

**RYERSON UNIVERSITY**

AGENDA

ACADEMIC COUNCIL MEETING

Tuesday, January 14, 2003

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5:30 p.m. A light dinner will be served in The Commons, Jorgenson Hall, Room A-250.

6:00 p.m. Meeting in The Commons.

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- Pages 1-2      **1. President's Report**  
1.1 Achievement Report  
1.2 Progress Indicators and Related Statistics 2001/02 – Paul Stenton
- Page 3-4      **2. Report of the Secretary of Academic Council (#W2003-1)**  
2.1 **New Policy:** Policy #157 – Student E-Mail Account
- 3. The Good of the University**
- Pages 5-12    **4. Minutes of the December 3, 2002 Meeting**
- 5. Business arising out of the Minutes**  
5.1 Modification of Course Change Form
- 6. Correspondence**
- 7. Reports of Actions and Recommendations of Departmental and Divisional Councils\*\***
- Pages 13-14    7.1 **From Engineering**  
                 - Course deletions in Architectural Science  
                 - Course addition in Architectural Science
- 8. Reports of Committees**
- Page 15        8.1 Composition and By-Laws Committee (#W2003-01)  
Page 16        8.2 Nominating Committee (#W2003-01)
- 9. New Business**
- 10. Adjournment**

**\*\*Additional items:**

- Pages 17-19    - Department of Geography – Program Name Change  
(Name change from “**Program in Applied Geography**” to “**Program in Geographic Analysis**”. Name of Academic Unit offering the program will be “**Department of Geography**”
- Page 20        - Course addition in Early Childhood Education

## **RYERSON UNIVERSITY ACHIEVEMENT REPORT**

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For the January, 2003 meeting of Academic Council

**Katherine Penny**, director of the School of Hospitality and Tourism Management, was named Educator of the Year by *Hotelier Magazine* and received her Pinnacle Award at a ceremony Dec. 6.

**Myer Siemiatycki** of Politics is co-leader on a project that has been awarded \$207,150 from the National Centres of Excellence GEOIDE (Geomatics for Informed Decisions) program. The award is for a two-year project entitled "A Geomatics Approach to Immigrant Settlement Services: The Integration of Supply and Demand over Space and Time." Also involved from Ryerson are **Mehru Ali**, **Marie Truelove** and **Shuguang Wang**.

**Agnes Meinhard**, Director of the Centre for Voluntary Sector Studies, has been appointed to the Management Board of the Centre of Excellence for Research on Immigration and Settlement. CERIS is a SSHRC-funded joint initiative of Ryerson, York University and U of T.

### ***Events***

The School of Business Management hosted a local simulcast of the annual visionary lecture presented by the Office for Partnerships for Advanced Skills Nov. 25. More than 100 students attended the lecture by Charles Baillie, Chairman and CEO, TD Bank Financial Group.

Dr. **Claude Lajeunesse** hosted the Nov. 26 launch of *Innovation Nation*, a book co-authored by **Ken Grant**, **Wendy Cukier**, **Catherine Middleton** and **Denise Shortt** of Information Technology Management. The book features profiles of 30 Canadian entrepreneurs who combined business with technology to make an impact on the high-tech sector.

On Nov. 19, **Mohamed Lachemi**, Ryerson's Canada Research Chair in Sustainable Construction, delivered a lecture to the Community on his research focus and was the guest of honour at a reception to mark the latest CRC for the University.

President **Claude Lajeunesse** delivered the keynote address at the annual Ontario Professional Engineers Awards Gala Nov. 15 in Mississauga.

Students, faculty and staff attended the President's annual holiday celebration Dec. 9.

A total of 17 new staff and faculty were inducted into Ryerson's 25 Year Club, at a reception and ceremony held Nov. 21.

Harvard University's Michael Ignatieff and Disability Studies professor **Catherine Frazee** held a public dialogue on citizenship at a special event presented Dec. 13 by the School of Disability Studies.

On Dec. 6, Ryerson hosted the Deputy's Council, which includes all deputy ministers in the Ontario government. A number of the DMs attended a session on technology in the classroom, delivered by **Gosha Zywno** of Electrical and Computer Engineering.

## *Media Coverage*

**Donna Smith**, director of the School of Retail Management appeared on Global TV's *Moneywise* Nov. 25 to talk about a special project with Gateway newsstands that will see Ryerson students in Retail and Interior Design plan a new Gateway facility on the Sheppard subway line.

**Tom Barcsay** of History commented in the *Globe and Mail* on the historical accuracy of feature films such as *The Patriot* and *Ararat*.

A study on the impact of suburban big box retail stores on the downtown core of cities and towns by **Ken Jones**, director of the Centre for the Study of Commercial Activity, was reported in the *Toronto Star* Nov. 28.

**John Miller** of Journalism appeared on 680 News Nov. 26 talking about the ethics of eavesdropping, in particular the case of the prime minister's advisor who was overheard commenting on George Bush.

**The Toronto Star reported Dec. 3 that President Claude Lajeunesse is one of 36 local leaders who will be serving on the Toronto City Summit Alliance to help move the city into the future, based on the recommendations of the Toronto City Summit, co-hosted by Ryerson.**

Associate Vice President Academic **Judith Sandys** appeared on CBC Radio's *Metro Morning* Dec. 3 to talk about group homes in the wake of the death of a group home resident.

**Greg Inwood** of Politics appeared on CBC TV's *Canada Now* Nov. 15 discussing the province's policy on electricity deregulation.

**Vice President Academic Errol Aspevig was quoted in the Nov. 14 Toronto Star commenting on the new applied degrees for colleges.**

**Michael Murphy** of Radio and Television Arts is one of 25 leading Canadian researchers chosen to author an essay in a new book, *inno'va-tion*, produced by the Canada Foundation for Innovation and published by Key Porter Books. Dr. Murphy's essay is on the evolution of electronic communications and media and why Canada has played such a significant role in its evolution.

**Catherine Moher**, manager of the Gerrard Resource Centre, was interviewed on CBC radio Nov. 26 on the issue of child poverty.

**Jim Mars** of Urban and Regional Planning appeared on CBC TV News Nov. 19 discussing the new Sheppard subway line.

**Report of the Secretary of Academic Council  
W2003#1  
January 14, 2002**

1. Academic Council Elections: See [www.ryerson.ca/acadcouncil](http://www.ryerson.ca/acadcouncil) for guidelines and forms.

Nominations open:	Monday, January 27
Student candidate orientation:	Monday, February 3
Nominations close:	Wednesday, February 5
Names of nominees forwarded to Dean:	Thursday, February 6
Ballots distributed to departments:	Wednesday, February 12
Absentee ballots available:	Thursday- Friday, February 13-14
<b>Election Day:</b>	<b>Monday February 17</b>
Tallied votes to Dean:	Wednesday, February 19
Results to Secretary of Academic Council:	Friday, February 21

2. With the updated e-mail system, it is now possible for all students to have a Ryerson e-mail account. Such accounts are vital for the communication of University information, and the proposed policy would require that all students have and maintain one. A workgroup consisting of representatives from CCS, the Registrar's Office and Student Services has developed the policy in consultation with the Deans and Vice Presidents.

**Motion:** That Academic Council approve the *Policy on Student E-Mail Accounts* (attached).

**RYERSON UNIVERSITY**  
**POLICY OF ACADEMIC COUNCIL**

**POLICY ON STUDENT E-MAIL ACCOUNTS**

Policy Number:	157
Approval Date:	January 2003
Responsible Offices:	Vice President, Academic; Vice President, Administration & Student Affairs; Registrar; Director of Student Services
Review Date:	September, 2006
Implementation date:	Academic Year beginning September 2003

All students in full and part-time graduate and undergraduate degree programs (as well as Diploma in Arts students) are required to activate and maintain a Ryerson University central Matrix e-mail account which shall be an official means by which they will receive University communications.

Only the Vice President, Academic, the Vice President, Administration & Student Affairs, the Registrar, and the Director of Student Services may authorize use of the Matrix system for the sending of bulk e-mails to students.

Procedures for student activation and use, as well as the Ryerson Student Computing Guidelines, shall be available on the Ryerson University website.

**MINUTES OF ACADEMIC COUNCIL MEETING**  
**Tuesday, December 3, 2002**

**Members Present:**

C. Lajeunesse	E. Aspevig	S. Williams
S. Boctor	T. Knowlton	J. Cook
K. Alnwick	C. Matthews	L. Grayson
M. Verticchio	G. Inwood	B. Yoon
M. Creery	B. Abalos	R. Rodrigues
T. Nguyen	J. Dianda	M. Yeates
D. Martin	B. Jackson	D. Heyd
A. Pevec	K. Marciniac	A. Cross
V. Berkeley	G. Meti	M. Dowler
D. McKessock	D. Snyder	M. Koc
E. Trott	C. Cassidy	J. Monro
M. Mazerolle	D. Smith	S. Kumar
J. Welsh	D. Elder	P. George
K. Raahemifar	G. Turcotte	S. Cody
A. Lohi	C. Desouza	M. Booth
F. Salustri	M. Barber	L. Lum
G. Roberts-Fiati	K. Tucker Scott	A. Tam
M. Potter	R. Kup	

**Members Absent:**

I. Levine  
S. Sutherland  
R. Fleming  
G. Cressy  
L. Merali  
M. McCrae  
A. Furman

**Regrets:**

R. Ravindran  
J. Sandys  
S. Marshall  
M. Dewson

## 1. **President's Report**

- Katherine Penny has received the 2002 Pinnacle Award for Educator of the Year from Hotelier Magazine. She will be honored at a luncheon on December 6.
- MTCU has given consent to 22 new applied degree programs to be offered by community colleges. Copies of the list of these programs can be obtained from the Secretary of Academic Council.
- The Theatre School was commended for its three recent productions. Members are encouraged to attend future productions.
- The National Innovation and Learning Summit, held on November 18-19, was co-chaired by President Lajeunesse. Stephen Liss attended from Ryerson. Jane Stewart and Allan Rock attended and Ms. Stewart delivered an address from the Prime Minister, who was unable to attend due to snow. The address outlined the government's expectation and commitment to universities as they pertain to the Innovation Agenda. It committed the government to increased funding of graduate studies. Canadian Universities have agreed to double their research efforts and triple their commercialization performance. Ryerson is well positioned to adapt to the innovation agenda.
- Dr. Michael Doucet, who is ending his term as President of the RFA, was not in attendance, but it was noted that he has been a regular attendee at Academic Council and has intervened in a positive and constructive manner. The President thanked him for his contributions. He is wished well and was applauded by the members.
- The President's Seasonal Party will be held on Monday December 9, from 3:00-5:30 in the Commons.
- The December 6 Memorial will be held in the Quad at noon. The President expressed his regret at being unable to attend this year.

### Update on Academic Planning – Errol Aspevig

Three general meetings have been held and there has been a separate consultation with the Business School. Issues which have arisen are:

- Budget and potential reallocation of funds
- Maintaining and enhancing the quality of programs
- Need to build on Ryerson's history and strengths
- Need not to develop a "one-size-fits-all" model
- Need to move on with SRC and selectively with graduate programs
- Need to recognize different strengths within the professoriate in terms of teaching and SRC
- Continue to respect the Scholarship and Creativity in SRC
- Need to understand studio and practice courses, and not lose fundamental strengths

The Vice President is working on a draft academic plan, to be distributed later this month. Ultimately a process for the development and updating of the academic plan, as well as processes for budget and infrastructure planning, will be developed and distributed. The current focus is on the draft academic plan itself. The target date for the final version of the plan and associated processes is March 2003.

## 2. **Report of the Secretary of Academic Council**

The Secretary made the following corrections to the agenda:

- Page 38 (distributed) is amended and should be replaced.
- Pages 50-51 are duplicates of page 49.
- Page 52 (distributed) has been amended and should be replaced.

- Page 55b (distributed) is an additional form from Interior Design.
- There is a supplemental report from the Academic Standards Committee (distributed).

There will be follow-up discussions and activities based upon the responses to the Academic Integrity Survey.

Guidelines and timelines for elections to Academic Council were announced.

### **3. The Good of the University – Vice Chair Darrick Heyd**

Ombudsperson's report - Nora Farrell stated that she is required to annually report to the Ryerson community on her activities. She does this by reporting to Academic Council and distributing her report through one of the student newspapers. Her report is included in the agenda and she outlined its basic components.

- Follow up to last year's report and the response. There was a recommendation for increased student advisement. The Task Force on Student Success and Retention discussed this need and made recommendations.
- Tables 1-4 present information on this year's complaints
- Subsequent tables give comparative data with previous years.
- Concerns for this year, and the University's response to those concerns, are included.
- The Ombudsperson has been active in consultation on University policy development.
- There is an Ombudsperson committee which was acknowledged.
- The cooperation of the staff and faculty who respond to calls was acknowledged.
- The Ombudsperson does not form an opinion until she has investigated a situation.
- The Ombudsperson is grateful when consulted about making fair decisions. It is unreasonable to assume that everyone knows the principles of natural justice and fairness.
- The courage of people who brought forward complaints was acknowledged. Some people state that in their country of origin, it is not always safe to complain.

Discussion:

- Recommendation 1: It was suggest that there be alumni representation on the committee on civility.
- Recommendation 2: Lack of professionalism related to timely responses to voice and e-mail: Responses are difficult as there is a rising expectation and diminishing ability to respond. It was one member's view that faculty will be busy marking papers, and that some faculty who share computers and phones may find it difficult to respond in a way that students think is reasonable. The issue of student 24-hour e-mail access to faculty was also raised. It may be becoming an unreasonable demand. The University needs to explore limits on the student e-mail access to faculty.
  - Although there may be an abundance of requests for responses, faculty are urged to prioritize. If someone is not going to be available, they should leave a voice mail or e-mail message response to that affect. Working groups need to determine what a reasonable length of time for a response is. There does need to be adequate infrastructure to support faculty in their ability to respond.

### General Discussion

John Cook suggested that there is a lack of "reflection time" during the Fall semester. He finds that students are frustrated about the constraints on their time, including the need for part-time jobs. The semesterization of programs establishes a curriculum where a year of work is put into 13 weeks. It was suggested that a reading week be added to the Fall semester (perhaps in November), as there is in the Winter semester. There is a serious issue of fairness. A course taken in the Winter has a week

built in that the Fall term does not. There was support for the 12-week semester and the concept of providing students more time for independent study or vacation. It was suggested that a variety of options be explored including a four-day weekend break, instead of a full week. It was asked if there is a legal impediment to moving to a 12-week semester. It is possible to designate one of the weeks of the 13-week semester as a week away from classes. The week could be either mid-semester or before exams. Keith Alnwick responded that this would require that classes start the week before Labour Day or that the University move to a 12-week semester. This should be discussed as a community, and he will bring the issue to the Deans.

In response to a comment made about students using a study week to vacation in Cuba, Elizabeth Trott noted that the University of Havana, where she just attended a conference, has very poor conditions. The people in Cuba are managing to educate with chalk, and she suggested that people consider reducing their use of technology in their presentations. This culture uses too much technology, and it is a waste of resources.

Ken Marciniec reported that the student Metropass has been issued as a result of RyeSAC working with other student unions. The pass will be available to students at colleges or universities and may be extended to faculty and staff. There is a \$12/month savings. The passes should be ready for September 2003.

Ryan Rodrigues announced that there would be a farewell party on Friday for Gordon Cressy who is leaving at the end of December.

Andrew Noble reported from the floor that RyeSAC was asked to work on issues related to Academic Integrity in conjunction with the AI Project. There have been two posters developed addressing the idea of misconduct so that students and faculty know the process and the perils involved. Posters were made available and members were asked to put them up on doors, etc.

#### **4. Minutes of the November 5, 2002 Meeting**

**Motion to approve the minutes:** Moved by A. Pevec, seconded by J. Welsh.

**Motion passed.**

**5. Business arising out of the Minutes** - Policy #155 – Approval of Collaborative Academic Program Agreements was re- presented to Academic Council.

**Motion: That Academic Council approve Policy 155, *Approval of Collaborative Academic Program Agreements*.** Moved by S. Williams, seconded by A. Pevec.

Discussion:

It should be recognized that insuring that courses are available also involves having sufficient faculty available. This is a resource issue.

**Motion passed.**

**6. Correspondence** – There was no correspondence.

**7. Reports of Actions and Recommendations of Departmental and Divisional Councils** –Errol Aspevig presented the reports, with the changes as noted in the Report of the Secretary of Academic Council. All of the reports have proper approvals. Some course change forms were

submitted late due to the December deadline for inclusion in the Calendar. The following were presented:

- Course additions in Geography
- Course deletions in Psychology
- Course changes in School of Business Management
- Course changes in Retail Management
- Course changes in Image Arts
- Course changes in Interior Design (Addition of page 55b)
- Course addition in Disability Studies
- Change in Nursing program requirements (Post RN Degree)
- Course changes in Nursing
- Course changes in Nutrition (access to Human Resources Minor)
- Introduction of Preparatory/Remedial Mathematics course -(MTH 128)

Stalin Boctor reported that this course was being implemented in response to suggestions made in the report of the Task Force on Student Success and Retention. This math course will provide immediate help for students who need better math skills and will improve their success. The course is not a requirement, but will allow a review of important tools for calculus and algebra before the first calculus course is taken. Implementation has been discussed with the Registrar and the Director of Admissions. There will be a proficiency test and those who pass will continue in the regular program. Students will be advised of this before they accept an admissions offer, and it has been suggested that everyone offered admission be given an example of the proficiency exam. The Faculty hopes to reduce the failure rate in math and other courses in first year.

A question was raised about the OAC calculus requirement for admission to Ryerson and whether students already know the material outlined in the new course. It was agreed that students should know this material, and that students should be able to pass the proficiency test if they passed OAC calculus. However, there is a high failure in math. The proposed course provides a chance to review the material.

There was a question as to why students are admitted if they are lacking grades in math. There will be a proposed change in admission requirements submitted. Students who appear to have solid grades in math courses still do not necessarily succeed.

- Course changes in Chemistry, Biology & Chemical Engineering
- Course changes in Electrical Engineering

Correction: DST 503 on page 59 should read DST 504.

It was requested that the Course Change Forms be modified so that there is a place to indicate other departments which are affected, particularly service departments. Errol Aspevig noted that the form had already been revised by the Secretary of Academic Council, and that the proposed change would be reviewed.

## **8. Reports of Committees**

8.1 Awards & Ceremonials Committee Report (#F2002-03) - Diane Schulman presented the report. The criteria for the Ryerson Gold Medal were revised by the committee to be more inclusive of part-time students. Separate medals will now be awarded for Arts and Community Services. Each Faculty and CE will need to form a committee.

8.2 Academic Standards Committee (#F2002-03) – Errol Aspevig presented all motions, and Vice Chair Ron Goldsmith presented the reports.

**Motion 1: That Academic Council approve the introduction of the degree-completion program option in Urban and Regional Planning for implementation in Summer, 2004.**

Seconded by S. Williams

The post-diploma option is to allow students from Fanshawe and Mohawk colleges to complete degrees. The proposal is the final part of a submission last year from Urban and Regional Planning. The school has addressed many issues from their program review and has established a variety of routes to earn the degree. The potential for the learning environment are extraordinary

**Motion passed.**

**Motion 2: That Academic Council approve the proposed changes in Public Administration.**

Seconded by C Cassidy

The first part of the changes was submitted on course change forms. The second part is changes to the minor. The third is the offering of tailored courses for the First Nations program. Students could access either version, as the courses are equivalent. This was acceptable to the Committee as there were only a few tailored courses offered.

Corrections:

- POL508 is both under deletions and revisions to minor. (This course has been deleted.)
- PPA701 is noted as having a prerequisite of PPA701.

It was noted that the courses are offered in intensive mode to aboriginal communities throughout Ontario.

**Motion passed.**

**Motion 3: That Academic Council approve the proposed course hour changes in Food and Nutrition.**

Seconded by S. Williams

These changes had to come to Academic Council because it represented a change in hours. These changes are necessary.

**Motion passed.**

**Motion 4: That Academic Council approve the Major in Entrepreneurship.**

Second by T. Knowlton

The major is a logical extension of the activity of the past few years, since the institution of the minor. The Committee's only concern was that students in the minor have access to courses that students in the major cannot yet access. Have asked that other Professionally Related Electives be made available, and this will be explored in collaboration with other schools. The proposal is a sound extension of current activity in School of Business Management

**Motion passed.**

**Motion 5.1: That Academic Council approve the revised Minor in Accounting.**

Seconded by J. Monro

**Motion passed**

**Motion 5.2: That Academic Council approve the revised Minor in Entrepreneurship and Innovation.**

Second by T. Knowlton

This is an interesting curriculum for a minor as it is very multidisciplinary.

ENT 727 should be Applied Research in Entrepreneurship.

**Motion passed.**

**Motion 5.3: That Academic Council approve the revised Finance Minor.**

Seconded by D. Smith

These changes would normally be on course change forms, but it is included with packet of Minor changes from Business.

**Motion passed.**

8.3 ASC Report F2002-03 (Supplemental)

**Motion: That Academic Council approve the proposed curriculum revisions to the program in Early Childhood Education.**

Seconded by S. Williams

This is the first in a series of proposals from ECE. It represents a major curriculum change. It was accompanied by a degree completion program with George Brown, which is not yet complete. There is also a plan to determine whether to offer a B.Ed. option.

The number of courses has been lowered from 45 to 40. The proposal sequences and package courses differently and presents year-by-year learning objectives. It is a move from a mixed year-long program to a completely semesterized program. It fits the rules and guidelines of the tripartite curriculum. There is a loss of some course content. The number of professional courses drops and the professionally related category drops to six courses. Liberal studies courses remain intact. All the professionally related electives are not listed.

**Motion passed.**

**Motion: That Academic Council approve the Certificate Program in Food Security.**

Seconded by J. Welsh.

This certificate is interesting as it represents collaboration between Nutrition with the Centre for Food Security Studies, is delivered by CE and involves International Studies. The entire curriculum is offered in distributive mode. It is expected that there will be external partnerships involved in the delivery.

The proposers were commended as students have had to go to the US for such courses.

**Motion passed.**

**Motion: That Academic Council approve the changes proposed for Information Technology Management**

Seconded by A. Pevec.

There is a change in GPA requirement for the co-op program, moving to 2.80 as a minimum, which reflects current practice. Changes to ITM professionally related elective category reflects changes made in Public Administration.

**Motion passed**

There will be a number of items to the January meeting. Normally December is the last meeting for changes for Fall 2003, but ASC has not yet completed work on these.

Errol Aspevig thanked Ron Goldsmith and the committee for an extraordinary amount of work this fall. The proposals can be passed with confidence. He commented that Ron had made his presentation without benefit of any notes.

S. Williams commended the committee on the quality of the questions it raised on items brought before it and the extraordinary analysis.

**9. New Business** – There was no new business

**10. Adjournment** – The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Diane R. Schulman, PhD  
Secretary of Academic Council

Initiating School/Department: ARCHITECTURAL SCIENCE Date of Submission: December 6, 2002

Is this the Teaching School/Department, Program School/Department, or both? both

Please add extra rows as needed if multiple courses are involved.

(Signature on file)

December 10, 2002

Vice President, Academic

Date

Course Code/ Number	Course Title	Nature of Change (Use letters to indicate where provided)				Program(s) Affected	Purpose of Change	Minors Affected	Implementation Date
		Hours and Mode	New Course (Y/N)	Re-position(R) Addition (A) Deletion(D)	Required(R) Elective (E) Professional-Elective (PE) Professionally-Related Elective (PRE)				
LAR 030	Plant Materials	1 lec. 2 lab 2 terms	N	D	R to AARL 3 & PE to all other options	AARL 3 AABA 4 AADA 4 AABB 4 AARM 4	AARL 3 option being deleted Last offered W03	N/A	April 30, 2003
LAR 031	Landscape Design	1 lec. 2 lab 2 terms	N	D	R to AARL 3 & PE to all other options	AARL 3 AABA 4 AADA 4 AADD 4 AARM 4	AARL 3 option being deleted Last offered W03	N/A	April 30, 2003
LAR 038	Construction Process	2 lec. 1 lab 2 terms	N	D	R to AARL 3 & PE to all other options	AARL 3 AABA 4 AADA 4 AABB 4 AARM 4	AARL 3 option being deleted	N/A	April 30, 2003





**Report of the Composition & By-Laws Committee  
#W2003-1  
January 14, 2003**

**Motion:** That Academic Council amend its By-Laws, revising section 3.6.4, the Composition and Terms of Reference of the Animal Care Committee.

The proposed composition and Terms of Reference are as follows:

**Composition:** The Animal Care Committee (ACC) will comply with the Canadian Council on Animal Care (CCAC) requirements in membership, and with applicable legislative and regulatory requirements. The ACC will be composed of the following: one (1) chair, who is a faculty member appointed by the Associate Vice-President Academic in consultation with the ACC, and who is not involved directly or indirectly in research involving animals; three (3) faculty members experienced in research involving animals; one (1) veterinarian; one (1) student; one (1) community representative; one (1) staff lab technician experienced in animal care; two (2) non-voting members: the Associate Vice President Academic or his/her designate and the Director of Research Services.

**Terms of Reference:**

The Animal Care Committee (ACC) reviews all research proposals involving animals conducted by faculty, staff, or students at or under the auspices of the University. The Committee may recommend modifications to any proposed research, reject such research, approve the research for one year with annual review, or terminate any research project. No research on animals, as defined by the CCAC, shall be undertaken without the prior approval of the ACC.

The approval of Ryerson's Animal Care Committee (ACC) is required in order to protect animals used in research and to ensure that research is conducted in an ethical manner. The ACC is established by the Associate Vice President Academic (AVPA) and receives administrative support from the Office of Research Services.

The Animal Care Committee:

- Reviews research protocols;
- Interprets and applies the CCAC Guidelines and relevant legislation;
- Establishes guidelines and procedures consistent with the CCAC Guidelines and relevant legislation;
- Facilitates research by consulting with and assisting researchers;
- Conducts an Annual Animal Inventory/Facility Review;
- Reports regularly to the Associate Vice President Academic;
- Approves the application processes and forms used for ethics review of animal research protocols; and
- Informs the research community about its work and animal care ethics review.

Respectfully submitted,

*(signature on file)*

Claude Lajeunesse, Chair of the Committee:

Greg Inwood

David Martin

Andrew Furman

Gloria Roberts-Fiati

Darrick Heyd

Ali Lohi

Diane Schulman

**Report of the Nominating Committee**  
**#W2003-1**  
**January 14, 2003**

The following names are submitted for the approval of Academic Council for committee membership for 2002-2003.

Academic Council

Robin Dutt, Theatre, Communication & Design, to replace Byron Abalos

Awards & Ceremonials Committee

Maurice Mazerolle, Business Management, to replace Barbara Kelsey

Respectfully submitted,

*(Signature on file)*

Ava Cross  
Chair, Nominating Committee:

Alex Pevec  
Donna Smith  
Gloria Roberts-Fiati  
Kaamran Raahemifar  
Stalin Boctor  
Carla Cassidy  
Ken Marciniac  
Christine Desouza  
Melanie Ward

RYERSON POLYTECHNIC UNIVERSITY  
Department of Geography  
979-5038  
MEMORANDUM

Date: January 9th 2003  
From: Dr. Philip Coppack, Chair 979-5000 x.6170 [pcoppack@geography.ryerson.ca](mailto:pcoppack@geography.ryerson.ca)  
To: Dr. Errol Aspevig, Vice-President Academic  
Subject: Program Name Change

Errol.

Further to my memo of December 10th 2002, I am pleased to inform you that the Department of Geography Departmental Council today approved the following changes:

1. That the name of the Department of Geography's baccalaureate "Program in Applied Geography" be changed to the "Program in Geographic Analysis".
2. That the name of the academic unit offering the Program in Geographic Analysis will be the Department of Geography and that all references to the School of Applied Geography be deleted.

Sincerely,

Dr. Phillip Coppack  
Chair

cc:

Dr. Carla Cassidy, Dean, Faculty of Arts  
Dr. Diane Schulman, Secretary, Academic Council

RYERSON POLYTECHNIC UNIVERSITY  
Department of Geography  
979-5038  
MEMORANDUM

Date: December 10th 2002  
From: Dr. Philip Coppack, Chair 979-5000 x.6170 [pccoppack@geogray.ryerson.ca](mailto:pccoppack@geogray.ryerson.ca)  
To: Dr. Errol Aspevig, Vice-President Academic  
Subject: Program Name Change

Errol.

The Department of Geography is intending to make name changes to its academic units and degree program as follows:

1. The four-year B.A. program in Applied Geography will be changed to a four-year B.A. program in Geographic Analysis.
2. The School of Applied Geography unit will be eliminated altogether as the Academic unit offering the degree program. Instead the program will be offered directly by the Department of Geography.

Hence, the Department of Geography will offer our four-year B.A. program in Geographic Analysis, along with the Department's service offerings within Ryerson. Our rationale for these changes is as follows:

Changes to Ontario high school curriculum over the past five years have devalued the term "applied", since its use alongside "academic" to denote separate streams of study has led to the perception that applied study is not academic study. We believe that this had had an impact on high school students in choosing a university level program insofar as they will avoid programs they see as "applied" in the high school study stream sense.

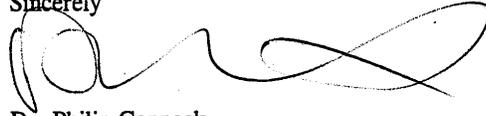
The discipline of Geography is no longer a required subject after grade 9 and as such is not seen as a university subject area in which to enroll. While we feel that the discipline is strong enough to maintain its identity and presence in the university system as a whole, we feel that the term "geographic" is a better representation of our analysis and geotechnology based curriculum.

The recent announcement that community colleges will be allowed to offer B.A.A. undergraduate degree programs has also led to a de-valuation, this time of "applied" curriculum and any university level curriculum with which the term is associated. The change from our own B.A.A. designation to the B.A. took place last year.

We believe that these changes reflect the general direction in which Ryerson University would like its undergraduate programs to move.

In making these decisions, discussions were undertaken with students, faculty, staff, and alumni, and all are in agreement that the changes are necessary and timely. The Dean of Arts also supports these changes. The approval of Departmental Council is pending our January 9<sup>th</sup> 2003 meeting. Finally, while it is expected that all currently registered students will opt for the B.A. in Geographic Analysis, we reserve the right on their behalf to request that Ryerson grant a B.A. in Applied Geography should the student request it.

Sincerely



Dr. Philip Coppack  
Chair

cc:

Dr. Carla Cassidy, Dean, Faculty of Arts  
Dr. Diane Schulman, Secretary, Academic Council

Initiating School/Department: Early Childhood Education

Date of Submission:  
January 8, 2003

Is this the Teaching School/Department, Program School/Department, or both? both

Please add extra rows as needed if multiple courses are involved.

(Signature on file) \_\_\_\_\_  
Vice President, Academic

January 13, 2003  
Date

Course Code/ Number	Course Title	Nature of Change (Use letters to indicate where provided)				Program(s)/ School(s)/ Department(s) affected and informed of change	Purpose of Change	Minors Affected	Implementation Date
		Hours and Mode	New Course (Y/N)	Re-position(R) Addition (A) Deletion(D)	Required(R) Elective(E)  Professional- Elective(PE)  Professionally- Related Elective (PRE)				
ECE442	Field Education	1 Lect. 5 Lab.	N	NA	R	NA	To correct an error	None	

