COUNCIL
2019-2020 Session – 3rd Regular Meeting

Thursday February 6, 2020 | 4:00pm-6:00pm | Room 728, Claude Bissell Building

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
   - Updates on the Faculty’s commitment to the call for action of the Truth and Reconciliation Commission (appended at Faculty Council, February 6, 2020)

6) Dean’s Report

7) Reports from Council Committees
   a) Executive Committee
      - Notice of Motion: Proposed bylaw change re: PRAC membership (attached)
   b) Standing Committees
      - Awards Committee (attached)
      - Committee on Standing (attached)
      - Programs Committee (attached)
        - Proposal for the Closure of an Existing Program – ICCIT & Faculty of Information Interactive Digital Media Program, specialist option (attached)

      - 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 (appended February 12, 2020)
   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
   c) Communications Officer’s Report
   d) Development and Advancement Initiatives
   e) Inforum

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

11) FIAA Report

12) Other Business

13) Question period

14) Announcements

15) Adjournment
COUNCIL

2019-2020 Session – 2nd Regular Meeting

Thursday November 28, 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. Nadia Caidi, Prof. Costis Dallas, Prof. Fiorella Foscarini, Prof. Alan Galey, Prof. Sara Grimes, Prof. Jenna Hartel, Prof. Lynne Howarth (Chair), Prof. Cara Krmpotich, Prof. Kelly Lyons, Prof. Heather MacNeil, Prof. Matt Ratto, Prof. Dan Ryan, Prof. Arik Senderovich, Prof. Leslie Shade, Prof. Olivier St-Cyr, Prof. Tony Tang
Other Academic Appointment: Prof. David Nieborg
Librarians: Victoria Owen, Nalini Singh
Administrative Staff: Christine Chan
Senior Administrative Officers: Ann Brocklehurst, Chris Scammell
Directors – Affiliated Units:
Doctoral Students:
MI Students: Patty Facy, Katy Czajkowski, Eric Hanson, Kaitlin Simpson, Lily Clarke, Wing Lam Tse
MMSt Students: Emma Puddicombe, Natalie Heaton
BI Students: Komal Dhillon, Nour Mokdad, Manaal Mirza
Alumni:
Non-Voting Members: Sherry Dang, Lindsay Jackowetz
Observers: Robyn Forman
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. Chun Wei Choo, Prof. Colin Furness, Prof. Seamus Ross, Prof. Karen Suurtamm, Kathleen Scheaffer, Anna Pralat, Stephanie Rose
ON LEAVE: Prof. Christoph Becker, Prof. Matthew Brower, Prof. Juris Dilevko, Prof. Patrick Keilty, Prof. Eric Yu
ABSENT: Prof. Agnieszka Chalas, Prof. Rhonda McEwen, Prof. Irina Mihalache, Prof. Velian Pandeliev, Prof. Aviv Shachak, Prof. Sarah Sharma, Prof. Brian Cantwell Smith, Prof. Siobhan Stevenson, Prof. Jia Xue, Prof. Jasmine Rault, Prof. Beth Coleman, Daisy Dowdall, Prof. Dimitrios Hatzinakos, Prof. Michelle Murphy, Alex Ross, Nicholas Lindsay-Lewis, Jillie Reimer, Victoria Yang, Emma Findlay-White

1) Call to order and acceptance of the Agenda, 4:10

2) Acknowledgement of traditional land by Nour Mokdad

3) Approval of the Minutes of October 10, 2019 (attached)

The minutes were accepted as recorded.

4) Business arising from the Minutes

Prof. Lyons reported that there were no updates on the action item for Programs Committee regarding the process for doctoral students taking master’s courses.
5) Communications Received
None received.

6) Reports from Council Committees
   a) Executive Committee
      No report.
   b) Standing Committees
      • Awards Committee (attached)
        Prof. Shade provided overview of attached report; expressed thanks to S. Rose and S. Dang for making the experience positive for the other members.

      • Undergraduate Committee on Standing
        Prof. Lyons reported that the Committee has not met yet and will meet January 10, 2020 and a report will be available at the next Council meeting.

      • Programs Committee (attached)
        Prof. Lyons provided overview of submitted report and on piloting of new course evaluation for work-integrated learning courses and placements.
        - Proposal for the Closure of an Existing Program: CDP - ICCIT Honours BA and Master of Information
          Prof. Lyons provided overview of the proposal: very few students chose this path, programs closed to admissions and is now subject to formally ending.
          MOTION to approve the Proposal for the Closure of an Existing Program: CDP - ICCIT Honours BA and Master of Information moved by Prof. Lyons and seconded by Prof. Galey. All were in favour. Motion passed.

        - Guidelines & Procedures for the Student Evaluation of Teaching in Courses
          Prof. Lyons provided overview of changes. Discussion included: problematic ranked calculation; interpretation instruments; adding open-ended questions.
          MOTION to approve updated Guidelines & Procedures for the Student Evaluation of Teaching in Courses moved by Prof. Krmpotich and seconded by Prof. Foscarini. Motion passed.
          ACTION: Prof. Ryan to re-send previous feedback to Prof. Duff. Prof. Lyons will investigate process for adding a question for the 2020-2021 academic year.

   • Recruitment and Admissions
      • Bachelor’s Recruitment and Admissions Committee (B-RAC)
        Prof. Ratto and L. Jackowetz provided overview of admissions activities and process so far.

      • Master’s Recruitment and Admissions Committee (M-RAC) (attached)
        Prof. Hartel provided overview of submitted report; recognized the active participation of current students.

      • Doctoral Recruitment and Admissions Committee (P-RAC) (none received)

7) Dean’s Report
Prof. Duff reported: no news on the decanal search; hiring updates for joint appointments with Statistics and UTSC; upcoming searches for positions in data science, AI and UXD. Prof. Howarth expressed sincere thanks to Prof. Duff on behalf of the Faculty.
8) **Reports from Institutes**
   a) McLuhan Centre for Culture and Technology (none received)
      Prof. Duff reported that the last Monday night seminar of the year will be December 2.
   b) Digital Curation Institute
      Prof. Dallas announced upcoming events and broadcasting links can be found on the DCI website.
   c) Identity, Privacy and Security Institute (none received)
   d) Knowledge Media Design Institute (attached)
      Prof. Grimes provided highlights from submitted report: upcoming events, Makerspace move to room 417.
   e) Technoscience Research Unit (none received)

9) **Other reports**
   a) Alumni Relations & FIAA (none received)
   b) Careers Officer’s Report (none received)
   c) Communications Officer’s Report
      A. Brocklehurst reported: annual magazine focused on MMSt 50th anniversary; enhancing presence on social media; upcoming overhaul of website.
   d) Development and Advancement Initiatives
      Prof. Duff reported recent donation to undergraduate scholarship and upcoming campaigns.
   e) Inforum (hardcopies provided on Nov 28)
      N. Singh provided highlights from distributed report included proposal to add iSkills to Programs Committee agenda. Discussion included: Librarian member on Programs Committee; mechanism to add workshops throughout the year.
      ACTIONS: K. Scheaffer will present proposal at next Programs Committee meeting. Prof. Howarth to bring Programs Committee membership for approval to the Executive Committee.

10) **Student Reports**
    a) Undergraduate Students - K. Dhillon reported recent council elections, creation of constitution, and upcoming events.
    b) MISC (attached) - P. Facy provided overview of submitted report: recent events, projects and future activities.
    c) MUSSA - E. Puddicombe and N. Heaton reported on recent Ottawa and Textile Museum visits, upcoming tours and social events.
    d) DSA (none received)

11) **Other Business**
    None.

12) **Question period**
    Discussion included: Inforum Advisory Committee, undergraduate awards, embedded counsellor

13) **Announcements**
    R. Forman announced the IM Conference and Hackathon taking place April 2020

14) **Adjournment**, 5:18 pm
Executive Committee – Notice of Motion

- Motion to be considered:
The Executive Committee recommends the following amendment to the Faculty of Information Bylaws of Council concerning the membership of the PhD Recruitment and Admissions Committee:

Faculty of Information Bylaws of Council, Article 3, Section 7.1

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)–Up to six (6) 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)
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. 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
So far this semester the Awards Committee met one time in person to review and rank the following award, with other business conducted over email between the Chair of Council and Chair of Awards.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Agenda/Award Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 9, 2020</td>
<td>SSHRC CGS-M Awards, Review and Ranking</td>
</tr>
<tr>
<td>January 17, 2020</td>
<td>Nominations Submitted for UofT Student Leadership Awards</td>
</tr>
</tbody>
</table>

Respectfully Submitted by Leslie Shade, Chair, Awards Committee
Faculty of Information Undergraduate Committee on Standing Report
February 6, 2020

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

This report includes all items brought before the Undergraduate Committee on Standing since the last meeting of Faculty Council on November 28, 2019.

The Committee considered the following (January 10, 2020):
  • Approved 4 first coursework extensions

The next meeting of the Undergraduate Committee on Standing will be May 7, 2020.
Faculty of Information Programs Committee Report – February 6, 2020

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 November 28, 2019:

The Programs Committee approved the following and brings it to Faculty Council for approval:
1. Proposal for the Closure of an Existing Program: ICCIT - BA specialization in Interactive Digital Media

The Programs Committee approved the following and brings them to Faculty Council for information:
1. Updated Museum Studies (MMSt) Student Learning Outcomes
2. Adoption of University-wide guidelines: Non-Disclosure Agreements in the Classroom
3. Minor modification: deactivation of courses not offered in 5+ years
4. Minor modification new course proposal INF3XXXH Special Topics in Information: Interaction Design
5. Minor modification new course proposal: INF2303H Special Topics in Information Studies: Big Data in the City

The Programs Committee anticipates the following work at the February 13\textsuperscript{th} and 27\textsuperscript{th} meetings:
1. MI program learning outcomes
2. Minor modification new course proposal: INF402H Practicum
3. Minor modification new course proposal: INF313H Computational Reasoning

Also attached is the current draft of the 2019-2020 Programs Committee Plan for information of Faculty Council.
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>Interactive Digital Media Program, specialist option (ERSPE2172)</th>
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</thead>
<tbody>
<tr>
<td>Department / Unit (if applicable):</td>
<td>Institute of Communication, Culture, Information and Technology (ICCIT)</td>
</tr>
</tbody>
</table>
| Faculty / Academic Division:       | University of Toronto Mississauga  
Faculty of Information |
| Faculty / Academic Division contact:| Amrita Daniere  
Vice-Principal Academic & Dean  
vpdean.utm@utoronto.ca  
Wendy Duff  
Dean, Faculty of Information  
wendy.duff@utoronto.ca |
| Department / Unit contact:         | Rhonda McEwen  
Director, ICCIT  
rhonda.mcewen@utoronto.ca |
| Effective date admissions to the program were administratively suspended: | January 11, 2017 |
| Effective date of full closure of program: | June 30, 2020 |
| Version Date:                      | November 28, 2019 |
1 Brief Summary

This is a proposal to close the Specialist Program in Interactive Digital Media (IDM) offered through the Institute of Communication, Culture, Information and Technology (ICCIT) at the University of Toronto Mississauga (UTM) and the Faculty of Information (FI). Introduced in 2011, this program was designed to capitalize on faculty expertise in the field from ICCIT and the Faculty of Information (FI) as both units contributed to the teaching of program-specific courses for the IDM Specialist. A combined degree program between the IDM Specialist and the Faculty of Information’s Master of Information degree program was then introduced in 2014 as part of a suite of three combined degree programs with FI in order to provide a streamlined pathway for students wishing to pursue both degrees. Though interest and enrolment in the IDM Specialist initially met expectations, student interest declined and the program struggled to attract an appropriate number of qualified students. Interest and enrolment in the combined degree program was even less with no applicants and no student enrolments in any year. As a result, the IDM Specialist was administratively suspended in January of 2017, with a notice posted in the 2017-2018 UTM Academic Calendar alerting students to the program’s status.

Since the program was introduced in 2011, the faculty complement in ICCIT has grown significantly (from 4 full-time faculty to 19) and the unit has introduced many new courses, programs, and opportunities, which expanded the academic scope of its offerings. These offerings have seen greater success and uptake by students than the IDM Specialist, helping ICCIT to know where to focus their academic developments. For example, they have recently introduced a certificate program focused on professional development and experience, with a required work-integrated learning component. Additionally, a new major program in Technology, Society, and Coding is being developed at UTM. As well, FI has developed a new Bachelor of Information (BI) degree that was launched in September 2019 and is now the focus of the Faculty’s undergraduate offerings.

Though the IDM Specialist offered a great academic experience to students, the growth of ICCIT and FI has placed each unit in an advantageous position to better serve their students and faculty through other pathways. A proposal to close the Combined Degree Program: UTM, Honours Bachelor of Arts, Specialist in Interactive Digital Media / Master of Information is also being brought forward as a major modification through a different proposal.

2 Rationale

Initially conceived to leverage the existing synergies between ICCIT and FI at the St. George campus, the IDM Specialist Program was introduced in September 2011. The intent of the program was to provide UTM students with exposure to faculty expertise from FI. This was a mutually beneficial arrangement as ICCIT was a newly established unit with only 4 full-time faculty and FI offered only graduate programming at the time. Since that time, there have been significant changes in both offering units: FI has introduced its own undergraduate degree, the Bachelor of Information (BI) and ICCIT presently consists of 19 full-time faculty from a diverse range of research areas, and so is better able to support its own undergraduate offerings.

When introduced, the IDM Specialist was able to attract sufficient student interest to achieve a class size of 18 students or more. In subsequent years, however, it became difficult to attract more than 10-15 qualified students and in the last year before administrative suspension, there were less than 8
student applicants to the program. Currently there is only one fourth-year student in the program. This inability to establish a critical mass of students in the program 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 a specialized program such as the IDM, it would take more than one student to realize this. The result of this is that this program has been unable to gain momentum and has struggled to find its place within ICCIT and at UTM.

3 Impact on other programs/units of the proposed closure

This proposal to close the IDM Specialist is a joint initiative between ICCIT at UTM and FI. Both units are in full support of the closure. Closure of this program will allow ICCIT and FI to continue to plan for new and offer existing programs that are current and appealing, addressing the needs of their students, and society more broadly.

The impact of this closure to FI will be minimal as the program has been administratively suspended since September 2017 and FI has not provided any teaching resources for the program since that date. Courses that were initially introduced to support the IDM Specialist exclusively have since been incorporated into the normal course offerings of ICCIT and are taught by ICCIT faculty. These courses will continue to be offered to students and support other programs offered by ICCIT. The combined HBA/ MI degree program in IDM is currently also administratively suspended with no students enrolled. This program is being concurrently proposed for closure under a separate major modification proposal.

4 Student Accommodation

Table 1: Undergraduate Student Enrolment in IDM Specialist (2019-2020)

<table>
<thead>
<tr>
<th>Year</th>
<th>Year one</th>
<th>Year two</th>
<th>Year three</th>
<th>Year four</th>
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<tbody>
<tr>
<td>Current enrolment</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
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</table>

In June of 2019, nine (9) students completed the IDM Specialist program and received their undergraduate degree. Currently, there is one (1) fourth-year student remaining in the IDM Specialist. This student is set to complete their program requirements this academic year and graduate in June 2020. As noted above, all courses for the IDM Specialist will continue to be offered by ICCIT so there should be no impedance to the student with respect to access to required program courses. ICCIT will continue to provide academic support and counselling to the student with respect to the IDM Specialist. There are no inactive students in the program; however, inactive students can always be accommodated as the courses for this program continue to be offered by ICCIT at UTM. The UTM Office of the Registrar has been aware of the administrative suspension of this program since January 2017 and is also aware of this proposal for closure.

Because all courses from the IDM Specialist will continue to be offered, the anticipated impact to future students will be negligible. Students will be encouraged to explore this field through the
available courses (CCT301H5 – Design for Online Cultures; CCT341H5 – Introduction to IT Consulting; CCT365H5 – Surveillance; CCT372H5 – Knowledge Media Design: Contexts and Practices; CCT374H5 – Critical Histories of Information Technologies; CCT376H5 – Introduction to Modelling Information; CCT381H5 – Virtual Media Audiences: Imagined and Actual; CCT382H5 – Digital Games and Learning; CCT385H5 – An Introduction to Media Environments; CCT371H5 Knowledge Representation and Reasoning; CCT480H5 – User Experience Analysis; and CCT481H5 – Augmented Places and Social Media Spaces) and ICCIT is developing new programs (such as a recently introduced Professional Experience Certificate in Digital Media, Communication, and Technology and a new Major Program in Technology, Coding and Society that is being developed) that are more relevant to current student interests.

One of the goals of the IDM was to provide students with access to graduate faculty in FI because ICCIT was a new unit at the time with only 4 full-time faculty. Since that time ICCIT’s faculty complement has grown to 19 full-time faculty with a wide range of expertise in communication, traditional media, digital media, and technological innovation. This increase in the number and diversity of ICCIT faculty allows students to pursue a far wider range of potential learning opportunities through the existing ICCIT courses and programs than were available in the IDM Specialist.

The current remaining student in the program is already aware of the administrative suspension of the program and ICCIT’s plans to bring forward this proposal for closure. As the student is on track to complete their requirements and graduate by June 2020, there will be no need for any accommodations; however, such options have been communicated to the student in the event that they are needed. After approval, ICCIT will contact the student directly to advise them of the new program status. Current ICCIT students have been made aware of the intention to close this program through communications with student organizations and e-mail announcements to the general student body from administration. If approved, an update on the program status will be provided through the same channels.

5 Faculty / Staff Accommodation

Faculty teaching and workload will not change as a result of these closures as this program has been administratively suspended since 2017 and FI no longer provides any teaching resources to the program. Many ICCIT faculty also hold cross-appointments and graduate appointments in the Faculty of Information and collaboration across these academic units continues. For example, many of these faculty were engaged, along with colleagues from UTSC, in the development of a new concentration in the PhD in Information concentration called Media, Technology and Culture.

At UTM, administrative resources will not change.

6 Governance Process

<table>
<thead>
<tr>
<th>Steps</th>
<th>Approving Body</th>
<th>Approval Date</th>
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<tbody>
<tr>
<td></td>
<td>U of T Faculty of Information Council</td>
<td>February 6, 2020</td>
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</table>

Proposal for the Closure of an Existing Program
| Development/consultation within Unit | Rhonda McEwen  
Director, ICCIT, UTM | October 2, 2019 |
|-------------------------------------|----------------------|----------------|
|                                     | Wendy Duff  
Dean, Faculty of Information | October 31, 2019 |
| Consultation with Dean’s Office  
(& VP, AP) | Heather Miller  
Vice-Dean, Teaching & Learning | October 2, 2019 |
|                                     | Programs Committee  
Faculty of Information | October 31, 2019 |
|                                     | VPAP consultation | November 28, 2019 |
| Divisional Governance Approval | UTM Academic Affairs Committee | January 14, 2020 |
|                                    | Faculty of Information Council | February 6, 2020 |
| Submission to Provost’s Office |                          |                |
| AP&P                               | February 24, 2020 |                |
| Ontario Quality Council – reported annually | | July 2020 |
| MTCU – reported annually | | |
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:** February 4, 2020

- February 4: added BI elective to March 12; moved INF402 to Feb 27.
- January 17: cancelled Jan 9 meeting; added INF402H and iSkills workshops to Jan 23.
- December 3: moved INF313 to Feb 27.
- 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

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<thead>
<tr>
<th>Date</th>
<th>Planned Tasks</th>
<th>Notes</th>
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<tbody>
<tr>
<td>July - August</td>
<td>1. E-vote Approve Minor modification new course proposal: Special Topics in Information Studies: Data Analysis of Social Networks (Abul Fottouh) 2. E-vote - Approve Minor modification new course proposal: Special Topics in Information Studies: Business Process Management and Mining (Senderovich)</td>
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<tr>
<td>Sep 12</td>
<td>1. Review committee operations guide</td>
<td>Confidentiality letter for all committee members</td>
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<td>2. Review Programs Committee plan for 2019/2020</td>
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<td>3. Minor modification title change: MSL2331 Exhibitions, Interpretation, Communication (Mihalache)</td>
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<td>4. Minor modification new course proposal: Privacy Studies (Shade)</td>
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<tr>
<td></td>
<td>5. Proposal for the Closure of an Existing Program: ICCIT Honours BA and Master of Information</td>
<td></td>
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</tbody>
</table>
| Oct 3 | 1. Minor modification new course proposal: Social Scientific Methods (Boase)  
2. Minor modification new course proposal: INF312H World becomes data (Abul Fottouh)  
3. Minor modification new course proposal: INF401H Practicum prep (Suurtamm)  
4. Minor modification new course proposal– Special Topics in Information Studies: R for Data Science (Abul Fottouh) | -remind faculty: minor mods for new spring/summer course should be submitted by ? |
| **Faculty Council** |  
| **October 10** | 1. Guidelines & Procedures for the Student Evaluation of Teaching in Courses  
2. Workplace Integrated learning Placement Pilot Proposal for Student Evaluation of Teaching (Colin Furness)  
3. Minor Modification new course proposal: INF353H Designing interactive systems (Tang)  
4. Closure of an Existing Program: ICCIT – BA specialization in IDM  
5. Proposal for the Closure of an Existing Program: Combined Degree Program – ICCIT Honours BA and Master of Information |  |
| Oct 31 | 1. Review of courses that have not been offered in 5+ years  
2. Possible changes to committee planning and operations guide in light of changes to the implementation process for graduate minor mods  
3. Minor modification new course proposal: INF2210 Human Values in Data Science (Shade)  
4. Minor modification new course proposal: Special Topics – INF3XXXH Interaction Design (Munteanu)  
6. Minor modification new course proposal: INF314H Information, memory and culture (Ross) |  |
| Nov 14 | 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 |  |
| **Faculty Council** | **November 28** | 1. NDA for course instructors  
2. Minor modification: MMSt Program Learning Outcomes  
3. Global Scholars initiative (Caidi/Rose)  
4. Minor modification new course proposal: Big Data and the City (Coleman)  
5. Approval of deactivation of courses not offered in 5+ years | -new courses for spring/summer?  
**February 6, 2020**  
Page 16 of 25
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
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<tbody>
<tr>
<td>Jan 9 CANCELLED</td>
<td>1. Approval of Minor modification new course proposal: Special Topics – INF3XXXH Interaction Design (Munteanu)</td>
</tr>
<tr>
<td>Jan 23</td>
<td>1. iSkills workshops</td>
</tr>
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<td></td>
<td>-remind faculty: minor mods for new courses 2020-2021 should be submitted by Feb / Mar</td>
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<tr>
<td>Faculty Council  February 6</td>
<td>1. Proposal for the Closure of an Existing Program: ICCIT - BA specialization in IDM</td>
</tr>
<tr>
<td>Feb 13</td>
<td>1. Updates on MI program learning outcomes review</td>
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</table>
| Feb 27     | 1. Minor modification new course proposal: INF402H Practicum  
|            | 2. Minor modification new course proposal: INF313H Computational Reasoning (Ryan)                                                                   |
| Mar 12     | 1. BI elective in the area of digital material culture                                                                                            |
| Faculty Council  March 19 | 1. Proposal for the Closure of an Existing Program: ICCIT - BA specialization in IDM                                                                   |
| Apr 30     | 1. BI policy and procedures for curriculum  
|            | 2. Possible MI / MMSt thesis changes (new category “with distinction”)                                                                             |
| May 14     | 1. Proposal for the Closure of an Existing Program: ICCIT - BA specialization in IDM                                                                   |
| Faculty Council  (if needed) | 1. Review annual/cyclical tasks for the next year and add to plan if needed:  
| Summer     | -update operational guide  
|            | -guidelines for student evaluations of teaching  
|            | -deactivation of courses (every 5 years? Next cycle: 2024)  
|            | -special topics courses transitioning to regular courses (every 3 years?)                                                                          |
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, Nicholas Lindsay-Lewis, Michelle Wright

University Visits:
Follow up visits are conducted at our main ‘feeder’ schools in January & February. We returned for a “table visit” at UTSC, Laurier, UWaterloo, York, Guelph and we will be visiting Ryerson, Brock, McMaster, and Carleton in the next two weeks. We will be planning for more university visits during the month of February.

Information Days:
- A total number of 467 attended our 3 MI information Days (excluding MMSt attendees).
- The last faculty-run info day was on Jan 11, 2020 and below is the summery feedback from students:
  - 80% learned from our Info Day through our website
  - 80% said the length of the session was just right and 20% said it was too short
  - 75% said the date and timing of the session was perfect for them.
  - 52% said they decided to apply after attending the session. 33% said they were already committed to apply and 14% said they will not apply.
- The Final Information Day is scheduled for Feb 29, 2020 and runs by staff and students only.

Other recruitment activities 2020:
- New HCDS, UXD, ISD posters were designed and are posted on university public boards. We also used them for Facebook & Instagram ads.
- Weekly tours started from last week and will run until April 01.
- Bi-weekly general program webinars are scheduled and they are very popular even among domestic students. We realize that students really appreciate it if faculty are also included in the webinars and talk about their specific concentrations. We invited Arik to talk about ISD+HCDS during the next webinar on Jan 29th and we already have a registration number of 45. We are hoping to plan the same thing with UXD, LIS, ARM liaisons too. Faculty are required to prepare a few slides and present about 10 minutes on their concentration. The timing can be flexible to accommodate their schedule, but it is usually between 12-1 pm or 7-8 pm. They can login from anywhere or they can sit with Shiva at DCR.
- Applicants at any stage will soon be contacted by our work study students to let them know if we are missing any documents or if they have any specific questions. This will be by phone or email.
- We met with ICCIT student council and we will be presenting to ICCIT UTM students about our MI program. The date will be in February.
Conversion activities March/April 2020:

- “Meet & Greet” is scheduled on April 04 2020. We will invite all offer-holders for an information session on next steps and to meet and greet with student and faculty. We would like to also invite Faculty this year to mix and mingle with students. My suggestion is to make it less formal and more like a reception event with food.
- In collaboration with MISC & MUSSA, I’m also working to plan a pub-night for prospective students to meet with current students.
- From mid-February, student volunteers will reach out to offer-holders from their concentration to make sure they don’t have any questions and to encourage them to accept their offer.
- We are working on a “welcome postcard” to be mailed to offer-holders.
KMDI Report Feb 2020

Research

- **Crafting Printers (Winter 2020):** Data collection is underway, and will continue until mid-February.
- **Focus on Balance (Winter 2020):** Nearing completion of literature review of theories, findings, and programs relating to children and reality-enhancing technologies.
- **New: AR Sandbox (Winter 2020):** Student-led initiative examining the use of AR Sandbox technology for accessible games/gaming. Sandbox is built, call for designers/projects coming soon.

KMDI - Semaphore Team

- Lee Wilkins, Halla Imam and David Quenneville have all been hired as RAs for the Crafting Printers project, a student-led research study of the overlaps and disconnects between maker and craft culture, and how to bridge them.
- Andrea Meier has been hired as an RA to help with the makerspace, with a specific focus on e-Textiles.
- KMDI-Semaphore is looking to hire a Data Visualization Graphic Designer in Spring 2020 to help with knowledge mobilization and knowledge translation relating to faculty research. Stay tuned for a call for applications in late Winter.

Past Events (Fall 2019)

- **The KMDI-Semaphore Holiday Party** - December 13, 2019, was held with 150 people, including students, faculty, external partners and staff, in attendance. The new makerspace in room 417 was showcased with demos of the accessibility arcade, 3D printers and bio-scanner.
- KMDI-Semaphore Lab Denizens Social was held Nov 21, 4 – 5:30pm. Approximately 25 researchers from Semaphore attended.
- The KMDI Makerspace was upgraded (moved) to room 417 to raise visibility, expand our programming, and deepen our collaboration with the Inforum/iSkills workshops.
- Launch of **The Franklin Lecture**, a new collaborative venture between the KMDI, Innis College’s Writing & Rhetoric Program, OISE Department of Social Justice Education, the McLuhan Centre for Culture and Technology, and the Centre for the Study of the United States. The Franklin Lecture will be held each year at Innis College’s Town Hall in honour of the enduring legacy of Ursula Franklin. The inaugural talk as given by Prof. Jodi Dean, and was held on Dec. 5, 7-8:30pm.
KMDI Semaphore 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, The Inaugural Franklin Lecture (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, Prof. Caroline McCaw with Vicki Smith (New Zealand), and curator Nina Czegledy. There were @ 80 attendees at this event.

Upcoming KMD-CS Speaker Series

- Nina Czegedly, Feb 27, 3 – 4:30pm, Vicissitudes of a Transdisciplinary Maverick
- March 19, 3-5pm Lecture and Book Launch for Prof. Brian Cantwell-Smith's The Promise of Artificial Intelligence: Reckoning and Judgment (2019, MIT Press). 5 – 6pm will be the KMDI-Semaphore reception and book signing. 100 attendees are expected.

Upcoming Networking Events

- Semaphore Lab Social – TBA in Feb or Mar
- Mar 19, 5 – 6pm, Brian Cantwell-Smith book signing and post-talk reception (co-hosted with the Faculty of Information)

Makerspace and Inforum Collaborative iSkills Series

- iSkills workshops in the Winter 2020 will continue with the ongoing partnership between KMDI and the Inforum. Most will be held in the new KMDI Makerspace:
  - Create Your First iOS App: January 28 (Gerstein Library MadLab).
  - Discover Arduinos: January 28.
  - A gentle dive into Git: The multi tool for saving, storing, publishing and sharing your work: February 1.
  - 3D Scanning, Yourself!: February 3.
- The Makerspace has also expanded its drop-in hours and programming, including a new sewing/textiles drop-in day, and an upcoming VR/game design for accessibility focused drop-in timeslot.
Other Activities/Sponsorship

- KMDI sponsored 4 meetings for Civic Tech Toronto in January for community outreach
Upcoming Talks/Workshops

February 13: iShare #1 Communication Strategies for Group Work
BL 728, 12:00-1:00pm
- iShare is a new series of peer-led health and wellness oriented workshops organized by MISC’s iStudents for Mental Health Committee. The Graduate Conflict Resolution Centre will facilitate this first session, with the aim of building helpful strategies to ensure positive and productive work.

February 28: Building Inclusive Library Spaces - a talk by UofT Access Librarian Harjinder Rana
BL 728, 12:00-1:00pm
- Organized by the MISC Accessibility Interests Working Group. Harjinder Rana, the Access Librarian for U of T will be giving a talk on building inclusive library spaces and programming. He will discuss alternative materials, physical spaces, reducing attitudinal barriers, and will provide details on the access resources that Robarts has to offer.

March 10: MI Alumni PechaKucha Night!
BL 728, 6:30-8:00pm
- MISC presents a fun PechaKucha night with recent alumni who will share their career journeys and reflections on transitioning from the life of a student to the life of an “information professional”. Featuring grads from each concentration.

March 12: Ryan Dowd Libraries & Homelessness Webinar
BL 520, 4:00-7:00pm
- Ryan Dowd, author of The Librarian’s Guide to Homelessness, will host a 3-hour iSkills workshop on how to work with the public, in particular people experiencing chronic homelessness, as an information professional. Organized by the iStudents for Mental Health Committee and Daisy Dowdall, co-sponsored between MISC and the Faculty of Information.

Upcoming Social/Networking Events

February 6 & 13: LinkedIn headshot sessions for MI students
Bissell Building, 12:00-1:00pm

February 13: Field trip to Tangled Art + Disability Gallery
401 Richmond Street West, 12:00pm
- Organized by the Accessibility Interests Working Group. Tangled Art is an art gallery building an inclusive arts and culture sector featuring disabled artists. We will get a tour of
the gallery from Sean Lee, the director of the gallery, and also get a talk about curating inclusive museum spaces!

February 20-21: MI Reading Week Retreat
Hart House Farm, Caledon ON

March 5: MISC’s AGM & MI Town Hall
BL 507, 4:15-5:45pm

March 10, 2020: the Annual MISC Employer Showcase
Inforum, 4:00-6:00pm
• MISC’s annual job & career fair with employers present for all concentrations. This year we aim to have 30 prospective employers present.

Project Updates

Convocation Awards & Diversity Awards
• We’ve raised feedback about the lack of diversity in existing student awards. Currently, concentration-specific awards exist only for ARM and LIS students and no other concentrations. We’ve asked that more awards be created to reflect all concentrations.
• Additionally, MISC’s Diversity Working Group (DWG) has raised concerns with the lack of awards available for BIPOC students at the iSchool, which reflects a larger issue of a lack of racial diversity within the GLAM professions. The DWG will be meeting with Student Services to share their concerns and suggest concrete improvements.

Accessibility in the Classroom Letter
• Using feedback from student surveys, MISC’s Accessibility Interests Group created a letter with suggestions on how to make courses at the iSchool more accessible for students. The letter has been sent to Stephanie Rose with the intent to circulate among staff & faculty.

The 7th floor student lounge upgrades
• MISC is using funding from both the Tech Fund and the Faculty of Information to revamp the student lounge. We are replacing broken appliances, adding new technology, and replacing old furniture to make the space a more comfortable place for students to socialize and gather between classes.

International Student Representation
• Patty met with Nadia Caidi and had a productive discussion about strategies for ensuring that international students’ needs are adequately addressed. MISC is going forward with the creation of two new international student representative positions (one first year, one upper year), which will take effect with the new council transition on May 1, 2020.
Dear Faculty Council,

Here are the activities of the DSA since the previous Faculty Council meeting.

**DSA Winter Social**

The DSA held its annual winter social at Harvest Kitchen on December 6, 2019. We had one of the best turnouts of iSchool PhDs and Faculty that we’ve had in a while. Everyone had a good time mingling and letting go of some of the stress of end of term. Look forward to our spring social which will be happening sometime at the end of March or beginning of April.

**Research Days**

The Research Days committee informed the DSA that Research Days will be going ahead this spring. The likely dates for the conference will be April 8-9. They also informed us that they are hoping to have Katie Shilton, Associate Professor of IS at the University of Maryland as they keynote speaker. The committee will be circulating a CFP which is open to iSchool PhDs as well as outside graduate students. Depending on timing the DSA social may intersect with Research Days or we may just have a Research Days specific social. Thank you to Dean Wendy Duff for approving funding for this new iteration of Research Days.

**5th year funding and financial security**

We would like to have the opportunity to have an objective, on the record discussion about 5th year funding. The DSA is concerned about the fact that there are significant funding gaps for students at the iSchool and we need a clearer picture of how to address these gaps. We argue that 5th year funding would be one avenue toward addressing the needs of students at the Faculty of Information. As outlined in the letter sent by the DSA executive last year, 21 other graduate units at the University of Toronto offer 5th year funding, and the average time to completion, according to the School of Graduate Studies is close to 6 years. When discussing 5th year funding, time to completion has been cited as the reason not to provide it. However, an argument could be made that guaranteeing funding in the 5th year could have the intended effect of lowering time to completion. We would like to make financial security for iSchool PhDs a priority area and have clearer communication with the Faculty of Information to make this the case.

Sincerely,

DSA Executive Committee
Report to Faculty Council on the Faculty of Information’s Commitment to the Findings and Call for Action of the Truth and Reconciliation Commission

Background:


On Thursday, February 6, 2020, we submit the following report on progress towards those commitments. Note that the Faculty of Information also submits an annual report on progress towards commitments to the University of Toronto.

The following points report on each of the six (6) Faculty of Information commitments:

1. Several required courses for Archives & Records Management Studies, Library and Information Studies, and Museum Studies have integrated content about Canada’s TRC, its Findings and Call to Action. Content includes readings, guest lectures, specific topics. Some example courses include: MSL 2331 Exhibitions, Interpretation, Communication; INF 2175 Managing Organizational Records; INF 2184 Appraisal for Records Retention and Archives Acquisition; INF 1322 Communities and Values; INF 2181 Information Policy, Regulation and Law; INF 1331 Archival Arrangement and Description.

2. New courses were developed:
   a. INF1005/1006 Workshop on Truth and Reconciliation Commissions, Museums and Archives
   b. INF2195H Special Topics in Information Studies: Libraries, Archives, Museums: Intersections and Tensions

   iSkills workshops have been offered on: Indigenous materials & perspectives in library collections and Immersive Indigenous history: KAIROS blanket exercise. We already had an existing course that continues: MSL2360H Museums and Indigenous Communities: Changing Relations, Changing Practice.

3. Since developing our Faculty’s Commitments, the University of Toronto Libraries have committed to, “ensuring that all materials regarding the TRC are easily accessible for all members of the University, and that its librarians are able to knowledgeably assist the community with research on the TRC and Indigenous issues more broadly.” (UofT TRC Steering Committee Final Report, January 2017). We will link to the UTL site from our website.

4. We do not have a colloquium series every year (currently we do not) but we have had the following events recently:
   a. In November 2017, the Bertha Bassam Lecture was delivered by: Camille Callison (B.A. Anthropology, M.L.I.S. First Nations Concentration) from the Tsesk iye (Crow) Clan of the
Tahltan Nation who is the Indigenous Services Librarian/Liaison Librarian for Anthropology, Native Studies & Social Work and a Member of the Indigenous Advisory Circle at the University of Manitoba.

b. In February 2018, Indigenous Elder, Lee Maracle (Stó:lō Nation) was here for “Decolonization Through Storytelling”, a conversation on the Calls to Action of the Truth & Reconciliation Commission and the work of decolonization at the University of Toronto. This event was organized by the 2017-2018 Truth & Reconciliation Student Working Group.

5. This fund exists and has supported a number of initiatives. To propose an initiative, please send a proposal and plan with expected budget to Anna Pralat anna.pralat@utoronto.ca.

6. Cultural awareness training: staff and faculty participated in a blanket exercise in January 2018; Students have an opportunity to participate in the iSkills workshop, Immersive Indigenous history: KAIROS blanket exercise.

We also have a partnership with the Great Lakes Research Alliance for the Study of Aboriginal Arts & Cultures (GRASAC) which was established in 2005. Prof. Krmpotich is a researcher in this program.

**Next steps:**

We would like to propose that Faculty Council form a Working Group of Council that will help us build on what has been done and transition to the next stage. The Chair of Faculty Council in consultation with the Executive Committee will establish terms of engagement for the Working Group, membership, and a date by which the Working Group will report to Council. If there are members of Council who would like to be part of this Working Group, please advise Carol Lee carolann.lee@utoronto.ca.
Publications/Research

- We have a book underway with Duke University Press based on our MNS series over the past few years. We are weeks away from submitting it to the press.

- *Many McLuhans or None at All* - a special issue of the Canadian Journal of Communication co-edited by me and featured several iSchool faculty was published in December 2019. The issue was based on our Many McLuhans symposium at Fisher Library last September.

- One of our working groups from last year on Digital Platforms has just published a special issue on social media and society based on a workshop they held at the McLuhan centre (editor David Nieborg)

- Our Digital Islamophobia working group has a forthcoming special issue on the Journal of Global Media Studies based on their symposium held at the Centre last March 2019.

- We have a small book in process between MOCA/PowerPlant/McLuhan as part of the Power Plant Book series. It will be based on the off-site MNS we are holding at MOCA on April 6.

Monday Night Seminars

- We’re continuing to draw large audiences this year. We now have an overflow room upstairs for nearly every seminar. This year our last one on April 6 will take place at MOCA.

Other Events/Collaborations

- LogOut 2 will take place on March 13, 2020 at the Faculty of Information.

- The newly established annual Franklin Lecture took place on December 6 with Jodi Dean. This is a collaboration with KMDI among others and included a university-wide grad seminar at the McLuhan Centre with Jodi Dean. The lecture is meant to honour Ursula Franklin's place within the Toronto School tradition.

- Our PhD fellows at the Centre have started another reading group and they also have a regular writing group.

- Call for new working groups for next year will go out in late March 2020.