

MINUTES OF ACADEMIC COUNCIL MEETING
Tuesday, May 6, 2003

Members Present:

C. Lajeunesse
K. Alnwick
C. Cassidy
T. Knowlton
C. Matthews
D. McKessock
T. Nguyen
M. Dowler
J. Monro
J. Welsh
J. Dianda
D. Martin
P. George
K. Tucker Scott

S. Boctor
M. Booth
M. Dewson
I. Levine
M. Yeates
A. Cross
C. DeSouza
E. Trott
D. Smith
D. Heyd
D. Elder
G. Inwood
G. Roberts-Fiati
S. Williams

F. Salustri
E. Aspevig
L. Grayson
J. Cook
S. Cody
V. Berkeley
G. Meti
M. Mazerolle
A. Lohi
K. Raahemifar
M. Koc
M. McCrae
G. Turcotte

Regrets:

J. Sandys
R. Ravindran
D. Snyder
L. Lum
A. Pevec
K. Marciniac

L. Merali
R. Rodrigues
S. Marshall
A. Tam
M. Barber

Members Absent:

R. Kup
M. Verticchio
B. Yoon
R. Dutt
R. Walshaw

S. Sutherland
A. Furman
S. Kumar
M. Potter

1. **President's Report** The President welcomed members to the last scheduled meeting for 2002-03. He introduced Adam Kahan, the new Vice President, University Advancement.

The Ontario government has announced SuperBuild funding of \$12.5M toward the construction of a new Business building to replace the facility on Victoria Street. That building will be refurbished for the Faculty of Arts.

Ryerson hosted a town hall meeting for MP Bill Graham, which attracted a capacity crowd in L72. It was the last of a series of meetings on foreign policy.

The President reviewed the schedule of convocations in June. He stressed that students and parents appreciate the presence of faculty at convocations.

The President offered congratulations on behalf of Academic Council to: John Cook who was named the Ryersonian of the Year; Tom Barcsay, who was named Professor of the Year; and Michael Doucet, who received the Distinguished Service Award.

The Ryerson Faculty conference will be held on May 14-15. The conference has grown in attendance from a few dozen to 200 attendees last year. This year there is an outstanding program, which is available on the website. He thanked Sheila O'Neill and her team for their planning

Matthew Fraser, an exceptional journalist who is on the RTA faculty, has been appointed Editor-in-Chief of the National Post.

Congratulations were offered to those who dealt with the SARS situation, especially in the School of Nursing. There was a great deal of work done to make the community safe. Linda Grayson thanked the following people for their efforts: Larry Lemieux, CCS; Keith Alnwick, Registrar; Philip Shea, International Affairs; Marion Creery and Maxine Laine, Student Services; Philip Lim, Health Centre; Liza Nassim, Student Housing; Alison Burnett, Health Promotion; and Ian Marlatt, Communications.

A message was read concerning the use of a bell, supplied by a regular member of the visitor's section, to indicate that people are not using the microphone. The President did not bring the bell with him, but said he would do so in the future if people failed to use the microphones.

Student Surveys – Paul Stenton and Stephen Onyskay reported. The First-Year Student Survey – 2001 and the Comprehensive Student Survey - 2002 were distributed and presented. Ryerson is part of the Canadian Undergraduate Survey Consortium, which does surveys on a three year cycle. Last year the Graduating Student Survey of 2000 was presented. The Graduating Student Survey of 2003 will be processed over the summer.

The First-Year Student Survey looks at:

- reasons for attending University;
- reasons for attending Ryerson;

- orientation activities;
- transition to university;
- perceptions of Ryerson;
- satisfaction with services and university experience.

The comprehensive student survey looks at:

- perceptions of Ryerson;
- satisfaction with services and university experience;
- aspects needing improvement;
- participation in activities;
- Ryerson's contribution to development skills and personal traits;
- Student debt.

Surveys are now at a point in the cycle where there is a sufficiently stable set of norms and questions to allow longitudinal studies,

Highlights of the surveys:

- Most results are positive.
- There is a high degree of consistency with peer institutions.
- The top reasons for choosing Ryerson are: career oriented programs (statistically this is the same for other institutions); academic quality; reputation.
- Improvement is needed in financial aid and work study opportunities, parking and the library. In the first year the library does quite well, but student opinion declines over the following years.
- The mean debt is consistent with the graduating survey of 2000.

There will be a more detailed presentation on all surveys in the Fall that will include other surveys which are forthcoming. There is a survey instrument on student satisfaction at the department level which has been developed for program review.

Discussion:

It was asked how these surveys will be used. P. Stenton replied that the graduating student survey has already been used a number of ways, including providing information to the programs and departments. Surveys are also an influence on the planning process, informing academic and budgetary decisions. The President commented that the information is helpful in reinforcing actions taken to make the university more welcoming, noting that the majority of students believe that the university treats them fairly. The university would need to be concerned if that were not the case.

2. **Report of the Secretary of Academic Council** – The schedule of the 2003-04 Academic Council meetings and elections, the timeline for Faculty Course Surveys was distributed.

The *Undergraduate Academic Consideration and Appeals Policy* was passed at the April meeting, with a provision that wording concerning the timing of appeal responses to students be amended. These changes in wording were presented for information. There was no discussion.

There was discussion at the April 1 meeting concerning the proposed change in section F2 of the *Student Code of Non-Academic Conduct* of the phrase “frivolous, vexatious or trivial” allegations to “false” allegations. It was decided to leave the phrase as “frivolous, vexatious or trivial”. The entire policy will be reviewed at a later date.

There will be a Special Meeting of Academic Council on Tuesday, May 27, from 12:00 p.m. – 2:00 p.m. in A-250, to consider approval of the Academic Plan. Lunch will be served.

3. The Good of the University

M. Dowler announced that the Oakham House Choir had a successful concert.

She is concerned about ticketing of cars, with people in them, waiting for students coming out of classes at night. Linda Grayson said she would address the issue.

J. Cook expressed gratitude for those who worked during the SARS crisis and asked that there be a plan to deal with this sort of situation in the future. The President responded that the University had learned a great deal from the situation, and that he agreed about the need to communicate effectively.

4. Minutes

Motion to approve - M. Dowler moved, C Matthews seconded.

The Secretary noted that Truc Nguyen had been in attendance at the meeting.

Minutes approved.

5. Business Arising out of the Minutes - Academic Plan

The Vice President, Academic reported that he was bringing the plan to Council for preliminary discussion prior to approval. There will be a special meeting on May 27 to vote on approval. There have been about 300 participants involved in consultations on the development of the plan. There have been changes made to the plan throughout the consultation process.

The plan outlines interdependent systems and processes centered on the Learning Community, and relating to Ryerson’s present, past and future. The plan addresses how Ryerson can move forward as a young university, full of potential, while retaining its identity as institution of applied learning augmented by the responsibility of university status with SRC and graduate programs.

The meeting with Academic Council is one of the last consultations before approval. He invited anyone to submit any final comments to him by e-mail.

Discussion:

D. Elder commented that on page 9-10 there is implied recognition of sessional and part-time instructors, but there is nothing specific. He believes that more explicit mention of CUPE instructors would be in order.

J. Cook stated that he finds the document very interesting, and he welcomes the strong commitment to teaching, the willingness to address the constrictive language of the RFA contract and the consideration of new kinds of positions in the university. He also welcomes the flexibility being expressed about the curriculum, with a more fluid conception of curriculum envisioned to replace the “silo”. Silos have not addressed the larger issues and opening of possibilities is welcome. The proof will be in the way the planning process will be viewed and works itself out.

C. Matthews thanked the Vice President for the recognition of the library staff and their commitment. The data in the surveys shows the need to build the library. The staff works hard to be integral to the university.

E. Trott asked for clarification of niche areas and sharpening focus mentioned on page 8. The Vice President replied that there are some areas of research which are not particularly applied, but that work to build a frame of the discipline in which they are housed. It is essential that those who pursue such research continue.

6. Correspondence

- A memo to the Secretary of Academic Council from Dr. Ali Lohi, Director of the Chemical Engineering Graduate Program, corrected an error made on a course change form submitted at the March 4, 2003 meeting. EN8912 should read EN8910. A revised course change form was submitted.
- Ben Miu, a student elected as an Academic Council representative from Business for 2003-04 submitted his resignation from Academic Council.
- President Lajeunesse received a note of thanks from Marc Garneau, of the Canadian Space Agency, for his expression of sympathy for the Challenger disaster.

7. Reports of Actions and Recommendations of Departmental and Divisional–

The VP, Academic presented course addition and deletions in Electrical and Computer Engineering, and presented an additional course change form, distributed at the meeting, for CE courses that reflected changes in day school classes.

Organizational restructuring in the Faculty of Engineering and Applied Science

The Vice President, Academic made the following two motions:

Motion 1 – That Academic Council approve the restructuring of the Mechanical, Industrial and Aerospace Engineering Department to form two separate departments. (1) “The Department of Mechanical and Industrial Engineering”; and (2) The Department of Aerospace Engineering”.

Seconded by S. Boctor

Discussion: S. Boctor reported that the Mechanical, Industrial and Aerospace Engineering Department offers three separate accredited programs which now have close to 1000 students. The department has decided that the separation would be more efficient and that goals will be easier to reach if they can work independently. Aerospace is one of only two such programs in Ontario and it would benefit Ryerson to have a separate department. The

restructuring has been discussed for the past year and was approved by the Departmental Council in February.

Motion approved.

Motion 2: That Academic Council approve the restructuring of the Department of Chemistry Biology and Chemical Engineering, to form two separate departments. (1) The Department of Chemistry and Biology; and (2) The Department of Chemical Engineering.

Second by K. Raahemifar.

Discussion: S. Boctor reported that there are two very different disciplines, each with a different vision. The nucleus in Chemistry and Biology can provide a wider academic offering in science. The department has been discussing separation for some time, and ultimately Departmental Council voted to approve the change in February.

In response to a question on joint faculty appointments, Dean Boctor responded that the departments will be separate with separate DACs. All of the faculty will be provided with the opportunity to select which department they will be part of.

Motion approved.

Ginette Turcotte and Sanjeev Bhole were thanked for serving as Chairs of the combined departments.

8. Reports of Committees

8.1 Report of Composition and By Laws Committee – D. Heyd reported.

The committee met with J. Cook to discuss a previous motion that the issue of a voting position for a librarian on Council be reviewed.. The committee stands by its original recommendation, presented in a report last year, that under the definition of “teaching faculty” there could not be a librarian other than the Chief Librarian on Council. It was reported that there are librarians on committees of the university. The Committee recommends that there be a Library Committee which can bring issues to Council, just as other committees do.. This is one way the library could make a substantial contribution. The Committee would be pleased to review Terms of Reference submitted by the librarians.

Discussion:

J. Cook reported that, while he did meet with the Committee, he still believes that a flexible position on the definition of teaching faculty is called for. Librarians are members of the standing committees and the library runs throughout the academic plan. He does not accept that the Chief Librarian represents the librarians.

C. Matthews thanked J. Cook. She stated that the outcome was not unexpected, and the librarians will provide support through the committee structure. She had done a report on the library committee issue two years ago. The concern is that there would be a committee of Council where there are no voting members. The advice of the Committee will be taken

under advisement. Librarians are both partners and servants, using the budget appropriately to support the work of the University. She will meet with the VP, Academic on the issue.

Motion: That Academic Council approve the By Laws of the School of Hospitality and Tourism Management.

Moved by D. Heyd, seconded by T. Knowlton.

Motion approved.

The President commended Darrick Heyd on his term as Vice Chair.

8.2 Report of the Nominating Committee A. Cross reported and moved.

Motion: That Academic Council approve the nominations for standing committee membership as presented in this report.

Seconded by C. Cassidy

Motion approved.

8.3 Report of Learning and Teaching Committee - Sheila O'Neill presented the report.

Motion: That Academic Council approve the revised Policy 135, Examination Policy, as attached.

Moved by E. Aspevig, seconded by K. Tucker Scott

Discussion: S. O'Neill reported that the discussion in the L&T committee centered on cheating in exams and fire alarms

It was noted that the policy is easy to follow.

There was a question about the procedure on page 34 regarding the disruption of an exam. The Secretary explained that this section refers to procedures in place in Continuing Education. The member was further concerned that items listed as Department/School responsibilities should be assigned to a specific person, not an entity The Secretary commented that there were different structures in different schools and departments and that it was difficult to be too prescriptive.

The President stated that unless there is an official amendment, the policy is for approval as it stands. There was no motion to amend.

A student member raised the issue of allowing only one student to use the washroom at a time. S. O'Neill replied that the use of the washroom has become an issue with student cheating.

A member was glad to see section IB.1 which states that, where possible, the University will provide space that ensures respect for the academic integrity of the exam by avoiding overcrowding. He also requested a change to section IB.5 regarding the posting of quiet

signs. He would like to have it added that every effort will be made to ensure that students move away from the exam rooms when they are finished.

K. Alnwick responded that there are space constraints on scheduling rooms for exams. He also stated that there will be no way for security to address moving students away from rooms. He also pointed out that putting such a statement in the policy would not change this behaviour. S. O'Neill stated that there is a need for education of the community including the need to move away from exam rooms.

There was a friendly amendment to include a statement to this effect in section IB.5.

A comment was made that there should be an effort to look at the desks in the gym since they are not level.

A member believes that there could be appeals based on the examination environment as stated in section IIIA.5. There is a lot of street noise in East Kerr Hall. The Secretary commented that the street was not an environment which Ryerson created, and that the policy stated that every effort would be made to provide appropriate environments. Another member commented that students writing in East Kerr Hall could be informed that it will be noisy and they should bring earplugs.

A member noted that the washrooms near an exam room had been locked and students had to be walked to a distant washroom.

Motion approved with amendment.

8.4 Standards Committee Report

Motion: That Academic Council approve the periodic program review as conducted by the School of Business Management.

Moved by E. Aspevig, seconded. by J. Monro

Ron Goldsmith reported. Academic Council has two roles in program review: ensuring the transparency and efficacy of the review and reflecting on the program which is being reviewed. Business Management has 7 majors, 10 minors, and deals with foreign exchange with about a dozen countries. Because of the complexity of the School, the review is really a family of reviews, with a great deal of internal variation. Standards Committee found the review complex. The school seems poised to enter a period of very significant transformation. It is hard to predict how far and fast this will occur. The School is seeking accreditation from AACSB, which would demand major change. It is moving into an SRC mode and is undergoing faculty renewal. The committee questioned whether the review brought together all of the aspects. There was some discomfort with the variation between the different areas, but there was no hesitation to approve the review.

Motion approved.

Ron Goldsmith was commended by the VP Academic for his extraordinary work on Standards Committee. The reports are a model of clarity and elegance. Ron's ability to work with the committee and the people who bring things to the committee, has been extraordinary. He is fair and very wise. He has been involved in the making of policy for many years. There is very little that has come out of the Office of the VP, Academic, over the past years which has not seen the hand of Ron Goldsmith. Ron received a standing ovation.

9. New Business

C. Matthews reported that in keeping with the branding of the University, the library should not be referred to as the LRC. Where possible, there should be consistent reference to the Library.

10. Adjournment

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Original signed by:

Diane R. Schulman, Ph.D.

Secretary of Academic Council