



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

**Minutes of the Faculty Council Meeting of
Thursday, April 18, 2013
12:10 – 2:00 p.m.
Michael E. Charles Council Chamber, Galbraith Building**

Present:

Tony Sinclair (Speaker)
Edgar Acosta
Dionne Aleman
Grant Allen
Cristina Amon (Dean)
Jason H. Anderson
Stavros A. Argyropoulos
Joe Baptista
Jason Bazylak
J. Christopher Beck
Evan Bentz
Sharon Brown
Markus Bussmann
Arthur Chan
David Chartash
Yu-Ling Cheng
Alan Chong
Chris Damaren
Jim Dawson
Khuong Doan
Jennifer Drake
Greg J. Evans
Carolyn Farrell
Krisztina Harmath
Jason Hearst
Heather Hines
Albert Huynh
Robert Irish
Greg Jamieson
Bryan Karney
Penny Kinnear
Mark Kortschot
Ofer Levi
Jessica Li
Susan McCahan
Farid Najm
Jun Nogami
Graeme Norval
Vladimiro G. Papangelakis

Joseph C. Paradi
Doug D. Perovic
Jane Phillips
Doug Reeve
Paul Santerre
Shaishav Shah
Micah Stickel
Kenneth Tallman
Karla Telidetzki
Olev Trass
Burhan Turksen
Frank J. Vecchio
Peter Weiss
Lydia Wilkinson
Farhad Yahyaie
Christopher Yip
Jean Zu

Regrets:

Brenda McCabe
Barbara McCann

Guests:

Sonia de Buglio
Katherine Blanchard
Liz Do
Shilpa Gantotti
Madelyn Herschorn
Soula Homatidis
Taz Hudani
Matt Lattavo
Lesley Mak
Megan Murphy
Tom Nault
Aaron Persad
Chirag Variawa
Sandy Walker
Geoff Wichert
Caroline Ziegler

1. Welcome / Adoption of Agenda

Council Speaker Tony Sinclair thanked members joining the final Faculty Council meeting of the 2012-2013 academic year and welcomed all present, in particular undergraduate and graduate student members. He noted that members had received the agenda and meeting package on April 4 and that Report 3381, the Constitution Recommendations, was distributed on March 18.

The Speaker proposed the agenda be amended to move the Recognition of Service from the end of the meeting to immediately before the Dean's Report, because one of the award recipients had to leave the meeting early.

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

THAT the amended agenda be adopted.

2. Adoption of Minutes of the Previous Meeting

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

THAT the minutes of the meeting of February 14, 2013 be approved as circulated.

3. Introduction of New Faculty Member

The Speaker called upon Grant Allen, Chair of the Department of Chemical Engineering and Applied Chemistry, to introduce his new faculty member, Arthur Chan.

4. Recognition of Service

(a) Retiring Faculty Members

The Speaker acknowledged two faculty members who are retiring in 2012-2013 and thanked them for their contributions to the Faculty. These are Professors Stavros Argyropoulos of the Department of Materials Science and Engineering, and Bill Vanderburg of the Department of Civil Engineering.

Jun Nogami, Chair of the Department of Materials Science and Engineering, recognized the contributions made by Professor Argyropoulos. Dean Cristina Amon presented Professor Argyropoulos with a gift of an engraved captain's chair.

Professor Vanderburg was regrettably unable to attend the meeting.

(b) Outgoing Academic Administrators

Dean Amon acknowledged three academic administrators who are completing their terms: Professor Chris Damaren, who served as Vice-Dean, Graduate Studies from 2008-2013; Professor Brenda McCabe, who served as Chair of the Department of Civil Engineering from 2008-2013; and Professor Paul Santerre, who served as the Director of the Institute for Biomaterials and Biomedical Research from 2008-2013. Dean Amon thanked the two professors present for their service to the Faculty and presented them with a gift of an engraved jade plaque. Professor McCabe was regrettably unable to attend the meeting.

(c) Teaching Assistant Award

Established by Faculty Council in May 2010, the Teaching Assistant Award recognizes teaching assistants who demonstrate outstanding performance in classroom instruction, consultation with students outside class, the use of effective teaching methods, and the development of course material.

Dean Amon presented Aaron Persad, a PhD candidate in Mechanical Engineering, with the award of an engraved jade plaque, and thanked him for his outstanding contributions to engineering education in Faculty.

5. Report of the Dean

Dean Amon welcomed members to the final Faculty Council meeting of the academic year and provided the following remarks.

(a) Dean's Office

Dean Amon was pleased to be back from a comprehensive trip through Malaysia, Singapore and Hong Kong where she met with many prospective students and a number of our alumni at several well attended events. It was heartening to see the loyalty and pride of our alumni, and their enthusiasm for our Boundless campaign and the new building, the Centre for Engineering Innovation and Entrepreneurship. Dean Amon thanked Jim Dawson and his team for the excellent effort they put forward in arranging such a successful tour, and Professor Yu-Ling Cheng, who served as Acting Dean during this time.

(b) Centre for Engineering Innovation & Entrepreneurship

Plans for the development of the new Centre for Engineering Innovation and Entrepreneurship are progressing very well. Montgomery Sisam Architects, founded by U of T alumni, have been selected in partnership with the British firm Fielden Clegg Bradley Studios. Montgomery Sisam are well known for their commitment to sustainability and energy efficiency; they have successfully worked on our campus's Examinations Centre, and the Arts and Administration Centre and Joan Foley Hall residence at UTSC.

Council members will continue to be updated and consulted on this important Faculty initiative as the design plan takes shape.

(c) External Reviews

The Department of Materials Science and Engineering and the Edward S. Rogers Sr. Department of Electrical and Computer Engineering will undergo external reviews next month. In addition, the Department of Mechanical and Industrial Engineering is preparing for their external review, which will take place in November.

(d) Dean's Strategic Fund

On April 24 and 25, the Dean's Strategic Fund Evaluation Committee will review the proposals it has received and will inform Department Chairs and Directors of the outcomes in early May.

(e) Engineering Instructional Innovation Program

Several proposals have been submitted in response to our call to the newly established Engineering Instructional Innovation Program. The Evaluation Committee will meet on April 26 to determine which projects will be selected to go forward, and a formal announcement of the results will follow.

(f) CEAB Accreditation Review

The CEAB review process is nearing completion. We received very positive reviews on all nine of our undergraduate programs, and our final Faculty response will be submitted to CEAB in mid-May. The Accreditation Board will meet June 2-4 to discuss our review, and will issue our accreditation letter mid-to late-June. Dean Amon thanked everyone involved in the review for the tremendous effort and dedication they invested in this process.

(g) Engineering Society

The 2013-2014 Officers of the Engineering Society were announced: Mauricio Curbelo (President), Gordon Tattle (Vice-President, Finance), Thomas Santerre (Vice-President, Communications), Shaishav Shah (Vice-President, Academic) and Gabriel Stavros (Vice-President, Student Life).

Dean Amon extended gratitude and best wishes on behalf of the Faculty to the outgoing Engineering Society Executive for their tremendous focus and work, stating that it has been a pleasure working with them over this past year. She asked those present to stand up to be recognized.

(h) Convocation

The Faculty's convocation ceremonies will take place on June 19, and members were encouraged to attend to say farewell to our student graduates.

Dean Amon thanked Professors Barry Adams and Tony Sinclair for agreeing to serve as Faculty Readers in those instances where departments do not have their own University Reader assigned.

(i) Celebration of Excellence

Members were encouraged to attend the Faculty's annual "Celebration of Excellence" reception, which will take place on April 24.

6. Business Arising from Minutes

Christopher Yip, Chair of the Admissions Committee, presented Report 3365 Revised, a correction to the Admissions Cycle 2012 Update which was received for information at the November 29, 2012 Faculty Council meeting.

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

7. Constitution Recommendations

The following is a special motion, requiring a two-thirds majority of members present and voting to carry.

Dean Amon presented Report 3381, recommendations to update the Faculty's Constitution. The report contains recommendations to revise the Constitution according to requirements from the Office of Governing Council. These recommendations reflect that our Faculty Council has delegated authority to approve modifications to existing degree programs; transcript notations within existing degree programs; and the establishment, termination and modification of diploma programs and certificate programs. Other changes include minor updates to modernize and standardize the language of our Constitution.

Dean Amon provided an update on the parallel work of the Task Force to Review the Faculty's Constitution, including the membership composition of Council, which was struck in September 2012 and is chaired by Professor Emeritus Phil Byer. The Task Force held extensive consultation meetings to gather input from all of Council's constituencies, including teaching staff, students, administrative staff, alumni and professors emeriti, and submitted its final report in mid-March. The Dean will obtain additional input on the Task Force's recommendations over the coming months.

At the conclusion of her presentation, Dean Amon moved and Greg Evans seconded –

THAT Council approved the changes to the Constitution of the Faculty of Applied Science and Engineering, as indicated in the attached Report 3381 and subject to approval by the Governing Council.

There was no discussion. The Speaker called the question, and the special motion was carried, with 53 votes in favour.

8. New Course Evaluation Framework Questions and Implementation

Edgar Acosta, Chair of the Teaching Methods and Resources Committee, presented Report 3382 Revised, which contains divisional questions recommended by the TMRC for the new course evaluation form. These follow the new course evaluation framework and Faculty teaching priorities that were approved by Faculty Council in April 2012. Susan McCahan, TMRC member, explained the evaluation process that will be followed by the Centre for Teaching Support and Innovation (CTSI).

At the conclusion of the presentation, Dean Amon moved and Joe Paradi seconded the following motion—

Motion #1

THAT the Faculty of Applied Science and Engineering adopt the Faculty-level question items 1 through 11 to evaluate the undergraduate courses offered by the Faculty, and that any minor changes, originated from the process of validation, be approved by the Teaching Methods and Resources Committee.

Members discussed the deadline for faculty members to submit the instructor-level questions, paper versus online evaluation process, student participation rates, and the appropriateness of CTSI validating Item 7 (Question 16).

Motion to Amend

The following motion to amend was moved by Farid Najm, seconded by Greg Jamieson, and duly carried –

THAT Item 7 (Question 16) “What is your overall rating of the instructor as a teacher?” be excluded from the CTSI validation process.

Amended Motion #1 was then on the floor.

THAT the Faculty of Applied Science and Engineering adopt the Faculty-level question items 1 through 11 to evaluate the undergraduate courses offered by the Faculty, and that any minor changes, originated from the process of validation, be approved by the Teaching Methods and Resources Committee. Item 7 (Question 16) will be excluded from the CTSI validation process.

After further discussions, the Speaker called the question, and the motion was carried.

Motion #2

Dean Amon moved and Susan McCahan seconded the following motion –

THAT the Faculty of Applied Science and Engineering implement the new evaluation framework starting the Fall term of 2013.

Members discussed the process of evaluating Teaching Assistants. The Speaker then called the question, and the motion was carried.

9. Department of MIE Proposal to Restructure Approved Fields

Chris Damaren, Chair of the Engineering Graduate Education Committee, presented Report 3380 Revised, a proposal to restructure the Mechanical and Industrial Engineering Department's nine graduate fields.

At the conclusion of the presentation, Dean Amon moved and Chris Damaren seconded the regular motion –

THAT the MIE proposal to restructure nine fields be adopted.

There were no questions. The Speaker called the question and the motion carried.

10. Changes to the Undergraduate Curriculum for 2013-2014

Susan McCahan of the Undergraduate Curriculum Committee presented Report 3385 Revised, which summarizes major changes to the Faculty's undergraduate programs, affecting Chemical Engineering, Cross-Disciplinary Programs, Electrical and Computer Engineering, Engineering Science, Mineral Engineering, and the Engineering Communication Program.

At the conclusion of the presentation, Dean Amon moved and Susan McCahan seconded the regular motion –

THAT the changes to the Undergraduate Curriculum for the 2013-2014 Academic Year be approved.

After discussing whether a program would continue to meet the requirements of the Canadian Engineering Accreditation Board as a result of the proposed changes, the Speaker called the question and the motion carried.

11. Reports and Recommendations of Standing Committees

(a) Engineering Graduate Education Report

The Speaker asked if members had questions regarding Report 3379, which lists the approval of three new courses and a new graduate emphasis in Advanced Water Technologies and Process Design, as well as program requirement changes affecting the Material Science and Engineering PhD program.

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

12. Membership of Faculty Standing Committees, 2013-2014

The Speaker asked if members had questions regarding Report 3384 Revised, a listing of candidates for the Faculty's eight Standing Committees for the upcoming academic year.

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

An updated list will be circulated to Council in the fall of 2013.

13. Nominations for the Academic Appeals Board, 2013-2014

The Speaker asked if anyone had questions regarding Report 3387, which lists the updated membership of the Academic Appeals Board for the upcoming academic year.

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

An updated list will be circulated to Council in the fall of 2013.

14. Report of the Engineering Alumni Honours and Awards Committee

Doug Reeve, Chair of the Committee, presented Report 3386 which lists candidates for induction into the 2013 Engineering Alumni Hall of Distinction, and recipients of the Engineering Alumni Medal, 2T5 Mid-Career Award, 7T6 Early Career Award, and Malcolm McGrath Award.

Dean Amon stated that one of the inductees, Donald Sadoway (EngSci 7T2, MSE MASc 7T3, PhD 7T7), will be a commencement speaker at spring convocation, and will receive an honorary PhD in recognition of his pioneering research and outstanding contributions to higher education and sustainable energy.

Professor Reeve noted that the annual Alumni Awards Dinner will be held on November 1 in the Great Hall, Hart House.

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

15. Other Business

Greg Evans was congratulated for winning the Northrop Frye Award, one of the University's Awards of Excellence.

16. Date of Next Meeting

The 2013-2014 Faculty Council meeting schedule is being developed and will be circulated to Council members by the end of the academic year.

17. Adjournment

The Speaker thanked members for attending the meeting, and for their contributions throughout the year.

The meeting was adjourned at 1:55 pm.

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