and aims to address the challenges faced by community-based arts organizations, including securing access to resources and funding, and ensuring stability over time.

WOMEN'S ENTREPRENEURSHIP HUB – On December 3, Canada's Ministry of Small Business and Export Promotion announced that Ryerson has been chosen to lead the consortium charged with delivering the Women Entrepreneurship Knowledge Hub (WEKH). The Hub, which will include eight regional hubs from Vancouver to Halifax, as well as nearly 50 supporting organizations, is aimed at encouraging more

women to start businesses. Its role will include challenging stereotypes, bolstering inclusivity among mainstream organizations, engaging women's organizations, tracking the status of women's entrepreneurship in Canada, and building awareness of success stories.

BLACK INNOVATION FELLOWSHIP – In early 2019, Ryerson, in collaboration with Isaac Olowafe Jr., founder of asset management firm Dream Maker Corp., will launch the Black Innovation Fellowship (BIF), to support Black-entrepreneur-led startups. The initiative is being billed as the first of its kind in Canada, and it aims to address challenges faced by Black entrepreneurs—especially immigrants and women—in starting and growing businesses. Winners will be provided with support and mentorship from Black business and technology leaders, as well as connections to investors and other members of the innovation community.

from the President's Calendar

November 9, 2018: Along with provost and vice-president, academic Michael Benarroch, I delivered remarks at the Ryerson community's annual Remembrance Day ceremony in the Kerr Hall Quad. Together, we reflected on the sacrifices of those who fought to preserve our freedom, and also on the plights of those who are living in conflict today.

November 19, 2018: Along with a delegation from Ryerson, I attended the launch of Zone Startups Vietnam (ZSV) in Ho Chi Minh City. Matt Saunders, president, Ryerson Futures / Zone Startups, and I gave remarks to the gathering, which included Canadian diplomats, Vietnamese business and government leaders, and representatives from the Asia Pacific Foundation and the current cohort of ZSV incubating companies.

November 20, 2018: At a Ryerson alumni reception in Hong Kong, I was part of a panel (along with Matt Saunders and assistant vice-president, international Anver Saloojee) moderated by vice-president, university advancement and alumni relations Ian Mishkel, discussing the role of universities in thought leadership for innovation and entrepreneurship.

November 21, 2018: I delivered remarks at a Hong Kong Canadian Chamber of Commerce event and took part in a discussion with Ian Mishkel and Anver Saloojee.

November 22, 2018: Along with Ian Mishkel and Anver Saloojee, I visited Hong Kong Polytechnic University, where we met with administrators and deepened research ties between our institutions.

November 23, 2018: I welcomed the Honorable Bill Morneau to an event organized by the Leadership Lab, in collaboration with various student societies and the Ryerson Students Union, at which students were invited to learn about his journey to becoming Canada's Minister of Finance.

November 26, 2018: I met with federal Conservative Party leader Andrew Scheer as well as Kevin O'Leary (of TV's *Shark Tank* and *Dragon's Den*) prior to a Q&A on campus, organized by the student group Ryerson Conservatives.

November 26, 2018: I attended the Annual General and Steering Committee Meeting of the Incubate Innovate Network of Canada (I-INC).

November 26, 2018: I welcomed Ontario's Minister of Finance, Vic Fedeli, to campus at an event where he and Minister of Education Lisa Thompson discussed the importance of financial literacy with 15 youth leaders.

November 27, 2018: I gave opening remarks at the annual Devon Lord Brooks Breakfast recognizing varsity athletes who have achieved an 80% average or higher, and the Devon Lord Brooks awards recognizing academic excellence, athletic performance, and service to the community.

November 27, 2018: Along with Ian Mishkel, I met with Sam Blyth, CEO and founder of Blyth Academy, to explore opportunities for collaboration with Ryerson.

November 27, 2018: I was pleased to deliver welcoming remarks at a ceremony to rename the SLC as the Sheldon & Tracy Levy Student Learning Centre, and to announce a new partnership with residential developer Cresford, which will donate an entire floor of a Yonge Street building to the university.

November 28, 2018: I met with lawyer and philanthropist Neil Davis, of Davis Webb lawyers, to discuss areas of collaboration in Brampton.

November 28, 2018: I met with five Brampton city councillors, as well as members of the city's staff, to discuss collaboration between Ryerson and Brampton.

November 28, 2018: Along with Jennifer Grass, assistant vice-president, university relations, I met with Heather Watt, chief of staff for Deputy Premier and Minister of Health and Long-Term Care Christine Elliott to discuss Ryerson's strategy for, and involvement in, health care.

November 30, 2018: Along with Ian Mishkel, I met with photographer, filmmaker, entrepreneur, and Ryerson alumnus Ed Burtynsky to discuss ideas for the next Ryerson fundraising campaign.

November 30, 2018: I hosted a Community Holiday Celebration, at which members of the Ryerson community shared memories, enjoyed refreshments, and partook in fun and games.

December 4, 2018: I attended a meeting with the executive heads of the Council of Ontario Universities (COU).

December 5, 2018: I attended a meeting of the COU's Task Force on Funding Advocacy, Scenarios and Tactics (FAST) to develop a unified set of sector-wide recommendations to government on the form that funding cuts should take in the university system, as well as the policy and regulatory tools government can provide to help mitigate the impact of the funding reduction.

December 5, 2018: I met with Carl Rodrigues, president of enterprise mobility management firm SOTI, to discuss potential collaboration and partnership with Cybersecure Catalyst.

December 6, 2018: I delivered remarks at Ryerson's annual memorial ceremony marking the National Day of Remembrance and Action on Violence Against Women. The focus of this year's memorial was "mourning to action," and the keynote speaker was Notisha Massaquoi, executive director of Women's Health in Women's Hands Community Health Centre, which provides specialized primary healthcare for racialized women.

December 6, 2018: I had an introductory meeting with Rod Phillips, Ontario's Minister of the Environment, Conservation and Parks, to discuss Ryerson's environmental strategy.

December 6, 2018: Along with Anver Saloojee and director, Ryerson International Todd Carmichael, I met with Leonard Hutabarat, consul general of Indonesia, to discuss potential partnership with institutions in Indonesia.

December 7, 2018: I was very pleased to meet with Andrea Barrack, vice-president, global corporate citizenship at TD Bank Financial Group, to sign an agreement between Ryerson and TD, through which the TD Bank Road to Success initiative was created. This partnership involves a $1 million donation from TD to the Chang School, providing support for the President's Awards to Champion Excellence (PACE), and helping students move seamlessly from academic bridging programs to career-oriented undergraduate degrees.

December 7, 2018: Along with Tom Duever, dean of FEAS, I met with representatives from the Gillam Group to discuss a proposal for a Master's degree in Construction Management.

December 7, 2018: I videotaped a keynote address for the Arab Innovation Summit in Rabat, Morocco, which was attended by over 300 undergraduate students from the Middle East/North Africa region, as well as Abdullah Snobar, executive director of the DMZ.

December 10, 2018: I attended the Board of Governors holiday reception, hosted by Board Chair Mitch Frazer and his wife, Leslie Frazer.

December 11, 2018: I was interviewed by The Globe and Mail's Joe Friesen for an article published on December 17 with the headline "Ryerson going ahead with law school after Ontario government rejects funding."

December 12, 2018: I met with chancellor emeritus and former mayor of Toronto David Crombie to update him about developments at Ryerson that overlap with his areas of expertise and experience.

December 13, 2018: Along with Ian Mishkel, chancellor emeritus Lawrence Bloomberg, and vice-president, administration and operations Deborah Brown, I met with Hariri Pontarini Architects to discuss the Ryerson Master Plan to be unveiled later in the year. Siamak Hariri received an honorary doctorate from Ryerson in 2016.

December 13, 2018: Along with Ian Mishkel, I met with Ryerson supporter Sajjad Ebrahim to discuss relationship-building.

December 17, 2018: I met with Yung Wu, CEO of MaRS, to discuss further innovation-related partnership between our institutions.

December 17, 2018: I met with German Consul General Thomas Schultze to explore ways to further partnership between Ryerson and German academic institutions.

December 18, 2018: I was interviewed by the Toronto Star's Ilya Bañares for an article that was published the same day with the headline "Ryerson moving forward with law school despite Ontario government funding rejection."

December 18, 2018: I met with Katarina Homolova, community outreach/ethnic media advisor for federal official opposition leader Andrew Scheer, to discuss Ryerson and its role in the GTA.

December 18, 2018: I spoke live on air with the hosts of CBC Radio's *Here & Now* about Ryerson's plans for the Law School.

December 19, 2018: I met with Hazel McCallion, former mayor of Mississauga, to learn from her perspective on Ontario's transition to its new government.

December 19, 2018: I spoke with Ontario's attorney general and Minister Responsible for Francophone Affairs, Caroline Mulroney, to give her Ryerson's perspective on why the province needs a new law school.

December 19, 2018: Along with distinguished visitor Michael Tulloch, I met with Isaac Olowafe Jr., Ryerson supporter and founder of asset management firm Dream Maker Corp., about expanding the Black Innovation Fellowship program.

December 20, 2018: Along with Ian Mishkel, I met with Northland Power founder and philanthropist Jim Temerty and Leah Temerty Lord, managing director of the Temerty Foundation, to discuss a proposal for supporting the Ryerson Image Centre.

December 21, 2018: I spoke with Anthony Lacavera, the new chair of the DMZ's advisory board, about his vision for the future of the DMZ.

University Relations
Monthly Metrics & Reach

UR Highlights: November & December 2018

- Promoted World Access to Higher Education Day - November 28. Full marketing and communications support with website, video and digital campaign (including Globe and Mail homepage takeover - Nov. 30 to Dec. 2).
- Developed city-building ad campaign with placement in outlets across Canada.
- Developed and launched marketing and communications materials for Ryerson's United Way campaign, including website and video.

Media Relations

- Placed an exclusive Globe and Mail feature on donor Isaac Olowolafe and the Black Innovation Fund.
- Media push on the future of Ryerson's Law School, featuring President Lachemi and Anver Saloojee, with coverage in The Globe and Mail, Toronto Star, Metro Morning and Here and Now.
- Provided media relations support on the launch of CURLD's seminar *""Missing Links" in the Battle for More Affordable Housing"*
- Compiled holiday season faculty experts list, which was sent to over 130 journalists
- Planning and drafting of content for Future Skills Centre website, announcement and launch.
- Press release and media relations support for the renaming of the Sheldon and Tracy Levy Student Learning Centre.
- On-going planning for Women's National Basketball Championships.

Publications

- Produced 19 editions of Ryerson Today (RT)
- 60,157 subscribers
- Highest open rate for the two months was the President's message on Law School (41.1 per cent), second-highest open rate was "Enjoy the winter break!" (37.8 per cent)
- Other popular stories: A student's research into food-blog safety is celebrated at prestigious Undergraduate Awards in Dublin; Top stories of 2018; Growing up with the United Way.

Marketing

- Celebrated achievements of three Ryerson faculty named Fellows of the prestigious Royal Society of Canada with a full-page ad in The Globe and Mail.
- Developed city-building ads highlighting Ryerson researchers and how they are reimagining the city of the future. Ads appeared in insertions in The Globe and Mail, The Hill Times, National Post, Montreal Gazette, Halifax Chronicle Herald, and University Affairs Magazine.
- Produced more than 44 projects during November/December including Access to Higher Education campaign digital assets, Royal Society of Canada ad, city-building ads (with OVPRI), Alumni event banners, a series of ads for Ryerson University magazine, and more.
- Developed new visual identities for Disability Studies and the Design Fabrication Zone, and a refreshed identity for the Biomedical Zone.
- Completed new marketing template designs for Faculty of Community Services and ran workshop for more than 25 staff/faculty from across FCS.

Ryerson University

ryerson.ca/university-relations

- Developed and launched marketing materials for Ryerson's United Way campaign including video.
- More than 106 new photos were uploaded to the DAM including photos from the Ryerson Pow Wow.
- Over 542 images were downloaded from the DAM.

Website
- Comparing November / December 2018 to November / December 2017, we saw a 4.86% increase in pages viewed on ryerson.ca

- Total number of pages viewed:
    - Nov / Dec 2018: 7.70 million pages viewed
    - Nov / Dec 2017: 7.34 million pages viewed

- Over the same period, there was an 8% increase in users coming from organic search year over year. Much of this is due to the search engine optimization and responsive templates being adopted across Ryerson's website. 73% of our website visitors came from search engines.

Social Media
- **Instagram**: Gained 1K followers to reach a total of 19K. Six of the most popular posts in the history of our Instagram account occurred in the past two months – which set a new benchmark for engagement at 1,822.
- **Facebook**: Follower count increased by 578 to reach a benchmark of 70K. Engagement increased by 490 to reach 2.6K
- **Twitter**: Followers increased by 1K.
- **LinkedIn**: Followers increased by 608. December posts yielded an engagement spike - 1,938 total likes, comments, and shares.
- **Giphy**: 2.4M views

Digital Marketing
- Access campaign generated 2.3 million paid ad impressions (Globe and Mail and affiliate sites, social media) and 257K video starts, 84K of which played to 100% completion.
- Led digital campaigns for YSGS (multi-channel, managed in-house) and working with agency partners to support campaigns for MBA, TRSM (domestic undergrad recruitment), FCAD (undergrad recruitment in key U.S. markets), and Science (domestic grad recruitment).

REPORT OF ACADEMIC STANDARDS COMMITTEE
Report #W2019–1; January, 2019

1. SOPHe Major Curriculum Modification

   Motion: *That Senate approve the amendment to the SOPHe Major Curriculum Modification*

Respectfully Submitted,

Kelly MacKay, Chair for the Committee

ASC Members:
Charmaine Hack, Registrar
Donna Bell, Secretary of Senate
Kelly MacKay, Chair and Vice Provost Academic
Anita Jack-Davies, Office of Vice President/Vice Provost, Equity and Community Inclusion
Bettina West, Director, Curriculum Quality Assurance
Dan Horner, Faculty of Arts, Criminology
Stephanie Walsh-Matthews, Faculty of Arts, Arts & Contemporary Studies
Gillian Mothersill, Faculty of Communication & Design, Graphic Communications Management
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
Noel George, Faculty of Science, Chemistry & Biology
Jeffrey Fillingham, Faculty of Science, Chemistry & Biology
Christopher Gibbs, Ted Rogers School of Management, Hospitality and Tourism Management
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
Naomi Chen, Student, RTA School of Media Productions
Jacob Circo, Student, Urban & Regional Planning
Yelda Nuri, Student, Public Administration & Governance

Ryerson University

MEMORANDUM

TO:　　　　Dr. Kelly MacKay, Vice-Provost Academic

FROM:　　　Dr. Thomas Tenkate, Director, School of Occupational and Public Health

DATE:　　　January 11, 2019

SUBJECT:　　**Resequencing of courses in recently approved major curriculum modification – Occupational & Public Health**

Dear Dr. Mackay,

In follow-up to my email of December 12, 2018 and discussion of this matter at the December 13, 2018 meeting of Academic Standards Committee, I am writing to confirm that our School's curriculum committee has recently identified the incorrect sequencing of selected courses in the major curriculum modification for programs in Occupational and Public Health which was approved at the November Senate meeting.

As the new curriculum is scheduled for implementation for Fall 2019, our School's curriculum committee has been working on the implementation plan for the new curriculum. As part of this process, we have identified that there is an issue with the incorrect sequencing of a couple of courses in the two fast-track/2 year degrees (due to prerequisites), but the sequencing was correct for the 4 year degrees. However, as the courses are taken at the same time/semester by both the 4 year and 2 year students, any course sequencing issues impact both groups of students.

We have now reviewed the programs and revised the course sequencing in both of the 4 year programs (and their 5 year co-op options) and the 2 year (fast track) programs for both public health and occupational health and safety. The proposed changes and new sequencing are shown in **Attachments A and B**.

The proposed re-sequencing of courses does not impact content as no new courses are introduced and no courses are dropped - only the sequence in which some of the courses are taken has changed to enable courses to be taken in their correct order based on prerequisites. However, as we have a 4 year option, a 5 year co-op option and a 2 year fast track option for both programs, there is a lot of inter-connectedness and flow-on impacts. However, the curriculum committee felt that we needed to get this right before we start and this is the time to do it.

We are also conscious of the resource implications for implementing the 'new' curriculum while teaching-out the 'old' curriculum and wish to ensure that the roll-out is as cost-efficient as possible. The proposed re-sequencing does not add additional cost but is more cost effective due to less double teaching of some courses.

In discussions with the Curriculum Management area of the Registrar's Office, it was confirmed that the proposed re-sequencing is able to be accommodated, but that there should be communication with your office about this proposed change and therefore follow-up through Academic Standard Committee and Senate.

Discussion about this matter at the Academic Standards Committee meeting on December 13, 2018 reiterated support for the proposed re-sequencing to be implemented for Fall 2019 on the following basis: (1) it is important to ensure the correct sequencing of courses before the new curriculum is implemented; and (2) there is no negative cost implications of these changes, but the resequencing provides for a more cost-effective roll-out of the new curriculum.

Thank you for your consideration of this matter.

Best wishes,
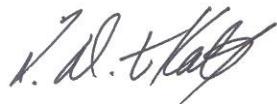
Thomas Tenkate

Attachment A

Proposed Program for Public Health – 4 Year:

Year 1	
Semester 1 (common to both programs)	**Semester 2 (common to both programs)**
Professional Practice (POH 100)	~~Pathophysiology (ENH 220)~~ Introductory Toxicology (OHS 322) (pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)
Data Management (POH 103)	Biostatistics (ENH 440)
Environmental Health Law (ENH 121)	*Determinants of Health (POH 201)*
General Chemistry (CHY 104)	Communication in the Health Sciences (CMN 100)
~~Lower Level Liberal study Table A~~ Pathophysiology (ENH 220)	Lower Level Liberal study Table A

Year 2	
Semester 3	**Semester 4**
~~Introductory Toxicology (OHS 322)~~ ~~(pre-requisites: Pathophysiology ENH 220 and~~ ~~General Chemistry CHY 104)~~ Lower Level Liberal study Table A	Epidemiology (ENH 122)
Agents of Communicable Disease (PUB 301)	*Environment and Emergencies (POH 407)*
Occupational Health and Safety (OHS 508)	Parasitology and Pest Control (ENH 610) (pre-requisite: Pathophysiology ENH 220)
Food Hygiene (ENH 333)	Housing and Built Environments (ENH 325)
Lower Level Liberal study Table A	*~~Water Quality I (PUB 409)~~* *Communicable Disease Control (PUB 501)* (pre-requisite: Agents of Communicable Disease PUB 301)

Year 3	
Semester 5	**Semester 6**
Research Methods (ENH 522) (pre-requisite: Epidemiology ENH 122)	*Air Quality (PUB 607)*
~~Communicable Disease Control (PUB 501)~~ ~~(pre-requisite: Agents of Communicable Disease PUB~~ ~~301)~~ *Water Quality I (PUB 409)*	*Water Quality II (PUB 609)*
Food Safety (PUB 508) (pre-requisite: Food Hygiene ENH 333)	Wastewater Treatment Systems (ENH 324)
Open Elective	Open Elective
Upper Level Liberal study Table B	Upper Level Liberal study Table B

Year 4	
Semester 7	**Semester 8**
Risk Assessment (ENH 825)	*Advanced Professional Practice (PUB 800)*
Health Education and Promotion (POH 705)	Public Health Law (ENH 721) (pre-requisite: Environmental Health Law ENH 121)
Infection Control (ENH 505) (pre-requisite: Communicable Disease Control PUB 501)	*Food Safety Management (PUB 808)* (pre-requisite: Food Safety PUB 508)
Pollution and Waste Management (ENH 524)	Open Elective
Open Elective	Upper Level Liberal study Table B

Public Health 2 year fast track proposed:

Year 1	
Semester 1	**Semester 2**
Environmental Health Law (ENH 121)	~~Pathophysiology (ENH 220)~~ Introductory Toxicology (OHS 322)
~~Introductory Toxicology (OHS 322)~~ Pathophysiology (ENH 220)	Biostatistics (ENH 440)
Agents of Communicable Disease (PUB 301)	*Determinants of Health (POH 201)*
Food Hygiene (ENH 333)	Parasitology and Pest Control (ENH 610)
Occupational Health and Safety (OHS 508)	Epidemiology (ENH 122)
Pollution and Waste Management (ENH 524)	*~~Water Quality I (PUB 409)~~* *Communicable Disease Control (PUB 501)*
	Housing and Built Environments (ENH 325)

Year 2	
Semester 3	**Semester 4**
~~Communicable Disease Control (PUB 501)~~ *Water Quality I (PUB 409)*	*Water Quality II (PUB 609)*
Research Methods (ENH 522)	Wastewater Treatment Systems (ENH 324)
Food Safety (PUB 508)	*Air Quality (PUB 607)*
Health Education and Promotion (POH 705)	*Food Safety Management (PUB 808)*
Infection Control (ENH 505)	Public Health Law (ENH 721)
Risk Assessment (ENH 825)	*Advanced Professional Practice (PUB 800)*
	Environment and Emergencies (POH 407)

Proposed Program for Public Health – 5 Year Co-Op:

Year 1		
Semester 1 – Fall (common to both programs)	**Semester 2 – Winter (common to both programs)**	**Spring/Summer**
Professional Practice (POH 100)	~~Pathophysiology (ENH 220)~~ Introductory Toxicology (OHS 322) (pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)	Free
Data Management (POH 103)	Biostatistics (ENH 440)	
Environmental Health Law (ENH 121)	*Determinants of Health (POH 201)*	
General Chemistry (CHY 104)	Communication in the Health Sciences (CMN 100)	
~~Lower Level Liberal study Table A~~ Pathophysiology (ENH 220)	Lower Level Liberal study Table A	
Year 2		
Semester 3	**Semester 4**	**Spring/Summer**
~~Introductory Toxicology (OHS 322) (pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)~~ Lower Level Liberal study Table A	Epidemiology (ENH 122)	WKT110
Agents of Communicable Disease (PUB 301)	*Environment and Emergencies (POH 407)*	
Occupational Health and Safety (OHS 508)	Parasitology and Pest Control (ENH 610) (pre-requisite: Pathophysiology ENH 220)	
Food Hygiene (ENH 333)	Housing and Built Environments (ENH 325)	
Lower Level Liberal study Table A	*~~Water Quality I (PUB 409)~~* *Communicable Disease Control (PUB 501)* (pre-requisite: Agents of Communicable Disease PUB 301)	
Year 3		
Fall	**Semester 5 - Winter**	**Spring/Summer**
WKT210	*Air Quality (PUB 607)*	WKT310
	Water Quality II (PUB 609)	
	Wastewater Treatment Systems (ENH 324)	
	Open Elective	
	Upper Level Liberal study Table B	
Year 4		
Semester 6 - Fall	**Winter**	**Spring/Summer**
Research Methods (ENH 522) (pre-requisite: Epidemiology ENH 122)	WKT410	WKT510
~~Communicable Disease Control (PUB 501)~~		

~~(pre-requisite: Agents of Communicable Disease PUB 301)~~ *Water Quality I (PUB 409)*		
Food Safety (PUB 508) (pre-requisite: Food Hygiene ENH 333)		
Open Elective		
Upper Level Liberal study Table B		
Year 5		
Semester 7	**Semester 8**	**Spring/Summer**
Risk Assessment (ENH 825)	*Advanced Professional Practice (PUB 800)*	*Graduate*
Health Education and Promotion (POH 705)	Public Health Law (ENH 721) (pre-requisite: Environmental Health Law ENH 121)	
Infection Control (ENH 505) (pre-requisite: Communicable Disease Control PUB 501)	*Food Safety Management (PUB 808)* (pre-requisite: Food Safety PUB 508)	
Pollution and Waste Management (ENH 524)	Open Elective	
Open Elective	Upper Level Liberal study Table B	

Attachment B

Proposed Program for Occupational Health and Safety – 4 year:

Year 1	
Semester 1 (common to both programs)	**Semester 2 (common to both programs)**
Professional Practice (POH 100)	~~Pathophysiology (ENH 220)~~ Introductory Toxicology (OHS 322) (pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)
Data Management (POH 103)	Biostatistics (ENH 440)
Environmental Health Law (ENH 121)	*Determinants of Health (POH 201)*
General Chemistry (CHY 104)	Communication in the Health Sciences (CMN 100)
~~Lower Level Liberal study Table A~~ Pathophysiology (ENH 220)	Lower Level Liberal study Table A

Year 2	
Semester 3	**Semester 4**
~~Introductory Toxicology (OHS 322)~~ ~~(pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)~~ Lower Level Liberal study Table A	Epidemiology (ENH 122)
Introductory Organic Chemistry (CHY 152) (pre-requisite: General Chemistry CHY 104)	~~Environment and Emergencies (POH 407)~~ Open Elective
Biological Agents (OHS 301)	~~Physical Agents (OHS 314)~~ *Fire and Radiation Safety (OHS 709)* (pre-requisite: Physical Agents OHS 314)
Accident Theory (OHS 323)	Advanced Toxicology (OHS 422) (pre-requisite: Introductory Toxicology OHS 322)
~~Lower Level Liberal study Table A~~ Physical Agents (OHS 314)	Occupational Hygiene I (OHS 421)

Year 3	
Semester 5	**Semester 6**
Research Methods (ENH 522) (pre-requisite: Epidemiology ENH 122)	Occupational Hygiene II (OHS 621) (pre-requisite: Occupational Hygiene I OHS 421)
Systems Safety (OHS 509) (pre-requisite: Physical Agents OHS 314) ~~Lower Level Liberal study Table A~~	Ergonomics (OHS 516) (pre-requisites: Physical Agents OHS 314 and Pathophysiology ENH 220 or Occupational Health and Safety OHS 508)
Safety Evaluation Techniques (OHS 523) (pre-requisite: Physical Agents OHS 314)	~~Safety Control Methods (OHS 623)~~ ~~(pre-requisites: Accident Theory OHS 323 & OHS 523)~~ *Environment and Emergencies (POH 407)*
Open Elective	Open Elective
~~Upper Level Liberal study Table B~~ Lower Level Liberal study Table A	Upper Level Liberal study Table B

Year 4	
Semester 7	**Semester 8**
Health Education and Promotion (POH 705)	*Sectoral Applications (OHS 800)*
Risk Assessment (ENH 825)	*Advanced Health and Safety Law (OHS 806)* (pre-requisite: Environmental Health Law ENH 121)
Disability Management (OHS 477) (pre-requisite: Ergonomics OHS 516)	*OHSE Management Systems (OHS 811)*
~~Fire and Radiation Safety (OHS 709)~~ ~~(pre-requisite: Physical Agents OHS 314)~~ Upper Level Liberal study Table B	~~Open Elective~~ Safety Control Methods (OHS 623) (pre-requisites: Accident Theory OHS 323 & OHS 523)
Open Elective	Upper Level Liberal study Table B

Proposed Program for Occupational Health and Safety – 2 year:

Year 1	
Semester 1	**Semester 2**
Environmental Health Law (ENH 121)	~~Pathophysiology (ENH 220)~~ Introductory Toxicology (OHS 322)
~~Introductory Toxicology (OHS 322)~~ Pathophysiology (ENH 220)	Biostatistics (ENH 440)
Introductory Organic Chemistry (CHY 152)	*Determinants of Health (POH 201)*
Biological Agents (OHS 301)	Occupational Hygiene I (OHS 421)
Accident Theory (OHS 323)	Epidemiology (ENH 122)
~~*Systems Safety (OHS 509)*~~ Physical Agents (OHS 314)	~~Physical Agents (OHS 314)~~ *Fire and Radiation Safety (OHS 709)*
	~~*Environment and Emergencies (POH 407)*~~ Ergonomics (OHS 516)

Year 2	
Semester 3	**Semester 4**
Research Methods (ENH 522)	Advanced Toxicology (OHS 422)
Safety Evaluation Techniques (OHS 523)	Occupational Hygiene II (OHS 621)
Risk Assessment (ENH 825)	~~Ergonomics (OHS 516)~~ *Environment and Emergencies (POH 407)*
Disability Management (OHS 477)	Safety Control Methods (OHS 623)
~~*Fire and Radiation Safety (OHS 709)*~~ *Systems Safety (OHS 509)*	*OHSE Management Systems (OHS 811)*
Health Education and Promotion (POH 705)	*Sectoral Applications (OHS 800)*
	Advanced Health and Safety Law (OHS 806)

Proposed Program for Occupational Health and Safety – 5 year Co-Op:

Year 1		
Semester 1 Fall (common to both programs)	**Semester 2 Winter (common to both programs)**	**Spring/Summer**
Professional Practice (POH 100)	~~Pathophysiology (ENH 220)~~ Introductory Toxicology (OHS 322) (pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)	Free
Data Management (POH 103)	Biostatistics (ENH 440)	
Environmental Health Law (ENH 121)	*Determinants of Health (POH 201)*	
General Chemistry (CHY 104)	Communication in the Health Sciences (CMN 100)	
~~Lower Level Liberal study Table A~~ Pathophysiology (ENH 220)	Lower Level Liberal study Table A	
Year 2		
Semester 3	**Semester 4**	**Spring/Summer**
~~Introductory Toxicology (OHS 322) (pre-requisites: Pathophysiology ENH 220 and General Chemistry CHY 104)~~ Lower Level Liberal study Table A	Epidemiology (ENH 122)	WKT 110
Introductory Organic Chemistry (CHY 152) (pre-requisite: General Chemistry CHY 104)	*Environment and Emergencies (POH 407)* Open Elective	
Biological Agents (OHS 301)	~~Physical Agents (OHS 314)~~ *Fire and Radiation Safety (OHS 709)* (pre-requisite: Physical Agents OHS 314)	
Accident Theory (OHS 323)	Advanced Toxicology (OHS 422) (pre-requisite: Introductory Toxicology OHS 322)	
~~Lower Level Liberal study Table A~~ Physical Agents (OHS 314)	Occupational Hygiene I (OHS 421)	
Year 3		
Fall	**Semester 5 - Winter**	**Spring/Summer**
WKT 210	Occupational Hygiene II (OHS 621) (pre-requisite: Occupational Hygiene I OHS 421)	WKT 310
	Ergonomics (OHS 516) (pre-requisites: Physical Agents OHS 314 and Pathophysiology ENH 220 or Occupational Health and Safety OHS 508)	
	~~Safety Control Methods (OHS 623) (pre-requisites: Accident Theory OHS 323 & OHS 523)~~ *Environment and Emergencies (POH 407)*	
	Open Elective	
	Upper Level Liberal study Table B	
Year 4		
Semester 6 - Fall	**Winter**	**Spring/Summer**
Research Methods (ENH 522) (pre-requisite: Epidemiology ENH 122)	WKT 410	WKT 510
Systems Safety (OHS 509) (pre-requisite: Physical Agents OHS 314)		
Safety Evaluation Techniques (OHS 523) (pre-requisite: Physical Agents OHS 314)		
Open Elective		

~~Upper Level Liberal study Table B~~ Lower Level Liberal study Table A		
Year 5		
Semester 7 - Fall	**Semester 8 - Winter**	**Spring/Summer**
Health Education and Promotion (POH 705)	*Sectoral Applications (OHS 800)*	*Graduate*
Risk Assessment (ENH 825)	*Advanced Health and Safety Law (OHS 806)* (pre-requisite: Environmental Health Law ENH 121)	
Disability Management (OHS 477) (pre-requisite: Ergonomics OHS 516)	*OHSE Management Systems (OHS 811)*	
~~*Fire and Radiation Safety (OHS 709) (pre-requisite: Physical Agents OHS 314)*~~ Upper Level Liberal study Table B	~~Open Elective~~ Safety Control Methods (OHS 623) (pre-requisites: Accident Theory OHS 323 & OHS 523)	
Open Elective	Upper Level Liberal study Table B	

**Report #W2019-1 of the Academic Governance and Policy Committee (AGPC):
M. Benarroch**

January 29, 2019

1.　　　　Senate Bylaws Update

　　　　Motion: *That Senate approve the proposed Bylaw #1 be adopted, replacing Articles 1 through 8 of the existing Senate Bylaw as described in the Senate agenda.*

Respectfully submitted,

M. Benarroch, Chair,
Provost & Vice President Academic

On behalf of the Committee:
K. MacKay, Vice Provost Academic
I. Crookshank, Director, Vice Provost Students
C. Hack, Registrar
D. Bell, Secretary of Senate
T. Duever, Dean, Faculty of Engineering & Architectural Science
D. Checkland, Faculty of Arts
S. Dolgoy, Faculty, Faculty of Communication and Design
R. Meldrum, Faculty of Community Services
S. Sabatinos, Faculty, Science
K. Kumar, Faculty, Faculty of Engineering & Architectural Science
R. Hudyma, Faculty, Ted Rogers School of Management
A.M. Brinsmead, Chang School Program Director
F. Khan, Undergraduate Student Senator
J. Circo, Undergraduate Student Senator,
R. Kucheran, Yeates School of Graduate Studies Student Senator

SENATE
BYLAW #1 – General

1.   DEFINITION OF TERMS

2.   COMPOSITION OF SENATE
   2.1   *Ex officio* Senators
   2.2   Elected voting Senators
         2.2.1   Faculty Senators
         2.2.2   Undergraduate Student Senators
         2.2.3   Graduate Student Senators
         2.2.4   Alumni Senators
   2.3   Senate Associates
         2.3.1   Chang School Associates
         2.3.2   CUPE Associates
         2.3.3   Indigenous Associates

3.   ELECTIONS
   3.1   General Provisions
         3.1.1   Nominations and Elections Committee (NEC)
         3.1.2   Schedules, Guidelines, Procedures
         3.1.3   Membership Lists
   3.2   Senate
   3.3   Committees

4.   TERM OF OFFICE
   4.1   Senate
   4.2   Senate Committees

5.   OFFICERS OF SENATE
   5.1   Chair
   5.2   Vice-Chair
   5.3   Secretary
   5.4   Chief Electoral Officer

6.   STANDING COMMITTEES OF SENATE
   6.1   General Provisions
   6.2   Senate Priorities Committee (SPC)
   6.3   Academic Governance and Policy Committee (AGPC)
   6.4   Scholarly, Research and Creative Activity Committee (SRCAC)
   6.5   Academic Standards Committee (ASC)
   6.6   Awards and Ceremonials Committee (AWCC)
   6.7   Learning and Teaching Committee (LTC)

6.8   Nominations and Elections Committee (NEC)
6.9   Research Ethics Board (REB)
6.10   Senate Appeals Committee (SAC)

7.   *AD HOC* COMMITTEES
7.1   General
7.2   Joint Committees with the Board of Governors

8.   GOVERNANCE COUNCILS
8.1   Yeates School of Graduate Studies Council ("YSGS Council")
8.2   G. Raymond Chang School of Continuing Education Council ("Chang Council")
8.3   Program Councils
8.4   Department/School Councils

1.   DEFINITION OF TERMS

1.1. <u>AGPC</u>: The Academic Governance and Policy Committee as defined by Article 6.3 of this Bylaw.

1.2. <u>Alumni</u>: The *Ryerson University Act* defines alumni as "persons who have received degrees, diplomas or certificates from Ryerson Institute of Technology, Ryerson Polytechnical Institute, Ryerson Polytechnic University, or Ryerson University and who are no longer registered as students."

1.3. <u>Board</u>: The Board of Governors of Ryerson University as defined by the *Ryerson University Act*

1.4. <u>Chang School</u>: The G. Raymond Chang School of Continuing Education.

1.5. <u>Chief Electoral Officer</u>: Officer of Senate as defined by Article 5.4.

1.6. <u>Committee Member</u>: Unless otherwise stated, members of a Senate committee do not have to be members of Senate.

1.7. <u>Department/School</u>: Academic unit, headed by a Chair or Director, resident in a Faculty, that has responsibility for the delivery of academic programs, Chang School degree credit courses, and Department-based Chang School Certificates.

1.8. *<u>ex officio</u>*: Holds office or Senate position by virtue of another office held. Fully participating (and voting) unless otherwise indicated.

1.9. <u>Faculty</u> (where capitalised): Administrative unit, headed by a Dean, normally consisting of teaching Departments/Schools and established by Senate and the Board of Governors.

1.10. <u>faculty</u> (where not capitalised): "Teaching faculty," defined by the *Ryerson University Act* as the "full-time employees of the University whose principal duty is the performance of the teaching function or the research function of the University, including employees holding the offices of Dean, Chair or Assistant Chair of a department, or Academic Director."

1.11. <u>faculty Senator</u>: as defined by Article 2.2.1

1.12. *<u>Ryerson University Act</u>*: Statute of the Province of Ontario establishing, and governing the operation of Ryerson University.

1.13. <u>Session</u> shall extend from July 1 of each year until June 30 of the following year.

1.14. <u>SPC</u>: The Senate Priorities Committee as defined by Article 6.2 of this Bylaw.

1.15. <u>SRCAC</u>: The Scholarly, Research, and Creative Activity Committee as defined by Article 6.4 of this Bylaw.

1.16. <u>Students</u>: Defined by the *Ryerson University Act* as "persons registered in a program or course of study at the University that leads to a degree, diploma or certificate of the University." All such students are eligible to serve on Senate committees and vote in student elections for these positions.

1.17. <u>Student Senator</u>: as defined by Articles 2.2.2 and 2.2.3

1.18. <u>Union</u>: Ryerson Faculty Association (RFA); Canadian Union of Public Employees, Local 3904 (CUPE); Ryerson Students' Union (RSU); and Continuing Education Students' Association of Ryerson (CESAR).

1.19. <u>University</u> (where capitalised): Ryerson University

1.20. <u>YSGS</u>: Yeates School of Graduate Studies

2. COMPOSITION OF SENATE

2.1. <u>Ex officio Senators</u>

    2.1.1. *As per the <u>Ryerson University Act</u>*:

        2.1.1.1.   the Chancellor;

        2.1.1.2.   the President (who shall be the Chair of the Senate);

        2.1.1.3.   the Vice Presidents (including the Provost)**;**

        2.1.1.4.   the Deans;

        2.1.1.5.   the Chief Librarian; and

2.1.1.6.   the Registrar

2.1.2.   ***All Vice Provosts***.

2.2. <u>**Elected Voting Senators**</u>

As per the *Ryerson University Act*, there shall be fifty-one (51) elected voting Senators. These shall be apportioned as follows.

2.2.1.   ***Faculty Senators***

2.2.1.1.   *At-Large faculty*: There shall be faculty Senators elected at-large by and from all full-time faculty, as defined above, in such number as to ensure that the total number of elected faculty Senators equals thirty-three (33). Deans may not vote, nominate, or serve. Chairs/Directors may vote but may not nominate or serve. There may be no more than two at-large faculty Senators from any one Faculty unless there are insufficient candidates from other Faculties to fill all at-large positions.

2.2.1.2.   *Faculty:* There shall be three (3) faculty members elected from each Faculty consisting of three (3) or more Departments/Schools and one (1) faculty member elected from each Faculty consisting of less than three (3) Departments/Schools.

> **2.2.1.2.1.** Faculties with only one elected Senator may also elect one alternate Senator who may attend meetings of Senate, and vote in the absence of the regular, elected Senator. The alternate Senator may not replace the regular, elected Senator at committee meetings.

> **2.2.1.2.2.** All Faculty Senators and Alternate Senators shall be elected by and from the full-time teaching faculty in each Faculty. Deans may not nominate, vote or serve. Chairs/Directors may vote but may not nominate or serve.

2.2.1.3.   *Chang School faculty:* There shall be two (2) faculty Senators representing the Chang School who are full-time teaching faculty and who are teaching, or have taught, at least one course in the Chang School in the year preceding the election, or who serve on a Chang School committee, or the Chang School Council.

2.2.1.4.   *Indigenous faculty*: There shall be one (1) Indigenous faculty member elected by the Aboriginal Education Council (AEC) from Indigenous faculty using such election procedures as the AEC may determine.

2.2.1.5.   *Librarian:* There shall be one (1) librarian Senator who is a member of the RFA, and who is eligible to serve on Senate as defined by the *Ryerson University Act*. Such member shall be elected by and from the University librarians.

2.2.1.6.   *Chairs/Directors:* There shall be one (1) Chair/Director, elected from each of the Faculties by and from the Chairs/Directors in that Faculty.

2.2.1.7.   *Ryerson Faculty Association (RFA):* There shall be one (1) RFA Senator (who is a faculty member as defined by Article 1.9) specifically elected to the position using such procedures as are specified in the Bylaw(s) of the RFA.

2.2.1.8.   *Canadian Union of Public Employees (CUPE) Local 3904:* There shall be one (1) CUPE Senator (who is eligible to serve on Senate as defined by the *Ryerson University Act*) specifically elected to the position using such procedures as are specified in the Bylaw(s) of CUPE Local 3904.

2.2.2.   ***Undergraduate Student Senators***

2.2.2.1.   *At-Large Undergraduate Students:* There shall be undergraduate student Senators, elected at-large by and from all undergraduate students enrolled in a full- or part-time program, in such number as to ensure that the total number of elected student Senators equals sixteen (16). No more than two at-large student Senators may be from any one Faculty unless there are insufficient candidates from other Faculties to fill all at-large positions.

2.2.2.2.   *Faculty Undergraduate Students:* There shall be one (1) student Senator from each Faculty, elected by and from undergraduate students registered in a full- or part-time program within that Faculty.

2.2.2.3. *Continuing Education Students:* There shall be two (2) Senators elected by and from those students of the University who are enrolled in a Chang School course at the time of election, and who are eligible to serve on Senate.

2.2.2.4. *Ryerson Students' Union (RSU):* There shall be one (1) RSU Senator who is duly elected to the position using such procedures as are specified in the Bylaw(s) of the RSU, and who is eligible to serve on Senate.

2.2.2.5. *Continuing Education Students' Association of Ryerson (CESAR):* There shall be one (1) CESAR Senator who is duly elected to the position using such procedures as are specified in the Bylaw(s) of the CESAR, and who is eligible to serve on Senate.

2.2.3. *Graduate Student Senators:* There shall be two (2) Senators elected by and from those students of the University who are enrolled in a graduate program.

2.2.4. *Alumni Senators*: There shall be two (2) Ryerson alumni Senators elected by and from the members of the Ryerson University Alumni Association who meet the definition of alumni specified in Article 1.2, and who are no longer registered as students or eligible to serve in any other capacity.

2.3. Senate Associates:

There shall be Senate Associates as follows who, while not eligible to vote at Senate, otherwise have full rights of participation in Senate meetings and, if named to Senate committees, have full committee membership rights (including the right to vote):

2.3.1. *Chang School Associates*: There shall be two (2) Chang School representatives elected by and from the Chang School Directors and Associate Directors who have academic responsibilities using such procedures as the Chang School shall determine.

2.3.2. *Part-time, Sessional and Continuing Education Contract Lecturer (CUPE Local 3904 Units 1 and 2) Associates*: There shall be two (2) Part-time, Sessional and Continuing Education (CUPE Local 3904 Units 1 and 2) Contract Lecturers elected by and from that group, using such procedures as CUPE Local 3904 shall determine

2.3.3. *Indigenous Associates*: There shall be two (2) Indigenous Associates named by the Aboriginal Education Council (AEC) using such procedures as the AEC shall determine. Such Associates may be drawn from any category of Ryerson employee, student, or alumni.

3. ELECTIONS AND APPOINTMENTS

3.1. General Provisions

3.1.1. *Nominations and Elections Committee (NEC)*: Early in each Session, Senate shall strike a Nominations and Elections Committee in accordance with Article 6.8 of this Bylaw.

3.1.2. *Schedules, Guidelines and Procedures*: The Chief Electoral Officer of Senate shall annually publish the election schedule, as well as such guidelines and procedures as are approved by the Nominations and Elections Committee.

3.1.3. *Membership Lists*: The Secretary of Senate will provide a list of Senate and Committee members by the first meeting of a Session, and shall advise Senate of all changes to membership, and shall post a revised membership list on the Senate website whenever changes are made.

3.2. Senate

3.2.1. The Chief Electoral Officer shall call for nominations in accordance with published Election Guidelines and Procedures.

3.2.2. Elections shall be held annually before April 1.

3.2.3. Constituent union groups (RFA, CUPE, RSU, and CESAR) shall each be responsible for the election of their representatives and shall inform the Secretary of the process of their election and the election results.

3.2.4. Senate seats shall be declared vacant when:
3.2.4.1. An elected Senator resigns; or

3.2.4.2. An elected Senator is no longer a member of the constituency s/he was elected to represent; or

3.2.4.3. An elected Senator fails to attend two (2) consecutive meetings without written notice to the Secretary, or three (3) in total during a Session, regardless of notice. In extenuating circumstances, Senate may, by resolution, excuse absences for health or other reasons.

3.2.5. Senate vacancies between general elections will be filled for the duration of the term following the procedures outlined below unless there are fewer than two Senate meetings remaining between the point at which the vacancy occurs and the end of the term or the point at which a call for nominations is issued for general elections.

3.2.5.1. If a Senate vacancy occurs in the Chair/Director constituency between general elections, the Chief Electoral Officer will ask the affected group to conduct a by-election.

3.2.5.2. If a Senate vacancy occurs in the Faculty of Law, the elected alternate will fill the position until the Senator elected in the next general election takes office. In the event the alternate is unable to serve, the position will be filled in accordance with Article 3.2.5.4.

3.2.5.3. If a Senate vacancy occurs among the students elected at large, the Chief Electoral Officer will call for nominations in accordance with published Election Guidelines and Procedures, and present the list of nominees to the elected student Senators who shall elect one of the nominees to fill the vacancy.

3.2.5.4. If a Senate vacancy occurs in any other constituency between general elections, the Chief Electoral Officer will call for nominations in accordance with published Election Guidelines and Procedures, and conduct a by-election as/if required.

3.2.5.5. In the event that the routine call for nominations fails to produce sufficient nominees, the Nominations and Elections Committee will solicit nominations and

3.2.5.5.1. The Nominations and Elections Committee will report eligible nominees to the next meeting of Senate.

3.2.5.5.2. Additional nominations may be made from the floor of Senate, provided the person nominated is eligible and consents to the nomination. A person who is not present may only be nominated if that person has given prior permission to the Secretary of Senate.

3.2.5.5.3. If there is more than one nomination for any individual position, the replacement member will be elected by Senate from among the nominees, with all elected Senators eligible to vote.

3.2.6. The Chief Electoral Officer shall inform Senate of the results of all Senate elections and by-elections, including an accounting of votes cast.

3.3. <u>Committees</u>:

3.3.1. Immediately upon the conclusion of Senate elections, the Nominations and Elections Committee (NEC) shall, in accordance with published Election Guidelines and Procedures, call for nominations to fill all non-student Committee positions not allocated through other means in this Bylaw. Senators-elect are eligible to nominate, stand as candidates, and serve on committees for the following year where Senate membership is a requirement.

3.3.1.1. Immediately following the orientation session for new Senators (normally held in September of each year), the Chief Electoral Officer shall, in accordance with published Election Guidelines and Procedures, call for nominations to fill all student Committee positions not allocated through other means specified in this Bylaw.

3.3.2. The Nominations and Elections Committee shall prepare, and present annually to the penultimate regular meeting of Senate in each session, a complete list of nominations received for, and appointments to, all non-student positions on all Senate Standing Committees for the following year.

3.3.3. Nominations from the Floor: For positions to be filled by election, nominations beyond those brought forward by the Nominations and Elections Committee may be made from the floor of Senate provided the person nominated is eligible and consents to the nomination. A person who is not present may only be nominated if that person has given prior permission to the Secretary of Senate.

3.3.4. If the number of nominations exceeds the number of positions to be filled by election as specified in this Bylaw, Senate shall, at the penultimate regular meeting of Senate in each session, elect the committee members from among the nominees, with all Senators eligible to vote. For positions where a specific body is specified in this By Law as the electors for that position, the Chief Electoral Officer shall conduct, or cause to be conducted, an election for those positions prior to the penultimate meeting of Senate in the session.

3.3.5. membership on a committee of Senate shall terminate when:

3.3.5.1. An elected Senator resigns his/her committee membership; or

3.3.5.2. An elected Senator representing a particular constituency on the committee is no longer a member of the constituency s/he was elected to represent; or

3.3.5.3. An elected Senator fails to attend two (2) consecutive committee meetings without written notice to the Chair of the committee, or three (3) meetings in total during a Session regardless of notice. In extenuating circumstances, Senate may, by resolution, excuse absences for health or other reasons.

3.3.6. Where a position held by a committee member elected by Senate becomes vacant during a session, the Chief Electoral Officer shall, at the earliest point possible, inform Senate of the vacancy and invite nominations to fill the position. The Nominations and Elections Committee shall report to the next meeting of Senate the name(s) of nominee(s), and Senate shall elect a replacement Committee member following the process outlined in Article 3.3.3 and 3.3.4 above.

3.3.7. Where a position held by a committee member representing a specific constituency becomes vacant during the session, the Chief Electoral Office shall, at the earliest point possible, inform the constituency of the vacancy and invite nominations to fill the position. The Nominations and Elections Committee shall report to the next meeting of Senate the name(s) of nominee(s), and Senate shall elect a replacement Committee member following the process outlined in Article 3.3.3 and 3.3.4 above.

3.3.8. The Chief Electoral Officer shall inform Senate of the results of all Senate Committee elections, including an accounting of votes cast.

4. TERM OF OFFICE

4.1. Senate

4.1.1. The term of elected Senators will commence on July 1 of the year elected.

4.1.2. *Ex officio* members and Union representatives hold their positions on Senate as long as they hold the office or Union position that entitles them to be a Senator.

4.1.3. Faculty and Alumni representatives are elected for a two-year term and may be nominated for a second consecutive two-year term.

4.1.4. Student representatives are elected for a one-year term, and may be nominated for a second consecutive one-year term.

4.1.5. Senate Associates named pursuant to Article 2.3 serve a two-year term and are not subject to term limits.

4.1.6. Senators elected to fill a vacancy serve until the end of the vacant term, but may then stand for election in the scheduled general elections. If elected, the term following the general elections shall be considered their first.

4.1.7. After a second term, Senators may be re-nominated to the same position (e.g., a faculty Senator representing a certain Faculty) after an absence of one (1) year, but may be nominated to a new position (e.g., an "at large" Senator) with no break in service. However in no case shall an elected Senator serve more than four (4) consecutive terms in total.

4.2. Senate Committees

4.2.1. The term of committee members will commence on July 1 of the year elected and shall extend for one session, unless otherwise specified in this Bylaw.

4.2.2.   Members of Senate committees who are required to be Senators may serve as long as they remain Senators.

4.2.3.   There is no limit to the number of terms that may be served by members of Senate committees who are not required to be Senators.

5.   OFFICERS OF SENATE

5.1.   <u>Chair</u>:

The President of the University shall be, *ex officio*, the Chair of Senate. The duties of the Chair shall be to:

5.1.1.   establish, in consultation with the Senate Priorities Committee and the Secretary, the agenda of all meetings of Senate;

5.1.2.   report to Senate on current issues of the University;

5.1.3.   conduct meetings of Senate;

5.1.4.   break a tie vote; and

5.1.5.   call the Vice-Chair, or another member if necessary, to the Chair when the President wishes to engage in debate, or for meetings that the Chair cannot attend.

5.2.   <u>Vice-Chair</u>:

The Vice-Chair shall be elected from elected faculty Senators by all elected Senators, with the election held in conjunction with elections to the Senate Priorities Committee. The duties of the Vice-Chair shall be to:

5.2.1.   act as Chair of Senate if called upon by, or in the absence or incapacity of, the Chair; and

5.2.2.   serve as Vice-Chair of the Senate Priorities Committee.

5.3.   <u>Secretary of Senate</u>:

The President of the University shall appoint a search committee which shall advise the President on the appointment of a permanent Secretary of Senate, who shall serve, *ex officio*, as a non-voting member of all standing committees of Senate. The office of the Secretary shall:

5.3.1.   collect information for, advise on, and establish, in consultation with the Senate Priorities Committee, the agenda of Senate meetings;

5.3.2.   organize and schedule Senate meetings, and distribute the Senate agenda, normally one (1) week in advance of regular meetings;

5.3.3.   take responsibility for the Senate website;

5.3.4.   act as a resource to the Chair at Senate meetings;

5.3.5.   prepare, and distribute to all Senators, draft minutes of every meeting of Senate, and post approved minutes on the Senate website;

5.3.6.   provide, at the first meeting of each session, a record of the attendance of each Senator during the previous session, with such report becoming an attachment to the minutes of the last meeting of the previous session;

5.3.7.   conduct correspondence in the name of Senate;

5.3.8.   create, advise upon, draft, and prepare academic policies as appropriate for consideration by the AGPC and Senate assuring adherence to proper format and procedures;

5.3.9.   maintain all minutes, records, and accounts of Senate and its committees, including a directory of the current policies of Senate;

5.3.10.   assist committees in research supporting their efforts and act as a resource;

5.3.11.   oversee and provide advice on Senate policies and procedures;

5.3.12.   record and maintain the records of the Academic Standards Committee;

5.3.13.   oversee the operations of the Senate Appeals Committee;

5.3.14.   serve as a non-voting member of, and resource for, all Standing Committees and for those *ad hoc* Committees where the Secretary of Senate is named as a non-voting member; and

5.3.15.   carry out such other duties as may be required to ensure the proper functioning of Senate.

5.4. **Chief Electoral Officer:**
The Secretary of Senate shall, unless Senate should otherwise direct, serve as Chief Electoral Officer. The duties of the Chief Electoral Officer shall be to:

5.4.1. serve as a non-voting member of the Nominations and Elections Committee;

5.4.2. assist the Nominations and Elections Committee in the solicitation of nominees for Senate Committees;

5.4.3. conduct elections pursuant to Article 3 of this Bylaw and the Guidelines and Procedures adopted by the Nominations and Elections Committee;

5.4.4. solicit nominations for Vice-Chair in conjunction with elections to the Senate Priorities Committee;

5.4.5. solicit nominations and conduct elections, as required, to fill vacancies pursuant to Article 3.2 of this Bylaw;

5.4.6. liaise with unions to ensure that elections are conducted in accordance with Senate timelines and procedures; and

5.4.7. in accordance with the schedules, guidelines and procedures established by the Nominations and Elections Committee, conduct elections pursuant to Article 3.3 of this Bylaw, if necessary, to fill Committee positions.

6. STANDING COMMITTEES

6.1. General Provisions

6.1.1. Senate shall have Standing Committees as follows:

     6.1.1.1. Senate Priorities Committee (SPC);

     6.1.1.2. Academic Governance and Policy Committee (AGPC);

     6.1.1.3. Scholarly Research and Creative Activity Committee (SRCAC);

     6.1.1.4. Academic Standards Committee (ASC);

     6.1.1.5. Awards and Ceremonials Committee (AWCC);

     6.1.1.6. Learning and Teaching Committee (LTC);

     6.1.1.7. Nominations and Elections Committee (NEC);

     6.1.1.8. Research Ethics Board (REB); and

     6.1.1.9. Senate Appeals Committee

6.1.2. Unless otherwise specified in this Bylaw, committee membership is not limited to members of Senate.

6.1.3. Senators-elect are eligible to nominate, stand as candidates, and serve on committees for the following year where Senate membership is a requirement.

6.1.4. Any standing committee may recommend to Senate – via the AGPC, as appropriate – changes to Bylaw provisions regarding its terms of reference and composition.

6.1.5. All standing committees that do not have a Chair and Vice-Chair prescribed by this Bylaw shall, at their first meeting of each Session, elect a Chair and, if the Committee deems it necessary, a Vice-Chair.

6.1.6. The Secretary of Senate is a non-voting member of all standing committees.

6.1.7. The current composition and membership of all Standing Committees shall be posted by the Secretary of Senate on the Senate website.

6.2. Senate Priorities Committee (SPC)

6.2.1. **Composition:**

     6.2.1.1. the President, who shall serve as Chair;

     6.2.1.2. the Vice-Chair (who is the Vice-Chair of Senate);

     6.2.1.3. the Provost and Vice President Academic;

     6.2.1.4. the Vice Provost Academic;

6.2.1.5.   the Vice Provost, University Planning;

6.2.1.6.   one (1) member elected by and from the Deans, including Chang, YSGS, and Library;

6.2.1.7.   five (5) members elected by and from the faculty Senators in accordance with Article 3.3.1;

6.2.1.8.   one (1) undergraduate student Senator elected by and from all student Senators in accordance with Article 3.3.1.1;

6.2.1.9.   one (1) graduate student Senator elected by and from all student Senators in accordance with Article 3.3.1.1; and

6.2.1.10.   the Secretary of Senate (non-voting).

6.2.2.   **Terms of Reference**:

6.2.2.1.   to take responsibility to formulate, in consultation with the Secretary, the agenda for each Senate meeting, together with supporting documentation;

6.2.2.2.   to select, for at least two (2) Senate meetings per year, topics of importance and interest to the Ryerson community, and relevant to the responsibilities of Senate:

     6.2.2.2.1.   Such topics shall be open for discussion in Committee of the Whole for an extended period, not to exceed ninety (90) minutes;

     6.2.2.2.2.   the SPC shall notify Senate in advance of such topics and arrange for their presentation;

6.2.2.3.   to bring to the attention of Senate, and to consult with Senior administration regarding, emergent issues facing the University and, when appropriate, to recommend to Senate the referral of such issues to a Standing Committee, or to recommend to Senate the creation of an *ad hoc* Committee to address such an issue, or to recommend some other course of action;

6.2.2.4.   to establish a sub-committee, if desired either by Senate or the SPC, to examine and review the state of the University's overall finances and priorities with respect to their impact on academic programs and activities in light of the Academic Plan, and to present to Senate its findings and recommendations;

6.2.2.5.   to represent Senate in meetings with the Board of Governors (or representatives) that may be agreed upon from time to time regarding matters of mutual concern; and to report back to Senate as appropriate on the nature of, and any outcomes from, such meetings;

6.2.2.6.   to explore the implications and sustainability of the creation of new Faculties and/or Departments/Schools, and to advise Senate accordingly; and

6.2.2.7.   to act on behalf of Senate, if needed, during the summer months, and to report to Senate at the first meeting of the following Session any actions taken on its behalf.

6.3. Academic Governance and Policy Committee (AGPC)

6.3.1.   **Composition:**

There shall be *ex officio* members, and members selected in accordance with the provisions of Article 3.3 as follows:

6.3.1.1.   the Provost and Vice President Academic, who shall serve as Chair;

6.3.1.2.   the Vice Provost Academic, who shall serve as Vice Chair;

6.3.1.3.   the Vice Provost, Students;

6.3.1.4.   the Vice-Provost and Dean, Yeates School of Graduate Studies;

6.3.1.5.   the Registrar;

6.3.1.6.   one (1) Faculty Dean elected by and from the Faculty Deans;

6.3.1.7.   seven (7) faculty Senators representing at least five (5) of the Faculties, at least one of whom is a Chair/Director, elected by faculty Senators;

6.3.1.8.   one (1) Senate Associate Chang School Representative;

6.3.1.9.   two (2) undergraduate student Senators elected by and from all undergraduate student Senators in accordance with Article 3.3.1.1;

6.3.1.10. one (1) graduate student Senator elected by and from all graduate student Senators in accordance with Article 3.3.1.1; and

6.3.1.11. the Secretary of Senate (non-voting).

6.3.2. **Terms of Reference:**

6.3.2.1. To propose, oversee, and periodically review Senate bylaws, policies and University procedures regarding any matter within the purview of Senate, except those matters for which responsibility is specifically assigned by this Bylaw to another entity;

6.3.2.2. to recommend to Senate the establishment of Policy Review Committees, each mandated by Senate to undertake a periodic review or special review of an existing policy or policies in a policy area; to ensure that such Review Committees draw substantially on appropriate experience and expertise in the policy area; and to ensure that appropriate co-ordination with other existing policies occurs by, as appropriate, having a Policy Review Committee report to the AGPC rather than directly to Senate;

6.3.2.3. to propose new Senate policy in areas when and where there is no current policy and it is advisable, prudent and/or necessary that there be policy; and to nominate to Senate a special sub-committee of the AGPC to research and draft such policy; and to forward the draft policy to Senate for consideration;

6.3.2.4. to report to Senate with a Committee recommendation on all matters referred to AGPC by Senate or any Senate Committee; and

6.3.2.5. to request reports from other University committees, sub-committees or departments whose business has an academic policy dimension, or a substantial effect on the academic mandate or performance of the University.

6.4. **Scholarly Research and Creative Activity Committee (SRCAC)**

6.4.1. **Composition**:

There shall be *ex officio* members, and members selected in accordance with the provisions of Article 3.3 as follows:

6.4.1.1. the Vice President Research and Innovation (VPRI), who shall serve as Chair;

6.4.1.2. the Associate Vice President Research and Innovation (AVPRI)

6.4.1.3. one (1) faculty member from each Faculty, at least two (2) of whom are Senators, one (1) of whom shall be elected as Vice Chair by the Committee as the first committee meeting of the session;

6.4.1.4. the Vice-Provost and Dean, Yeates School of Graduate Studies or designate;

6.4.1.5. one (1) Dean / Chief Librarian elected by and from the Deans and Chief Librarian;

6.4.1.6. the Chair, Research Ethics Board or a designated faculty member of the REB;

6.4.1.7. one (1) Associate Dean Research (or equivalent) from each Faculty;

6.4.1.8. one (1) Associate Chief Librarian;

6.4.1.9. one (1) Librarian, not necessarily a Senator;

6.4.1.10. one (1) graduate student, not necessarily a Senator;

6.4.1.11. one (1) undergraduate student Senator elected by and from all undergraduate student Senators in accordance with Article 3.3.1.1;

6.4.1.12. the Secretary of Senate (non-voting); and

6.4.1.13. such other non-voting Associates as the Committee may, from time to time, designate.

6.4.2. **Terms of Reference:**

6.4.2.1. to examine and report annually to Senate regarding the state of SRC activity at Ryerson and upon issues regarding SRC activity that are likely to arise;

6.4.2.2. to establish a sub-committee, the SRC Leaders' Group, consisting of the VPRI, the AVPRI, the Associate Deans Research (or equivalent) from each teaching Faculty, the Associate Dean Graduate Studies, and the Associate Chief Librarian, which shall:

6.4.2.2.1.1. develop its own terms of reference to be approved by the SRCAC;

6.4.2.2.1.2.   provide input regarding SRC activity into the academic and strategic planning process; and

6.4.2.2.1.3.   provide input to the VPRI and the SRCA Committee on the funding of SRC activity generally, and specifically with regard to procedures affecting SRC activity, and the internal allocation of funds intended to enhance SRC activity;

6.4.2.3.   to advise Senate on existing and emerging trends in research funding, and on government policies and priorities relevant to SRC activity at Ryerson;

6.4.2.4.   to review, and report to Senate on, the extent to which SRC activity informs, and is integrated into, opportunities for student experiential learning, the innovation ecosystem, and the undergraduate and graduate curriculum; and

6.4.2.5.   in coordination with the Academic Governance and Policy Committee (AGPC), to recommend to Senate, when necessary, the establishment of policies to promote, support and regulate SRC activity involving Ryerson, and to review any such existing policies.

6.5.   Academic Standards Committee (ASC):

6.5.1.   Composition:

Senate shall consider each year a list of members as detailed below. Senate may approve or reject the list in its entirety, but may not alter the list.

6.5.1.1.   the Vice Provost Academic (VPA), who shall serve as chair

6.5.1.2.   two (2) members of the faculty from each of the Faculties of Arts, Community Services, Communication and Design, Engineering and Architectural Science, Science, and the Ted Rogers School of Management, and one (1) faculty member from the Faculty of Law;

6.5.1.2.1.   faculty members are appointed by the Deans of their respective Faculties for a two-year term

6.5.1.3.   two (2) representative of the Chang School, appointed by the Dean of the Chang School for a two-year term;

6.5.1.4.   one (1) Librarian, appointed by the VPA upon recommendation of the Chief Librarian for a two-year term;

6.5.1.5.   two (2) students, appointed for a one-year term by the VPA, who shall solicit nominations from the Associate Deans responsible for undergraduate studies;

6.5.1.6.   the Director, Curriculum Quality Assurance (non-voting), who shall serve as Vice-Chair; and

6.5.1.7.   The Vice President Equity and Community Inclusion (VPECI) or designate;

6.5.1.8.   the Registrar;

6.5.1.9.   the Secretary of Senate (non-voting).

6.5.2.   Terms of Reference:

to provide advice to Senate with respect to the quality of both operating and proposed undergraduate programs (degree, diploma, certificate, and special-purpose programs), including, but not necessarily restricted to:

6.5.2.1.   undertaking periodic program reviews;

6.5.2.2.   assessing new undergraduate program proposals;

6.5.2.3.   assessing curriculum modification proposals;

6.5.2.4.   reviewing and formulating policies governing undergraduate curriculum structure; and

6.5.2.5.   such other matters as referred to it by Senate or by the Provost and Vice President Academic.

6.5.3.   Subcommittees:

The ASC may establish such subcommittees as are required for it to carry out the mandate assigned to it by this Bylaw or by other Senate policy. The activities of any subcommittees should be included in reports to Senate by the ASC.

6.5.4. __Reporting:__
The ASC reports directly to Senate its recommendations about undergraduate curriculum (e.g., new programs, program reviews, program changes) and about the work of its subcommittees, if any. It directs to the AGPC recommendations regarding change to policy or to the structure specified in this Bylaw.

6.6. Awards and Ceremonials Committee (AWCC):
6.6.1. Composition:
6.6.1.1. the Provost and Vice President Academic, who shall serve as chair;

6.6.1.2. the Vice-Provost and Dean, Yeates School of Graduate Studies;

6.6.1.3. one (1) tenured faculty member, not necessarily a Senator, from each Faculty, nominated by the Deans of their respective Faculties;

6.6.1.4. one (1) Chair/Director/Dean/Associate Dean from each Faculty, nominated by the Deans of their respective Faculties, at least one of whom must be a Chair/Director;

6.6.1.5. two (2) Program Directors from the Chang School, nominated by the Dean of the Chang School;

6.6.1.6. one (1) undergraduate student Senator, selected pursuant to Article 3.3.1.1;

6.6.1.7. one (1) graduate student Senator, selected pursuant to Article 3.3.1.1;

6.6.1.8. the Registrar (non-voting);

6.6.1.9. the Director, Convocation and Awards (non-voting);

6.6.1.10. the Secretary of Senate (non-voting).

6.6.2. Terms of Reference:
6.6.2.1. to approve, on behalf of Senate, the award of graduate and undergraduate degrees and certificates, Honorary Doctorate degrees and various medals and awards for excellence;

6.6.2.2. to recommend to Senate, via the SPC (which includes both President and Provost), policies and procedures respecting the awarding of, as well as the ceremonies associated with, the awarding of degrees, certificates, medals, and other marks of academic achievement.

6.6.3. Reporting:
The AWCC reports directly to Senate regarding its regular business. It directs to the SPC recommendations regarding policy changes or changes to its terms of reference or composition.

6.7. Learning and Teaching Committee (LTC):
6.7.1. Composition:
Senate shall consider each year a list of members as detailed below. Senate may approve or reject the list in its entirety, but may not alter the list.

6.7.1.1. the Vice Provost Academic, who shall serve as Chair;

6.7.1.2. the Vice-Provost and Dean, Yeates School of Graduate Studiesor designate;

6.7.1.3. one (1) faculty member from each Faculty, nominated by the Dean of their respective Faculty;

6.7.1.4. one (1) Chang School Program Director, nominated by the Dean of the Chang School;

6.7.1.5. one (1) Librarian nominated by the Chief Librarian;

6.7.1.6. one (1) member of the Aboriginal Education Council nominated by the Council;

6.7.1.7. the Vice President Equity and Community Inclusion (VPECI) or designate;

6.7.1.8. the Vice Provost Students or designate;

6.7.1.9. two (2) undergraduate students, selected by the Vice Provost Academic from a pool created by one nomination from each academic Dean;

6.7.1.10. one (1) graduate student nominated by the Vice-Provost and Dean, Yeates School of Graduate Studies;

6.7.1.11. one (1) continuing education student nominated by the Dean of the Chang School;

6.7.1.12. the Director of the Learning and Teaching Office (LTO) – non-voting;

6.7.1.13. the Secretary of Senate (non-voting); and

6.7.1.14. such other non-voting associates as the committee may request to attend.

6.7.2. **Terms of Reference:**

6.7.2.1. to advise Senate on select university-wide issues through the lens of learning and teaching;

6.7.2.2. to initiate, as required, activities that address specific issues; and

6.7.2.3. to develop and make academic policy recommendations for the consideration of Senate.

6.7.3. **Reporting:**

The LTC reports directly to Senate regarding its regular business. It directs to the AGPC recommendations regarding policy changes or proposed changes to its terms of reference or composition.

6.8. Nominations and Elections Committee (NEC):

6.8.1. **Composition**

Immediately following the orientation session for new Senators (normally held in September of each year), the Chief Electoral Officer shall, in accordance with published Election Guidelines and Procedures, call for nominations from the relevant constituent groups to fill the positions listed below. If more nominations are received from any group than the number of positions available, an election shall be conducted within that group to determine the name(s) recommended to Senate.

6.8.1.1. one (1) Dean selected by and from the Deans (including Chang, YSGS, Chief Librarian);

6.8.1.2. two (2) faculty Senators elected by and from elected faculty Senators;

6.8.1.3. two (2) student Senators elected by and from student Senators; and

6.8.1.4. the Secretary of Senate (non-voting).

If the committee, once constituted, feels that additional members would aid in the solicitation of nominations, it may add up to two faculty members who need not necessarily be elected Senators.

6.8.2. **Terms of Reference***:*

6.8.2.1.   to develop guidelines and procedures governing the conduct of all elections conducted under the auspices of Senate;

6.8.2.2. to adjudicate any disputes that may arise in the application of all guidelines and procedures;

6.8.2.3. to solicit nominations from potential Senators;

6.8.2.4. to prepare and present to the penultimate regular meeting of Senate in each session, a complete list of nominations received for, and appointments to, all non-student positions on all Senate Standing Committees for the following year, unless those positions are otherwise specified in this Bylaw;

6.8.2.5. to assist the Chief Returning Officer with the filling of vacancies on Senate or its Committees.

6.8.3. **Reporting:**

The NEC is appointed by, and reports directly to, Senate or, in the period between Senate meetings, to the SPC.

6.9. Research Ethics Board (REB):

6.9.1. **Composition:**

To ensure compliance with current Tri-Council Policy requiring the independence of REB decision-making, institutional senior administrators shall not serve on the REB. The REB shall have diverse representation across all Faculties at the University. The specific composition will be specified by the Senate policy governing the ethical conduct for research involving human participants. Senate shall consider each year a list of members nominated by the Vice President Research and Innovation. Senate may approve or reject the list in its entirety, but may not alter the list.

6.9.2. **Terms of Reference:**

6.9.2.1.   to protect research participants and ensure that research is conducted in an ethical manner; and

6.9.2.2.   to review and evaluate all proposed or ongoing research involving human participants that is conducted within or under the auspices of Ryerson University by faculty, staff, or students of the University. No research involving human participants shall be undertaken without the prior written approval of the REB;

6.9.3. **Reporting:**
The REB reports directly to Senate regarding its regular business. It directs to the SRCAC recommendations regarding policy changes or proposed changes to its terms of reference or composition.

6.10. Senate Appeals Committee (SAC):

6.10.1. **Composition:**
The Committee consists of no fixed number of members drawn from both faculty and students, who have applied, been screened, and trained in the application of the university policies listed in the Terms of Reference. Members hear appeals in 3-person panels consisting of two faculty members and one student. The panels are constituted by the Office of the Secretary of Senate.

Senate may approve or reject the list in its entirety, but may not alter the list.

6.10.2. **Terms of Reference:**
6.10.2.1.   to hear appeals of decisions on matters related to Senate policies:

6.10.2.1.1.   Graduate and Undergraduate Academic Consideration and Appeals;

6.10.2.1.2.   Academic Integrity; and

6.10.2.1.3.   the Student Code of Non-Academic Conduct.

6.10.3. **Reporting:**
The SAC reports directly to Senate regarding its regular business. It directs to the AGPC recommendations regarding policy changes or proposed changes to its terms of reference or composition.

7. *AD HOC* COMMITTEES

7.1.   **General:**

7.1.1.   **Formation and Life*:***
An *ad hoc* committee may be formed for a limited term by a Senate resolution. Members need not be members of Senate. Unless reconstituted by Senate, the committee is dissolved upon presentation of its report. The motion to establish an *ad hoc* committee must include the Terms of Reference of the committee, and may include:

7.1.1.1.   the proposed number of members on the committee;

7.1.1.2.   details of proposed distribution of members, if any;

7.1.1.3.   names of proposed members of the committee; and

7.1.1.4.   the committee report date.

7.1.2.   **Nominations**:
7.1.2.1.   Nominations for members of the committee may be accepted from the floor and voted upon. A person who is not present may only be nominated if that person has given prior permission to the Secretary of Senate; or

7.1.2.2.   The Chair of Senate may appoint the committee; or

7.1.2.3.   The Chair of Senate may announce that the members of the committee will be announced at a later date.

7.1.3.   **Chair:**
The committee Chair shall be:

7.1.3.1. elected, normally from those members who are also members of Senate, at the first meeting of an *ad hoc* committee; or

7.1.3.2. specified in the motion to establish the committee; or

7.1.3.3. appointed by the Chair of Senate.

7.1.4. **Secretary:**

7.1.4.1. Unless the Secretary of Senate is named a non-voting member of the *ad hoc* committee, the Committee shall, at its first meeting, name a Secretary who will be responsible to keep records of the committee meetings and to file those records with the Secretary of Senate.

7.2. Joint Committees with the Board of Governors:

Joint Committees with the Board of Governors may be formed with mutual consent. Such committees shall be formed by a motion in each body, according to the rules of each body.

8. GOVERNANCE COUNCILS

8.1. Yeates School of Graduate Studies Council (YSGS Council)

8.1.1. **General Purpose**:

The Yeates School of Graduate Studies Council will act on behalf of graduate education and programs at Ryerson and SGS. Among other duties, it shall review and make recommendations to Senate regarding proposals for new and existing graduate programs and degree designations, facilitate the review and evaluation of proposed programs, and develop and recommend to Senate policies relevant to the operation of graduate programs.

8.1.2. **Operation:**

The YSGS Council shall operate under Bylaw(s) approved by Senate. Such Bylaw(s) shall govern such matters as: i) the composition, terms of office, and method of appointment of Council members; ii) the composition, terms of reference for, and method of appointment of members of any standing committees of Council.

8.1.3. **Reporting:**

The YSGS Council reports directly to Senate regarding its operations. It directs to the AGPC recommendations regarding policy changes or changes to the Council's Bylaw(s).

8.2. G. Raymond Chang School of Continuing Education Council (Chang School Council):

8.2.1. **General Purpose**:

The G. Raymond Chang School of Continuing Education Council serves as the academic policy coordinating group for the School, working collaboratively with Department/School Councils. It:

8.2.1.1. considers academic policy for continuing education programs and courses;

8.2.1.2. considers the creation, modification, and deletion of all degree-credit and non-degree credit programs and courses offered by the School;

8.2.1.3. undertakes to review periodically all degree-credit and non-degree-credit programs and courses offered by the School; and

8.2.1.4. recommends appropriate changes to relevant academic departments.

8.2.2. **Operation**:

The Council shall operate under Bylaw(s) approved by Senate, which shall include: terms of reference for, and composition of, Council; method of appointment and election of Council members; any standing sub-committees, their terms of reference, composition, and specification of scheduled meetings.

8.2.3. **Reporting**:

The Chang School Council reports directly to Senate regarding its operations. It directs to the AGPC recommendations regarding policy changes or changes to the Council's Bylaw(s). It directs to the ASC recommendations regarding the approval, modification, and discontinuation of all degree-credit and non-degree credit programs and courses offered by the School.

8.3. Program Councils:

8.3.1. **General Purpose**:
Each undergraduate or graduate academic program that is not governed by a Department/School Council shall establish a Program Council in accordance with Senate policy to develop and recommend policy relevant to the academic program that is in accord with the general policies of Senate and the University.

8.3.2. **Operation**:
Program Councils shall develop Bylaw(s) for approval by Senate upon recommendation of the AGPC.

8.3.3. **Reporting**:
A Program Council may report directly to Senate regarding those of its operations that affect more than its own Program, and regarding matters of general interest. It directs to the AGPC recommendations regarding policy changes or changes to the Council's Bylaw(s).

8.4. Department/School Councils:

8.4.1. **General Purpose**:
Each Department/School shall establish a Department/School Council in accordance with Senate policy to develop and recommend policy relevant to the Department/School that is in accord with the general policies of Senate and the University.

8.4.2. **Operation**:
Department/School Councils shall develop Bylaw(s) for approval by Senate upon recommendation of the AGPC.

8.4.3. **Reporting**:
A Department/School Council may report directly to Senate regarding those of its operations that affect more than its own Department/School, and regarding matters of general interest. It directs to the AGPC recommendations regarding policy changes or changes to the Council's Bylaw(s).

Approved: Academic and Governance Committee on dd Mmmmm YYYY

Approved: Senate on dd Mmmmm YYYY

Academic Integrity Office Annual Report to Senate

Designated Decision Makers' Council

Policy 60: Academic Integrity contains a provision that allows faculty to assign a case to another faculty member, who has been trained by the Academic Integrity Office (AIO), to act as the decision maker in the case. These trained decision makers are known as Designated Decision Makers (DDMs) and collectively they serve on the DDM Council (DDMC). As per Policy 60 Section 4.2.1 the current DDMs are listed below.

- Tara Burke - Chair
- Richard Meldrum – Chair Designate
- Nicole Bennett
- David Checkland
- Eric Da Silva
- Louis-Etienne Dubois
- Christopher Gore
- Chris MacDonald
- Cindy Mason
- Margaret Moulson
- Maureen Reed
- Ranjita Singh
- Kim Snow

Academic Misconduct Data Summary – September 1, 2017 – August 31, 2018

Policy 60: Academic Integrity Section 6.9.4 states:

"The Academic Integrity Office will maintain statistics on Academic Misconduct, reporting these, in a non-identifying manner, annually to Senate."

The statistics for the 2017-2018 academic year are reported here. Some points to note:
- The total number of suspicions of academic misconduct reported to the AIO in 2017-2018 was 635, versus 581 for the previous year.
- Once again, the majority of the reported suspicions (75.59%) fell into the category of plagiarism.
- Of the total number of suspicions, 69.76% resulted in a finding of academic misconduct while 30.24% resulted in no finding of misconduct.
- As a result of progressive discipline, 17 warning letters were sent to students with two Disciplinary Notations (DNs) in lieu of penalty hearings.
- The total number of reported suspicions of graduate students increased to 54 (8.50%) versus 29 (4.99%) in the previous year. However, 36 of these suspicions came from one program and 32 came from two courses within that program.

Ryerson University | Academic Integrity Office

**Academic Integrity Office - Data Report: September 1, 2017 – August 31, 2018
(with comparative data provided in tables for September 1, 2016 – August 31, 2017)**

I.   *Reporting Suspicions of Academic Misconduct*

The total number of suspicions of academic misconduct reported to the Academic Integrity Office (AIO) between September 1, 2017 and August 31, 2018 was 635.

Suspicions of Academic Misconduct	
September 1, 2016 – August 31, 2017	581
September 1, 2017 – August 31, 2018	635

Of the total number of reported suspicions of academic misconduct (635), the majority, 480 (75.59%) fell into the category of plagiarism.

Largest Category of Suspicions of Academic Misconduct (Plagiarism)	
September 1, 2016 – August 31, 2017	424 (72.98%)
September 1, 2017 – August 31, 2018	480 (75.59%)

Of the total number of reported suspicions of academic misconduct (635), 556 (87.56%) involved undergraduate students, 25 (3.94%) involved continuing education students registered either in a Certificate or Non-Certificate program in The G. Raymond Chang School, and 54 (8.50%) involved graduate students.

	Undergraduate Students	Continuing Education	Graduate Students
Sept.1, 2016 – Aug. 31, 2017	525 (90.36%)	27 (4.65%)	29 (4.99%)
Sept.1, 2017 – Aug. 31, 2018	556 (87.56%)	25 (3.94%)	54 (8.50%)

Pursuant to Policy 60: *Academic Integrity*, instructors or Chairs/Directors requested a "Facilitated Discussion" with a representative from the Academic Integrity Office (AIO) in 544 (85.67%) of the total reported suspicions to provide the student(s) with an opportunity to respond.
Instructors or Chairs/Directors opted for a "Non-Facilitated Discussion" with the student(s) in the remaining 91 (14.33%) of all reported suspicions.

	Facilitated Discussions (FD)	Non-Facilitated Discussions (NFD)
Sept. 1, 2016 – Aug. 31, 2017	473 (81.41%)	108 (18.59%)
Sept. 1, 2017 – Aug. 31, 2018	544 (85.67%)	91 (14.33%)

II.   Findings of Academic Misconduct and Penalties

Of the total number of suspicions of academic misconduct (635), 443 (69.76%) resulted in a finding of academic misconduct, and in 192 (30.24%) of total cases, there was no finding.

	Findings of Academic Misconduct	No Finding of Academic Misconduct
Sept. 1, 2016 – Aug. 31, 2017	403 (69.36%)	178 (30.64%)
Sept. 1, 2017 – Aug. 31, 2018	443 (69.76%)	192 (30.24%)

Of the total number of findings of academic misconduct (443), in 254 (57.34%) cases the student received a "zero" (0) mark and in 158 (35.67%) cases the student received a grade reduction for the academic work at issue - the minimum penalty that can be assigned for a finding of academic misconduct within a course for undergraduate and continuing education students.

	Penalty of "Zero" (0) on the work	Penalty of Grade Reduction (other than "Zero" (0))
Sept. 1, 2016 – Aug. 31, 2017	224 (55.58%)	153 (37.97%)
Sept. 1, 2017 – Aug. 31, 2018	254 (57.34%)	158 (35.67%)

Ryerson University | **Academic Integrity Office**

III.   *Academic Misconduct Appeals and Penalty Hearings to the Academic Integrity Council*

The Academic Integrity Council (AIC) heard a total of 69 hearings consisting of 16 (23.19%) penalty hearings and 36 (52.17%) academic misconduct appeal hearings. As a result of progressive discipline, 17 (24.64%) warnings were sent in lieu of penalty hearings.

	Appeal Hearings	Penalty Hearings	Warnings
Sept. 1, 2016 – Aug. 31, 2017	43 (64.18%)	15 (22.39%)	9 (13.43%)
Sept. 1, 2017 – Aug. 31, 2018	36 (52.17%)	16 (23.19%)	17 (24.64%)

Of the 36 academic misconduct appeal hearings heard by the AIC, 16 (44.44%) appeals were denied and 6 (16.67%) appeals were granted. It should be noted that in this time period, 7 cases (19.44%) of academic misconduct appeal cases were withdrawn. There are currently 7 cases still in progress (19.44%).

	Appeal Hearings		
	Granted	Denied	Withdrawn
Sept. 1, 2016 – Aug.31, 2017	4 (9.30%)	21 (48.84%)	10 (23.25%)
Sept. 1, 2017 – Aug.31, 2018	6 (16.67%)	16 (44.44%)	7 (19.44%)

Of the 16 penalty hearings, 13 (81.25 %) of the penalty recommendations were upheld and 1(6.25%) of the penalty recommendations were overturned by the AIC. There are currently 2 cases still in progress (12.50%).

	Penalty Hearings	
	Upheld	Overturned
Sept. 1, 2016 – Aug. 31, 2017	12 (99.00%)	1 (1.00%)
Sept. 1, 2017 – Aug. 31, 2018	13 (81.25%)	1 (6.25%)

IV.   *Academic Misconduct Appeals and Penalty Hearings to the Senate Appeals Committee*

	Appeal Hearings				Penalty Hearings	
	Granted	Denied	Withdrawn	Dismissed	Upheld	Overturned
Sept. 1, 2016 – Aug. 31, 2017	3	2	0	1	2	0
Sept. 1, 2017 – Aug. 31, 2018	0	2	0	1	4	0

The Senate Appeals Committee (SAC) received 3 academic misconduct appeal applications and held 4 automatic[2] SAC hearings under Policy 60[1] between September 1, 2017 and August 31, 2018. Of those 3 appeal applications, 2/3 (66.67%) cases were heard and 1/3 (33.33%) was dismissed. Of the 2 cases that were heard, both were denied. Of the 4 automatic[2] hearings that were held, all penalty recommendations were upheld.

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[1] The SAC also hears matters under Policies 61, 134, and 152.

[2] Automatic hearings are required where a decision maker or Chair/Director has recommended a Disciplinary Withdrawal, Expulsion or Revocation of a Degree.