

MINUTES OF ACADEMIC COUNCIL MEETING

Tuesday, October 1, 2002

Members Present:

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|-----------------|---------------|------------------|
| C. Lajeunesse | E. Aspevig | C. Desouza |
| M. Dewson | S. Boctor | R. Kup |
| I. Levine | T. Knowlton | S. Marshall |
| J. Cook | K. Alnwick | L. Merali |
| C. Matthews | L. Grayson | M. Verticchio |
| F. Salustri | S. Williams | B. Yoon |
| M. Creery | L. Lum | B. Abalos |
| J. Sandys | R. Rodrigues | T. Nguyen |
| K. Tucker Scott | M. Yeates | S. Sutherland |
| D. Martin | B. Jackson | A. Tam |
| D. Heyd | A. Pevec | K. Marciniac |
| A. Cross | M. McCrae | M. Potter |
| D. Snyder | M. Koc | A. Furman |
| E. Trott | C. Cassidy | J. Monro |
| M. Mazerolle | D. Smith | G. Roberts-Fiati |
| J. Welsh | D. Elder | M. Ward |
| P. George | K. Raahemifar | R. Ravindran |
| G. Turcotte | S. Cody | A. Lohi |

Members Absent:

G. Cressy
G. Meti
M. Dowler
D. Mckessock

Regrets:

R. Fleming
M. Booth (D. Glynn attended)
M. Barber
V. Berkeley
G. Inwood
S. Kumar
J. Dianda

1. President's Report

New members were welcomed and introduced themselves. Current enrollment statistics were reviewed. There were approximately 42,000 applicants and 5000 students admitted. Programs all accepted at or near their targets. Thirty programs had cut-offs higher than last year. Ryerson has

had increases at or above the system average in many programs. There are 418 graduate students this year, and CE registration is likely to go over the 55,000 mark.

C. Matthews reported that there has been a significant increase in library usage, as indicated by September performance indicators showing a 74% increase in book loans, a 56% increase in reserve use and a 55% increase in overall students entering the library over 1999-2000.

There are two new buildings which were opened on time and on budget, with 80% of the funds from the government and private donation realized. Ground breaking for the Centre for Engineering and Computer Science building will begin shortly. The Student Campus Centre should be started in late winter or spring.

Target enrollments for 2002-03 are still being negotiated, and final confirmation is expected from the Ministry shortly. Targets for 2003-04 are now being negotiated. Funding for enrollment growth in 2001-2 is still not known. Meetings have been held with Kevin French, Director of Universities for MTCU and will be held with Marilyn Mushinski, MPP, Parliamentary Assistant to the Minister of TCU to deliver the message on Ryerson's unfunded BIUs and on participation in the new SuperBuild initiative, in which a new business building is Ryerson's top priority.

Fall convocation will be held on November 8. An Honorary Doctorate will be presented to Christopher Plummer.

Last week there were several events highlighting Ryerson: The Ryerson exhibit and reception at City Hall; The University Fair; Homecoming; and The United Way walk. All were very successful. Many faculty and staff participated in the University Fair, and they were all thanked. The alumni awards were also a great success.

The United Way Week at Ryerson is October 21-25, and the pancake breakfast will be on Tuesday, October 22. The State of the University address will be on Tuesday, October 29.

2. Report of the Secretary of Academic Council

Alex Pevec and Darrick Heyd had been nominated in the e-mail call for nominations. The Secretary asked members to mark their ballots for Vice-Chair, which had been distributed. After the ballots were counted, Darrick Heyd was confirmed as the Vice Chair for the 2002-03 session.

Corrections to the list of Academic Council members were made. Keith Hampson was to be replaced by Mustafa Koc (amendment to Nominating Committee Report), and spelling corrections were made to the names of Elizabeth Trott and Jane Monro. There had been two additional resignations from Academic Council (June Yee and Stephen Wicary) and it was hoped they would be replaced at the next meeting.

A brief description of the Academic Integrity Awareness Project was presented, and a reminder given about the October 18 deadline for the submission of nominations for Honorary Doctorates.

It was announced that agendas would be distributed electronically, unless someone requested a hard copy. There are currently 150 copies being printed, many received by non-members, and there is a delay in the receipt of the agenda because of the printing and distribution. The cost is very high and there is a waste of paper.

Discussion:

On-line agenda would mean that people were less prepared than they are now.

Cost would be placed on members.

Not providing hard copies of agenda could be viewed as a lack of service.

By a show of hands it was decided that members of Academic Council would continue to get hard copies of the agenda and that others could receive a hard copy if they so requested.

Reformatted and removed polices were reviewed, as listed in the agenda.

MOTION: That Academic Council approve Policy 156: Removal of Students from Field Placements/Practicums and Laboratory Settings. Moved by S. Williams, seconded by K. Tucker Scott

Discussion:

Questions were raised about the application of the policy to co-op placements and internships.

It was stated that the policy would require each program to establish its own guidelines on professional practices and behaviour, as these are profession specific. It was felt that a template of common behaviours would be useful.

Question raised about application to non-credit business internships.

Question about policy related to protection for students when there placement is found to be unsuitable. This had been discussed by the group developing the policy and it was felt that programs should have policies in place to deal with this issue.

It was suggested that individual codes of conduct for departments/schools should be reviewed by Academic Council, and that it should be clear who is responsible for the removal of students from placements.

The Secretary of Academic Council asked that those interested in reviewing the policy let her know so that they could be part of an *ad hoc* group to review the policy for resubmission.

The Secretary was asked to correct all instances where Community Services was incorrectly cited as Community Service.

3. Good of the University – Darrick Heyd chaired.

D. Elder asked about the corner of Yonge and Dundas. L. Grayson replied that the Metropolis project is still underway and that they have continued to pay the debt. It is not known when the project will be completed, but Ryerson's use of the theaters remains part of the plan.

K. Marciniec inquired when and how the use of turnitin.com was approved. M. Dewson replied that it was a decision made by the administration over the summer after examining a variety of possibilities. It is voluntary for faculty use and they have been given guidelines on how to provide students with a means of opting out of submission to the service. The purpose is not to catch students who cheat, but rather to prevent them from plagiarizing thereby creating an environment of integrity. Essays are anonymous and the original sources are not revealed.

It was asked what the cost of the service is, and D. Schulman responded that it will be no more than about \$5000, depending on the number of universities that join the Canadian consortium using the service.

M. Koc asked what was being done about faculty morale considering the contract negotiations. The president responded that the community was being informed about the setting of arbitration sessions.

It was noted that the following Thursday was “Ernie’s Hotdog Day” in support of student Bursaries. E Trott noted that while Christopher Plummer was a good choice for an honorary Doctorate, perhaps Ernie should be considered.

G. Turcotte noted that the treatment of special students in the appeals process needed to be addressed.

J. Cook stated that he had concerns about the Academic Integrity Awareness Project, and would disassociate himself from it. He was concerned about the statistics presented in the handout to Academic Council. Others agreed that they did not think it reasonable to mistrust students, and that those who don’t cheat are disadvantaged. D. Snyder stated that he had to confront a case of plagiarism last year, and had wished there was some tool at his disposal to prove the case, as it had been very time consuming to track down the source.

C, Cassidy stated that the use of turnitin.com had been a suggestion from the Faculty of Arts, and that she thought it should be used when it was suspected that a paper was plagiarized.

4. Minutes of the May 7, 2002 Meeting: Motion to approve, J. Monroe, seconded by A. Pevec. Minutes approved.

5. Business Arising out of the Minutes – None

6. Correspondence – None

7. Reports of Actions and Recommendations of Departmental and Divisional Councils –
E. Aspevig outlined the reports as presented in the agenda. There was discussion about the School of Nursing and School of Nutrition By-Laws. It was noted that they gave different voting rights to students. D. Schulman clarified that such Councils were By-Law driven and that the only guidelines on Councils were concerned with proportions of student representation.

Motion: To approve the By Laws of the School of Nutrition Council By-Laws: Moved by K. Tucker Scott, seconded by J. Welsh.

Motion approved.

Motion: To approve the School of Nursing Council By-Laws: Moved by J. Welsh. seconded by K. Tucker Scott.

Motion approved.

8. Reports of Committees

8.1 Composition & By-Laws Committee (F2002-1)

D. Heyd presented for the committee. He outlined the changes as presented in the report, stating that the changes had been worked on for a year, and were in keeping with current practice and procedures. Some changes in composition of Academic Council and the Terms of Reference and composition of committees had already been approved last year.

Motion: That Academic Council approve the amendments to its By-Laws as presented in this report.

Moved by D. Heyd, seconded by G. Turcotte.

Friendly amendments:

Replace 11:00 p.m. in section 6.8.1 with 10:00 pm (In keeping with section 4.7)

Replace Chairs with Chairs/Directors in section 2.2.1.

Point of clarification – students can serve two consecutive one-year terms and then run again after a break of one year.

Motion approved.

8.2 Report of the Nominating Committee (F2002-1) – A. Cross presented the report.

There was an addition of Mustafa Koc as a representative from Faculty of Arts to replace Keith Hampson.

Motion: That Academic Council approve the nominees as presented in the report of the Nominating Committee. Moved by A. Cross, seconded by D. Martin

Motion approved.

8.3 Report of the Admissions Committee (F2002-1) – K. Alnwick presented.

Motion: That Academic Council approve the policy on *Approval of Collaborative Academic Agreements*. Moved by K. Alnwick, seconded by S. Williams

Discussion:

It was suggested that the RFA be added to the list of required letters of assessment. It was noted that this would be a change in procedure not policy.

It was clarified that a joint program means one where there is one admissions committee and admissions point for students in a program offered by two universities.

There was a question concerning the use of the term "collaborative" as this program is used by OCGS in reference to programs offered by two internal departments.

There was a question regarding the need for the policy.

E. Aspevig moved to recommit the policy. Seconded by C. Matthews.

Motion approved.

8.4 Report of the Awards & Ceremonials Committee (F2002-1)

C. Lajeunesse amended the report to replace “criteria for the Governor General’s Gold Medal” with “awarding of the Governor General’s Gold Medal.”

8.5 Report of the Academic Standards Committee (F2002-1)

Carol Stuart presented as last year’s Vice Chair. She reviewed the committee report on the Mathematical Modelling degree proposal. The program has a unique niche in the market, and will require well-prepared students. It was clear to the committee that there needs to be aggressive marketing in order to meet the admissions target. The committee also felt that the proposal had under-resourced the program. It was felt that the program was academically sound, but the committee could not speak to the issue of resources.

Motion: That Academic Council approve the proposed *Bachelor of Science in Mathematical Modelling* in the *Department of Math, Physics and Computer Science, Faculty of Engineering and Applied Science*.

Moved by E. Apevig, seconded by J. Welsh.

It was noted that the Liberal Studies reference should refer to more than the improvement of communication skills. The Department of English was struggling to meet the high demand for ESL courses, and students in the proposed program should be required to take ESL if needed, before their second year. Language skills are essential to their success.

E. Apevig informed Council that the approval of a program was a two-phase process, and that Academic Council gave academic approval but the Board had to give financial approval. The department was aware of his concern that the program would not attract sufficient qualified students, and the resource issue is under review. The idea, as presented to the Standards committee, was very profound and moving. It was noted that Mathematical Modelling might be a good minor for an expanded science offering.

Motion passed.

9. Adjournment – Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Diane R. Schulman, Ph.D.
Secretary of Academic Council