



**Minutes of the Faculty Council Meeting of**

**Thursday, February 14, 2013**

**12:10 – 2:00 p.m.**

**Michael E. Charles Council Chamber, Galbraith Building**

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**Present:**

Tony Sinclair (Speaker)  
Edgar Acosta  
Barry J. Adams  
Grant Allen  
Joe Baptista  
Aimy Bazylak  
Jason Bazylak  
J. Christopher Beck  
Sharon Brown  
Markus Bussmann  
David Chartash  
Yu-Ling Cheng (Acting Dean)  
Nicholas Chin  
Alan Chong  
Chris Damaren  
Amit Deshwar  
Khuong Doan  
Douglass Duffy  
Greg J. Evans  
Carolyn Farrell  
Tabish Gilani  
John Harrison  
Heather Hsu  
Greg Jamieson  
Charles Q. Jia  
Bryan Karney  
Penney Kinnear  
Don W. Kirk  
Mark Kortschot  
Rosanna Kronfli  
Matt Lattavo  
Antonio Liscidini  
Rishi Maharaj  
Brenda McCabe  
Susan McCahan  
Farid Najm  
Jun Nogami

Graeme Norval  
Vladimiro G. Papangelakis  
Jane Phillips  
Paul Santerre  
Angela Schoellig  
Amer S. Shalaby  
Shamim A. Sheikh  
Jeffrey Siegel  
David Sinton  
Micah Stickel  
Joshua Taylor  
Olev Trass  
Bill H. Vanderburg  
Frank J. Vecchio  
Peter Weiss  
Bo Wen Wen  
Lydia Wilkinson  
Paul Yoo  
Edmond Young  
David Zingg

**Regrets:**

Barbara McCann  
Molly Shoichet  
Jean Zu

**Guests:**

Christina da Rocha-Feeley  
Liz Do  
Kristian Galberg  
Krisztina Harmath  
Madelyn Herschorn  
Heather Hines  
Terry Lavender  
Lesley Mak  
Chirag Variawa  
Sandy Walker  
Caroline Ziegler

## **1. Welcome and Adoption of Agenda**

Council Speaker Tony Sinclair thanked members joining the third Faculty Council meeting of the 2012-2013 academic year and welcomed all present, in particular undergraduate and graduate student members, and Acting Dean Yu-Ling Cheng. He noted that members had received the agenda and reports on January 31, 2013.

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

THAT the agenda be adopted.

## **2. Introduction of New Faculty Members**

The Speaker called upon Chairs and Directors to introduce their new faculty members.

Farid Najm, Chair of the Edward S. Rogers Sr. Department of Electrical and Computer Engineering, introduced his new faculty members, Joshua Taylor and Antonio Liscidini.

Brenda McCabe, Chair of the Department of Civil Engineering, introduced her new faculty member, Jeffrey Siegel.

On behalf of Jean Zu, Markus Bussmann of the Department of Mechanical and Industrial Engineering, introduced the Department's new faculty member, Edmond Young.

David Zingg, Director of the Institute for Aerospace Studies, introduced his new faculty member, Angela Schoellig.

The Speaker welcomed and members applauded the new faculty members.

## **3. Approval of the Minutes of the Previous Meeting**

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

THAT the minutes of the meeting of November 29, 2012 be approved as circulated.

## **4. Business Arising from the Minutes**

The presentation of Report 3365 Revised, a correction to the Admissions Cycle 2012 Update that was received for information at the November 29, 2012 Council meeting, was deferred to the next Council meeting.

## **5. Memorial Tribute to James Gow**

The Speaker called upon Professor Emeritus Barry J. Adams to read the following memorial tribute to the late Mr. James Gow, Faculty Secretary and Assistant Dean in the Faculty of Applied Science and Engineering, 1952-1982.

James A. Gow, B.A.Sc., P.Eng., graduated with Honours in Civil Engineering from the Faculty of Applied Science & Engineering at the University of Toronto in 1946. His early career included working with the Grand River Conservation Authority on the Shand Dam project near Fergus, Ontario, as well as working with the H.G. Acres engineering firm, the Proctor and Redfern consulting group, and the Polymer Corporation. In 1947, Jim became a junior instructor at Ajax, and in 1952 joined the Faculty Office's permanent staff as Assistant to the Faculty Secretary and Assistant Dean, W. Stewart Wilson. Jim succeeded Wilson in the role of Faculty Secretary in 1962, and in 1964 took on the role of Assistant Dean. He made many significant administrative contributions to the Faculty and the University during his 30 years in the Office of the Faculty Secretary. In addition to providing administrative support to Faculty Council and other committees, Jim was instrumental to student services in the Faculty, supervising registration and examinations, administering student bursaries and loans, and providing counselling to students. In later years of his career, he was responsible for placing the hood at convocation ceremonies as the Chancellor granted degrees. Jim was well liked and highly respected by staff and alumni, keeping in contact with the Faculty even after his retirement.

Alumnus Don L. King (ChemE 5T0) recounts how he met Jim while he was a junior instructor in his second-year Problems and Drawing course at Ajax. Don was struggling in the course and, when selected to represent U of T in a discus competition at the University of Western Ontario, told Jim that he couldn't participate because the event conflicted with his course lab. Jim told Don that his studies should not interfere with his education, and provided Don with the option of attending a Saturday lab so that he could participate in the competition.

Two years later, their paths crossed again when Don came to the Faculty Office to meet with someone to ask for financial aid. Before hearing Don's story, Jim, now the Faculty Secretary, invited Don out for lunch, where Don explained his financial woes. Jim was able to find funding to pay for Don's last term tuition, in addition to \$200 for living expenses to see him to the end of his fourth year. Don will never forget Jim's compassion.

Jim was also involved with Iron Ring proceedings, as a Camp Warden of long standing and for many years was the Secretary of Camp One. In addition, the James A. Gow Admission Scholarship has been awarded annually since 1983, extending Jim's legacy at the Faculty.

Upon his retirement, Jim returned to his childhood home of Fergus, Ontario, and pursued hobbies such as fishing, exploring local history, farming, collecting old books, and restoring engines and furniture. Jim also served his community as the President of the Wellington County Local Historical Society, and later as the Secretary of the Local Architectural Conservation Advisory Committee. He also served as Chairman of the Board for the Victoria Park Seniors Centre.

Jim passed away on January 3, 2013 at the age of 93 years. He is survived by his wife of 59 years, Zillah, his children Robin and Athol, and grandchildren Jenna, Owen and Connor.

At the conclusion of the presentation, it was moved by Acting Dean Yu-Ling Cheng and seconded by David Zingg –

THAT the Council of the Faculty of Applied Science and Engineering record with deep regret the death on January 3, 2013 of James Gow, and

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

Members of Council stood and observed one minute of silence in honour of the late Mr. Gow.

## **6. Report of the Acting Dean**

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

### **(a) Space**

Plans for the Faculty's new building, The Centre for Engineering Innovation & Entrepreneurship, which will be built on the Simcoe Hall parking lot, are progressing. The RFP for selection of the architect is currently in distribution, and the deadline for submissions is February 22. The Faculty hopes to have a decision made by the end of March.

### **(b) Town Hall**

The last town hall of the academic year, organized with the Engineering Society, was held on February 8. Despite the snowstorm, undergraduate student participation was excellent, with a full house in attendance.

The four key topics from the Academic Plan that were discussed included technology in the classroom; international exchanges; developing global engineers; and student preferences for Arts & Science courses and minors.

### **(c) Convocation**

Faculty and staff are encouraged to attend our convocation ceremonies on Wednesday, June 19. Students from Aerospace, Biomedical Engineering, Electrical and Computer Engineering, Engineering Science, and Materials Science and Engineering will convocate in the morning, and students from Chemical Engineering, Civil Engineering, Mineral Engineering, and Mechanical and Industrial Engineering will convocate in the afternoon.

### **(d) External Reviews**

As part of the University's commitment to quality assurance, and required under the University of Toronto Quality Assurance Process (UTQAP), the Department of Materials

Science and Engineering, and the Edward S. Rogers Sr. Department of Electrical and Computer Engineering will be undergoing external reviews in May 2013.

The Department of Mechanical and Industrial Engineering is also preparing for its external review, which is scheduled to take place in November 2013.

**(e) Academic Plan**

Further to the verbal update provided by Dean Amon at the November 2012 Faculty Council meeting, our Academic Plan's Year One Progress Report has now been posted to the Faculty website. We are progressing well toward our goals, and all should share in this accomplishment.

The Dean's Office is currently compiling the data for the Year Two Progress Report, which is scheduled for release this fall.

**(f) Doctoral Expansion Incentive Fund**

The Provost has recently issued a memo regarding an opportunity to participate in provincially-funded graduate enrolment growth for domestic students. Incentives are being offered to meet certain goals.

Chairs and Directors will be discussing this soon at the department and institute level.

**(g) Canadian Graduate and Professional Student Survey (CGPSS)**

The Canadian Graduate and Professional Student Survey was launched at the University on February 4 and will continue to run until March 10. Results from this significant national survey are used to evaluate program quality during UTQAP cyclical reviews, to inform planning in Faculties and departments, and to understand where the University's successes and challenges lie regarding the quality of our graduate programs.

When this survey was last run in 2010, the participation rate was very low. We would like to see a better result this cycle, and faculty are asked to encourage their students to participate in this important exercise.

**7. Establishment of the Institute for Sustainable Energy as an EDU:C**

David Sinton of the Department of Mechanical and Industrial Engineering presented Report 3373, a proposal to advance the status of the Centre for Sustainable Energy from an Extra-Departmental Unit:D to an Extra-Departmental Unit:C, and to change its name from the "Centre" for Sustainable Energy to the "Institute" for Sustainable Energy.

Professor Sinton explained how the Centre had expanded its mandate since it was founded in 2010 toward the goal of formalizing a research network to work collaboratively in pursuit of greater industry engagement and large-scale funding initiatives.

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

THAT the Faculty establishes the Institute for Sustainable Energy, based on the current Centre for Sustainable Energy, as an Extra-Departmental Unit:C (EDU:C) with the mandate to engage in research and scholarly work in energy, facilitate collaborative research projects with industry, and enhance the training of energy research personnel.

Members discussed the value of advancing the Centre from an Extra-Departmental Unit:D to C, in that it reflects more accurately the expanded mandate of the Institute, and communicates that the unit has a Faculty, not departmental, presence.

The Speaker called the question and the motion carried.

## **8. Timing of CS and HSS Electives**

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented Report 3375, a proposal to improve the ability of full-time students to take the CS or HSS elective courses of their choice in any term starting in the summer after their initial registration (subject to the rules in the Faculty's undergraduate academic calendar). The proposal also formalizes the common practice of allowing part-time students to take a CS or HSS elective course in any term.

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

THAT the change to the timing of CS and HSS electives be approved to allow full-time students to take a CS or HSS elective course in any term starting in the summer after their initial registration, and subject to Section V of the chapter on Academic Regulations from the Faculty's Academic Calendar; and that part-time students may take a CS or HSS elective course in any term.

Dr. Norval acknowledged that this is one of a series of steps the Committee will take to identify ways to improve student access to non-technical electives. Members thanked the Faculty for its progress made in this regard.

The Speaker called the question and the motion carried.

## **9. Reports and Recommendations of Standing Committees**

### **(a) Engineering Graduate Education Update**

Chris Damaren, Chair of the Engineering Graduate Education Committee, presented Report 3376, which lists nine new approved courses; one renamed course; the reduction of course requirements in the Department of Mechanical and Industrial Engineering's

MASc, transfer-from-master's, and direct-entry PhD; and the addition of the extended full-time option to the Master of Engineering program.

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

**(b) Procedures for Designating Courses as “Extra”**

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented Report 3374, which proposes amendments to text in the Faculty's undergraduate academic calendar to articulate other uses of the EXT designation, and to provide examples for ease of comprehension.

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

**10. Task Force to Review the Constitution: Update**

Greg Evans, a member of the Task Force to Review the Constitution, presented Report 3377, an update on the Task Force's draft report and recommendations. Task Force members Chris Damaren, Chirag Variawa and Matt Lattavo were also in attendance and answered questions from members.

Members discussed the role of Council and the Executive Committee; whether Executive Committee members should be voting or non-voting members of Council; how the ratio for representatives from departments and institutes was arrived at; the rationale behind the ratio of administrative and alumni members; the election process for graduate and undergraduate student members; what a reasonable quorum might be; and whether models from other Faculties were consulted.

Professor Evans invited members to submit any feedback by the end of February 15. He reminded them that the Task Force's final report will be submitted to Dean Amon, and a motion based upon the report (in its entirety or in modified form) will be submitted to Faculty Council for approval as a special motion.

**11. Other Business**

There was no other business.

**12. Date of Next Meeting**

The next and final Faculty Council meeting is on April 18, 2013.

**13. Adjournment**

The meeting was adjourned at 1:20 p.m.