PRESENT:
Members (ex officio): Seamus Ross

Teaching Staff: Wendy Duff (Council Chair), Christoph Becker, Matthew Brower, Lynne Howarth, Patrick Keilty, Cara Krmpotich, Mike McCaffrey, Irina D. Mihalache, David Phillips, Leslie Shade, Brian Smith, Siobhan Stevenson, Anthony Wensley

Professional Librarians: Lari Langford, Kathleen Scheaffer, Nalini K. Singh, Elisa Sze

Senior Administrative Officers: Glenn Cumming, Robin Kester, Anna Pralat, Adriana Rossini

Associated Instructor or Sessional Lecturer:

Administrative Staff: Kathy Shyjak

Students:

Doctoral: Sarah Lubelski

Masters (MI): Stephanie Abba, Hilary Barlow, Maya Cruz, Carolyn Dineen, Peymon Montazeri, Katrina Cohen-Palacios, Amanda Chernawski, Julia King

Masters (MMSt):

Alumni/Alumnae:

External Members:

Assessors:

Observers: Anna Pralat, Isidora Petrovic, Joanna King

Recorder: Mary-Marta Briones-Bird

REGRETS:
The President of the University of Toronto, Vice-President and Provost, Chief Librarian of the University, Dean of the School of Graduate Studies, Prof. Mark Chignell, Mr. Adrian Berg.

MINUTES

1) Call to order and acceptance of the Agenda

The meeting was called to order at 9:40am, with quorum established. The Chair, Wendy Duff, welcomed all members to the third meeting of the Faculty of Information Council for 2014-15.

2) Approval of the Minutes from November 28, 2014

Chair Wendy Duff asked if there were any changes to the Minutes. Ms. Nalini Singh’s clarified that Professional Librarians are not Teaching Staff, the minutes were also corrected to include Ms. Angela Henshilwood, Ms. Kathleen Schaeffer and Prof. Brian Smith as having been present.

MOTION: A motion to accept the minutes with amendments was made by Ms. Leah Moncada and seconded by Prof. Siobhan Stevenson and the motion was CARRIED.

3) Business Arising from the Minutes

No business arising from the minutes.

4) Dean’s report:

The Dean reported on the following issues:
   i) The Dean congratulated the student delegation who went to New York for the Watson Challenge Award announcement celebration.
   ii) The Dean announced the student conference being held on March 6th and 7th and encouraged faculty, students to please attend. The conference is titled ‘Share, Connect, Discover’.
   iii) The Dean announced the Bertha Bassum lecture on March 11th that Prof. David Lankes would be the speaker and to please attend.
   iv) The Dean thanks the students working with Dr. Matthew Brower on increasing the art in the building. The students have founded a Museum Studies exhibition program called ‘Sketch’, they hope to have this up towards the end of April.
   v) The Dean introduced Anna Pralat, Executive Assistant to the Dean and Office Manager and Mary-Marta Briones-Bird, Administrative Coordinator in the Dean’s office.
   vi) Chair Wendy Duff also announced on behalf of the ACA Student Chapter a lecture on Feb. 25th, 2015 by Dr. Guy Berthiaume titled ‘Everything you wanted to know but were afraid to ask about Library and Archives Canada’. Please do attend.

5) Council Committees’ reports
   a) Executive Committee
      No report.

   b) Standing Committees
      i) Awards
         Prof. Brian Smith – thanked Ms. Adriana Rossini on her hard work on the Awards Committee.
ii) Committee on Standing
Prof. Lynne Howarth – reported that the committee had met on Jan. 7th and Jan. 26th, 2015 and thanked the members of the committee for their work.

iii) Information Services
Prof. Cara Krmpotich – Thanked Prof. Rhonda McEwen for her work on the committee and also welcomed new MISC representative Junoh Kim. Prof. Cara Krmpotich reported that the ISC was excited about the Hackathon and that Ms. Lari Langford was working on researching archival policies.
Prof. Cara Krmpotich noted that the Information Services Committee had developed a recommendation to the Dean spurred by the Hackathon. Chair Wendy Duff inquired if it related to the UTL Partnership Working Group report. Dean Seamus Ross noted that the Working Group was reviewing all email submissions and materials of the townhalls and the facilitators report.

iv) Programs
Prof. David Phillips – We are currently writing the proposals for two major program modifications, the Co-op option in the Masters of Information and the Thesis option in the Masters of Information. We are planning to bring these two program proposals to the next Faculty Council meeting for approval.

v) Recruitment and Admissions
(a) Master’s
Prof. Siobhan Stevenson – thanked Mr. Adrian Berg for a job well done and in producing the report and engaging in numerous recruitment activities including the three Information Days and the fourth Information Day at the end of the month. As well, it was reported that there was a 9% increase in Museum Studies applicants and an 11% decrease in Masters of Information applications for this year. Prof. Stevenson also thanks Ms. Adriana Rossini for keeping the committee on target with dates and timelines.
(b) Doctoral
Prof. Leslie Shade – The Doctoral Admissions Committee will be meeting in the next week, there will be more to report at that time.

6) Reports from Institutes
a) Coach House Institute
Prof. Brian Smith – Reported that the Coach House Institute and McLuhan program will be reviewed in the spring, they will be producing a report and that Dean Seamus Ross is in the process of inviting the external reviewers.

b) Digital Curation Institute
Prof. Christoph Becker - reported that the team at the DCI has begun research activities studying the design and application of maturity models to support organizational assessment in digital preservation in the funded project BenchmarkDP (www.benchmark-dp.org) in collaboration with several institutions in Europe including Vienna University of Technology and the Austrian State Archives.

c) Identity, Privacy and Security Institute
Prof. David Phillips – Reported they were moving to establish a collaborative program.

d) Knowledge Media Design Institute
Prof. Anthony Wensley (for Prof. Mark Chignell) – Brought a motion to approve the three minor modifications in the KMDI (two were name changes and one was a requirement for the program with respect to speakers series). These minor modifications had been approved in the KMDI programs Committee.
**MOTION:** Prof. Anthony Wensley moved the motion, Ms. Kathleen Scheaffer seconded the motion, all were in favour and the motion was **CARRIED.**

Dean Seamus Ross – clarified that the approvals process would appropriately be the ICCIT Programs Committee to the Faculty Programs Committee and then for approval at Council Prof. Anthony Wensley was in agreement.

Prof. Anthony Wensley also reported that he had been re-appointed as director of the Institute of Communication, Culture, Information and Technology (ICCIT) to 2020-2021. Prof. Brian Smith and all the Council members congratulated Prof. Wensley on his re-appointment.

7) **Other reports**

a) **Careers**
   Ms. Isidora Petrovic presented the Careers Report. Chair Wendy Duff thanks Ms. Isidora Petrovic for her hard work on the co-op program proposal major modification.

b) **Communications and Alumni Relations**
   Chair Wendy Duff noted that Ms. Kathleen O’Brien was not present but that the Communications and Alumni Relations report was attached.

c) **Development and Advancement Initiatives**
   Ms. Robin Kester reported on the following items:
   i) Faculty of Information PhD Enhancement Fund. There was good news to report in raising $50,000 for the PhD Advancement Fund by Dec. 31st, the funds would be awarded to students by the Awards Committee. The fund would be about $4000 per year to be awarded to full time PhD students beginning in 2016 on the basis of excellence.
   ii) Major Gifts. A report that there will be a celebration event in the spring.
   iii) Ottawa Alumni Trip - Ms. Robin Kester - Thanked Prof. Cara Krmpotich, Alex Somerville and the Museum Studies faculty for their hard work. Dean Seamus Ross – Thanked Ms. Robin Kester for her work as well as the students and professors involved in organizing. Dean Seamus Ross – reported that with a proposal was sent to David Palmer, UofT Vice President of Advancement regarding approaching MasterCard for 5 million to bring 10 students from Sub-Saharan Africa.

d) **iSchool Students**
   i) **MISC**
      Ms. Hilary Barlow reported from the MISC students on the i. Inforum Proposal ii. Employer Showcase and the iii. Mental Health meet-up. On the Inforum the MISC Councillors voted on a proposal that was sent to the UTL Partnerships Working Group. For the 9th annual Employer Showcase 15 employers set up booths and the event was attended by over 87 iSchool students and thanked all those who had attended. Ms. Hilary Barlow also reported on the upcoming Mental Health event on Feb. 12 which will have information about on-campus mental health resources, massage therapists, discussions and refreshments.
   ii) **MUSSA**
      Ms. Nicole Ritchie reported from the MUSSA students on the i. End-of-Term Party that was held on Dec. 9th 2015 at the Victory Café as well as the ii. Annual Class Trip to Ottawa from Jan. 14-17th, 2015 that was a great success and finally on the iii. Student survey, they are collecting information and hope to have to students in March.
   iii) **PhD**
Ms. Sarah Lubelski presented the DSA students report including an updated list of DSA representatives. Also presented was information on the ‘Forum Friday’ held on Jan. 23rd 2015 discussing the topic *Reading Lists and Qualifying Exams*. As well the DSA had participated in the Hackathon.

e) iSchool Alumni
   Ms. Robin Kester (for FIAA) – Encouraged all to attend the upcoming student conference.

11) Other Business
   No other business.

12) Question period
   None.

13) Announcements
   None.

14) Adjournment
   The meeting was adjourned at 10:45a.m.