AGENDA

1) Call to order and acceptance of the Agenda

2) Acknowledgement of traditional land

3) Approval of the Minutes of March 21, 2019 (attached)

4) Business arising from the Minutes

5) Communications Received

6) Dean’s Report
   • Susan Brown Award 2019

7) Reports from Council Committees
   a) Executive Committee
      • Motion to approve revised Faculty of Information Council Constitution & By-Laws (attached)
      • Motion to approve committee chairs and non-student members for 2019-2020
   b) Standing Committees
      • Awards Committee
      • Committee on Standing (attached)
      • Programs Committee (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 (attached)
   b) Digital Curation Institute (attached)
   c) Identity, Privacy and Security Institute (attached)
   d) Knowledge Media Design Institute (attached)
   e) Technoscience Research Unit

9) Other reports
   a) Alumni Relations
   b) Careers Officer’s Report
c) Communications Officer’s Report
d) Development and Advancement Initiatives
e) Inforum

10) Student Reports
   a) MISC
   b) MUSSA
   c) DSA

11) FIAA Report

12) Other Business

13) Question period

14) Announcements

15) Adjournment
COUNCIL

2018-2019 Session – 4th Regular Meeting

Thursday March 21, 2019 | 4:00pm-6:00pm | Room 728, Claude Bissell Building

MINUTES

Present:
Ex-officio Members: Prof. Wendy Duff (Dean)

Teaching Staff: Prof. Periklis Andritsos, Prof. Matt Brower, Prof. Nadia Caidi, Prof. Colin Furness, Prof. Jenna Hartel, Prof. Lynne Howarth, Prof. Kelly Lyons, Prof. Seamus Ross, Prof. Dan Ryan, Prof. Olivier St-Cyr

Professional Librarians: Elisa Sze

Senior Administrative Officers: Ann Brocklehurst, Glenn Cumming, Anna Pralat, Stephanie Rose

Directors (affiliated units): Lari Langford

Associated instructor / sessional lecturer:

Administrative Staff: Christine Chan

Doctoral Students: Madison Trusolino

MI Students: Stephanie Anagnostou, Susan Bond, Danielle Crecca, Jamie Duncan, Patty Facy, Rumman Ferdaus, Emma Findlay-White, Rida Idrees, Allen Kwan, Meagan Lau, McKinsey Manes, Andrew Micak, Hugh Samson, Manda Vrkljan, Erin White, Calvin Won

MMSt Students: Erica Chi, Laetitia Dandavino-Tardif, Natalie Heaton

Alumni: Heather McTavish

External Members:

Non-Voting Members: Folarin Agbaje

Observers:

Recorder: Carol Lee

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. Christoph Becker, Prof. Nicole Cohen, Prof. Cara Krmpotich, Prof. M.E. Luka, Prof. Rhonda McEwen, Prof. Matt Ratto, Prof. Siobhan Stevenson, Prof. Sherry Yu, Nalini Singh, Victoria Owen
ON LEAVE: Prof. Costis Dallas, Prof. Fiorella Foscarini, Prof. Irina D. Mihalache, Prof. Leslie Shade, Prof. Anthony Wensley

ABSENCES: Prof. Jeffrey Boase, Prof. Kenzie Burchell, Prof. Brett Caraway, Prof. Chun Wei Choo, Prof. T.L. Cowan, Prof. Alessandro Delfanti, Prof. Juris Dilevko, Prof. Alan Galey, Prof. Sara Grimes, Prof. Tero Karppi, Prof. Patrick Keilty, Prof. Heather MacNeil, Prof. Cosmin Munteanu, Prof. David Nieborg, Prof. Jeremy Packer, Prof. Velian Pandelely, Prof. Michael Petit, Prof. Aviv Shachak, Prof. Sarah Sharma, Prof. Brian Cantwell Smith, Prof. Alan Stanbridge, Prof. Jia Xue, Prof. Eric Yu, Daisy Dowdall, Kathleen Scheaffer, Prof. Dimitrios Hatzinakos, Prof. Michelle Murphy, Vicki Whitmell, Paula Sanchez-Nunez de Villavicencio, Jason Batten-Carew, Akram Wahdan, Calvin Won

1) Call to order and acceptance of the Agenda
   Prof. Howarth called the meeting to order at 4:10 pm. A quorum was present.

2) Acknowledgement of traditional land by Patty Facy

3) Approval of the Minutes of January 31, 2019 (attached)
   The minutes were accepted as recorded.

4) Business arising from the Minutes
   No business arising.

5) Communications Received
   None received.

6) Dean’s Report
   Prof. Duff reported: current searches for new faculty members; renovation plans and funding; Inforum external review members; new resources and support for international students and co-op program.
   ACTION: The Dean’s Office will coordinate a meeting for students and the Inforum review members.

7) Reports from Council Committees
   a) Executive Committee
      • Revised Faculty of Information Council Constitution and Bylaws (attached)
        Prof. Howarth outlined approval process and thanked student representatives for their involvement. Prof Lyons provided context for revisions, highlighted key changes to committee on standing and membership of Council, and reported that the revised documents were approved at the Provost’s office.
        Prof. Howarth announced that a motion to accept the presented changes to the Constitution and Bylaws will be introduced at the next Council meeting.

   b) Standing Committees
      • Awards Committee
        Stephanie Rose reported on latest activities and current status of notification of awards.
      • Committee on Standing (attached)
Prof. Lyons provided overview of submitted report.

- Programs Committee (attached)
  Prof. Lyons provided an overview of recently approved course proposals and upcoming committee tasks, including revised guidelines for student course evaluations which will come to Council for approval.

- Recruitment and Admissions
  - Master’s Recruitment and Admissions (M-RAC) (attached)
    Prof. Caidi reported: increased attendance at Information Days; upcoming July 13 event; thanked Student Services and student ambassadors.
    Discussion followed: high academic achievement of applicants, increase in domestic and international student applications, tracking of Info Day attendance and subsequent applications.
  - Doctoral Recruitment and Admissions (P-RAC)
    Prof. Ross reported an increase in completed applications; additional funded spots have been secured for 3 international students; thanked committee members and other faculty members for reviewing applications.

8) Reports from Institutes
   a) McLuhan Centre for Culture and Technology
   b) Digital Curation Institute
   c) Identity, Privacy and Security Institute
   d) Knowledge Media Design Institute (attached)
   e) Technoscience Research Unit

9) Other reports
   a) Alumni Relations
   b) Careers Officer’s Report (attached)
     Alex Howes reported: an increase in job postings and secured placements compared to this time last year; provided highlights from submitted report on co-op programs, museum studies internship and job shadowing with FIAA.
   c) Communications Officer’s Report
     Ann Brocklehurst reported several upcoming events: Table Ronde, Jackman Institute marquee event with Lucy Suchman; Doors Open; Bring Your Kids to Work day.
   d) Development and Advancement Initiatives
   e) Inforum
     Lari Langford reported on recent and upcoming events as well as the inaugural meeting of the Inforum User Advisory Committee.

10) Student Reports
    a) MISC (submitted at Council)
      Emma Findlay-White reported on recent and upcoming events, recent survey results are detailed in submitted report.
    b) MUSSA
      Laetitia Dandavino-Tardif, Erica Chi and Natalie Heaton reported: recent professional development events; regular meetings with Dean Duff; upcoming elections and MUSSA wards.
    c) DSA (submitted at Council)
      Madison Trusolino reported: social committee’s efforts to foster community; PhD Research Days updates; letter to the Dean regarding funding. Discussion followed: fifth and sixth year funding; recent successful PhD final oral examinations.
11) FIAA Report (submitted at Council)

12) Other Business
   None to report.

13) Question period
    Questions raised regarding criteria for the Inforum reviewers and previous Inforum reviews.
    Prof. Duff summarized terms of reference for the Inforum review.

14) Announcements
    Robyn Forman announced the student conference program has been posted online. Prof. Howarth
    announced the next Council meeting will be April 24. Prof. Duff reported Faculty’s current QS
    world ranking. Prof. Caidi reported 12 students will attend WIPO congress in Geneva as
    representatives of CFLA..

15) Adjournment, 5:16 pm.
**UNIVERSITY OF TORONTO**

**FACULTY OF INFORMATION**

**CONSTITUTION**

<table>
<thead>
<tr>
<th>I.</th>
<th>Derivation of Authority from the U of T Act</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The Council of the Faculty of Information exercises its powers and duties under the provisions of the <em>University of Toronto Act, 1971, as amended</em>.1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>II.</th>
<th>Definitions</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>In this Constitution and the accompanying By-laws:</td>
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</table>

**II-1**  
“Faculty” means the Faculty of Information and “Council” means the properly composed Council of the Faculty of Information of the University of Toronto.

**II-2**  
“Teaching Staff” means a member of the Faculty of Information who holds an academic appointment of 50% or more in the Faculty of Information and who holds the title of Professor; Associate Professor; Assistant Professor; Professor, Teaching Stream; Associate Professor, Teaching Stream; Assistant Professor, Teaching Stream; Senior Lecturer; Lecturer; Senior Tutor; Tutor; Assistant Professor (conditional); or Assistant Professor, Teaching Stream (conditional).

**II-3**  
“Other Academic Appointee” means a current University employee who is involved in the delivery of Faculty programs, is not a member of the Teaching Staff, and a) who holds an academic appointment of less than 50% in the Faculty and who holds the title of Professor; Associate Professor; Assistant Professor; Professor, Teaching Stream; Associate Professor, Teaching Stream; Assistant Professor, Teaching Stream; Senior Lecturer; Lecturer; Senior Tutor; Tutor; Assistant Professor (conditional); or Assistant Professor, Teaching Stream (conditional).

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1 The Governing Council has the power to “establish, change and terminate academic and administrative units within the University and determine the powers and duties of any such units” (*University of Toronto Act, 1971, Section 2 (14) (f)*), to establish, change and terminate councils within the University, and to determine the composition, powers and duties of any such council (Section 2 (14) (i)).
| II-4 | “Senior Tutor; or Tutor or b) is a Sessional Lecturer I, II, or III; or c) is a member of the Teaching Staff in another Faculty or Division and holds a primary graduate faculty membership in Information. |
| II-4 | “Professional Librarian” means one who holds a librarian appointment of 40% or more in the Faculty of Information and who holds the rank of Librarian I, II, III, or IV; |
| II-5 | “Senior Administrative Officer” means an appointed staff member of the Faculty of Information who holds an administrative staff appointment of 40% or more in the Faculty and whose designation as Senior Administrative Officer is determined by the Dean in consultation with Council’s Executive Committee. |
| II-64 | “Administrative Staff” means an appointed staff member of the Faculty of Information who is not a member of the Teaching Staff and who holds an appointment of 25% or more. |
| II-75 | “Undergraduate Student” means any student registered in a program of study leading to a degree, post-secondary diploma, or for credit certificate in the Faculty of Information who is not registered in the School of Graduate Studies. |
| II-86 | “Graduate Student” means any student registered in the School of Graduate Studies in a program of study leading to a degree, post-secondary diploma, or for credit certificate in the Faculty of Information. |
| II-97 | “Alumnus/a” means anyone who has received a degree, post-secondary diploma, or for credit certificate from the Faculty, or who has completed one year of full-time studies or equivalent while registered in the Faculty, who is no longer registered as a student and who is not a member of the teaching or administrative staff of the University. |
| II-108 | “External Stakeholder” means one who is a member of a profession or organization related to the programs of the Faculty cognate faculty of the Faculty of Information; means a member of the Dean’s Advisory Council, a member of the x Association, or a member from the profession of x.² |

² Note to user: This definition is simply an example and should be customized as needed.

Updated March 20, 2017
### III. Council’s General Powers and Duties

Subject to the provisions of the *University of Toronto Act, 1971, as amended*, and the approval, as required or as appropriate, of the Governing Council of the University, Council shall have the following powers and duties.

#### III-1 Council shall determine its composition, and the number, composition and authority of its committees.

#### III-2 Academic policies

Council recommends for approval to the appropriate body of Governing Council amendments to divisional academic policies. Academic policy sets out the principles for, the general directions of, and/or priorities for the teaching and research activities of the Faculty.

#### III-3 Advisory role

Council plays an advisory role, tendering advice to the divisional administration.

### IV. Council’s Specific Powers and Duties

The specific powers and duties of Council are the following:

#### IV-1 Determine its rules and regulations

Council shall determine the rules and regulations for governing its procedures and its decisions shall be made by resolutions passed at its meetings.

#### IV-2 By-Laws

Council shall pass by-laws setting forth its procedures and regulating the exercise of its powers, the calling and conduct of its meetings, and the method of appointment or election of its members.

#### IV-3 Establish committees

Council shall have the power to establish, alter, or disband its committees as deemed necessary and to determine their composition, authority, quorum, and method of appointment of their members and chairs. Council has authority over recommendations brought forward by such committees, be that in its decision-making capacity or in its advisory role.

The composition, powers, duties, and procedures of Standing and Special Committees shall be set forth in the By-Laws of Council.
| IV-4 Admissions | Council shall determine the standards of admission of students to the Faculty. New admissions policies and practices or amendments to existing ones which affect the whole Faculty are recommended to the appropriate body of Governing Council for approval. |
| IV-5 Awards | Council shall award scholarships, bursaries, prizes and other awards in the gift of the Faculty and may delegate this responsibility to committees or officers of the Faculty. |
| IV-6 Petitions and appeals | Council shall establish policies and procedures with respect to petitions and appeals by undergraduate students in connection with the application of academic rules and regulations by officers of the Faculty or by instructors in connection with academic standing in the Faculty. A Committee of Council shall make rulings on all such appeals and such rulings shall be final and binding, subject to an appeal to the Governing Council.³ 

Procedures for academic appeals by graduate students are determined by the School of Graduate Studies in accordance with the Policy on Academic Appeals within Divisions. |
| IV-7 Academic programs | Council shall consider the content, quality, and requirements of the academic programs and courses of study that lead to degrees, diplomas, certificates, credit and non-credit courses over which the Faculty has authority; it shall consider proposals for the closure of any such programs or courses of study; and it shall monitor the quality and standards of the programs and courses of study. 

Council shall recommend for approval to the appropriate body of Governing Council proposals for the establishment and closure of new academic programs. 

Council shall have delegated authority to approve proposals for the establishment and closure of Category 1 and Category 2 for credit certificates in accordance with the Policy on Certificates (For Credit and Not-for-Credit). These approvals shall be reported. |

³ See the Governing Council Policy on Academic Appeals within Divisions.
annually for information to the appropriate body of Governing Council.\(^4\)

Council shall approve proposals for Category 3 Not-for-Credit certificates. These approvals shall be reported to the Provost’s Office for inclusion in an annual report to the Committee on Academic Policy & Programs.

Council shall have delegated authority to approve proposals for major and minor modifications to existing academic programs, diplomas, and certificates.\(^5\) All major modifications shall be reported annually for information to the appropriate body of Governing Council.

<table>
<thead>
<tr>
<th>IV-8 Delegation of authority</th>
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</thead>
<tbody>
<tr>
<td>Subject to the provisions of the above, Council may delegate its authority for the approval of minor modifications to academic programs to various committees. All such changes shall be reported for information to Council. The decision of whether a matter is major or minor may be made by the Committee Chair in consultation with the Chair of Council, and/or the Dean or his/her designate, and/or the Vice-President and Provost or his/her designate.</td>
</tr>
</tbody>
</table>

\(^4\)Definitions of Category 1 and 2 certificates are provided in the *Policy on Certificates (For Credit and Not-for-Credit)*. The *Policy* states that new Category 3 certificates “must undergo the appropriate divisional approval” and must be submitted to the Provost’s Office for inclusion in an annual report to the Committee on Academic Policy & Programs.

\(^5\)Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the *University of Toronto Quality Assurance Process* and are subject to change. Guidance from the Office of the Vice-Provost, Academic Programs, should be sought prior to the development of any such proposal.

Updated March 20, 2017
| IV-9 | Academic and Interdisciplinary units | Council shall consider and recommend for approval to the Governing Council proposals concerning academic units. Council shall also review and approve or recommend for approval to the Governing Council proposals concerning Extra-Departmental Units in the Faculty, pursuant to the Policy on Interdisciplinary Education and Research Planning and the Guidelines for Extra-Departmental Units. |
| IV-10 | Review of academic programs and units | Council may be one venue in which consideration and discussion of a review report of an academic program and/or unit may occur, consistent with the protocol outlined in the University of Toronto Quality Assurance Process. |
| IV-11 | Transcript notations | Council shall have delegated authority to approve transcript notations within existing degree programs, in accordance with University policy. An annual report on such actions, as required by policy, shall be provided for information to the appropriate body of Governing Council. |

### V. Powers, Duties and Responsibilities of the Dean

| V-1 | | Council recognizes that the Dean exercises powers under the authority of the Policy on Appointment of Academic Administrators which states that “the Dean of the Faculty is the chief executive officer of the Faculty and reports directly to the Vice-President and Provost.” |
| V-2 | | While the Dean may delegate authority to other academic administrators in the Faculty, the Dean retains responsibility for the overall direction of the Faculty and, in particular, for authority over the budget and other financial matters, personnel matters, including appointments and promotions, and extra-Faculty relationships. In this respect, Council recognizes that the Dean has ultimate authority for the allocation and management of the Faculty’s resources. |
| V-3 | The Dean shall consult with members of the Faculty on matters of policy and practice but is ultimately responsible for all administrative decisions that are within his/her jurisdiction and authority. |
| V-4 | The Dean shall advise Council of the resource implications of proposed academic policies. |
| V-5 | The Dean shall consult with Council on administrative proposals that may have a significant impact on the academic programs of the Faculty. |

VI. **Membership of Council**

<table>
<thead>
<tr>
<th>VI-1 elected/appointed members</th>
<th>Elected or appointed members (voting, unless otherwise noted):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>i. All Teaching Staff.</td>
</tr>
<tr>
<td></td>
<td>ii. Three (3) Other Academic Appointee, appointed by the Dean in consultation with those holding Other Academic Appointments with the Faculty, for a two-year term. Renewable once.</td>
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<tr>
<td></td>
<td>iii. All Professional Librarians.</td>
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<td></td>
<td>— All Senior Administrative Officers.</td>
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<tr>
<td></td>
<td>iv. One (1) Administrative Staff, appointed by the Dean for a two-year term. Renewable once.</td>
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<tr>
<td></td>
<td>— Two (2) Undergraduate Students from the Bachelor of Information program, elected annually by the Bachelor of Information student body.</td>
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<tr>
<td></td>
<td>— One (1) Graduate Student for each established concentration area and General Program Option in the Master of Information program, elected annually by the Master of Information student body.</td>
</tr>
</tbody>
</table>
v. **Two (2) Graduate Students from the Master of Museum Studies program, elected annually by the Master of Museum Studies student body.**

vi. **Two (2) Graduate Students from the Doctor of Philosophy program, elected annually by the Doctor of Philosophy student body.**

vii. **Two (2) Alumni, appointed by the Dean in consultation with the Faculty of Information Alumni Association for a two-year term. Renewable once.**

viii. **One (1) External Stakeholders, appointed by the Dean in consultation with related professional organizations for a two-year term. Renewable once.**

ix. **[1 or 2] External Stakeholders appointed by the Dean**

x. **[1 or 2] emeritus professors, other associates**
<table>
<thead>
<tr>
<th>VI-2 Ex-officio members</th>
<th>Ex-officio members (voting, unless otherwise noted)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>The President of the University, or designate</td>
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<td></td>
<td>The Vice-President and Provost, or designate</td>
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<td></td>
<td>The Dean of the School of Graduate Studies, or designate</td>
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<td></td>
<td>The Dean of the Faculty</td>
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<td></td>
<td>Deans of other Divisions (as necessary)</td>
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<td></td>
<td>The University Librarian, or designate</td>
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<td></td>
<td>The Associate Deans and/or Vice Deans of the Faculty</td>
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<td></td>
<td>The Assistant Dean[s] of the Faculty</td>
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<td></td>
<td>The Chairs of all Standing Committees of Council</td>
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<td></td>
<td>The President of the Doctoral Student Association of the Faculty</td>
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<td></td>
<td>The President of the Master of Information Student Council</td>
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<td></td>
<td>The President of the Master of Museum Studies Student Association</td>
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<td></td>
<td>The President of the Undergraduate Student Society of the Faculty</td>
</tr>
<tr>
<td></td>
<td>The Academic Directors and Chairs of Departments of the Faculty</td>
</tr>
<tr>
<td></td>
<td>The Registrar of the Faculty</td>
</tr>
<tr>
<td></td>
<td>The President of the Faculty’s Undergraduate Student Society</td>
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<tr>
<td></td>
<td>The President of the Faculty’s Graduate Student Society</td>
</tr>
<tr>
<td></td>
<td>The President of the Alumni Association</td>
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<tr>
<td></td>
<td>The Secretary of Council (non-voting)</td>
</tr>
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<td></td>
<td>The Chief Administrative Officer</td>
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<td></td>
<td>Executive Assistant to the Dean</td>
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<td></td>
<td>Senior Communications Officer</td>
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<td></td>
<td>Senior Development Officer</td>
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<td></td>
<td>Directors of Institutes of the Faculty</td>
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</tbody>
</table>

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<thead>
<tr>
<th>VII. Term and Quorum of Council</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>VII-1</th>
<th>The term of office of members of Council and its Committees shall be from July 1 to June 30, with the term of Student members beginning in September.</th>
</tr>
</thead>
</table>

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<tr>
<th>VII-2</th>
<th>The quorum for a meeting of Council shall be one-third of the voting members. This number will be determined each year.</th>
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<tr>
<th>VIII. Officers</th>
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6 [Note to user: This refers to academic administrators who have been appointed under the Policy on the Appointment of Academic Administrators.]
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>VIII-1</td>
<td>Chair and Vice-Chair elected at the final meeting of the year, by and from among its members for that year, a Chair and a Vice-Chair for the succeeding two years.</td>
</tr>
<tr>
<td>VIII-2</td>
<td>The Chair shall preside at all meetings of Council. In the absence of the Chair, the Vice-Chair shall preside. In the absence of both the Chair and the Vice-Chair, any member of the Executive Committee may convene the meeting and a Chair shall be chosen by a majority of the voting members present for the meeting.</td>
</tr>
<tr>
<td>VIII-3</td>
<td>The Chair and Vice-Chair will each serve a two-year term. The Chair shall be a non-voting member of Council, subject to the exceptional provision in IX-3.</td>
</tr>
<tr>
<td>VIII-4</td>
<td>The Secretary of Council shall be appointed by the Dean in consultation with the Chair. The Secretary shall be a non-voting ex officio member of Council.</td>
</tr>
<tr>
<td>IX-1</td>
<td>Regular meetings: There shall normally be four regular meetings of Council in each academic year. Notice of each meeting, including a proposed agenda, shall be given to members at least one week in advance of the meeting.</td>
</tr>
<tr>
<td>IX-2</td>
<td>Special Meeting: A special meeting may be called by the Chair of the Council, the Dean, or upon the written request of no fewer than 10% members of the Council, and shall be convened within 30 days to consider the matter(s) requiring the meeting. Notice of such a meeting shall be given at least one week prior to the meeting.</td>
</tr>
<tr>
<td>IX-3</td>
<td>Voting: Each voting member of Council has one vote on any question. Motions pass with a simple majority unless otherwise stated in the rules of procedure of the Council. In the case of a tie vote, the Chair may cast a deciding vote or redirect the question for further consideration.</td>
</tr>
<tr>
<td>IX-4</td>
<td>Meetings of Council shall be open to the public except when matters of a confidential nature may be discussed. Council will then move in camera.</td>
</tr>
<tr>
<td>X.</td>
<td>Parliamentary Authority</td>
</tr>
</tbody>
</table>

Updated March 20, 2017
The rules contained in the most recent edition of *Alice Sturgis, The Standard Code of Parliamentary Procedure*[reference], shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules of order that the Council may adopt.

### XI. Amendment of the Constitution and By-Laws

#### XI-1 Constitution

The Constitution of the Council may only be amended with the approval of the Council and the appropriate body of the Governing Council. Voting shall take place at a regularly constituted meeting to which there has been 30[days'] notice of the proposed amendment. An affirmative vote to amend the Constitution is required by two-thirds of the members of Council present and voting. Following approval of the recommended amendment by Council, the amendment is forwarded to the appropriate body of the Governing Council for approval.

#### XI-2 By-Laws

The By-Laws of the Council may be amended with the approval of a two-thirds majority of Council members present and voting. Voting shall take place at a regularly constituted meeting to which there has been 30[days'] notice of the proposed amendment.

First approved [Date].

Amendments recommended for approval by Faculty Council to the Academic Board on [date]; approved by the Academic Board on [date]; and confirmed by the Executive Committee of the Governing Council on [date].
# The Faculty of Information
## By-Laws of Council

### I. General Rules and Procedures of Council

<table>
<thead>
<tr>
<th>I-1.</th>
<th>At least the following business shall be observed at all regular meetings:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) Reading and disposing of the minutes of the last regular meeting and</td>
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<td></td>
<td>of any intervening special meetings</td>
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<tr>
<td></td>
<td>b) Business arising from the minutes</td>
</tr>
<tr>
<td></td>
<td>c) Reading and disposing of reports of Standing and Special Committees</td>
</tr>
<tr>
<td></td>
<td>d) Reading and disposing of other reports</td>
</tr>
<tr>
<td></td>
<td>e) Announcements</td>
</tr>
</tbody>
</table>

| I-2. | Minutes of meetings shall be kept and shall contain a record of pertinent |
|      |     points discussed and decisions made. Minutes shall be distributed to   |
|      |     all members of Council and, except for meetings in camera, shall be     |
|      |     made available.                                                        |

| I-3. | All motions shall be recorded in writing by the Secretary and put before   |
|      |     the Chair before the vote is taken. The Chair shall declare the result  |
|      |     of every vote, and on any questions, except a motion to adjourn the    |
|      |     Council or a debate, any member may require the number of yeas, nays,  |
|      |     and abstentions to be recorded.                                        |

| I-4. | Except in the case of special meetings, notice of motion from an individual |
|      |     shall normally be forwarded to the Chair of Council no later than two   |
|      |     weeks before a meeting of Council in order to have the motion included  |
|      |     on the agenda of the meeting at which it is to be considered. This does  |
|      |     not apply to motions and recommendations forthcoming from Standing or  |
|      |     Special Committees.                                                    |

### II. Rules of Procedure for the Election and Appointment of Members to Council

| II-1. | Elections and appointments for all constituencies will be completed and    |
|       |     reported to the Secretary of Council by the end of September of each  |
|       |     year.                                                                  |

| II-2. | Undergraduate Students will be elected by and from among the Undergraduate |
|       |     Students for a one-year term. The Faculty's Undergraduate Student      |
|       |     Society association is given the responsibility for the selection/appointment |
|       |     of Undergraduate Student members of Council. In case of no Undergraduate |
|       |     Student association,                                                  |

Updated November 3, 2015, 2018
undergraduate students will self-nominate to serve and be selected by the Executive Committee for a one-year term.

Graduate Students will be [elected/appointed] by and from among the Graduate Students for a one-year term. [Note: The Master of Information Student Council, the Master of Museum Studies Student Association, and the Doctoral Student Association Faculty’s Graduate Student Society are may be given the responsibility for the election/appointment of Graduate Student members of Council from their respective constituencies.]

Administrative Staff will be [elected/appointed] by the Executive Committee in consultation with the Dean and from among the Administrative Staff for a two-year term.

Alumni will be appointed by the Executive Committee the Faculty Alumni Association in consultation with the Faculty Alumni Association for a two-year term.

Teaching Staff will be elected by and from among the Teaching Staff for a three-year term.

Other Academic Appointees will be [elected/appointed] by the Executive Committee in consultation with the Dean and from among the Other Academic Appointees for a one-year term.

External Stakeholders will be appointed by the Executive Committee in consultation with the Dean for a one-year term.

III. Committees of Council

III.1. Standing Committees

The Standing Committees of Council are:

[Note: Examples of common Standing Committees are listed below and their membership, function, and procedures are provided in subsequent sections.]

Executive Committee

Bachelor’s Recruitment and Admissions Committee

Master’s Recruitment and Admissions Committee
### PhD Recruitment and Admissions Committee
### Undergraduate Appeals Committee
### Awards Committee
### ProgramsCurriculum Committee
### Undergraduate Committee on Standing

### Selection and election of committee members

At the last regularly scheduled Council meeting of each year:

The Executive Committee shall recommend the Chairs and non-student members of all Council Committees, except the Executive Committee, for the subsequent Council year. Council shall vote on the recommendations;

and

Council shall elect the Executive Committee for the subsequent Council year.

At the first regularly scheduled Council meeting of each year:

Student members of Council Committees, having been elected by the student constituencies, shall be announced to Council;

and

Other additions and changes to membership of Council and/or its Committees shall be reported to Council or taken into immediate consideration by Council and Council shall dispose of them.

### III.2. Special Committees

From time to time Council may find it useful to establish Special Committees to consider particular issues. Special Committees are normally formed on the recommendation of the Executive Committee, when one or more of the following conditions exist:

a) An issue cannot be accommodated easily within a Standing Committee’s schedule – either intense scrutiny is required in a relatively short time or thorough examination of complex issues is necessary over a relatively long period of time;

b) An issue does not fall readily under an existing Standing Committee;

or

c) There is need for the participation of experts not represented on the relevant committee.
A recommendation from the Executive Committee to establish a Special Committee shall include terms of reference, an outline of membership, the anticipated reporting date, and the proposed date of disestablishment.

<table>
<thead>
<tr>
<th>III.3.</th>
<th>General Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>III.3.1.</td>
<td>Rules and regulations that guide Council shall also apply to committees of Council, unless specified otherwise.</td>
</tr>
<tr>
<td>III.3.2.</td>
<td>A member may serve a maximum of nine consecutive years on Council. The term of membership of all Standing Committees shall normally be one (1) [#] year, and is renewable renewable to a maximum of [#] consecutive terms. Note: The nine-year rule applies to members of the Governing Council and most of its bodies.</td>
</tr>
<tr>
<td>III.3.3.</td>
<td>The Chairs of all Standing Committees who are not otherwise members of Council shall become ex officio, voting members of Council.</td>
</tr>
<tr>
<td>III.3.4.</td>
<td>With the exception of the Undergraduate Appeals Committee, the Dean is, ex officio, a member of all Standing Committees.</td>
</tr>
<tr>
<td>III.3.5.</td>
<td>All Standing Committee members, including ex officio members, have voting privileges unless otherwise specified.</td>
</tr>
<tr>
<td>III.3.6.</td>
<td>All Standing Committees shall report to Council on their deliberations, recommendations, and decisions.</td>
</tr>
<tr>
<td>III.3.7.</td>
<td>Records of all Standing Committees shall be maintained by the Faculty Secretary of Council.</td>
</tr>
<tr>
<td>III.3.8.</td>
<td>Each Standing Committee shall meet at the call of its Chair.</td>
</tr>
<tr>
<td>III.3.9.</td>
<td>Unless otherwise stated, one-third of the members shall constitute a quorum for Standing Committees.¹</td>
</tr>
<tr>
<td>III.3.10.</td>
<td>In the case of a vacancy in elected or appointed members of a Committee which may occur during the Council year, a new member from the appropriate</td>
</tr>
</tbody>
</table>

¹ Note to user: depending on the size of the Committee, it may be more appropriate to set quorum at 50% of the members.
constituency shall be appointed by the Dean, in consultation with the Chair of the Committee, and, in the case of student members, in consultation with the appropriate student association, to fill the unexpired term.

Committees may establish sub-committees.

Persons who are not members of Council may be invited to serve as voting members of Committees of or sub-committees.

Each Committee and sub-committee shall determine, in accordance with University and Faculty policies, its own rules of procedure.

Each Committee shall meet at the call of its Chair, or Vice-Chair (if appointed), or a majority of its members.

Meetings of Committees and sub-committees may be conducted in physical or digital spaces.

Notices of meetings of Committees and sub-committees shall normally be sent to their members at least forty-eight hours prior to the proposed meeting time.

The Council may refer any written communication on a subject coming properly within the jurisdiction of a Committee to that Committee. That Committee shall report thereon, normally at the next regular meeting of Council. Any such communications received too late to be dealt with by the appropriate Committee before the next regular meeting of Council may, by direction of the Chair of the Committee, be read at the meeting of Council; and the Council may, if it sees fit, take them into immediate consideration or otherwise dispose of them.

Vacancies occurring in a sub-committee may be filled at any time by the Chair of the Committee in consultation with the appropriate constituency.

### III.4. Executive Committee

#### III.4.1. Membership

Council shall approve the membership of the Executive Committee composed of the following:
### Administrative Staff nominated by and from among the Administrative Staff members of Council

I. **One (1)** Student member from each degree program of the Faculty, nominated by and from among the Undergraduate Student and Graduate Student members of Council.

II. **One (3)** Teaching Staff or Other Academic Appointee nominated by and from among the Teaching Staff and Other Academic Appointee members of Council.

III. **One (1)** member-at-large nominated by and from among the members of Council.

### Ex-officio members:

- The Chair of Council (Chair)
- The Vice-Chair of Council (Vice-Chair)
- The Dean or designate
- The Chairs of the Standing Committees
- The Chief Administrative Officer
- The Faculty Secretary of Council (non-voting)

### Function

<table>
<thead>
<tr>
<th>III.4.2.</th>
<th>Make recommendations annually to Council on the Chair and membership of each Committee except the Executive Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>To set the agenda for each Council meeting.</td>
</tr>
<tr>
<td></td>
<td>To ensure that adequate documentation is provided for consideration of each agenda item and to refer back to the originating administrator/governance body for further preparation any item deemed not ready for submission to Council.</td>
</tr>
<tr>
<td></td>
<td>To direct specific issues to Council or committees, or to recommend to Council the creation of special committees.</td>
</tr>
<tr>
<td></td>
<td>To consider notices of motion given to Council.</td>
</tr>
<tr>
<td></td>
<td>During the summer months (i.e. following the last meeting of Council of one</td>
</tr>
</tbody>
</table>

Updated March 15, 2017
academic year and until the first meeting in the subsequent academic year), to have authority to make decisions on behalf of Council on matters of urgency which do not permit their deferral until the next regular meeting of Council.

To review and advise Council on all proposed Constitution and By-Law changes, whether these be brought to Council or initiated by Council.

At periodic intervals of not more than five years, to establish a review of the Constitution and By-Laws and recommend to Council any changes deemed appropriate.

To monitor the functioning of Council and its Committees.

To report to Council on its deliberations, recommendations, and decisions.

III.4.3. Procedures
The Executive Committee shall meet in closed session.

Five voting members shall constitute a quorum.

### III.5. Bachelor’s Recruitment and Admissions Committee

#### III.5.1. Membership

Council shall approve the membership of the Bachelor’s Recruitment and Admissions Committee composed of the following:

- [##] Administrative Staff
- One (1)[##] Undergraduate Student from each of the relevant degree programs
- [##] Graduate Students
- Four (4)[##] Teaching Staff or Other Academic Appointees from each Department in the Faculty

*Ex-officio* members:

- The Dean or designate
- The Chair of Council (non-voting)
- The Assistant Dean, Registrarial and Student Services
- The Chief Administrative Officer
- The Faculty Secretary of Council (non-voting)

#### III.5.2. Function

- To make recommendations for the Faculty on admission of undergraduate applicants.
- To make recommendations to Council on undergraduate and graduate admissions policy.
- To approve, on behalf of Council, minor changes to admission requirements. All such changes shall be reported for information to Council.
- To receive on behalf of Council annual reports from each relevant program outlining the extent to which the goals and objectives are being met in the implementation of the admission policies and targets.
### III.5.3. Procedures

The Committee shall meet in open session. Deliberations regarding admission of individual applicants will be conducted *in camera*.

### III.5. Master’s Recruitment and Admissions Committee

#### III.5.1. Membership

Council shall approve the membership of the Master’s Recruitment and Admissions Committee composed of the following:

- **One (1) Graduate Student** from each relevant degree program
- **Four (4) Teaching Staff or Other Academic Appointees**

*Ex-officio members:*

- The Dean or designate
- The Chair of Council (non-voting)
- The Assistant Dean, Registrarial and Student Services
- The Secretary of Council (non-voting)

#### III.5.2. Function

- To make recommendations for the Faculty on admission of graduate applicants to programs at the Master’s level.
- To make recommendations to Council on Master’s program admissions policy.
- To approve, on behalf of Council, minor changes to admission requirements. All such changes shall be reported for information to Council.
- To receive on behalf of Council annual reports from each relevant program outlining the extent to which the goals and objectives are being met in the implementation of the admission policies and targets.
- To report to Council its deliberations, recommendations, and decisions.
### III.5.3. Procedures

The Committee shall meet in open session. Deliberations regarding admission of individual applicants will be conducted *in camera*.

### III.5. PhD Recruitment and Admissions Committee

#### III.5.1. Membership

Council shall approve the membership of the PhD Recruitment and Admissions Committee composed of the following:

- **One (1) Graduate Student from the relevant degree program**
- **Four (4) Teaching Staff or Other Academic Appointees**

*Ex-officio* members:

- The Dean or designate
- The Chair of Council (non-voting)
- The Assistant Dean, Registrarial and Student Services
- The Secretary of Council (non-voting)

#### III.5.2. Function

- To make recommendations for the Faculty on admission of graduate applicants to programs at the PhD level.
- To make recommendations to Council on PhD program admissions policy.
- To approve, on behalf of Council, minor changes to admission requirements. All such changes shall be reported for information to Council.
- To receive on behalf of Council annual reports from each relevant program outlining the extent to which the goals and objectives are being met in the implementation of the admission policies and targets.
- To report to Council its deliberations, recommendations, and decisions.

#### III.5.3. Procedures
| The Committee shall meet in open session. Deliberations regarding admission of individual applicants will be conducted in camera. |
### III.6. Undergraduate Appeals Committee

#### III.6.1. Membership

Council shall approve the membership of the Undergraduate Appeals Committee composed of the following:

- **Administrative Staff**
- **One (1) Undergraduate Students**
- **1 Graduate Student from each degree program of the Faculty**
- **Three (3) Teaching Staff or Other Academic Appointees from each Department in the Faculty**

**Ex-officio members:**

- The Faculty Secretary of Council (non-voting)
- The Assistant Dean, Registrarial and Student Services or designate

The Teaching Staff and Undergraduate Student members of the Undergraduate Appeals Committee must be different from those serving on the Undergraduate Committee on Standing.

#### III.6.2. Function

- To hear appeals on academic matters of undergraduate students of the Faculty against decisions of an instructor or officer of the Faculty or a Standing Committee of Council and to make rulings on such appeals that are binding and final, subject to an appeal to the Governing Council.\(^2\)

- To recommend to Council changes to policies and procedures with respect to petitions and appeals by undergraduate students.

- To report to the Council at least annually on its decisions.

#### III.6.3. Procedures

The Committee shall meet *in camera*.

In hearing appeals the Committee may:

---

\(^2\) See the *Policy on Academic Appeals within Divisions*

Updated March 15, 2017
<table>
<thead>
<tr>
<th>III.7.</th>
<th>Awards Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>III.7.1.</td>
<td>Membership</td>
</tr>
<tr>
<td>Council shall approve the membership of the Awards Committee composed of the following:</td>
<td></td>
</tr>
<tr>
<td>1] Administrative Staff</td>
<td></td>
</tr>
<tr>
<td>1] Undergraduate Students</td>
<td></td>
</tr>
<tr>
<td>1] Graduate Students</td>
<td></td>
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<tr>
<td>Three (3) [1] Four (4) Teaching Staff or Other Academic Appointees from each Department in the Faculty</td>
<td></td>
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<tr>
<td>One (1) student from each degree program in the Faculty</td>
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<tr>
<td>Ex-officio members:</td>
<td></td>
</tr>
<tr>
<td>The Dean or designate</td>
<td></td>
</tr>
<tr>
<td>The Assistant Dean, Registrarial and Student Services Chief Administrative Officer</td>
<td></td>
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<tr>
<td>The Chair of Council (non-voting)</td>
<td></td>
</tr>
<tr>
<td>The Faculty Secretary of Council (non-voting)</td>
<td></td>
</tr>
<tr>
<td>III.7.2.</td>
<td>Function</td>
</tr>
<tr>
<td>To receive on behalf of Council annual reports from each program detailing the extent to which the goals and objectives are being met in the implementation of the awards policies.</td>
<td></td>
</tr>
<tr>
<td>To review and recommend to Council the terms and conditions of new awards and award policies recommended by the Dean or his/her designate.</td>
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</tr>
<tr>
<td>To approve on behalf of Council minor changes to the terms and conditions of awards and award policies. All such changes shall be reported for information to Council.</td>
<td></td>
</tr>
<tr>
<td><strong>III.7.3.</strong></td>
<td><strong>Procedures</strong></td>
</tr>
<tr>
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</tr>
<tr>
<td>Meetings where financial or personal matters of an individual may be disclosed shall be held <em>in camera</em>.</td>
<td></td>
</tr>
<tr>
<td>Three members shall constitute a quorum.</td>
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</tbody>
</table>

### III.8. Programs Curriculum Committee

#### III.8.1. Membership

Council shall approve the membership of the Programs Curriculum Committee composed of the following:

- **One (1)[#]** Professional Librarian Administrative Staff
- **One (1)[#]** Undergraduate Students
- **One (1)[#]** Graduate Student from each degree program of the Faculty
- **[#]** Teaching Staff from each Department in the Faculty

*Ex-officio* members:

- The Dean or designate
- The Associate Dean, Academic, who shall act as Chair
- The Director of each degree program of the Faculty or designate
- The Assistant Dean, Registrarial and Student Services
- The Faculty Secretary of Council (non-voting)

#### III.8.2. Function

(It is recognized that all the programs under the jurisdiction of this...
| Committee, where applicable, are subject to the direction of external professional accreditation bodies.)

To receive on behalf of Council annual reports from each program outlining the extent to which the goals and objectives are being met in the delivery of the courses of study, the program content, the grading and evaluation system, and the requirements for graduation.

To make recommendations to Council on all matters of curriculum policy.

To review and recommend to Council for approval, subject to the approval of the appropriate body of Governing Council, proposals for the establishment and closure of academic programs and proposals for major modifications to existing academic programs, diplomas, and certificates.4

To review and approve, on behalf of Council, proposals for minor modifications to academic programs, diplomas, and certificates.5 All such approvals shall be reported for information to Council.

To review and approve, on behalf of Council, proposals for Category 3 certificates.6 All such approvals shall be reported for information to Council.

To report to Council its deliberations, recommendations, and decisions.

### III.8.3. Procedures

3 Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the *University of Toronto Quality Assurance Process* and are subject to change. Guidance from the Office of the Vice-Provost, Academic Programs, should be sought prior to the development of any such proposal.

4 Proposals for creation or closure of Category 1 certificates will follow the protocol for major modifications, as stated in the *Policy on Certificates (For Credit and Not-for-Credit)*.

5 Proposals for creation or closure of Category 2 certificates will follow the protocol for minor modifications, as stated in the *Policy on Certificates (For Credit and Not-for-Credit)*.

6 Note to user: The *Policy on Certificates (For Credit and Not-for-Credit)* states that Category 3 certificates “…must undergo the appropriate divisional approval and are submitted to the Provost’s office for inclusion in an annual report by the Provost to the Committee on Academic Policy & Programs.” This section should be customized as needed. Faculty Council has authority to determine what divisional approval is required; it does not necessarily need to be delegated to Council’s Curriculum Committee.

Updated March 15, 2017
The Programs Committee shall meet in open session.

A simple majority of members shall constitute a quorum.

III.10. Undergraduate Committee on Standing

III.10.1. Membership

Council shall approve the membership of the Striking Undergraduate Committee on Standing composed of the following:

- [\#] Administrative Staff members of Council
- One (1)\# Undergraduate Student members of Council
- 1[#] Graduate Student from each degree program of the Faculty members of Council
- Three (3)\# Teaching Staff or Other Academic Appointees members of Council

Ex-officio members:

- The Associate Dean, Academic, who shall act as Chair
- The Chair of Council (non-voting) (Chair)
- The Vice-Chair of Council (Vice-Chair)
- The Dean or designate
- The Assistant Dean, Registrarial and Student Services or designate
- The Secretary of Faculty Council (non-voting)

No person can be a member of both the Undergraduate Committee on Standing and either the Graduate Department Academic Appeals Committee (not a Committee of Council) or the Undergraduate Appeals Committee.

III.10.2. Function

To oversee the general consistency of grading procedures.

To review and approve grades or delegate that task.

To review and approve non-grade course reports.

To review and approve academic petitions (e.g. for extensions to complete course work or late withdrawal).
<p>| | |</p>
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<tbody>
<tr>
<td></td>
<td>To oversee annual reviews of doctoral students.</td>
</tr>
<tr>
<td></td>
<td>To review and approve applications to thesis options in academic programs.</td>
</tr>
<tr>
<td></td>
<td>To review and approve doctoral thesis titles and committees.</td>
</tr>
<tr>
<td></td>
<td>To consider applications and memorials (except academic appeals) from students when the committee has not previously considered the case.</td>
</tr>
<tr>
<td></td>
<td>To consider student petitions regarding re-entry.</td>
</tr>
<tr>
<td></td>
<td>To report to Council on its deliberations, recommendations, and decisions.</td>
</tr>
</tbody>
</table>

### III.10.3. Procedures

The Committee on Standing shall meet *in camera*. The Striking Committee shall be convened annually, or from time to time as may be deemed necessary.

Meetings of the Committee are closed to Student members, at the discretion of the Chair, when confidential matters concerning identifiable individuals are discussed.

The Committee on Standing may delegate authority to the Associate Dean, Academic and the Assistant Dean, Registrarial and Student Services to make interim decisions in urgent matters.

Five members shall constitute a quorum.

### IV. History of Amendments

Amendments approved by Faculty Council on [date].
Faculty of Information Committee on Standing Report – April 24, 2019

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

This report includes all items brought before the sub-Committee on Doctoral Matters and the Committee on Standing since the last meeting of Faculty Council on March 21, 2019.

Doctoral candidate, Gabby Resch, thesis title change
- to: “Denaturalizing Information Visualization”
- No change in Supervisory committee: Matthew Ratto (Supervisor); Constantinos Dallas (Regular Member); Cosmin Munteanu (Regular Member).

Doctoral candidate, Nathan Moles, thesis title change
- From: “Inside Open Government Data Curation: The Impact of User and User Conceptions on Curation Processes at the City of Toronto”
- To: “Inside Open Government Data Curation”
- No change in Supervisory committee: Fiorella Foscarini (Supervisor); Wendy Duff (Regular Member); Christoph Becker (Regular Member)
There is nothing to report since the last Faculty Council Meeting on March 21, 2019.

Attached is the current draft of the 2018-2019 Programs Committee Plan for information of Faculty Council.

2018/2019 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.

**Last Updated:**
April 12 – added minor mod: dissertation argument structure to Jan 10 tasks; add minor mod for PhD program withdrawal from Addiction studies CS
Mar 27 – added row for May 2 meeting; moved INF3xxx Social Scientific Methods for Media to May 2
Mar 18 – added new course proposals from new hires as “summer tasks”
Mar 11 – added Guidelines & Procedures for the Student Evaluation of Teaching in Courses
February 6 – added minor mod to March 14 meeting
January 28 – revised Jan 24 tasks; added BI course proposals, approval of revised guidelines for course evaluations and MMSt learning outcomes to Feb 14
January 22 – moved “MMSt course level learning outcomes” to Mar 14; added new course proposals for MCT concentration to Feb 14; added minor modifications for MI courses to Jan 24
December 14 – moved UX for GLAMS minor mod to Dec 6; added review of Guidelines for student evaluations of teaching to Jan 10.
December 3 – added minor modifications for Dec 6, moved UX for GLAMS course to future meeting
November 9 – add placeholders for BI courses review and approval
November 8 – tasks moved from Oct 18 to Nov 15 meeting
October 11 – new Nov 15 meeting date; updated completed and upcoming tasks
October 2 – added planned tasks to May meeting
September 24 – added tasks for data science major modification
September 20, 2019 – added tasks discussed at Sept 13 meeting
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Faculty Council</th>
<th>Planned Tasks</th>
<th>Notes</th>
</tr>
</thead>
</table>
| Sept 13      |                 | 1. Review committee operations guide  
2. Review programs committee plan 2018-2019  
3. Review of minor mod for new special topics course Disputed Archives  
4. Minor Mod for BI program: English requirements and academic refs | | |
| Oct 4        |                 | 1. Minor mod for co-op courses INF3901Y, INF3902H, INF3903H (length of placement)  
2. Minor mod for co-op option for MI—length of placement  
3. Possible review of minor mod for new course: Power, Media and Technology (Nicole Cohen)  
4. For approval: Minor Mod for new special topics course Disputed Archives | | |
| Oct 18       |                 | 1. Possible review of major mod: new PhD concentration—Media, Technology and Culture  
2. Review major mod: new concentration in Human Centred Data Science  
3. Possible review of minor mod for new course: Vulnerable Populations and Social Ethics (Jia Xue) | | |
| Nov 15       |                 | 1. For approval: major mod—new PhD concentration in Media, Technology and Culture  
2. For approval: major mod—new concentration in Human Centred Data Science  
3. Review timeline for new course approvals for BI  
4. Review Guidelines & Procedures for the Student Evaluation of Teaching in Courses | | |
| Nov 22       |                 | 1. Major mod: new PhD concentration in Media, Technology and Culture  
2. Major mod: New MI Concentration in Human Centred Data Science | | |
| Dec 6        |                 | 1. Minor Modification: new required course for IS&D INF1399  
2. Minor Modification: course title change INF1340H  
3. Minor modification new course proposal: UXD for GLAM (Olivier St-Cyr) | | |
| Jan 10       |                 | 1. Adoption of undergraduate minor modification templates  
2. Review of interpretation guidelines and Guidelines & Procedures for the Student Evaluation of Teaching in Courses | -remind faculty: minor mods for new courses 2019-2020 should be |
<table>
<thead>
<tr>
<th>Date</th>
<th>Actions</th>
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</thead>
</table>
| Jan 24 | 1. Review Minor modification for BI course: INF311  
        2. Review Minor modification for BI course: INF351  
        3. Approve Minor modification INF2161 description change  
        4. Approve Minor modification INF2162 description change  
        5. Review of MMSi course level learning outcomes  
        6. Review guidance document for PhD level work for master’s course |
| Jan 31 | 1. Approve Minor modification for BI course: INF311  
        2. Approve Minor modification for BI course: INF351  
        3. Minor modification: change to regular course – INF2305H Special Topics in Information Studies: Power, Media and Technology  
        4. Minor modification new course: Special Topics: human-centred visualization (Gabby Resch) |
| Feb 14 | 1. Approve Minor modification for BI course: INF311  
        2. Approve Minor modification for BI course: INF351  
        3. Minor modification: change to regular course – INF301 Information Design Studio II: How to design (Olivier St-Cyr)  
        4. Minor modification new course: Special Topics: human-centred visualization (Gabby Resch) |
| Feb 28 | 1. Approve Minor modifications for BI course: INF352 Information Design Studio II: How to design (Olivier St-Cyr)  
        2. Minor modification for BI course: INF 301 Introduction to Information and Power (Leslie Shade)  
        3. Minor modifications for MI courses  
        4. Approve Minor modification new course: Special Topics: creative automation (Dan Southwick)  
        5. Minor modification new course: Special Topics: The Joy of Information (Jenna Hartel)  
        6. Approve Minor modification new course: Special Topics: Library Test Kitchen (Lynne Howarth) |
| Mar 14 | 1. Minor modifications for BI courses  
        2. Minor modification new course: Special Topics in Information Studies: Liaison librarianship in academic libraries (Rita Vine)  
        3. Minor modification new course: INF 30xxH Cultural and Interpretative Methods for Media (TL Cowan, ME Luka)  
        4. Update JD/MI combined program |
| Mar 21 | 1. BI course  
2. New course proposal: INFXXXX Special Topics new Material culture course (Costis Dallas)  
3. Minor modification new course: INF3xxx Social Scientific Methods for Media (Cosmin Munteanu, Rhonda McEwen)  
4. Approve Minor modification new course: Special Topics: The Joy of Information (Jenna Hartel)  
5. Minor modification new course: Games User Research (Velian Pandeliev)  
6. MI minor modification: Global Scholars emphasis  
7. Approve minor modification: Cultural and Interpretative Methods for Media  
8. Minor modification: deactivate INF3901Y Co-op Education Placement I |
|---|---|
| May 2 | 1. **Strike a subcommittee to review MI Degree Learning Outcomes for 2019-2020**  
2. **For discussion: future BI-MI combined program**  
3. **revised Guidelines & Procedures for the Student Evaluation of Teaching in Courses**  
4. **Approve MMSt course level learning outcomes**  
5. **For information: Minor modification: withdrawal of PhD program from Addiction Studies CS** |
| May 16 | 1. **New course proposals from new hires**  
2. **MI course proposal (Seamus Ross)** |
| June - August | 1. **New course proposals from new hires**  
2. **MI course proposal (Seamus Ross)** |
Master's Recruiting and Admissions Committee

Report to Faculty Council

Nadia Caidi (Chair of MRAC), Prof. Eric Yu, Prof. Jenna Hartel, Prof. Olivier St-Cyr, Nalini Singh, Stephanie Rose, Aline Zara (MMSt), Jamie Duncan (MISC)

Report compiled by Ms. Andrea DiBiase

Meet & Greet event:

- Conversion event for newly admitted MI and MMSt students, to encourage them to accept their offers if they haven’t already done so
- 90 people attended the event, up from 60 in the previous year
- Event included a Student Services Information session with next steps, Inforum Services, Careers/Work Integrated Learning, financial matters, student experience panel, scavenger hunt and mix & mingle

Event Feedback:

- The information sessions were set up quite nicely, and they were timed appropriately. Pertinent information was delivered clearly. The student panel in particular was planned and organized really well.
- It was perfect!
- I enjoyed the event. I felt like each section was helpful, and the timing was just right; I was glad nothing felt like it went on for too long
- Format, length and timing were all appropriate. Current students present seemed passionate about their fields and study and willing to share their experiences us.
- It was a great length. I liked all the information and presentations at the beginning and then the scavenger hunt to get to know future students.

Getting Started – Saturday July 13, 2019

- This is a reminder to please put this date in your calendar if you have not done so already
- This event is for recently admitted students, to learn all about course enrolment and registration
- Similar to the Getting Started event in past years, Faculty Liaisons and program Directors (MMSt, BI) will participate in the concentration / course advising portion of the event (from 11:00 am - 12:00 pm)
- If you are not able to attend on behalf of the concentration / program, please ensure you find coverage for your area

Schedule:

Master of Information & Master of Museum Studies:

10:00 am – 11:00 am: Student Services Session (Enrolment Steps & Registration, Careers, Money Matters)
11:00 am – 12:00 pm: MMSt & MI Course Advising (faculty required)
12:00 pm - 2:00 pm: Optional CDP meet up and pick up T-Card

Bachelor of Information:

10:00 am – 11:00 am: BI Course Advising (faculty required)
11:00 am – 12:00 pm: Course Registration Information & Careers
12:00 pm – 2:00 pm: BI lunch, activity and tour
1. Director’s Summary

This report covers the activities initiated and realized during the 2018/19 academic year at the McLuhan Centre, such as: events/programming, research, publications, graduate student opportunities, digital initiatives and space revitalization. It has been an exciting year at the McLuhan Centre for Culture and Technology. If last year’s goal was to bring in a revived audience from across the campus and general public, then this year’s goal was to start developing and planting the seeds for a new research culture at the Centre. Much of this research culture has roots in the working groups we funded this year. There are also special issues of journals and edited books being developed out of the many symposia and Monday Night Seminars. PhD students are now more fully integrated into the life of the Centre hosting reading/writing groups and initiating research activities. Monday Nights have been packed, standing room only, and on many occasions we have made use of an upstairs overflow room with an audio-video feed. It has been a fun and intellectually rigorous year.

I thank the Faculty of Information for their continued support, attendance and investment in the Centre.
2. Events/Programming

Our programming consisted of bi-weekly Monday Night Seminars, a day-long symposium, and several other talks and lunchtime seminars. Events are outlined below and on the McLuhan Centre website (www.mcluhancentre.ca).

2.1. MONDAY NIGHT SEMINARS
Fall 2018-Spring 2019
Theme: @TheMechanicalBro #MechanicalBro

McLuhan’s The Mechanical Bride: Folklore of Industrial Man acts as inspiration for this year’s investigation of machinic logics in culture. Evolving from last year’s considerations in MsUnderstanding Media, the series asked what it looks like if we don’t believe the hype. Delving into smart cities, data justice, robots + AI, hard + sof tware, quantified selfhood, alternative sensory experiences, and militaristic media it raises questions: What is the consensual narrative of the “tech bro” today? What are the implications of this folklore on how we both understand and act in our day-to-day lives? What is the promise and where is it not being kept? How do we use technology to upend the machinic logics of the Mechanical Bro?

This year we hosted a total of 12 Monday Night Seminars from September until April (6 in the fall term, 6 in the winter term), with a total of 32 speakers.

PROGRAM OVERVIEW:
September 17, 2018: platform mechanics and the undercommons
Lisa Nakamura, University of Michigan, Ann Arbor
Tara McPherson, University of Southern California

October 1, 2018: Building: <Black> <Feminist> / <Queer><Digital> <Justice> Query: Community Activators
Ladan Siad, Technoscience Research Unit, Toronto
Nasma Ahmed, Digital Justice Lab, Toronto

October 22, 2018: CTRL:CMD:EXE <an evening on media war>
Megan Boler, University of Toronto
Jeremy Packer, University of Toronto
Geoffrey Winthrop-Young, University of British Columbia

November 5, 2018: Senses_Sensibilities + Touch_Technology
Rhonda McEwan, University of Toronto
David Parisi, College of Charleston

November 19, 2018: #Fitter #Happier #MoreProductive
Melissa Gregg, Intel Corporation
Alison Hearn, University of Western Ontario
Natasha Dow Schull, New York University

December 3, 2018: Re/Figuration: Digital Tactics 4 Digital Colonialism
Morehshin Allahyari, New York City

January 28, 2019: *Of Other Internets*
Nick Dyer-Witheford, University of Western Ontario
Cait McKinney, California State University, Northridge
Ben Peters, University of Tulsa

February 11, 2019: *ctrl alt DIRT*
Zach Blas, Goldsmiths, University of London
T.L. Cowan, University of Toronto
Jasmine Rault, University of Toronto

February 25, 2019: *deBrogramming App Studies*
Stefanie Duguay, Concordia University
Aphra Kerr, Maynooth University
David Nieborg, University of Toronto

March 4, 2019: *A Pedestrian View of Sidewalk Toronto*
Beth Coleman, University of Waterloo
Shannon Mattern, The New School, New York
Bianca Wylie, Toronto

March 18, 2019: *Source Code: Illegible*
Simone Browne, University of Texas, Austin
Illegible Media PhD Working Group, UofT Faculty of Information

April 1, 2019: *New Technological Ir/rationalities*
Sun-ha Hong, Simon Fraser University
Whitney Phillips, Syracuse University

2.2. SYMPOSIUM: MANY MCLUHANS: CELEBRATING THE UNESCO DESIGNATION
September 21, 2018 (10:00AM-5:00PM)

Description: A symposium at the Thomas Fisher Rare Book Library to celebrate and mark the designation of the Marshall McLuhan Library held at the University of Toronto and the McLuhan Archives held at the Library and Archives Canada into the UNESCO Memory of the World Register. This event brought together an interdisciplinary set of McLuhan inspired media and communication theorists, artists and educators to discuss the significance of McLuhan and the archive to their own work and practice. Recordings of the lectures are posted to our website. We had 150 people in attendance.


2.3. SYMPOSIUM: TRANSNATIONAL FEMINISM IN A TIME OF DIGITAL ISLAMOPHOBIA
March 8, 2019 (10:00AM-5:00PM)
Description: In the decade following the events of 9/11, Western mainstream media has become obsessed with Islam, often sensationalizing Muslims as inherently violent, barbaric, and as the undesirable other. This interdisciplinary day-long symposium aimed to make a conceptual bridge transnational feminist politics and digital Islamophobia.


2.4. OTHER SPECIAL EVENTS

Larry Grossberg: I've seen the future, baby / it is murder: Intellectuals and the “American” Nightmare 
First Annual McLuhan-Innis Public Lecture
200 people in attendance
November 27, 2018
A talk and reception for Dr. Grossberg’s new book, Under the Cover of Chaos: Trump and the Battle for the American Right. Co-sponsored and organized with Innis College. The Writing & Rhetoric Program, and OISE. Larry also met with graduate students for a lunchtime seminar, where they discussed a chapter of his book.

Paula McDowell: Marshall McLuhan’s Eighteenth Century
March 14, 2019
Seventh annual Toronto Centre for the Book J.R. de J. Jackson lecture. Dr. McDowell explored how the material form and content of eighteenth-century texts influenced McLuhan’s thinking about the psychic and social effects of print. Presented by the Toronto Centre for the Book, in association with the McLuhan Centre, Victoria University Library, and the Toronto 18th Century Club.

Lilly Irani: Chasing Innovation: Making Entrepreneurial Citizens in Modern India (Development Seminar)
March 22, 2019
This lunchtime seminar was based on Dr. Irani’s recently published book explaining the history and politics of rendering development as a call to entrepreneurship, and the pull and contradictions of this call to sort a nation into innovators and their others.
3. Research

3.1. WORKING GROUPS

This year the Centre received 18 working group applications and funded 8; double than the amount of working groups we had last year (3). The application for 2019/20 working groups has just been sent out, with a deadline of May 17, 2019.

2018/18 WORKING GROUPS:

Black Technoscience “Here”

Lead Convener: Nicole Charles (Assistant Professor, Women and Gender Studies, Department of Historical Studies, University of Toronto, Mississauga)

Signifying a simultaneous disruption to and opening up of technoscience, this working group engages with the rich body of aesthetic, artistic and scholarly work on (anti)blackness, science, technology, material cultures, health, consent and ethics both within North America and throughout the African diaspora. The intention is to collectively question what it means to activate black technoscience thought HERE, in Toronto, at this moment, within the confines of the neoliberal university. In conversation with critical technoscience scholars who have spoken against both the eurocentrism and US-centrism of technoscience, we will think alongside Black scholars, artists and activists who have offered to present and perform across the themes of blackness, ethics and material cultures. By centering transnational and diasporic Black technoscientific praxes and methodologies, our group’s primary goals are to radically expand how we conceive technoscientific thought and method, and to recognize the politics of doing so within Canada, as part of a transnational dialogue.

Illegible Media

Co-Conveners: Karen Dewart McEwen, Jessica Lapp, Rebecca Noone, Rianka Singh (Faculty of Information PhD Students)

This working group brings together doctoral students around the theme of mediated legibility/illegibility. Refuting the assumption that legibility is always empowering, we instead examine along what lines, and to what ends distinctions between legibility and illegibility are drawn. While the research projects of the group’s co-convenors cover a broad range of topics – the (il)legibilities of bodies and activities in the insurance industry; the (il)legibilities of location-awareness and wayfinding within the conditions of geomedia; the (il)legibilities of reification and representation in community-run archives; the (il)legibilities of the spatial strategies of resistance in the digital age – we share a commitment to understanding the power dynamics at work in contemporary and historical systems of archiving, mapping, and categorizing lived experiences.

Affect, Propaganda and Political Imagination

Lead Convener: Megan Boler (Full Professor and Acting Chair Social Justice Education Department, OISE/UT)

This working group creates opportunities to exchange and disseminate interdisciplinary approaches to the study of emotion, digital media and politics, to address urgent questions: How are political actors targeting emotions through digital media “platform politics” (Gillespie, 2010) to exacerbate racism, misogyny, and xenophobia, spread disinformation, and influence
political behavior? How, in the age of big data, can we effectively study, track and counter these new and powerful tactics? The overall goals of the proposed project are: (a) to exchange and develop interdisciplinary research on the complex role that emotion and affect play in "platform politics" -- the social media platforms that shape political discourse and public opinion; (b) to increase public awareness of platform politics and new modalities of propaganda, and support public, professional, government and academic stakeholders to develop digital literacy required for navigating disinformation in the era of big data.

What is Left For Humans?

Lead Convener: Tero Karppi (Assistant Professor ICCIT, UTM)

The aim of this working group is to ask how do new media technologies, economic powers and new formations of subjectivity subscribe to neoliberal ideologies and could they also challenge those ideologies. For example, we are interested in questions such as what is left for humans if AI takes our jobs, or can we vision an AI that is not based on a neoliberal understanding of subjectivity? Do fields like neuroeconomics and affective capitalism merely expand the idea of a neoliberal subjectivity or can they also challenge the figure of homo economicus? Are our online selves the crystallization of how neoliberal subjectivity is being managed and performed?

Digital Islamophobia

Lead Conveners: Victoria Tahmesabi-Birgani and Zeinab Farokhi (Department of Historical Studies UTM, WGSI)

In the decade following the events of 9/11, Western mainstream media has become obsessed with Islam, often sensationalizing Muslims as inherently violent, barbaric, and rife with terrorists. In the current technological era, the number of users who have taken to digital media, such as Social Networking Sites (SNS), to express their anger, hatred, and make death threats towards Muslims has been increasing dramatically. The anonymity of social media provides perpetrators of online harassment and violence an ideal platform to target vulnerable religious minorities. This working group will organize a symposium highlighting the different ways in which Islamophobia is challenged both online and offline bringing together media activists and scholars from various disciplines to debate and develop current understandings of the (digital) media's role in the construction and perpetuation of Islamophobia. A particular focus on the technological will form a backdrop for this research with a focus on the the relationship between (digital) media and Islamophobia and asking: How does digital media and in particular social media sites reconfigure Islamophobia?

You’re Deactivated

Lead Convener: Alessandro Delfanti (Assistant Professor New Media, ICCIT)

Extended from 2017, You’re Deactivated focuses on the message of the Platform and how workers resist the casualized and precarious work conditions of the digital economy by repurposing, hacking, or refusing platform labour. While technology intensifies work, it is constantly met with resistance from workers. Think of the Fordist assembly line, or the Taylorist numerical control machine and the cycles of struggles they generated. Yet, while the platform may be today’s assembly line, only recently research in media studies has started to focus on workers in the digital economy as active subjects that challenge the patterns shaped by the platform as they unionize, or organize to fight for improved conditions, higher wages, predictable scheduling, and better benefits. The message of this medium demands new forms of resistance.
Advancing "App Studies"
Lead Convener: David Nieborg (Assistant Professor of Media Studies, Department of Arts, Culture and Media, UTSC)

This group will conduct new research interested in advancing political economic work on cultural and economic diversity, and cultural policy as it relates to gaming apps. Moving beyond an approach to apps as standalone objects, this working group conceives of apps as specific articulations of their technicity (how they are designed, built, updated), economic conditions (how they are valued, monetized), social and cultural practices (how they are used, interpreted, imagined), data (what they collect, require), third parties (how they are re-interpreted, extended), and their politics (how they negotiate among stakeholders, interests).

6 Place Toronto
Lead Convener: Petros Babasikas (Assistant Professor, Daniels Faculty of Architecture)

This working group and research project seeks to explore, document and broadcast six different conditions where media and infrastructure intersect with urban and post-urban space in Toronto. It investigates the layered and latent existence of public space in the city – as medium, practice, network, artifact and material space – and with this the possibility of reclaiming it. 6 Place Toronto brings together a multidisciplinary team of scholars working in related fields in order to develop a dialogue between media studies, infrastructure studies and urban studies, to confirm a series of field research locations and operations, and to follow an interdisciplinary methodology for mediation and urbanism. It focuses on 6 ‘loaded,’ significant spaces in Toronto – between the infrastructural and the civic, landscape and object, pathway and node, common and public – all in a way either existing or potential public spaces.
4. Publications/Research Outputs

4.1. MSUNDERSTANDING MEDIA
- in progress (Sarah Sharma and Rianka Singh)
- all chapters solicited and confirmed, introduction completed and proposal out for review.
- Based on 2 years of MNS programming
- 15 invited MNS speakers

4.2. LOGOUT! THE ISSUE NOTES FROM BELOW
- edited by Alessandro Delfanti (forthcoming 2019)
- Special issue of Notes from Below will include essays from the conference speakers as well as from a few invited writers. The issue will cover both contemporary and historical case studies of worker mobilization and resistance in the digital economy. The authors are Alessandro Delfanti with a preface/intro by Sarah Sharma and Alessandro, Jamie Woodcock (Oxford), Callum Cant (U of West London), Enda Brophy and Seamus Grayer (Simon Fraser), Chris Carlsson (Processed World), Nicole Cohen (U of T) and Greig de Peuter (Wilfrid Laurier), Tamara Kneese (U of San Francisco), Victoria O'Meara (Western), Niels van Doorn (U of Amsterdam), Tech Worker Coalition, Julian Posada (U of T), as well as a roundtable essay curated by Rianka Singh (U of T) and including Alessandro Gandini (U of Milano), Kristy Milland (Turker Nation), Lilly Irani (UC San Diego) and Nick Dyer-Witheford (Western). The special issue is scheduled for Spring 2019.

4.3. MANY MCLUHANS: SELECTED SYMPOSIUM WORKS
- Many McLuhans symposium selected works have been compiled and sent to Canadian Journal of Communication (edited by Sarah Sharma forthcoming 2019)

4.4. DIGITAL ISLAMOPHOBIA SPECIAL JOURNAL ISSUE
- in progress
- edited by Zeinab Farokhi and Victoria Tamesabi-Birgain

4.5 OTHER BOOK CHAPTERS/ARTICLES FROM DIRECTOR


4.6 DIRECTOR’S PUBLIC TALKS given/currently in process- forthcoming (related to McLuhan studies research)
Invited and forthcoming
May 9th, 2019 – Keynote for Living a Digital Life: Objects, Environments, Power, University of Michigan, Ann Arbor

June 8 2019 Humboldt University, Berlin Keynote for Atlas of the Anthropocene

Completed
March 29 2019 “A Feminism for the Broken Machine” Stedelijk Museum, Amsterdam

Jan 11th, 2019 – InSync Seminar at Oslo Centre for Advanced Study

September 25th, 2018, Public Lecture for Institute of Anxiety at the Goethe Institute, Prague

October 11-13th, 2018 AOIR Plenary Panel, Montreal

April 19, 2018, “Justice” Dictionary of Now, HKW, Berlin
5. Student Research Opportunities

5.1. 2018-19 PHD FELLOWSHIPS
This was the inaugural year for our PhD Fellowships. The fellowship program was created to realize part of McLuhan’s original plan and vision for the Centre. They are part of the Faculty of Information Doctoral Program and were awarded to incoming doctoral students whose research overlaps with research and scholarship taking place at the McLuhan Centre for Culture and Technology. This was an opportunity for students to take part in, conduct, and collaborate with the Director, and affiliated faculty, on McLuhan Studies. Two fellowships were awarded this year to Alexander Ross and Grayson Lee.

5.2. MCLUHAN CENTRE GRADUATE READING GROUP
Alexander Ross (McLuhan Centre 2018/19 PhD Fellowship Recipient) organized an interdisciplinary reading group for graduate students beginning in January 2019. Students met monthly to read and discuss a broad set of issues and ideas related to media studies. Each month featured a short reading and seminar discussion at the Centre.

5.3. PHD STUDENT WORKING GROUP
Faculty of Information PhD students Karen Dewart McEwan, Jessica Lapp, Rebecca Noone and Rianka Singh led the Illegible Media working group, focused around the theme of mediated legibility/illegibility. As part of their work, the group had the opportunity to participate in a Monday Night Seminar by speaking and moderating discussion with guest Simone Browne.

6. Student RA Opportunities
Rianka Singh continued working as a Research Assistant on projects related to McLuhan and media studies. This included working with the Director on a MsUnderstanding Media edited volume and providing assistance and editorial input on a special issue publication on contemporary McLuhan and media studies.

Patty Facy began working in November 2018 as the Program + Events Research Assistant. She provided logistical, event planning and administrative support for the events and seminars that took place at the Centre this year.

7. New Partnerships/Ongoing Collaborations
This year the Centre entered into new collaborations with School of Cities (Professor Sharma now sits on their advisory board) and they co-sponsored a working group 6placeToronto together, The Digital Justice Lab, Innis College (a new annual speaker event) and the Frankfurt Bookfair Arts and Culture division (where the Centre will be part of the 2021 Fair). The Centre also continued with ongoing collaborations with TRU, ICCIT, ACM, WGSI.

8. Sponsorships
This year the Centre sponsored a Connection’s Grant workshop led by David Nieborg on Platform Politics, The Art in Bissell Exhibition, TRU-techno science Salons, Archaeologies of Communication Workshop (Department of Art)

10. Newsletter
Created a newsletter to keep community informed of the events, activities and research that takes place in the Centre. We’ve sent two newsletters so far (one in the fall term, one in the winter), and a third, end-of-term update will be sent soon. Our newsletter currently has 990 subscribers within the UofT community and beyond.

11. Continued Maintenance/Repair
- New website and newsletter
- New furniture for the seminar space has arrived and will be set up for next year
- New office for PhD advisees for next year

12. Future Planning
I look forward to...
- The 4th annual For Whom the Medium Matters conference, which will take place in September, 2019
- Next year’s annual theme
- Continuing to build community
- Continuing to revitalize the space (painting exterior)
- Plans for the Frankfurt Book Fair
- Publication of essays/books/special issues currently in-process
REPORT TO COUNCIL

by Prof Christoph Becker, April 16th, 2019. christoph.becker@utoronto.ca

The DCI Vision continues to guide the development of the DCI as a basis of collaborative engagement.

The DCI Fellowship

For the 2018-2019 year, the selection committee awarded the fellowship for a second term to Dr. Maria Angela Ferrario, Lecturer in Digital Technology and Environmental Change at the School of Computing and Communications, Lancaster University, UK.

For the 2019-2020 period, the selection committee shortlisted three candidates (from three different countries) from a competitive pool of international applicants and is in the process of finalizing the selection. The incoming Fellow will be announced shortly.

Research

Updates on publications resulting from the research at the DCI are best found at the website.

Facilities and Infrastructure

Renovations on the lab – the Systems Design Studio on the fifth floor, led by Christoph Becker - have dragged on for a very long time beyond the official completion of the Inforum renovation project in Fall 2016. They now have largely completed as the last issues around temperature control, electricity, A/V and other problems arising from that project have finally been resolved. Purchase and setup of computing infrastructure funded by the CFI/ORF project has also been completed last summer, and the DCI community members now have access to considerable cloud computing service quotas hosted by a Compute Canada partner that can be accessed by DCI affiliates for data-intensive curation research and teaching projects. These include 96 virtual CPUs, 750GB RAM, 13 TB triple-redundant storage, and up to 40 concurrent computing instances.

Events organized since the last report

Since last Spring, four DCI Lectures and four workshops have been organized at the DCI. These are summarized below.
DCI Lectures

Dr. Marie Ferrario, “Values in Computing, Connecting the Bits”
May 10, 2018 (event website)

Maria Angela Ferrario is a Lecturer in the School of Computing and Communications, Lancaster University, UK, and DCI Fellow at the University of Toronto. She has a background in computer science/AI, interaction design, philosophy and social psychology. Working at the intersection of human computer interaction (HCI) and software engineering (SE), her research interests lie in agile and participatory methods to technology development and the role of digital technology in environmental and societal changes. Maria Angela is experienced in leading complex and distributed community-university partnerships that include hard-to-reach groups such as the homeless, rural island communities and adult with autism. Before joining academia, she worked with a not-for-profit European agency supporting peace building and reconciliation in the Irish cross-border through technology and economic development.

Website: http://www.lancaster.ac.uk/people-profiles/maria-angela-ferrario

Abstract: As we watch digital technology unleashing its power on personal, social and organizational aspects of human life, we also witness its embroilment in software scandals and questionable ‘smart’ practices micro-targeting people’s emotions and deeply held values at an unprecedented scale. I argue that the time is up for shifting the focus from understanding how digital technologies can change people’s lives to a better understanding of how such technologies come to life and ‘behave’. Specifically, my research stems from the need for empirically informed approaches to the study of values underpinning computing research, education and industry. The overarching goal is to support the next generation of computing professionals in research, industry, government, and education with the deliberative and critical skills necessary to tell what values are worth pursuing from those that are potentially harmful to self and society. This talk introduces some of the tools and emerging findings from my latest work at Lancaster University, UK and from activities carried out at UofT as part of the M. McLuhan Centenary Fellowship. A broader perspective on the issues connecting tech industry, academic research, and governance will be thrown into the mix as well as provocations from the current state of affairs and the metaphysical roots of the binary system.

Professor Elizabeth Yakel, “Data Reuse from the Reusers Point of View”
September 28, 2018 (event website)

Elizabeth Yakel, Ph.D. is Professor and Senior Associate Dean for Academic Affairs at the University of Michigan School of Information where she teaches in the areas of digital archives and digital preservation. Her research interests include data reuse, teaching with primary sources, and the development of standardized metrics to enhance repository processes and the user experience. One of Dr. Yakel’s research projects is “Dissemination Information Packages for Information Reuse” where she is studying research data reuse and digital preservation in three academic communities: quantitative social scientists, archaeologists, and zoologists. Funded by the Institute for Museum and Library Services (IMLS), the goal of this research is to identify the significant properties that support both preservation of the bits as well as the preservation of meaning overtime. Her current project, Qualitative Data Reuse: Digital Records of Practice in Education, also funded by IMLS, is exploring the reuse of classroom video by researchers and teachers.

Abstract: Each year national governments in the US and Canada fund billions of dollars in research. This, in turn, generates terabytes of data — ranging from well-formatted survey data to observational data.
in a variety of video formats. What all this data has in common is that many of the actual studies cannot be redone. The data are unique and represent an important resource for other scholars to reuse to answer research questions. Yet, data are notoriously hard to reuse. Drawing on my research studies of data reuse in different disciplines, including archaeology, zoology, education, and quantitative social science, I will discuss the types of context data reusers require to engage in meaningful reuse and the reasons they say they need different types of context.

Prof. Niels Brügger, “Understanding the archived web as historical source”
October 15, 2018 (event website)

Niels Brügger is Professor in Internet studies and Digital Humanities, and head of the Centre for Internet Studies as well as of the internet research infrastructure NetLab, Aarhus University, Denmark. His research interests are web historiography, web archiving, and media theory. Within these fields he has published monographs and a number of edited books as well as articles and book chapters. Recent publications include The Archived Web: Doing History in the Digital Age (MIT Press, 2018), Web25, a special issue of New Media & Society, The Web as History: Using Web Archives to Understand the Past and the Present (edited with Ralph Schroeder, UCL Press 2017), and Web 25: Histories from the first 25 years of the World Wide Web (Peter Lang 2017). He is co-founder and Managing Editor of the newly founded international journal Internet Histories: Digital Technology, Culture and Society (Taylor & Francis/Routledge).

Abstract: Since the online web disappears rapidly, any scholar who wants to include the web of the past in his study has to rely on that someone has archived the web. However, the archived web is a peculiar type of historical document, and as a research object it needs to be approached in different ways than other digital media. What is needed is a critical web archive literacy.

This presentation outlines the specific nature of the archived web, compared to the online web and to digitized documents such as newspapers. In addition, it identifies some of the main impacts that the nature of the archived web has on how it can be used as a scholarly source by media and web historians.

Prof. Andrew Feenberg, “Three Approaches to the Internet: Network, World, Individuation and Concretization”
February 14, 2019 (event website)

Andrew Feenberg is Canada Research Chair in Philosophy of Technology in the School of Communication, Simon Fraser University, where he directs the Applied Communication and Technology Lab. He has also taught for many years in the Philosophy Department at San Diego State University, and at Duke University, the State University of New York at Buffalo, the Universities of California, San Diego and Irvine, the Sorbonne, the University of Paris-Dauphine, the Ecole des Hautes Etudes en Sciences Sociales, and the University of Tokyo and the University of Brasilia. Dr. Feenberg is Directeur de Programme at the College Internationale de Philosophie for the period 2013-2019.


Abstract:

The Internet is unlike anything else in the history of technology that preceded its creation. It is neither a tool nor a machine, but a network. As such it is a new type of technical system. It resembles the telephone system in some respects, but it also has similarities to broadcast networks that distribute entertainment, shopping malls that distribute goods, and transportation systems insofar as it opens new “worlds” to its users. What is more, the users of the Internet take on new capacities and identities through their participation in the network, most obviously the unprecedented absorption in mediated social relations exemplified by Facebook. This talk will attempt to put some order in the understanding of the Internet in terms of three theoretical approaches, loosely interpreted to suit this new object. These approaches are actor network theory, the phenomenological concept of world, and Simondon’s concepts of individuation and concretization.

Workshops and Research Studios

Book Workshop: Statistics, Knowledge Production and Capitalism
May 2, 2018 (event website)

Justin Joque, University of Michigan

Justin Joque is the Associate Librarian for Data Visualization at the University of Michigan. He is a scholar of information, media theory and continental philosophy. He is the author of Deconstruction Machines: Writing in the Age of Cyberwar, Minneapolis: University of Minnesota Press, 2018.

Workshop description: Our finances, politics, media, opportunities, information, shopping and knowledge production are all mediated through statistics and related machine-learning techniques. As such these technologies and methodologies increasingly form the organizational backbone of contemporary capitalism. Everywhere massive stores of data are continually transformed into actionable information for either human or computer consumption. Stocks are traded, prisoners’ sentences are adjusted, credit is granted or denied, and scientific facts are inferred. This work that statistics does is simultaneously material—it calculates with magnetic bits and moves capital and goods around the world—and deeply metaphysical turning data about the world into concepts, predictions and inferences. Like the commodity, for Marx, statistics think and work for us.
Just as Taylorism revolutionized industrial production, the ‘inference revolution’ has revolutionized the abstraction of information from data. But, at the same time statistics was busy revolutionizing capitalism, statistics was undergoing its own revolution. Over the last few decades frequentist approaches presenting an objective measure of likelihood as a proportion of occurrences in a long run system (e.g. rolling dice) began giving way to Bayesian approaches founded on a subjective likelihood that updates as new evidence is gathered. We argue that this revolution in statistical epistemology is in fact a revolution in production that directly affects the functioning of capitalism.

The scale, complexity and abstract natures of the systems we have created are outpacing our ability to comprehend or direct them. The clearest example of this is the logic of austerity politics of the last decade. The rationale of a market largely run by algorithms trading stocks between themselves has placed a set of unrefusable demands on the state to slash budget outlays. It is essential to critically understand how statistics and machine learning function, but not exclusively on a mathematical level, but rather as a form of epistemology and ideology, making the world decipherable. Indeed, important statistical treatises throughout the 20th century are awash in deep metaphysical claims. This book explores the philosophical development of statistics in the twentieth century and argues for its importance in understanding our current political and economic reality.

*From the workshop description:* The workshop will provide an opportunity for participants to read an early draft of the manuscript for this book, which is slated to be published by *Verso* in 2019, and provide feedback. A month prior to the workshop a draft will be made available. The focus of the workshop will be on *parts two and three*, which most directly engage the history and philosophy of statistics and the production of scientific knowledge; but we will provide and welcome feedback on the entire manuscript. Justin will provide a brief overview and introduction to the project; the majority of the time will be devoted to a critical discussion about the book.

**Workshop: How to publish a book**
May 11, 2018

An impromptu workshop organized by Christoph Becker and Costis Dallas on book publishing strategies, lessons learned, and advice. Book authors including Alan Galey, Cara Krmpotich, Sarah Sharma, Brian Cantwell Smith, Leslie Shade and others shared their experiences and recommendations and discussed challenges and strategies. Participants included faculty and PhD students. To be repeated!

**Research Studio: Present Net Values**
February 13, 2019

On the occasion of the visit by Prof. Andrew Feenberg from Simon Fraser University, who delivered a DCI lecture, and the concurrent visit of Dr. Maria Angela Ferrario, Digital Sustainability Fellow at the Digital Curation Institute, we organized an informal research workshop. The theme “Present Net Values” indicates the intersection of internet architecture, values in computing, and critical perspectives and interventions in the present. We combined informal introductions and discussions with a set of short research talks by a PostDoctoral Fellow and PhD students. The workshop brought together emerging researchers with faculty and colleagues at the DCI and beyond.

Informal presentations included:

- Dawn Walker, “To Build A Better Internet You Must First (Re)create The Universe”
- Curtis McCord, “A Proposal for Practical Research into Sociotechnical Citizenship and Democracy”
• Fabian Fagerholm, “Cognition, emotion, and social aspects of software systems design”
• Marie Ferrario, “Values in Computing – A year in Review”

Research Studio: Values, Emotions, Choices – The psychology of systems design
April 8, 2019

This research studio brought together over half a dozen Faculty members with a similar number of PhD students and the PostDoctoral Fellow Dr. Fabian Fagerholm to discuss research at the intersections of psychology, sociology, behavioral economics, HCI, CSCW, software engineering and other related disciplines. Talks included

• Fabian Fagerholm, “Investigating emotions and cognition in software systems design”
• Dawn Walker spoke on how her developing thesis proposal examines values in the design of civic technology, and shared observations from her recent visit to Sikkim, North India.
• Fabian Fagerholm and Christoph Becker, “Temporal discounting in systems design – preliminary results and challenges”
Identity, Privacy and Security Institute (IPSI)

Interim Report
May 1, 2018-March 31, 2019
IPS Institute Interim Report

Table 1 provides an overview of IPSI activities during the reporting year. Details can be found in the IPSI’s website [www.ipsi.utoronto.ca](http://www.ipsi.utoronto.ca)

### Table 1: IPSI activities and deliverables during the period May 1, 2018– March 31, 2019

<table>
<thead>
<tr>
<th>Type of activity</th>
<th>Status/Deliverables</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organization/Communications</strong></td>
<td></td>
</tr>
<tr>
<td>· Ongoing communications: web, press, newsletters</td>
<td>Continued the operation and maintenance of a web page and of a list serve to promote events on Identity, Privacy and Security.</td>
</tr>
<tr>
<td><strong>Academic Programs</strong></td>
<td></td>
</tr>
<tr>
<td>· Deliver forums, seminar series, courses and graduate level concentrations.</td>
<td>Continued the public lecture series. This year due to the limited budget, all invited speakers were from the Toronto area. Offered for the 12th year in a row the graduate level interdisciplinary course JIE1001/ECE1518 “Seminar in Identity, Privacy and Security” in Winter 2019 targeting a mixed student population from the two faculties. However, this year there was no enrollments to the course from the Faculty of Information. This year Theme of lectures was “Privacy in the Era of General Data Protection Regulation”. Continued the offering of joint Master degrees (M.Eng. and MI concentrations in Identity, Privacy and Security)</td>
</tr>
<tr>
<td><strong>Development Activities</strong></td>
<td></td>
</tr>
<tr>
<td>· Build partnerships: local/international Development activities</td>
<td>Continued the efforts for the attraction of new partners and enlargement of membership database.</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td></td>
</tr>
<tr>
<td>· Personnel</td>
<td>A teaching assistant was hired to help with course delivery and preparation of Lab exercises and manuals.</td>
</tr>
</tbody>
</table>
IPSU Budget and Expenses for 2018-2019

Table 3. IPSI planned activities and expenditures for 2018-2019

<table>
<thead>
<tr>
<th>Expense Category</th>
<th>Planned activity</th>
<th>Planned Expenses</th>
<th>Actual Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Staff (salary + benefits)</td>
<td>Part time secretarial support, Course instructor (JIE1001) fees, Teaching assistant, Director's stipend</td>
<td>$14,000.00</td>
<td>$9,838.47</td>
</tr>
<tr>
<td>Equipment &amp; Software</td>
<td>Equipment and software needed for courses and projects in the undergraduate courses and dual M.Eng, M.I. programs</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>Operating/Supplies</td>
<td>Maintenance of equipment, office rental fees and supplies, phone, computer support, conference support</td>
<td>$2,000.00</td>
<td>$2,169.42</td>
</tr>
<tr>
<td>Outreach</td>
<td>Webcasting, website development, design &amp; printing of brochures, annual report, letterhead, consultant fees</td>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td>Seminar Series</td>
<td>Support for the common seminar course/series (weekly seminars)</td>
<td>$2,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$18,200.00</strong></td>
<td><strong>$12,005.60</strong></td>
</tr>
</tbody>
</table>

Available Budget Carry-over from 2017-2018 $20,494.18

Balance on March 31, 2019 $8,488.29

Directors Statement.

After 12 years of continuous operation the IPSI funding, which is coming from an Academic Initiatives Grant allocated in 2007, has been almost exhausted. Also, this year for the first time there was no participation to IPSI from the Faculty of Information. These two facts raised the question whether or not IPSI should continue to operate or cease to exist or change its operation mode and transform to a different structure. A number of meetings were held separately between the Director of IPSI Professor Dimitrios Hatzinakos, the Dean of Faculty of Information (FI) Professor Wendy Duff and the Chair of The Department of Electrical and Computer Engineering (ECE) Professor Farid Najm. During the meetings, the importance of IPSI as an EDUC unit at UofT has been recognized and conviction of both FI and ECE in preserving and supporting the institute and its programs has been reaffirmed. It was agreed that a different funding mechanism will be put in place to support the operation of IPSI. Also, a reorganization of the requirements and visibility of the graduate degree concentrations will take place in order to allow a higher and more balanced participation of students from the two academic units. These changes will take effect as of the new academic year 2019-2020.

Date: April 12, 2019

Professor Dimitrios Hatzinakos, ECE, IPSI Director
The following is a brief summary and update on KMDI-Semaphore activities undertaken since our last report to faculty council in March 2019:

**Events/Activities**

- The KMDI-Semaphore Spring Luncheon took place on April 2, 12 -2pm. Staff, faculty, students and external partners are all invited. Approximately 100 people attended the KMDI – Semaphore Spring luncheon including students, internal and external faculty at U of T, staff including external media relations, external stakeholders and friends.
- Our makerspace drop-in hours are ongoing until the end of the term (Tues. and Wed., 1pm-4pm).
- Stay tuned for announcements about summer events for students and faculty, our contribution to Bring Our Children to Work Day and Doors Open Toronto, as well as other special events and activities throughout the summer.

**Stakeholder Consultation Meetings**

KMDI-Semaphore continued with its series of stakeholder meetings to brainstorm ideas, understand research/student needs, and speak about ideas for the future vision. On March 28, the Student KMDI-Semaphore Stakeholder Consultation Meeting was held with 12 students attending from all graduate levels and various departments across UofT including the Faculty of Information, and OISE. On April 16, the Community KMDI-Semaphore Stakeholder Consultation Meeting was held with 7 KMDI alumni and students, staff, and faculty currently engaged in KMDI-Semaphore related activities and collaborations. We thank all those who participated for sharing their thoughts and ideas with us!

**KMDI-Semaphore Team**

KMDI – Semaphore is hiring! We are currently seeking to fill two Work Study positions for the summer term: a Digital Archiving Assistant, who will help us to organize the technical library and archive recordings of past Speaker Series talks; and an Events Organization Assistant, who will help organize and promote events within and for the institute.

We are also happy to announce that we have extended the contracts of three of our research assistants, Dr. Sarah Rogers (Manuscript Preparation), Tarik Abu Elhaiga (Communications Assistant), and Jose Guzman (Maker Space assistant).

**KMD-CS**

The KMD1001 class participated in community-based research project as part of their course (and coursework) this term, which included a successful on-site collaborative data collection activity at the Digital Arts Services Symposium, which was held at the Toronto Reference Library March 15-20.

The Annual KMD-CS Committee Meeting will be held in June and will bring together affiliate department representatives. Courses, and the future mandate of KMD-CS will be discussed.