



UNIVERSITY OF TORONTO  
FACULTY OF APPLIED SCIENCE & ENGINEERING

**Minutes of the Faculty Council Meeting of**

**Wednesday, March 7, 2012**

**12:10 – 2:00 p.m.**

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

**Present:**

Jonathan Rose (Speaker)  
Stewart Aitchison  
Dione Aleman  
Grant Allen  
Cristina Amon (Dean)  
Joe Baptista  
J. Christopher Beck  
Ridha Ben Mrad  
Sharon Brown  
Markus Busmann  
Michael W. Carter  
Warren Chan  
David Chartash  
Yu-Ling Cheng  
David Cheung  
Mark H. Chignell  
William L. Cleghorn  
Tom Coyle  
Chris Damaren  
Jim Dawson  
Gabriele M.T. D'Eleuterio  
Kamran Esmaeili  
Rodrigo Fernandez-Gonzalez  
Scott Nicholas Genin  
Leslie Grife  
Jennifer Hsu  
Gina John  
Mark Kortschot  
Albert Lam  
Matthew Lattavo  
Brenda McCabe  
Susan McCahan

Barbara McCann  
Paul Milgram  
Farid Najm  
Jun Nogami  
Graeme Norval  
Wilson Poon  
Paul Santerre  
Luca Scardovi  
Shamim A. Sheikh  
David Sinton  
Brian To  
Shahrohk Valaee  
Frank J. Vecchio  
Peter Weiss  
Christopher Yip  
Paul Yoo  
Lidan You  
Neell Young  
David Zingg  
Jean Zu

**Guests:**

Estina Boddie  
Christina da Rocha-Feeley  
Sonia De Buglio  
Madelyn Herschorn  
Liam Mitchell  
Chirag Variawa  
Caroline Ziegler

**Regrets:**

J. Greg Steffan  
Olev Trass

### **1. Welcome/Adoption of the Agenda**

The Speaker, Jonathan Rose, thanked members joining the third Faculty Council meeting of the 2011-2012 academic year, and welcomed all present. He noted that members had received the agenda on February 22 and the revised agenda on March 2.

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

THAT the agenda be adopted.

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

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

THAT the minutes of the meeting of December 2, 2011 be approved as circulated.

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

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

Professor Farid Najm of The Edward S. Rogers Sr. Department of Electrical and Computer Engineering introduced Professor Luca Scardovi.

Professor Paul Santerre of the Institute for Biomaterials and Biomedical Engineering introduced Professors Rodrigo Fernandez-Gonzalez and Paul Yoo.

Professor Brenda McCabe of the Department of Civil Engineering introduced Professor Kamran Esmaili.

### **4. Report of the Dean**

Dean Cristina Amon welcomed members to Faculty Council and provided remarks.

#### **(a) Space Audit**

The Faculty completed an audit of student club and study space and is working with Chairs and Directors to review the report's recommendations and address the issues highlighted.

Members will have read in the most recent issue of the engineering newsletter that the University's Planning and Budget Committee approved the allocation to our Faculty of "Site 10", (the parking lot behind Simcoe Hall) to construct a new building which will give us over 7,000 NASMs of new space. This is the last available space on the campus on which to build, and is an exciting opportunity that will shape our "Boundless" fundraising campaign with regard to entrepreneurship, innovation, design, global engineering, sustainability, water, energy, and infrastructure.

A planning committee, chaired by Professor Emeritus Ronald Venter, has been formed and will request input from students, faculty and staff.

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

The final Dean's and Engineering Society's town hall of the academic year was held on February 10. Approximately 50 students attended.

The meeting format centred on four tables that discussed teaching evaluation priorities, ideas for Site 10, student priorities for information technology, and student priorities for career preparation. Each table included a member from the Faculty and from the Engineering Society who guided discussions and gathered feedback. The table discussions led to a positive exchange of ideas, which will be summarized by the Faculty and made available to students by the Engineering Society.

Other suggestions were put forward on how to improve tutorials, which the Faculty will be investigating, and issues were raised regarding IT that will be addressed through the Engineering Computing Facility.

Updates were provided on the space and technology concerns raised at the October Town Hall. Regarding evaluations feedback, an optional and anonymous mid-term online evaluation tool, developed for professors to gather feedback, was piloted during the second half of the term. A fair number of people participated in the pilot and the evaluation tool has been rolled out again. Members were asked to encourage their faculty members to participate. Regarding technology concerns, after reading week the Faculty piloted a laptop sign-out program through the library, added scanners to library workstations, and added remote printing capability with the first station outside of the Engineering Society office.

#### **(c) Convocation**

Our Faculty will have two convocation ceremonies on June 20.

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

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

Dean Amon encouraged Faculty and staff to attend the convocation ceremonies.

#### **(d) CEAB Review**

We are currently coordinating the CEAB review date, which will take place in October or November. Further information will come forward through members' program representatives. Our goal is to achieve the maximum six-year accreditation.

Preparing for the review has given our Faculty the opportunity to examine our curriculum and our students' proficiencies and achievement of graduate attributes.

Dean Amon thanked members for all of the work they have done so far, in particular Susan McCahan, who is leading the CEAB review preparation.

#### **(e) Workload Policies**

Last year, the University announced the new Workload Policy and Procedures (WLPP) for Faculty and Librarians, which sets out the principles governing the establishment and assignment of workload across the University.

The Faculty subsequently created a Framework for Developing Unit Workload Policies that was reviewed by Chairs and Directors and used by each department's and institute's WLPP committee to draft their unit policy. Each unit has completed their policy and distributed it to unit members.

**(f) Search for the Chair of Civil Engineering**

The term of the Chair of the Department of Civil Engineering, Brenda McCabe, ends on December 31, 2012. She is eligible for re-appointment.

A memo was recently sent to the Department, inviting them to nominate individuals to serve on the Advisory Committee by March 9.

**(g) Celebrating Engineering Excellence**

Our annual Celebrating Engineering Excellence Reception will take place on April 18 from 4:00-6:00 in GB202, where we will celebrate members of the Faculty who have received honours, awards and major research grants throughout the year.

Dean Amon stated that it is because of the efforts of everyone in our Faculty that we have a worldwide reputation as a leading engineering school, and encouraged members to attend the reception.

**(h) Sabbatical**

Dean Amon closed by informing Council that she will be on sabbatical from March 16 through June 15, 2012 and that Professor Yu-Ling Cheng will be Acting Dean during this time.

There were no further comments or questions, and the Dean's Report was received for information.

**5. Mineral Resources Undergraduate Certificate**

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

Graeme Norval, Chair of the Undergraduate Curriculum Committee, presented the proposal to establish a Mineral Resources Undergraduate Certificate, circulated in advance as Report 3324. Dr. Norval stated that this is a technical certificate that emphasizes the importance of mining in Canada.

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

“THAT the Faculty establishes a Mineral Resources Undergraduate Certificate.”

After a brief discussion, the Speaker called the question and the motion was carried.

## **6. Substantive Curriculum Changes for 2012-2013**

Graeme Norval, Chair, presented the Undergraduate Curriculum Committee's proposed curriculum changes for 2012-2013, which were circulated in advance as Report 3323 and involve Civil Engineering, the Environmental Engineering Minor and Bioengineering Minor, and Engineering Science.

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

“THAT the proposed substantive curriculum changes be approved and introduced in the 2012-2013 academic year.”

There was no discussion and the motion was carried.

## **7. Criteria for Achieving Graduation with Honours**

Tom Coyle, Chair of the Examinations Committee, presented the proposed changes to the criteria for achieving graduation with honours, which were circulated in advance as Report 3326.

The changes to the criteria are being proposed in order to simplify the process and to better reflect students' overall performance without penalizing students who, for example, might be participating in international exchanges in third or fourth year, or who do not achieve a combined 4F and 4W weighted sessional average of 80% in fourth year.

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

“THAT the criteria for achieving graduation with honours be changed to the following:

‘To obtain honours standing on graduation, a student must achieve a cumulative average across years 2, 3 and 4 of 79.5% or higher and a weighted 4th year average of 74.5% or higher (regardless of load) excluding any required first year courses, repeated courses, and courses marked as EXT.’”

In response to a question, Professor Coyle stated that students in this year's graduating class can choose either the old or the new criteria, whichever is more favourable to them. He also confirmed that most programs consider three-year averages, and that three-year averages best represent students' overall performance. Members also discussed if the proposed changes would have an effect on students' NSERC eligibility, or their ability to enter graduate programs.

The Speaker called the question and the motion was carried.

## **8. Flex-time PhD Option in Mechanical & Industrial Engineering**

Jean Zu, Chair of the Department of Mechanical & Industrial Engineering, introduced the proposal to establish a flex-time PhD option in her Department. She then called upon Markus Bussman to present Report 3329 Revised, which was circulated on March 2. He explained that the revision, requested by the School of Graduate Studies, was to remove the seminar series

exemption from the original report unless students have enough breadth of knowledge due to work experience.

Professor Bussmann explained that the proposal is another avenue of industry-university collaboration that will allow a few highly-qualified engineers already employed in industry to pursue a PhD while remaining employed. It is an existing program within the School of Graduate Studies, but has not yet been implemented in our Faculty.

Professor Bussmann reviewed the program requirements, procedures for admissions and student supervision, and intellectual property considerations, and compared the proposal to alternate PhD programs at other universities.

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

“THAT the Flex-time PhD Option in the Department of Mechanical & Industrial Engineering be established.”

Members discussed what might happen if a student’s employment were terminated, whether there were geographical limitations regarding students’ workplaces, possible funding implications, what might happen if a student’s research were detrimental to the employer, and what level of oversight is acceptable in both flex-time and regular PhD programs. Members also commented on their experiences as supervisors or students in flex-time programs.

The Speaker called the question, and the motion was carried.

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

The Speaker reminded members that the following reports are for Council’s information.

### **(a) Engineering Graduate Education Information Report**

The Engineering Graduate Education Committee’s report was circulated in advance as Report 3328.

Christopher Damaren, Chair, presented the report, which consists of the approval of 16 new courses, the re-naming of two courses, and the deletion of one course, as well as the addition of a doctoral program to the collaborative program in Global Health.

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

### **(b) Examinations Committee: Lifting Probation for Graduation**

The Examinations Committee’s report was circulated in advance as Report 3325 Revised.

Tom Coyle, Chair, presented the report, noting that guidelines stating the academic standing of *Proceeding on Probation* or *On Repeat Probation* on transcripts at the conclusion of the session during which all requirements for graduation are satisfied, were changed to *Pass* (or *Honours* if applicable) to eliminate the potential for confusion or misinterpretation of a student’s record.

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

### **10. Other Business**

Members voted to allow Albert Lam, Council member and President of the Biomedical Engineering Students Association to address Council regarding the timing and method of a recent announcement regarding an ancillary fee increase, which he stated was detrimental to students' education and standard of living.

Professor Paul Santerre of IBBME responded, explaining the method by which the fee increase was introduced and communicated, and stated that the students' concerns with the timing of the fee increase announcement was being addressed at Simcoe Hall.

### **11. Date of Next Meeting**

The final meeting of Faculty Council is April 26, 2012.

### **12. Adjournment**

The Speaker thanked members for attending and participating in the meeting. The meeting adjourned at 1:40 p.m.

/cz&cdf&ylc  
Rev. 23/04/2012 9:51 AM