



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Minutes of the Faculty Council Meeting

Wednesday November 26, 2008

12:10 - 2:00 p.m.

Michael E. Charles Council Chamber, Galbraith Building

Present:

Yu-Ling Cheng (Speaker)
Mahmoud Osman Abou-Beih
B. J. Adams
J. Stewart Aitchison
Mohannad Al-Durgham
Cristina Amon (Dean)
Jason Anderson
Susan Andrews
Johnathan Asmis
Maryam Badakhshi
J.C. Beck
Evan Bentz
Sharon Brown
Kelvin Chang
Will Cluett
Chris Damaren
Khounng Doan
Murray Grabinsky
G. Grasselli
Margaret Gridale
Bryan Karney
M. Kawaji
Dawn Kilkenny
Frank Kschischang
Alp Kucukelbir
Daryl Martis
Brenda McCabe
Susan McCahan
Barbara McCann
Liam Mitchell
Elizabeth Munro
Mary Nagai
Harsh Nayyar
Jun Nogami
Austra Ozolins
Jeff A. Packer

Doug Perovic
Dan Pettigrew
Ampy Pural
Jonathan Rose
Paul Santerre
B.E. Sleep
Ronika Srdic
Zeb Tate
Rachit Tyagirac
Lorna Wong

Guests:

Victor Castelliro
Carolyn Farrell
Adam Fox
Leslie Grife
Gary Heinke
Karlene Heinke
Jen Hsu
Linda Marsh
Tom Nault
Chris Oke
Nick Robinson
Lisa Romkey
Diane Stathopoulos
Peter Weiss

Regrets:

D. Grant Allen
Aimy Bazylak
Jason Bazylak
A.K. Jardine
Susan Pfeiffer
A.N. (Tony) Sinclair
W.H. Vanderburg
David W. Zingg

1. Welcome

The Speaker welcomed all present to the first Faculty Council meeting of the 2008-2009 academic session.

On motion duly moved and seconded

It was resolved

THAT the agenda be modified by the addition of a report of the Graduate Education Committee.

Introduction of New Director

At the request of the Speaker, Dean Amon introduced Professor Paul Santerre, Director of the Institute of Biomaterials and Biomedical Engineering (IBBME) as of September 1, 2008. Prior to this appointment, Professor Santerre had served as Associate Dean of Research in the Faculty of Dentistry at the University of Toronto. He has held cross-appointment to IBBME for several years.

Introduction of New Members

At the invitation of the Speaker, Professor Jonathan Rose, Chair of the Edward S. Rogers Sr. Department of Electrical and Computer Engineering, introduced new faculty members, Professor Jason Anderson and Professor Zeb Tate.

At the invitation of the Speaker, Professor Paul Santerre, Director of IBBME, introduced new faculty members Professor Dawn Kilkenny and Professor Mary Nagai.

The Speaker noted that some new faculty members had been introduced previously, some were unable to attend the meeting, and some would not take up their positions until the New Year. A brochure introducing the twenty-five faculty members appointed in the last two years had been distributed at the door.

The Speaker invited student members of the Faculty Council to introduce themselves.

2. Report of the Dean

Dean Amon acknowledged the presence of Gary Heinke, an alumnus of the Faculty, an emeritus professor, former Chair of the Department of Civil Engineering and former Dean of the Faculty, and his wife, Karlene.

a) Faculty Ranking

Dean Amon congratulated the Faculty on maintaining its position as the number one Engineering school in Canada and rising to 10th position internationally in the 2008 London Times Higher Education ranking. These rankings are a rewarding outcome to the efforts and accomplishments of members of the Faculty, and contribute to the recruitment of the most accomplished faculty and promising students.

2. Report of the Dean (continued)

b) Canadian Engineering Accreditation Board (CEAB)

Dean Amon reported that over the past three days a review of the Engineering Science programs and a limited review of Mechanical and Industrial Engineering (MIE) had been conducted by the CEAB. She thanked Professor Will Cluett and the Engineering Science team and Professor Greg Jameson and the MIE team for their efforts in preparing for and conducting the visit. The visiting team had been very impressed with the quality of the Faculty's students and programs. The outcome of the visit will be announced by the CEAB Board in June.

An issue raised by the reviewers and that must be addressed by the Faculty was the CEAB requirement for students to have a minimum number of AUs in Engineering Design and Engineering Science from courses taught by faculty licensed by Professional Engineers Ontario (PEO). Dean Amon reported that licensure normally means the P.Eng., but PEO had recently approved a "specific scope licence" for academicians whose undergraduate degrees are not in Engineering and who have been in academia for over 13 years (including the time during the Bachelor and PhD studies). This provides a streamlined process for the licensure of professors and it was anticipated that this process would address the licensure issue for future accreditation.

c) 2009-2010 Budget and Economic Outlook

Dean Amon indicated that balancing the 2009-2010 budget may be challenging for the Faculty, although information about funding from the provincial government and income from the University's endowments was not yet known. She was cautiously optimistic about the situation, however, as the Faculty had a solid financial base and with no budget cuts in the last two years.

Preparation of the 2009-2010 budget anticipates the following:

- Undergraduate Basic Income Units (BIUs) will, at best, be frozen and may be discounted. A tuition increase of 4% for domestic students has been requested. To balance the budget (current + salary increase), it will be necessary to increase the admission target for first year students. However, the Faculty will not compromise intake quality and undo its progress on increasing incoming marks and retention rates.
- An increase of approximately 100 students more than this year's target.
- The Faculty will continue its efforts to recruit more domestic graduate students. Overall enrolment in Ph.D. and M.A.Sc. programs will likely remain constant, but there is an opportunity for growth in the M.Eng. program. There is still incentive for graduate enrolment growth in the Province.

2. Report of the Dean (continued)

c) 2009-2010 Budget and Economic Outlook (continued)

- Research funding from all sources is more important than ever to the Faculty. If graduate students can be funded from research grants, funds will be freed up for other departmental needs.
- The Faculty is examining ways of decreasing expenses or recovering some costs. Similarly, PEY is working to become fully self-financed.
- Chairs and Directors are being encouraged to be especially careful in managing resources.

A member asked if there was any information about the University's endowment income. Dean Amon replied that two memoranda had been issued concerning the effect of the economic situation on the University's endowment.¹

d) Undergraduate Students

Dean Amon noted that from 2005 to 2007 undergraduate intake exceeded that of the double cohort year of 2003. The Faculty did this by going deeper into the pool of applicants and admitting students with lower marks. Given the strong correlation between the marks of incoming students and the retention rate, the attrition rate from years one to two between 2005 and 2007 was around 17% – higher than in previous years. This year the Faculty had a significant improvement, with attrition down to 12%.

In 2008, an effort was made to recruit the highest quality applicants, with the average marks of students admitted being nearly 89%. This, together the on-going retention efforts in Engineering Science and the first year program is expected to further improve the Faculty's retention rate.

She also noted the following with respect to 2008 admissions:

- There was a modest increase in the number of international students admitted
- There were more students from regions of Canada other than Ontario
- The selectivity rate (the number of offers of admission made from the number of applicants) has improved from 48% to 43%

e) Graduate Students

The Province of Ontario has offered incentives for universities to increase graduate enrolment and the Faculty has the opportunity to increase graduate enrolment, particularly in the professional Master's program (M.Eng.).

¹ <http://www.news.utoronto.ca/campus-news/the-impact-of-the-economic-decline-on-the-university-of-toronto.html>
<http://www.news.utoronto.ca/campus-news/update-on-current-financial-situation.html#more>

2. Report of the Dean (continued)

e) Graduate Students (continued)

Current enrolment distribution is 23% graduate and 77% undergraduate and the Faculty's goal is to increase this ratio to 40/60, which is in keeping with the university-wide target identified in the Towards 2030 strategic plan.

f) Research Funding

Research funding from the tri-councils has increased steadily over the past seven years. Industry funding has increased correspondingly, which is significant given that many research funding opportunities offered by the federal and provincial governments are contingent upon industry partnerships.

g) Appointments

Dean Amon reminded those present that Professor Jun Nogami had been appointed Chair of the Department of Materials Science and Engineering (MSE) for a five-year term beginning January 1, 2009

She thanked Professor Doug Perovic for his leadership during his two five-year terms as Chair of MSE. She also thanked the members of the Advisory Committee that assisted in the appointment process.

3. Minutes of the Previous Meeting

The minutes of the meeting held on May 28, 2008 were approved.

4. Creation of an Academic Appeals Board to Replace the Faculty Ombuds Committee

Dean Amon explained that an Academic Appeals Board would replace the Faculty's Ombuds Committee in keeping with practice in other U of T divisions. The Board will hear appeals of undergraduate students against decisions of Standing Committees of Council. The rulings of the Board will be binding and final within the Faculty. The Board will also develop and disseminate recommendations arising from appeals and will report to the Faculty Council on an annual basis.

On motion duly moved and seconded

It was resolved

THAT an Academic Appeals Board of the Faculty of Applied Science and Engineering replace the Committee known as the Ombuds Committee effective June 1, 2009.

5. Changes to the Curriculum

a) Curriculum Changes for 2009-2010

Professor Kschischang summarized the proposed changes to the curriculum for 2009-2010, including the following:

- the introduction of two new Minor Programs of Study: one in Environmental Engineering and one in Sustainable Energy;
- a significant revision of the curriculum in Civil Engineering;
- a revision of the Engineering Science curriculum in Years I and II aimed at controlling student workload, eliminating quarter courses, and re-integrating laboratory material with related courses;
- a merging of the Electrical Option with the Computer Option of Engineering Science.

On motion duly moved and seconded

It was resolved

THAT the curriculum changes for 2009-2010 presented in the report be approved.

b) Proposal to cancel CHE119S (Thermodynamics) for 2008-2009

Professor Kschischang explained that the primary reason for the proposed cancellation was to reduce workload immediately for first year students. The second reason was to better balance load during the transition into the new curriculum. If CHE119H was held as planned, students moving into the new curriculum in second year would have an empty course slot in the 2S semester. Since CHE119H must be modified to incorporate aspects of heat-transfer (removed from the AER205 course), cancelling CHE119 now and launching a modified course in term 2S of the 2009-2010 session provides an opportunity to coordinate the development of the new AER205 and CHE119 courses.

On motion duly moved and seconded

It was resolved

THAT the proposal to cancel for 2008-2009 the offering of CHE119S (Thermodynamics), nominally taken by students in the 1S term, be approved.

5. Changes to the Curriculum (continued)

c) 2009-2010 Sessional Dates

Professor Kschischang presented the following proposed sessional dates for 2009-2010.

First Day of fall classes	Thursday Sept 10
Thanksgiving	Monday Oct 12
Last day of Q1 courses	Friday Oct 23
First day of Q2 courses	Monday Oct 26
Q1 final exams	Oct 26-30
Last day of fall classes	Wednesday Dec 9
Fall Exams Start	Thursday Dec 10
Fall Exams End	Friday Dec 18
Number of instructional days	64 days/12.8 weeks
First day of winter classes	Monday Jan 4
Last day of Q3 courses	Friday Feb 12
Reading Week	February 15-19
First day of Q4 courses	Monday Feb 22
Q3 final exams	Feb 22-26
Good Friday	Friday April 2
Last day of winter classes	Friday April 9
Exam Study Period	April 12
Winter Exams Start	Tuesday April 13
Winter Exams End	Thursday April 29
Number of instructional days	64 days/12.8 weeks

He noted that the schedule was compressed because Labour Day will fall on September 7, 2008. The Faculty will, therefore, need to hold exams on Saturday December 12 and in the evenings Monday to Thursday to accommodate all courses. No study break was scheduled in the fall term in response to the stated preference of students for this rather than a shortened orientation period in the fall.

On motion duly moved and seconded

It was resolved

THAT the 2009-2010 sessional dates, as outlined in the report, be approved.

6. Deadlines, Promotional Status and Granting of Withdrawal Status

a) Drop date for Quarter Courses

Professor Nogami explained that the lack of a formal drop date for quarter courses had caused confusion for students and undergraduate counsellors. In the absence of defined drop dates, students had been able to withdraw from first half quarter courses without academic penalty up to the day before the final exam in the second half of the semester.

The proposed drop dates ensure that students will not be able to drop a quarter course after writing the final exam in that course.

6. Deadlines, Promotional Status and Granting of Withdrawal Status
(continued)

a) Drop date for Quarter Courses (continued)

On motion duly moved and seconded

It was resolved

THAT the drop date for a quarter course be fixed at the end of the last day of lectures in that course, or the last day of lectures in that quarter as listed in the calendar, whichever comes first.

b) Changes to Promotion Regulations

Professor Nogami explained that the changes were intended to increase the success of students who were having difficulty.

On motion duly moved and seconded

It was resolved

THAT the following changes to the promotion regulations concerning new first year students in 1F be implemented effective 2009-2010:

- i) That the minimum 1F session average allowing new first year students to enrol in the T-Program in 1W be changed from 45% to 50%.
- ii) That new first year students with a 1F session average between 45% and 50% be permitted to return to repeat a subsequent 1F on Probation (PRO1).
- iii) That new first year students with a 1F session average between 55% and 60% be required to repeat specific courses as decided by the Chair, First Year and the T-Program Coordinator.

c) Granting of Late Withdrawal Status for Students Enrolled in Faculty of Arts and Science Courses

Professor Nogami explained that students pursuing a degree in the Faculty of Applied Science and Engineering may request to withdraw without petition from a total of no more than 3.0 FCEs of HSS/CS and Free Elective courses offered by the Faculty of Arts and Science, provided the request is made by the last day of term in the relevant course. The Late Withdrawal status was approved by the Arts & Science Council on February 8, 2008 based on a tri-campus initiative. It is proposed that Faculty Council approve this designation and offer Faculty of Applied Science and Engineering students enrolled in Arts & Science courses the same access to this remedy mechanism and, in turn, reduce strain on the petitions process. It was clarified that the proposal applies only to courses offered by Arts & Science and is not related to the requirement being fulfilled by Engineering students. The provision could not be applied to Engineering students in FASE courses.

6. Deadlines, Promotional Status and Granting of Withdrawal Status (continued)

c) Granting of Late Withdrawal Status (continued)

On motion duly moved and seconded

It was resolved

THAT the granting of Late Withdrawal (LWD) status as a non-grade designation for students enrolled in courses offered by the Faculty of Arts & Science be approved.

7. Reports of Standing Committees

Reports of the following Standing Committees were distributed for information:

Ombuds Committee (Report 3225)

Admissions (Report 3226)

Graduate Education Committee (Report 3227)

There were no questions.

8. Memorial Tributes

a) Professor T. Cameron Kenney

The following memorial tribute for Professor Cameron Kenney was read into the record by Professor Brenda McCabe.

Be it resolved that the Council of the Faculty of Applied Science and Engineering record with deep regret the death on August 19, 2008 of Professor T. Cameron Kenney.

Professor Kenney completed his undergraduate work at McGill University, where he was a starting half back of the football team, and upon receiving the Athlone Fellowship went on to complete a Masters degree at Imperial College, University of London. He returned to Canada to work for H.G. Acres Ltd. in Niagara Falls for four years before moving to Oslo to undertake research in soil mechanics at the Norwegian Geotechnical Institute. His work there formed the basis of his Ph.D., subsequently awarded by the University of London. He chose to return to Canada rather than accept appointments offered by leading universities in the United States.

Professor Kenney accepted appointment to the faculty of the Department of Civil Engineering in 1967. For the next 30 years he was actively engaged in geotechnical engineering research and a dedicated and inspiring teacher.

He was Chair of Civil Engineering from 1968 to 1974, the first Chair to be selected under new policies for University governance. As Chair, Professor Kenney was instrumental in enriching academic programs, establishing standards of excellence, and transforming the Department into one of the leading research and teaching institutions on the continent. Admired and respected as a consummate professional, he was a fair and dedicated leader who made the interests of students, career advancement for junior faculty and the wellbeing of the Department his most important priorities.

8. Memorial Tributes (continued)

a) Professor T. Cameron Kenney (continued)

Professor Kenney also served as Speaker of the Faculty Council and Chair of the Faculty's Ombuds Committee. He was regarded by many as a true friend, whose judgments and insights were always valued.

He is survived by Margot, his wife of 48 years, and by his children Blair, Gail, Brian and Mark.

Be it further resolved that this tribute to Professor Kenney be inscribed in the minutes of this Council meeting and that copies be sent to his family as an expression of the respect and gratitude of the members of this Council.

b) Luis deWindt

The following memorial tribute for Luis deWindt was read into the record by Professor Jonathon Rose.

Be it resolved that the Council of the Faculty of Applied Science and Engineering record with deep regret the death on June 21, 2008 of Luis deWindt.

On Saturday, June 21st Luis DeWindt, a Senior Lecturer in the Edward S. Rogers Sr. Department of Electrical and Computer Engineering, passed away due to heart failure. He died peacefully, though suddenly and unexpectedly. He will be sorely missed by his family and his students.

Luis deWindt came to Canada in 1971 from the Dominican Republic and did a pre-University course equivalent to Grade 13 at St. Michael's College in the University of Toronto. In September 1972 he was admitted into the Department of Electrical Engineering as an undergraduate. He graduated with Honours, a top distinction, earning a Bachelor of Applied Science (B.A.Sc.) in Electrical Engineering in June of 1976, and earned a Master of Applied Science (M.A.Sc.) in 1978 in the area of Communications and Wave Propagation.

That same year he became an instructor in the Department of Electrical Engineering, responsible for the Electrical Fundamentals laboratory – designing and organizing the laboratory in five undergraduate courses in Electric Circuits and measurements. He trained over 40 teaching assistants per year for those labs.

During his career he strove to keep up with the rapidly advancing state of the art in the Electrical and Computer Engineering fields. He also took a course in "interviewing and counselling," which would help him interact and nurture his students.

His close colleagues say that Luis deWindt was a very dedicated teacher, always enthusiastic about his teaching and his students always came first. He respected everyone – students, colleagues, support staff and teaching assistants. In all the courses that he taught or coordinated there was a work environment of cooperation; everybody's contribution to the course was valued and appreciated.

8. Memorial Tributes (continued)

b) Luis deWindt (continued)

Luis deWindt had a positive attitude toward life in general, a great sense of humour, and liked to focus on the lighter side of life.

In 1999 he was appointed as a Senior Lecturer at the University, under that newly formed role for teaching-stream instructors. He fought for the rights of all lecturers at the University by serving on the UTFA teaching stream committee.

Luis deWindt was a wonderful teacher – direct, effective and inspiring. He regularly reached high standards of teaching and often received an invitation to the “good teachers’” lunch that is hosted by the Department each term for the instructors who receive especially high course evaluations from their students.

I know that his students enjoyed his sense of humour and all that he had to offer. They will sorely miss him, as will his colleagues.

A great teacher such as was Luis deWindt, however, lives on in the minds of his students through the ways in which he inspired them.

Be it further resolved that this tribute to Luis deWindt be inscribed in the Minutes of this Council and that copies be sent to his family as an expression of the respect and gratitude of the members of this Council.

Following the memorial tributes, two minutes of silence were observed by Council in honour of these former members.

9. Remarks by Professor Emeritus and Former Dean, Gary Heinke

The Speaker welcomed Karlene and Gary Heinke to the meeting, noting that Professor Emeritus Heinke had served as Dean from 1986 to 1993. She invited him to address the Council.

Professor Emeritus Heinke commented that it had been fifteen years since he had attended a Faculty Council meeting. After retiring from the University, he had spent twelve years working abroad in places such as Hong Kong. He has been fully retired for the past three years. He paid tribute to Professor Kenney, whose counsel he had often sought. He was pleased to note that although science and research have changed over the past fifteen years, students remain the first priority of the Faculty.

The Speaker thanked Professor Emeritus Heinke for his comments.

10. Other Business

There was no other business.

11. Date of the Next Meeting

The next meeting was scheduled for Monday, February 23, 2009.

12. Adjournment

The meeting adjourned at 1:30 p.m.