PRESENT:

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

Academic Staff: Clare Beghtol, Nadia Caidi, Joan Cherry, Chun Wei Choo, Wendy Duff, Lynne Howarth, Siobhan Stevenson

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

Associated Instructor:

Administrative Officers: Susan Brown, Judy Dunn

Doctoral Students: Scott Paquette

MIST Students: Autumn Haag, Jessica A. Posgate, Nidhi Sachdev

Alumni Association: Majeed Rafi, Karen Wierucki

The Professions at Large: Mary Ann Mavrinac

U of T Faculty Member:

Assessors: Sara Figueiredo, Eva Kupidura, Nadia Moro

Observers:

Recorder: Bisa Saleh
REGRETS:

The President of the University of Toronto, The Chief Librarian of the University, The Dean of the School of Graduate Studies, Andrew Clement, Barbara Craig, Juris Dilevko, Paulette Rothbauer, Eric Yu, Jutta Treviranus, Jennifer Trant, Annetta Dunn, Liana Giovando, Patricia Lawton, Geoffrey Little, Sapna Mahboobani, Stanislav Orlov, Michael Rehak, Jessica Waintman, Kimberly Silk, Vicki Whitmell, Dave Davis

MINUTES:

The fourth meeting of Council for 2006 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 February 7, 2006
   Prof. Lynne Howarth moved to accept the minutes of the meeting; seconded by Judy Dunn.
   Approved

3. Business arising from minutes:

   Dean Brian Cantwell Smith brought forward the following items from the last meeting:

   • Network for Inclusive Design:
     The proposal was signed by the presidents of ten Canadian institutions, including the McCord Museum and the Emily Carr Museum, the Ontario College of Art & Design, and seven universities, including U of T. FIS led the initiative and it was signed by President David Naylor. It is a national initiative as a Canada Foundation for Innovation (CFI) proposal. The CFI proposal was for $27 million. CFI pays 40% of that and the provincial government would be expected to pay 40% if the proposal were funded by CFI. We would have to provide the additional 20% in funds. We have already assembled more than enough in matching funds and the provincial proposal will go in.

   • Academic Initiatives Fund:
     FIS hopes that the proposal to fund two faculty positions in health informatics (to be shared between FIS and the Faculty of Medicine’s Department of Health Policy Management and Evaluation (HPME)) will be recommended for funding by the Provost. Funding proposals go forward to Governing Council shortly, so FIS can expect to hear the official outcome soon.
4. Report from the Dean

- Museum Studies:
The history of Museum Studies and the interaction with FIS goes back many, many years, with initiatives taken by Dean Lynne Howarth. There have been discussions of innovative programs and collaborations, and there have been collaborations, in fact, for at least ten years or even longer. Dean Smith has continued to talk with Prof. Thierry Ruddel, the previous Director of the Program, and with Prof. John Fleming, the current Director. Similarly, discussions were held with current and previous Deans of the School of Graduate Studies. And there were discussions with the ‘Material Culture Proposal’ at Victoria College.

Dean Smith then reported that after extensive discussions, the current AIF for Museum Studies had been funded.

Funding is initially one-time-only (OTO) but will become base funding if the partnership between FIS and the MSP is successful. Fundamentally, our concern with respect to the future stewardship of the Museum Studies Program is not, in particular, the reporting relationship being through FIS. What is of most concern is the level of support for the program, so that it would actually have enough resources to be a first class program. The funding puts two more lines of operating funds into the program, which is really a vote of confidence by the University in the future of the program. So that is what has been recommended by the Provost to Governing Council and will be voted on the week of March 20, 2006.

At a previous FIS Council meeting, Council voted on and passed a motion that we would look favorably, in principle, to the reorganization of the reporting relationship of Museum Studies through the Faculty, contingent on adequate funding. Now we have in front of us a motion that the Museum Studies Program be reorganized so as to report through FIS, contingent on adequate funding. But this is different, because when we did it before there wasn’t an obvious source of funds. And what really has changed is that the Provost has gone through the AIF funding route and has recommended this, pending Governing Council approval.

So with that background, Dean Smith moved the motion that:

“The Museum Studies Program be disestablished within the School of Graduate Studies and re-established as a degree program within the FIS and that the administration, budget and academic program
be transferred to the FIS, effective July 1, 2006, pending final approval of financing.”

Seconded by Professor Beghtol.

Discussion:
There are two concurrent processes: One is the allocation of the funds requested by the AIF, which is moving up through governance and is expected to be approved. There is also the organizational/governance change of the reporting relationship of Museum Studies, from being a standalone program within SGS to being in the Faculty. The Provost has recommended the funding part and the governance part can now move ahead.

The substantive issue for FIS is to engage with our new colleagues, at the level of students, at the level of adjuncts, at the level of faculty and at the level of cultural resources within the city. That process has started and just as FIS had a little reception for MSP students to start the conversation, the students of Museum Studies are going to invite FIS to a little event of theirs, a sort of special tour for us through the Collecting Curiosities Exhibit, that just opened at the University Art Centre.

FIS’ proposed integration of Museum Studies will involve six interrelated factors:

- Faculty – Three dedicated faculty: a Director, a senior and a junior faculty member.
- Curriculum – An appropriately integrated and appropriately distinguished curriculum: Master’s, Doctoral, Online Education and Continuing Education.
- Year on the LAM – A year of activities focused on the convergence of libraries, archives, and museums.
- Facilities – Integration of the facilities of the Program into FIS, including both design/exhibit space, and library and information resources.
- Research – Involvement of Museum Studies students and faculty in the research activities of the Adaptive Technology Resource Centre (ATRC) and Knowledge Media Design Institute (KMDI).
- Advisory Board – Recruitment of leaders from across Canada and around the world.

AIF funds will be used as a “bridge” to leverage other sources of income, in order to implement this full set of activities, and thereby put the integrated Program on a firm and sustainable long-term footing.

Motion approved unanimously.
I-Schools:
Dean Smith reported that he went to another meeting of the Deans of the I-Schools and there is really a lot of energy in that movement. They have developed a communications project, including goals, and are talking about inviting students at the various schools to have a conference together. There’s a date being proposed, possibly in October. There’s also a proposal for a graduate student conference on Saturday; the conference itself is likely Sunday through Tuesday. It will be a source of energy, collegiality and lots of interesting discussions about the future of I-Schools like ours.

Graduate expansion:
The FIS graduate expansion plans have to be formulated in terms of the new budget model, which is just emerging. A meeting with the Vice Provost of Budgeting and Planning is scheduled for Friday, March 17. Dean Smith is hopeful that at the meeting FIS will get approval for at least a year’s worth of hiring.

Hiring:
Prof. David Phillips, who has tenure at the University of Texas Austin, was offered a position at FIS. Part of the hiring process (if someone is going to be hired with tenure) is to go through the tenure process here. The Tenure Committee met on March 10 so the recommendation is proceeding through to the President’s office.

5. Reports

a. Executive Committee (Prof. J. Cherry)

Prof. Cherry reported on the revisions to the FIS Constitution.

It was expected to have a motion to revise the FIS Constitution at the current meeting. Due to happenings elsewhere in the University that is not now possible. It is coincidental that FIS embarked on a project to revise its Constitution at the same time when other things were going on within the University. Dean Smith wanted to make some changes in the structure of Council and its committees in order to make the Council more inclusive, etc., and so we embarked on this extensive project to revamp the Constitution.

However, there was a Task Force on Graduate Education at UofT and it submitted a report in June of last year. That report made recommendations to enhance the quality of graduate education and to improve the graduate experience. It had three specific recommendations:

- One was that there should be a Vice-Provost for Graduate Education. Prof. Susan Pfeifer was appointed and is Vice-Provost of Graduate Education, as well as the Dean of SGS.
The second was that a committee should be established, called the Graduate Education Coordinating Committee, to oversee changes that would be necessary in order to make improvements in the two areas, quality of education and the graduate experience. That committee was formed and it’s been meeting every second week for two hours since September. Prof. Cherry sits on that committee, including the Vice Dean of the Faculty of Arts & Science, the Vice Deans of Engineering, OISE, and Medicine, as well as the President of the Graduate Student Union, and one other graduate student. That committee is charged with putting in place improvements in those two areas.

The third recommendation of the Task Force was that we align governance functions to reflect the new Faculty responsibilities and the SGS responsibilities that will come out of the changes to be made. So these were constitutional changes not anticipated by FIS. Another committee was formed to review constitutions, so Prof. Cherry is sitting on that committee, as well. That committee now is reviewing the constitutions of the seventeen Faculties within the University, including ours.

But in addition to the changes we have already suggested, there are other things that came up as a result of this Task Force. Once constitutions began to be received by this group, it was evident that other changes would be advisable, particularly where no changes had been made to constitutions for a very long time.

Discussion:
Dean Smith asked if the revised FIS constitution was pellucid in its clarity and not needing any revisions other than the new ones, or did they find other recommended changes?

Prof. Cherry replied that there were some other changes. For example, they suggested that the Chair of Council be the Chair of the Executive Committee because in most places the Executive Committee sets the agenda for Council reviews and that seems a reasonable approach.

Joe Cox noted that there was the strong recommendation that students be elected to Council. In the FIS Constitution we say that students will choose a mechanism in order to have student representation; so we provide the representation, but we don’t dictate how those students will be chosen. SGS wants it through election so that would be something that the Student Council would probably have to adjust to. If we put it in our Constitution that students must be elected, the Student Council Constitution will probably have to change, too.

Prof. Cherry further said this is something that is being required of all the Constitutions, that students be elected, not appointed; and furthermore, at least with respect to the Committee responsible for Graduate Education, it will be our Curriculum Committee that reviews proposals for new courses.
and other proposals, which gives it more power and responsibility than it had previously. The student on that Committee must be elected for that purpose. So rather than electing students to serve on Council in these roles, the Dean of SGS thinks it would be best if students were elected for the specific purpose of sitting on the Curriculum Committee.

Dean Smith asked, that since we had to bring the proposed Constitution to two Council meetings, is it likely that we will need another meeting to approve the newest changes?

Joe Cox replied that there would have to be another meeting if we want to have our Constitution in place by July 1st and if we want to have our new Committee structure in place for the new academic year. So there will be a special meeting of Council called when we get the Constitution back from the Provost’s office and then we’ll determine the amount of time that’s needed in order to call a special meeting and make sure that we have a quorum, etc. The Chair asked that Council to accept this discussion as a notice of motion to amend the Constitution and the Bylaws at the next special meeting of Council.

Notice of motion to amend Constitution and Bylaws at the next special meeting of Council was accepted unanimously.

b. Standing Committees of Council

i) Academic Appeals
   No report.

ii) Awards (A. Rossini)

   • Nelson Mandela Internship Program:
     Nelson Mandela Foundation will be accepting 2 interns this summer to work at the Centre of Memory Project. Juanita Rossiter and Jill Ruby were the first recipients of this program and will be traveling to South Africa at the end of April. Prof. Wendy Duff will be on-site for the first couple of weeks to oversee the coordination of the project and will then remain in contact via email throughout the duration of the internship.

   • Scholarships:
     The Awards Committee met on March 9 and awarded 12 scholarships to the top incoming students. The scholarships will cover full tuition up to the value of domestic tuition fees for the first year. They will be automatically renewed if a CGPA of 3.9 or better is attained in the first year of the program.
Student Assistantships:
The Awards Committee also recommended 7 incoming students to receive $1500 each in student assistantships. Students will work 50 hr/term for the first two terms of their programs and will be compensated $750 at the beginning of September and January.

iii) Degree
No report.

iv) Doctoral Studies
No report.

v) Inforum and Information Technology
No report.

vi) Master’s Studies (Prof. C. Beghtol)

- The Committee met and approved proposals for two “Special Topics” courses. These proposals require the approval of FIS Council, which grants final approval for these courses.
  - The Committee met in two virtual meetings in February and approved a proposal for FIS 23xxH Special Topics in Information Literacy: Designing and Delivering Effective Information Literacy Courses and Programs. (Instructor: Joe Cox)
    Approved
  - The Committee also met on March 2 and March 9 and approved a proposal for FIS23xxH Special Topics in Project Management. (Instructor: Prof. Richard Harold Irving, York University)
    Approved

c. Ad-hoc Committee of Council

i) Life and Times (J. Dunn)

- A successful research day was held March 10, 2006. There were 23 presentations by faculty, students and staff, with attendance at the sessions ranging from 20 to 50.

- Approximately 65 members of the FIS and Museum Studies communities enjoyed the Museum Studies welcoming reception from 4-5 on the same day

- The new FIS website will be launched in test phase on March 20, 2006. Training will be provided for those who will be contributing
content to the site, and FIS Tea to introduce the site to the FIS community will be held on March 29.

d. Other

i) Faculty Search Committees

- LAM Search Committee
  No report.

- IS++ Search Committee
  No report

ii) Admissions Committee (J. Dunn and A. Rossini)

- Total PhD applications received: 44 (38FT, 5 flex). Faculty met March 10, 2006 to review 29 applications. Applicants will be notified of decisions by end of the month.

- Total MISt applications received as of March 13: 171 (25 AR, 27 IS, 99 LIS).

- Job Placement – On campus recruitment:
  
  o Toronto Public Libraries interviewed 8 recent MISt graduates and 12 current students at FIS. Recruiting team will return to interview graduating students at the end of March.

  o The New York Public Library will be coming to FIS on April 3, 2006, to interview 3 recent MISt graduates as part of their Canadian recruitment drive.

iii) Assistant Dean

No report

iv) Director of Graduate Studies

No report

v) Adaptive Technology Resource Centre

No report

vi) Professional Learning Centre (E. Kupidura)

- Staffing – significant changes in 2005/2006: the PLC Director has become 25%; a new Office Assistant was hired at 80%; in January
2006, the PLC hired a Program Coordinator for the next year, also 80% to coordinate daily operations of the PLC while its Director is on leave. The Director remains responsible for the strategic directions and development of the PLC program.

- In addition to certificate courses, the PLC has continued to offer stand-alone and customized courses. Several courses were redesigned and new courses were added to the PLC curriculum.

- The PLC continues to offer courses in two locations – Toronto and Ottawa.

- In addition to the classroom courses, the PLC curriculum includes several web-based, instructor-lead courses.

- Plans for Fall 2006 include a new web-based course covering material from the RM Practice certificate.

- In 2005, the PLC offered, for the first time, summer courses in July. Summer courses are also being scheduled for July 2006.

- Registrations: number of courses offered - 96; number of students - 1232.

- In 2005/2006 the PLC signed an Affinity Agreement with the OLA to strengthen and promote their respective continuing education courses and events. Similar agreement is being negotiated with the CLA.

- A concentrated effort is underway to promote PLC courses.

- The updated listings of web-based courses are now accessible at DistanceEdCanada and other distance education sites. Immediate plans include improvement to the PLC website metadata structure.

vii) Inforum
No report

viii) Development
No report

ix) Academic Board
No report

6. FIS Doctoral Students Association report
No report
7. **FIS Student Council report**
   No report

8. **FIS Alumni Association report**
   No report

9. **Question Period**
   No questions

10. **Other Business**
    No other business

11. **Announcements**
    No announcements

12. **Adjournment**

    - Moved by Prof. Nadia Caidi at 5:45 pm.