FACULTY COUNCIL  
Second Meeting, 2006-07 Session  
Tuesday, November 21, 2006  
4:10 – 6:00 p.m.

PRESENT:

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

Academic Staff: Joan Cherry, Chun Wei Choo, Andrew Clement, Barbara Craig, Wendy Duff, Steven Hockema, Lynne Howarth, Jens-Erik Mai, Wendy Newman, David Phillips, Paulette Rothbauer, Siobhan Stevenson, Nadine Wathen, Eric Yu

Inforum Professional Staff: Joe Cox, Nalini Singh, Edward White

Associated Instructor: Vicki Whitmell

Administrative Officers: Susan Brown, Judy Dunn

Doctoral Student: Diane Dechief

MIST Students: Annetta Dunn, Alex Gates, Autumn Haag, Geoffrey Little, Stacey Piesner, Michelle Zadak

Alumni Association: Clare Lysnes, Rafi Majeed

The Professions at Large: Mary Ann Mavrinac

U of T Faculty Member:

Assessors: Andrew Drummond, Eva Kupidura, Barbara Soren

Recorder: Bisa Lovric

REGRETS:
The President of the University of Toronto, Chief Librarian of the University, Rachel Barton, Clare Beghtol, Nadia Caidi, Juris Dilevko, Udoy Gupta, Roxanna Henriquez, Christina Hwang, Susan Pfeiffer, Jessica A. Posgate, Kimberly Silk, Lynne Teather, Jutta Treviranus
MINUTES

1. Call to order and acceptance of Agenda
The meeting was called to order at 4:10pm by the Chair, Joe Cox, who welcomed all present members to the second regular meeting, but the third actual meeting of the FIS Council. A quorum was present and the Agenda was accepted without changes.

The Chair welcomed Mary Ann Mavrinac, Chief Librarian at the University of Toronto at Mississauga, who had just opened a new $34 million library, and also Edward White, a recent FIS graduate and a new contract librarian in the Inforum.

2. Minutes of the Regular Meeting of October 24, 2006
Minutes of October 24th meeting were approved on a motion moved by Siobhan Stevenson and seconded by Wendy Duff.

Minutes of the Special Meeting of November 14, 2006
Not available at this time.

3. Business arising from minutes:
There was no business arising from the minutes.

4. Dean’s report
   - The Dean gave an account on the Faculty Retreat held on October 27th, noting it a great success. Although we were unable to have every student present, we had student representation and most faculty and staff were there. He thanked everyone for his or her participation in the Retreat.
   - FIS filed a request for graduate expansion within the next couple of years. We haven’t heard back yet from Simcoe Hall, and there are some pros and cons, but we’re optimistic that it will go forward. Brian thanked people for their comments and suggestions.
   - There is a call for Search Committee memberships.
   - FIS signed a memorandum of agreement as a member of the Collaborative Program in Women's Health.

5. Reports

   a) Executive Committee

   Approval of the Revised Constitution and By-laws
   The main item that the Executive Committee dealt with since the last Council meeting had been a review of all comments that came forward for revisions to the Constitution and By-laws. Given that the Constitution goes forward to Academic Board and Governing Council without the By-laws, Joe proposed to deal with the Constitution and By-laws separately, so that there would be separate motions to accept the proposed Constitution and another motion to accept the proposed By-laws.
Brian assumed the Chair of Council.

Joe spoke to the Constitutional changes. There are a number of changes from the versions presented at the last Council meeting on October 24, based on comments and suggestions from individuals, from discussion in the Special Meeting of Council held last week and through discussion in the Executive Committee. The Executive Committee hopes that it has addressed as much as possible the concerns and comments while working within the governance structure of U of T.

In the Constitution, the definitions have been updated; Art. 2, Sec. 2, a) and b) have been reworded; and the Appeals Committee is not included in the Constitution or By-laws, as appeals come under the procedures of SGS and the Academic Appeals Committee reports to the Dean, not to Council. In the Bylaws, Committee governance has been emphasized while procedural clauses have been removed. We have also moved the Life and Times Committee from being a Committee of Council to being a Faculty committee that works out of the Dean's Office. Given that we wish to have Committees of Council as oversight/governance committees and the Life and Times deals with very concrete issues and spending, it was thought better to remove it from Council and make it a Faculty committee. It obviously does not diminish its importance or the hard work that people in that Committee are currently doing.

MOVED by J. Cox that the revised Constitution be approved and sent to Governing Council for final approval.
Seconded by Wendy Duff.
No discussion.
CARRIED.

Joe resumed as Chair of Council and called for consideration of the By-laws.

After giving a lengthy explanation about changes made to By-laws, B.C. Smith moved a motion that the By-laws as amended be approved.
Seconded by Judy Dunn.

The Chair opened the floor to discussion.

Major issues discussed:

- Too many committees, with too few people, to do too much work.

Prof. Wendy Duff noted that, particularly for the Museum Studies program, it would not be possible to fill all positions on committees. Brian agreed that not all positions have to be filled in a given Council
year, but that there should be provision made in the By-laws for seats on committees for various constituencies.

- The actual work of committees is specified too much in the By-laws.

  Brian noted that with revisions made to the By-laws since the last meeting of Council, governance and oversight have been emphasized in the By-laws rather than how work should be done, such that wording like “make a decision” has been changed to “approve a decision”.

- Related to the previous point was the concern that students would read applications received from prospective entrants to the programs.

  This is not specified in the By-laws. What is now stated is that the Committees “Ensure that the qualifications of applicants seeking admission are appropriately assessed and reviewed” (Proposed By-laws, Art. 2, Sec. 2, c), 3). It is the responsibility of the Committees to ensure that an appropriate process is followed.

- The number, composition, and terms of reference of subcommittees of the Programs Committee are problematic.

  There has been considerable change to the Programs Committee, with the change in wording from “Establish a sub-committee for each degree program of the Faculty” to “For each degree program of the Faculty, either in the Committee as a whole or in a subcommittee established for that purpose…” (Proposed By-laws, Art. 2, Sec. 7, b), 8). The PhD students have been quite adamant that there needs to be a subcommittee that addresses their specific program needs. This can occur under the proposed By-laws but does not have to for, say, the Museum Studies program.

- Wendy Newman was concerned that there should be representation from the professions on the Programs Committee, which was previously the case on the Masters Studies Committee.

  Brian responded that it would be appropriate that there should be such representation and that assessors can be appointed to all committees. At the last Council meeting he urged and requested that committee chairs invite assessors to participate fully in committees.

MOVED by B. C. Smith that the By-laws, as amended, be approved
Seconded by Judy Dunn.
CARRIED.
b) Standing Committees of Council

i. Academic Appeals
   No report

ii. Awards (Submitted by A. Rossini)
   - Nelson Mandela Internship Program: the 2006 summer internship was a success, with two students awarded internships. Fundraising efforts are underway for the 2007 program.
   - Eight new and one renewed tuition fellowships, 10 scholarships, and 3 assistantships were awarded.
   - New for 2006-07: Six SSHRC awards were received, four by MISt students and two by PhD students.
   - There were seven OGS recipients for 2006-07.

iii. Committee on Standing
   No report

iv. Information Technology Services
   No report

v. Inforum
   No report

c) Special

i. Programs (submitted by Jens-Erik Mai, Chair)
   The Committee has reviewed and discussed proposals for the following five “special topics” courses to be offered in Winter 2006-2007 term:

   **FIS2303H: Special Topics in Information Studies: Semantic Web**
   Instructor: Airi Salminen
   MOVED by J. Cherry that FIS2303H: Special Topics in Information Studies: Semantic Web, as described in the attached report, be approved. Seconded by D. Phillips.
   CARRIED.

   **FIS2304H: Special Topics in Information Studies: Introduction to Information Security**
   Instructor: Steven Hockema
   MOVED by J-E. Mai that FIS2304H: Special Topics in Information Studies: Introduction to Information Security, as described in the attached report, be approved.
   Seconded by S. Stevenson.
CARRIED.

**FIS2305H: Special Topics in Information Studies: Surveillance and Identity**
Instructor: David Phillips

MOVED by S. Hockema that FIS2305H: Special Topics in Information Studies: Surveillance and Identity, as described in the attached report, be approved.
Seconded by A. Clement.
CARRIED.

**FIS2306H: Special Topics in Information Studies: Evidence Based Health Care for Information Professionals**
Instructor: Nadine Wathen

MOVED by J-E Mai that FIS2306H: Special Topics in Information Studies: Evidence Based Health Care for Information Professionals, as described in the attached report, be approved.
Seconded by W. Duff.
CARRIED.

**FIS2307H: Special Topics in Information Studies: Toward a New Definition of the Museum**
Six Speakers: experts from a variety of museum related fields.

MOVED by J-E Mai that FIS2307H: Special Topics in Information Studies: Toward a New Definition of the Museum, as described in the attached report, be approved.
Seconded by Alex Gates.
CARRIED.

**ii. Admissions** (submitted by Judy Dunn)
Incoming students (Fall 2006):
1. PhD – 6
2. MISt – 127 (part-time: 31)
3. MMSt – 18
   
   FTE – 161

A new postcard has been created and a poster and display banner will be ready for the OLA conference in early February 2007.
Three recruitment fairs have been attended.
Information Night for prospective students held on Wed., November 8th, was very successful, with over 150 people present.

**iii. Life and Times** (submitted by Judy Dunn)
Research Day will be held on Mar. 30, 2007.
Fourteen Dean’s teas and nine ‘This Thursday@FIS’ events are scheduled for the fall term.

6. Additional Reports

a) Vice Dean
No report

b) Assistant Dean
No report

c) FIS Students
   i. PhD
      No report
   ii. MIST
      No report
   iii. MMSt (submitted by Alex Gates)
      Information about the Museum Studies program is now posted on the MSP web-site (accessible within Program and Courses at the FIS website)

d) Alumni
   i. FIS
      The Alumni Tea took place on Nov. 15, in celebration of November graduates and as a farewell to Sara Franca, the former Advancement Officer who resigned from FIS. 50 people attended.
   ii. MMSt
      Museum Studies program organized alumni gathering on Oct. 11, under the heading: ‘Toward a new definition of museums’; 40 people attended.

e) Adaptive Technology Resource Centre
No report

f) Professional Learning Centre (submitted by Eva Kupidura, Coordinator)
   There were total of 95 non-credit workshops and short PLC courses in 2005/06, with total attendance of 1,380 people.
   New, web-based 7-week certificate course: RM Practice – will be offered in Jan. 2007.
   Web Development and Information Design certificates will be discontinued in Sept. 2007.

g) Inforum (submitted by Nalini Singh)
   Inforum staff worked hard during the summer to improve the facilities. Four new computers are set up in the Open Area. Other improvements include: new carrels, lamps and comfortable chairs for the 5th floor, new reading areas with armchairs and tables, an iMac workstation, new public workstations, a
compact and more attractive current periodicals display unit, and new faster photocopiers.
Two FIS student interns, Tasha Caswell and Lisa Dauvin, working in records management and document acquisitions respectively, were hired this year.

h) Development
No report

i) Academic Board
No report

7. Question Period
No questions.

8. Other Business
No other business.

9. Announcements
No announcements.

10. Adjournment

A motion to adjourn was made by P. Rothbauer.
Meeting adjourned at 6:10pm.

Next regular meeting of Council:

Tuesday, February 13, 2007
4:10-6:00 pm
Room 728
140 St. George Street
Toronto, ON