UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Minutes of the Faculty Council Meeting of October 8, 2014 at 12:10 p.m. Michael E. Charles Council Chamber (GB 202)

Present:
Tony Sinclair (Speaker)
Imad Abdulkadir
Grant Allen
Cristina Amon (Dean)
Dionne Aleman
Giselle Azimi
Joe Baptista
J. Christopher Beck
Sharon Brown
Markus Bussmann
Anthony Chan Carusone
Sanjeev Chandra
Michael E. Charles
Kinnor Chattopadhyay
Hai-Ling Margaret Cheng
Alan Chong
Paul Chow
Victor Denisov
Khuong Doan
M. Reza Emami
Greg Evans
Andrew Fisher
Genevieve Foley
Christina Heidorn
M. Reza Iravani
Jia Jia
Gina John
Bryan Karney
Dawn Kilkenny
Penny Kinnear
Mark Kortschot
Frank R. Kschischang
Raymond Kwong
Chi-Guhn Lee
David Lie
Antonio Liscidini
Camila Londono Ferroni
Rami Mansour
Brenda McCabe
Susan McCahan
Charles A. Mims
Farid Najm
Tom Nault
Wai Tung Ng
Teresa Nyguyen
Jun Nogami
Vladimiros Papangelakis
Joseph C. Paradi
Elodie Passeport
Nelly Pietropaolo
Amrit Prasad
Luz Puentes Jacome
Doug Reeve
Lisa Romkey
Jonathan Rose
Katie Sampson
Amer S. Shalaby
Shamim A. Sheikh
Ali Sheikholeslami
Jeffrey Siegel
Brent Sleep
Gillian Sneddon
Micah Stickel
Kenneth Tallman
Joshua Taylor
Deborah Tihanyi
Shahrohk Valaee
Frank J. Vecchio
Lydia Wilkinson
Christopher Yip

Guests:
Dawn Britton
Eric Bryce
Christina da Rocha-Feeley
Sean Doughtry
Leslie Grife
Jan Haugan
Chris Jones
Jacob Li
Tom Nault
Curtis Norman
Estelle Olivia-Fisher
Dan Pettigrew
Catherine Riddell
Farzan Sasangohar
Cristina Sewerin
Maneyer Shroff
Nancy Steffan
Sac Steffan
Susan Steffan
RJ Taylor
Geoff Wichert
Tony Zhang
Caroline Ziegler

Regrets:
Adriana Gaona
Elias Kyriacou
Mohammadreza Fazeli
Graeme Norval
Daman Panesar

1. Welcome / Adoption of Agenda

Council Speaker Tony Sinclair thanked members joining the first Faculty Council meeting of the 2014-2015 academic year and welcomed all present, in particular graduate and undergraduate student members. He noted that the agenda and documents were distributed on September 26, and that Report 3424 Revised was distributed on October 6.

On a motion duly moved, seconded and carried, it was resolved –

THAT the agenda be adopted.

2. Introduction of New Faculty

Christopher Yip, Director of the Institute of Biomaterials and Biomedical Engineering, introduced his new faculty member, Margaret Hai-Ling Cheng.

Brent Sleep, Chair of the Department of Civil Engineering, introduced his new faculty member, Elodie Passeport.

Grant Allen, Chair of the Department of Chemical Engineering and Applied Chemistry, introduced his new faculty member, Giselle Azimi.

Jun Nogami, Chair of the Department of Materials Science and Engineering, introduced his new faculty member, Kinnor Chattopadhyay.

3. Adoption of Minutes of Previous Meeting

No errors or omissions were noted in the minutes of the previous meeting. On a regular motion duly moved, seconded and carried, it was resolved –

THAT the minutes of the meeting of April 7, 2014 be approved as circulated.

4. Business Arising from the April 7, 2014 Council Meeting

The Speaker presented Report 3424 Revised, an update to the membership of the Faculty's standing committees, for Council's information. An additional update was announced: Deepa Kundur was appointed Engineering Science's representative on the Community Affairs and Gender Issues Committee. The revised report will be updated and posted on the Faculty Council website.

The report was received for information.

5. Memorial Tributes

(a) Bernard Etkin

Michael Charles, former Dean and Professor Emeritus from the Department of Chemical Engineering and Applied Chemistry, read the following memorial tribute prepared by David Zingg, Director of UTIAS, in honour of University Professor Emeritus Bernard Etkin.

> Be it resolved that the Council of the Faculty of Applied Science & Engineering record with deep regret the death on June 26, 2014 of Bernard (Ben) Etkin.
>
> Ben Etkin was a unique individual who contributed to UTIAS and the Faculty of Applied Science and Engineering in countless ways. His extraordinary career of over 50 years included research, teaching, consulting, academic leadership, and the authorship of two important books. His 1959 classic *Dynamics of Flight: Stability and Control* has been used in many undergraduate courses around the world and has been translated into numerous languages. He published a more advanced treatment of the subject in 1972 entitled *Dynamics of Atmospheric Flight*, which also became highly influential.
>
> Ben joined the University of Toronto in 1942, helped Gordon Patterson found UTIAS in 1950, and served as Dean of the Faculty of Applied Science and Engineering from 1973-1979. He regularly came to UTIAS to give out the Etkin Medal, awarded annually to the top MASc student, right up until his death in June 2014.
>
> As a person, Ben was characterized by civility, gentleness, humility, generosity, and of course a piercing intellect. He had a unique ability to break an engineering problem down through judiciously applied approximations to the point where it could be solved. Among his innumerable accomplishments and contributions, Ben's mentorship stands out. He was absolutely revered by the many UTIAS professors that he mentored.
>
> UTIAS, the Faculty of Applied Science and Engineering, and the University of Toronto will be forever grateful for the contributions and dedication of Ben Etkin.
>
> Be it further resolved that a record of his service be inscribed in the minutes of this Council, and that a copy be sent to his family as an expression of the respect and gratitude of the members of Council.

Professor Emeritus Charles, who had also worked closely with Ben Etkin, then added:

> Prior to being appointed Chair of Engineering Science and subsequently Dean of our Faculty, Ben, as a faculty member, served on the Commission on University

Governance established by President Bissell and was thus deeply involved in the process that led to the University of Toronto's unique unicameral governing structure.

When, in 1977, the Sandford Fleming Building was severely damaged by fire, Ben calmly and effectively added the immediate operational consequences and the subsequent rebuilding to his responsibilities as Dean.

Ben Etkin was a Founding Fellow of the Canadian Academy of Engineering, a Fellow of the Royal Society of Canada, and was appointed to the Order of Canada in 2003.

We can all be very proud of our deceased colleague.

(b) John Gregory Steffan

The Speaker introduced and welcomed Nancy Steffan, and Susan and Sac Steffan, wife and parents of Professor John Gregory Steffan, who were in attendance to hear the memorial tribute. Farid Najm, Chair of The Edward S. Rogers Sr. Department of Electrical and Computer Engineering read the following tribute, which was prepared by Professors Paul Chow, Andreas Moshovos and Jonathan Rose of ECE.

Be it resolved that the Council of the Faculty of Applied Science & Engineering record with deep regret the death on July 24, 2014 of John Gregory Steffan.

John Gregory Steffan, Greg to all who knew him, was born on August 27, 1972.

Greg attended the University of Toronto and received his Bachelor of Applied Science degree in Computer Engineering in 1995, and a Master's of Applied Science in Computer Engineering in 1997. He earned a PhD in Computer Science from Carnegie Mellon University in 2003.

At Carnegie Mellon University he was elected as a Siebel Scholar, a program that recognizes the most talented students at the world's leading graduate schools of business, computer science, and bioengineering. In 2003 he also received the School of Computer Science Doctoral Dissertation Award at Carnegie Mellon for the top PhD thesis that year, a highly cited treatise on Thread-Level Speculation in multi-threaded processors.

He rejoined the University of Toronto as an Assistant Professor in 2004 and launched a career characterized by outstanding research, teaching and citizenship. His research dealt with various aspects of improving computer performance through parallelism. Building on his PhD, he continued to find innovative and clever ways to enhance parallelism in single and multi-core computers, and branched out into innovative uses of Field-Programmable Gate Array implementations of processors. This work included applications to network packet processing, vector processing, and an award-winning paper on novel ways to implement multi-ported memories—this paper was cited as one of

the top 25 papers in the first 20 years of the principal FPGA conference.
His colleagues remember his research intellect and achievements as both logically sound and deeply innovative. His reputation and respect went beyond the boundaries of our school. He was one of the few IBM Center of Advanced Studies Research Fellows and was overall a highly regarded investigator whose work crossed several research communities. He was promoted to Associate Professor with Tenure in 2009, and continued to look for new ways to make computing and computers more efficient, a vital area of inquiry.

As a teacher, his students deeply admired his efforts and ideas. He taught a wide variety of courses over his short time here, ranging from first-year computer programming to a final-year complex course on optimizing compilers. He was one of the first teachers of a new course that dealt with high-performance software development, adding a key missing element to our software program.

Greg was a wonderful departmental citizen; he often volunteered to help organize things that no one realized needed organizing. He created a web page with all the things he had to learn as a new faculty member, so that others could easily learn them. He thought carefully about how the undergraduate laboratory in digital and computer systems should run, so that all courses could benefit from it, not just his own. He was the creator and driving force behind the Compiler and Architecture Reading Group, a seminar series that brought several groups together and has become an integral part of our research and training practice.

He was a lifelong guitar player, and played in a rock-and-roll band in the 90s. Indeed, he was the only one in the ECE Department who chose to play an instrument (the guitar) when introducing himself to the department in the 15-minute get-to-know-you seminars that each faculty member gives. His passion for music and guitar playing led him to lead a Fun-with-Faculty event for first-year students that included playing both real guitars, and the video game Guitar Hero.

His sense of humour and eye for justice came together when the Mattel Company announced a contest to determine which of several new possible careers the next Barbie Doll should portray. Greg campaigned to have his colleagues and students vote online for Computer Engineer, and he was delighted when this came to be. He bought his own Computer Engineer Barbie and kept it in his office.

He enjoyed playing golf and brought his careful analytical skills to the analysis of the universal failure at that sport. At an Alumni golf tournament, he helped his group by reciting the Engineer's Chant, when challenged at one of the holes. He was an avid ball hockey player, specializing in goaltending, in a weekly ball hockey league.

He was a regular attendee of the Computer Group informal lunches where colleagues shared animated discussions of group and departmental issues, new

questions in the field, and the latest observations Greg had seen online in forums such as reddit.com.

Greg's colleagues were heartbroken at his sudden passing, and we all miss his wonderful spirit of collaboration and fun.

Be it further resolved that a record of his service be inscribed in the minutes of this Council, and that a copy be sent to his family as an expression of the respect and gratitude of the members of Council.

The Speaker assumed concurrence with these resolutions, and Council stood to observe one minute of silence in honour of Professors Etkin and Steffan.

6. Report of the Dean

Dean Amon welcomed members to Faculty Council and provided the following remarks.

(a) Leadership Update

The Dean welcomed Sanjeev Chandra, Acting Chair of the Department of Mechanical and Industrial Engineering during Jean Zu's administrative leave.

She also introduced and welcomed Catherine Riddell, the Faculty's new Executive Director of Communications, who started last week; Gillian Sneddon, our Director of Advancement, who started in April; and Tom Nault, Faculty Registrar, who started in his role in July.

(b) CEIE Update

We continue to make progress on the new building, the Centre for Engineering Innovation & Entrepreneurship. We have received the permit to demolish the TYP house and are in the process of obtaining our rezoning permit. The City sent us 10 pages of requests which are mostly addressable except for the height of the building, which they feel is one floor too tall. The building will now have eight floors plus a basement. We have met with the City to discuss their concerns, and have made some progress. The University will issue a formal response shortly to the initial rezoning recommendations, along with a summary of the design review committee meetings and changes to show that there has been ample community consultation.

The earliest we can anticipate receiving approval for rezoning is February 2015. We are organizing a celebratory groundbreaking event in May or June, even though our goal is to start construction in March.

(c) Annual Report

We have published our 6th Annual Report of Performance Indicators. It contains a wealth of data on metrics and statistics that span 10 years, benchmarks with peer institutions, and information on recent initiatives and programs. The report is one of the ways in which we measure our progress toward achieving our academic goals, and it helps us make better informed decisions.

The full report is available on our website and was highlighted in our September newsletter. Members are encouraged to review the report and provide feedback.

(d) Dean's Town Hall

The first Dean's town hall of the academic year, in collaboration with the Engineering Society, is scheduled for October 9. Students will select one of three topics for discussion: career services, first-year transition, and "Ask Me Anything". It promises to be a lively discussion, and the results will be reported back at a subsequent meeting.

(e) Convocation

Fall convocation is on November 18 from 10:00 a.m. to 12:00 p.m., and members are encouraged to attend.

7. Academic Plan Update: Year 3 Progress Report

Dean Amon highlighted progress made toward our 2011-2016 Academic Plan, which we are now more than half way through.

Three years ago, our Faculty approved a set of ambitious goals in the key areas of culture of excellence; positioning; educating future engineers; student experience; outreach, collaboration and influence; and resource allocation. We continue to make measurable progress in advancing these areas; in some cases, surpassing our targets well ahead of schedule. Our Academic Plan is a living document, and as such, we continually evaluate, assess and set new goals.

A full copy of the Academic Plan will be published in our Faculty newsletter later this month and posted on our website.

(a) Culture of Excellence

We proudly continue as leaders of our Canadian peers in awards and honours, garnering 21.3 per cent of all major awards received by Canadian engineering schools, with only 5.9 per cent of the overall faculty members. These are an important mark of our achievements and excellence, and increase the visibility and reputation of our Faculty. They also influence our international rankings: once again, we placed as the top engineering school in Canada. While rankings tell only part of the story, they are important, especially to students and their parents.

Our reputation for excellence is a key driver in attracting world class students and faculty. Our preliminary numbers for this year show gains in our overall female and international undergraduate students, now 25.8 and 25.9 per cent, respectively. We have surpassed our target of 25 per cent international students, and over the next two years will look at ways to diversify the regions of the world that our students come from.

The Dean acknowledged and thanked faculty members, especially departmental leadership and committee chairs, for their efforts this past year in achieving these measures of excellence.

(b) Educating Future Engineers and Student Experience

Interest in our undergraduate programs continues to grow. This year, we received over 11,000 applications for 1,130 first year spots, an increase of 10 per cent over last year. This high application rate allows us to be more selective than ever: only one of ten applicants is placed in our first-year class, and the average mark of incoming Ontario students is 92.4 per cent. We will utilize a broad-based approach to admissions this year that will take into account not only marks, extracurricular activities and mini-essays, but also brief interview videos of applicants.

We appointed a task force to review the first year curriculum. The final report is anticipated later this month and we expect to begin implementing recommendations this year. We will update Faculty Council on this at our winter meeting.

As mentioned last year, we are increasing our efforts in the area of Technology Enhanced Active Learning (TEAL) and have experienced gains this past year. Two of our first year calculus courses are available online, with one being offered over the summer to incoming students who wish to gain a credit before starting classes. Fifty-one students participated in the online version of the course, with an 86 per cent pass rate.

We are developing our second massive open online course (MOOC): Wind, Waves and Tides: Alternative Energy Systems, which will be available on the Coursera platform starting next week. We again used inverted classrooms in ECE221 Electricity & Magnetism, and CIV235 Engineering Graphics.

SF3201 was renovated into a TEAL room to further enhance learning. Members are encouraged to use their experience with the TEAL room to provide input into the design of these rooms in the new CEIE building.

We expanded opportunities for our students to do the hands-on tinkering which is so important to the engineering profession. Our multidisciplinary capstone course was launched across the Faculty with teams of 4-5 students, each from a different department, working together to develop solutions to industry-sponsored problems. This pilot was very well received, with 65 students involved with 17 projects, a number we would like to further expand. The teams garnered outstanding feedback from the faculty and industry involved, such as Bombardier and Magna.

We expanded our undergraduate certificates and minors with new certificates in Engineering Leadership and Renewable Resources Engineering, and a new minor in Biomedical Engineering, which launched this year. Proposals for a Nanoengineering minor and a Robotics option in Engineering Science will soon be put forward.

On the graduate side, we surpassed our goal of 2,000 graduate students by 2015 with 2,064 students enrolled in 2013-14.

We will conclude our second annual graduate recruitment consortium later today, in partnership with Canadian engineering schools such as Ryerson, McMaster, UBC, McGill, Alberta and Waterloo, and have planned a Faculty-wide graduate recruitment weekend for early February 2015. These initiatives will help us recruit top domestic students to our programs, and further our goal of balancing our undergraduate to graduate student population.

We continue to be world leaders in developing new programs that allow our graduate students to collaborate across the Faculty and the University. Next week will be the official launch of our collaborative program in Engineering Education at both the master and PhD levels, in partnership with OISE, with keynote speaker Vivek Goal of Coursera, a former U of T Provost. Led by Professor Greg Evans, this is the first such program in Canada.

We also expanded offerings to MEng and PhD students through new emphases in Advanced Water Technologies & Process Design, and Sustainable Aviation; the creation of 15 new graduate courses; and the introduction of the flex-time PhDs in Chemical Engineering and UTIAS.

(c) Research Foci

One of the key research goals in our Academic Plan has been to foster multi-disciplinary research initiatives. In 2014, we launched two EDU:Cs, the University of Toronto Transportation Research Institute (UTTRI) and the Toronto Institute of Advanced Manufacturing (TIAM). These institutes will further enhance the Faculty's profile in key research areas central to our region and economic growth.

Another key goal has been to increase our Tri-Council funding to $25-million per year by 2015. Through our collective efforts, we have surpassed this goal three years early, reaching $26.3-million in 2012-13. We have established a new goal of $32M by 2015-16. This increase in funding also impacts the national reallocation of Canada Research Chairs (CRCs). We received four additional Tier-II equivalent CRCs as a direct result of growth in our Tri-Council share: two are junior CRCs and one is senior.

We received an additional CREATE, bringing our Faculty total to eight out of 11 at U of T.

(d) Resource Allocation

We maintained our strong financial position, a 7.9 per cent increase to our revenue base over last year.

The Dean's Strategic Fund, now in its fourth year, has committed over $14-million to projects designed to address the priorities set out in our Academic Plan: 18 projects received financial support this year.

The CEIE is a longer term solution to some of our critical space issues; in the interim, we have undertaken a number of major renovations and space audits, both at the Faculty and departmental level, to improve the quality and quantity of our space and to use space more effectively and efficiently.

Dean Amon thanked members again for their contributions to our Faculty, saying that together we have accomplished a great deal over the past year – and the first three years of the Academic Plan – but there is still much to do. She looks forward to continuing to work together to reach our goals and in our pursuit of engineering excellence.

8. Closure of Nanoengineering Stream in Engineering Science

Wai Tung Ng, Vice-Chair of the Undergraduate Curriculum Committee, presented Report 3433, a proposal to close the Nanoengineering Stream in Engineering Science effective September 2017. A proposal for a new Minor in Nanoengineering is expected to be brought forward this fall.

At the conclusion of the presentation, the following regular motion was moved and seconded –

> THAT the Nanoengineering Stream within the Division of Engineering Science's undergraduate program be closed, effective September 2017.

In order to clarify the timeline for closing the stream, Professor Ng moved the following motion to amend –

> THAT the motion regarding the closure of the Nanoengineering Stream be amended as follows: "THAT admissions to the Nanoengineering Stream within the Division of Engineering Science's undergraduate program be suspended effective September 2016, with an anticipated full closure of the Stream effective September 2018."

The motion to amend was seconded and approved. The amended motion was on the floor –

> THAT admissions to the Nanoengineering Stream within the Division of Engineering Science's undergraduate program be suspended effective September 2016, with an anticipated full closure of the Stream effective September 2018.

After a brief discussion about communicating the closure of the stream to students, the motion carried.

9. Creation of Robotics Engineering Stream in Engineering Science

Wai Tung Ng then presented Report 3432 Revised, a proposal to create a Robotics Engineering Stream in Engineering Science effective September 2015. Robotics Engineering has been an area of significant interest to faculty and students in Engineering Science for some time and is well suited to build upon the Division's multidisciplinary

foundation curriculum. The stream will include courses from ChemE, ECE, EngSci, MIE, UTIAS, IBBME and the Department of Computer Science.

At the conclusion of the presentation, the following regular motion was moved and seconded –

> THAT the creation of a Robotics Engineering Stream within the Division of Engineering Science's undergraduate program be approved, effective September 2015.

The Speaker pointed out that an overview of the proposed stream was presented at the April 7, 2014 Council meeting, where members had been encouraged to provide feedback and submit questions.

A member from UTIAS congratulated the Chair of Engineering Science and the interdisciplinary working group responsible for creating the proposal on this timely initiative. He suggested that the working group would have benefitted from having more people who teach robotics, because aspects of robotics pedagogy – such as foundations of robotics, and branches of mechanics, electrical engineering, and computer engineering – had been overlooked. He suggested that these concerns be taken into consideration before the proposal is voted on. Professor Ng thanked him for his comments and pointed out that the stream includes two technical electives to cover any shortfall in these important areas. He also stated that the curriculum is evolving and welcomed any additional comments from Council members.

The Chair of Engineering Science acknowledged the difficulty in reaching consensus in a field as diverse as this. He pointed out that the Undergraduate Curriculum Committee includes a representative from UTIAS, and said that the committee consulted widely, internally and externally, on the stream's curriculum over the past ten months. The Speaker added that the UCC welcomes any constructive suggestions to help improve the Faculty's academic programs.
A member raised a point of order, asking if the motion on the floor was to approve the report in principle, or to approve the report in its entirety. The Speaker confirmed it was the latter.

The motion carried with one vote opposed and three abstentions.

10. Teaching Methods and Resources Committee Manual Update

Lisa Romkey, Chair of the Teaching Methods and Resources Committee, presented Report 3440, an update to the TMRC manual. The revisions are in response to changes that have taken place regarding University and Faculty programs, offices and leadership positions since the manual was last updated in 1999. The updates clarify the committee's role in the monitoring, use and administration of the teaching evaluations, and add a member of the Engineering Communication Program to the committee's composition.

At the conclusion of the presentation, the following regular motion was moved and seconded –

> THAT the revised Manual of Procedures for the Teaching Methods and Resources Committee be approved, effective immediately.

A spelling mistake was pointed out. The motion carried.

11. Major Curriculum Changes for the 2014-2015 Academic Year

Wai Tung Ng, Vice-Chair of the Undergraduate Curriculum Committee, presented Report 3438. The major curriculum changes in the report include the cancellation of CHE466F, and the integration of CHE298F and CHE297Y into a single (Y) course to be extended over two terms.

At the conclusion of the presentation, the following regular motion was moved and seconded –

> THAT the proposed major curriculum changes for the 2014-2015 academic year set out in Report 3438 be approved.

There were no questions and the motion carried.

12. Reports and Recommendations of Standing Committees

(e) Engineering Graduate Education Information Report

Markus Bussmann, Chair of the Engineering Graduate Education Committee, presented Report 3434, which lists 11 recently-approved courses in ChemE, CivE, MIE and APS, and minor modifications to courses in ECE and MIE.

The report also describes the implementation of online graduate course evaluations in the fall of 2014. There had been general consensus within EGEC that the graduate course evaluations be limited to the eight University-level mandatory questions and exclude Faculty-specific questions. Furthermore, EGEC agreed that graduate units could add question 15 (the former question 16) at their discretion; five graduate units indicated they would do so.
There were no questions and the report was received for information.

(f) Minor Curriculum Changes for the 2014-2015 Academic Year

Wai Tung Ng, Vice-Chair of the Undergraduate Curriculum Committee, presented Report 3435, which lists minor curriculum changes for 2014-2015, including the addition of two allowable electives for the Bioengineering Minor, and the change of ILead's APS343F/S from "Foundations of Engineering Leadership" to "Engineering Leadership".

The report also includes a recommendation to add requisites (exclusions, pre-requisites, co-requisites and recommended preparation) to courses in all programs, which will help prevent students who have failed courses from enrolling in subsequent courses.

There were no questions and the report was received for information.

(g) American High School Curriculum Admissions Requirements

Christopher Yip, Chair of the Admissions Committee, presented Report 3439, which proposes to make the admissions requirements for applicants studying an American High School curriculum less stringent so as not to deter them from applying to our programs.

There were no questions and the report was received for information.

(h) Teaching Methods and Resources Committee Goals for 2014-2015

Lisa Romkey, Chair of the Teaching Methods and Resources Committee, presented Report 3436, the committee's goals for the academic year. These are to provide ongoing support for online teaching evaluations; review existing and new teaching technologies as they come up for review or are being introduced at the University; review and promote our Faculty's teaching awards; and support workshops designed to facilitate teaching excellence.

A member asked if the University is considering alternatives to Blackboard. Ms. Romkey replied that while the University is open to learning about features in other products, she does not believe alternatives are being considered.

The report was received for information.

13. Academic Appeals Board Update

Chair Evan Bentz provided an update on the work of the Academic Appeals Board during the past year.

The Board has considered 19 appeals on decisions made by the Committee on Examinations. Of the appeals, 16 were for special consideration regarding Faculty policies, and three requested consideration on final examinations.

The AAB found cause to intervene in 11 of the appeals, many of which included additional information or new documentation, granting one deferred exam, eight retroactive withdrawals from one or all courses in a given session, one revised grade (a recalculation based on the professor's recommendation), and one adjustment of transfer credits. The AAB found insufficient grounds to intervene in the remaining eight appeals and rendered decisions of "no action" in these instances.

There were no questions and the report was received for information.

14. Service Awards

(a) Retired Faculty Member

The Speaker introduced Professor Emeritus Charles Mims of the Department of Chemical Engineering and Applied Chemistry, who retired in June 2014 but was unable to attend the spring Council meeting.

Grant Allen, Chair of the Department, acknowledged the contributions made by Professor Emeritus Mims, and Dean Cristina Amon presented him with a gift of an engraved captain's chair.

(b) Teaching Assistant Award

Established by Faculty Council in May 2010, the Teaching Assistant Award recognizes teaching assistants who demonstrate outstanding performance in classroom instruction, consultation with students outside class, the use of effective teaching methods, and the development of course material.

Dean Amon presented the 2014 Teaching Assistant Award to Farzan Sasangohar, a PhD candidate in Industrial Engineering specializing in human factors engineering, and thanked him for his outstanding contributions to engineering education in our Faculty.

15. Other Business

There was no other business.

16. Date of Next Meeting

The next Faculty Council meeting is on November 25, 2014.

17. Adjournment

The meeting was adjourned at 1:40 p.m.

/cz