Call to Order
The meeting was called to order at 10:15 a.m.

Chair Derek Allen announced that this was Glenn Loney’s final Council meeting as Faculty Secretary. Professor Allen thanked Dr. Loney for his contributions to the Arts & Science Council.

1. Approval of the minutes of the March 9, 2015 Arts & Science Council meeting
   
   Approved

2. Business arising
3. **Report from the Dean**

The Dean had nothing to report at this time that would not be covered later in the agenda. A member had a question about what Council’s role should have been during the strike. It was decided to defer the question until agenda item 9.

4. **New graduate program: Master of Financial Insurance**

Vice-Dean Sandy Welsh introduced the proposal for a new graduate program, the Master of Financial Insurance (MFI) which will be offered through the Department of Statistical Sciences. Under the University’s quality assurance process, the proposal will go through the full levels of approval and then to the external Quality Council for appraisal.

The MFI will provide advanced level research, informed education, and leadership in financial insurance. It is a 12-month program with students completing course work during the fall and winter sessions and an internship in the summer session. The MFI is very closely aligned with what the department is doing in its PhD stream and undergraduate actuarial science program. An external review of the proposal took place and the final report was very positive, indicating that this department was perhaps uniquely qualified in North America to offer such a degree. The decanal response will address some of the reviewers’ recommendations such as having the program start in September 2016 rather than 2015.

Professor Jamie Stafford, Chair of the Department of Statistical Sciences, stated that the demographics of society has changed resulting in a need for financial and insurance tools and this program has been designed to address those needs. The type of training offered by this program does not exist anywhere else in North America. Professor Sebastian Jaimungal stated this program will be a blend of financial training and insurance knowledge. There are three existing programs on campus which blend finance with something else, however none of them have the insurance component. This is a professional Masters and not intended for students who wish to continue to do a PhD.

A member asked why this program is being established in Arts & Science instead of the Rotman School of Management. Professor Welsh replied that this is not a business program intended to train managers. The MFI is highly quantitative and is geared towards the actuarial aspect of the insurance industry. The Department of Statistical Science has a long established connection to the actuarial industry through its undergraduate program.

A member asked why an interview is required as part of the admissions process. Professor Jaimungal replied that the interview is normally used to clarify whether the student has the necessary academic background for the program.

**MOTION**
BE IT RECOMMENDED THAT the proposed Master of Financial Insurance, which will confer the new degree of M.F.I., as described in the attached proposal be approved effective for the academic year September 2015 upon University governance approval.

The motion was moved and seconded and the floor was opened to discussion of which there was none. On the vote the motion was CARRIED.

5. Unit name change, Department of Geography

Professor Jay Pratt stated that The Department of Geography is proposing to change the Faculty of Arts & Science and Graduate Tri-Campus names to the “Department of Geography and Planning” in order to better reflect the nature of research and teaching undertaken by faculty members at both the St. George unit and across the broader Tri-Campus unit. The department is recognized as a centre of leading-edge scholarship in urbanization, global climate change science, and critical theories of Geography and Planning, with a regional focus on Canada and Asia. In terms of teaching, the undergraduate program offers a course cluster in Planning within the Human Geography Major and Specialist programs of study. At the graduate level there are two distinct programs: one in Geography and one in Planning. Extensive consultation took place with students, faculty and academic administrators. The UTSC Dean and Vice-Principal (Academic) and the UTM Vice-Principal, Academic and Dean are in agreement with the proposal. The Dean of the John H. Daniels Faculty of Architecture, Landscape and Design has been consulted and is also in favour of this change. A formal resolution to change the name of the St. George department and the Graduate department was passed by the St. George Department at a St. George Council meeting on April 7, 2015 and by the Tri-Campus Graduate Department at a Tri-Campus Council meeting on April 7, 2015. There are no implications for the names of the undergraduate or graduate degrees currently offered by the department.

NOTICE OF MOTION

THAT the change in name from the Department of Geography to the Department of Geography and Planning, be approved effective immediately upon University governance approval.

The motion was moved and seconded and the floor was opened to discussion of which there was none. On the vote the motion was CARRIED.

6. Arts & Science Council Constitution

Professor Donald Ainslie informed Council that the goal of the working group struck to update the Council Constitution and By-Laws was not to conduct a full constitutional review but instead to incorporate the constitution and by-laws into Governing Council’s templates and to align it with the new UTQAP processes. The new templates organise the constitution and by-laws into a more rational format which means that elements of the existing documents have been re-distributed between the two new documents.
Regarding the proposal before Council, Professor Ainslie explained that the current Constitution states that “the constitution of the Council may only be amended with the approval of the Council and the Governing Council of the University of Toronto. Voting shall take place at a regularly constituted meeting to which there has been 10 clear working days’ notice of the proposed amendment. An affirmative vote to amend the Constitution is required by two-thirds of the members of the Council present.” He explained that if a proposed amendment were made to the constitution at today’s meeting, it could not be voted on until the 10 clear working days’ notice is given. This is not to say that no amendments can be made but it would mean they could not be voted on until the next meeting of Council in the Fall.

Professor Ainslie noted a few changes that were made as a result of the discussions at the March 9 Council meeting. Item 40 of the current constitution which allows for a Faculty-wide referendum on the views of the teaching staff has been omitted as per the vote by Council members at the last meeting. The new teaching ranks have not been included as they have not yet received final approval by Governing Council. There were also some minor wording changes based on previous Council discussions.

NOTICE OF MOTION
BE IT RECOMMENDED THAT the proposed changes to the Arts & Science Council Constitution, as described in the document Proposed Arts & Science Council Constitution dated 17 April 2015, be approved effective 1 July 2015 upon University governance approval.

The motion was moved and seconded and the floor was opened to discussion.

A member asked if the quorum should be a percentage of the members rather than an absolute number? Professor Ainslie stated that the current constitution does not have a percentage and to change it would be considered a substantive change, therefore the committee decided to leave it as is.

On the vote the motion was CARRIED unanimously by the 32 voting members present.

7. Arts & Science Council By-Laws

Professor Ainslie explained that the currently By-Laws state that “No proposal to amend any of the foregoing rules of procedure so as to apply to meetings of the Council shall be considered except at a regular meeting of the Council and unless notice of the proposed amendment has appeared on the agenda of its preceding regular meeting. The affirmative vote of at least two-thirds of the members present and voting is required in order that an amendment to the rules of procedure be adopted.” The notice of motion for this item appeared on the agenda for the March 9 Council meeting.

There are no substantive changes being proposed to the by-laws. There was a recommendation at the last meeting that the Executive Committee should report any decisions it makes to Council and this has been added this to the proposed amendment. There was a desire to have more students on the Academic Appeals Board as it was
often difficult to meet quorum. At the same time the Office of the Faculty Registrar asked for increased student membership on the Committee on Standing. Following further consultation these changes have been incorporated into the document.

NOTICE OF MOTION

THAT the proposed changes to the Arts & Science Council By-Laws, as described in the attached document Proposed Arts & Science Council By-Laws dated 17 April 2015, be approved effective 1 July 2015.

The motion was moved and seconded and the floor was opened to discussion. There was no substantive discussion and on the vote the motion was CARRIED unanimously by the 32 voting members present.

8. Minor graduate course modifications

A report of minor graduate modifications approved at the April 8, 2015 Graduate Curriculum Committee was posted with the meeting agenda. This item is being reported to Council for information.

9. Academic Continuity in the Faculty of Arts and Science

Dean David Cameron stated that the strike by CUPE 3902 ended on March 26 with an agreement by both sides to binding arbitration. The provincial mediator has appointed Mr. William Kaplan to be the independent arbitrator. The process will take time. Both parties will submit a statement of their positions and then have an opportunity to discuss it with the arbitrator.

The Dean stated that clearly the strike was a stressful time for everyone and the impact on Arts & Science was considerable. The Faculty was not involved in the management of the strike processes and negotiations; it was dealing only with the impact on undergraduate and graduate students. The focus was on trying to ensure that academic programs could be maintained as well as possible. The goal for the Faculty was allow students to complete their courses and progress in their degree, and that those who were on track to graduate in June could do so. Intensive meetings were held with the Council of Chairs, Principals and Academic Directors, there was constant contact with associate chairs in charge of undergraduate studies, and a series of meetings with departments and the Dean’s Office to work through some of the challenges being encountered. These meetings were important instruments in ensuring that information flowed between the Faculty and academic units. There were two communications sent to students and to the entire Faculty of Arts and Science community to ensure students that we would be as accommodating as possible in dealing with the consequences of the strike.

In the course of the discussions, the Faculty encouraged academic units to use the Grading Practices Policy effectively which would allow them to make adjustments to marking schemes if needed. There were many discussions in classes between instructors
and students about how to best manage the situation. The evidence of this can be seen in the relatively low number of requests submitted for a Declaration of Academic Disruption in a course. In the Spring term there were 618 Y courses and 1281 H courses with only 11 requests in Arts and Science for declarations. The Dean thanked instructors for recognizing challenges and taking steps to address them.

Vice-Dean Suzanne Stevenson stated there is a section in the Declaration form which asks for consultation with students. Most of the requests stated that the changes had been discussed and were supported by students but the instructor simply ran out of time to make changes in accordance with the Grading Policy because of the few class meetings remaining at the end of the term.

Vice-Dean Sandy Welsh stated that there were discussions in meetings about the effect of the strike on graduate students. Each department had a different scenario – in some there were students who elected to work and others where all the students were on strike. Professor Welsh encouraged chairs to remember the resources that are available in terms of mental health for undergraduate and graduate students, and administrative staff who were all under a lot pressure during the strike.

A member stated that Council should have been involved in the process of the Faculty’s decision-making during the strike and that perhaps a special meeting might have been called. The member stated he is curious to hear from students how the extension of the CR/NCR deadline has worked for them. Perhaps we could review the policy and give students longer to choose CR/NCR for a course as there is no harm in letting a student see their mark before making their choice. The member also noted that as an instructor he was uncomfortable to read on the FAQ website that every effort would be made to grade work, but before the strike ended the Faculty issued a memo stating that grades needed to be submitted by May 15. This put instructors in the position where they would have to grade work without any help.

Dean Cameron stated the point about changing the CR/NCR deadline was an interesting one and that we need to reflect on our experience during the strike: perhaps there is the possibility of policy changes based on what we learned. The goal in extending the CR/NCR option was to provide as many tools as needed to undergraduate students who had not visited the strike situation upon themselves.

Vice-Dean Suzanne Stevenson stated that in the initial version of CR/NCR students had to decide whether or not to choose the CR/NCR option within the first few weeks of class and had to achieve 60% to get Credit. The policy was revised a few years ago so that students had to achieve 50% to receive Credit and had until the last day of classes to opt into CR/NCR. It is something that might be discussed again by the Committee on Teaching and Learning.

A member stated that the role of academic administrators is to implement policies whereas Council’s primary advisory role is setting policies, providing general oversight to the administration, and holding the administration accountable if it fails to follow policies. The member did not see Council as having a role while the strike was happening.
but that it should have conversations such as this to decide whether or not the administration’s decisions at the time were appropriate. The previous member stated they were not talking about Council making decisions during the strike but that it could have acted in an advising role. Council has members from all the constituents that were affected by the strike, that is, undergraduate and graduate students, staff, and faculty.

Dean Cameron stated that students were actively consulted in their classes. He recognized that this does not quite address the member’s point and whether there is a role for Council in the midst of a strike. There is nothing unconstitutional about consulting with Council but there are problems with the practicality, for example, at what point in the strike would they meet, as the situation is constantly evolving.

Dr. Loney stated that members need to keep clearly in mind the difference between advice on the strike negotiations and advice on the impact of the strike on students. While there was perhaps scope for Council with the latter, Council has no role in the former.

A member stated that they would have preferred if Council has been asked for their opinion as they would then feel they had value and a role.

A member stated that it would have been helpful if units had been given a statement on what exactly to say to classes as there were two different directives in their unit.

A member stated that there were serious concerns about communication and questions about academic integrity. Is there an opportunity for an advisory working group to help prepare in the case of a future disruption? Dean Cameron stated that it would be helpful to have some opportunity for reflection on the role of Council in situations such as the strike. However, the Dean recognised that there were inevitable tensions in such situations that could not be dissipated by policies or advanced sets of arrangements.

A member stated that it would be useful to receive a report in the Fall that shows how many students took advantage of the strike accommodations such as the extended deadline for CR/NCR compared to a normal term.

A member stated that many graduate students viewed the fact that instructors were told to disrupt undergraduate students as little as possible as taking a position on the strike. In many cases links between graduate students and instructors have been broken and there are some serious issues lasting from the strike that will need to be addressed.

A member stated that preparing in advance of a disruption would be helpful as it would help to ease tensions. Many instructors wanted to remain neutral but it was difficult to appear as though they were.

A member stated that the crux of the dilemma as an administrator was that whatever they did to implement measures to assist undergraduate students did in a way affect negotiations. Some discussions on moral dilemmas would be useful.
10. Any other business

A member stated he would like to see financial and resource information with proposals such as the new MFI. Dr Loney stated that the policies of the University clearly indicate that Dean makes the decisions on the disposition of resources but the Constitution indicates that one of the Dean’s roles is to inform Council of the resource implications of policies they are considering.

Vice-Dean Sandy Welsh stated that the new MFI, as a Professional Master’s program, is an unfunded program, and so its business plan is designed so that it becomes self-funding. Planning & Budget is involved when a new program is being developed. The normal process is for the Faculty to provide money up front and the repayment is built into the program’s budget model. The development of new professional Masters programs has led to very productive discussions with the Infrastructure Planning office. The reviewers met with the Director of Finance and Professor Jay Pratt, Vice-Dean Research & Infrastructure, and were comfortable with the resource model. A member stated that since Council is asked to approve new programs, people would feel they should have this information when making their decision.

11. Adjournment

The meeting was adjourned at 12:10 p.m.