UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Meeting of Faculty Council

October 31, 2023 | 12:10-2:00 pm
Hybrid (GB202 & Zoom)

AGENDA

1.	**Speaker's Welcome and Approval of Agenda** Agenda to approve as a regular motion	N Yan
2.	**Introduction of New Faculty** Aereas Aung (BME); Mohammed Basheer (CivMin); Xilin Liu (ECE); Fatemeh (May) Jazinizadeh (MIE)	Chairs & Directors
3.	**Adoption of Minutes of Previous Meeting** To approve as a regular motion	N Yan
4.	**Memorial Tribute** Professor Emeritus Walter Murray Wonham (ECE)	D Kundur
5.	**Report of the Dean**	C Yip
6.	**Information Reports** To receive for information	
	a. Engineering Graduate Education Committee: Update (Report 3751)	L Romkey
	b. Undergraduate Assessment Committee: Expanded Definitions for Type C Exams (Report 3748)	A Chan
	c. Undergraduate Assessment Committee: Further Clarification of Policy regarding Return of Graded Work Prior to Drop Deadline (Report 3749)	A Chan
	d. Standing Committee and Academic Appeals Board Appointments, 2023-2024 (Report 3752R)	N Yan
	e. Report of the Academic Appeals Board (Undergraduate), September 2022-September 2023 (Report 3753)	D Kirk
	f. Report of the Engineering Alumni Network Awards Committee, 2022-2023 (Report 3750)	L Catalfo

7.	**Other Business**	N Yan
8.	**Accessibility Services and Accommodated Testing Services regarding Student Support** Discussion Item	K Halliwell (Accessibility Services) E Davidson (Accommodated Testing Services)
9.	**Date of Next Meeting**	N Yan
10.	**Adjournment**	N Yan

V3 - 10/23/2023 5:42 PM

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Council of the Faculty of Applied Science & Engineering
Minutes of the Meeting of April 26, 2023

MEMBERS: Jun Nogami (Speaker), Chris Yip (Dean), Ravi Adve, Dionne Aleman, Danita Allick, Brohath Amrithraj, Susan Andrews, Gisele Azimi, Timothy Bender, Evan Bentz, Raymond Bhushan, Chris Bouwmeester, Helen Bright, Eric Bryce, Markus Bussmann, Roger Carrick, Warren Chan, Heba Chehade, Yu-Ling, Alan Chong, Paul Chow, Will Cluett, Shai Cohen, Sinisa Colic, Tom Coyle, Daire Crawford, Chris Damaren, Michelle Deeton, Stark Draper, Salma Emara, Natalie Enright Jerger, Greg Evans, Saima Fancy, Jennifer Farmer, Ramin Farnood, Diane Giang, Ashvin Goel, Piyush Gupta, Sarah Haines, John Harrison, Ben Hatton, Marianne Hatzopoulou, Angela Henshilwood, Glenn Hibbard, Randa Higazy, Ken Hilton, Muktar Homam, Robert Irish, Greg Jamieson, Charles Jia, Katherine Jia, Parker Johnston, Kyle Juliao, Mustafa Kanchwala, Dawn Kilkenny, Mark Kortschot, Deepa Kundur, Jiahao (Terry) Li, Keryn Lian, David Lie, Antonio Liscidini, Heather MacLean, Saf Mahmood, Elham Marzi, Kasra Modares, Emily Moore, Mohamad Moosavi, Hani Naguib, Jeffrey Packer, Vladimiros Papangelakis, Daniel Posen, Scott Ramsay, Aryan Rezaei Rad, Mark Rittinger, Jonathan Rocheleau, Matt Roorda, Jonathan Rose, Cindy Rottmann, Philipp Seiler, Patricia Sheridan, Tony Sinclair, Brent Sleep, David Song, Craig Steeves, Marisa Sterling, Micah Stickel, Steven Thorpe, Hamid Timorabadi, Chris Twigge-Molecey, Tony Vanvari, Julia Wagner, Peter Wei, Elizabeth Whitmell, Tobin Zheng

SECRETARIAT: Caroline Ziegler (Secretary), Alex Schroen (Moderator)

GUESTS: Chris Brown, Sharon Brown, Liane Catalfo, Leanne Dawkins, Matthew Du, Maryam Ebrahimiazar, Carolyn Farrell, Pierina Filippone, Roger Francis, Shilpa Gantotti, Rodney Gensell, Leslie Grife, Sania Hameed, Christina Heidorn, Minsoo Koh, Jonguk (Justin) Lee, Anna Limanni, Qin Liu, Jess MacInnis, Teresa Miniaci, Dan Pettigrew, Zeeshan Rayees, Frank Scornaienchi, Peter Serles, Sandra Walker, Geoff Wichert, Nefeteria Wickham

1. Speaker's Welcome

Council Speaker Jun Nogami called the final Faculty Council meeting of 2022-2023 to order at 12:10 pm, welcoming President-Elect Archit Bhargava and Vice-President-Elect, Academic Ken Hilton of the Engineering Society, and President-Elect of the Engineering Alumni Network, Liane Catalfo.

The Speaker reviewed protocols for the hybrid meeting, and before acknowledging the land on which the University of Toronto operates, encouraged Council members to take in the sakura [Japanese cherry blossoms] at Robarts Library or at High Park, which are a reminder that some pleasures in life are both transient and not under our control.

He went on to discuss the prescribed burn at High Park several weeks ago to preserve what is one of the few remaining examples of a black oak savanna ecosystem. In contrast to the current forest management practice of stamping out fires as soon as possible – popularized by the Smokey the Bear Wildfire Prevention campaign – Indigenous peoples would do controlled burns every 25-50 years in order to clear out underbrush and to strengthen remaining trees' resistance to fire. It was therefore appropriate that the burn in High Park was led by several Indigenous elders. As the CBC quoted, "Indigenous knowledge around this type of ecological preservation has been well understood in many Indigenous communities and passed down. It's long overdue that Indigenous methods of land preservation are taken seriously."

2. Approval of Agenda

The agenda and reports were distributed on April 13. Report 3747: Revision of Undergraduate Assessment Committee Manual and the CEAB Accreditation Update slides were distributed on April 25. Typos in the agenda concerning the misnumbering of Report 3731 Revised and the misspelling of the name of a retiring professor were noted.

There was no discussion and on a regular motion duly moved, seconded and carried, the agenda was approved.

3. Introduction of New Faculty Members

New faculty members Aryan Rezaei Rad of the Department of Civil & Mineral Engineering and Philipp Seiler of the University of Toronto Institute for Aerospace Studies were introduced by their respective chair and director.

4. Adoption of the Minutes of Previous Meetings

No errors or omissions were noted in the minutes of the February 27 Council meeting and on a regular motion duly moved, seconded and carried, the minutes were approved.

5. Memorial Tribute to Professor Emeritus Subbarayan (Pas) Pasupathy

Deepa Kundur, Chair of The Edward S. Rogers Sr. Department of Electrical & Computer Engineering, read the following memorial tribute in honour of Professor Emeritus Subbarayan (Pas) Pasupathy.

Be it resolved –

> THAT the Council of the Faculty of Applied Science & Engineering record with deep regret the death on February 12, 2023 of Professor Subbarayan Pasupathy.

Professor Subbarayan Pasupathy, affectionately known as Pas, was born in Chennai, India, on September 21, 1940. His Indian heritage was always a source of pride to him, and later he would attribute his success as a researcher and teacher to the culture he inherited.

Pas was greatly loved by his wife Jaya Pasupathy and his daughter Vani Pasupathy. She and her husband, Suneil Sastri, have a son — Pas's grandson — Jayen Sastri.

In 1963, Pas earned his bachelor's degree in Telecommunications from the College of Engineering (now known as Anna University) in Guindy, Chennai, on the southwest coast of India. In 1966, he graduated with first rank in the first batch of MTech. students at the Indian Institute of Technology (IIT), Madras, continuing to work there as a research scholar and part-time lecturer.

In the late sixties, he moved to the United States to continue his studies at Yale University, receiving the M.Phil. and PhD degrees in engineering and applied science in the area of array processing of sonar signals. He worked as a Teaching Assistant in his time at Yale and in 1972 completed his doctoral dissertation under the supervision of Professor Peter Schultheiss.

Pas arrived in Canada as a postdoctoral fellow in 1972 to continue his work in sonar at the University of Toronto, and in 1973 joined the faculty as part of its Communications Group. From 1979 to 1982 he served as Associate Chair of what was then the Electrical Engineering Department and became a full professor in 1983. For many years, Pas was Chair of the Communications Group — or "gentle orchestrator," as Professor Alberto Leon-Garcia says, of the three-member group that today numbers nearly two dozen faculty members. Pas's academic career spanned more than 35 years in undergraduate teaching and research at U of T.

Pas's early research interests were in active and passive sonar systems. His curiosity and talent led him to work in many areas throughout his career, eventually becoming an international authority on the application of statistical communication theory and techniques to the design of digital communications systems. He contributed to more than 275 articles and three books, and was the first Canadian professor in communications to be listed in ISI Web of Knowledge's prestigious "highly cited researchers" list. His contributions have been cited in more than 100 patent applications.

His specific area of expertise was on the theory and applications of "correlative coding," more commonly known as "partial-response signaling," and he wrote a highly cited article on this in 1975. But his interests were vast: continuous-phase modulation, minimum-shift keying, error-rate monitoring in line codes, trellis coded modulation, Nyquist's criteria, delay estimation, fading channels, and many other topics. His research over the years had a wide variety of applications, including array processing, computer algorithms for signal processing, advanced transceiver structures, mobile cellular networks, and coding algorithms and architectures. In collaboration with colleague Professor Frank Kschischang, he discovered the densest known lattice packing of 36-dimensional spheres, known as KP36 or the "Kschischang-Pasupathy lattice": "I am proud to say that his name and mine will forever be intertwined," says Professor Frank Kschischang.

In addition to teaching and research, Pas served as an editor for a number of IEEE journals as well as the Canadian Electrical Engineering Journal, notably coordinating the special IEEE issue on "Canadian Telecommunications" in 1981. In 1991, Pas was elected Fellow of the IEEE and he

received the 2003 Canadian Award in Telecommunications Research from the Canadian Society of Information Theory. He was elected Fellow of the Engineering Institute of Canada in 2004 and Fellow of the Canadian Academy of Engineering in 2007.

Pas's curiosity and creativity extended beyond technical subjects. He had numerous hobbies which excelled at: Tamil scholar, artist, poet, musicologist and storyteller. It was not a surprise to those who knew of his love of wordplay that he started a humour column for IEEE titled *Light Traffic*, which he continued to publish for over 14 years. He particularly enjoyed creating palindromes related to his technical interests, introducing a character, Dr. O. Lord, first name Otto, who only spoke in palindromes and was an expert in, you guessed it, "radar." In these articles, Pas mused about metrics, made jokes about codes, created quizzes and games. Pas said he saw his column as "declarations of the endless challenge and personal happiness I have discovered in the fascinating world of words." To find humour in the subject most dear to you is an expression of your love for it.

In May 2007, a workshop in honour of Professor Pasupathy was held at the University of Toronto. The many colleagues, former students and postdocs in attendance attest to his great impact on the ECE community, and he received a standing ovation after his closing speech on what it means to do research. The following year, the IEEE published a number of profiles of him in various publications. In April 2010, he was honoured by his alma mater IIT Madras as a Distinguished Alumnus, and in 2019 he won a Lifetime Achievement Award from *Tamils' Information Magazine*.

Pas was universally beloved by his colleagues. Described as "a deep well of wisdom and friendliness," by Professor Jonathan Rose, he was always open to a chat or to dispense advice to junior faculty. He instructed Professor Ravi Adve, early in his academic career, on how to set up a research program in Canada, offering to pay for and co-supervise a student or two, saying, "Do not worry about the money. We will collaborate and make sure you can get started." There was the time that he called Professor Shahrokh Valaee into his office to say, "You are new here and will need a few good books" and gave him hard-to-find textbooks that Professor Valaee uses frequently to this day. And ECE staff could always count on him for a kind smile, a word of wisdom — and a Garfield joke.

In addition to his mentorship of so many faculty members, one of his lasting accomplishments is the great number of graduate students and postdoctoral students he trained, who were fortunate to benefit from his insights and passion and who have gone on to distinguished academic and industry careers of their own. How many PhD theses and papers began as sketches or equations that Pas scribbled!

Pas's warmth and smile was a beacon to all. A beloved husband, father, community leader and distinguished academic, his impact in our department is immeasurable. His wise, brilliant, gentle and humorous nature will be much missed by all who interacted with him and will be deeply felt by the many who cherished him as a friend.

Be it further resolved –

> THAT this tribute to Professor Subbarayan Pasupathy 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.

The Speaker assumed concurrence with these resolutions and Council observed one minute of silence in honour of Professor Emeritus Pasupathy.

6. Report of the Dean

Dean Chris Yip welcomed and thanked all present for an amazingly successful year, the first since Covid that has felt normal. He provided the following remarks.

(a) FASE Provostial Review and Dean's Term

The Faculty will be undergoing a provostial review in the fall of 2023. The creation of the Faculty's self-study has begun with stakeholder consultations. The Vice-President and Provost has struck an advisory search committee for the Dean of Engineering, whose first term ends in June 2024.

(b) Convocation

The Office of Convocation will welcome graduating students in person at the Spring Convocation in June. Our Faculty's ceremonies are on June 20. ChemE, CivMin, EngSci and MEngCEM graduates will convocate at 10:00 am, ECE and MSE graduates at 2:30 pm, and MIE, UTIAS and BME graduates at 6:30 pm. The Provost's deadline for faculty and staff to register to participate in the academic procession is May 18.

(c) Engineering Excellence Awards

Faculty and staff recipients of the 2023 Engineering Excellence Awards will be announced in the news section of the Faculty website today. Details of the fall celebration will be provided at a later date.

(d) Engineering Society Leadership Transition

The outgoing Engineering Society leadership team was acknowledged for its tremendous contributions this year, including the SKULE™ 150th Anniversary celebration. The incoming 2023-2024 leadership team members were announced and thanked for committing their time and skills to the benefit of our undergraduate students.

(e) Engineers Canada Update

The Dean recently returned from Engineering Deans Canada's spring meeting. It has been a successful year for engineering schools across the country.

The group met with Engineers Canada and learned of some changes coming forward that may be challenging for us and our students.

Students were reminded of Engineers Canada's recent approval of the "Temporary Exemption for Students Going on International Exchange" policy which removes accreditation barriers for students going on international exchanges. The clause requiring the exemption to sunset in 2017 has been removed. We will begin tracking our student exchanges in September so that we can demonstrate to Engineers Canada that we are taking full advantage of these opportunities, as we do not want to lose this provision.

There was no discussion and the Dean wished everyone a great summer.

7. Bylaws Revisions

The following item was endorsed by the Executive Committee of Council at its February 7 meeting and is for Council's approval as a special motion, requiring a two-thirds majority of members present and voting to carry.

Deepa Kundur acted as Council Speaker while Jun Nogami presented Report 3731 Revised, an update of the Faculty's Bylaws to revise the Research Committee's and Executive Committee's membership compositions.

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

> THAT the Bylaws of the Faculty of Applied Science & Engineering be revised to reflect changes to the Research Committee's membership composition (section B4.3.3.2), and to the Executive Committee of Council's membership composition (section B4.2.2(d)), as described in Report 3731 Revised, effective immediately.

There was no discussion and the motion was carried.

The following items were endorsed by the Executive Committee of Council at its April 4 meeting and are for Council's approval as regular motions, requiring a simple majority of members present and voting to carry.

8. Closure of Dual Degree Program involving Mechanical & Industrial Engineering and the South China University of Technology

Craig Steeves, Acting Vice-Dean, Graduate Studies, presented Report 3741, a proposal to close the dual degree program involving the Department of Mechanical & Industrial Engineering and the South China University of Technology due to declining enrollment.

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

> THAT the Dual Degree Program between the Department of Mechanical & Industrial Engineering and the South China University of Technology, as described in Report 3741, be closed effective August 31, 2023.

Members discussed how this program has been struggling with low enrollment even before Covid.

The motion was carried.

9. Computer-Based Exams and Non-Standard Exams

Daniel Posen, Chair of the Undergraduate Assessment Committee, presented Report 3742, which introduces "Type O (Other)" and "Type CPU_[ ]: Examinations" exam types. These are meant to provide clarity around non-standard exam formats and computer-based exams that often arises during the final exam period.

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

> THAT new exam types as described in Report 3742 be approved, effective September 2023.

It was confirmed that by definition "Type O (Other)" exams will require approval from the Undergraduate Assessment Committee, while all other exam types – including "Type CPU_[ ]: Examinations" – do not.

Open internet access is not permitted in "Type CPU_[ ]: Examinations" to prevent communication among students or between students and outside parties. Members discussed how this will affect students who may need to access online resources such as Quercus. Professor Posen recommended that instructors contact the Engineering Computer Facility to discuss access and restrictions, and reminded members that invigilators will be present at exams to help ensure academic integrity. He reiterated that this exam type is not intended to restrict internet access, just communication.

The motion was carried.

10. Major Curriculum Updates for the 2023-2024 Academic Year

Evan Bentz, Chair of the Undergraduate Curriculum Committee, presented Report 3743, which describes changes to the Engineering Science curriculum and to courses managed by the Cross-Disciplinary Programs Office.

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

> THAT the proposed curriculum changes for the 2023-2024 academic year, as described in Report 3743, be approved.

There was no discussion and the motion was carried.

11. Reports for Information

The following reports were approved by the Executive Committee of Council at its April 4 meeting and are for Council's information.

(a) Engineering Graduate Education Committee Update

Marianne Hatzopoulou, Chair of the Engineering Graduate Education Committee, presented Report 3744 Revised. This report lists a new ECE course, a name change to an MIE course and a code change to a TEP course, a new CHE MEng emphasis in Environmental Engineering Consulting, and the closure of the previously-mentioned dual degree program involving MIE and the South China University of Technology.

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

(b) Undergraduate Assessment Committee Update for 2022-2023

Daniel Posen, Chair of the Undergraduate Assessment Committee, presented Report 3745, a summary of activities undertaken by the committee during the academic year. These include meetings, discussing and voting on time-sensitive matters, reviewing petitions, developing policy proposals, updating the committee's manual and communicating with the Faculty.

Council members discussed potential reasons behind the increased number of term work petitions which may include a higher awareness among students of the availability of accommodations and the introduction of an easy to use online petition system. A department noted that it has had to hire a second undergraduate advisor to deal with this increase.

Any unusual grades will be flagged by the Undergraduate Assessment Committee and affected professors will be contacted by their departmental representative.

The report was received for information.

12. Revision of the Undergraduate Assessment Committee Manual

Revisions to standing committee manuals no longer require approval of Council. Instead, they are approved by the relevant committee and the Speaker of Council, and are reported to Council for information.

Daniel Posen, Chair of the Undergraduate Assessment Committee, presented the committee's updated manual. Some revisions were made to align the manual with the new template appended to the Procedures for Committees of Council, and some codify current committee practice. Of note is the ability for the committee chair to delegate petitions decisions to one or more subcommittees.

The Speaker thanked the Undergraduate Assessment Committee for the extensive work done to update its manual.

There was no discussion.

13. Canadian Engineering Accreditation Board Update

Tom Coyle, Vice-Dean, Undergraduate presented slides and updated Council on Canadian Engineering Accreditation Board (CEAB) accreditation.

Our current accreditation was scheduled to expire in June 2025 but because of Covid the CEAB extended accreditation across Canada by a year. Our accreditation will now expire in June 2026 with a visit to be scheduled for the fall of 2025. Our "snapshot year" for data collection is the 2024-2025 academic year.

Professor Coyle reviewed the accreditation process and criteria (graduate attributes, continual improvement process, curriculum content and quality, relevant policies and program evaluation) and discussed changes since our last review in 2018-2019. These include higher expectations regarding graduate attributes and the continuous improvement process, University-wide changes to sessional dates that will affect the number of our instructional days, and changes to PEO licensure policy that have eliminated the Limited License for Faculty Members (LLFM) and Engineer-in-Training (EIT) options. In addition, CEAB will introduce an online system this fall that will reduce the amount of work required to submit accreditation information and data.

Professor Coyle then presented a detailed accreditation preparation timeline. Immediate steps include initial meetings of the Accreditation Preparation Working Group, which is comprised of at least two representatives from each undergraduate program and is tasked with revising, testing and rolling out the second version of El GATO, our Faculty's database for collecting graduate attribute indicator data.

Each undergraduate program must review their licensure status, curriculum, graduate attributes and continuous improvement process. They should back-fill any data that was difficult to collect before and during Covid, and submit any changes to their curriculum and graduate attribute indicators to the Undergraduate Curriculum Committee this summer so that the changes can be approved through governance in 2023-2024.

During discussions, a department chair brought forward serious concerns he and others have about the accreditation process imposed on us by CEAB. There are very high costs associated with an accreditation review and the benefits to our faculty and students of participating are

very low. He asked the Accreditation Preparation Working Group and Faculty to seriously consider the way in which we participate in accreditation and provide leadership in addressing these concerns.

It was reiterated that there are active and ongoing discussions with Engineers Canada about accreditation, including the amount of work imposed upon Higher Education Institutions. Chairs and Directors will be kept apprised of any new developments. The question of whether the Faculty as a whole wants to participate in accreditation can be discussed at a Chairs and Directors meeting.

14. Recognition of Service and Teaching Assistant Award Presentation

Dean Yip acknowledged and thanked Brent Sleep, who concludes his second term as Chair of the Department of Civil & Mineral Engineering Science this June.

Yu-Ling Cheng and Mark Kortschot of the Department of Chemical Engineering & Applied Chemistry; Paul Chow of The Edward S. Rogers Sr. Department of Electrical & Computer Engineering; Keryn Lian of the Department of Materials Science & Engineering; and Tony Sinclair of the Department of Mechanical & Industrial Engineering, who are retiring at the end of June, were recognized by their respective chairs.

The Dean congratulated Maryam Ebrahimiazar, postdoctoral fellow and recent PhD recipient in the Department of Mechanical & Industrial Engineering, for receiving the Faculty's 2023 Teaching Assistant Award.

Dean Yip presented the professors and Ms. Ebrahimiazar with gifts as tokens of the Faculty's appreciation.

15. Other Business

The Speaker acknowledged and thanked the standing committee chairs who will be completing their 2022-2023 terms.

There was no other business.

16. Date of Next Meeting

The schedule of governance meetings for 2023-2024 is being developed and will be shared with Council when available.

17. Adjournment

The meeting was adjourned at 2:13 pm.

/cz

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Memorial Tribute to

WALTER MURRAY WONHAM

University Professor Emeritus
The Edward S. Rogers Sr. Department of Electrical & Computer Engineering

October 31, 2023

Be it resolved –

> THAT the Council of the Faculty of Applied Science & Engineering record with deep regret the death on May 14, 2023 of Professor Walter Murray Wonham

Professor Walter Murray Wonham was a giant in the field of control systems and garnered international attention for his work. In addition, he was polylingual; a bibliophile; a sailor, skier and tennis player; and he held a great love for traditional Chinese literature and poetry.

Murray was born in 1934. He married Anne Wonham (née Hale) and has two daughters, Cynthia and Marjorie. After graduating high school in Montreal, Murray studied Engineering Physics at McGill University, earning his degree in 1956. He followed that with a PhD in Control Engineering from the University of Cambridge in 1961.

Beginning in the 1960s, he worked with several institutions, including those at Purdue University and Brown University, as well as NASA. During this time, he furthered his research on stochastic filtering and control, developing the 'Wonham filter' — cited today by researchers in quantum systems — along with new results on Matrix Riccati equations and the separation theorem of stochastic control, now found in textbooks around the world. Murray's research then changed focus, turning to linear multivariable control, and in 1967 he was the first to prove the famous pole assignment theorem, which has become a staple of undergraduate courses on state space control, including courses in the ECE department.

By 1970, Murray had moved back to Canada, taking a position in U of T as a faculty member in the Systems Control Group in the then-named Department of Electrical Engineering. Early in his U of T career, he pioneered the geometric approach to linear time-invariant (LTI) systems and developed the internal model principle. His success produced a new level of understanding along with valuable tools, but it also opened up new problems, inspiring a generation of control theorists to try and replicate in the nonlinear domain what Murray had achieved in the linear.

It was clear with each of Murray's research publications that he was a deep thinker and visionary. This culminated in 1979 with "arguably one of the best books ever written in control theory," says ECE Professor Manfredi Maggiore, referring to *Linear Multivariable Control: A Geometric Approach*, which was subsequently issued in three editions and translated into Russian and Chinese. The running joke, originated by Murray's former student and collaborator Professor Emeritus Bruce Francis, is that you could teach an entire graduate course out of the book's Chapter 0: 'Mathematical Preliminaries.'

In the spring of 1979, Murray taught Peter Ramadge, now a professor at Princeton University, who remembers the elegant simplicity Murray wielded to resolve fundamental concepts and important questions: "It was something that deeply resonated with me," says Ramadge. He also recalls Murray enjoying the occasional lunch with students a local Chinese restaurant. Many came away from these lunches with a better understanding of what makes good research and how to think about research problems.

In the 1980s, Murray initiated the field of supervisory control of discrete-event systems along with Ramadge (who had become his doctoral student). Professor Shahin Hashtrudi Zad of Concordia University, looking back on the years as Murray's colleague, notes his signature insightfulness, how he could find connections other researchers overlooked: "Professor Wonham's work showed that the two theories, geometric control and supervisory control, share a lot of similarities, especially from an algebraic point of view."

Murray's thinking in this area was eventually outlined in books, the first published in 2005 with Chuan Ma, a second in 2015 with Kai Cai. For many years Murray's graduate course notes on this topic were made available for free online and have greatly influenced generations of researchers. Eventually, in 2019, they became his final book, co-authored again with Kai Cai, entitled *Supervisory Control of Discrete-Event Systems.*

During his time at U of T, Murray held visiting lectureships across the globe, including academic institutions and universities in the United States, China, Germany, India and Mexico. Combining his research work with his love of travel gave him great pleasure, and he would regale everyone on his return of his adventures with host students. In 1996 Murray was appointed University Professor, and he retired in 2000 as University Professor Emeritus at U of T.

Throughout his life, Murray received a plethora of awards and recognitions. He was made a Fellow of the Royal Society of Canada and a Life Fellow of the Institute of Electrical and Electronics Engineers (IEEE). He was a Foreign Member of the U.S. National Academy of Engineering and an Honorary Professor of Beihang University, then-known as the Beijing University of Aeronautics and Astronautics. In 1987 he received the IEEE Control Systems Science and Engineering Award and in 1990 he was the Brouwer Medallist of the Netherlands Mathematical Society. After retirement, he remained an active and engaged researcher and supervisor of graduates. In 2020 he was awarded the Giorgio Quazza Medallist of the International Federation of Automatic Control.
Murray was a true gentleman whose pursuit of truth was an aesthetic one, a principle he embraced in all facets of his life. His door was always open with a note that read simply "knock and enter,"

and his brilliance and his teaching shaped many students into leaders in their fields. Jonathan Ostroff of York University says, “He demanded my best academic work but also had a gracious understanding of my personal life,” a sentiment echoed by Murray’s colleague and Professor Emeritus Raymond Kwong: “I have lost not only an outstanding colleague but also a personal friend.” Murray will be deeply missed by all those who knew him.

Be it further resolved –

> THAT this tribute to Professor Walter Murray Wonham 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.

Prepared by Professor and Chair Deepa Kundur, and Professors Phil Anderson, Mireille Broucke, Raymond Kwong, Manfredi Maggiore, Jonathan Ostroff (York University), Khoman Phang, Peter Ramadge (Princeton University), Luca Scardovi, Shahin Hashtrudi Zad (Concordia University) and Safwat Zaky

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3751

MEMORANDUM

To: Executive Committee of Faculty Council (October 10, 2023)
Faculty Council (October 31, 2023)

From: Professor Lisa Romkey
Chair, Engineering Graduate Education Committee (EGEC)

Date: September 26, 2023

Re: **Engineering Graduate Education Committee Information Update**

REPORT CLASSIFICATION

This is a routine or minor policy matter that has been approved by the Engineering Graduate Education Committee (EGEC). It will be considered by the Executive Committee for approving and forwarding to Faculty Council for information.

NEW COURSES APPROVED

CHE 3012	CR/NCR, Tracking MASc supervisory committee meetings. To receive credit for this course, students will be required to submit at least one supervisory committee assessment form per year. Students will be required to take this course every year for the duration of their program.
CHE 3010	CR/NCR, Tracking PhD supervisory committee meetings. To receive credit for this course, students will be required to submit at least one supervisory committee assessment form per year. Students will be required to take this course every year for the duration of their program.

COURSE MODIFICATIONS

MSE 1040	Emerging Applications in Biomaterials MSE 440 has been taught for multiple years. It is now approved with a new double code MSE 440/1040. The course is now open to graduate students.

NAME CHANGE

CHE 1135	New title: Role of Climate Change Policies and Regulations in Shaping Chemical and Biochemical Sector

RECOMMENDATION FOR FACULTY COUNCIL

For information.

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3748

MEMORANDUM

To: Executive Committee of Faculty Council (October 10, 2023)
Faculty Council (October 31, 2023)

From: Professor Arthur Chan
Chair, Undergraduate Assessment Committee (UAC)

Date: September 26, 2023

Re: Expanded Definitions for Type C Exams

REPORT CLASSIFICATION

This is a routine or minor policy matter that will be considered by the Executive Committee for approving and forwarding to Faculty Council for information.

BACKGROUND

FASE grading policies (Section IX, subsection J) lists allowable types of final exam, copied below for reference.

Current exam types

- ***Type A:*** *A "closed book" examination. No aids are permitted other than the information printed on the examination paper.*
- ***Type B:*** *Papers for which separate special aids or data, as specified at the top of the examination paper, are provided by the examiner for distribution to the candidates by the Office of the Registrar or are made available to the students electronically in a computer-based exam.*
- ***Type C:*** *A "closed book" examination. A student may take a single, double-sided aid sheet to a Type C exam. The aid sheet is for personal use only and must be printed using the Faculty's template. Students may enter information on both sides of the aid sheet, without restriction. Such entries will be handwritten and not mechanically reproduced. Nothing may be fixed or appended to the sheet. The template may not be modified in any way and must be printed on 8.5" x 11" paper.*
- ***Type D:*** *Candidates may bring to the examination and use such aids (in the form of printed or written material) as the examiner may specify. The nature of the permitted aids must be clearly specified at the top of the examination paper and must be announced to the class by the examiner in advance of the examination.*
- ***Type X:*** *An "open book" examination. The candidate may bring to the examination and use, any books, notes or other printed or written material, without restriction.*

- ***Type O:*** *A different exam format, not covered by one of the existing types. Requires special approval by the Undergraduate Assessment Committee as part of the approval for Composition of Final Marks. Details of the assessment must be communicated to the students prior to the course drop deadline.*
- ***Type CPU_[ ]****: Examinations which will take place in a computer lab, using software and pre-loaded aids or data specified ahead of time by the instructor. The brackets "[ ]" should be replaced by one of the letters (A, B, C, D, X, O) from an existing exam type, specifying the type of aid material a candidate may bring into the exam room. Open internet access is not permitted except with special permission (Type O). Access to specific websites is permitted only if (a) the websites do not allow communication amongst students, or between students and an outside party, and (b) The Engineering Computing Facility (ECF) team confirms that access can be restricted to only these websites. Instructors using Type CPU are responsible for coordinating with the Registrar's Office and ECF to ensure they are aware of all required procedures and are prepared to administer the exam according to staff guidelines.*

Type C exams exist as a standard and structured way for instructors to indicate examinations in which an aid sheet is permitted. Prior to 2018, there was ambiguity regarding whether instructors could place restrictions on how the aid sheet was prepared, and so Report 3588: Modification to the Definition of Type C Exam (approved by Faculty Council on April 11, 2018) adopted a restrictive definition that required aid sheets to be handwritten. The rationale at the time was that there was pedagogical value in ensuring students prepare their own sheets, which cannot be enforced if mechanical reproduction is allowed. It was argued therefore that Type C should be more rigid since Type D could offer more flexibility for other formats (typed sheets, multiple pages, etc.).

Some downsides to the current regime include:

- Instructors have different preferences regarding how to implement aid sheets. Relying on Type D exams requires additional communication to specify the allowable aids, which creates uncertainty and administrative burden.
- Digitally handwritten aid sheets (e.g., on a tablet) blur the line between mechanically produced vs handwritten aids.
- The current implementation of Type C rules has been inconsistent, with some instructors mistakenly allowing digitally produced sheets. This creates uncertainty and is a particular problem for equity when students writing in a separate room (with Accommodated Test Services) are subjected to a more rigid interpretation of the rules than the rest of the class

The Undergraduate Assessment Committee discussed different potential Type C definitions or information campaigns to handle the equity issue. The committee concluded that clarity is best served by splitting the definition of Type C into multiple subtypes. Type C1 below corresponds to the current policy. A majority of committee members felt that a long list of exam types is not a problem, since it is not a high burden for instructors to select from the list or for students to cross-reference specific rules based on the listed exam type. On the contrary, a long list of exam types ensures precision and clarity with a single symbol – reducing the risk of miscommunication.

PROPOSED

We propose to update the wording as follows:

- ***Type C:*** *A "closed book" examination. A student may prepare, bring to the examination and use, a single aid sheet, downloaded from the Faculty's website, printed on an 8.5"x11" piece of paper. Students may enter on both sides of the aid sheet any information they desire, as specified by one of the three subtypes listed below.*
  - ***Type C1:*** *Such entries will be handwritten and not mechanically reproduced. Digitally prepared sheets (e.g., handwritten on a tablet) will not be permitted.*
  - ***Type C2:*** *Such entries will be handwritten, but may be mechanically reproduced (e.g., prepared on a tablet and printed).*
  - ***Type C3:*** *Such entries may be handwritten or computer generated, including typewritten text, images or other formats that fit within the aid sheet.*

CONSULTATION PROCESS

This policy was approved by the Undergraduate Assessment Committee on May 5, 2023 under the prior chair (Daniel Posen).

RECOMMENDATION FOR COUNCIL

For information.

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3749

MEMORANDUM

To: Executive Committee of Faculty Council (October 10, 2023)
Faculty Council (October 31, 2023)

From: Professor Arthur Chan
Chair, Undergraduate Assessment Committee (UAC)

Date: September 26, 2023

Re: **Further Clarification of Policy Regarding Return of Graded Work Prior to Drop Deadline**

REPORT CLASSIFICATION

This is a routine or minor policy matter that will be considered by the Executive Committee for approving and forwarding to Faculty Council for information.

BACKGROUND

On February 27, 2023, Faculty Council approved Report 3739: Clarification of Policy Regarding Return of Graded Work Prior to Drop Deadline, which updated academic regulation Section XI, subsection 4a to read:

One or more pieces of session work cumulatively worth at least 10% of the final course grade shall be returned to the class prior to the last day for withdrawal from the course without academic penalty. These may include lab reports, assignments, essays, quizzes, etc.

Concerns were subsequently raised by students that the clarification to the policy enabling multiple smaller assignments to meet the 10% requirement may not provide sufficient indication of performance, especially in cases where these differ in nature from how the remainder of the course is graded. The Undergraduate Assessment Committee debated various options, and eventually agreed that for lecture courses, closely supervised work would provide a better indication of student performance.

PROPOSED

We propose to update the wording as follows:

One or more pieces of session work cumulatively worth at least 10% of the final course grade shall be returned to the class prior to the last day for withdrawal from the course without academic penalty. These may include lab reports, assignments, essays, quizzes, etc. For lecture

courses following the standard composition of marks requirements laid out in section XXX, this 10% requirement should normally be met with closely supervised work.

CONSULTATION PROCESS

This policy was approved by the Undergraduate Assessment Committee on May 5, 2023 under the prior chair (Daniel Posen).

RECOMMENDATION FOR COUNCIL

For information.

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3752 Revised

MEMORANDUM

To: Faculty Council of October 31, 2023

From: Professor Ning Yan
Interim Faculty Council Speaker

Date: October 14, 2023; revised October 23, 2023

Re: Standing Committee and Academic Appeals Board (Undergraduate) Appointments, 2023-2024

This report was first circulated on October 20, 2023 and has been revised to reflect changes to the Teaching Methods & Resources Committee membership.

REPORT CLASSIFICATION

This is a routine matter for Faculty Council's information.

BACKGROUND

Pursuant to the Bylaws of the Council of the Faculty of Applied Science & Engineering (B4.2), "a list of candidates for service on the Academic Appeals Board (Undergraduate) and Standing Committees shall be provided annually to the Secretary of Council by their respective appointing bodies by July 1 of each academic year. Student members shall be provided before the first regular Council meeting of each academic year".

The attached is a list of standing committee and board members appointed to date for the 2023-2024 academic year.

RECOMMENDATION FOR FACULTY COUNCIL

For information.

Standing Committees and Boards of Faculty Council
2023-2024 Appointments

Contents

Academic Appeals Board (Undergraduate), 2023-2024

Chair: Don Kirk | Vice-Chair: Elham Marzi

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES / REVIEWED
Teaching Staff (7)	Carrick, Roger	Engineering Science	roger.carrick@utoronto.ca	3 years	Aug 31, 2026
	Consens, Mariano	Mechanical & Industrial Engineering	mariano.consens@utoronto.ca	3 years	Aug 31, 2025
	Dawson, Francis	Electrical & Computer Engineering	dawson@ece.utoronto.ca	3 years	Aug 31, 2024
	Kirk, Don	Chemical Engineering & Applied Chemistry	don.kirk@utoronto.ca	3 years	Aug 31, 2026
	Marzi, Elham	Transdisciplinary Engineering Education & Practice	elham.marzi@utoronto.ca	3 years	Aug 31, 2025
	Ruda, Harry	Materials Science & Engineering	harry.ruda@utoronto.ca	3 years	Aug 31, 2025
	Sheikh, Shamim	Civil & Mineral Engineering	shamim.sheikh@utoronto.ca	3 years	Aug 31, 2026
Undergraduate Students (11; min. 7)	Agarwal, Mihir	Undergraduate Student (Y3-Civ)	mihir.agarwal@mail.utoronto.ca	1 year	Aug 31, 2024
	Attai, Julianne	Undergraduate Student (Y4-EngSci)	julianne.attai@mail.utoronto.ca	1 year	Aug 31, 2024
	Chopra, Rahul	Undergraduate Student (Y4-ECE)	rahulj.chopra@mail.utoronto.ca	1 year	Aug 31, 2024
	Du, Matthew	Undergraduate Student (Y3-Mech)	matthew.du@mail.utoronto.ca		
	Gilotra, Arnauv	Undergraduate Student (Y3-ECE)	arnauv.gilotra@mail.utoronto.ca	1 year	Aug 31, 2024
	Huang, Amy	Undergraduate Student (Y4-EngSci)	yuxuan.huang@mail.utoronto.ca	1 year	Aug 31, 2024
	Jia, Kat	Undergraduate Student (PEY-Mech)	kat.jia@mail.utoronto.ca	1 year	Aug 31, 2024
	Le, Mike	Undergraduate Student (PEY-Civ)	mikeminh.le@mail.utoronto.ca	1 year	Aug 31, 2024
	Mahidashti, Dalia	Undergraduate Student (Y3-ECE)	dalia.mahidashti@mail.utoronto.ca	1 year	Aug 31, 2024
	Misra, Tarun	Undergraduate Student (PEY-ECE)	tarun.misra@mail.utoronto.ca	1 year	Aug 31, 2024
	Sulimro, Kenneth	Undergraduate Student (Y3-Chem)	kenneth.sulimro@mail.utoronto.ca	1 year	Aug 31, 2024
Ex-officio (Non-voting)	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
Recording Secretary (Non-voting)	Luna Yong, Andrea	Advisor, Registrarial Communications	andrea.lunayong@utoronto.ca	Ongoing	Periodically

Domain: With respect to undergraduate programs, AAB(U) is responsible for hearing appeals of undergraduate students against decisions of the Standing Committees of Council relating to petitions for exemptions from the application of academic regulations or standards and to make rulings on such appeals. An AAB(U) appeal decision is final within the Faculty of Applied Science & Engineering; however, its decisions may be appealed to Governing Council's Academic Appeals Committee (AAC).

Term: Sep 1 until Aug 31 of the following year.

Rev. 6/14/2023 6:26 PM

Engineering Graduate Education Committee (EGEC) – 2023-2024

Chair: Lisa Romkey | Vice-Chair: TBD

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES/ REVIEWED
Teaching Staff (8)	Cheng, Hai-Ling (Margaret)	Biomedical Engineering	hailing.cheng@utoronto.ca	3 years	Jun 30, 2026
	Filleter, Tobin	Mechanical & Industrial Engineering	tobin.filleter@utoronto.ca	2 years	Jun 30, 2024
	Hatton, Benjamin	Materials Science & Engineering	benjamin.hatton@utoronto.ca	3 years	Jun 30, 2026
	Jia, Charles	Chemical Engineering & Applied Chemistry	cq.jia@utoronto.ca	3 years	Jun 30, 2025
	Kwon, Oh-Sung	Civil & Mineral Engineering	os.kwon@utoronto.ca	2 years	Jun 30, 2024
	Nair, Prasanth	Aerospace Studies	pbn@utias.utoronto.ca	3 years	Jun 30, 2025
	Romkey, Lisa	Transdisciplinary Engineering Education & Practice	lisa.romkey@utoronto.ca	3 years	Jun 30, 2025
	Rose, Jonathan	Electrical & Computer Engineering	jonathan.rose@ece.utoronto.ca	3 years	Jun 30, 2026
Members-at-Large (4)	Di Battista, Vanessa	Alumni/ae (Civil 1T2)	Vanessa.Di.Battista@usherbrooke.ca	3 years	Jun 30, 2025
	TBD	Graduate Student		1 year	Jun 30, 2024
	TBD	Graduate Student		1 year	Jun 30, 2024
	TBD	Non-academic Staff (Graduate Counsellor)		3 years	Jun 30, 2026
Ex-officio (2)	Audet, Julie	Vice-Dean, Graduate Studies	julie.audet@utoronto.ca	Ongoing	--
	Draper, Stark	Vice-Dean, Research	stark.draper@utoronto.ca	Ongoing	--
Recording Secretary (Non-voting)	Duong, David	Faculty Graduate Coordinator	d.duong@utoronto.ca	Ongoing	Periodically

With respect to graduate studies, EGEC is responsible for the following. See Council Bylaws for a list of exclusions.

1. New graduate courses, minor and major course changes and minor and major program changes
2. Graduate Degree Level Expectations (GDLEs)
3. Faculty-originated, graduate-supervisor awards and University-level nominations

a. Scholarships and awards
b. Faculty-originated scholarships/awards
c. Post-doc University-level nominations

4. Faculty-level implementation of SGS policies and best practice, e.g., admissions, student supervisory committees, supervision, stipends, assessment and grading in courses
5. Professional development
6. Petitions and appeals of graduate students taking 500-level courses - limited to personal matters, e. g. extensions, missed exams (academic matters being adjudicated by the Examinations Committee)

Term: Jul 1 of each academic year until Jun 30 of that academic year.

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Inclusivity, Diversity & Equity Advisory (IDEA) Committee – 2023-2024

Acting Chair: Daeho Kim | Vice-Chair: Vacant from Sep 11/23-Nov 20/23

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES / REVIEWED
Teaching Staff (9)	Aleman, Dionne	Mechanical & Industrial Engineering	dionne.aleman@utoronto.ca	3 years	Jun 30, 2025
	Asare, Philip*	Transdisciplinary Engineering Education & Practice	philip.asare@utoronto.ca	3 years	Jun 30, 2026
	Asare, Philip*	Engineering Science	philip.asare@utoronto.ca	3 years	Jun 30, 2026
	Kelly, Jonathan	Aerospace Studies	jkelly@utias.utoronto.ca	2 years	Jun 30, 2024
	Kim, Daeho	Civil & Mineral Engineering	civdaeho.kim@utoronto.ca	3 years	Jun 30, 2025
	Mann, Steve	Electrical & Computer Engineering	mann@eecg.utoronto.ca	2 years	Jun 30, 2024
	Matsuura, Naomi	Materials Science & Engineering	naomi.matsuura@utoronto.ca	2 years	Jun 30, 2024
	Ramachandran, Arun**	Chemical Engineering & Applied Chemistry	arun.ramchandran@utoronto.ca	3 years	Jun 30, 2026
	Truong, Kevin	Biomedical Engineering	kevin.truong@utoronto.ca	3 years	Jun 30, 2025
Members-at-Large (11)	Ale Mohammad, Sarvnaz	Undergraduate Student (Y2-EngSci)	sarvnaz.ale@mail.utoronto.ca	1 year	Jun 30, 2024
	Misra, Tarun	Undergraduate Student (PEY-ECE)	tarun.misra@mail.utoronto.ca	1 year	Jun 30, 2024
	Pinto, Fahad	Non-Academic Staff (Communication & Media Relations Strategist)	fahad.pinto@utoronto.ca	3 years	Jun 30, 2025
	Saigal, Ananya	Undergraduate Student (Y3-Indy)	ananya.saigal@mail.utoronto.ca	1 year	Jun 30, 2024
	Singhal, Akarsh	Undergraduate Student (ECE)	akarsh.singhal@mail.utoronto.ca	1 year	Jun 30, 2023
	Sulimro, Kenneth	Undergraduate Student (Y3-Chem)	kenneth.sulimro@mail.utoronto.ca	1 year	Jun 30, 2024
	Wong, David	Alumni/ae (EngSci 0T6)	dfwong@gmail.com	3 years	Jun 30, 2025
	Xu, Jenn	Undergraduate Student (Y2-Chem)	jenn.xu@mail.utoronto.ca	1 year	Jun 30, 2024
	TBD	Graduate Student		1 year	Jun 30, 2024
	TBD	Graduate Student		1 year	Jun 30, 2024
	Vacant	Non-Academic Staff (Faculty Critical Incident Coordinator)	--	3 years	Jun 30, 2024
Ex-officio (8)	Audet, Julie	Vice-Dean, Graduate Studies	julie.audet@utoronto.ca	Ongoing	--
	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
	Britton, Dawn	Associate Director, Engineering Student Outreach Office	dawn.britton@utoronto.ca	Ongoing	--
	Coyle, Tom	Vice-Dean, Undergraduate	vicedean@engineering.utoronto.ca	Ongoing	--

	Draper, Stark	Vice-Dean, Research	stark.draper@utoronto.ca	Ongoing	--
	Kilkenny, Dawn	Vice-Dean, First Year	vdfy@engineering.utoronto.ca	Ongoing	--
	Schvarczkopf, Ingrid	Director, Engineering Student Recruitment & Retention	ingrid.schvarczkopf@ecf.utoronto.ca	Ongoing	--
	Sterling, Marisa	Assistant Dean and Director, Diversity, Inclusion & Professionalism	marisa.sterling@utoronto.ca	Ongoing	--
Subject Matter Experts (Non-voting) (4)	Aleman, Dionne	Engineering Positive Space Committee Representative	dionne.aleman@utoronto.ca	Ongoing	Periodically
	Stickel, Micah	Engineering Equity, Diversity, and Inclusion Action Group Representative	m.stickel@utoronto.ca	Ongoing	Periodically
	Asare, Philip***	Dean's Advisor on Black Inclusivity Initiatives	philip.asare@utoronto.ca	Ongoing	Periodically
	Vacant	Dean's Advisor on Indigenous Initiatives	--	Ongoing	Periodically
Recording Secretary (Non-voting)	Kang, Julie	Academic Advisor, Access & Inclusion, First Year Office (Acting)	jh.kang@utoronto.ca	Ongoing	Periodically

*ISTEP and EngSci: Morgan Hooper will replace Philip Asare from Sep 11-Nov 20, 2023.
**ChemE: Arun Ramachandran will replace Ning Yan in 2023-2024.
***Vacant from Sep 11-Nov 20, 2023.

Domain: With respect to undergraduate and graduate students, teaching staff, and non-academic staff, IDEA is responsible for: Equity, Diversity and Inclusion, including aspects of member experience, safety and belonging, professional conduct, and diversity in all its dimensions, including but not limited to race, ethnicity, gender identity, sexual orientation, religion, age, ability, legal status, Indigenous identity and socioeconomic background.

Term: Jul 1 of each academic year until Jun 30 of that academic year.

Rev. 9/14/2023 4:25 PM

Research Committee (RC) – 2023-2024

Chair: Stark Draper (Ex Officio)

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES/ REVIEWED
Teaching Staff (8)*	Chin, Cathy	Chemical Engineering & Applied Chemistry	cathy.chin@utoronto.ca	1 year	Jun 30, 2024
	Khan, Omar	Biomedical Engineering	dr.khan@utoronto.ca	1 year	Jun 30, 2024
	Lavoie, Philippe	Aerospace Studies	lavoie@utias.utoronto.ca	1 year	Jun 30, 2024
	Li, Baochun	Electrical & Computer Engineering	bli@ece.toronto.edu	1 year	Jun 30, 2024
	Nejat, Goldie	Mechanical & Industrial Engineering	goldie.nejat@utoronto.ca	1 year	Jun 30, 2024
	Roorda, Matthew	Civil & Mineral Engineering	matt.roorda@utoronto.ca	1 year	Jun 30, 2024
	Rottmann, Cindy	Transdisciplinary Engineering Education & Practice	cindy.rottmann@utoronto.ca	1 year	Jun 30, 2024
	Singh, Chandra Veer	Materials Science & Engineering	chandraveer.singh@utoronto.ca	1 year	Jun 30, 2024
Ex-officio (2)	Draper, Stark	Vice-Dean, Research	stark.draper@utoronto.ca	Ongoing	--
	Yip, Christopher	Dean	dean.engineering@utoronto.ca	Ongoing	--
Subject Matter Experts (2) (Non-voting)	Footman, Elaine	Director, FASE Research Operations	director.research@engineering.utoronto.ca	Ongoing	
	Vissa, Adriano	Executive Director, Partnerships	adriano.vissa@utoronto.ca	Ongoing	Periodically
Recording Secretary (Non-voting)	Footman, Elaine	Director, FASE Research Operations	director.research@engineering.utoronto.ca	Ongoing	Periodically

*Usually Associate Chairs or Associate Directors, Research.

Domain: (1) Serve as an advisory and coordinating body to advance engineering research excellence and innovation, and strengthen the Faculty's research community; and (2) provide advice on research matters pertaining to strategic planning, and support implementation of the strategic research plan.

Term: Jul 1 of each academic year until Jun 30 of that academic year.

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Teaching Methods & Resources Committee (TMRC) – 2023-2024

Chair: David Steinman | Vice-Chair: Michael Guerzhoy

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES / REVIEWED
Teaching Staff (9)	Azimi, Gisele	Materials Science & Engineering	g.azimi@utoronto.ca	3 years	Jun 30, 2025
	Emami, Reza	Aerospace Studies	reza.emami@utoronto.ca	3 years	Jun 30, 2026
	Galatro, Daniela	Chemical Engineering & Applied Chemistry	daniela.galatro@utoronto.ca	3 years	Jun 30, 2026
	Guerzhoy, Michael	Engineering Science	michael.guerzhoy@utoronto.ca	2 years	Jun 30, 2024
	Lee, Seungjae	Civil & Mineral Engineering	sjae.lee@utoronto.ca	3 years	Jun 30, 2025
	Lofgreen, Jennifer	Transdisciplinary Engineering Education & Practice	j.lofgreen@utoronto.ca	3 years	Jun 30, 2026
	Maikawa, Caitlin*	Biomedical Engineering	caitlin.maikawa@mail.utoronto.ca	2 years	Jun 30, 2024
	Steinman, David	Mechanical & Industrial Engineering	david.steinman@utoronto.ca	3 years	Jun 30, 2025
	Wang, Belinda**	Electrical & Computer Engineering	belinda.wang@utoronto.ca	2 years	Jun 30, 2024
Members-at-Large (4)	TBD	Graduate Student		1 year	Jun 30, 2024
	Abbas, Badr	Undergraduate Student (PEY-Chem)	badr.abbas@mail.utoronto.ca	1 year	Jun 30, 2024
	Perez, Thea	Undergraduate Student (Y3-Mech)	thea.perez@mail.utoronto.ca	1 year	Jun 30, 2024
	Memarian, Bahar	Alumni/ae (ECE 1T2, MASc 1T5 and PhD 2T1)	memarianbahar@gmail.com	3 years	Jun 30, 2025
Ex-officio (3)	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
	Coyle, Tom	Vice-Dean, Undergraduate	vicedean@engineering.utoronto.ca	Ongoing	--
	Kilkenny, Dawn	Vice-Dean, First Year	vdfy@engineering.utoronto.ca	Ongoing	--
Subject Matter Experts (Non-voting) (3)	Henshilwood, Angela	Librarian, Engineering and Computer Science Library	angela.henshilwood@utoronto.ca	Ongoing	Periodically
	Tabassum, Mehnaz	Learning Strategist	mehnaz.tabassum@utoronto.ca	Ongoing	Periodically
	Van Beek, Allison	Technology Specialist, Faculty	allison.vanbeek@utoronto.ca	Ongoing	Periodically
Recording Secretary (Non-voting)	Hameed, Sania	Assistant Director, Student Experience & Teaching Development	setd.engineering@utoronto.ca	Ongoing	Periodically

*Caitlin Maikawa (BME) replaces Chris Bouwmeester in 2023-2024.

**Belinda Wang (ECE) replaces Zeb Tate in 2023-2024.

Domain: With respect to undergraduate and graduate classroom/course instruction, TMRC is responsible for (1) teaching methods, resources, and aids; and (2) evaluating and rewarding teaching effectiveness. Term: Jul 1 of each academic year until Jun 30 of that academic year.

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Undergraduate Admissions Committee (ADM) – 2023-2024

Chair: Sarah Haines | Vice-Chair: Ariel Chan

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES / REVIEWED
Teaching Staff (6)	Benhabib, Beno	Mechanical & Industrial Engineering	beno@mie.utoronto.ca	2 years	Jun 30, 2024
	Chan, Ariel	Chemical Engineering & Applied Chemistry	ariel.chan@utoronto.ca	3 years	Jun 30, 2025
	Haines, Sarah	Civil & Mineral Engineering	s.haines@utoronto.ca	2 years	Jun 30, 2024
	Irish, Rob	Engineering Science	r.irish@utoronto.ca	3 years	Jun 30, 2025
	Sejdić, Ervin	Electrical & Computer Engineering	ervin.sejdic@utoronto.ca	3 years	Jun 30, 2026
	Vacant	Materials Science & Engineering		3 years	Jun 30, 2026
Members-at-Large (1)	Abdelmaseeh, Ashlyn	Undergraduate Student (Y3-Mech)	ashlyn.abdelmaseeh@mail.utoronto.ca	1 year	Jun 30, 2024
Ex-officio (3)	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
	Coyle, Tom	Vice-Dean, Undergraduate	vicedean@engineering.utoronto.ca	Ongoing	--
	Kilkenny, Dawn	Vice-Dean, First Year	vdfy@engineering.utoronto.ca	Ongoing	--
Subject Matter Experts (Non-voting) (10)	Lin, Sherry	Associate Registrar and Director, Admissions	sherry.lin@utoronto.ca	Ongoing	Periodically
	Hsin, Agnes	Undergraduate Admissions Staff (MSE)	agnes.hsin@utoronto.ca	Ongoing	Periodically
	Hunter, Kendra	Undergraduate Admissions Staff (MIE)	kendra.hunter@utoronto.ca	Ongoing	Periodically
	Johns, Stephen	Undergraduate Admissions Staff (EngSci)	stephen.johns@utoronto.ca	Ongoing	Periodically
	Kang, Julie	Undergraduate Admissions Staff (Track One)	jh.kang@utoronto.ca	Ongoing	Periodically
	Martini, Pauline	Undergraduate Admissions Staff (CivMin)	pauline.martini@utoronto.ca	Ongoing	Periodically
	Peters, Tracey	Undergraduate Admissions Staff (CHE) (Acting)	ugrad.chemeng@utoronto.ca	Ongoing	Periodically
	Puvitharan, Meera	Undergraduate Admissions Staff (ECE)	meera.puvitharan@utoronto.ca	Ongoing	Periodically
	Schvarczkopf, Ingrid	Director, Engineering Student Recruitment & Retention Office	ingrid.schvarczkopf@utoronto.ca	Ongoing	Periodically
	Sterling, Marisa	Assistant Dean and Director, Diversity, Inclusion & Professionalism	marisa.sterling@utoronto.ca	Ongoing	Periodically
Recording Secretary (Non-voting)	Pathan, Asma	Applicant Support & Admissions Counsellor, Registrar's Office	asma.pathan@utoronto.ca	Ongoing	Periodically

Domain: Re undergraduate programs, the Undergraduate Admissions Committee (ADM) is responsible for (1) admissions, (2) advanced standing, (3) enrolment planning policy, and (4) awards for incoming first year students.

Term: Jul 1 of each academic year until Jun 30 of that academic year.

Undergraduate Assessment Committee (UAC) – 2023-2024 Chair: Arthur Chan | Vice-Chair: Vlad Papangelakis					
APPOINTMENT TYPE	**NAME**	**CONSTITUENCY**	**EMAIL**	**TERM**	**EXPIRES/ REVIEWED**
Teaching Staff (7)	Betz, Vaughn[1]	Electrical & Computer Engineering	vaughn.betz@utoronto.ca	3 years	Jun 30, 2026
	Chan, Arthur	Engineering Science	arthurwh.chan@utoronto.ca	3 years	Jun 30, 2026
	Gauvreau, Paul[2]	Civil & Mineral Engineering	paul.gauvreau@utoronto.ca	3 years	Jun 30, 2025
	Lee, Chi-Guhn	Mechanical & Industrial Engineering	cglee@mie.utoronto.ca	3 years	Jun 30, 2025
	Papangelakis, Vlad	Chemical Engineering & Applied Chemistry	vladimiros.papangelakis@utoronto.ca	3 years	Jun 30, 2026
	Tallman, Ken	Transdisciplinary Engineering Education & Practice	k.tallman@utoronto.ca	3 years	Jun 30, 2025
	Vacant	Materials Science & Engineering		2 years	Jun 30, 2024
Members-at-Large (5)[3] At any given time, only two undergraduate students will count towards quorum and be permitted to vote.	D'Souza, Danelle	Undergraduate Student (Y2-ECE)	danelle.dsouza@mail.utoronto.ca	1 year	Jun 30, 2024
	Hilton, Ken	Undergraduate Student (Y3-ECE)	ken.hilton@mail.utoronto.ca	1 year	Jun 30, 2024
	Huang, Albert	Undergraduate Student (Y4-ECE)	albert.huang@mail.utoronto.ca	1 year	Jun 30, 2024
	Wu, Ian	Undergraduate Student (Y2-EngSci)	ii.wu@mail.utoronto.ca	1 year	Jun 30, 2024
	TBD	Non-academic Staff (Departmental Undergraduate Academic Advisor)		3 years	Jun 30, 2025
Ex-officio (3)	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
	Coyle, Tom	Vice-Dean, Undergraduate	vicedean@engineering.utoronto.ca	Ongoing	--
	Kilkenny, Dawn	Vice-Dean, First Year	vdfy@engineering.utoronto.ca	Ongoing	--
Subject Matter Experts (Non-voting)	Doan, Khuong	Associate Registrar	khuong.doan@utoronto.ca	Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (CE)		Ongoing	Periodically
	Peters, Tracey	Undergraduate Academic Advisor (CHE)	ugrad.chemeng@utoronto.ca	Ongoing	Periodically
	Curtis, Shayni Clarke	Undergraduate Academic Advisor (CIV)	shayni.curtis@utoronto.ca	Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (EE)		Ongoing	Periodically
	Johns, Stephen	Undergraduate Academic Advisor (EngSci)	engsci12@utoronto.ca	Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (FYO)		Ongoing	Periodically

	Lesmond, Gayle / Sventzouris, Yanna	Undergraduate Academic Advisor (IE)	gayle.lesmond@utoronto.ca / yanna.sventzouris@utoronto.ca	Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (MSE)		Ongoing	Periodically
	Lesmond, Gayle / Sventzouris, Yanna	Undergraduate Academic Advisor (ME)	gayle.lesmond@utoronto.ca / yanna.sventzouris@utoronto.ca	Ongoing	Periodically
	Curtis, Shayni Clarke	Undergraduate Academic Advisor (MIN)	shayni.curtis@utoronto.ca	Ongoing	Periodically
Recording Secretary (Non-voting)	Alves, Sparkle	Student Records Assessor & Examinations Coordinator, Registrar's Office	s.alves@utoronto.ca	Ongoing	Periodically

[1] ECE: Vaughn Betz replaces Khoman Phang in 2023-2023.
[2] CivMin: Paul Gauvreau replaces Daniel Posen in 2023-2024.
[3] Four undergraduate students will be voting members in order to share the considerable burden of the work of this committee among four rather than two students. At any given time, only two undergraduate students will count towards quorum and be permitted to vote.

Domain: With respect to undergraduate programs or courses, UAC is responsible for the following. See Council Bylaws for a list of exclusions.

1. Course-level grading practices and standards (including 500-level courses) Note: that instructors "recommend" course grades but the committee determines final grades.
2. Academic standing including honours, promotion, and Dean's List
3. Policy concerning final exams, e.g., schedule, duration, calculators, requests for regrading and exam viewing, and invigilation
4. Use of non-grade statements and symbols (e.g., EXT, INC, SDF)
5. Petitions in final exams and for special consideration: e.g., grades, promotion regulations, academic standing, late withdrawals, re-enrolment, awarding of degrees, and non-grade symbols and statements
6. Policies concerning term work petitions

Term: Jul 1 of each academic year until Jun 30 of that academic year.

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Undergraduate Curriculum Committee (UCC) – 2023-2024

Chair: Evan Bentz | Vice-Chair: Scott Ramsay

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES/ REVIEWED
Teaching Staff (9)	Bentz, Evan	Civil & Mineral Engineering	evan.bentz@utoronto.ca	3 years	Jun 30, 2026
	Cluett, Will	Chemical Engineering & Applied Chemistry	will.cluett@utoronto.ca	2 years	Jun 30, 2024
	Cohen, Shai*	Transdisciplinary Engineering Education & Practice	sh.cohen@utoronto.ca	2 years	Jun 30, 2024
	Ekmekci, Alis	Aerospace Studies	alis.ekmekci@utoronto.ca	3 years	Jun 30, 2025
	Fernandez-Gonzalez, Rodrigo	Biomedical Engineering	rodrigo.fernandez.gonzalez@utoronto.ca	3 year	Jun 30, 2026
	Vacant	Engineering Science		2 years	Jun 30, 2024
	Ramsay, Scott	Materials Science & Engineering	scott.ramsay@utoronto.ca	3 years	Jun 30, 2025
	Trescases, Olivier	Electrical & Computer Engineering	ot@ece.utoronto.ca	3 years	Jun 30, 2025
	Young, Edmond	Mechanical & Industrial Engineering	edmond.young@utoronto.ca	3 years	Jun 30, 2026
Members-at-Large (2)	Ahmed, Novera	Undergraduate Student (Y3-EngSci)	novera.ahmed@mail.utoronto.ca	1 year	Jun 30, 2024
	Omar, Awale	Undergraduate Student (Y4-Civ)	awale.omar@mail.utoronto.ca	1 year	Jun 30, 2024
Ex-officio (7)	Aleman, Dionne	Associate Dean, Cross-Disciplinary Programs	aleman@mie.utoronto.ca	Ongoing	--
	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
	Coyle, Tom	Vice-Dean, Undergraduate	vicedean@engineering.utoronto.ca	Ongoing	--
	Hilton, Ken**	Engineering Society Vice President, Academic	vpacademic@skule.ca	Ongoing	Jun 30, 2024
	Kilkenny, Dawn	Vice-Dean, First Year	vdfy@engineering.utoronto.ca	Ongoing	--
	Sterling, Marisa	Assistant Dean and Director, Diversity, Inclusion & Professionalism	marisa.sterling@utoronto.ca	Ongoing	--
	Variawa, Chirag	Director, First Year Curriculum	chirag.variawa@utoronto.ca	Ongoing	--
Subject Matter Experts (Non-voting) (4)	Brown, Chris	Scheduling Officer, Registrar's Office	chrise.brown@utoronto.ca	Ongoing	Periodically
	Brown, Sharon	Assistant Director, Cross-Disciplinary Programs	s.brown@utoronto.ca	Ongoing	Periodically
	Henshilwood, Angela	Librarian, Engineering and Computer Science Library	angela.henshilwood@utoronto.ca	Ongoing	Periodically
	Vacant	Faculty Teaching and Learning Specialist		Ongoing	Periodically
Recording Secretary (Non-voting)	Kennedy, Pam	Accreditation and Academic Integrity Coordinator	pamela.kennedy@utoronto.ca	Ongoing	Periodically

*ISTEP: Shai Cohen will replace Patricia Sheridan in 2023-2024.
**While this ex officio role is ongoing, the Engineering Society's Vice-President, Academic is elected annually.

Domain: With respect to undergraduate programs, this committee is responsible for:

1. Curriculum change
2. Curriculum quality control including:
    a. Canadian Engineering Accreditation Board (CEAB) Graduate Attributes (GA)
    b. CEAB Accreditation units (AU)
    c. U of T Quality Assurance and Degree Level Expectations
3. Selection of sessional dates.

Term: Jul 1 of each academic year until Jun 30 of that academic year.

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Undergraduate Scholarships & Awards Committee (USAC) – 2023-2024

Chair: Jennifer Farmer | Vice-Chair: Ibrahim Ogunsanya

APPOINTMENT TYPE	NAME	CONSTITUENCY	EMAIL	TERM	EXPIRES/ REVIEWED
Teaching Staff (6)	Aref, Samin*	Mechanical & Industrial Engineering	s.arefkashfi@utoronto.ca	2 years	Oct 31, 2024
	Chapman, Margaret	Electrical & Computer Engineering	margaret.chapman@utoronto.ca	3 years	Oct 31, 2025
	Farmer, Jennifer	Chemical Engineering & Applied Chemistry	jennifer.farmer@utoronto.ca	3 years	Oct 31, 2025
	Hooper, Morgan	Engineering Science	morgan.hooper@utoronto.ca	3 years	Oct 31, 2026
	Ogunsanya, Ibrahim	Civil & Mineral Engineering	ibrahim.ogunsanya@utoronto.ca	2 years	Oct 31, 2024
	Vacant	Materials Science & Engineering		3 years	Oct 31, 2026
Members-at-Large (3)	Omair, Rafiq	Undergraduate Student (Y3-Mech)	rafiq.omair@mail.utoronto.ca	1 year	Oct 31, 2024
	Pietropaolo Jamieson, Tessa	Alumni/ae (IndE 1T7)	tessa.pietropaolo@utoronto.ca	3 years	Oct 31, 2025
	Zhang, Sherry	Undergraduate Student (Y2-Indy)	sherryzh.zhang@mail.utoronto.ca	1 year	Oct 31, 2024
Ex-officio (4)	Bright, Helen	Faculty Registrar	helen.bright@utoronto.ca	Ongoing	--
	Coyle, Tom	Vice-Dean, Undergraduate	vicedean@engineering.utoronto.ca	Ongoing	--
	Filippone, Pierina	Assistant Registrar, Scholarships & Financial Aid, Registrar's Office	pierina.filippone@utoronto.ca	Ongoing	--
	Kilkenny, Dawn	Vice-Dean, First Year	vdfy@engineering.utoronto.ca	Ongoing	--
Subject Matter Experts (Non-voting)	Vacant	Assistant Director, Student Experience & Teaching Development		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (CHE)		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (CivMin)		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (ECE)		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (EngSci)		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (FYO)		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (MIE)		Ongoing	Periodically
	TBD	Undergraduate Academic Advisor (MSE)		Ongoing	Periodically
Recording Secretary (Non-voting)	Filippone, Pierina	Assistant Registrar, Scholarships & Financial Aid, Registrar's Office	pierina.filippone@utoronto.ca	Ongoing	Periodically

*MIE: Samin Aref will represent the department from Nov 1/22-Dec 31/23 and Jason Bazylak will represent the department from Jan 1/24 Oct 31/24.

Domain: With respect to undergraduate programs or courses, USAC is responsible for (1) academic awards, grants and prizes controlled by the Faculty; and (2) promoting student awareness of external awards and aid. Excluded: awards for incoming first-year students, which are managed by Undergraduate Admissions Committee.

Term: Close of the Oct Council meeting each academic year until the close of the Oct Council meeting in the next academic year. Elections for chair and vice-chair positions will be held a month prior to the Oct Council meeting.

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UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3753

MEMORANDUM

To: Faculty Council of October 31, 2023

From: Professor Donald Kirk
Chair, Academic Appeals Board (Undergraduate)

Date: September 15, 2023

Re: **Annual Report of the Academic Appeals Board (Undergraduate) for the Period of September 1, 2022 to September 1, 2023**

REPORT CLASSIFICATION

The Academic Appeals Board (Undergraduate) reports directly to Faculty Council. This is a routine matter for Faculty Council's information.

ACADEMIC APPEALS BOARD RESPONSIBILITIES

To hear appeals of U of T Engineering undergraduate students against decisions of the Standing Committees of Council relating to petitions for exemptions from the application of academic regulations or standards and to make rulings on such appeals.

The AAB(U) shall report annually to the Council at the regular fall meeting indicating the number of appeals brought in the previous year and the disposition of those appeals. No information identifying appellants may be included in the annual report.

SUMMARY OF APPEALS & DISPOSITIONS

During the 2022-2023 academic year, the AAB(U) considered 26 appeals on decisions made by the Undergraduate Assessment Committee (UAC), which is up from the 23 considered during the previous cycle and the 10 considered from 2020-2021.

In addition to the 26 appeals considered by the AAB(U), 13 appeals (up from five the previous cycle) were resolved at the UAC level (each appeal is first sent back to the UAC for a second review before proceeding to the AAB(U) if the UAC's original decision stands).

The following table shows the number of appeals heard over the past nine academic years:

Academic Year	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
No. of Appeals	20	24	13	10	20	18	10	23	26

Table 1 – Number of Appeals Per Academic Year

The appeals considered during the 2022-2023 academic year can be further categorized as the following:

- 12 for considerations on final examinations. An increase compared to the two considered in the previous cycle.
- 12 for special consideration regarding Faculty policies. A decrease from the last cycle that heard 21 special consideration cases.
- 2 for considerations on term-work.

In seven of the 26 appeals, many of which introduced new documentation or elicited additional information during the hearing, the AAB(U) found cause to intervene. The specific remedies granted were:

- Retroactive withdrawal ("WDR") from a course and probation relief (1).
- Special sitting for a final examination deferral (2).
- A change from earned grades to assessed grades (1).
- Probation relief and nine-year graduation limit extension (1).
- Retain credit for a course (1).
- Re-take of the CSWA certification to receive a grade increase (1).

The AAB(U) found insufficient grounds to intervene in the remaining 19 appeals and rendered decisions of "no action" in these instances.

In the last academic year, one appeal to an AAB(U) decision was considered by the University's Governing Council Academic Appeal Committee (AAC).

UPDATES, TRENDS & OBSERVATIONS WITHIN ACADEMIC APPEALS

Overall Upward Trend in Number of Appeals

For the past two years, the AAB(U) has observed an increasing trend in the volume of submitted appeals for Board deliberation. Notably, the recently concluded 2022-2023 cycle experienced a peak in the number of appeals reviewed by both the UAC and AAB(U) for consideration over the course of the past nine academic years. Consequently, this has led to the AAB(U) scheduling hearings more frequently to address the higher number of appeal cases.

Final Examination Appeals Regarding Deferred Exams and Assessed Grades

The AAB(U) has noticed an increase in final examination appeals concerning requests for deferred exams from students who received an assessed grade due to missing a final examination. This past cycle, the Board heard eight cases pertaining to this issue, resulting in a heightened volume of final examination appeals in comparison to previous cycles. It is worth noting that the AAB(U) has consistently rendered a 'no action' decision for these cases due to insufficient justification.

Concerns have been raised by members of the Board regarding the frequency of cases sharing this same subject matter and that by the time these cases reach a hearing, the Board's capacity to assist students is constrained. In most of these cases, students submit their final examination petitions and appeals with the intention of taking the deferred exam during the deferred exam period immediately following the term in which they wrote their final exam (i.e., February for Fall Term exams and June for Winter Term exams). However, due to the procedural requirements of appeals being reviewed by UAC before reaching the AAB(U), the student's requested deferred exam period has passed by the time the AAB(U) convenes for a hearing. Consequently, the Board can only grant deferred exam accommodation for the next sitting, which are typically scheduled for the ensuing term if the course is offered, or in the following year if the course is exclusively offered during a specific term. Granting such requests places an additional academic burden on the student, who must shadow the course throughout the term and prepare for the final exam while balancing their other courses that term. This scenario raises concerns among AAB(U) members, particularly the student members who have experienced a similar situation, as this may negatively impact the student's performance in their other courses during that term.

In light of these concerns, the AAB(U) would like to collaborate with the UAC and academic advisors to ensure that students are aware that AAB(U) hearings are scheduled within 90 business days, potentially rendering their requested deferred exam period unfeasible. It is important that students are well-informed about this timeline to ensure they make informed decisions.

Virtual Hearings

The AAB(U) continues to conduct virtual hearings that each last for a one-hour period. Hearings are currently held via Microsoft Teams meetings (using both audio and video). Decisions are being communicated to students via PDFs delivered by email.

Membership Turnover Timelines

The Board faced difficulties in scheduling hearings that achieved quorum due to conflicting availability during the Summer Session. We have had much appreciated participation by Professors Francis Dawson (ECE), Harry Ruda (MSE) and Elham Marzi (ISTEP). Additionally, we appreciate the active participation of the student representatives from the 2022-2023 membership list, including Mihir Agarwal (Year 2 CivE), Matthew Du (Year 2 MechE), Amy Huang (PEY EngSci), Vashish Ramoutar (Year 4 ChemE), Aman Patra (Year 3 ECE).

The membership turnover date for the AAB(U) is September 1 each year. Faculty members and student representatives were identified earlier in the summer, as such the Board was able to host the onboarding session for new members earlier and have a smooth transition period between membership cycles. We are excited to welcome more Faculty members to the Board for the 2023-2024 cycle.

Continued Increase in Case Communication & Complexity

In line with updates from previous years, increases in case communication and complexity are likely due to the efforts of the UAC to resolve student appeals within that committee. As such, the cases heard by the AAB(U) have become subjectively more complex. This has impacted the time taken at hearings and the amount of preparation undertaken by the Secretary and the Registrar's Office.

Since the start of the cycle, we have requested more supporting documentation from the appellant, such as their course syllabus and grading details. This is to help the appellant be better prepared for any questions the AAB(U) may ask during the hearing. The request for additional supporting documentation is currently communicated by the Recording Secretary and is sent to the Academic Advisor.

Towards the end of this year's cycles, members requested more information on grades for cases relating to specific courses and final examinations. As such, the Recording Secretary now requests the term-work report from the Registrar's Office, Advisor and/or Course Instructor to provide to the attending members as part of the case's documents folder if the case relates to an individual course.

Sensitivity to Cultural and Gender Issues

During the summer, the Board consulted with Marisa Sterling, Assistant Dean, Diversity, Inclusion and Professionalism, U of T Engineering, on how to enhance the support for appellants who experience discrimination, harassment, or sexual violence. This consultation was beneficial for the Board to identify the steps to take during such cases and which university resources are the best to direct the appellant to. Following this consultation, the AAB(U) updated their onboarding material to further emphasize the importance of sensitivity toward the type of questions asked to the appellant and the importance of making sure the questions do not make the appellant uncomfortable.

RECOMMENDATION FOR FACULTY COUNCIL

For information.

UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3750

MEMORANDUM

To: Faculty Council of October 31, 2023

From: Liane Catalfo, ChemE 0T8, MEng 1T0
President, Engineering Alumni Network

Date: October 10, 2023

Re: **Report of the Engineering Alumni Network (EAN) Awards Committee, 2023: Candidates for the 2023 Engineering Alumni Network Awards; Engineering Alumni Medal, Hall of Distinction, Malcolm McGrath Alumni Achievement Award, 2T5 Mid-Career Award, 7T6 Early Career Award, and L.E. (Ted) Jones Award of Distinction**

REPORT CLASSIFICATION

This is a routine matter for Council's information.

1) The Engineering Alumni Network (EAN) Awards Committee recommends that the Engineering Alumni Medal be awarded in 2023 to our distinguished graduate:

M. Jane Phillips, ChemE 5T3

2) The Committee recommends that the following distinguished graduates of the Faculty be inducted into the Engineering Hall of Distinction:

Mark T. Kortschot, EngSci 8T4, ChemE MASc 8T5
Michael Kropp, ElecE 8T6
Nick Stark, MechE 7T8
Michael Zahra, ElecE 8T8

3) The Committee recommends that the Malcolm McGrath Alumni Achievement Award be awarded in 2023 to our distinguished graduate:

Lauri Hiivala, ElecE 6T5

4) The Committee recommends that the 2T5 Mid-Career Award be awarded in 2023 to our distinguished graduate:

Alison P McGuigan, ChemE PhD 0T5

5) The Committee recommends that the 7T6 Early-Career Award be awarded in 2023 to our distinguished graduate:

Atul Patidar, ECE MEng 1T5

6) The Committee recommends that the L.E. (Ted) Jones Award be awarded in 2023 to our distinguished graduate:

Wing Yan Chan, IndE 2T2 + PEY

7) The Committee received zero nominations this year in the category of Honourary Member.

8) The 2023 Committee was comprised of co-chairs representing the EAN Board and the Faculty, alumni relations staff, and adjudicators who are all previous EAN award recipients from the existing award categories.

Professor Emerita Brenda McCabe (Co-Chair)
Isi Caulder (Co-Chair)
Joelle Javier (Co-Chair elect)
Sonia De Buglio (Ex-Officio)
Shannon Osborne (Ex-Officio)
Caprice Boisvert
Paul Cadario
Andrew Forde
Deborah Goodings
Dana Kokoska
Alvin Mok
Shawn Qu
Larry Seeley

9) The annual EAN Awards Ceremony will be held on November 2, 2023 in the Great Hall at Hart House.

10) Full details of the awards including recipient citations can be found on the Engineering Alumni Network Awards website.