PRESENT:
Members (ex officio): Seamus Ross


Professional Librarians: Kathleen Scheaffer, Elisa Sze

Senior Administrative Officers: Susan Brown, Andrew Drummond (in the Chair), Audrey Johnson

Associated Instructor or Sessional Lecturer:

Administrative Staff: Kathy Shyjak

Students:

Doctoral: Chris Young

Masters (MI): Octavio Escalante Menchaca, Amanda Chernawski, George Raine, Hannah Loshak, Karolina Grzeszczuk, Laura Chuang, Matthew Gertler, Ned Struthers

Masters (MMSSt):

Alumni/Alumnae: Kimberly Silk

External Members:

Assessors: Eva Piorkowski

Observers: Desiree Fuller, Kathleen O’Brien, Tony Lemmens, Percy Lo, Isidora Petrovic, Melissa Smith

Recorder: Areti Vourinaris

REGRETS:

The President of the University of Toronto, Vice-President and Provost, Chief Librarian of the University, Dean of the School of Graduate Studies, Jaime Banks, Christoph Becker, Matthew Brower, Brett Caraway, Chun Wei Choo, Andrew Clement, Nicole Cohen, Keren Dali, Juris Dilevko, Kyra Folk-Farber, Sara Grimes, Cara Krmpotich, Heather MacNeil, Susan Maltby, Samantha Pirner, Adriana Rossini, Aviv Shachak, Leslie Shade, Nalini K. Singh, Brian Cantwell Smith, Siobhan Stevenson, Lucy Szczesnak, Anthony Wensley
MINUTES

1) **Call to order and acceptance of the Agenda**

   The meeting was called to order at 9:35 a.m., with quorum established. The Chair, Andrew Drummond, welcomed all members to the first regular meeting of the Faculty of Information Council for 2013-14.

2) **Approval of the Minutes from May 27, 2013 and June 14, 2013 Meetings**

   Motions to accept the minutes of the meetings were made and CARRIED.

3) **Role of Faculty Council**

   Chair Andrew Drummond gave a brief overview of the mandate and responsibilities of Council.

4) **Business Arising from the Minutes**

   • Notices of motion from the previous meeting of Council were to be dealt with later in the agenda.
   • The Dean gave an update on the recommendation of the Information Services Task Force to appoint a Director of the iField Institute. The current financial situation of the Faculty did not allow it to make any new appointments for the time being. The appointment of the iField Institute Director would be fiscally irresponsible in a financial position that required extreme caution.

5) **Dean’s report:**

   The Dean reported on the following issues:

   • The success of Orientation events/activities on September 5, 2013 with a note of thanks to Prof. Jenna Hartel.
   • A phenomenal Junior Professor Research Day on October 4, 2013.
   • An overview of student enrolment figures and graduate survey results.
   • Provostial Deadlines Governance Cycle 2013-14.
   • Update - Key Events and Meeting Dates 2013-2014.
   • iSchool Workload Policy 2012-2013.
   • iSchool Ethics Approval Guidelines (October 2013).
   • Executive Summary Student Recruitment Strategic Plan 2013-2014.
   • The University of Toronto Quality Assurance Process (UTQAP) review of the Faculty of Information.
   • A note of thanks to Prof. Emeritus Joan Cherry and Prof. Wendy Duff on the tremendous work on the Self-Study.
   • A reminder announcement of the External Reviewer Visit January 15-17, 2014.
   • A reminder that as per U of T guidelines on email communication, students must maintain a U of T email address to be apprised of information such as announcements e.g. Self Study

6) **Bylaw Amendment**

   **MOTION:** That the Bylaws be amended to allow for the Chair of Council to be an ex officio, non-voting member of all the Standing Committees of Council.

   as set out in the documentation provided by the Executive Committee

   BE APPROVED. The motion was PUT and CARRIED.
7) Council Committees’ reports

a) Executive Committee


- Kim Silk nominated Prof. Kelly Lyons.
- Kim Silk nominated Prof. Patrick Keilty whose nomination was later withdrawn.
- Dean Seamus Ross nominated Prof. Fiorella Foscarini.
- Prof. Nadia Caidi nominated herself.

Professors Lyons, Foscarini and Caidi were acclaimed as faculty members of the Executive Committee.

- Prof. Lynne Howarth nominated Nalini K. Singh as Member of Council.

Ms. Singh was acclaimed as the Member of Council on the Executive Committee.

There was a brief discussion about the election of student members. The Chair noted that student organizations were typically given latitude to elect their members within their organizations, and that usually the members were the Presidents of the various student societies.

b) Standing Committees

i) Admissions and Recruitment

Prof. Alan Galey submitted the Master’s Recruitment and Admissions Committee report (attached to the original of these minutes).

Prof. Leslie Shade submitted the Doctoral Admissions Committee report (attached to the original of these minutes).

**MOTION: That Article 2, Section 2 of the Bylaws (Admissions Committees) be amended to allow for a Recruitment and Admissions Committee at the Doctoral level.**

The motion was **PUT** and **CARRIED**.

The Chair noted for members’ information that the Bylaws would be renumbered to accommodate the name change.

ii) Awards

No report.

iii) Committee on Standing

Prof. Nadia Caidi and Prof. Lynne Howarth each submitted a report (attached to the original of these minutes).

**NOTICE OF MOTION:** That the Bylaws be amended to allow for the Committee on Standing to undertake the responsibility of reviewing and approving requests for second leave of absences.

ii) Programs

Prof. Eric Yu Choo submitted the report (attached to the original of these minutes).
MOTION: It was severally moved that the:

- Removal of special admissions requirement for IS&D concentration in MI (Form A)
- New course proposal: INF2190H Data Analytics (Form C)
- New course proposal: INF2313H Introduction to Service Science (Form C)
- New course proposal: INF2129H Graphic Novels and Comic Books in the Library (Form C)

as set out in the documentation provided by the Programs Committee

BE APPROVED. The motions were PUT and CARRIED.

MOTION: It was moved that the MMSt program-level vision, mission, values, objectives and learning outcomes, as set out in documentation before members (and attached to the original of these minutes)

BE APPROVED.

Professor Dallas briefly introduced the item, noting that the process to arrive at this point was a highly collaborative and fulfilling one.

The motion was PUT and CARRIED.

MOTION: It was moved that the proposal for a combined CCIT-BA / MI program, as set out in the governance Form C before members,

BE APPROVED.

It was noted that Council’s approval was contingent on further external review.

The motion was PUT and CARRIED.

Subsequent to the meeting, the external review was completed with no issues arising.

There was considerable discussion about the requirement that all LIS concentration required courses be completed in the first year of MI.

During the discussion of the item, the following issues were raised:

- Scheduling, logic and content progression rationale of requirement
- The benefits of flexibility in discovering interests for students.
- The challenges of part-time students taking elective courses offered every other year.
- The formalization of this requirement that was already underway through outline of pre-requisites in order to assist students with timely progression through the program.
- Concentration groupings designed to decide progression of program.
- The last-minute demands of graduating students who need required courses to graduate.

It was suggested that this item be re-visited for discussion at Programs Committee.

iii) Information Services

Prof. Kelly Lyons submitted the report (attached to the original of these minutes).

The Dean presented information to Council regarding the proposed outsourcing of email services from UTORmail to Microsoft Office 365 and town hall consultations that were underway on campus. The Dean alerted the faculty to the petition and to the FAQs that had been prepared by Prof. Andrew Clement.
d) Special

i) Life and Times

Prof. Jenna Hartel submitted the report (attached to the original of these minutes).

6) Reports from Institutes

The Dean commended iSchool Institute and KMDI on their stellar reports. He alerted the membership that all the Faculty Institutes were up for review and gave advance warning of review times as follows:

- KMDI (2015-2016)
- iSchool Institute (2015-2016)

a) Coach House Institute

No report.

b) Digital Curation Institute

No report.

c) Identity, Privacy and Security Institute

No report.

d) iSchool Institute

Eva Piorkowski submitted the report (attached to the original of these minutes).

e) Knowledge Media Design Institute

Prof. Mark Chignell submitted the report (attached to the original of these minutes).

7) Other reports

a) Careers

Isidora Petrovic submitted the report (attached to the original of these minutes).

There was some discussion.

b) Communications and Alumni Relations

Kathleen O’Brien submitted the report (attached to the original of these minutes).

There was some discussion.

c) Development and Advancement Initiatives

Audrey Johnson submitted the report (attached to the original of these minutes).

There was some discussion.
d) iSchool Students

i) MI

Octavio Escalante Menchaca submitted the report (attached to the original of these minutes).

There was some discussion.

ii) MMSt

Robyn Bosnyak submitted the report (attached to the original of these minutes).

There was some discussion.

iii) Ph.D.

Christopher Young submitted the report (attached to the original of these minutes).

There was some discussion.

e) iSchool Alumni

i) MI and Ph.D.

No written report. Kim Silk reported on the following items:
  o Upcoming FIAA All Stars iTea
  o Job Shadowing preparation
  o Ask An Alum slowly getting off the ground
  o Conference grants ($500 each) available; application deadline: November 30, 2013

ii) MMSt

No report.

8) Other business

None

9) Academic Board report

No report.

10) Question period

None

11) Announcements

- Prof. Matt Ratto made a note of thanks re: success of Conductive Ceramics: These Are Not Your Grandmother’s Teacups Thursday, October 17, 6 pm Robarts Library, Room 1150 (main floor), 130 St. George Street.
- Prof. Kelly Lyons announced Celebration of Women in Computing Conference at Uni. of Waterloo (Nov. 8-9)
- Prof. Rhonda McEwen announced Semaphore Lab Colloquium Series.
- Prof. Patrick Keilty announced iSchool Colloquium Series which will be recorded and webcast.
• Dean Seamus Ross made a note of congratulations to Prof. Patrick Keilty for securing SSHRC grant to support colloquia series.
• Audrey Johnson highlighted the launch of the yearlong, public Culture and Technology Lecture Series for the Institute on October 23, in celebration of its 50th anniversary.
• Prof. Kelly Lyons announced the upcoming visit of Paul Meglio, service science guru, on Oct. 25th (11-12:30 pm) 140 St. George Street Bissell, Building Room 507.

12) Other Business

None

13) Adjournment

The meeting was adjourned at 11:33 a.m.