PRESENT:

Members (ex officio): Brian Cantwell Smith, Judith Snow

Academic Staff: Clare Beghtol, Joan Cherry, Chun Wei Choo, Andrew Clement, Wendy Duff, Lynne Howarth, Paulette Rothbauer, Siobhan Stevenson, Jutta Treviranus

Inforum Professional Staff: Joe Cox, Marte Misiek, Nalini Singh, Sherri Vokey

Associated Instructor: Vicki Whitmell

Administrative Staff: Susan Brown, Judy Dunn

Doctoral Students: Jennifer Trant

MIST Students: Annetta Dunn, Autumn Haag, Geoffrey Little, Jessica A. Posgate, Jessica Waintman

Alumni Association: Karen A. Wierucki

The Professions at Large:

U of T Faculty Member:

Assessors: Pat Fleming

Recorder: Bisa Saleh

Observers: Mike Tissenbaum
REGRETS:
The President of the University of Toronto, Chief Librarian of the University, Susan Pfeiffer, Nadia Caidi, Barbara Craig, Juris Dilevko, Eric Yu, Scott Paquette, Liana Giovando, Patricia Lawton, Sapna Mahboobani, Stanislav Orlov, Michael Rehak, Nidhi Sachdev, Majeed Rafi, Mary Ann Mavrinac, Kimberly Silk, Dave Davis

MINUTES

The meeting was called to order at 4:10 p.m., a quorum having been established.

1) Call to order and acceptance of Agenda
   - Joe Cox welcomed members and visitors, and called the meeting to order.
   - The Agenda was accepted without change.

2) Minutes of the Meeting of October 11, 2005
   - Prof. Joan Cherry moved to accept the minutes of the meeting of October 11, 2005. Approved.

3) Business Arising from the Minutes
   - Prof. Joan Cherry updated Council on the memorial service for Prof. Ethel Auster: There will be a Memorial Service for Ethel at Hart House (Debates Room) on December 12, 2005, from 4:00 p.m. until 6:00 p.m. with a reception after the service. It is hoped that as many as possible will attend.
   - Sara Figueiredo, FIS Development Officer, announced that the Faculty is creating a scholarship in Prof. Auster’s name, ‘The Ethel W. Auster Scholarship for Doctoral Research’. The Scholarship will support PhD students close to completing their dissertation. The aim is to reach $50,000, which will be matched by UofT and Ontario Government funding.

4) Report from the Dean
   - Extremely intense at FIS: there is minimum faculty and maximum workload. Only 10.5 faculty members (Prof. Eric Yu also on sabbatical in Spring 2006 and Prof. Juris Dilevko continues sabbatical). Thanks to all, faculty, students and administrative staff.
   - Change in Dean at the Faculty of Social Work: Prof. Jim Barber has been appointed Provost, i.e. Deputy Vice Chancellor, in Melbourne; he will be leaving sooner than expected. He has worked extremely hard as Chair in representing the cause of small Faculties at U of T.
   - Prof. Siobhan Nelson from the University of Melbourne, Australia, has been appointed as the Dean of the Faculty of Nursing.
   - The McLuhan School proposal will be referred to as ‘Toronto Information Alliance’. Model submitted to Provost: launch in early 2006; to collaborate with units that want to be partners; provide a structural (reporting) home for those that want to be part of a faculty of interdisciplinary, interdivisional, inter-institutional studies.
   - OCAD President, Sara Diamond: brings design and ‘information’ related interests to OCAD. With OCAD we have submitted two Canada Foundation for Innovation (CFI)
funding proposals. Theirs: Across Technological Boundaries, and ours: Network for Inclusive Design - which starts as a Center for Inclusive Design at UofT (linguistic, cultural and physical). Total value: $27.5M (CFI 40%: $11M; provincial matching funding: 40%: $11M; and institution’s matching funding 20%: $5.5M).

- Graduate Expansion – Submitted documents (spreadsheets, etc) for possibility of doubling the number of faculty. Funding we will receive will be approximately $13,000.00 per extra student enrolled, plus about $35,000 per student in capital funding. We hope by next FIS Council meeting to have a response to this submission.

- Academic Initiatives Fund (AIF) proposals: one for Museum Studies, the other submitted jointly with the Department of Health Policy, Management and Evaluation (HPME), of the Faculty of Medicine. We are asking for two faculty members to be shared jointly between us and HPME, along with administrative support. Total available AIF funding is $5 million, that all University faculties can apply to for innovative, interdisciplinary projects (it’s 0.5 percentage of the University Budget).

- FIS building - renovate or build a new one? It may be easier/cheaper to build new rather then renovate. We have a site on N/W corner of current Bissell Building/Robarts Library that we could possibly get permission to build on. A new building would cost about $80 million. We would then move into this new location and renovate existing location, then expand back into this building.

- Search process: five candidates coming in before Christmas and three confirmed for after Christmas break.

- Canada Institute for Advanced Research (CIAR): Brian has started to work with Chaviva Hosek, President of CIAR, on Junior Fellowships program and Advanced Studies in the Humanities.

- FIS Academic Plan synthesis coming within a few days.

- New logo and design for new Website (distributed).

5) Reports

a. Executive Committee

- FIS Constitution needs to be brought up to date and to make room for various expansions and structural changes. Make more expedient by moving Committees into the By-Laws instead of being part of the Constitution. Joe and Joan received feedback and worked hard to address all the concerns. Thanks were expressed to them for their very hard work.

- New Constitution: Joan Cherry moved acceptance; seconded by Pat Fleming. **Approved.**

- New By-Laws: Joan Cherry moved acceptance; seconded by Pat Fleming. **Approved.**

- The new Constitution becomes effective when approved by Academic Board and Governing Council.
b. Standing Committees of Council

i) Academic Appeals
No report

ii) Awards
- Three positions for Nelson Mandela Internship Program: The Awards Committee will review applicants, make recommendations and provide guidance to students.
- Mette Kruger, MIS candidate, is Ontario winner of the Imperial Order of the Daughters of the Empire (IODE) Fellowship in Library and Information Sciences.
- Approved nomination of 4 MIS students for the Gordon Cressy Student Leadership Award for extracurricular activities at FIS.
- Nominations forwarded to SGS for SSHRC Scholarships: 1 MIS student and 4 PhD students (2006-07).
- OGS Scholarship nominations forwarded to SGS: 7 MIS students and 5 PhD students.
- Deadline for Bursaries is moved forward this year to Dec 2, 2005. Those awarded bursaries will be notified by the beginning of January session.

iii) Degree
No Report

iv) Doctoral Studies
No Report

v) Inforum and Information Technology
- Nalini Singh reported that Sherri Vokey, Digital Services Librarian, presented a paper at the Internet Librarian Conference in October in Monterey, CA, with Paul Pival of the University of Calgary, entitled “Web Tools for 21st Century Learners”. Sherri was also on the cover of ‘Library Journal’ for a round table discussion on the use of blogs in libraries.
- Nalini has been accepted to the Northern Exposure to Leadership Institute.
- 25th anniversary party for Nadia Moro, the Senior Library Technician.
- Tony Lemmens is now in Room 411 and is available for user support to faculty and students.
- Marte Misiek, along with Irene Cruz, have started work on Serials Holding Project. The goal is to enter all serials holdings into library catalogue.
- Marte has prepared a report on improving the Inforum collection in the area of Museum Studies.
- Marte has also agreed to serve on the Task Force for Integrating Museum Studies.
- Inforum website is being revamped by Sherri to create a more interactive site.
- Fall Instructional Series is complete. 20 workshops offered. Working on ways to increase attendance.
- Workshops offered during Orientation Week were very well attended. Cite-it-Rite had 131 registrants.

vi) Masters Studies
No Report

c. Ad-hoc Committee of Council

i) Life and Times
- Judy Dunn reported that the Committee met and approved the Terms of Reference.
- New furniture has been ordered for the 6th floor lobby, the Inforum journal reading area, and the 2nd floor lobby. Estimated arrival is December 1.
- The Dean’s Teas have been very successful over the fall term. Discussion has been lively and attendance has ranged from 20 to 100 (with an average of 42).
- FISNEWS was officially launched on November 15th and all FIS related news can now be accessed in a number of ways: via the website, through an RSS reader, or via e-mail updates.

d. Other

i) Faculty Search Committees
- Committees focused on applications in hand from spring and summer 2005.
- LAM Committee – Now inviting candidates. Speakers include – David Finkelstein from Scotland on Book History and Print Culture; Samuel Trosow from Media Studies at Western on Copyright; Allison Muri, and others. The Committee is continuing to review new applicants and welcomes input from everyone.
- IS++ Committee – Other half of the FIS future, including systems studies, practices, policies, collaborative technologies - whole range of possibilities. Have 80 applicants inherited from last year. Accepted invitations: Ana Viseu, David Phillips, Yunqing Ren, David Ribes and Stephen Hockema.
- Ads kept intact from last year, plus we’ve supplemented them with more targeted ads in line with immediate needs.
- Very important that we attend the talks and invite friends.
- Need to be sure that list or announcement of visiting speakers sent out regularly.

ii) Admissions Committee
- Attended three job fairs this fall
- Placed ads in Southern Ontario University newspapers, another round of ads for Toronto area.
- Tours of selected areas of building.
- Online applications forms for SGS and FIS now up and running
- Admissions section has been updated to incorporate online applicants
Information night for prospective students will be Thursday, January 12th, 7:00pm

iii) Assistant Dean
- Judy Dunn reported that the admissions process is now online and the online payment procedure will get better.
- Brian stated that there is a large amount of information posted online. We could use help by anyone interested in rationalizing content.

iv) Registrar
No Report

v) Director of Graduate Studies
- The Director of Graduate Studies (DGS) and the Vice Dean had a meeting rationalizing some of the DGS’ tasks, such as whether or not the Assistant Dean or the DGS would handle exemptions, number of courses that people want to take outside FIS, etc.
- Meeting with students in each of the streams separately organized. There are some concerns with low enrolment in Archives and IS; there is a need to discuss scheduling and notifications; lack of course offerings identified by students as a problem.
- There is a need for improvements in communication with students

vi) Professional Learning Centre
No report

vii) Academic Board
- New University policy on academic appeals within the divisions was passed by Academic Board and is being brought forward to Governing Council for final approval. Clare Beghtol was thanked for her contributions in revising this policy. The new guidelines are referred to in the new FIS Constitution. Its purpose is to regularize the appeals process across different academic divisions.

6. FIS Doctoral Students Association
No report

7. FIS Student Council
- Sent comments to the FIS Council Chair and the Executive Committee concerning the new draft Constitution. FISSC wanted to make sure that the Constitution remained a point of contact for students with the curriculum and that students had adequate representation on all relevant committees.
- The FISCC was pleased that all requested modifications were made to the draft constitution and were in the final version that was approved by Council.

8. Question Period
No questions.
9. **Other Business**
   - On December 6th there will be a morning panel discussion with Sam Trosow on copyright issues affecting libraries in Room 205.

10. **Announcements**
    - Karen Wierucki reported that there would be a new, improved Alumni newsletter in mid December 2005.
    - The End of Term Tea is scheduled for Dec. 14, 2005.
    - June 6th, 2006, is the date set for the FIS Spring Reunion.

11. **Adjournment**
    - Moved by Prof. Pat Fleming at 5:45 pm.

**Next meeting**

Tuesday, February 7, 2006, 4:10 pm – 6:00 pm, in Room 728.