FACULTY COUNCIL

2014-2015 Session - 5th Regular Meeting

MINUTES

Friday, June 12, 2015

9:30am - 11:30am

Room 538, Claude Bissell Building

PRESENT:

Members (ex officio): Seamus Ross (Dean)

Teaching Staff: Wendy Duff (Council Chair), Christoph Becker, Matthew Brower, Nadia Caidi, Mark Chignell, Lynne Howarth, Patrick Keilty, Cara Krmpotich, Irina D. Mihalache, Brian Cantwell Smith, Siobhan Stevenson

Professional Librarians: Nalini Singh, Elisa Sze

Senior Administrative Officers: Glenn Cumming, Audrey M. Johnson, Anna Pralat

Associated Instructor or Sessional Lecturer:

Administrative Staff: Kathleen O’Brien

Students:

Doctoral: Sarah Lubelski

Masters (MI): Stephanie Abba, Christopher Hogendoorn

Masters (MMSt): Dylan Dammermann

Alumni/Alumnae: Jeannie An

External Members:

Assessors:

Observers: Isidora Petrovic
Recorder: Mary-Marta Briones-Bird

REGRETS: The President of the University of Toronto, Vice-President and Provost, Chief Librarian of the University, Dean of the School of Graduate Studies, Angela Henshilwood, Lari Langford, Sanja Ljaskevic, Adriana Rossini, Kathleen Scheaffer, Leslie Shade, Eric Yu.

ON LEAVE: Alan Galey, Sara Grimes, Jenna Hartel, Kelly Lyons, Heather MacNeil, Rhonda McEwen, Matt Ratto

ABSENCES: Jeffrey Boase, Kenzie Burchell, Brett Caraway, Chun Wei Choo, Andrew Clement, Nicole Cohen, Costis Dallas, Juris Dilevko, Dimitrios Hatzinakos, Mike McCaffrey, David Phillips, Aviv Shachak, Alan Stanbridge, Anthony Wensley, Janel Cheng, Amanda Chernawski, Maya Cruz, Carolyn Dineen, Julia King, Peymon Montazeri, Calvin Tennakoon, Katrina Cohen-Palacios, Susan Maltby

1) Call to order and acceptance of the Agenda
   The meeting was called to order at 9:45-am, with quorum established. The Chair Wendy Duff welcomed all members to the fifth meeting of the Faculty of Information Council for 2014-15.

2) Approval of the Minutes of March 20, 2015
   MOTION: A motion to accept the minutes was made by Prof. Lynne Howarth and seconded by Ms. Nalini Singh, all were in favour and the motion was CARRIED.

3) Business arising from the Minutes
   No business arising.

4) Dean’s report
   Update on the four Work Groups formed out of the external review
   Prof. Ross noted that the Faculty has undergone an external review in January 2014 and had received the external review report in late Spring 2014. Coming out of the review 4 work groups had been set up to address a number of issues, one of those committees looked at the relationship with UTL which Council discussed at the end of the last meeting. Prof Ross indicated that Prof. Krmpotich was the Chair of two working groups on renovating the 4th and 5th floor and would be making comments on their progress later in the meeting.
   The Work Group on Undergraduate Programs has resulted in Prof. David Phillips being appointed as Director of Undergraduate Education and he was working with UTM to bring together strategies for enhancing and revitalizing the IDM program, as well as working on combined programs such as material culture with Victoria College and Books and Media with St. Michael’s College. Prof. Phillips had met with Prof. Suzanne Stevenson in the Faculty of Arts and Science about developing a minor. These initiatives could provide a potential undergraduate cohort.
   The Governance and Organizational Structure Work Group was chaired by Dean of Music, Prof. Don McLean and the Dean expressed a special note of thanks from the Faculty to Don McLean for chairing the work group. Dean Ross noted that the group had produced its report and recommended the appointment of two Associate Deans and a number of Directors. The nominations for the Directors roles is closing on June 12, 2015. The report is available on the Faculty website. The Dean has accepted the report and thought it was carefully considered and provides a way forward for the faculty. The report has also been forwarded to the Provost and the Dean has discussed with her.
Privacy Policy
The Dean noted that the University requires each Faculty have a privacy policy. The Universities policy could be adopted outright however the Dean is recommending a period of comment. The Dean noted that the Universities policy appeared robust and that internal audit expects us to have one in place Ms. Pralat will circulate for comment and the policy is enforce from until the revisions are made.

Faculty Calendar of meetings and Committee members
The Dean asked members of Council to note that they had been provided with a package containing committee members and dates of Council for 2015-2016 the Dean thanked the Dean’s office staff.

Research Assistantships
The Dean reported on a new opportunity for second and third year doctoral students to be involved in Research Assistantships as part of their funding package. No doctoral students accepted the opportunity this year; hopefully some will consider the option in the next call. The offer will be made again in April 2016 to first year students entering their second year; when we know if students accept we will put a call out to faculty members.

5) Council Committees’ reports

a) Executive Committee

i.) Committees of Council 2015-2016
Prof. Duff presented that the Executive Committee had voted on the list of Committees of Council. The list was now being presented to Council for approval.

MOTION: Prof. Cara Krmpotich moved to accept the list of committees, Prof. Siobhan Stevenson seconded the motion, all were in favour and the motion to approve the list of committees of council was CARRIED.

Prof. Duff noted that Council members should expect some change to the committee compositions as the establishment of the Associate Dean and Program Director roles would likely lead to some shifts in committee membership.

b) Standing Committees

Awards
No report.

Committee on Standing
Prof. Lynne Howarth noted that it was a very busy year in the Committee including a substantial double meeting in May 2015, in particular there was quite a lot of activity within the doctoral cohort. Prof. Howarth thanked the committee.

Information Services
Prof. Krmpotich welcomed the new student reps on the Information Services Committee and thanked the outgoing representatives.

Prof. Krmpotich noted that the ISC had been spending significant time to task the overseeing of the moving forward on the recommendations on the renovations to the 4th and 5th floor, meeting bi-weekly and the work group have been making significant progress. The group was working with campus space planners, architects. The plans are focussed on expanding pedagogical opportunities. Some of the highlights are space for stacks on the 4th floor, access
to the majority of Inforum space for more time each day, individual group work spaces, and photocopiers accessible. The 4th floor will also allow students to engage with different technologies.

Prof. Krmpotich noted that they have access to CFI grants for the lab spaces on the 5th floor; some of the highlights include plans to build two lab spaces to support research led by faculty as well as students to pursue their own research, a board room space for research groups and committees and a 24-25 person collaborative space with gallery walls for display and engagement strategies. Prof. Krmpotich thanked everyone for his or her ongoing suggestions and feedback. The work groups would also look to have coffee and tea and cultivate the intellectual and social aspect of the space.

Program Committee

i.) INF 2159 (change in course description)

**MOTION #1:** To approve the minor modification to the INF 2159 title and course description. Moved by Prof. Patrick Keilty, seconded by Prof. Lynne Howarth, all were in favour and the motion was CARRIED.

ii.) Removal of language requirement from the MMSt degree requirement

**MOTION #2:** To approve the removal of the language requirement from the MMSt degree requirement. Prof. Cara Krmpotich moved the motion, the motion was seconded by Prof. Caidi, majority in favour, 1 vote opposition by Dean Seamus Ross. The motion was CARRIED.

Professors Brian Cantwell Smith, Krmpotich, Caidi and Dean Ross noted that it was regretful that there was the shift away from more support for language programs at the federal and university level and hoped that students would continue to seek opportunities to pursue language studies as part of their education. Chair Duff hoped that a language club could be explored and Dean Ross expressed interest to have small course offerings taught in French at the Masters level.

iii.) Four new special topics courses approved in the Programs Committee were presented to Council for information.

a.) INF XXXXH “Special Topics: Information Ethics”.

b.) INF XXXXH “Special Topics: Explorations in Strategic Communication and Social Entrepreneurship”.

c.) INF XXXXH “Special Topics: Innovations in Scholarly Communication”.

d.) INF XXXXH “Special Topics: Crossing the River: Issues, Concepts and Challenges of Digitization”.

Recruitment and Admissions

Master’s Recruitment and Admissions

Prof. Stevenson reported that it had been a good year, the enrolment in the Masters of Information program was not up significantly but nonetheless improved over the previous year. In the Museum Studies we had a very high application rate. Prof. Stevenson thanked student services for their tremendous work on the Information Days as well as the faculty members who attended. Prof. Stevenson also stressed how faculty attendance has a great impact on student enthusiasm for considering the programs. Prof. Duff noted how some of the smaller
concentrations were also growing which was an exciting development, such as the KMD concentration and the CRO option.

**Doctoral Recruitment and Admissions**
The Doctoral report was attached. Prof. Leslie Shade sent regrets to the meeting.

6) **Reports from Institutes**

a) **Coach House Institute**
Prof. Brian Cantwell Smith noted that they had undertaken a lot of work on preparing the self-study for the CHI. The review went well and they were waiting for the report. Prof. Smith noted that the self-study was available on the website. Dean Ross noted that the external report would be made available once announced publically and that overall it was an immensely complimentary report about the Coach House and charts a wonderful future for it.

b) **Digital Curation Institute**
Prof. Becker reported on the DCI. Dean Ross thanked Prof. Becker in particular for the presentation of the DCI report in connecting the report with the strategic planning goals for the faculty and encouraged all the institutes to consider using this format.

c) **Identity, Privacy and Security Institute**
Prof. Caidi noted that they had met with Dimitris Hatzinakos, Chair and Academic Director of IPSI that a course would be offered next year. There are efforts to engage more faculty members from different units in the Institute and the plan to move towards a collaborative program in the future.

d) **Knowledge Media Design Institute**
Prof. Chignell noted that the KMDI was receiving good demand for courses, particularly because of the KMD concentration, there were several hosted events and seminars and a retreat was held the previous summer, which will form the basis of the self-study which is coming shortly. Additionally, KMDI is planning a conference next June collaborating in collaboration with the centre for excellence.

e) **Public Libraries Leadership Fellows Program**
Prof. Ross noted that this was the Program developed by Ms. Wendy Newman. Prof. Ross noted what a wonderful program it was and the recent graduation of 20 librarians from the program for senior leaders. The Dean encouraged the Faculty to continue to hold this offering through the School of Continuing Studies as the granting of certificate is a privilege that could be easily lost. Dean Ross encouraged the faculty to maintain the continuity of the program.

8) **Other reports**

a) **Careers**
Ms. Isidora Petrovic noted that interest was gaining with employers for the Co-op Program. Dean Ross indicated that the Co-op Director would be selected very soon; it was waiting on the announcement of the Associate Deans.

b) **Communications and Alumni Relations**
Ms. Kathleen O’Brien provided an update on the activity in the Communications and Alumni relations area including a new webpage for the FIAA going back to 2011 with photos. Some of the highlights include increased numbers at the spring reunion and increased presence of the faculty in media both within and outside the University including on the Canadian Press wire service. Prof. Stevenson thanked Ms. O’Brien for her outreach efforts.

c) **Development and Advancement Initiatives**
Ms. Kathleen O’Brien reported on behalf of Ms. Audrey Johnson who had to leave earlier. Some of the successes included raising funds for the Wendy Newman Library Leadership Award and a 47% increase in donations to the Faculty representing a 5% increase over the past year. The Dean noted that over the past 3 years, Ms. Robin Kester and Ms. Audrey Johnson have worked very hard to build the Faculty’s capacity at fundraising, in the next 3-5 years and that the faculty would be well placed for legacy gifts and more proposals to foundations.

9) iSchool Students
   a) MISC
      Mr. Christopher Hoogendoorn noted that the MISC elections were held in April. Some of the items discussed were small changes to the MISC constitution, priorities and increasing the clubs presence. There was additional discussion regarding how to improve the role of class representatives.
      As well, Mr. Hoogendoorn noted that Dr. Colin Furness had received the MISC Outstanding Instructor Award.
      Mr. Hoogendoorn also encouraged all to attend upcoming MISC social events.
   b) MUSSA
      Ms. Dylan Dammermann, President of MUSSA presented the list of new MUSSA representatives.
   c) DSA
      Ms. Sarah Lubelski noted that the DSA elections occur in the fall so existing DSA representatives on the committees would continue to attend meetings over the summer.
      Dean Ross thanked the doctoral students for their participation in the PhD Research Days and noted that Prof. Christian Sandvig the external reviewer was very delighted to participate.

10) iSchool Alumni

   Ms. Jeannie An submitted the report from the Alumni Committee and noted how alumni were very encouraged to receive recommendation letters from faculty and find it very valuable. She also thanked everyone for their ongoing involvement and encourage faculty to continue to stay engaged with alumni and attend alumni events.
   Prof. Duff noted that the alumni association has said they would help with the co-op program.

11) Other Business

   Life and Times
   Ms. Nalini Singh presented the report from Life and Times. She recommended returning to bi-monthly teas and focusing on greater turnout for fewer teas. She also noted a great turn out for the teas in 2014-15. Prof. Duff thanked the Committee for their great events over the past year.

12) Question period

   Bring forward items for the 2015-2016 Faculty Council Year
   Dean Seamus Ross noted several bring forward items for the council next year. Dean Ross provided notice of two motions coming forward for the next faculty council.

   NOTICE OF MOTION #1: The first motion is to delete the Director of the iSchool Institute from the Committees of Council as there is no Director of the iSchool Institute.
NOTICE OF MOTION #2: The second motion is to change the status of the Chair of Faculty Council from a member of all faculty council committees (counting towards quorum) to a right to attend all faculty council meetings.

Prof. Ross also noted that Ms. Nalini Singh had also discussed the Executive Committee reviewing the Bylaws and Constitution every 5 years and that the Executive committee should begin a review in the fall.

Finally Dean Ross also noted the need to begin preparing for the ALA review coming up in March of 2017 to be underway as the process to complete the review is longer than expected.

Moving to electronic format council materials
Prof. Keilty raised the question about moving away from paper copies of Council materials towards going entirely electronic. Prof. Duff noted that for reasons of accommodation it would be better to go mostly electronic and remain with a few hard copies. Discussion included reducing to 10 paper copies and projecting the agenda for council on the screen, as well council members could bring laptops and mobile devices or loan a laptop from the Inforum. In order to have the items available, members were encouraged to submit their reports 10 days before the meeting.

MOTION: To move away from paper towards electronic distribution of Faculty Council agenda and supplemental materials. Prof. Patrick Keilty moved the motion, the motion was seconded by Mr. Christopher Hoogendoorn, all were in favour and the motion was CARRIED.

Acknowledgement of the outgoing Program Directors and Committee Chairs
Prof. Ross thanked Prof. Leslie Shade and Prof. Nadia Caidi for their tireless work as PhD and MI Program Directors. He commended them for effectively fulfilling the Associate Dean roles and for an outstanding contribution. Prof. Ross also thanked all the Chairs of the Committees of Council and Prof. Howarth, Prof. Krmpotich and Prof. Stevenson for chairing some particularly challenging committees. Prof. Ross also thanked the student members of the committees for their contributions to the governance of the faculty. Finally, Dean Seamus Ross expressed thanks to Council Chair Prof. Duff for her work over the past Council year.

13) Announcements
No announcements.

14) Adjournment
Professor Lynne Howarth motioned to adjourn at 11:40am.