

**MINUTES OF ACADEMIC COUNCIL MEETING**  
**Tuesday, October 7, 2003**

**Members Present:**

C. Lajeunesse	M. Yeates	A. Lohi
K. Alnwick	M. Mazerolle	K. Tucker Scott
E. Aspevig	K. Penny	D. Elder
S. Boctor	A. Pevec	D. Checkland
M. Booth	M. Barber	C. Livett
C. Cassidy	B. Murray	S. Marshall
S. O'Neill	Z. Khan	E. Sullivan
M. Dewson	P. Schneiderman	B. Lewis
J. Cook	D. Snyder	V. Campbell
M. Dionne	N. Lister	R. Nazareth
M. Dowler	L. Lum	M. Ahmed
A. Kahan	G. Roberts-Fiati	A. Cherrie
L. Grayson	D. Shipley	J. Gryn
T. Knowlton	C. Evans	V. O'Brien
I. Levine	D. Mason	R. Ravindran
C. Matthews	S. Cody	E. Trott
J. Sandys	F. Salustri	
S. Williams	J. Dianda	

**Regrets:**

B. McClure  
S. Mirowski  
K. Raahemifar  
R. Rodrigues

**Members Absent:**

R. Dutt  
N. Felorzabihi  
C. Flores  
P. George  
G. Inwood  
D. Martin  
J. Monro  
D. McKessock  
M. Sabri

## **President's Report**

The President invited all members to introduce themselves.

### Presentation of the Brian Segal Award

This award is in honour of former President Brian Segal who was unable to attend. Truc Nuygen, a student in the School of Fashion, was introduced and her lengthy list of credits read. She has participated in many university and volunteer activities, including serving as a student representative to Academic Council, and is. The second award was presented to Peter Cave, a student in Aerospace Engineering. His list of credits was also read, including university, sports and volunteer activities.

### Start-up Report – Dr. Errol Aspevig and Dr. Linda Grayson presented.

#### Admissions and enrolment

- There were 76,000 student confirmations across the system compared to 53,000 last year.
- There has been government planning designed to create a place for every qualified and able student. This included SuperBuild funding (Ryerson got approval for three buildings) and full student funding. Ryerson still has unfunded BIUs as full funding did not reach back to the unfunded students. There were enrolment target agreements with each university. Ryerson's agreement was broken into two parts: 101s (direct entry from high school – 3350) and 105s (not directly from high school - 1098)
- Students at Ryerson are admitted directly to programs. University Planning, headed by Paul Stenton, met with departments to determine what targets could be achieved. A number of scenarios were developed to deal with potential shortfalls in some areas, and expansions in others.
- Previously, students were able to make three choices and it was possible to predict how many offers were required to reach enrolment targets. This year, students selected far more choices. Ryerson developed a strategy to balance admissions.
- The results of the strategy were amazing. In 101/105 targets, admissions came in just slightly above the target with enough buffer to account for attrition. There were 6063 predicted and 6070 admitted.
- Timetables were generated for all students.

#### Graduate Enrolment

- There are approximately 500 graduate students.
- External scholarships have increased substantially.

#### CE Enrolments

- Enrolment similar to last year.
- There are 160 internet based courses

#### Observations

- New programs have been introduced – Art and Contemporary Studies. And Health Information Management
- The new cohort of students is bright, enthusiastic and hard working.

## Budget

- Enrolment levels are important for the budget. Although final numbers will not be known until November 1, it is predicted that the budget will be on target.

## New Faculty

- 74 tenure track have been hired (1 more will start in January)
- 13 Limited Term RFA Faculty have been hired
- Total of 39 net new faculty.
- Hiring of 6 professional Librarians is underway, with a high number of highly qualified applicants.

## Supporting Students

- Student services has linked activities to the report of Task Force on Student Success and Retention and to helping students make the transition during the first year. Written material is available from Linda Grayson for any who want it.
- 2250 new students (living in Canada) were contacted by phone.
- A website message board was established for– incoming students to ask questions. There were 83,900 hits (28,000 in August).
- There were summer workshops for students and specialized orientations for groups such as International Students, Aboriginal Students, students in residence, etc..
- The tri-mentoring program (started in 2001) achieved some very important objectives. This program focuses on students who are the first generation in their family to attend university, linking them to third year students. Fourth year students are linked to people in industry.

## Bursaries and Scholarships

- \$4.5M allocated. There has been a significant increase in scholarships and bursaries.
- There have been more applications for OSAP.

## Academic Support Initiatives

- Engineering has established a First-year office, coordinated by the Associate Dean, with a Counselor and an academic advisor. They have also instituted voluntary proficiency testing to ensure students success. Students were appropriately advised into courses to meet their needs (native English speakers and ESL students had separate streams.) In math, there is an innovative program allowing students to shift into remedial course without falling behind in their program. There are some specialists hired in language instruction.
- Academic Integrity – Diane Schulman, the Learning and Teaching Office and student orientations have focused on this issue.

## Physical Facilities

- There have been challenges to ensure space for new faculty and students. Ryerson has less space than needed to deliver programs. Given the intensive use of our spaces, it is difficult to find sufficient time for renovations between May and September. New offices, labs and classrooms were developed. New study spaces were generated.

- Accessibility projects and wireless projects were implemented. Presentation technology has been extended to additional classrooms.
- Carleton Theatre was part of a plan to deal with the double cohort. Each of nine theatres has complete technology and there is a technician on duty full time. There were challenges posed by overcrowding during the first few weeks. There were also lighting challenges. Clearly the space is more appropriate for some kinds of classes than others.
- Sports and Recreation, the Hub and the Early Childhood Centre playground have been expanded.

In general the opening has been very smooth from an administrative standpoint.

Discussion:

- J. Cook thanked the Provost for his comments on English department assistance with working with students. He suggested that the courses offered to Engineering were not “remedial”.
- V. Campbell asked about the follow-up from the accessibility focus groups. ( The plan is posted on the web.)
- E. Trott noted that space was taken away from student seating to expand the hub. (The number of spaces will be increased with the arrival in the next few weeks of new furniture that is smaller but creates new space.)
- R. Ravindran noted that quite often graduate students cannot write or spell.

Fall Convocation

There will be two convocations on Wednesday, October 29. Harry Rosen and the Honorable Bill Davis will both receive Honorary Doctorates.

University Fair

The President thanked the 262 Faculty members and staff who participated. He was proud of the booth and the people who staffed it. Gene Logel and Charmaine Hack were thanked for their efforts. M. Barber asked if fourth year students could be recruited to work at the University Fair. This is being looked at and there were some students there this year)

Homecoming

This was the best Homecoming of the past few years and was well received by returning alumni.

Ontarians with Disabilities Act

A committee, headed by Ian Hamilton and Carla Cassidy developed a University plan, which was presented to the Board and is now on the website. They were thanked by the President. C. Cassidy thanked Dr. Tanya Lewis Coordinator of the Access Center, for her assistance. There were two focus groups, feedback from 31 units and departments. The report sets are 8 priorities. There needs to be a plan for every year and reporting on the progress on the past year’s plan.

The annual State of the University address will be held on October 9. It will be webcast.

**Report of the Secretary of Academic Council**  
Nomination of Vice Chair of Academic Council

Katherine Penny was the sole nominee and was elected by acclaim

Attachments

The Secretary reviewed the attachments to the agenda given for Council's reference and information.

Appeals Training Update

The Secretary noted that 109 people had attended the session given by Dr. Peter Mercer and that the session was well received. Dr. Mercer had complimented Ryerson on its thorough, well written and well integrated policies.

**MOTION:** That Academic Council approve the following addition to the Student Code of Academic Conduct:

**Section A5. Violations of Departmental Policies on Professional Behaviour -**  
exhibiting unprofessional behaviour in field placements and practicums as outlined in department/school Student Codes of Professional Conduct (See Academic Council Policy 156 - *Removal of Students from Field Placements/Practicums*)

Moved by K. Tucker Scott, seconded by S. Williams

**Motion approved.**

**Good of the University** – K. Penny presided.

M. Dowler discussed her concern about the use of paid proofreading and editing services, particularly targeted at ESL students, and wished to have this listed with other prohibited activities in the Student Code of Conduct. It was agreed that the Secretary of Academic Council would work with an ad hoc group to discuss wording to amend the policy. Members should email her to express their interest, and/or suggest language.

D. Checkland discussed his concern with the reduction of the hours of the cafeteria, and that there is no longer a breakfast being served. L. Grayson responded that it is more cost effective. Pitman Hall serves breakfast and Tim Horton's serves muffins, etc.

D. Elder reported that CUPE now represents the TAs at Ryerson. Contract negotiations will begin in November. A meeting for TAs was announced. There have been complaints that TAs have not been paid.

J. Cook asked for clarification on a student's ability to opt out of the use of turnitin.com, if it is being used in a particular class, and what guarantees are given if a student opts out. Faculty have been told that they can make turnitin.com a course requirement. M. Dewson responded that requiring all students in a class to submit papers assures that all students are treated fairly and the same. Faculty are alerted to where there are similarities, and the reports can be used for educational purposes. The service also creates a database and allows a check

on TA grading. J. Cook responded that students who operate in good faith are excluded from participation in the course. D. Schulman responded that legal advice has been received that faculty do not have to provide alternatives to the use of Turnitin.com. Other means of checking for plagiarism leave faculty wide open to claims that a student is treated differently than others. It is a fairer than checking only those which are “suspected.” V. Campbell stated that turnitin.com will not catch things done through paid editing services. Some courses have stated that there may be a way to opt out, but the alternative is a lengthy option and it seems unfair. J. Gryn commented that retrospectively there is a lot of integrity at Ryerson as compared to his experience as a TA at York. Most plagiarism is from the web. He believes that students and TAs are advertising themselves to do assignments and act as proofreaders.

R. Ravindran reported that Dr. Margaret MacMillan delivered a well received talk on the Versailles Treaty.

### **Minutes**

Motion to approve the Minutes of May 6, 2003

K. Alnwick, seconded by J.Sandys

### **Minutes approved**

Motion to approve the Minutes of the Special Meeting May 27, 2003

R. Ravindran, seconded by A. Pevec

### **Minutes approved**

### **Correspondence**

The Secretary reported on the following correspondence

- Resignation from Academic Council: Ben McClure, student representative, Faculty of Engineering and Applied Science
- Appointment of Carolyn Stallberg, as Counseling representative to the Learning & Teaching Committee

### **Reports of Actions and Recommendations of Departmental and Divisional Councils**

E. Aspevig presented, for Academic Council’s information, submissions included in the agenda from

- Economics
- Nutrition
- Occupational and Public Health
- Graduate Studies (Communication and Culture)

### **Reports of Committees**

#### Report of the Awards & Ceremonials Committee

The President referenced the report included in the agenda on graduation statistics, student awards and Honorary Doctorates for 2003.

Report of Nominating Committee

The report as presented in the agenda was moved by D. Mason, seconded by R. Ravindran

**Motion to accept the nominations approved.**

Report of the Research Ethics Board

R. Rinkoff, Chair of the REB presented the report as presented in the agenda. He noted that discussions at meetings are lively and stimulating. Members of Academic Council were invited to submit requests to him for research ethics presentations.

**Academic Standards Report**

The Provost introduced Dr. Mehmet Zeytinoglu, Vice-Chair of the Academic Standards Committee, who presented the report. All of the motions in the report were moved by the Provost Aspevig

Image Arts – A brief history of the school was given. The school was commended on its excellent Program Review. The report, as presented in the agenda was summarized, and the recommendations of the ASC outlined

**Motion: That Academic Council approve the periodic review as conducted by the School of Image Arts.**

Seconded by I. Levine

**Motion approved.**

Public Administration – A brief history of the program was given. The report, as presented in the agenda was summarized, and the recommendations of the ASC outlined

**Motion: That Academic Council approve the periodic review as conducted by the School of Public Administration.**

Seconded by C. Cassidy

Discussion: D. Checkland commented on paragraph 4 page 75 of the report on the Public Administration Program Review, which he believed was open to interpretation as to whether the “wide-ranging activity pattern of faculty” was a strength or a weakness. He believed that there is an excellent committed core of faculty which is overextended. There were several comments on faculty load from the peer review which were quoted indicating that Ryerson faculty loads were higher than at other universities. The motion as it stands does not address this issue. It was responded that this is why the whole program review is available from Secretary of Academic Council.

**Motion approved.**

Midwifery – A brief history of the program was given, outlining the Midwifery consortium begun in 1992. Ryerson coordinates placements of all consortium members.

The Program Review was commended, and the report as presented in the agenda was outlined.

**Motion: That Academic Council approve the periodic review as conducted by the Midwifery Education Program.**

Seconded by S. Williams

**Motion approved.**

Health Services Management – It was reported that ASC has evaluated the HSM Program Review, and it is substantially complete with relation to its reference year of 2000-01. The review was submitted in Fall 2002, and some of the information is out of date. Formal consideration of the program review is delayed until after the programs work plan is completed in June 2004.

Option specialization in Engineering Management Science - This option specialization has been developed as many engineers move into management after graduation. There are four streams suggested, with 6 courses taken over and above normal courses, and additional fees charged for these courses. Students must have a Clear standing to enroll in these courses.

**Motion: That Academic Council approve the proposed specialization in *Engineering Management Science*.**

Seconded by S. Boctor

Discussion: It was clarified that students who do not have clear standing cannot take courses in the specialization, and therefore, such students will likely not be able to finish the requirement due to the timing of the courses in Spring/Summer

**Motion approved.**

Program restructuring in Journalism – The restructured program as presented in the report was outlined.

**Motion: That Academic Council approve the proposed restructuring in *Journalism*.**

Seconded by M. Barber

Discussion: More detail was requested about the self directing grammar course. V. Carlin, Chair of Journalism responded that students will take a grammar test and will be given many chances to pass that test. There will be resources, some of which are online, for students. These will help students diagnose their problems. They will also be sent to the Writing Centre. It was clarified that students who do not pass will not be allowed to continue in Journalism courses.

It was noted that the GPA variation in Journalism is more severe than what many programs do when students are on suspension. Since JRN010 is not semesterized, nor offered in the summer, students who do not achieve a C will be set back by a year of study. It was

responded that the program is still evolving, and this will be discussed. As of now they will have to take the course a year later. It was suggested that the courses be semesterized, or made available during the spring/summer.

Clarification on the elimination of History and French was requested. It was responded that, in order to achieve goals, there was a need to make space for other courses. Course elimination was a practical consideration.

**Motion approved.**

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

**Adjournment**

Meeting was adjourned 7:55 p.m.

Respectfully submitted,

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