COUNCIL

2016-2017 Session – 3rd Regular Meeting

AGENDA

Thursday February 9th, 2017

4:00pm-6:00pm

Room 728, Claude Bissell Building

1) Call to order and acceptance of the Agenda

2) Reading of acknowledgement of traditional land statement

3) Approval of the Minutes of November 14, 2016 (attached)

4) Business arising from the Minutes

5) Dean’s report

6) Approval of the final self-study report for the American Library Association (ALA) accreditation review of the Master of Information (MI) program. (The self-study report is attached as supplemental materials to the council package.) https://current.ischool.utoronto.ca/agendas-minutes

MOTION: To approve the final Self-Study report for the ALA Accreditation review of the Master of Information (MI) program

7) Council Committees’ reports
   a) Executive Committee
   b) Standing Committees
      • Awards Committee (attached)
      • Committee on Standing (attached)
      • Programs (attached)
      • Recruitment and Admissions
         • Master’s Recruitment and Admissions (M-RAC) (attached)
         • Doctoral Recruitment and Admissions (P-RAC)
8) Reports from Institutes
   a) McLuhan Centre for Culture and Technology
   b) Digital Curation Institute (attached)
   c) Identity, Privacy and Security Institute
   d) Knowledge Media Design Institute

8) Other reports
   a) Careers
   b) Communications and Alumni Relations (attached)
   c) Development and Advancement Initiatives (attached)

9) iSchool Students
   a.) MISC
   b.) MUSSA
   c.) DSA (attached)

10) iSchool Alumni

11) Other Business
    a.) Update from Inforum Director
    b.) Update from Public Library Leaders Fellowship Program (PLLF) (attached)

12) Question period

13) Announcements

14) Adjournment
COUNCIL

2016-2017 Session – 2nd Regular Meeting

AGENDA

Monday November 14, 2016
1:30pm-3:30pm
Room 728, Claude Bissell Building

PRESENT:

Members (ex officio): Prof. Wendy Duff (Dean).

Teaching Staff: Prof. Leslie Shade (Council Chair), Prof. Periklis Andritsos, Prof. Costis Dallas, Prof. Colin Furness, Prof. Alan Galey, Prof. Jenna Hartel, Prof. Lynne Howarth, Prof. Kelly Lyons, Prof. Heather MacNeil, Prof. Irina Mihalache, Prof. David Phillips, Ms. Rebecca Raven, Prof. Brian Cantwell Smith.

Professional Librarians: Ms. Elisa Sze.

Senior Administrative Officers: Mr. Colin Anderson, Ms. Barbara Brown, Mr. Glenn Cumming, Ms. Anna Pralat.

Associated Instructor or Sessional Lecturer:

Administrative Staff: Ms. Kathleen O’Brien.

Students:

Doctoral: Mr. Curtis McCord.

Masters (MI): Ms. Chelsea Misquith, Ms. Ronit Barenboim, Ms. Evelyn Feldman, Mr. Ken Kongkatong, Ms. Laura Marchiori, Ms. Lily Ren, Mr. Tristan Smyth, Ms. Angela Wang.

Masters (MMSt): Ms. Claudia Palermo.

Alumni/Alumnae:
External Members:

Assessors:

Observers: Ms. Andrea DiBiase.


REGrets: The President of the University of Toronto, Vice-President and Provost, Chief Librarian of the University, Dean of the School of Graduate Studies, Prof. Matthew Brower, Prof. Nadia Caidi, Prof. Chun Wei Choo, Prof. Fiorella Foscarini, Ms. Lari Langford, Prof. Olivier St-Cyr, Prof. Siobhan Stevenson, Prof. Patrick Keilty, Ms. Sooin Kim, Prof. Micheal Petit, Prof. Matt Ratto, Prof. Aviv Shachak, Ms. Kathleen Scheaffer, Prof. Sarah Sharma, Ms. Nalini Singh, Ms. Emily Maemura, Ms. Maya Donkers.

ON LEAVE: Prof. Christoph Becker, Prof. Nicole Cohen, Prof. Sara Grimes, Prof. Cara Krmpotich, Prof. Seamus Ross, Prof. Eric Yu.

ABSENCES: Prof. Jeffrey Boase, Prof. Kenzie Burchell, Prof. Brett Caraway, Prof. Mark Chignell, Prof. Alessandro Delfanti, Prof. Juris Dilevko, Prof. Dimitrios Hatzinakos, Prof. Victoria McArthur, Ms. Susan Maltby, Prof. Rhonda McEwen, Prof. Cosmin Munteanu, Prof. Jeremy Packer, Prof. Alan Stanbridge, Prof. Anthony Wensley.

1) Call to order and acceptance of the Agenda
Prof. Leslie Shade called the meeting to order.

     MOTION: Prof. Lynne Howarth motioned to approve the agenda, Ms. Rebecca Raven seconded the motion, all were in favour and the motion to approve the agenda CARRIED.

2) Reading of acknowledgement of traditional land statement
Prof. Alan Galey read from the traditional land statement.

     I (we) wish to acknowledge this land on which the University of Toronto operates. For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and most recently, the Mississaugas of the Credit River. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

3) Approval of the Minutes of November 14, 2016 (attached)

     MOTION: Prof. Leslie Shade motioned to approve the minutes of the previous meeting, Mr. Tristan Smyth seconded the motion, all in favour, and the motion CARRIED.

4) Business arising from the Minutes
No business arising.

5) Dean’s report
i.) Inforum Launch event: Dean Wendy Duff – Since our last meeting we had a phenomenally successful Inforum launch party, it has been written up in the various University of Toronto media such as The Bulletin. The Provost, the Vice-Provost and the Dean of the School of Graduate Studies all attended the event, all we heard back was positive.
ii.) McLuhan Conference: We had the conference Oct. 14-16, 2016, my understanding was it was also very successful, very well attended, the lieutenant governor came, it was also in conjunction with the historic plaque, as the Coach house has been made a historic building by the City of Toronto. The President of the University and the Lieutenant Governor also attended the event, which was wonderful. As well, for the McLuhan centre there is an ad that closes on December 1st for the new director of the McLuhan program. The individual who becomes the director has to be a UofT professor.

iii.) Upcoming Research Talks in the iSchool:
Prof. Leslie Shade - Visiting Professor Colin Bennett will be giving a talk in the Inforum space, from 2-4pm on Privacy issues after Edward Snowden, the INF 1001H students will be attending.

Prof. Wendy Duff – We have many exciting Research in Progress (RIP) talks coming up, please look out for those. Prof. Leslie Shade – Prof. Stevenson will be giving a talk with two students at noon.

Prof. Wendy Duff – Not just an opportunity to focus on faculty research but also on students as well collaborative work and with UTM and UTSC colleagues.

Prof. Costis Dallas – For the museum talks in the fall we have an exciting series of speakers, Mr. Jasminko Halilovic, the Director of the Children's War Museum in Sarajevo, Mr. George Jacob, the director and CEO of the Currie Dinosaur Museum in Alberta and Mr. Darcy Killeen, the Executive Director of the Scotiabank Contact Festival here in Toronto, who will be speaking on December 6th.

iv.) Digital Transformation Group:
Dean Duff – We did create a Digital Transformation group. The members are: Prof. Chun Wei Choo, Prof. Periklis Andritsos, Prof. Wendy Duff, Prof. Colin Furness, Ms. Anna Pralat, Mr. Colin Anderson. We are going to start with an information audit, we could use technology better than we do. There’s a lot of transformation in information technology and we need an IT strategy going forward. The audit is being put off until March, so we will wait until after that.

v.) ALA Accreditation review of the Master of Information program
Dean Duff - The big thing on the horizon is the American Library Association (ALA) accreditation of the Master of Information (MI) program. Prof. Lynne Howarth – As many know, every seven years the program comes up for accreditation. The ALA is an accrediting body that looks at programs in Library and Information Studies. So they will be reviewing our Master of Information program.

They look at the totality of the program, and they are interested in how the five standards themselves are met, they are: Systematic Planning (Standard I), Curriculum (Standard II), Faculty (Standard III), Students (Standard IV) and Administration, Finance, and Resources (Standard V). It is a very broad look within the purview of the five standards, and an intensive process bringing together many constituencies. The process allows us to bring forward the parts in the self-study; the self-study allows us to address the five standards and the totality of the program. We have a Steering Committee consisting of Prof. Lynne Howarth as Chair, Dean Wendy Duff, Associate Dean Academic, Prof. Kelly Lyons, Associate Dean, Research, Prof. Leslie Shade, Director of Information Services, Ms. Lari Langford, the Director of the Master of Information program, Prof. Alan Galey, Ms. Barb Brown, Assistant Dean, Registrarial and Student Services, Mr. Glenn Cumming, Chief Administrative Officer, and Ms. Anna Pralat, Office Manager and Executive Assistant to the Dean. We have been working since March 2016 on this process.
So to give a sense of the timelines, we need to submit a draft self-study by November 28th, 2016, they will then provide us with feedback in January, and then we will need to incorporate that feedback and to prepare a final report for submission to the external review panel and the office of accreditation that will go in on February 13, 2017, followed by a site visit with the external examiners visiting on March 27th-28th, 2017. We have been looking at lots of data and pulling from many sources but we also are welcoming your input. Later this week we will post the draft self-study for comment, and we will also be meeting with student leadership about the accreditation process and further consultation throughout. The review panel will come, attend some classes, it’s a collegial process, and they are looking to see that the evidence we provide towards the standards is indeed available and can be validated, and to pass on their impressions of the evidence of the programs to the committee on accreditation, who takes a final vote. The decision is approached by an evaluation of the totality of the program. They will write a report, we will respond to the report and then the Dean will go visit the committee in June in Chicago to answer questions and speak to the program. We will then get the decision, and we should know in June about the status of our accreditation. We feel confident in the process and are welcoming feedback.

Prof. Brian Cantwell Smith – Recalling 10 years ago about the accreditation review, is that still active? Prof. Lynne Howarth – The idea is an opportunity for the program to reflect on itself and the direction the program wants to take. Part of it is whether employers will look into this as a factor in hiring or not, some schools are not accredited and others are. Dean Duff – Last year at ALISE there was discussion about the accreditation only at the Master level, and how to streamline the various state and provincial reviews of programs and is there a way to do this; the Canadian groups are looking for ways to do this. It is a good opportunity to evaluate how we are doing the things we are doing.

Prof. Wendy Duff – Would like to thank everyone, as it is a tremendous group effort, everyone is working on a different piece. Would like to applaud Ms. Anna Pralat for her project management. We are going to have our own website as you will see, so if nothing else, we intend to ‘wow’ that accreditation team. Welcoming as many to be present during the site visit, the document will be up for your comments. Prof. Lynne Howarth – Would also like to extend thanks to all for your tremendous work, will be lovely to celebrate in June. Prof. Alan Galey – I would also like to extend thanks to all, in particular those who responded to the queries on the curriculum.

vi.) Other updates

Branding exercise: Dean Duff – We have a branding exercise going on, more exciting news to come. We printed up iSchool t-shirts and we brought them to our meeting with the Provost and Vice-Provost, head of budget office, and they were a hit.

Budget review: Dean Duff – Regarding the budget review, we met with the Provost, and it was a fabulous meeting. Mr. Glenn Cumming – It was a great meeting, compared with 2 or 3 years ago, a huge turnaround, it speaks to a faculty wide contribution to focus on enrolment and everyone has stepped up to the plate. It’s a testament to everyone who has worked hard over the last 2 to 3 years.

Faculty searches: Dean Duff – Currently serving on six search committees. Some good news is that the Provost agreed to allow us to hire a teaching stream faculty member next year, we asked for three, we got one. We will be forming a search committee for that. We also have a joint
search position with the Faculty of Social Work, Prof. Leslie Shade and myself and doctoral student, Ms. Karen Dewart McEwen are all serving on the committee.

**Faculty of Information website:** Dean Wendy Duff – They are going to deliver our new website soon, a mobile site, one for laptop, one for tablets, all responsive, we thank everyone that participated. The official launch will be in the winter 2017. We are busy updating the faculty member profiles. Thanks to everyone who has provided content.

vii.) **Bachelor of Information (BI) program**

Prof. David Phillips – We are pursuing now is a new degree, a Bachelor of Information (BI). We have Provostial support for this initiative and so we are in process. Dean Duff – We are proposing a two year degree including a summer practicum internship. You will enter the program having completed two years of undergraduate, it will be years three and four. Other options we are exploring is a joint BI-ML degree in three years and also the possibility of a certificate program that a UofT student could take on top of their degree. It would likely entail to 2.0 to 3.0 F.C.E’s, it would be a post certificate. Dean Wendy Duff – Incredibly positive meeting at Simcoe Hall, it is great news, the earliest intake could be September 2018 but more likely September 2019. And we will also be looking at a new Executive option in the Master of Information program, we currently have on in the Information Systems Design (ISD) concentration. I will be meeting with the University of Toronto professional managers group to talk about our various options and which one would be next.

6)** Council Committees’ reports**

a) **Executive Committee**

Prof. Leslie Shade – Executive Committee is going to call a meeting early in the new year.

b) **Standing Committees**

- **Awards Committee**
  
  Ms. Barb Brown – Prof. Ratto has sent regrets, we have done a review of the SSHRC doctoral awards, a good round a lot of people have applied and we have been able to put forward seven candidates, the awards are being adjudicated at SGS a week from Monday.

- **Committee on Standing**

  Prof. Kelly Lyons – In early September we met to deal with many items of the last term and then we meet in January and again in May. We have as well a subcommittee on doctoral matters that has been fairly active and we have met on a number of matters.

- **Programs**

  Prof. Kelly Lyons - A very active committee, since September 29th, we have approved a 3000 level special topics course, it will be offered next year. Doctoral students are looking for a lot of electives, they are required to take three, this should be an exciting course developed by Prof. Brian Cantwell Smith. We also approved the two next UXD courses that were developed as part of the KMD to UXD concentration change last year, but had not yet finalized the courses, Prof. Olivier St-Cyr is attached to those. We have updated the guidelines for the Master of Information and Master of Museum Studies thesis options, we have heard positive feedback from students that these updated guidelines are much clearer. We have as well as a committee reviewed the undergraduate proposal put forth and have been providing ongoing feedback on that.

- **Recruitment and Admissions**

  **Master’s Recruitment and Admissions (M-RAC)**
Prof. Jenna Hartel – Our job is to recruit and admit new students. We are in a key recruitment phase and our biggest events are our four information Days. We had a great one on October 22nd, great faculty participation, great student participation and the numbers have been excellent, running concurrent sessions.

Ms. Barb Brown – We would like to announce Ms. Andrea DiBiase, our new Recruitment and Admissions Officer, who comes from York University, and is a very experienced and capable recruiter. We are not looking at increasing our sessions to tri-current sessions. Also introducing Mr. Colin Anderson, our new Associate Registrar and he comes to us from the Faculty of Engineering, his background is extraordinary, and he is working on the website, and networking, and he has a great expertise in systems so we’re excited to have him as well.

Ms. Barb Brown – We will continue with new initiatives and expansion on existing initiatives, webinars, with chats, with tours, we have with our work study students been giving day and evening tours, we are aware that we are drawing more working students, not only for our executive program but for the part time program, trying to be more responsive to that.

Doctoral Recruitment and Admissions Committee (P-RAC)
Prof. Heather MacNeil – Recruitment efforts have been focused on making more visible our doctoral and faculty research. We have been spending our time focusing on updating website information concerning the fields of study and to expand the number of faculty represented, including those in our graduate faculty. We have also requested faculty to update their profiles, as well as for doctoral students to update their profiles. Our hope is a richer field of information on our research strengths on the website; we have updated the list of topics and did some research clusters so people have different ways to approach the faculty with respect to research. We will also offering an upcoming information session for prospective doctoral students. We are also going to have three doctoral defences in December, so we look forward to hearing more about that.

7) Reports from Institutes
   a) McLuhan Centre for Culture and Technology
      Prof. Leslie Shade – In brief, the conference was very successful, there was also a salon held at city hall that was very successful and also please come check out the Monday night seminars.
      Digital Curation Institute
      Prof. Christoph Becker sent regrets.
   b) Identity, Privacy and Security Institute
      Prof. Leslie Shade – I am serving as the liaison for this year, am expecting to receive a draft of a possible collaborative program, so will look out for that.
   b) Knowledge Media Design Institute
      Prof. Mark Chignell sent regrets. Prof. Leslie Shade – they have an upcoming poster session, December 12th, 5-8pm at the East Common Room at Hart House, a fantastic event. Also the coffee club on Mondays or Tuesdays in the afternoon from 4-5pm.

8) Other reports
   a) Careers
      Ms. Isidora Petrovic – Provided the report, one update, Ms. Anna Oh is coordinating practicum placements. For the co-op well into second year, we have received quite a number of applications, 127 applications for the co-op, we accepted 84. At the moment we are at 82
students. It's still early but now we are reaching out to organizations to look at who is hiring for summer. More details can be found in the report. Prof. Lyons – Can students do their co-op placements outside the province? Dean Duff – Yes, one student will be working at the Nelson Mandela centre in South Africa this year as an example. Ms. Barb Brown – We are also establishing a networking group being chaired by Prof. Colin Furness, we have alumni, staff and students working on that, to increase the number of networking opportunities, they were looking for more opportunities in all concentrations. There will be a series of networking events offered. We are excited about that. Also we are developing a careers café in part with the faculty and Inforum to spread the news as it relates to career opportunities.

b) Communications and Alumni Relations
Ms. Kathleen O’Brien – Working with Museum Studies alumni to plan the annual trip, this year the trip is to Ottawa. As well, have been working on research stories for Informed magazine, so far there are nine research focused stories and that’s up today. As well Prof. Irira Mihalache has published a new book, Food and Museums, and we will be promoting a news story with UofT, the Bulletin, and so forth to promote.

c) Development and Advancement Initiatives
Ms. Robin Kester sent regrets.

9) iSchool Students
a.) Master of Information Student Council (MISC)
Ms. Chelsea Misquith – MISC and ACM having website issues, since the report have been addressed, thanks to Dean Wendy Duff and Ms. Anna Pralat.

Ms. Chelsea Misquith - We had a few events, two collaborative events, a movie night in the Inforum, we might like to do future movie nights, we had a pub night for the U.S. election, students like to have collaborative events (MI and MMSt students), we would like to draw doctoral students as well and we have particularly heard from CRO students that it’s great for them too. Upcoming events are the MISC iBall, an invite has gone out to all constituencies, as well as the MISC Employer Showcase coming up soon, please look out for more information on that it will be in January 2017.

b.) Master of Museum Studies Student Association (MUSSA)
Ms. Claudia Palermo – We have had a lot of great events, student night at the Power Plant, Halloween movie night with MISC, election night event, and planning for field trips. We are also holding an end of term pub night on Friday December 9th, 2016.

c.) Doctoral Student Association (DSA)
Mr. Curtis McCord – We held our first social night of the year and participated in the Halloween movie night.

Our tech fund committee is reviewing proposals. We have some things on our minds, we are excited about the new website, we love it, and we hope the DSA can have a presence on the website. Dean Wendy Duff – There is something called Ulife https://www.ulife.utoronto.ca/, it allows student groups to get a UTORid, a website, email account, free access to storage space for website that you can host your WordPress on and creates a listserv, so for example a social listservs. Regarding the question of the subdomain for the website, we have been in contact with Mr. Ivan Sestak about getting that.
Mr. Curtis McCord – We would like to know what will happen with research days, we really like it and are excited about it. Dean Wendy Duff – At the request partially of the PhD students we decided to move the research days to the fall because they felt the winter was too heavy. The final iteration of research days as a student led conference was quite successful, so assuming it will continue as a student led conference.

Dean Wendy Duff – Inforum printing. Ms. Anna Pralat – There is a printer on the 6th floor. Dean Duff – We are trying to get a sense of how much colour printing we need, we don’t want colour as a default setting. Maybe we can talk with the DSA about that. You can’t use the Inforum one anymore but certainly buy a standalone colour printer.

10) iSchool Alumni
No report. Ms. Sooin Kim sent regrets.

11) Other Business
Dean Wendy Duff – We received a report about wellness and the report has come forward and we think that it’s great that attention is being focused on this.

12) Question period
No questions.

13) Announcements
Ms. Rebecca Raven – Our first session of the third cohort was hosted by the Halifax Public Library, really no better venue, they were exceptionally generous hosts, majority where there, drove all around, visited majority of branches. Practical community development work there. Next site visit in conjunction with the Ontario Library Association will be hosted by the Burlington Public Library. Dean Wendy Duff – When Ms. Wendy Newman was here we created the Public Library Leadership Fellowship, a group of 25 public librarians who are mid-career and can apply to attend, must be sponsored by their institutions and it’s a two year program, they receive a certificate at the OLA super conference. Incidentally we encourage all students to attend, there is no better networking event.

Ms. Tristan Smyth – As managing editor of the iGuana, the blog sibling of the iJournal. Soliciting submissions from students, from alumni, anything you want to speak to for about 500 words. Welcome to submit blogging assignments from your class. https://ischooliguana.wordpress.com/tag/ischool/

Prof. Irina Mihalache – The Canadian Communication Association conference is coming up in summer 2017, a very great opportunity for students that participate. Great professional development for students and professors, if anyone has questions please contact Prof. Leslie Shade as well. Papers are due on January 15th, 2017. They also encourage Master students, there are cool talks on library, game, feminist studies.

Dean Wendy Duff – The Archival Association of Ontario will have their conference in May, the Archival Educators Research Institute will also have every archival educator will be here in July 10th-14th, 2017. Prof. Heather MacNeil – It will really encourage doctoral research in the discipline, this is the first time it will be held outside of the United States, Prof. Fiorella Foscarini and I are the co-chairs, we will be sending a call for papers in the new year and hope to receive submissions from our own doctoral and master students. Dean Wendy Duff – There is a
fantastic poster session as part of it, it’s a great place to meet the faculty from universities in the United States as well.

Dean Duff – On Dec. 5th and 6th, Library Archives Canada, will hold a full day conference in Ottawa on Library’s and Archives, and it will be free to go, should be very interesting.

Prof. Kelly Lyons – For those in the ISD, KMIM and UXD there is an annual conference in Markham, ON called CASCON that is the premiere conference in general computer science, it’s November 6-8th next year. I am the program co-chair of the program committee next year so I encourage people to submit papers for that. As well, the Canadian Celebration of Women in Computing that some of our students have attended in the past is going to be in Montreal in January 22-23rd, a two day conference, happy to answer any questions about it.

Prof. Colin Furness – We are currently looking at different ways to collaborate with the global law firm Baker MacKenzie, they have hired many of our knowledge media graduates, they are creating the white space legal collaboratory. It’s possible that there will be opportunities for collaboration, co-op placements and other exciting partnerships. They will be coming next week to talk here, should be interesting for KMIM, C&T, and other concentration areas in particular. Looks like a great partnership space.

Prof. Jenna Hartel – We held a retirement party for Ms. Laura Jantek on November 24th, to thank her for her tremendous contribution. She has requested that any monetary contributions be donated to a local foodbank. We are also putting together a memory book as thanks. Dean Duff – Had first met Ms. Laura Jantek as the head of the Reference Library at Halifax Public Library, we are so grateful that she came up here and helped us with our Doctoral program, thank you Ms. Laura Jantek.

14) Adjournment

MOTION: Ms. Chelsea Misquith motioned to adjourn the meeting, Prof. Costis Dallas seconded the motion, all were in favour and the meeting was adjourned.
Awards Committee

University of Toronto
Faculty of Information

Report to council – Feb 2017

The committee met three times since last faculty council. Below is a list of awards granted at each meeting. The committee would like to thank Assistant Dean Barbara Brown, Associate Registrar Colin Anderson, and Associate Dean – Research Prof. Leslie Shade for their assistance.

Current Awards committee:
(Chair): Prof. Matt Ratto, Prof. Matt Brower, Prof. Chun Wei Choo, Prof. Brian Cantwell Smith, Assistant Dean, Registrarial and Student Services: Barbara Brown, Dean: Prof. Wendy Duff, Chair of Council: Prof. Leslie Shade

Nov 21, 2016: Committee approved allocation of seven awards as follows:
Grace Buller - no applicants - defer to Winter
Florence Partridge - $15,000 total to 6 students.
Adele Csima - $2,200 total to 2 students.
Winifred Barnstead - $1,500 total to 1 student.
George H. Locke - $6,000 total to 2 students.
Public Librarianship - $4,000 total to 2 students.
Dean’s Advisory Board - $615 total to 1 student.

Jan 12, 2017: Committee approved allocation of eight awards as follows:
Mildred Adams - $2,000 total to 2 students.
Paul Chan - $1,000 total to 1 student.
Delmar - $2,500 total to 3 students.
Denis - $3,500 total to 4 students.
60th Anniversary - $3,500 total to 7 students.
Freeman - $1,000 total to 1 student.
McCullough - $1,000 total to 2 students.
Turchanyi - $1,000 total to 2 students.

Committee approved allocation of doctoral completion award as follows:
$5,500 total to 3 students.

Jan 19, 2017: Committee approved SSHRC CGSM rankings for 7 students to move ahead to SGS round.

For any questions, please contact Award Chair, matt.ratto@utoronto.ca
Since the last meeting of Faculty Council (which was on November 26, 2016), the Committee on Standing has:

- The sub-committee on Doctoral Matters has:
  - Reviewed and approved five doctoral program extensions; supported one student who was reinstated, supported one student who transferred to a different department; and saw four doctoral candidates successfully defend their theses.

- Approved the Thesis Title and Supervisory Committees (or changes) for three doctoral candidates:
  - Student: Heidi Overhill
    Doctoral Thesis title and Committee
    Thesis title: “Conceptualizing the Western Domestic Kitchen as a Location for ‘Information’.
    Supervisory Committee: Prof. Lynne Howarth (Supervisor); Prof. Costis Dallas (Member); Prof. Elizabeth Legge (Member)

  - Student: Elysia Guzik
    Approval of Doctoral Thesis title change only
    Thesis title: “Informing Identities: Conversion Experiences of Muslims in the Toronto Area”.
    Supervisory Committee: Prof. Jenna Hartel (Supervisor); Prof. Nadia Caidi (Member); Prof. Simon Coleman (Member)

  - Student: Karen Dewart McEwen
    Doctoral Thesis title and Committee
    Thesis title: “Economies of Self-Tracking”.
    Supervisory Committee: Prof. Patrick Keilty (Supervisor); Prof. Nicole Cohen (Member); Prof. Michelle Murphy (Member)

- Approved the following MI Thesis Titles and Committees (MI):
  - Student: Vinca Sachi Merriman
    Title: ‘Expanding the Virtual: Larp and Tabletop as Virtual Games’
    Supervisor: Prof. Victoria McArthur
    Second Reader: Prof. Cosmin Munteanu
    No ethics approval required.

- Approved several requests for first extensions to complete course work:
  - two students requested and had approved extensions to complete coursework in 3 courses;
  - one student requested an extension to complete coursework in 4 courses (three were approved and for one, the Committee recommended that the student meet with Barb Brown to determine whether a late withdrawal without penalty would be a better course of action);
  - two students requested and had approve extensions to complete coursework in 2 courses;
  - one student requested and had approved an extension to complete coursework in 1 course;

- Approved a request for an extension to complete an MI thesis

- Approved and recommended to SGS 4 requests for late withdrawal without penalty from a course

- Approved a request for a first extension to complete coursework in 1 course and a request for late withdrawal from two courses
Faculty of Information Programs Committee Report – Feb. 9, 2017

Report provided by Associate Dean Academic Prof. Kelly Lyons, Chair of Programs Committee

Since the last Council meeting (which was Nov. 14, 2016), the Programs Committee:

- Developed and Approved:
  - Programs Committee Planning and Operations Guide
  - 2016/2017 Programs Committee Plan
  Both are attached and we bring them to Faculty Council for information

- Reviewed and provided support for the program requirements, the degree learning expectation (DLE) table and the calendar copy of the BI proposal dated Jan 6, 2017.

- Reviewed and started to plan the implementation for the Programs Commitments to Faculty of Information’s Commitment to the Findings And Call for Action of the Truth and Reconciliation Commission (see: https://current.ischool.utoronto.ca/system/files/user/1186/ischools_trc_commitment.pdf)

- Approved the following to include in the Syllabus Template for all Syllabi:
  - For those who wish to include a statement of Acknowledgement of Traditional Land, the following is the University approved land acknowledgment statement for official ceremonies (Ceremonial Committee, Governing Council): (see: http://www.provost.utoronto.ca/Assets/Provost+Digital+Assets/TRC_FinalReport.pdf)
    “I (we) would like to acknowledge this land on which the University of Toronto operates. For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and most recently, the Mississaugas of the Credit River. Today this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land."
    See also, the Faculty of Information’s Commitment to the Findings And Call for Action of the Truth and Reconciliation Commission (approved at the Feb. 4, 2016 Faculty Council):
Background: The By-Laws of the Faculty of Information outline the responsibilities of the Programs Committee. This document supplements the By-Laws by defining procedures for carrying out those responsibilities. Specifically, this document outlines the procedures by which curricula and courses are evaluated and how the results of those evaluations are used to improve our programs and to plan for the future. Included in this document are: key dates and timelines for planning, reviews, and approval; procedures for review and approval of program changes; and, key data sources used to evaluate programs, courses, and curricula.

Example Data Sources used to Evaluate Programs and Inform Program Changes:
- Strengths, research foci, interests of regular faculty members
- Current course descriptions
- Learning outcomes in existing courses (available each term)
- Syllabi of existing courses (available each term)
- Annual alumni surveys (available Fall each year)
- Aggregated data from student responses to division-specific questions in teaching evaluations (available end of each term)
- Employer surveys of co-op, practica placements, and internships (available end of each offering)
- Results of face-to-face consultations with constituency bodies: current students; alumni; employers; iSchool advisory board members; Inforum librarians; relevant association members; community leaders; etc.
- Enrollment trends and data
- University and School of Graduate Studies data sources
- Feedback from students

Programs Committee Annual Tasks and Timelines:
1. Finalize list of areas of focus for current year and solicit suggestions from stakeholders (Fall)
2. Create Programs Committee Annual Plan
3. Assemble team to lead program/area reviews and changes
4. Guide, receive, and review program changes requiring Major Modifications: forms and documents must be received for a January or February meeting to be approved at March meeting of Faculty Council; Calendar entries must be finalized by March 31 for change that takes place in September.
5. Guide, receive, and review program changes requiring Minor Modifications: forms and documents must be received two months before implementation of the change (for
example, a new course starting in Winter must be approved in an October or November Programs Committee meeting)

6. Review Faculty of Information Guidelines & Procedures for the Student Evaluation of Teaching in Courses: Last meeting of Winter Term for implementation in following Fall Term

7. Identify areas of focus for the following year; this should involve:
   - Solicitation of input from stakeholders
   - Review of program evaluation data
   - Assessment of level to which learning outcomes are being met
   - Review of seven-year cycle to identify specific areas of Focus and/or Programs to review
   - Review of existing courses and offerings from previous years

Tasks every seven years:

1. Provide input to the Faculty Strategic Planning Process
2. Review and revise Program-Level Student Learning Outcomes and Degree-Level Expectations
3. Articulate a 7-year plan for program review: which Programs (and concentrations within Programs) will be under review during which year(s).

Procedures for Review and Approval of Program Changes (Major Modifications):

The procedures augment the University of Toronto’s procedures for Approval of Major Modifications. Once the person or team has been identified to lead the changes to a Program (or concentration within a program), that Change Leader will identify members of a working group who will identify and finalize the changes following the procedure below (note: typically the working group will consist of members of faculty who teach courses in the program under review). The procedures for identifying and finalizing program changes are:

1. Produce a plan for program evaluation data analysis and consultation (including members of constituencies to be consulted) and have it reviewed by Programs Committee
2. Review program-level student learning outcomes
3. Identify gaps and overlaps in required courses and readings
4. Based on the analysis of data, identify program changes and rationale for changes, including ways in which the changes will help students meet program-level learning outcomes
5. Conduct consultations with key constituents and document the consultation process
6. Finalize proposed changes to the program and consult with Programs Committee
7. Complete Major Modification form(s) with guidance from Chair of Programs Committee
8. Submit Major Modifications forms to Provost’s Office for review
9. Submit revised Major Modification forms to Programs Committee for review and approval in January or February
10. Attend Faculty Council Meeting at which the Program Changes are reviewed and voted on
Procedures for Review and Approval of Minor Modifications (changes to courses, new courses, etc.)

There are a number of reasons new courses are proposed or changes to existing courses are proposed:

1. New required courses are created (or existing courses are changed) as part of program changes
2. New elective courses are created (or existing courses are changed) to support program(s) goals or objectives, to fulfill specific learning needs, or to include courses that complement faculty members’ research, etc.
3. New special topics courses are created to take advantage of visiting scholars or teaching opportunities.

In some cases, elective courses are first offered as special topics courses before being proposed as a regular course. Courses that start as special topics and become regular courses must go through the same approval process as new elective courses.

All new course proposals must be championed by a member of the Programs Committee. This champion helps to make sure sufficient consideration is given to the overall program(s) and a rationale (based on systematic review of existing information) is articulated for the new course.

The most recent version of the Instructor Orientation Handout should be reviewed when developing a new course or proposing changes to an existing course.

All minor modifications involving course changes or new courses require, as supporting documentation, a sample syllabus with the following:

- the items in the most recent syllabus template
- course description
- assessment methods and list of assignments (including which are group assignments and which are individual assignments)
- course-level student learning outcomes and how they are assessed and their relationship to program-level learning outcomes
# 2016/2017 Programs Committee Plan

The following table highlights the planned tasks and expected timing for each; it is not meant as an exhaustive list of agenda items for each meeting of the Programs Committee. It is expected that additional tasks will be brought forward throughout the year and added to the agendas for each meeting.

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Planned Tasks</th>
<th>Notes</th>
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<tbody>
<tr>
<td>12 September 2016</td>
<td></td>
<td></td>
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<tr>
<td>3 October 2016</td>
<td></td>
<td></td>
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<tr>
<td>24 October 2016</td>
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<tr>
<td>28 November 2016</td>
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| 12 January 2017     | 1. Review and consider for approval Programs Committee Guide for Planning and Procedures  
                      2. Review and consider for approval Data Sources used to Evaluate Programs and Inform Program Changes (to be reviewed at the meeting)  
                      3. Review and consider for approval 2016/2017 Programs Committee Plan  
                      4. Review and consider for approval inclusion of Statement of Acknowledgement of Traditional Land in Syllabi  
                      5. Review undergraduate program proposal |                                            |
| 26 January 2017     | 1. Review and consider for approval Programs Committee Guide for Planning and Procedures  
                      2. Review and consider for approval 2016/2017 Programs Committee Plan  
                      3. Identify person to lead development of a new elective graduate course on Truth and Reconciliation Committees in Canada and around the world | 1. and 2. Updated from Jan 12 meeting |
<p>| 16 February 2017     | 1. Review and consider for approval changes to LIS Concentration             | 1. Led by S. Stevenson; Championed by K. Lyons &amp; A. Galey |
| 2 March 2017         | 1. Review and consider or approval changes to LIS Concentration              | 1. May not need this meeting               |
| 23 March 2017        | 1. Review and revise Program-Level Student Learning Outcomes and iSchool Policy on Defining Student Learning Outcomes in Course Syllabi |                                            |</p>
<table>
<thead>
<tr>
<th>18 May 2017</th>
<th>2. Review and revise Faculty of Information Guidelines &amp; Procedures for the Student Evaluation of Teaching in Courses</th>
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<tbody>
<tr>
<td></td>
<td>2. Make sure the Divisional questions to measure the learning outcomes for all programs</td>
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<td></td>
<td>3. Review Provostial feedback for BI proposal</td>
</tr>
<tr>
<td></td>
<td>4. Identify priorities for 2017/2018</td>
</tr>
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</table>
MASTER’S RECRUITING AND ADMISSIONS COMMITTEE

Report to Faculty Council

Prof. Jenna Hartel (Chair), Prof. Costis Dallas, Prof. Fiorella Foscarini, Prof. Colin Furness, Prof. Eric Yu
Ms. Nalini Singh, Theodora Naydenova (Mi), Erika Robertson (MmSt), Assistant Dean Barbara Brown, Recruitment Officer Andrea DiBiase, Assistant Registrar Colin Anderson, Dean Wendy Duff & Chair of Council Leslie Shade

Report compiled by Ms. Andrea DiBiase

ACTIVITIES TO DATE

Graduate Fairs 2016:
- Promoted the iSchool at 16 outreach events from September to November 2016 at the following universities across Ontario: Queen’s, UTSC, UTM, Ottawa, McGill, Laurier (Waterloo), York, Trent, Carleton, Western, Seneca, ESA (UofT), McMaster, Waterloo, Guelph-Humber, Laurier (Brantford)
- Connected with over 530 contacts / prospects

NEW, winter 2017 follow up visits will be conducted from February – April at:
- Ryerson, UTM, UTSC, Guelph, Waterloo, Queen’s, Wester, Laurier, York, McMaster

Information Days 2016/17:

<table>
<thead>
<tr>
<th></th>
<th>2015/16</th>
<th>2016/17</th>
<th>Student ambassadors</th>
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<tbody>
<tr>
<td>October</td>
<td>98</td>
<td>119</td>
<td>12</td>
</tr>
<tr>
<td>November</td>
<td>115</td>
<td>139</td>
<td>20</td>
</tr>
<tr>
<td>January</td>
<td>165</td>
<td>148</td>
<td>15</td>
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<tr>
<td>February</td>
<td>118</td>
<td>33 registered</td>
<td>TBD</td>
</tr>
<tr>
<td>Total</td>
<td>496</td>
<td>406</td>
<td>47</td>
</tr>
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</table>

Double Blue Fast Track:
- Targeted outreach sent to 44 academic departments (emails and in person visits), 20 student associations, and Career Centres on all three U of T campuses – focus on Mi ‘fast track’
- Paid advertisements on Facebook and on 4 plasma screens on all three U of T campuses
- 40 U of T students attended the Double Blue ‘fast track’ session
- 22 people received early (conditional) offers of admission – compared to 4 early conditional offers of admission made in previous year

Tours 2016-17:
- Tours are conducted every Friday beginning in November by our Student Ambassador
- NEW, evening tours + general admissions information sessions twice per month from 6 – 8pm

ISD-E Information sessions
- 2 webinars on March 8 and May 17; 3 ISD-E Open Houses on February 15 April 5, June 7

UPCOMING ACTIVITIES
- A series of webinars and e-chats will be taking place from December to July
- Admissions counselling sessions continue to be conducted throughout the year
- Two new alumni profiles for the website

Meet & Greet: Saturday April 1, 2017
Getting Started: Saturday July 8, 2017
Orientation: Thursday September 7, 2017
The focus continues to be on growing the potential of the DCI as a basis of collaborative engagement, guided by the DCI Vision.

Fellowship
Last year the DCI secured, for 7 years, funding for a yearly “Marshall McLuhan Centenary Fellowship in Digital Sustainability at the UofT iSchool Digital Curation Institute”, in partnership with the McLuhan Centre for Culture and Technology (formerly Coach House Institute).

Last year, several excellent applications to the inaugural fellowship were received from Canada, the US and Europe. A committee of three members of the DCI evaluated all applications; the inaugural fellowship was awarded to Prof. Ian Milligan from the University of Waterloo.

This year, we will follow a similar procedure. The fellowship call opens early February and closes in March. The fellow will be selected by the end of April. The call is at the end of this report.

The current Marshall McLuhan Centenary Fellow in Digital Sustainability at the Digital Curation Institute, Prof. Ian Milligan, is regularly at the DCI and happy to meet with members of our community. Please get in touch if you’re interested.

Facilities and Infrastructure
While the Infournal has reopened, renovation work continues to be incomplete at the DCI systems design studio. A number of defects need to be addressed before the studio is fully operational, and the adjacent video conferencing booth is not yet soundproof. We remain hopeful that renovation work will complete soon.

Access to the CFI/ORF-funded computing and storage infrastructure obtained last year through a John Evans Leaders Fund award is expected to complete in spring, as the computing infrastructure is currently being set up by Compute Canada.

The website has been running very unreliably on the ischool webserver and was finally moved to a new server under DCI control. Since access to the security certificates on the ischool server was not provided, we had to request new certificates, which caused intermittent difficulties accessing the DCI website for those who had previously visited the site. These are now resolved.
Research
Updates on publications resulting from the research at the DCI are best found at the [website](#).

Events

code4lib Web Scraping Workshops
In November, the DCI hosted a [web scraping workshop](#), led by Kim Pham (Digital projects & Technologies Librarian at UTSC) and Thomas Guignard. A second part of this workshop is currently being planned and scheduled for February.

Software Carpentry
On January 26 & 27, we organized a two-day [Software Carpentry workshop](#) that focused on teaching basic computing skills to beginners – command line, version control with git and python programming. The lesson plan was adapted to be geared to a social sciences & humanities audience. The feedback we received from the attending MI & PhD students, and from potential future MI students, was very positive. I believe it would be great to see these workshops held regularly at our school. Our fellow Prof. Milligan co-organized and attended the workshops.

Upcoming events include an informal talk about the [ongoing research](#) collaboration with Ian Milligan and Nich Worby from UTL on February 9; a [panel](#) on March 2; a DCI lecture on March 16; and further lectures, TBA. Details for the first two events are below.

How are Web Archives Made and Used? A report and discussion on work in progress at the DCI
The DCI invites anyone interested to join us for an informal presentation of our ongoing work with the Marshall McLuhan Centenary Fellow in Digital Sustainability, Ian Milligan on February 9 from 12-1 in BL 520. We’ll have a few refreshments and are happy to extend the discussion afterwards.

Prof. Ian Milligan, PhD student Emily Maemura and Prof. Christoph Becker will present and discuss ongoing collaborative research about the making of web archives and their use in research. Our joint research investigates the use of web archives in historical research; the curation processes in which web archives are created; and the infrastructure that underpins these activities.

We will present parts of the paper recently published at the [Computational Archival Science workshop](#) at the IEEE Big Data conference in Washington; new project ideas and PhD research plans; and intermediate findings from our ongoing collaboration with Nich Worby, who manages the UTL web archiving activities. Some of this can be found in the IEEE Big Data paper (see the [DCI publications](#) page) and has been summarized by Emily Maemura on the DCI blog (see [Web Archiving: Past, Present and Future](#) and [Computational Archival Science Workshop (Part 2) – Studying User Perspectives and Archives in Use](#)). Later this year our work will also be presented at the IIPC Web Archiving conference and the RESAW conference on the Study of Archived Web materials in London, UK.

Panel Announcement: Studying the Past Through Technology
The Digital Curation Institute is pleased to announce a panel discussion on [Thursday, March 2nd at 4pm in Bissell Room 507](#). All are welcome, and light refreshments will be provided.

This panel, “Studying the Past Through Technology: An Interdisciplinary Roundtable,” brings diverse perspectives to bear on the question of how we can study the past through new and emerging technology. While historical research has long been approached through traditional methods of close
reading – in-person archival visits, consulting individual documents – the digital turn has seen researchers adopt computational methods to explore ever-larger source bases of information. These approaches, from mining millions of books found within Google Books and the Hathi Trust to digitally mapping spatial relationships within Renaissance cities, suggest an exciting new approach not only for our research but also our pedagogical approaches.

Our panelists include:

**Michelle Alexopoulos, Professor of Economics.** She will be discussing “Off the Books.” Knowledge gives shape and order to the world around us, but is notoriously difficult to measure. This research utilizes the HathiTrust’s digitized collections, meta-data from OCLC and library catalogues, along with a new set of tools to: (1) quantify the development of new ideas, scientific discoveries, and inventions, (2) trace their spread over time and across countries, (3) document their social, political, economic, and scientific significance, (4) uncover potential inter-dependencies between different ideas/theories/innovations, and (5) identify emerging trends for policy makers and regulators. Her findings help further our understanding of knowledge diffusion and their barriers, and also help us evaluate how various innovations affect the environment, the health and wellbeing of populations, and economic growth within and across countries over time.

**Periklis Andritsos, Assistant Professor at the Faculty of Information.** He will be discussing about experiments that his team has done, within the context of a startup company, using the text from news stories. He will show results from experiments that they did using news clusters to see how articles are written in different outlets to see similarities or differences. For example, do Canadian outlets write in the same way as British?

**Nicholas Terpstra, Chair and Professor of History.** He will be presenting on “Mapping Space, Sense, and Movement in the Pre-Modern City: the DECIMA project.” Based here at the University of Toronto, the DECIMA project is a collaborative effort to build an online digital platform that allows us better to understand the social structures, visual forms, and sensory realities of an exceptionally well-documented city: sixteenth century Florence. Terpstra will discuss how they began their project with a database of all 9,000 households in Florence in 1561 and georeferenced the data to a 1584 aerial view of the city. He will also explain how they have worked to draw in interdisciplinary collaborators across the university and around the globe in order to add visual, sensory, and kinetic dimensions. The process has involved extensive collaboration with student research assistants, and one key goal currently is to see how best to develop DECIMA’s pedagogical potential. We hope to use this project in order to develop experience and templates that can facilitate the on-line mapping of other pre-modern cities for which there are relatively few sets of data.

The event will be moderated by Ian Milligan, Assistant Professor of History at the University of Waterloo and 2016-17 Marshall McLuhan Centenary Fellow in Digital Sustainability at the Faculty of Information.
Call for Applications: The Marshall McLuhan Centenary Fellowship in Digital Sustainability at the Digital Curation Institute

The Digital Curation Institute (DCI) at the Faculty of Information at the University of Toronto is an interdisciplinary research unit led by Prof. Christoph Becker. It unites leading researchers in digital curation in a broad, inclusive perspective on the field, with the aim to provide a vibrant space of investigation, exchange and discussion (http://dci.ischool.utoronto.ca).

The DCI is calling for applications for a one-year funded Fellowship in the area of ‘digital sustainability’. Applications are due by Mar 15, 2017 (see below).

Sustainability - the capacity to endure - has become a crucial concern of our data-intensive society. It needs to be addressed jointly across multiple disciplines and perspectives around information, computing, technology and society. A very abstract concept at first, sustainability brings central questions in our information society to the fore. It urges us to take a longer-term perspective on the entanglement of social, cultural, and technical questions in systems design and strive to simultaneously advance environmental, social, economic, individual, and technical goals. These perspectives don’t emerge from incremental technical progress.

The term “digital sustainability” aims to scope this fellowship in an intentionally broad sense that unites key concerns of interest for the DCI and offers connections to many disciplinary perspectives. The capacity of digital resources to endure is a key focus of digital curation activities. At the same time, sustainability has become a central challenge in the design of information systems and software-intensive systems in general, where it draws our attention to the capacity of communities, socio-technical systems, processes, or ecosystems to endure.

Curation activities in turn are crucial for data-intensive research, in particular historical or longitudinal inquiry. For example, they are central to the environmental sciences and equally at the heart of understanding social and economic sustainability. Well-curated, usable, understandable data are essential in exploring our place in the universe, sustaining humanity and the environment, promoting and improving public health, engaging cultural values, enabling future technologies, preserving past and future cultural heritage, and advancing prosperity - key challenges emphasized in the Strategic Research Plan of the University of Toronto.

For this Fellowship, we are seeking a curious individual who pursues creative friction and synergies across disciplinary boundaries, especially those between the humanities, social sciences, natural sciences and engineering, design, computing and technology.

The Fellowship will be awarded on a yearly basis. It can be offered to an academic faculty member (at any level), adjunct instructor, industry professional, graduate student, or postdoctoral fellow. Each of the categories will be given equal consideration. Only one Fellowship will be awarded each year.

What do Fellows gain from being a fellow?

- **Funding:** A stipend of $10,000 CAD.
- **Community:** The Fellow will be integrated into the intellectual life at the DCI and the Faculty of Information. As part of this, the Fellow will be given the opportunity to be significantly involved with the organization of the funded lecture series at the DCI, which brings leading international guest speakers to Toronto.
- **Support network:** Embedding into the social and intellectual fabric of UoT, the Faculty of Information, the Digital Curation Institute, and the McLuhan Centre for Culture and Technology provides a unique support network within a vibrant and growing intellectual environment.
- **State-of-the-art facilities:** The Fellow will have full access to the new lab for data-intensive approaches to digital curation with cutting-edge collaboration, visualization and data-intensive computing technology. The lab is located in the newly redesigned Inforum at the iSchool.

- **A platform** for discourse, community and visibility through the involvement in the organization of the lecture series and the opportunity to hold lectures and workshops at the DCI and the McLuhan Centre for Culture and Technology.

- **Recognition:** The fellowship will be awarded annually through a competitive process, and announced and promoted publicly.

**What kind of research project should the fellow conduct?**

In the spirit of the trans-disciplinary nature of sustainability, there is no restriction on the type of research or approach followed. Applications and proposals from a broad range of backgrounds and focus areas are welcome. However, we expect that the Fellow’s proposed research project will demonstrate direct relevance to some of the following topical areas:

- the role of curation in data-intensive research
- systems thinking and sustainability
- digital archiving
- digital preservation
- digital curation
- the nature of digital, computational objects, and their capacity to endure
- data curation in the humanities
- concerns of sustainability in the design of sociotechnical systems
- born-digital data and objects as future cultural heritage
- the social, economic, environmental, technical and individual sustainability of digital curation
- the social, economic, environmental, technical and individual sustainability of ICT systems
- sustainability design (see [www.sustainabilitydesign.org](http://www.sustainabilitydesign.org))
- conflicts between short-term goals and long-term concerns in sociotechnical systems
- long-term thinking within the design of information and communication technologies
- the sustainability of social communities, institutional practices and "cultures" of curation
- critical aspects of digital curation and sustainability that go beyond standard definitions

If you are interested in the fellowship and are unsure whether your interests align with the research conducted at the DCI, please contact christoph.becker@utoronto.ca.

**Selection process:** All applications must be sent to christoph.becker@utoronto.ca with the subject “Application to DCI fellowship” and should contain (1) A CV, (2) A brief research proposal (2 single-spaced pages plus references), and (3) Two reference letters, sent under separate cover by the writers. All applications will be reviewed by the Director of the DCI and two additional faculty members at the iSchool. **Applications are due by March 15, 2017.** Applicants will be notified in April 2017.

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from visible minority group members, women, Aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas.
Detailed terms
This is the second year of the 7-year Fellowship program. The inaugural Fellowship is currently held by Prof. Ian Milligan, University of Waterloo (see the announcement).

**Period:** The fellowship period runs from 1 July to 30 June each year. In this round, the fellowship starts in July 2017.

**Naming:** The fellowship is called,

- if it is held by a professional or an academic, "the Marshall McLuhan Centenary Fellowship in Digital Sustainability at the UofT iSchool Digital Curation Institute”,
- if it is held by a post-doctoral fellow, "the Marshall McLuhan Centenary Post-Doctoral Fellowship in Digital Sustainability at the UofT iSchool Digital Curation Institute”,
- and if it is held by a graduate student, "the Marshall McLuhan Centenary Graduate Fellowship in Digital Sustainability at the UofT iSchool Digital Curation Institute”.

**Expectations:** During the period of the Fellowship, the fellow will be expected to

- Give one lecture and/or workshop at the Digital Curation Institute,
- Give one lecture in the McLuhan Centre for Culture and Technology (e.g. in the Monday Night Seminar Series),
- Acknowledge the Fellowship in research output (including presentations, publications, software, data, standards and other intellectual property) resulting from this period,
- Be present on site at the Digital Curation Institute for an agreed period during the fellowship period (a minimum of three months is expected),
- Take part in the organization of two lectures or workshops as part of the DCI lecture series,
- Contribute to the intellectual life of the DCI and the Faculty of Information, and
- Submit an activity plan at the start of the Fellowship and an activity report at the end.

**Timing** and arrangements will be mutually coordinated between the Fellow and the DCI Director.
Report on Communications, Alumni Relations, and Senior Development Activities to Faculty Council
Submitted by Kathleen O'Brien, Communications and Development Office
February 9, 2017

COMMUNICATIONS
Publicity/Media Relations/Strategic Consultation

➢ Worked with international news media outlets for six (6) days straight booking interviews with Professors, including Patrick Keilty, for Guerrilla Archiving event. Helped manage media relations on site, and continue follow up. This is thought to be the biggest media story for U of T in 2016, maybe for years. At 60 million views and hundreds of tv, radio, and print coverage, the interest continues. Compiling list of all coverage and getting copies where possible
➢ Since January, developing, editing and uploading content for many sections of the new website, including sections for Alumni, Research, and About Us
➢ Prepared a listing of FIAA and student joint activities, as well as media and social media coverage for ALA accreditation report
➢ Edited and posted several news stories on website (Profs. Hartel and Howarth ALISE awards, Brian Land passes, alumni gets lifetime achievement award, UXD students hot career etc.)
➢ Met with students to discuss Museum Studies exhibition project launching in spring. Gave ideas on who to invite, how to promote, publicity ideas, etc.
➢ Added events to calendar; sent weekly events blasts
➢ Did social media on faculty research projects or media mentions

DEVELOPMENT
Stewardship/Alumni Relations/Event Management

➢ Helped co-ordinate and run Museum Studies reception with alumni (70 guests). Took photos and posted to social media
➢ Helped co-ordinate and run OLA Superconference alumni reception plus posted photos (70 guests)
➢ Attended monthly FIAA meeting
➢ Solicited and processed donations for In Memory of Brian Land, UNESCO. Helped raise $9,250 toward $10,000 goal
➢ Coordinating Ottawa Museum Studies trip reception, inviting alumni and Museum professionals as guests to meet with students, the Dean, and professors
➢ Receiving thank you cards from students for awards
Doctoral Student Association Report to Faculty Council February 9, 2017

Activities of the Doctoral Student Association since November 2016:

The DSA is currently navigating towards full ULIFE recognition, which will enable use of their web space. We expect updates soon and may require further coordination for IT support to connect to the iSchool domain.

The DSA Christmas party was a very fun time, and even saw some faculty out for mingling! DSA movie night was attended and enjoyed. Additional social events are planned for the term and we hope to have faculty join us for a social at end of term.

Doctoral student profiles were submitted in November and we look forward to seeing the doctoral student representation on the new iSchool website.

Requests:

FUNDING PACKAGE:
We would like an official update of the funding package as it was changed in 2016. Currently, the funding package listed on the website does not reflect these updates. We request that these changes be updated on the website and an announcement is sent from the administration to all PhD students that clarifies the changes as soon as possible.

INFORUM PRINTING:
We have conducted some fact-finding about the current colour printing landscape and the needs of the doctoral students. We hope to report these findings, as well as preferred options to present to the Dean and Facilities manager, in the near future.

LISTSERV ACCESS:
We again request access to send emails directly to the PhD student listserv. We note that especially since Laura Jantek's departure, the demands on the time of the administrative staff are high, and communication to PhD students would be more effective and efficient if we could email students directly. We propose that when the DSA has its own email address through ULIFE recognition, this email address is granted access to send emails to the listserv. If there are specific concerns or requirements we would be happy to address them.
Program Update

The launch of the 3rd cohort of the Public Library Leaders program drew 20 participants together at the Halifax Central Library in the fall of 2016. Participants from Vancouver Public Library to Halifax Public Library and many points between came together to discuss and engage in leadership conversations with senior staff from exemplary public library systems across the country. CEOs representing CULC (Canadian Urban Libraries Council) libraries from across the country presented a panel discussion on the current challenges and opportunities for leadership in the public library sector.

The second of sixth site visits planned for this cohort was held on January 30 and 31 at the Burlington Central Library. Case studies focussed on intellectual freedom challenges and innovative approaches to employee engagement were shared with and discussed by the students. The instructional unit for this session was led by Halifax CEO, Asa Kachan, who challenged the group to approach budgeting and advocacy with a long term strategic lens. Majority of the participants remained in Ontario to attend the Ontario Library Association conference held from February 1 - 4.

Subsequent site visits for 2017 will be held in Edmonton, Chicago and the BC lower mainland allowing participants a pan Canadian exposure to public library leadership with an opportunity for an American counterpoint to ensure a fulsome perspective.

To date, 38 individuals have graduated in the first two cohorts. Sixteen graduates have moved into more senior roles, including 6 individuals who have moved into CEO positions in some of our country’s largest Public Library systems (Edmonton, Richmond, BC and Brampton.) Graduation for the third cohort is scheduled to coincide with the OLA conference in 2018.

Submitted by: Rebecca Raven