FACULTY COUNCIL
Special Meeting, 2006-07 Session
Tuesday, November 14, 2006
4:10 – 6:00 p.m.

PRESENT:

Members (ex officio): Brian Cantwell Smith

Academic Staff: Clare Beghtol, Joan Cherry, Andrew Clement, Stephen Hockema, Jens-Erik Mai, Wendy Newman, David Phillips, Paulette Rothbauer, Siobhan Stevenson, Jutta Treviranus, Nadine Wathen

Inforum Professional Staff: Joe Cox, Marte Misiek,

Associated Instructor:

Administrative Officers: Judy Dunn

Doctoral Student: Diane Dechief

MIST Students: Annetta Dunn, Autumn Haag, Roxanna Henriquez, Stacey Piesner, Michelle Zadak

Alumni Association:

The Professions at Large: Kimberly Silk

U of T Faculty Member:

Assessors: Barbara Soren

Observers: Jennifer Trant

Recorder: Bisa Saleh
REGRETS:
The President of the University of Toronto, Chief Librarian of the University, Judith Snow, Susan Pfeiffer, Rachel Barton, Susan Brown, Nadia Caidi, Chun Wei Choo, Barbara Craig, Juris Dilevko, Wendy Duff, Alex Gates, Christina Hwang, Udoy Gupta, Lynne Howarth, Geoffrey Little, Claire Lysnes, Mary Ann Mavrinac, Jessica Posgate, Majeed Rafi, Nalini Singh, Lynne Teather, Vicki Whitmell, Eric Yu

MINUTES

1. Call to order, acceptance of Agenda, and method of procedure
The Chair, Joe Cox, called the meeting to order at 4:10 p.m. A quorum was present. The agenda was accepted without any changes.

Joe clarified that this meeting was called at the will of Council to discuss in detail the changes to the FIS Constitution and Bylaws, which are the only items on the Agenda. The chart, distributed before the meeting, comparing the current and the proposed Constitution and Bylaws should help to identify the differences between the current and proposed Constitutions and Bylaws. Referring to the chart, Joe indicated that the changes in red reflect changes as the result of discussions in the Executive Committee, which met last Friday, and those changes in turn result from comments received by the Executive Committee to date. He noted that some of the changes also stem from a general review of all divisional and faculty constitutions by the Provost’s Office, the Governing Council, and the University of Toronto legal department, to ensure that they comply with generally accepted University of Toronto principles. Also distributed was a copy of the Constitution template, as issued by the Governing Council of the University of Toronto, which assisted in drafting the proposed FIS Constitution. Joe noted that the proposed Constitution and Bylaws would not be voted on at this meeting. That will occur at the next regularly scheduled meeting of Council on Tuesday, November 21, 2006.

In order to allow the Chair of Council, who was involved in the Constitution and Bylaw re-wording and changes, to take part in the discussions, the Chair asked Wendy Newman, as a member of this Council, to chair the meeting today and she agreed. All present were in favour.

Wendy Newman took over as Chair and proposed to allocate up to 20 minutes of the debate on the definitions; up to 20 minutes to Article 2, Sec. 2, a and b; up to 20 minutes to Bylaws, Article 2 on the committees; and up to 30 min for everything else in the Constitution and Bylaws. All present were in favour.

2. Discussion
Floor opened for discussion.
It was agreed as follows (the highlights of the approved amendments):
**Constitution**

**Art. 1, Sec. 2: Definitions**

Joe Cox stated that we never had definitions in our Constitution before. Governing Council encouraged us to include them to make it clear who actually sits on our Council, who represents us, in order to make sure that there is a fair representation of faculty, librarians, students, staff, and external members.

Some of the proposed changes are as follows:

1. “Academic Staff”, to read “Teaching Staff” indicating: one who holds a teaching appointment of 40% or more in the Faculty and who holds the rank of Professor, Associate Professor, Assistant Professor, Senior Lecturer, Lecturer, Senior Tutor, or Tutor;
2. Differentiate “Senior Research Associate” from “Teaching Staff”, to mean: one who holds an appointment of 40% or more in the Faculty with the rank of Senior Research Associate;
3. For “Professional Librarian” add: ‘who holds the rank of Librarian I, II, III, or IV’;
4. “Senior Administrative Officer”: take out ‘member of the Faculty’;
5. Add the definition of “Sessional Lecturer”: one who holds the rank of Sessional Lecturer I or II in the Faculty and who teaches at least one course per year in the degree programs of the Faculty;
6. Take out word ‘members’ from the definition of “Alumni/Alumnae”.

**Art. 2, Sec. 2: Powers and Duties**

Dean Smith: It was brought to our attention that these clauses of the Constitution could be read as going against academic freedom, while we’re only trying to protect academic freedom. Therefore, the Executive Committee was open to changes of wording in these clauses.

After intense debate, it was suggested that:

1. Article 2, Sec. 2, a) remains the same;
2. Article 2, Sec. 2, b) take out ‘teaching’ from the clause;
3. Article 2, Sec. 2, c) through to 2, g) remain the same;

The proposed: **Art. 3: Membership, Art. 4: Officers, Art. 5: Terms of Office, and Art. 6: Meetings** were found self-explanatory and without discussion.

The Dean concluded that in a perfect world FIS students, faculty and staff would not only know and understand the rationale for every decision taken in the Faculty, they would actually have a role in making that decision. A new Constitution moves us much closer to this ideal by making decision-making in FIS more transparent, accountable and more inclusive of faculty, staff and students.
**Bylaws**
Joe Cox re-iterated changes to the FIS bylaws with respect to graduate governance. He said that while the School of Graduate Studies will retain certain core functions, including the establishment of graduate departments, new programs and major initiatives, the setting of graduate policy, academic appeals, and the coordination of all initiatives that require OCGS approval, many functions currently undertaken by SGS committees will be devolved to the Faculties. As part of this plan each Faculty was asked to make changes to its bylaws, which would enable its governance bodies to carry out governance functions with respect to graduate studies.

The main discussion evolved around the overwhelming number of Council committees and the burden of the workload brought upon the committee members.

The issue of the confidentiality of personal information was also brought up when considering the reading of the student applications by the student members of the admissions committees.

In *Bylaws, Article 2: Powers, Duties and Composition of Committees*, the following was agreed to:

1. **Art. 2, Sec. 1 Executive Committee**
   a) The Executive Committee shall consist of nine voting members of Council: the Chair of Council who shall act as Chair; the Dean (or designate); at least three full-time regular members of the Teaching Staff holding professorial rank; and one Student from each degree program of the Faculty. Members, other than the Chair of Council and the Dean (or designate), shall be elected annually by Council. The Secretary of Council shall be the Secretary of the Executive Committee, as assessor, non-voting. Five voting members shall constitute a quorum.

2. **Art. 2, Sec. 2 Admissions Committees**
   a) Each degree program in the Faculty shall have an Admissions Committee.
   b) Each degree program’s Admissions Committee shall consist of: at least two full-time regular members of the Teaching Staff holding professorial rank; the Director of Student Services (or designate); and a Student from the degree program being represented by such an Admissions Committee.

3. **It was particularly emphasized that:**
   c) It shall be the responsibility of each such Admissions Committee to:
      1. Establish admissions policies and procedures;
2. Review and make recommendations to Council in regard to entrance requirements;
3. Ensure that the qualifications of applicants seeking admission are appropriately assessed and reviewed;
4. Ensure that appropriately qualified students are admitted and offered advanced standing

At 6pm, Wendy Newman announced that the discussion on bylaws would continue at the next regularly scheduled Council meeting on November 21, 2006.

A motion to adjourn was made by David Phillips, seconded by Judy Dunn, and carried.

Meeting adjourned at 6:15pm.