



University of Toronto

FACULTY OF APPLIED SCIENCE AND ENGINEERING
FACULTY COUNCIL

Minutes of the Faculty Council

Monday February 25, 2008

12:10 - 2:00 p.m.

Michael E. Charles Council Chamber, Galbraith Building

Present:

Yu-Ling Cheng (Speaker)
J. Stewart Aitchison
D. Grant Allen
Cristina Amon (Dean)
Michael E. Charles
Will Cluett
Rai Dhatti
Levente Diosady
Khoun Doan
Ike Goodfellow
Murray Grabinsky
Glenn Hibbard
Julie Hommik
Greg Jamieson
Frank Kschischang
Eva Kuhn
Raymond Kwong
Yuri A. Lawryshyn
Ofer Levi
Jörg Liebeherr
Nabil Mansour
Brenda McCabe
Barbara McCann
Liam Mitchell
Javad Mostaghimi
Edward On
Vladimiro G. Papangelakis

Doug Perovic
Mary Jane Phillips
Doug Reeve
Shamim Sheikh
Anthony Sinclair
Ronika Srdic
Olev Trass
Shaharokh Valaee
Frank Vecchio
Chris Yip
Wei Yu
David Zingg

Guests:

Estina Boddie
Paul Cadario
Michael Goldsbie
Leslie Grief
Beryl Martis
Margaret McKone
Tom Nault
Graeme Norval
Geoffrey Siu
Carolyn Farrell

1. Report of the Dean

The Dean acknowledged the presence of **Paul Cadario**, one of the Faculty's distinguished alumni and President of the University of Toronto Alumni Association. Mr. Cadario was in town for a number of reasons, one of which included the Dean's Advisory Board on Academic Affairs, on which he serves as Chair.

1. Report of the Dean (cont'd)

The Dean reported on the following matters.

a) Senior Appointments / Searches

- Congratulations to **Brenda McCabe**, who assumed the position of Chair, Civil Engineering on January 1, 2008. She previously served as Vice-Dean, Graduate.
- The final approval for the **Vice-Dean, Graduate** was expected by the end of the week.
- Congratulations to **Trevor Cuddy**, who was recently appointed the new Director of the Professional Development Centre. Under Trevor's leadership, the Faculty's outreach activities will be merged with its professional course offerings.
- The search for a **Co-ordinator of Recruitment** is continuing.
- The search for a **Director of IBBME** is in its final stages.
- The final stages of interviews for the **Executive Director Advancement** position are being conducted.

News of these appointments will be included in the Faculty Newsletter.

b) Awards

Faculty members continue to be recognized for their outstanding talents. Recent awards include:

- Two of the 10 Canadian researchers who were awarded the prestigious **Killam Research Fellowship** were from the Faculty. Congratulations to **Molly Shoichet**, IBBME/ChemEng: and **Elizabeth Edwards**, ChemEng who were the UofT recipients this year.
- **Ontario Research Fund Research Excellence program**, supported by the Ministry of Research and Innovation awarded over \$17M of research funding to the Faculty.
 - Three Lead Investigators, Professors **Warren Chan**, IBBME, **Dimitrios Hatzinakos**, ECE, and **Nazir Kherani**, ECE.
 - Three subcontracts: **Bob Andrews**, CIV, **Nassir Ashgriz**, MIE, and **Reza Iravani**, ECE.
- Professor Emeritus **James Smith**, ChemEng, and **Carmine Fontana** (8T1), VP of Gas Processing for Eco-Tec Inc., received the Canadian Manufacturers and Exporters 2007 Award for Innovation.

The Dean observed that awards are great venues to acknowledge accomplishments of faculty, students and staff, and also help enormously to increase visibility of the Faculty in Canada and internationally. She thanked all those who had been involved with the nomination processes.

1. Report of the Dean (cont'd)

The Dean announced the reestablishment of **McCharles Prize for Early Career Research Distinction** the details of which included:

- for pre-tenure tenure-stream faculty members;
- commemorative medal, plaque and \$25,000, of which \$5,000 was a personal award and \$20,000 was discretionary research funds; and
- the deadline for nominations for the award is Friday, March 28, 2008; and to be awarded at Faculty Council on May 28.

c) **Undergraduate/graduate enrolment**

- Applications for the Faculty are up this year in Ontario by 4.8%, while applications to the University of Toronto are down by 2%.
- Applications to the Faculty of Applied Science and Engineering are up by 11% for first-choice, which will help the Faculty reach its goal of improving the quality of incoming students and reducing attrition rates. (Attrition rates have risen in past 5 years from 5% to 17%).
- The Faculty plans to decrease undergraduate intake by 15% this coming year compared to last year.
- The Faculty's next goal is to increase the admission yield, which is the ratio of those who decide to enrol over those admitted. Many thanks for all your efforts on the post-offer recruitment.
- The Faculty also plans to increase graduate student enrolment, particularly for MEng and PhDs.

The Dean thanked all those who had been involved with the Faculty's recruitment initiatives.

d) **Student Experience**

i) **Town Hall Meeting**

The Dean explained that the Faculty had hosted its first Town Hall Meeting for undergraduate students. This was an opportunity to share the Faculty's new initiatives, to improve students' experiences and served as a forum for students to ask questions, hear responses and voice their opinions and concerns.

Over 80 students came and asked questions and provided feedback. The Dean was pleased with the turnout at this inaugural event, and looked forward to future Town Hall meetings.

1. Report of the Dean (cont'd)

ii) **Student Experience Fund**

The Dean described the three applications made by the Faculty to the **Student Experience Fund**

1. Engineering Computer Facility Application Environment
2. Engineering and Computer Science Library Space Renovation
3. Bioengineering Program Design and Laboratory Space Enhancements

The outcome of this competition will be announced in the Faculty Newsletter.

e) **Dean's Meetings with faculty**

The Dean noted that, since coming to the Faculty, she has had an opportunity to meet with most faculty members through informal luncheons. She has learned a lot about the Faculty through these discussions and has received very helpful advice.

f) **Dean's Meetings with Staff**

The Dean indicated that she was continuing to meet with the Faculty's administrative staff and she was pleased to report that she continued to receive helpful advice, some of which has been acted upon.

g) **Advancement**

The Faculty's Senior Academic Leadership Team is currently working on fundraising priorities and is establishing a document for developing a major gift case for support. Work will continue on this component and will expand as the University Plan Towards 2030 evolves.

A Dean's Advisory Board on Academic Affairs had been established. Members include Paul Cadario (chair), Lorna Gibson (Associate Provost at MIT, CivEng), Eugene Polistuk (former Celestica, ECE). The inaugural meeting of the Advisory Board will take place in April.

A Dean's Council on Strategic Development, chaired by George Myhal, has also been established.

The Dean said she was confident that the Faculty's fundraising efforts and successes, together with the University's new budget structure, will enable a strong financial situation, where decisions will be driven by academic priorities instead of being constrained by budgetary conditions.

h) **Convocations**

The Dean invited those present to mark Monday, June 16, the date of Engineering convocations, in their calendars.

Degrees in the CIV, ECE, GEOL, LASS, MIN, MSE programs would be conferred at the morning ceremony, scheduled for 10:00 a.m. Degrees in the AER, BIOMED, CHE, ENGSCI, and MIE programs would be conferred in the afternoon ceremony, scheduled for 2:30 p.m. Donald MacKay will be the Honorary Graduate for the 2:30 p.m. ceremony. The Convocation Speaker for the morning ceremony will be confirmed at a later date.

1. Report of the Dean (cont'd)

The Faculty will host a reception at Hart House immediately after both ceremonies.

i) **Miscellaneous**

The Dean invited those present to send comments on the PEY Review to Grant Allen. Both the strategic plan/academic mission and the business plan and space needs will be addressed in the review.

2. Engineering Science Program: Change in Wording of “Option” to “Major” on Academic Transcript

(Arising from the Curriculum Committee)

Professor Cluett explained that the proposal to rename the ‘Option’ to ‘Major’ in the Engineering Science program is intended to better reflect the student’s major field of study, particularly to employers and graduate schools. There was no discussion.

On motion duly moved and seconded,

It was resolved

For students graduating from the Engineering Science Program in the Faculty of Applied Science and Engineering,

THAT their ‘**Option**’ be renamed their ‘**Major**’ on their official academic transcript to properly recognize the field they have chosen to focus on in Years 3 and 4 of their Program, effective June 2008.

3. Faculty Grading Practices: Amendments

(Arising from the Curriculum Committee)

Professor Diosady explained that the proposed amendments to the Faculty Grading Practices are intended to formalize the current practice of Teaching Assistants helping Instructors with the marking of final examinations. The Committee is also recommending Guidelines for the implementation of the proposed changes in the grading practices.

The following points were raised in discussion:

- Are there Guidelines for TA marking, since some questions are more subjective than others?
 - The Instructor must provide clear instructions on marking to TA’s.
 - The same question should be marked by the same person.
- Not all exams will be marked by TA’s.
- Will class size determine which exams will be marked by TA’s?
 - Each Department will have to decide the appropriate class size for the involvement of TA’s in marking exams.
- A number of strategies could be developed to deal with marking.
- Ultimately it is the responsibility of the Instructor to ensure that the marking of examinations is fair and appropriate.

3. Faculty Grading Practices: Amendments (cont'd)

On motion duly moved and seconded,

It was resolved

THAT the proposed changes to the Faculty Grading Practices concerning the grading of final examinations be approved; and

THAT the new Guidelines for TA Support in Marking Final Examinations be adopted.

4. First-year Promotion Regulations: Amendments

(Arising from the Examinations Committee)

Professor Diosady explained that, over the past few years, an increasing number of first year students have registered on a part-time basis in 1F, or elected for a reduced course load. As the T-Program was designed for full-time, full-load students, the First Year Office has found it increasingly difficult to administer the T-program to this group of students in an effective manner.

The proposed amendments to the First Year Promotion Regulations will:

- a) exclude part-time students from enrolment in the T-Program;
- b) clarify the number of courses that may be repeated; and
- c) remove the exclusion of APS111H1 from the T-Program repeated courses.

On motion duly moved and seconded,

It was resolved

THAT the Amendment to First Year Promotion Regulations, as outlined in the Report #3212 of the Examinations Committee, be approved.

5. Report #3214 of the Engineering Graduate Education Committee

Professor McCabe informed the Council that the Engineering Graduate Education Committee had been created to support the changes in the governance of the School of Graduate Studies. The Report of the Committee included the new/modified courses that had been approved since November 2007.

The following program changes were approved by the Committee:

- AER Masters of Engineering: reduce the number of required courses from 12 half courses to 10
- CHE Master of Engineering: change in program requirement to allow completion in course only option
- CIV PhD Coursework requirements for CIVIL
- CIV The name “Geotechnical Engineering” changed to “Engineering Geoscience” (pending OCGS)
- ECE Change in program policy – all students must now declare a field of expertise.

6. Date of the Next Meeting

The Speaker reminded members that the date of the next meeting was Wednesday, May 28, 2008.

The meeting adjourned at 12:50 p.m.