AGENDA

1) Call to order and acceptance of the Agenda

2) Acknowledgement of traditional land

3) Approval of the Minutes of November 28, 2019 (attached)

4) Business arising from the Minutes

5) Communications Received

6) Dean’s Report

7) Reports from Council Committees
   a) Executive Committee
   b) Standing Committees
      • Awards Committee (attached)
      • Undergraduate Committee on Standing
      • Programs Committee (attached)
         - Proposal for the Closure of an Existing Program: CDP - ICCIT Honours BA and Master of Information
         - Guidelines & Procedures for the Student Evaluation of Teaching in Courses
      • Recruitment and Admissions
         • Bachelor’s Recruitment and Admissions Committee (B-RAC)
         • Master’s Recruitment and Admissions Committee (M-RAC) (attached)
         • Doctoral Recruitment and Admissions Committee (P-RAC)

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

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

9) Student Reports
   a) Undergraduate Students
   b) MISC (attached)
   c) MUSSA
   d) DSA

10) Other Business

11) Question period

12) Announcements

13) Adjournment
COUNCIL

2019-2020 Session – 1st Regular Meeting

Thursday October 10, 2019  |  4:00pm-6:00pm  |  Room 728, Claude Bissell Building

MINUTES

PRESENT:
Ex-officio Members: Prof. Wendy Duff (Dean)
Teaching Staff: Prof. Costis Dallas, Prof. Fiorella Foscari, Prof. Alan Galey, Prof. Kelly Lyons, Prof. Heather MacNeil, Prof. Dan Ryan (Acting Chair), Prof. Arik Senderovich, Prof. Olivier St-Cyr, Prof. Siobhan Stevenson, Prof. Karen Suurtamm, Prof. Tony Tang
Other Academic Appointment: Prof. TL Cowan
Librarians: Nalini Singh, Kathleen Scheaffer
Administrative Staff: Christine Chan
Senior Administrative Officers: Anna Pralat, Stephanie Rose
Directors – Affiliated Units:
Doctoral Students: Alex Ross
MI Students: Patty Facy, Nicholas Lindsay-Lewis, Eric Hanson, Jillie Reimer, Kaitlin Simpson, Lily Clarke, Victoria Yang, Wing Lam Tse
MMSi Students: Emma Puddicombe
BI Students: Komal Dhillon
Alumni: Emma Findlay-White
Non-Voting Members: Sherry Dang, Lindsay Jackowitz, Stephanie Fisher
Observers: Simrit Khabra
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. Deena Abul-Fottouh, Prof. Periklis Andritsos, Prof. Nadia Caidi, Prof. Colin Furness, Prof. Jenna Hartel, Prof. Lynne Howarth, Prof. Cara Krmpotich, Prof. Leslie Shade, Victoria Owen, Katy Czajkowski, Nour Mokdad
ON LEAVE: Prof. Christoph Becker, Prof. Matthew Brower, Prof. Juris Dilevko, Prof. Patrick Keilty, Prof. Eric Yu
ABSENT: Prof. Agnieszka Chals, Prof. Chun Wei Choo, Prof. Sara Grimes, Prof. Heather MacNeil, Prof. Rhonda McEwen, Prof. Irina Mihalache, Prof. Velian Pandeliev, Prof. Matt Ratto, Prof. Seamus Ross, Prof. Aviv Shachak, Prof. Sarah Sharma, Prof. Brian Cantwell Smith, Prof. Jia Xue, Prof. Jasmine Rault, Prof. Beth Coleman, Daisy Dowdall, Ann Brocklehurst, Prof. Dimitrios Hatzinakos, Prof. Michelle Murphy

1) Call to order and acceptance of the Agenda, 4:10pm
2) Acknowledgement of traditional land by Alex Ross
3) Approval of the Minutes of April 24, 2019 (attached)
   The minutes accepted as recorded.
4) **Business arising from the Minutes**
   No business arising.

5) **Communications Received**
   None received.

6) **Dean’s Report**
   Prof. Duff welcomed new faculty members and reported on: decanal search, program directorships, new TEAL classroom, international student experience initiatives, MMST50 events, budget review and approval for new hires. Discussion followed: timing for new hires, UTM and UTSC faculty sitting on hiring committees.

7) **Reports from Council Committees**
   a) **Executive Committee**
      • Standing Committee Chairs and Non-Student Members
        MOTION to approve Standing Committee Chairs and Non-Student Members moved by S. Rose and seconded by Prof. Galey. All were in favour. Motion passed.

      • Presentation of Standing Committee Student Members
        ACTION: Council secretary to add Emma Puddicombe as alternate student member for Graduate Department Academic Appeals Committee.

      • Election of Executive Committee Members
        Members nominated:
        o Lily Clarke - Member-at-Large
        o Patty Facy – MI student
        o Emma Puddicombe – MMSt student
        o Karen Suurtamm – faculty member
        o Alex Ross – PhD student
        o Simrit Khabra – BI student *she was attending on behalf of a BI student rep and technically not a Council Member

        MOTION to acclaim the above members of the Executive Committee moved by Prof. Ryan. Motion carried.

   b) **Standing Committees**
      • **Awards Committee**
        S. Rose reported on integrating student members into the Awards Committee and current status of endowments. Discussion followed: assistance for applicants, awards for undergraduates and international students, support for applications for large awards.

      • **Undergraduate Committee on Standing**
        Prof. Lyons reported that the committee had not received any student petitions and therefore has not yet convened.

      • **Programs Committee** (attached)
        Prof. Lyons provided overview of submitted report. Discussion followed: subcommittee to review MI program outcomes; onerous process for doctoral students taking master-level courses.
ACTION: Prof. Lyons will bring to the Programs Committee the need to streamline the process for doctoral students taking master’s courses.

- **Recruitment and Admissions:**
  - Bachelor’s Recruitment and Admissions Committee (BRAC)
    No report.
  - Master’s Recruitment and Admissions Committee (MRAC)
    S. Rose reported: gathering of statistical information to determine impact of the admissions process; upcoming recruitment events; online service uses bot to respond to basic inquiries. Discussion followed: tracking start and finish rates per concentration; admissions offer acceptance rates; class sizes.
  - PhD Recruitment and Admissions Committee (PRAC)
    No report given. Discussion and questions included: growth of cohort; funding; nomination process for Connaught award.
  - Other discussion and questions: growth of class sizes for BI program; plans for hiring career officer and new faculty members.

8) **Reports from Institutes**
   a) McLuhan Centre for Culture and Technology (none received)
   b) Digital Curation Institute
      - Prof. Dallas provided updates on recent and upcoming events.
   c) Identity, Privacy and Security Institute (none received)
   d) Knowledge Media Design Institute (attached)
   e) Technoscience Research Unit (none received)

9) **Other reports**
   a) Alumni Relations/FIAA
      - E. Findlay-White reported upcoming social events with alumni and that conference/research grants are available and all students are urged to apply.
   b) Careers Officer’s Report
      - S. Rose reported that Julie Mikaelyan will support career development for all programs.
   c) Communications Officer’s Report (none received)
   d) Development and Advancement Initiatives (none received)
   e) Inforum
      - K. Scheaffer reported staffing and programming updates.

10) **Student Reports**
   a) Undergraduate students association - K. Dhillon reported that the BI students are in the process of selecting the executive for their students association
   b) MISC (attached) - P. Facy provided overview of submitted report: new committees and working groups; low opt-out rate for tech fund fees.
   c) MUSSA - E. Puddicombe reported on upcoming events, trip to Ottawa, and start of student blog posts.
   d) DSA (attached) - A. Ross reported on recent activities and current priorities: information gaps regarding funding; community-building across cohorts.
11) **Other Business**
   None to report.

12) **Question period**
   None.

13) **Announcements**
   Prof. Lyons reported upcoming brown bag lunch on data cleaning. S. Khabra announced the BI students are starting design/problem solving club. Prof. Galey announced a joint speaker series with the English department, Book History program and Toronto Public Library. A. Ross reminded all of the Monday night seminars at the McLuhan Centre.

14) **Adjournment**, 5:05pm
Committee Membership
Voting Membership:
1) Dean of the Faculty of Information – Prof. Wendy Duff
2) Full-time regular member of Teaching staff (prof rank) #1 – Prof. Leslie Shade (Chair)
3) Full-time regular member of Teaching staff (prof rank) #2 – Prof. Seamus Ross
4) Full-time regular member of Teaching staff (any rank) – Prof. Heather MacNeil
5) Assistant Dean, Registrarial & Student Services – Stephanie Rose
6) Member-at-large – Prof. Alan Galey (Sep-Dec), Prof. Irina Mihalache (Jan-August)
7) Student representative (MI): Patty Facy
8) Student representative (DSA): Jamila Ghaddar
9) Student representative (BI): Olivia Birch

Non-voting Membership:
1) Chair of Council – Sherry Dang Lin

Quorum: Three members.

Committee Activity
This semester the Awards Committee has met three times in person and has conducted other business by email. The committee has discussed the following awards:

<table>
<thead>
<tr>
<th>Dates</th>
<th>Agenda/Award Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 19, 2019</td>
<td>Review of dates and time for 2019-2020 Committee meetings</td>
</tr>
<tr>
<td></td>
<td>Overview of In-Course Graduate Awards for 2019-2020</td>
</tr>
<tr>
<td></td>
<td>Delegation of Graduate Admission Awards</td>
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<td></td>
<td>Delegation of PhD Conference Travel Award</td>
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<td></td>
<td>Delegation of Convocation Awards</td>
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<tr>
<td></td>
<td>Overview of Undergraduate Awards and Process</td>
</tr>
<tr>
<td></td>
<td>Vanier Canada Graduate Scholarship 2020-2021 Ranking</td>
</tr>
<tr>
<td>October 10, 2019</td>
<td>Review on the Operationalization of Students’ Participation on the Awards Committee</td>
</tr>
<tr>
<td></td>
<td>SSHRC Doctoral Fellowships Review</td>
</tr>
<tr>
<td>October 17, 2019</td>
<td>Final Ranking: SSHRC Doctoral Fellowships Review</td>
</tr>
</tbody>
</table>

Respectfully Submitted by Leslie Shade, Chair, Awards Committee
Faculty of Information Programs Committee Report – November 28, 2019

Report provided by Associate Dean Academic Prof. Kelly Lyons, Chair of Programs Committee on behalf of the Programs Committee. Since the last Faculty Council Meeting on October 10, 2019:

The Programs Committee approved the following and brings them to Faculty Council for approval:
1. Proposal for the Closure of an Existing Program: CDP - ICCIT Honours BA and Master of Information
2. Guidelines & Procedures for the Student Evaluation of Teaching in Courses

The Programs Committee approved the following and brings them to Faculty Council for information:
3. Minor Modification new course proposal: INF2210 Human Values in Data Science
4. Minor Modification new course proposal: INF2310 Special Topics in Information Studies: Designing UX for Mixed Reality Systems
5. Minor Modification new course proposal: INF314H Information, Memory and Culture

The Programs Committee anticipates the following work at the December 5 and January 9 meetings:
1. Non-disclosure agreements for course instructors
2. Minor Modification new course proposal: INF3XXXH Special Topics in Information Studies: Interaction Design
3. Minor modification: MMSt Program Learning Outcomes
4. Minor modification new course proposal: INF313H Computational Reasoning
5. Minor modification new course proposal: Big Data and the City
6. Approval of deactivation of courses not offered in 5+ years
7. Minor modification new course proposal: INF402H Practicum Preparation

The Programs Committee anticipates bringing the following to Council on February 6 for approval:
1. Proposal for the Closure of an Existing Program: ICCIT - BA specialization in IDM
# University of Toronto
## Proposal for the Closure of an Existing Program
### (Graduate or Undergraduate)

*(This template has been developed in line with the University of Toronto’s Quality Assurance Process.)*

The process followed for the closure of any program is the same as that required for the approval of any new such program.

<table>
<thead>
<tr>
<th>Closure Proposed:</th>
<th>Combined Degree Programs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please specify precisely what is being closed:</td>
<td>1. UTM, Honours Bachelor of Arts, Specialist in Interactive Digital Media / Master of Information (HBA/ MI)</td>
</tr>
<tr>
<td></td>
<td>2. UTM, Honours Bachelor of Arts, Specialist in Digital Enterprise Management / Master of Information (HBA/ MI)</td>
</tr>
<tr>
<td></td>
<td>3. UTM, Honours Bachelor of Arts, Major in Communication, Culture, Information and Technology / Master of Information (HBA/ MI)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Department / Unit</th>
<th>Institute of Communication, Culture, Information and Technology (ICCIT)</th>
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<tbody>
<tr>
<td></td>
<td>Faculty of Information</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty / Academic Division:</th>
<th>University of Toronto Mississauga</th>
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<tbody>
<tr>
<td></td>
<td>Faculty of Information</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty / Academic Division contact:</th>
<th>Yen Du</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Program &amp; Curriculum Officer</td>
</tr>
<tr>
<td></td>
<td>Office of the Dean, UTM</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:yen.du@utoronto.ca">yen.du@utoronto.ca</a></td>
</tr>
<tr>
<td>Anna Pralat</td>
<td></td>
</tr>
<tr>
<td>Manager, Dean’s Office</td>
<td></td>
</tr>
<tr>
<td>Faculty of Information</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:anna.pralat@utoronto.ca">anna.pralat@utoronto.ca</a></td>
<td></td>
</tr>
</tbody>
</table>
| Department / Unit contact: | Rhonda McEwen  
Director, ICCIT  
[rhonda.mcewen@utoronto.ca](mailto:rhonda.mcewen@utoronto.ca)  
Wendy Duff  
Dean, Faculty of Information  
[wendy.duff@utoronto.ca](mailto:wendy.duff@utoronto.ca) |
<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>Effective date program will be closed to new admissions:</td>
<td>April 2, 2019</td>
</tr>
</tbody>
</table>
| Effective date of full closure of program:  
(date by which students currently in the program will be expected to graduate) | January 1, 2020 |
| Version Date: | September 23, 2019 |
1 Brief Summary

This is a proposal to close the following three combined degree programs (CDPs) offered through the Institute of Communication, Culture, Information and Technology (ICCIT) at the University of Toronto Mississauga (UTM) and the Faculty of Information (FI):

1. UTM, Honours Bachelor of Arts, Specialist in Interactive Digital Media / Master of Information (HBA/ MI)
2. UTM, Honours Bachelor of Arts, Specialist in Digital Enterprise Management / Master of Information (HBA/ MI)
3. UTM, Honours Bachelor of Arts, Major in Communication, Culture, Information and Technology / Master of Information (HBA/ MI)

These CDPs were introduced in 2014. At the time, it was perceived that undergraduate programs in the ICCIT were a natural precursor to graduate training in information studies and so these three CDPs would provide students with an intuitive academic path to the Faculty of Information while reducing the collective time to completion of both degrees by half a year. Additionally, ICCIT and FI already had an established relationship through the Specialist in Interactive Digital Media Program, which was introduced in 2011 and capitalized on faculty expertise in the field from both units. Since their commencement, however, these programs have struggled to attract qualified students, even though many ICCIT undergraduates do go on to the MI program at FI.

In April 2017, the ICCIT underwent an external review of the Institute and its programs, including these three CDPs. The resulting external reviewer’s report explicitly stated that there was a lack of clarity in the objectives of the CDPs and recommended these programs be closed. In response to this, admission to these programs were administratively suspended on April 2, 2019, with a notice posted in the UTM Academic Calendar as well as the SGS Academic Calendar alerting students to the program’s status.

As combined degree programs, these CDPs are, by definition, connected to existing undergraduate and graduate programs in ICCIT and FI. At the graduate level, the Master of Information (MI) degree program offered by FI will remain open and unchanged as a result of this closure. Similarly, at the undergraduate level, the Specialist in Digital Enterprise Management and Major in Communication, Culture, Information and Technology programs will remain open and unchanged. The Specialist in Interactive Digital Media program, however, is also currently administratively suspended (as of the 2017-2018 academic year). A separate proposal to close this specialist program is currently being developed by ICCIT. With no students currently enrolled in any of the CDPs, it is expected that there will be no negative impact to either academic unit or the corresponding stand-alone programs. Both ICCIT and FI are in full support of the closures.

2 Rationale

The three HBA/ MI combined degree programs in ICCIT and FI were introduced simultaneously in 2014 and were initially conceived of as an opportunity to streamline the academic pathway to the MI program in FI for ICCIT’s strongest undergraduate students. Within the CDPs, the requirements of both degree programs would be packaged together as one program set, allowing students the chance to secure early admission to the MI program, participate in graduate courses as an undergraduate student, and earn advanced credit in their MI program. Time to completion of the CDPs would be 5.5
years instead of the full 6 years that is required to complete the two degrees separately. The combined degree programs would also capitalize on the existing synergies between ICCIT and FI.

Since their inception, the CDPs have struggled to attract qualified students. In no year did applications exceed three students and more recently there have been no suitable applications even though many ICCIT students meet the enrolment criteria and go on to apply to the Master of Information program at the Faculty of Information. This inability to establish a critical mass of students in the programs has been detrimental to its success. Without a cohort, students lose out on the benefits of a shared academic experience and the opportunity to learn and grow with their peers. While large student numbers would not be required to foster such a cohort and atmosphere in these specialized CDPs, it would take more than one student across all three programs to realize this. The result of this is that these programs have be unable to gain momentum and have struggled to find their place within ICCIT and FI.

Additionally, ICCIT recently underwent an external review of their unit and programs in April 2017. In the resulting External Reviewer Report for ICCIT, the external review team explicitly recommended the closure of all three combined degree programs:

*The ICCIT offers three Combined HBA/MI (Honours BA and Masters in Information), one based on CCIT, one on DEM [Digital Enterprise Media], and a final one on the IDM [Interactive Digital Media] (currently suspended). We did not look closely at these programs as they are essentially combinations of existing programs and the iSchool’s [Faculty of Information] Master of Information which we were not reviewing. Few students enroll in the combination, though there may be many students who do the HBA and then separately apply to the MI. We believe that these should be dropped or redesigned to be more attractive.*

*The main problem with the two Combined programs is that their objectives are not clear. If the objective is to provide students with a shorter path to getting a BA and MI then the difference between a 5.5 year program and a 6 year program is not enough. If the objective is to recruit good students early on to take the MI, the combined program is not sufficiently different from just doing the two separately to attract appropriate students. If the objective is to recruit students out of high school to UTM with the attractive prospect of direct entry into a joint program, then there needs to be direct entry into the program. Our point is that the ICCIT and iSchool should decide what their objectives are and how to connect with student objectives. The current design does not distinguish itself sufficiently to be worth the administration.*

*We therefore recommend the Combined programs be dropped or redesigned with a clear objective in mind.*

The subsequent administrative suspension of these three CDPs on April 2, 2019 and this proposal for program closure are in direct response to the reviewer’s report. These closures will fulfill an integral part of the Implementation Plan for ICCIT that was developed with the UTM Office of the Dean. Furthermore, it will provide both ICCIT and FI an opportunity to assess their current program offerings so that more desirable programming can be developed.
3 Impact on other programs/units of the proposed closure

This proposal to close the three CDPs is a joint initiative between ICCIT at UTM and FI. Both units are in full support of the closures. Although it was felt that the combined degree programs would offer a set of attractive options for students, this has not been proven to be the case. Closure of these programs will allow for both ICCIT and FI to re-assess and plan for new programs that are current and appealing, addressing the needs of students, UofT, and society.

Because there are no students currently registered in the programs and there has only been one student completion across all three programs in their history, the anticipated effect on other units is negligible – the standalone programs that these CDPs build on will remain open and unchanged (the IDM Specialist is the one exception to this, see Section 4 Student Accommodation below) and all courses that support these programs will continue to be offered to students.

4 Student Accommodation

Table 1: Undergraduate Students Enrolled Across All Three CDPs (UTM)

<table>
<thead>
<tr>
<th></th>
<th>Year one</th>
<th>Year two</th>
<th>Year three</th>
<th>Year four</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current enrolment</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 2: Graduate Student Enrolled in All Three CDPS (FI)

<table>
<thead>
<tr>
<th></th>
<th>Year one</th>
<th>Year two</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current enrolment</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

There are currently no students in any of the combined degree programs (see Table 1 and Table 2 above). Since their inception, there has been only one student who completed the requirements of the combined degree program. This student completed their MI degree and graduated from the Faculty of Information in June 2019.

As noted previously, though the combined degree programs are closing, the separate undergraduate and graduate programs will continue to be offered to students (except for the Interactive Digital Media Specialist). Students will therefore continue to have the option to follow the standard academic path to complete both their HBA and MI degrees (i.e. complete the requirements of their ICCIT program and apply for admission to the MI program upon graduation with their HBA). In this way, the proposed closures will have minimal impact to students. The one exception to this is the Specialist in Interactive Digital Media program, which has been administratively suspended since 2017 and is currently being proposed for closure under a separate proposal. As an additional route students enrolled at St. George will be able to take a Bachelors of Information degree and subsequently take a MI degree.
Students will be informed with respect to the termination of these options through consultations with student organizations and email announcements to the student body.

5 Faculty / Staff Accommodation

As there are currently no students enrolled in any of the CDPs and the closure of these programs will not result in the deletion of any course offerings, there will be little to no impact on faculty and staff in both ICCIT and FI. Faculty teaching and workload will not change as a result of these closures. Staff will be no longer be required to advise and administer these programs, including providing information to potential students and processing applications. It should be noted that interest in the CDPs has been low and only 2-3 applications have been received in the past two years, with none being accepted; therefore, staffing needs have not been extensive.

6 Governance Process

<table>
<thead>
<tr>
<th>Steps</th>
<th>Approving Body</th>
<th>Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development/consultation within Unit</td>
<td>Rhonda McEwen, Director, ICCIT</td>
<td>September 23, 2019</td>
</tr>
<tr>
<td></td>
<td>Kelly Lyons, Chair, Programs Committee, Faculty of Information</td>
<td>September 12, 2019</td>
</tr>
<tr>
<td>Decanal &amp; Provostial Sign-Off</td>
<td>Heather Miller, Vice-Dean, Teaching &amp; Learning</td>
<td>September 19, 2019</td>
</tr>
<tr>
<td></td>
<td>Wendy Duff, Dean, Faculty of Information</td>
<td>October 31, 2019</td>
</tr>
<tr>
<td></td>
<td>VPAP sign-off</td>
<td>October 1, 2019</td>
</tr>
<tr>
<td>Divisional Governance Approval</td>
<td>UTM Academic Affairs Committee</td>
<td>November 28, 2019</td>
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<tr>
<td></td>
<td>Faculty of Information Council</td>
<td></td>
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<tr>
<td>Submission to Provost’s Office</td>
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<tr>
<td>AP&amp;P – reported annually</td>
<td></td>
<td>July 2020</td>
</tr>
<tr>
<td>Ontario Quality Council – reported annually</td>
<td></td>
<td>July 2020</td>
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<tr>
<td>MTCU – reported annually</td>
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</table>
The Faculty of Information and the University of Toronto are committed to ensuring the quality of its academic programs, its teaching and the learning experiences of its students. An important component of this is the regular evaluation of courses by students. At the Faculty of Information and the University of Toronto, course evaluations are conducted for the following reasons:

1. To provide formative data used by instructors for the continuous improvement of their teaching.
2. To provide members of the University community, including students, with information about teaching and courses at the institution.
3. To collect data used in the summative evaluation of teaching for administrative purposes such as annual merit, tenure and promotion review.¹
4. To provide data used by divisions for program and curriculum review.

Course evaluations are part of an overall teaching and program evaluation framework that includes regular peer review, instructor self-assessment, cyclical program review and other forms of assessment, as appropriate. As part of this framework, course evaluations are a particularly useful tool for providing students with an opportunity to provide feedback on their own learning experiences (from the *Policy on the Student Evaluation of Teaching in Courses, University of Toronto, 2011*).

This document outlines the various roles and responsibilities of the University, Faculty of Information, and instructors in relation to the administration and use of course evaluations. In addition, this document provides information pertaining to the reporting of collected course evaluation data. It should be reviewed alongside the following relevant University-wide policies:


¹ See *Faculty of Information Guidelines for Assessment of Teaching Effectiveness, Tenure Stream* and *Faculty of Information Guidelines for Assessment of Teaching Effectiveness, Teaching Stream*
1. **Administration of Course Evaluations**

At the Faculty of Information all Masters-level courses will be evaluated as required by the University of Toronto’s *Policy on the Evaluation of Teaching in Courses* (2011). The normal practice will be to utilize the University of Toronto’s centralized course evaluation framework and online delivery system for Faculty of Information courses. The Provostial Guidelines on the Student Evaluation of Teaching in Courses describes the institutional framework and the respective administrative responsibilities including those of the division. The institutional framework provides a customizable evaluation form with the following general format:

<table>
<thead>
<tr>
<th>Type of questions</th>
<th>Use of questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institutional questions</td>
<td>These questions must appear on the forms for all courses across the university.</td>
</tr>
<tr>
<td>Faculty of Information divisional questions</td>
<td>These questions must appear on the forms for all courses (or relevant subset of courses) in the division.</td>
</tr>
<tr>
<td>Instructor questions</td>
<td>These questions may be specified for each course offering taught by the instructor.</td>
</tr>
</tbody>
</table>

Responsibility for the administration of course evaluations will be as follows:

1.a. **University Roles and Responsibilities** are defined in the Provostial Guidelines on the Student Evaluation of Teaching in Courses.

1.b. **Faculty of Information Roles and Responsibilities**

- Oversees the course evaluation process for all of its courses.
- Engages the support of Faculty of Information student associations to facilitate ongoing communication with students.
- In consultation with faculty and staff, identifies any courses that may require alternative means of evaluation (for example, low-enrolment courses, online courses, doctoral-level courses, etc.).
- Identifies divisional and program-level questions that reflect teaching and learning priorities.

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• Sets the time period for course evaluations. All evaluations will be administered at the end of each graduate term for a time period of at least two week's duration. Students will have the opportunity to complete the evaluations online throughout the given time period.
• Contributes to regular reviews of the policies and procedures of the course evaluation process to identify any necessary changes to division-wide procedures.
• Considers additional mechanisms for evaluation of teaching including reports from classroom visits.

1.c. Program Roles and Responsibilities
The Programs Committee will have responsibility for setting and leading the review of all policies relating to Faculty of Information course evaluations. Program representatives are particularly tasked with:

- Ensuring divisional-level questions assess program learning and teaching priorities
- Where necessary, recommending strategies to align evaluation questions with program learning outcomes and objectives
- Co-operating with Student Services to identify any courses where ROSI information is incomplete or insufficient
- Co-operating with Student Services to identify any courses requiring special evaluation needs.

1.d. Student Services Roles and Responsibilities
Student Services plays an essential role in effective implementation of the system each term because of their access to, and comfort with, ROSI, as well as administrative expertise and access levels required to:

- Ensure instructors are properly identified with courses,
- Ensure course codes and term designators are accurate,
- Ensure student enrollment is up-to-date, and
- With the help of Programs Committee, flag courses with less common parameters such as intensive courses, team-teaching / co-teaching, INF Workshops, year-long courses, etc.

1.e. Instructor Roles and Responsibilities
• If desired, selects up to 3 additional questions from the University of Toronto item bank for the evaluation form for each offering of each course that they teach. Instructors may use these questions to assess specific teaching priorities and/or approaches not addressed elsewhere on the form. The data collected through the use of these questions are intended to provide formative feedback for the instructor and as such will only be reported to the instructor.
  o Each instructor teaching a course will receive an email invitation to add instructor-selected questions from the item bank to the course evaluation form. Directions, guidance, and deadlines for this process will be included with the email communication. There is no requirement for instructors to add questions to their evaluation forms.
Instructors may choose to share the results from instructor-selected questions with their chair or other academic administrators for review.
Instructors may choose to opt out of sharing data from institutional and divisional questions. Instructions for how to do so will be provided in an email at the same time the instructor is invited to select individual questions.

2. **The Evaluation Form**
The University of Toronto's course evaluation framework includes a set of required core institutional questions, divisionally-selected questions, departmentally-selected questions and instructor-selected questions. **The maximum number of questions permitted on the evaluation form is 20.**
At the Faculty of Information, the standard format for course evaluations is as follows:

<table>
<thead>
<tr>
<th>Administrative Responsibility</th>
<th>Questions</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institutional (8)</td>
<td>1. I found the course intellectually stimulating.</td>
<td>To appear on all forms.</td>
</tr>
<tr>
<td></td>
<td>2. The course provided me with a deeper understanding of the subject matter.</td>
<td></td>
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<tr>
<td></td>
<td>3. The instructor created a course atmosphere that was conducive to my learning.</td>
<td></td>
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<tr>
<td></td>
<td>4. Course projects, assignments, tests and/or exams improved my understanding of the course material.</td>
<td>Scale for Questions 1-5: Not at all &gt;&gt; Somewhat &gt;&gt; Moderately &gt;&gt; Mostly &gt;&gt; A great deal</td>
</tr>
<tr>
<td></td>
<td>5. Course projects, assignments, tests and/or exams provided opportunity for me to demonstrate an understanding of the course material.</td>
<td></td>
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<tr>
<td></td>
<td>6. Overall, the quality of my learning experience in this course was: Poor &gt;&gt; Fair &gt;&gt; Good &gt;&gt; Very good &gt;&gt; Excellent</td>
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<tr>
<td></td>
<td>7. Please comment on the overall quality of instruction in this course.</td>
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<tr>
<td></td>
<td>(Open-ended)</td>
<td></td>
</tr>
</tbody>
</table>
8. Please comment on any assistance that was available to support your learning in the course. (Open-ended)

<table>
<thead>
<tr>
<th>Divisional – Faculty of Information questions (5)</th>
<th>1. The course instructor encouraged students to think about the subject matter from multiple perspectives.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. The course instructor encouraged me to explore alternative approaches when problem-solving.</td>
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<td></td>
<td>3. The course drew attention to ethical and social issues related to the field of study.</td>
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<td></td>
<td>4. The course instructor encouraged students to reflect critically on the course material.</td>
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<td></td>
<td>5. The course instructor explained how course topics contributed to an overall understanding of the field.</td>
</tr>
<tr>
<td>Program (up to 4)</td>
<td>TBD</td>
</tr>
<tr>
<td>To appear on all forms</td>
<td>These questions are being held for future Faculty of Information priorities.</td>
</tr>
<tr>
<td>Instructor (up to 3)</td>
<td>To be selected by the instructor</td>
</tr>
<tr>
<td>Questions chosen from the question bank or in consultation with CTSI.</td>
<td></td>
</tr>
</tbody>
</table>

### 3. Reporting

Reports of the results of course evaluations will be available to various audiences, following the Provostial *Guidelines on the Evaluation of Courses*, which outline institutional requirements relating to the access of course evaluation data. Available reports include:

#### 3.a. Summative Report

**Purpose and Recipients**

- Intended to be used for summative evaluation in support of assessment of an instructor’s teaching for PTR, tenure and promotion, awards, etc.
• **Note:** Student evaluation of teaching forms just one component of a thorough assessment of an instructor.
• Available to the instructor, as well as to the Dean.

*Included Information* (each course reported on separately)

- Quantitative and qualitative data from institutional, divisional, and (where applicable) program questions
- For each question, the following data will be provided:
  - Question text
  - Response set
  - Course enrolment
  - Number of responses
  - For quantitative questions only\(^4\):
    - Frequency (the distribution of responses will be displayed as chart)
    - Mean
    - Median
    - Mode
    - Standard deviation
- A composite score will be provided for core institutional questions 1-5
  - The composite provides an average response for each question and reflects the extent to which each of the institutional priorities was part of a student’s learning experience in his/her course. The composite takes into account multiple factors relating to this experience and provides a comprehensive assessment of that experience.
- The following comparative data for quantitative questions will also be provided (when available):
  - From the division (for institutional and divisional questions):
    - Divisional mean for all Masters-level graduate courses, as relevant
    - Divisional mean for courses of similar size
    - Standard deviations for divisional means
  - From the institution (for institutional questions):
    - Institutional mean (graduate)
    - Standard deviation for institutional mean
- Additional comparative data reporting can be requested by the Dean’s office from CTSI.

**Note:** Data from instructor-selected questions will appear only on the formative report.

**Note:** For courses with response rates less than 5, qualitative data and only response distributions for each of the quantitative questions will be provided.

\(^4\) Frequency includes number of responses received for each question; Mean provides an average; Median reflects the point at which half responses fall above, and half below; Mode represents the most frequently occurring response.
3.b. Formative Report

Purpose and Recipients

- Intended to be used for formative purposes – i.e., to inform an instructor in improvement of their teaching and course development.
- Available only to the instructor.
- Instructors may share this data with administrators for purposes of professional development, if they choose. It may not be shared with administrators or committees for promotion, tenure, 3rd year reviews or PTR/Merit.

Included Information (each course reported on separately)

- All the information from the summative report, plus:
  - Data from any and all instructor-selected questions, including:
    - Question text
    - Response set
    - Course enrolment
    - Number of responses
    - For quantitative questions only:
      - Frequency (displayed as chart)
      - Mean
      - Median
      - Mode
      - Standard deviation

4. Reports Available Upon Request

Additional customizable reports can be generated upon request from CTSI. Instructors may request customizable individual reports. Any summary or customizable reports requested by Program Directors or Administrators in the Faculty of Information should be made through the Dean’s office.

4.a. Student’s Report

Purpose and Recipients

- Intended to provide information to students helpful in course planning and selection.
- Provided to students (anyone with access to the Portal with a UTorID) through the Course Evals area in the Portal.

Included Information (each course reported on separately)

- Quantitative data from all institutional and divisional questions.
  - A composite score will be provided for core institutional questions 1 -5, and quantitative divisional questions.
  - Frequency of responses (displayed as a chart) will be provided for quantitative institutional and divisional questions.

Note: Instructors may opt out of having the information made available for each course offering they teach. Instructors will be asked to indicate their interest in doing so at the time
that they select their course-specific questions. This must be specified separately for each course, each time it is taught.

4.b. Program Report (sample)

*Purpose and Recipients*
- Intended to provide information to academic programs helpful in curriculum design, planning, and assessment.
- Aggregate information available to academic program directors by request to the Dean of the Faculty of Information.

*Included Information*
- Aggregated report for courses in a program, **plus:**
- Academic programs may request customized reports reflecting aggregate data from institutional, divisional, or academic programs questions.

4.c. Dean’s Report (sample)

*Purpose and Recipients*
- Intended to provide information to the Dean’s office helpful in assessing teaching and curriculum across the Faculty.
- Available to dean and designates.

*Included Information* (each course reported on separately)
- Summative report for each course and instructor, **plus:**
- The Dean’s office may request customized reports reflecting aggregate or individual instructor data from institutional, divisional, or academic unit questions.

5. Reviewing Guidelines and Procedures

The Programs Committee will review all policies, guidelines and procedures once annually to maintain and communicate best practices. It is expected that this review will occur with input from the Faculty of Information community.

Changes require approval of Faculty Council.
## 2019/2020 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. Meeting Minutes contain record of approvals.

**Last Updated:** November 21, 2019

- November 21: moved “Proposal for the Closure of an Existing Program: ICCIT - BA specialization in IDM” to Faculty Council Feb 6
- November 20: added “Approval of INF3XXXH Interaction Design” to Dec 5
- November 15: moved INF2301 and INF314 to Nov 14; added “Approval for deactivation of courses” to Dec 5; added annual/cyclical tasks to Summer
- November 12: moved “Review change implementation process for graduate minor mods” to Nov 14; INF2301, INF314, Interaction Design, Big Data and the City, Global Scholars initiative to Dec 5; added INF3XXXH Interaction Design to Nov 14
- October 30: removed “guidelines for PhD student taking master-level courses”; moved INF314H, INF313H, interaction design, big data and the City to Nov 14;
- October 23: moved INF2210 to Nov 14.
- October 15: added “Designing UX for mixed realities” to Nov 14
- October 11: moved “Policy and guidelines for PhD students taking master-level courses” to Oct 31.
- October 10: added review of SGS change implementation process
- October 4: added HBA-MI closure to Faculty Council Oct 10; moved Guidelines for student evaluations of teaching, minor mods (Munteanu, Coleman) to October 31; moved Global Scholars to Nov 14; added NDA for course instructors to Dec 5; added closure of BA - IDM program to Nov 14
- September 30: added guidelines for PhD students taking master-level courses to Dec 5; added “BI policy and procedures for curriculum” and MI / MMSt thesis changes (new category “with distinction”) to April 30
- September 27: added course proposal “R for Data Science” and moved student evaluation guidelines to Oct 3;
- September 12: deleted Material Culture minor mod; added: BI course proposals; moved: course review by program directors, human values course

<table>
<thead>
<tr>
<th>Date</th>
<th>Planned Tasks</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>July - August</td>
<td>1. <strong>E-vote, Approve Minor modification new course proposal: Special Topics in Information Studies: Data Analysis of Social Networks (Abul-Fottouh)</strong>&lt;br&gt;2. <strong>E-vote, Approve Minor modification new course proposal: Special Topics in Information Studies: Business Process Management and Mining (Senderovich)</strong></td>
<td>Confidentiality letter for all committee members</td>
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<tr>
<td>Oct 3</td>
<td>1. <strong>Minor modification new course proposal: Social Scientific Methods (Boase)</strong>&lt;br&gt;2. <strong>Minor modification new course proposal: INF312H World becomes data (Abul-Fottouh)</strong>&lt;br&gt;3. <strong>Minor modification new course proposal: INF401H Practicum prep (Suurtamm)</strong></td>
<td>-remind faculty: minor mods for new spring/summer</td>
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<td>Faculty Council</td>
<td>October 10</td>
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<tr>
<td>4. Minor modification new course proposal – Special Topics in Information Studies: R for Data Science (Abul-Fottouh)</td>
<td>course should be submitted by?</td>
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<td><strong>Oct 31</strong></td>
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<tr>
<td>1. Guidelines &amp; Procedures for the Student Evaluation of Teaching in Courses</td>
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<td>2. Workplace Integrated learning Placement Pilot Proposal for Student Evaluation of Teaching (Colin Furness)</td>
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<td>3. Minor modification new course proposal: INF353H Designing interactive systems (Tang)</td>
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<tr>
<td>4. Closure of an Existing Program: ICCIT – BA specialization in IDM</td>
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<tr>
<td>5. Proposal for the Closure of an Existing Program: Combined Degree Program – ICCIT Honours BA and Master of Information</td>
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<td><strong>Nov 14</strong></td>
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<td>1. Review of courses that have not been offered in 5+ years</td>
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<td>2. Possible changes to committee planning and operations guide in light of changes to the implementation process for graduate minor mods</td>
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<td>3. Minor modification new course proposal: INF2210 Human Values in Data Science (Shade)</td>
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<tr>
<td>4. Minor modification new course proposal: Special Topics – INF3XXXH Interaction Design (Munteanu)</td>
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<td>6. Minor modification new course proposal: INF314H Information, memory and culture (Ross)</td>
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<td><strong>Faculty Council</strong></td>
<td>November 28</td>
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<tr>
<td>1. Proposal for the Closure of an Existing Program: CDP - ICCIT Honours BA and Master of Information</td>
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<td>2. Guidelines &amp; Procedures for the Student Evaluation of Teaching in Courses</td>
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<td><strong>Dec 5</strong></td>
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<tr>
<td>1. NDA for course instructors</td>
<td>-new courses for spring / summer?</td>
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<tr>
<td>2. Minor modification: MMSt Program Learning Outcomes</td>
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<td>3. Global Scholars initiative (Caidi/Rose)</td>
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<td>4. Minor modification new course proposal: INF313H Computational Reasoning (Ryan)</td>
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<td>5. Minor modification new course proposal: Big Data and the City (Coleman)</td>
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<td>6. Approval of deactivation of courses not offered in 5+ years</td>
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<tr>
<td>7. Approval of Minor modification new course proposal: Special Topics – INF3XXXH Interaction Design (Munteanu)</td>
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<td>Date</td>
<td>Event</td>
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<tr>
<td>Jan 9</td>
<td>1. Minor modification new course proposal: INF402H Practicum</td>
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<td>-remind faculty: minor mods for new courses 2020-2021 should be submitted by Feb / Mar</td>
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<td>Jan 23</td>
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<td>Feb 6</td>
<td>Faculty Council</td>
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<td></td>
<td>1. Proposal for the Closure of an Existing Program: ICCIT - BA specialization in IDM</td>
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<td>Feb 13</td>
<td>1. MI program level outcomes</td>
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<td>Feb 27</td>
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<td>Mar 12</td>
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<td>March 19</td>
<td>Faculty Council</td>
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<td></td>
<td>1. BI policy and procedures for curriculum</td>
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<td>2. Possible MI / MMSt thesis changes (new category “with distinction”)</td>
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<td>Apr 30</td>
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<td>May 14</td>
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<td>Faculty Council (if needed)</td>
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<tr>
<td>Summer</td>
<td>1. Review annual/cyclical tasks for the next year and add to plan if needed:</td>
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<td></td>
<td>-update operational guide</td>
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<td>-guidelines for student evaluations of teaching</td>
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<td></td>
<td>-deactivation of courses (every 5 years? Next cycle: 2024)</td>
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<td>-special topics courses transitioning to regular courses (every 3 years?)</td>
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</tbody>
</table>
Master's Recruiting and Admissions Committee
Report to Faculty Council
Chair: Jenna Hartel, Nadia Caidi, Nalini Singh, Karen Suurtamm, Deena Abulfottouh, Siobhan Stevenson, Stephanie Rose, Shiva Vaghei, Sherry Dang, Nocholas Lindsay-Lewis, Michelle Wright

Fall 2019 Graduate Fairs: Promoted FOI at 23 outreach events, connected with over 900 prospective applicants. The busiest fairs were at: UTM, UTSC, Laurier, Waterloo, Western and McGill.

Follow up visits will be conducted at our main ‘feeder’ schools from January – March. This will be mostly to connect with applicants who have already applied for conversion purposes. Return visits to UTM and UTSC were scheduled for January 2020. Depending on the numbers a trip to west coast may also be planned. Joanna Wreakes, our work/study student will be visiting Edmonton in December and will take some brochures to University of Alberta.

Information Days:

- A total number of 232 attended the first information day on Oct 26 and 14 students joined us virtually. The number is up from 205 in October 2018.
- This year we also collected background information about our visitors. We had 13 visitors from USA (10 from state of New York) who came specifically for our event. The majority of our Canadian students came from UofT, Ryerson, York and Laurier universities.
- The event went smooth and organized and the feedback from students show that they enjoyed having the opportunity to meet with faculty from different concentrations during the fair. Format and timing seemed to work out well.
- The next Information Days are scheduled on Nov 23, Jan 11 and Feb 29 (students only). PhD Info night is scheduled on Nov 14. The events are promoted through different channels.
- PhD info night took place on November 14 and 32 students attended the session in person and 12 students joined us virtually.

Other activities 2019-20:

- Weekly tours started in October and we have met with 21 prospects so far.
- Bi-weekly program and admissions webinars are scheduled and the first one was given on November 19 when 8 students joined us. There were students from BC, Alberta, Ontario, Jamaica and US. The time of the webinars will vary (the first one was from 7 to 8 pm) to accommodate busy schedules and time differences.
- We will be attending the SGS Info Nights on Nov 21 and Dec 03 to promote our Master/PhD programs.
- Posters for upcoming information days are now displayed on UofT and Ryerson campus.
- Second visits to UTSC and UTM are scheduled for January 2020 and based on the numbers additional return visits to other universities will also be scheduled.
- Conversion activities will be planned for March/April. My proposal is to offer sample lectures for different concentrations as well as a reception event for our admitted students.
KMDI Report Nov 20 2019

KMDI - Semaphore Team

- Michael Andreae (MI Student) has been hired as the new Programming and Research Development Research Assistant, working specifically on the new VR studio/Makerspace collaboration with the Inforum.
- Adrian Patterson (MI Student) has been hired as the Accessibility Arcade RA to assist with new research and community outreach activities relating with the KMDI-Semaphore Accessibility Arcade.
- Adrian Wong (MI Student) has been hired as the new Focus in Balance Research Assistant, providing support for a cross-sector collaboration on the introduction of reality-enhancing technologies into children’s lives.
- Lee Wilkins (PhD Student) has shifted in the role of co-lead researcher on the Crafting Printers project, a study of artists and crafters as they embark on a reshaping of maker technologies for new aims and configurations.

Research

- **UN Study: Children’s Rights in the Digital Age** Global collaboration providing the children’s consultation for an upcoming UN General Comment on children’s rights in the digital environment is continuing into January. Preliminary findings are expected soon.
- **Crafting Printers (Fall 2019):** Student-led initiative aimed at troubling and confronting gender scripts in maker technologies. Recruitment of participants is currently underway.
- **Focus on Balance (Fall 2019/Winter 2020):** investigating models and frameworks for conceptualizing and prioritizing “balance” in products and programs for kids that seek to incorporate VR/MR/AR. Literature review and interview script currently underway.
- **KMDI-Semaphore Pilot Study & Proposal Development Faculty Grant,** Drs. T.L. Cowan and David Nieborg, have completed their pilot projects, and will be providing us with a preliminary “report” of findings, to be shared on the KMDI website.
- The KMDI provided support for the preparation and release of the Kids DIY Media Partnership’s **Best Practices for Designing Connected, Digital DIY Media Platforms for Kids Report.** The report presents key findings and implications of a 6-year study co-led by Prof. Grimes into children’s digital media making and sharing practices, written in accessible language, and formatted to provide practical guidelines for designers and developers involved in building media-making platforms used by children under the age of 13. The report is being shared and presented at industry venues.

Past Events (Fall 2019)

- A KMD-CS Meet ‘n Greet for KMD-CS students was held Sep 19, 12:30 - 2pm [10 students attended, along with the Director of the Collaborative Specialization and KMDI Staff]
- Game Researcher Social, Sep 26, 2-4pm for faculty, students and staff involved in digital game research at the University of Toronto, Tri-Campus. 12 Researchers attended
KMDI Semaphore Speaker Series
- **CHOASMOSIS mAchines**, at the Helen Gardiner Phelan Playhouse, Sep 28, 7-11pm, hosted by the Centre of Drama, Theatre, & Performance Studies, KMDI cosponsored
- Surya Mattu, “Data Driven Society”, October 30, 4-6pm, Myhal Centre (UTM), hosted by School of Cities, KMDI cosponsored
- Surya Mattu, “Machine Bias”, October 31, 11-1pm, hosted by ICCIT (UTM), KMDI consponsored

Past Makerspace and Inforum Collaborative iSkills Series
- Sep 15, 20, 21, 26, 28, Oct 4 – 3D Printing
- Sep 26, Oct 3 – Intro to Arduino
- Sep 28, Oct 27 – Raspberry Pi
- Sep 29 – Alternative Controllers
- Oct 15 – Photoshop, Illustrator, Biz Cards
- Also, weekly Makerspace drop in hours – Tue, 9 – 1pm, Wed, 1-4pm

Upcoming Networking Events
- Two networking events: *The KMDI-Semaphore Holiday Party* - December 13, 2019, *KMDI-Semaphore Spring Luncheon* will be held in late spring 2020. 100 people including students, faculty, external partners and staff are expected to attend the KMDI-Semaphore Holiday party.
- KMDI-Semaphore Lab Social, TBD
- Jan 24, 5-6pm, Reception for the “Agents for Change | Facing the Anthropocene: Two projects - Three creators” panel, a discussion moderated by KMDI Member Nina Czegedy.

Upcoming KMD-CS Speaker Series
- Dec 5, 7-8:30pm, “Communism or Neofeudalism?” public lecture by Prof. Jodi Dean, Professor of Political Science at Hobart and William Smith Colleges, Inaugural Franklin Lecture, collaboration between the KMDI, McLuhan Centre for Culture and Technology, Innis College, Centre for the Study of the United States, and OISE – cosponsored.
- Dec. 6, 2-4pm, “Bodies. Deep Learning. - AI and A/I,” talk by Prof. Antje Budde, Creative research Director, Digital Dramaturgy Labsquared and Prof. David Rokeby, Director of the BMO Lab for Creative Research in the Arts, Performance, Emerging Technologies and AI, collaboration between the KMDI and the CDTPS Colloquia series, at the Robert Gill Theatre Lobby (214 College Street), cosponsored with Drama
- Jan 24, 3-4:45pm, “Agents for Change | Facing the Anthropocene: Two projects - Three creators,” panel featuring artists and curators of the upcoming Agents for Change | Facing the Anthropocene exhibit at The Museum (Kitchener): Prof. Kirstine Diekman, creator of "Behold the Tilapia," Prof. Caroline McCaw with Vicki Smith (New Zealand), creators of "Sounding," and curators Nina Czegledy and Prof. Jane Tingley. The discussion will focus on the relationship between art and climate change, specifically from the perspective and work of women media artists. The discussion is moderated by Nina Czegledy.
- Nina Czegedly, Feb-Mar 2020, TBA.
Makerspace and Inforum Collaborative iSkills Series
• The VR/Makerspace will be moving to room 417 December 6. A sneak peak of the new VR/Makerspace will be shown at the KMDI-Semaphore Holiday Party Dec 13 with demonstrations of the Accessibility Arcade, 3D printers and more!
• iSkills workshops in the Winter 2020 will continue with the ongoing partnership between KMDI and the Inforum

Meetings and Other Activities
• The next KMDI Executive Committee meeting will be held Dec 6, 12:00-1:30pm.
• Research Equipment Lending Library will be moving to the Inforum. Equipment will be accessible to KMD-CS students and the Semaphore community. Stay tuned for details.
Master of Information Student Council (MISC)

Report to Faculty Council - November 28, 2019
Prepared by: Patty Facy, President

Recent Events

- Our Social Committee hosted 4 recent events in the last month: an MI Fall Social (Oct 15); an #elxn43 watch party (Oct 21); a night at the ROM Friday Night Live with MUSSA (Oct 25); and a Halloween pub night (Oct 31). Upcoming events include MI Trivia Night 2.0 at Brewhaha, with prizes sponsored by the Tech Fund (Nov 28); and an end of term breakfast in the 7th floor student lounge (Dec 5).

- Our new Accessibility Interests Working Group just hosted their first series of events: “Unwrap Accessibility,” a 4-part lunchtime brown bag series. Topics/dates included:
  - Nov 12: The AODA and what it means for higher education
  - Nov 15: Students for Barrier Free Access workshop on accessible event planning
  - Nov 19: Perspective from a Professional
  - Nov 22: Intersectionality, Phenomenology and Disability

- The Diversity Working Group hosted 2 events: a BIPOC Social (Oct 16), and their first Reading Group session (Nov 14)

- The Part Time Students’ Working Group hosted their first part-time student social (Nov 7)

- MISC partnered with Librarians Without Borders to host a holiday bake sale and charity raffle, with all proceeds going to the The AbleGamers Foundation. Thank you to the faculty and staff who volunteered their time and baked goods, and to the Tech Fund for providing us with great raffle prizes.

Recent Projects

- Future of the Inforum student feedback survey
  Our Survey Committee ran a successful survey asking for student input on the future of the Inforum. Our intention was to generate a thorough report with reliable feedback and insights from students regarding their needs from Inforum moving forward.

  97 students participated from MI, MMSt, PhD and BI programs. The report will initially be presented by MI reps at the Inforum Users’ Advisory Committee, with a plan to release it to the student body afterwards. 30 students also indicated an interest in participating in focus groups later on if need be. MISC looks forward to moving in a collaborative step forward with the iSchool to ensure that this next chapter of the Inforum benefits students and the iSchool community in a positive way.

  More information about the new Survey Committee and their upcoming projects is available on our website.
Ongoing Projects

▪ **The 7th floor student lounge upgrades**
  The MI/MMSt student lounge is overdue for an upgrade. MISC’s Survey Committee is soliciting feedback from students on how the lounge can be improved. In the new year we plan to remove and replace broken appliances and add new items based on student suggestions.

▪ **International Student Representation on MISC**
  We would like to create two international student representative positions (one first year, one upper year) on our council by the end of the 2019-2020 year. These students would represent the growing population of international MI students at the iSchool.

▪ **Yoga at the Inforum**
  MI student Chelsea Humphries has been leading free 30-minute bi-weekly yoga sessions in the Inforum for iSchool students. The sessions are designed so that regular clothes can be worn and no experience is necessary. Chelsea has received positive feedback from the students who have attended, and we intend to keep this going for the winter semester.

Upcoming Events/Initiatives

▪ **Professional Development Committee**
  - Planning for the annual Employer Showcase is underway. A date is tentatively set for Feb 27, 2019, 4:00-6:00 PM in the Inforum (location to be confirmed). Thank you to Julie Mikaelyan for your partnership and to the Faculty of Information for pledging $1000 to go towards this event.
  - Bi-weekly/monthly peer-led review clinics for resumes, cover letters, portfolios and mock interviews will be starting in the new year.

▪ **We’re planning to host a Town Hall/AGM in February of next year. We would love to have a student services piece in this meeting with key program stats and other helpful updates for students.**

▪ **A tentative date has been set for Thursday, Apr 16, 2019 for our end of year formal.**