



**Faculty Council
Minutes of the April 29, 2020 Meeting
Held Online**

PRESENT: Doug Reeve (Speaker), Chris Yip (Dean), Caroline Ziegler (Recording Secretary), Ravi Adve, Dionne Aleman, Grant Allen, Jason Anderson, Susan Andrews, Vanathi Anpalagan, Julie Audet, Gisele Azimi, Mansoor Barati, Berj Bardakjian, Chris Beck, Kamran Behdinan, Evan Bentz, Laura Berneaga, Vaughn Betz, Archit Bhargava, Chris Bouwmeester, Markus Bussmann, José Cadavid, Brittny Carter, Ariel Chan, Warren Chan, Tony Chan Carusone, Hai-Ling Margaret Cheng, Alan Chong, Paul Chow, Will Cluett, Georgia Collins, James Courtney, Tom Coyle, Chris Damaren, James Davis, Teo Dechev, Gabriele D'Eleuterio, Sonali Dey, Ruknoon Dinder, Levente Diosady, Jennifer Drake, Stark Draper, Alis Ekmekci, Reza Emami, Natalie Enright Jerger, Greg Evans, Jennifer Farmer, Ramin Farnood, Zahir Firoze, Jacob Foster, Jason Foster, Aidan Grenville, Frank Gu, Michel Hache, John Harrison, Marianne Hatzopoulou, Jane Howe, Reza Iravani, Rob Irish, Greg Jamieson, Andrew Jardine, Charles Jia, Harry Jiang, Bryan Karney, Ankita Khanda, Dawn Kilkenny, Penny Kinnear, Donald Kirk, Jonathan Kong, Christopher Kousinioris, Deepa Kundur, Raymond Kwong, Elias Kyriacou, Yuri Lawryshyn, Peter Lehn, Ofer Levi, Keryn Lian, Hugh Liu, Don MacMillan, Manfredi Maggiore, Krishna Mahadevan, Paul Malozewski, Elham Marzi, Brenda McCabe, Minnie Menezes, Mirjana Mijalkovic, Paul Milgram, Mo Mojahedi, Emily Moore, Mahyar Mozaffari , Thandi Myers, Adrian Nachman, Naguib Hani, Farid Najm, Mahsa Naserifar, Shivani Nathoo, Wai Tung Ng, Jun Nogami, Graeme Norval, Awale Omar, Jeffrey Packer, Daman Panesar, Vlad Papangelakis, Joseph Paradi, Doug Perovic, Daniel Posen, Jon Rocheleau, Jonathan Rose , Daniel Rozhko, Costas Sarris, Luca Scardovi, Jeremy Sharapov, Shamim Sheikh, Patricia Sheridan, Li Shu, Brent Sleep, Myeong Hun (David) Song, Elvino Sousa, Nick Stern, Micah Stickel, Yu Sun, Ken Tallman, Zeb Tate, Spencer Teetaert, Deborah Tihanyi, Marianne Touchie, Piero Triverio, Shahrokh Valae, Saskia van Beers, Chirag Variawa, Lesley Warren, Willy Wong, Walter Yang, Wei Yu, Safwat Zaky, Yu Zou

GUESTS: Seyed Armin Ale Mohammad, Brohath Amrithraj, Helen Bright, Chris Brown, Sharon Brown, Mikhail Burke, Harrison Chan, JesusMiracle Chiadika, Jessica Chow, Sonia De Buglio, Jennifer Fabro, Pierina Filippone, Shilpa Gantotti, Leslie Grife, Cathy Grilo, Cori Hanson, Christina Heidorn, Elizabeth Hii, Phuong Huynh, Victoria James, Teresa Miniaci, Marit Mitchell, Don Newton, Shannon Osborne, Santino Pannozzo, Dan Pettigrew, Amanda Plotnik, Zeeshan Rayees, Saif Rjaibi, Cindy Rottmann, Ingrid Schvarczkopf, Kevin Soobrian, Marisa Sterling, Alex Tichine, Geoff Wichert

MODERATORS: Alexander Schroen, Allison Van Beek

1. Speaker's Welcome and Adoption of the Agenda

Faculty Council Speaker Doug Reeve called the meeting to order at 12:10 pm. He welcomed members to the fourth Council meeting of 2019-2020 and acknowledged the University's use of traditional land. He commented on the COVID-19 pandemic and wished all Council members well during this challenging time. As our Faculty has been adapting, so has Council. This meeting presents two historic firsts: it is being conducted online, and a record-breaking 181 are in attendance. The Speaker then reviewed online meeting etiquette and technical details regarding the Bb Collaborate platform. There were no questions.

The agenda and meeting package were distributed on April 22, 2020. The minutes of the February 28, 2020 Faculty Council meeting will come forward at the next Council meeting for approval and are removed from today's agenda.

There was no discussion and on a motion duly moved, seconded and carried, it was resolved –

THAT the revised agenda be adopted.

Outgoing academic administrators, retiring professors and the recipient of the TA Award are normally recognized at this April Council meeting. Because of the pandemic, these presentations have been deferred to the first regular Council meeting in 2020-2021.

2. Report of the Dean

After encouraging faculty, staff and students to attend the upcoming Skule™ Night, Dean Yip presented his report to Council.

(a) COVID-19

It has been an extremely challenging and unprecedented time for all of us over the last six to eight weeks. We were given very little time to make our courses online. While we are not able to meet physically for many events, we are wrapping up finals and preparing for the summer and fall term. A heartfelt thanks to students, staff and faculty for all their input, effort, and most importantly, patience.

All of our courses this summer will be offered via remote delivery. Summer research opportunities will continue but we must be flexible on the nature of the projects because of restrictions on on-campus activities. A new Faculty-wide program is set to pilot this summer that will augment our existing summer research opportunities.

As we prepare for the fall term, we have formed several groups to plan scenarios for our various programs. Led by our vice-deans, these groups include undergraduate programs (Professors Tom Coyle, Vice-Dean, Undergraduate and Micah Stickel, Vice-Dean, First-Year); graduate programs (Professor Julie Audet, Vice-Dean, Graduate Studies); and research programs (Professor Ramin Farnood, Vice-Dean, Research). These team leads will work with relevant associate chairs in our

departments and institutes, and with partners in other Faculties such as Arts & Science and Medicine, to lay out plans for all our initiatives.

The Engineering Career Centre (ECC) and the current Professional Experience Year (PEY) Internship program are up and running with all services delivered online. Thank you to the PEY office for managing the transition and bringing students back who were on work terms. During these challenging times, ECC and PEY are working with employer partners to adjust virtual onboarding and remote work arrangements, as employers adjust their business continuity plans.

Our recruitment and admissions cycles are also on track and on schedule, with online recruitment events reaching prospective students all around the world.

The adjustment to physical distancing has been difficult. The demands of school, work, and for many of us, child, family, and elder care can be overwhelming. Our Faculty's Identify-Assist-Refer is a great resource to support mental health during COVID-19. It includes guidelines for faculty and staff, and resources and services for students focusing on mental health. Council members are encouraged to reach out to the Dean if they would like to share an idea or concern, or if they simply want to chat. These are strange and disorienting times but we are here to support one another and we will get through this because we are better together.

(b) Convocation

The University's in-person convocation ceremonies for June 2020 have been postponed. This is very disappointing news for all of us in Engineering and for our friends, family and extended community. The University will host a ceremony via webcast on or before June 2, 2020 where the Chancellor will confer all degrees in absentia. Diploma parchments will be couriered to graduates on a rolling basis following the virtual ceremony. Until there is clarity on the lifting of restrictions related to COVID-19, it will not be possible to book dates and venues for any divisional in-person graduation ceremonies.

Convocation is perhaps the highlight of the year for all of our faculty and staff and a once-in-a-lifetime moment for our graduating students. When the situation normalizes and it is possible to gather safely, Engineering will host its own in-person graduation ceremonies to celebrate this important milestone. These will take place over the course of 2020-2021 as scheduling and space permits.

(c) Administration Updates

Mark Rittinger has been hired as Executive Director of Advancement, effective May 4, 2020. Mark is an experienced advancement leader with more than 25 years' experience in fundraising and marketing roles across several sectors, including university advancement – both in Canada and the US – arts and culture and the environment. He is very keen to come on board and meet faculty and students and hear about future opportunities for our Faculty.

Melissa Fernandes has been hired as our Faculty's first Mental Health Programs Officer, effective May 1, 2020. This important position will focus on a number of initiatives including building and

strengthening relationships with stakeholders and partners of strategic importance and promoting mental health awareness for students, staff and faculty.

(d) Engineering Excellence Awards

Fourteen exceptional Engineering faculty and staff members have been honoured for their outstanding contributions to the Faculty, specifically for their leadership, citizenship, innovation and contributions to our teaching, service and research missions. The 2019-2020 honourees would normally be recognized in April at the Faculty's annual Celebrating Engineering Excellence reception, which was cancelled this year due to the COVID-19 pandemic. They are listed on the Faculty website at <https://www.engineering.utoronto.ca/about/awards-honours/> and will be formally recognized in person at a later date.

(e) Engineering Society Leadership Transition

The 2020-2021 Engineering Society leadership team was welcomed: Christopher Kousinioris (President), Elizabeth Hii (Vice-President, Finance), Amanda Plotnik (Vice-President, Communications), Mirjana Maljkovic (Vice-President, Academic), and Harrison Chan (Vice-President, Student Life). We look forward to working with the new team in the upcoming year, which will be exciting and challenging as we continue to adjust to the pandemic.

The outgoing Engineering Society representatives were also thanked for their tremendous leadership, abilities and commitment over the past year. The 2019-2020 team includes Laura Berneaga (President), Alex Caton (Vice-President Finance), Najah Hassan (Vice-President, Communications), Zahir Firoze (Vice-President, Academic), and Zachary Jager LaPointe (Vice-President, Student Life).

(f) Discussions

Dean Yip confirmed that a University-wide working group is looking at fees and tuition, but has not yet reached resolution.

The University is planning for the fall term, involving everything from content, course delivery and research to finances, housing and student experience. The Provost holds weekly calls with a small group of Deans (including Engineering) to discuss the University's plans and how re-opening will be staged, and will distribute an institutional plan to Principals, Deans, Academic Directors and Chairs (PDAD&C). No dates have been set because re-opening will be contingent on the Province's direction.

A Council member asked if there had been communications from CEAB regarding course planning and how the inability of students to go into labs at this time may affect accreditation. Dean Yip said that the Engineering Deans of Canada began holding weekly calls at the start of the pandemic and were soon joined by the CEAB. CEAB understands the complexity of what institutions are facing, and no pandemic-related circumstances will affect the accreditation of our programs, which received the maximum (six year) accreditation when last reviewed in 2018.

All of our graduating students received their Iron Ring at an in-person ceremony before the University closed, which is not the case for graduating students at other institutions.

A Council member recognized our faculty's involvement in many COVID-related projects regarding masks, ventilation systems, etc.

The Speaker thanked Dean Yip for his report.

He stated that the following items were endorsed by the Executive Committee of Council at its April 7, 2020 meeting and are for Council to consider for approval by regular motion. They require a simple majority of members present and voting to carry.

3. Proposed Fall Study Break

Evan Bentz, chair of the Undergraduate Curriculum Committee, presented Report 3649. The committee explored the possibility of introducing a break for Engineering students in the fall term of 2020-2021 to improve student wellness. Based on discussions and feedback from a variety of stakeholders (students, faculty, graduate students/teaching assistants and academic advisors), the committee unanimously recommends a five-day break in early November, aligned with Arts & Science's reading week for scheduling purposes.

For this study break to succeed, fall courses must have about one week of material removed, not simply compacted. Other benefits, considerations and constraints of a fall break are described in Report 3649.

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

THAT the proposed fall study break, as described in Report 3649, be approved, effective September 2020.

During discussions, a member stated that the process lacked due diligence and suggested the proposal be tabled until broader consultations can be conducted. Professor Bentz described the extensive consultation process that was followed: in addition to the surveys, all departments (including chairs) were consulted and the topic was discussed at the February 28, 2020 Council meeting and at the April 7, 2020 Executive Committee meeting.

Concerns were expressed about the impact fewer instructional days will have on the curriculum and members wondered how the imbalance between fall and winter terms would affect courses. Professor Bentz responded that we teach to the calendar entry, and its lack of detail allows instructors the flexibility to accommodate a decrease in instructional days without too many challenges. It will be possible for winter term courses to have more material in them and if some courses contain specific content, instructors can decide where to place the material. The proposal indicates that there will be no large assessments scheduled to be due after the break. A Council member asked if the Faculty would also implement a ban on making

assessments due before the break. Professor Bentz said this was a subject of much discussion and that banning major deliverables after the break only was considered a balanced position.

The implications of introducing a break in the fall of 2020 were also discussed. Some suggested the launch be delayed a year. Instructors are preparing their courses to be taught completely online because of COVID-19, which is already a challenge because this mode of delivery is not as effective as in-person instruction. Having to incorporate a fall study break in 2020-2021 will make it all the more difficult. Another member disagreed, saying that since instructors must reinvent their courses for the online environment anyway, they might as well build in the fall study break.

The following motion to amend was moved and seconded –

THAT the implementation of a fall study break be delayed by one year.

A member asked if voting on this proposal could be deferred to the Special Council meeting scheduled for June 22, 2020, because we may learn more about the University's plans to re-open in the next couple of months. Professor Bentz said it is unlikely more information will be forthcoming by then, and recommended that Council vote now.

The motion to amend failed and the original motion was back on the floor.

THAT the proposed fall study break, as described in Report 3649, be approved, effective September 2020.

The motion carried.

4. Major Curriculum Changes for 2020-2021

Evan Bentz, chair of the Undergraduate Curriculum Committee, presented Report 3659, proposed curriculum changes that affect cross-disciplinary minors, certificates and programs, Engineering Science, First Year Core 8, Institute for Studies in Transdisciplinary Engineering Education & Practice, Institute of Biomaterials & Biomedical Engineering, and Mechanical & Industrial Engineering.

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

THAT the proposed curriculum changes for the 2020-2021 academic year, as described in Report 3659, be approved.

There was no discussion and the motion carried.

5. Name Change of the Institute of Biomaterials & Biomedical Engineering

Warren Chan, director of the Institute of Biomaterials & Biomedical Engineering, presented Report 3650, a proposal to change the Institute's name to the "Institute of Biomedical Engineering". This will serve to remove "biomaterials", which is a sub-category of the field of biomedical engineering and should not be emphasized in the name. It will also allow better alignment with the names of departments and institutes globally, and provide greater recognition of the biomedical engineering activities at the University.

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

THAT the name of the EDU:A "Institute of Biomaterials & Biomedical Engineering" be changed to the "Institute of Biomedical Engineering", effective July 1, 2020.

There was no discussion and the motion carried.

6. Change in Coursework Requirements and Program Length of Master of Engineering in Cities Engineering & Management (MEng CEM) Program

Julie Audet, Vice-Dean, Graduate Studies and chair of the Engineering Graduate Education Committee presented Report 3650. The current requirements for and length of the MEng CEM program exceed those of the Civil MEng program, making it less appealing. To encourage enrolment and bring the program into alignment with the Civil MEng program, the length of the MEng CEM program will be decreased from four sessions to three; the coursework requirement will be reduced from 5.0 FCEs to 4.0; and the number of core CEM courses will be reduced from five to four. The program's three themes will be replaced with four core courses, three infrastructure engineering electives in one of eight specialization areas, and one technology management elective. Students will be required to choose a specialization area when selecting infrastructure engineering electives.

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

THAT the changes to the coursework requirements and program length of the Master of Engineering in Cities Engineering and Management (MEng CEM) program, as described in Report 3651, be approved effective September 1, 2020.

There was no discussion and the motion carried.

7. Faculty Appointments to Standing Committees and the Academic Appeals Board

Speaker Doug Reeve presented Report 3656, which lists faculty members appointed to our governance committees for 2020-2021. Graduate and undergraduate students and alumni will be appointed throughout the summer and fall, and an updated report will be presented to Council at its first meeting in 2020-2021.

There was no discussion and the report was received for information.

8. Report of the Engineering Alumni Network Awards Committee, 2020

Safwat Zaky, chair of the Engineering Alumni Network Awards Committee, presented Report 3657, which lists the candidates for induction into the 2020 Engineering Alumni Hall of Distinction and the recipients of the Engineering Alumni Medal, the 2T5 Mid-Career Award, the 7T6 Early Career Award, the Malcolm McGrath Award and the Honourary Member, Engineering Alumni Association Award. There were an outstanding list of awardees this year and Professor Emeritus Zaky invited Council to read the report and supplementary information in their entirety.

Professor Emeritus Zaky confirmed that the names of the awards recipients are public information and that the Engineering Alumni Network encourages the information to be shared widely. The awards recipients have been notified and will be formally recognized at the Awards Ceremony on November 5, 2020, which all are invited to attend.

The report was received for information.

9. Reports and Recommendations of Standing Committees

The following reports were approved by the Executive Committee of Council at its April 7, 2020 meeting and are presented for Council's information.

(a) Engineering Graduate Education Committee: Update

Julie Audet, Vice-Dean, Graduate Studies and chair of the Engineering Graduate Education Committee, presented Report 3655, which lists new graduate courses approved for MIE and MSE, a minor modification to change the code prefix from APS to TEP for a number of leadership courses, the renaming of an APS course, and the addition of MIE and MSE as participating units in ChemE's MEng Emphasis in Biomanufacturing and Emphasis in Advanced Soft Materials.

There was no discussion and the report was received for information.

(b) Examinations Committee: Academic Standing and Promotion Regulations for Winter 2020

Daniel Posen, chair of the Examinations Committee, presented Report 3661. The report proposes changes to Academic Standing and Promotion Regulations for the Winter 2020 term in response to the COVID-19 pandemic, which has interfered substantially with the Faculty's normal final assessment and grade reporting practices and its ability to adequately assess Academic Standing from this time. The proposal is being brought forward as an information item in order to allow the implementation of the recommendations as quickly as possible.

There was no discussion and the report was received for information.

(c) Research Committee: Name Change of the Institute for Robotics & Mechatronics

Ramin Farnood, Vice-Dean, Research and chair of the Research Committee, presented Report 3660, a proposal to rename our Faculty's EDU:C, the "Institute for Robotics & Mechatronics", as the "University of Toronto Robotics Institute". The removal of "mechatronics" will better reflect the breadth of robotics research and education at U of T. It will also brand the Institute as University-wide to better reflect and provide cohesion to the significant current and planned robotics activities taking place in Engineering, the Faculties of Medicine and Arts & Science, UTM and UTSC.

There was no discussion and the report was received for information.

10. Other Business

A Council member asked why the Professional Experience (PE) Co-op Program proposal did not go through the Undergraduate Curriculum Committee as was the case with a similar draft proposal that was discussed by the committee in 2017. Professor Tom Coyle, Vice-Dean, Undergraduate explained that the current proposal is coming forward as a major modification of an academic program, which requires Council approval. He undertook to circulate the proposal to the Undergraduate Curriculum Committee for feedback. Another member requested additional information on the consultation process that was followed.

There was no other business.

11. Date of Next Meeting

A Special Meeting of Council will be held on June 22, 2020, the final meeting of this academic year. It is anticipated that the items on the agenda will include a proposal to create the Professional Experience (PE) Co-op Program, a proposal to create the CRANIA NeuroModulation Institute (CNMI) as an EDU:C in our Faculty, a report from the Teaching Methods & Resources Committee on the course evaluation review, and an update on the COVID-19 situation. This will be an online meeting, with details circulated closer to the date.

The schedule of governance meetings for the 2020-2021 academic year is being developed and will be shared with Council when available.

12. Adjournment

The meeting was adjourned at 2:02 pm.

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7/14/2020 12:54 PM