



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Minutes of the Faculty Council Meeting of

Thursday, April 26, 2012

12:10 – 2:00 p.m.

Michael E. Charles Council Chamber, Galbraith Building

Present:

Jonathan Rose (Speaker)
Barry Adams
Stewart Aitchison
Grant Allen
Stavros Argyropoulos
Mansoor Barati
J. Christopher Beck
Evan Bentz
Sharon Brown
David Chartash
Yu-Ling Cheng (Acting Dean)
Walter Curlook
Gabriele M.T. D'Eleuterio
Khuong Doan
M. Reza Emami
Natalie Enright Jerger
Carolyn Farrell
Bruce Francis
Scott Nicholas Genin
Leslie Grife
Greg Jamieson
Charles Jia
Gina John
Don Kirk
Mark Kortschot
Matthew Lattavo
Ofer Levi
Keryn Lian
Brenda McCabe
Barbara McCann
Paul Milgram
Farid Najm
Jun Nogami
Thomas H. North
Graeme Norval
Austra Ozolins
Jeffrey A. Packer
Doug D. Perovic
Karl Peterson
Jane Phillips
Nelly Pietropaolo
Lisa Romkey

Matthew Roorda
Paul Santerre
Shamim A. Sheikh
Tony Sinclair
Chandra Veer Singh
J. Greg Steffan
Micah Stickel
Kenneth Tallman
Steven J. Thorpe
Deborah Tihanyi
Olev Trass
Burhan Turksen
Shahrohk Valaee
Frank J. Vecchio
Zhirui Wang
Peter Weiss
Christopher Yip
Paul Yoo
Jean Zu

Guests:

Estina Boddie
Christina da Rocha-Feeley
Rosemary Guido
Madelyn Herschorn
Penny Kinnear
Lesley Mak
Olivia Molenda
Anthony Morra
Tom Nault
Chirag Variawa
Cherie Werhun
Lydia Wilkinson
Caroline Ziegler

Regrets:

Will F. Bawden
Chris Damaren
Jim Dawson
Susan McCahan
Kim Pressnail
Molly S. Shoichet
David Zingg

1. Welcome/Adoption of the Agenda

Council Speaker Jonathan Rose thanked members joining the final Faculty Council meeting of the 2011-2012 academic year and welcomed all present, in particular undergraduate and graduate student members and any children attending as part of "Take Your Children to Work Day." He noted that members had received the agenda and reports on April 17.

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

THAT the agenda be adopted.

2. Approval of the Minutes of the Previous Meeting

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

THAT the minutes of the meeting of March 7, 2012 be approved as circulated.

3. Memorial Tribute to Torstein A. Utigard

The Speaker acknowledged the presence of Mrs. Kathy Utigard, who joined the meeting to hear the memorial tribute to her late husband, Torstein A. Utigard of the Department of Materials Science and Engineering.

The Speaker called upon Jun Nogami to read the memorial tribute:

Professor Torstein A. Utigard passed away peacefully in his sleep on April 11, 2012 after a long battle with cancer. The 57 year-old faculty member was surrounded by his immediate family at his time of passing. He leaves behind his wife Kathy and his sons Eric and Brian.

Professor Utigard received a BSc, Science and a MSc, Physical Chemistry from the University of Oslo, Norway. He received his MASc and PhD in Metallurgy from the University of Toronto under the supervision of the late Professor James Toguri in 1983 and 1985, respectively. After serving several years as a metallurgical research engineer in Switzerland and then at the Falconbridge Technology Centre in Sudbury, Ontario, Dr. Utigard returned to the University of Toronto as an assistant professor of metallurgy and materials science in 1989.

In his career, Professor Utigard established an international reputation as an outstanding researcher and educator in the science and technology of pyrometallurgical processing of non-ferrous metals. With over 150 publications and 11 patents, Dr. Utigard pioneered numerous developments pertaining to the physical chemistry aspects of metals refining. In addition to his contribution to the science of pyrometallurgical processing, Professor Utigard's collaboration with numerous companies within and outside Canada resulted in considerable improvements in design and operation of metal extraction and refining systems.

At the University of Toronto, Professor Utigard supervised 22 MSc and 8 PhD graduates, and advised numerous other researchers worldwide. While on leave at the University of Chile, Santiago, Chile, he played a key role in starting up a graduate program in pyrometallurgy that has become one of the strongest such programs in South America.

Professor Utigard was an avid sportsman and competitor, enjoying skiing, biking and working out at Hart House. He also issued an annual challenge to all MSE students in table tennis, and won the Torstein A. Utigard Ping Pong Tournament every year up to and including 2010.

Professor Utigard held the Gerald R. Heffernan Chair in Materials Processing since 1999, and was a Fellow of the Canadian Academy of Engineering (FCAE) as well as a Fellow of the Canadian Institute of Mining, Metallurgy, and Petroleum (FCIM).

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

THAT the Council of the Faculty of Applied Science and Engineering record with deep regret the death on April 11, 2012 of Torstein A. Utigard.

It was 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.

Members of Council stood and observed one minute of silence in honour of the late Professor Utigard.

4. Report of the Acting Dean

Acting Dean Yu-Ling Cheng welcomed members to Faculty Council and provided an update.

(a) Centre for Urban Science & Progress

This past Monday, New York City Mayor Michael Bloomberg announced the second award of the Applied Sciences NYC initiative. The award went to the Centre for Urban Science & Progress (CUSP), an international consortium led by NYU and NYU Poly in partnership with U of T, Carnegie Mellon University, University of Warwick in the UK, and IIT Bombay, as well as companies such as IBM, CISCO and Siemens.

CUSP will focus on research and technology development for the critical challenges facing the world's cities, including infrastructure, technology integration, energy efficiency, transportation congestion, public safety, and public health.

U of T, and specifically the Faculty of Applied Science and Engineering, is well positioned as an integral partner in this initiative. We are currently developing a proposal for a Master's program, to be housed within the Department of Civil Engineering, that will attract students from a variety of engineering disciplines that relate to cities. The proposal will be brought forward at our next Faculty Council meeting in the Fall.

(b) External Review of Civil Engineering

A memo was sent from the Dean's office earlier this week to inform members that an external review of the Department of Civil Engineering will take place May 15-16, 2012. Colleagues from the University of British Columbia, Université de Sherbrooke, University of Illinois at Urbana-Champaign, and Carnegie Mellon University will be conducting the review.

Members who wish to offer comments toward the review were asked to contact Caroline Ziegler, Faculty Governance and Programs Officer.

(c) Convocation

Our Faculty will have two convocation ceremonies on June 20.

The morning ceremony will include Honorary Graduand Pierre Rivard, Mech MEng 9T4, along with the undergraduate and graduate students from the departments of Civil Engineering, Mineral Engineering, Mechanical and Industrial Engineering, and Materials Science and Engineering.

The afternoon ceremony will include Honorary Graduand Phillip (Rocky) Simmons, Chem 6T4, MASc 6T5, PhD 6T8, along with undergraduate and graduate students from the institutes of Aerospace Studies, and Biomaterials and Biomedical Engineering, from the departments of Chemical Engineering and Applied Chemistry, and Electrical and Computer Engineering, and from the division of Engineering Science.

Acting Dean Cheng encouraged faculty and staff to attend the convocation ceremonies.

(d) CEAB Review

We are currently preparing for the next CEAB accreditation review, which will take place on October 21-23, 2012. Acting Dean Cheng thanked members for all of the work they have done so far and said that program representatives will continue to communicate with them throughout the process.

5. Manuals and Terms of Reference for Approval

The Speaker reminded members that Faculty Council meetings are formal and our Rules of Order and standard parliamentary procedure require that a motion be seconded before discussion ensues.

(a) Undergraduate Curriculum Committee

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented the proposal to update the Committee's Manual and Terms of Reference, circulated in advance as Report 3332 Revised.

Dr. Norval explained that the proposed revisions will allow the Committee to manage the Faculty's graduate attribute process, and to review Faculty curriculum policies on a regular – not annual – basis. Another proposed revision will create a non-voting ex officio Teaching and Learning Specialist position on the Committee, appointed by the Dean, to act as a resource on curricular matters.

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

THAT the proposed modifications to the Terms of Reference for the Undergraduate Curriculum Committee be adopted.

There was no discussion. The Speaker called the question and the motion was carried.

(b) Research Committee

Stewart Aitchison, Vice-Dean, Research, presented a proposal to create a Research Committee as a Standing Committee of Council and approve the Committee's draft Manual, as described in previously circulated Report 3337 Revised.

Professor Aitchison explained that this motion will formalize a group of Associate Chairs, Research that has already been meeting monthly. The Committee, reporting to Faculty Council through the Executive Committee, will support the Faculty's research mission and serve as a forum for research-related information.

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

THAT the Faculty approves the creation of a Research Committee as a Standing Committee of Council, and that the draft Research Committee Manual be approved.

There was no discussion. The Speaker called the question and the motion was carried.

6. Faculty Research Leader Award

Stewart Aitchison, Vice-Dean, Research presented previously-circulated Report 3339 Revised. The proposal, a result of the academic planning process, is for the creation of a Faculty Research Leader Award to recognize faculty members who have made a significant contribution to enhancing the research profile of our Faculty by leading interdisciplinary and multiple investigator initiatives, coordinating major research projects involving multiple disciplines and/or multiple investigators, and developing new industrial partnerships involving multiple faculty members.

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

THAT the Faculty approves the new Faculty Research Leader Award as described in the attached guidelines.

There was no discussion. The Speaker called the question and the motion was carried.

7. Certification Notations on Student Transcripts

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented the proposal to add certification notations on student transcripts, as outlined in previously-circulated Report 3333 Revised.

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

THAT the successful completion of an Engineering Certificate be included on transcripts beginning in the 2012 - 2013 academic year, with the requisite changes to the calendar text indicating that no course counted for degree credit, can also be counted for more than one minor or certificate and that only one of the notations: Engineering Business Certificate, Entrepreneurship Certificate or Engineering Business Minor may appear on a transcript.

There was no discussion. The Speaker called the question and the motion was carried.

8. Faculty-Level Graduate Attributes

Graeme Norval, Chair of the Undergraduate Curriculum Committee, reminded members that because the proposed revisions to the Committee's manual were approved earlier in the meeting, management of the Faculty's graduate attributes is now the responsibility of the Undergraduate Curriculum Committee. The Faculty's Graduate Attributes Committee will continue to serve in an advisory capacity.

Dr. Norval reviewed the Faculty's graduate attributes, developed by the Graduate Attributes Committee over the past two years, as set out in previously-circulated Report 3331 Revised.

He stated that the graduate attributes will evolve over time, and that approval of the following motion will allow us to demonstrate acceptance of the attributes for the October 2012 CEAB accreditation visit.

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

THAT the proposed graduate attributes be approved.

There was no discussion. The Speaker called the question and the motion was carried.

9. Revised Session Dates for the 2012-2013 Academic Year

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented previously-circulated Report 3319 Revised, explaining that subsequent to the approval of the original report at the December 2, 2012 Council meeting, two errors have been noted. These errors – the April 2013 session dates, and the number of fall instructional days – have been corrected in the Revised Report.

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

THAT the revised session dates for the 2012-2013 academic year be approved.

There was no discussion. The Speaker called the question and the motion was carried.

10. Changes to the Robotics and Mechatronics Minor

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented the proposed changes to the Robotics and Mechatronics Minor that will increase its relevance to students and better reflect the field, as outlined in previously-circulated Report 3343.

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

THAT the proposed changes to the Robotics and Mechatronics Minor be accepted for implementation in the 2012-2013 academic year.

There was no discussion. The Speaker called the question and the motion was carried.

11. Teaching Evaluation Criteria

Greg Jamieson, Chair of the Teaching Methods and Resources Committee, presented the University's new Course Evaluation Framework as outlined in the Revised Report. He explained that two errors were noted in the Report after it was first circulated to Council members, regarding the rating scale for the first five institutional questions, and the rating scale for the 6th question. The Report was corrected and re-issued as Report 3338a Revised.

Professor Jamieson introduced Dr. Cherie Werhun, Course Evaluation Support Officer from the University's Centre for Teaching Support & Innovation (CTSI), who was attending to answer questions.

The Course Evaluation Framework developed by CTSI adopts an approach to the evaluation of courses that is based on teaching and learning priorities. The new evaluation forms include eight core institutional questions based on common

priorities, and allows for additional items to be added at the divisional, departmental and instructor levels.

Professor Jamieson described the efforts of the TMRC, which has worked with CTSI since October, 2011 to scrutinize the new Framework and to develop divisional priorities for our Faculty.

The three motions contained in the Report were voted on separately.

(a) Motion 1

The following regular motion was duly moved and seconded –

THAT the Faculty of Applied Science and Engineering adopt and agree to participate in the Institutional Framework for Course Evaluation.

Discussion included how and when students will be able to access the new evaluation form and the window of time in which they will be able to complete it.

The Speaker called the question and the motion was carried.

(b) Motion 2

The following regular motion was duly moved and seconded –

THAT the Faculty of Applied Science and Engineering adopt the Divisional Priorities [PA1-PA6; PB7, PC7, PD7 and PC8].

Members discussed the validity of the form, the consultation process, and the value of applying each divisional priority to all courses in all programs in our Faculty. Also discussed was the challenge TMRC faced in distilling 50 available priorities to those listed in the motion, and why some potential priorities (such as engineering design) were not included in the final list.

The Speaker called the question and the motion was carried.

(c) Motion 3

The following regular motion was duly moved and seconded –

THAT the Faculty of Applied Science and Engineering retain Question #16 in the current Course Evaluation Framework until Faculty Council chooses to remove it.

Professor Jamieson explained that this motion originally stated that Question #16 be retained for a period of three years from implementation of the new Course Evaluation Framework for the sole purpose of continuity in tenure and promotion considerations, but was revised at the April Executive Committee meeting to read that Question #16 be retained until Council decides to remove it.

He stated that the TMRC does not support the retention of Question #16 past three years because, according to the literature, the Question is susceptible to biases that reduce its validity and because it fails to provide formative information and compares poorly with data gathered. Members offered reasons for retaining Question #16 as is stated in the motion.

A motion to call the vote was duly moved, seconded and carried. The Speaker called the question and Motion 3 was carried.

Professor Jamieson thanked CTSI's Director Carol Rolheiser, Associate Director Pam Gravestock, and Cherie Werhun; and Vice-Provost, Academic Cheryl Regehr for their input.

12. Membership of Faculty Standing Committees, 2012-2013

Caroline Ziegler, Faculty Governance and Programs Officer, introduced Report 3334 regarding the composition of the Standing Committees of Faculty Council for the upcoming academic year.

The following regular motion was duly moved and seconded –

THAT Faculty Council approve the membership of the Standing Committees of Faculty Council for the 2012-2013 academic year.

There was no discussion. The Speaker called the question and the motion was carried.

An updated list including student members will be provided to Council in the Fall.

13. Nomination to the Academic Appeals Board, 2012-2013

Caroline Ziegler, Faculty Governance and Programs Officer, introduced Report 3347 regarding the nomination to the Academic Appeals Board for 2012-2013. The nominee is Nazir Kherani from The Edward S. Rogers Sr. Department of Electrical and Computer Engineering. Professor Kherani's term expires on June 30, 2015.

The following regular motion was duly moved and seconded –

THAT Faculty Council approve the nomination to the Academic Appeals Board as outlined in Report 3347.

There was no discussion. The Speaker called the question and the motion was carried.

14. Report of the Engineering Alumni Honours & Awards Committee

Barry Adams, Chair of the Committee, thanked his colleagues for their work and presented previously-circulated Report 3344, which includes candidates for induction into the 2011 Engineering Alumni Hall of Distinction, and for the Engineering Alumni Medal, 2T5 Mid-Career Award, 7T6 Early Career Award, and Malcolm McGrath Award.

The annual Alumni Awards Dinner will be held on November 1 in the Great Hall, Hart House.

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

15. Reports and Recommendations of Standing Committees

The Speaker reminded members that the following reports are for Council's information. Because of the fullness of the agenda, the reports were not individually presented.

(a) Engineering Graduate Education Information Report

The Engineering Graduate Education Committee's update was circulated in advance as Report 3340.

One new course (CHE1434H) has been approved for the Department of Chemical Engineering and Applied Chemistry, and three new courses (MIE1359H, MIE1399H, and MIE1715H) have been approved for the Department of Mechanical and Industrial Engineering.

CIV1404H, ECE1450H, and MIE1615H have been re-named, and MIE3002H has been re-numbered as APS1203H.

The Department of Civil Engineering's field "Engineering Geoscience" has been re-named "Geomechanics".

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

(b) Undergraduate Curriculum Committee's Report of the Scheduling Task Force

The Undergraduate Curriculum Committee's Report was circulated in advance as Report 3341.

The Academic Scheduling Task Force was struck by the Undergraduate Curriculum Committee in March 2011 and given a broad mandate to review everything related to academic scheduling. The subsequent report of the Task Force consists of policies, procedures, and roles and responsibilities. It is hoped that these key documents will help demystify and bring consistency to the current academic scheduling process.

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

(c) Creation of a Natural Sciences Elective Web Page

The Undergraduate Curriculum Committee's proposal was circulated in advance as Report 3345 and will create a webpage that expands the list of Natural Science (NS) Electives, similar to the webpages maintained by the Registrar's Office that advertise

acceptable Humanities and Social Sciences (HSS) Electives and Complementary Studies (CS) Electives.

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

(d) Procedures for Granting Transfer Credits

The Undergraduate Curriculum Committee's new procedures for granting transfer credits was circulated in advance as Report 3342.

The proposal is for the codification of the existing practice of granting of transfer credits for students taking courses on Letters of Permission, entering the Faculty on Advanced Standing, and taking courses through the International Student Exchange program.

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

(e) Changes in the Admissions Requirements for Applicants from British Columbia and the Yukon

The Admissions Committee's proposed changes to the admissions requirements for applicants from British Columbia and the Yukon were circulated in advance as Report 3346.

The Committee proposes that the admissions requirements for British Columbia and Yukon high school students be updated to reflect that Pre-Calculus 12 is now a requirement. Principles of Math will still be acceptable for students who have already completed this course.

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

16. Recognition of Service

(a) Retiring Faculty Members

The Speaker acknowledged six faculty members who retired in 2011-2012 and thanked them for their contributions to the Faculty. These are Professors Barry Adams, William Bawden, Philip Byer and Adrian Crawford of the Department of Civil Engineering; Bruce Francis of The Edward S. Rogers Sr. Department of Electrical and Computer Engineering; and Tom North of the Department of Materials Science and Engineering.

Brenda McCabe, Chair of the Department of Civil Engineering, recognized the contributions made by Professor Barry Adams and thanked the other retiring Faculty members from her department who were regrettably unable to attend the meeting.

Farid Najm, Chair of The Edward S. Rogers Sr. Department of Electrical and Computer Engineering, recognized the contributions made by Professor Bruce Francis.

Acting Dean Yu-Ling Cheng presented both professors with a gift of an engraved captain's chair.

The remaining retired Faculty members will be invited to be recognized at a Council meeting during the next academic year.

(b) Speaker of Faculty Council

Acting Dean Yu-Ling Cheng recognized the contributions of Jonathan Rose, who has served as Faculty Council Speaker since 2010-2011, and presented him with the gift of an engraved gavel.

Professor Rose will be on sabbatical leave and will not be seeking re-election for the 2012-2013 academic year.

17. Other Business

There was no other business.

18. Date of Next Meeting

The Faculty Council meeting dates for 2012-2013 will be circulated to members before the end of June.

19. Adjournment

The Speaker thanked members for attending and participating in the meeting. The meeting adjourned at 1:55 p.m.

/cz

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