



UNIVERSITY OF TORONTO  
FACULTY OF APPLIED SCIENCE & ENGINEERING

**Council of the Faculty of Applied Science & Engineering**  
**Minutes of the Meeting of February 24, 2021**

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**PRESENT:** Markus Bussmann (Acting Speaker), Chris Yip (Dean), Caroline Ziegler (Council Secretary), Tarek Abdelrahman, Ravi Adve, Armin Ale Mohammad, Dionne Aleman, Grant Allen, Danita Allick, Katherine Allison, Cristina Amon, Jason Anderson, Muralidhar Andoorveedu, Susan Andrews, Philip Asare, Julie Audet, Fae Azhari, Gisele Azimi, Aimy Bazylak, Chris Beck, Kamran Behdinan, Evan Bentz, Evan Beri, Vaughn Betz, Raymond Bhushan, Amy Bilton, Chris Bouwmeester, Eric Bryce, Warren Chan, Hai-Ling Cheng, Alan Chong, Will Cluett, Shai Cohen, Sinisa Colic, Michael Collins, Tom Coyle, Chris Damaren, James Davis, Francis Dawson, Levente Diosady, Khuong Doan, Stark Draper, Feras Elsaid, Reza Emami, Natalie Enright Jerger, Greg Evans, Saima Fancy, Jennifer Farmer, Ramin Farnood, Zahir Firoze, Mason Ghafghazi, Piyush Gupta, Bezawit Haile, John Harrison, Dimitrios Hatzinakos, Glenn Hibbard, Muktar Homam, Sean Hum, Greg Jamieson, Mark Jeffrey, Andrew Kidd, Inho Kim, Donald Kirk, Dana Kokoska, Christopher Kousinioris, Deepa Kundur, Anson Lau, Keryn Lian, Tianyi Lyu, Don MacMillan, Krishna Mahadevan, Saf Mahmood, Paul Malozewski, Elham Marzi, Naomi Matsuura, Susan McCahan, Minnie Menezes, Mirjana Mijalkovic, Paul Milgram, Shashank Motepalli, Mahyar Mozaffari, Farid Najm, Shivani Nathoo, Wai Tung Ng, Jun Nogami, Graeme Norval, Jeffrey Packer, Daman Panesar, Vlad Papangelakis, Joseph Paradi, Chul Park, Doug Perovic, Karl Peterson, Nelly Pietropaolo, Daniel Posen, Aleks Prodic, Li Qian, Scott Ramsay, Doug Reeve, Jon Rocheleau, Lisa Romkey, Jonathan Rose, Costas Sarris, Shamim Sheikh, Patricia Sheridan, Daniel Shi, Li Shu, Tony Sinclair, Brent Sleep, Elvino Sousa, David Steinman, Micah Stickel, Ken Tallman, Mindy Thuna, Hamid Timorabadi, Olivier Trescases, Piero Triverio, Chris Twigge-Molecey, Memma Uponi, Shahrokh Valaee, Tony Vanvari, Chirag Variawa, Guan Ying Wang, Jane Wang, Lesley Warren, Branden Wesseling, Elizabeth Whitmell, Lydia Wilkinson, Bernard Wong, Masayuki Yano, Lidan You, Wei Yu, Shurui Zhou

**GUESTS:** Vivianna Botticelli, Chris Brown, Sharon Brown, Melanie Carrington, Dani Couture, Leanne Dawkins, Sonia De Buglio, David Duong, Melissa Fernandes, Roger Francis, Darlene Gorzo, Leslie Grife, Cathy Grilo, Cori Hanson, Christina Heidorn, Gregory Hum, Phuong Huynh, Chaim Katz, Joanna Lau, Anna Limanni, Jess MacInnis, David Matthews, Amy McGrath, Anne McGrath, Don Newton, Estelle Oliva-Fisher, Shannon Osborne, Santino Pannozzo, Zeeshan Rayees, Cindy Rottmann, Alex Schroen, Marisa Sterling, Alex Tichine, Allison Van Beek, Rachel Wallace, Geoff Wichert

**1. Speaker's Welcome**

Speaker Javad Mostaghimi was unable to attend this meeting. Acting Speaker Markus Bussmann called the third meeting of 2020-2021 to order at 12:10 pm. He welcomed members and guests, acknowledged the University's use of traditional land and reviewed protocols for the virtual meeting. There were no questions.

## **2. Approval of Agenda**

The agenda and reports were distributed on February 10, 2021. Report 3682, Procedures for Committees of Council, was distributed on February 12, 2021. On a regular motion duly moved, seconded and carried, the agenda was approved.

## **3. Introduction of New Faculty**

Shai Cohen and Lydia Wilkinson, two new faculty members in the Institute for Studies in Transdisciplinary Engineering Education & Practice, were introduced by their director, Greg Evans.

## **4. Adoption of the Minutes of Previous Meetings**

No errors or omissions were noted in the minutes of the October 23, 2020 and December 2, 2020 Council meetings and on regular motions duly moved, seconded and carried, the minutes were approved.

## **5. Report of the Dean**

Dean Chris Yip welcomed all to the Council meeting and provided the following remarks.

### **(a) Summer 2021 Session and Planning for the Fall Term**

Thank you to the many faculty, instructors, TAs and staff who have worked diligently and tirelessly on planning and delivery over the past few terms. We continue to follow the latest public health information and governmental guidelines to inform our scenario planning for the terms ahead.

All Summer 2021 courses will be delivered remotely, and our remote access guarantee remains in place. This means that those who cannot be in Toronto or choose to stay home will be able to continue their programs uninterrupted.

We are preparing several alternative plans for the Fall 2021 term and will offer in-person experiences wherever and whenever it is safe to do so. Updates will be provided as those plans progress; check our Undergraduate and Graduate Studies FAQs regularly, as well as the University's UTogether FAQ, for the latest information.

### **(b) Spring 2021 Convocation**

The Spring 2021 virtual convocation ceremony will be broadcast on June 23 at noon. As with the Fall 2020 virtual ceremony, we will include congratulatory greetings from student ambassadors and academic leaders and will recognize the 2020 Honorary Degree recipients.

**(c) The Indigenous and Black Engineering and Technology (IBET) Momentum Fellowships**

The University of Toronto has partnered with five other Ontario universities to create a fellowship to expand the pathways for Indigenous (First Nations, Metis and Inuit) and Black students pursuing doctoral degrees in engineering and to prepare them for careers as professors and industry researchers.

Each year, two IBET Momentum Fellowship recipients will receive financial support, mentorship, training and networking opportunities to foster a robust professional community for participating PhD candidates. Recipients will receive \$25,000 a year for four years as they pursue doctorate degrees and specialized engineering research.

The goal of the fellowships is to change the academic landscape within the next five to ten years by removing historical and systemic barriers to participation by Indigenous and Black scholars and increasing their number as engineering professors and researchers in universities across Ontario. There is now nation-wide interest in this initiative.

**(d) Engineering Incident Disclosure Form**

Our Equity, Diversity & Inclusion confidential disclosure form is now available online. It will enable graduate and undergraduate students to anonymously disclose or formally report past or ongoing incidents of discrimination, harassment or harmful unprofessionalism that they have experienced or witnessed.

**(e) External Reviews and Chair Searches**

The Department of Chemical Engineering & Applied Chemistry will be undergoing a virtual external review in May. Professor Grant Allen's second term as Chair ends on June 30, 2021 and he is not eligible for reappointment.

The University of Toronto Institute for Aerospace Studies will also under a virtual external review in May. Professor Chris Damaren's first term as Director ends on June 30, 2021 and he is eligible for reappointment.

The external review of the Institute of Biomedical Engineering, which was postponed due to the pandemic, will be conducted virtually in April.

**(f) Administrative Updates**

The posting for the Executive Director, Partnerships position has closed, and interviews will be conducted shortly.

The new Faculty Critical Incident Coordinator position has been filled. Melanie Carrington, a social worker experienced in mental health, criminal justice and partner violence, will serve as the divisional coordinator of critical incidents and issues management for the senior academic and administrative leadership in the Dean's Office and across the academic and administrative units of the Faculty. She will also work in close collaboration with the Division of Human

Resources and Equity's Office of Safety & High Risk, and with the Office of the Vice Provost, Students.

**(g) UTSLA Award Recipients for Engineering**

The University of Toronto Student Leadership Award (formally the Cressy Award) continues the long-standing tradition of recognizing outstanding student leadership, service and commitment to the University. Congratulations to Engineering's six graduate and 12 undergraduate student recipients.

There were no questions for Dean Yip.

The Speaker stated that the following items were endorsed by the Executive Committee of Council at its February 2, 2021 meeting and are recommended for Council's approval as regular motions, requiring a simple majority of members present and voting to carry.

**6. Proposed Session Dates for the 2021-2022 Academic Year**

Evan Bentz, Chair of the Undergraduate Curriculum Committee, presented Report 3678, proposed session dates for the 2021-2022 academic year. Because of the timing of the Thanksgiving holiday this year, and in order to compensate for the Fall Study Break, an optional Makeup Monday has been introduced for December 9 (the same day as Exam Study Day). If the Makeup Monday is not used, December 9 will default to Exam Study Day. This overlap will be for Fall 2021 only.

At the conclusion of the presentation, the following regular motion was moved and seconded –

THAT the session dates for the 2021-2022 academic year be approved as described in Report 3678.

There were no questions and the motion carried. *[Ed. note: A revised Report 3678 was brought forward at the April 6, 2021 Council meeting.]*

**7. Elevation of the Lassonde Institute of Mining from an Extra-Department Unit, Type D to an Extra-Department Unit, Type C**

Ramin Farnood, Vice-Dean Research and Chair of the Research Committee, presented Report 3673 Revised, a proposal to elevate the Lassonde Institute of Mining to an Extra-Departmental Unit, Type C.

At the conclusion of the presentation, the following regular motion was moved and seconded –

THAT the elevation of the Lassonde Institute of Mining (LIM) from an Extra-Department Unit, Type D to an Extra-Department Unit, Type C, be approved as described in Report 3673 Revised, effective March 1, 2021.

It was confirmed that the EDU:C will promote safety measures in mining and ensure safe working environment for workers through its research-intensive area of safer mining and that one of LIM's key goals is to build links to other Faculties and EDUs, such as the Rotman School of Management and the Munk School of Global Affairs and Public Policy.

The motion carried.

#### **8. Addition of an Extended Full-time Option to the MEng in Biomedical Engineering**

Julie Audet, Vice-Dean, Graduate Studies and Chair of the Engineering Graduate Education Committee, presented Report 3679, a proposal to add an extended full-time option to the MEng in Biomedical Engineering program to allow students to complete the requirements for a one-year program over a period of two years, or six sessions.

At the conclusion of the presentation, the following regular motion was moved and seconded –

THAT an Extended Full-Time option be added to the Master of Engineering (MEng) in Biomedical Engineering, as described in Report 3679.

Professor Audet confirmed that this change will not affect student fees, which are uniform for the full-time, part-time and extended full-time options.

The motion carried.

#### **9. Proposed Change to Course Evaluation Divisional Item 7**

Ken Tallman, Chair of the Teaching Methods and Resources Committee, presented Report 3680 Revised, a proposal to remove Divisional Item 7 (D7) from the Faculty's course evaluations with the goal of improving the student evaluation of teaching. Dr. Gregory Hum, Assistant Director, Teaching Assessment, Centre for Teaching Support & Innovation (CTSI) was also present to answer questions.

The committee had initially considered replacing D7 with a question that was more constructive for instructors but for simplicity decided to focus only on removing D7. This can be revisited in the future. Another idea for future discussion is the addition of instructor composite averages to allow professors who co-teach a course to get separate feedback.

At the conclusion of the presentation, the following regular motion was moved and seconded –

THAT the Faculty's Divisional Item 7, "What is your overall rating of the instructor as a teacher?", as described in Appendix 1 to Report 3680, be removed from the course evaluations, effective February 24, 2021.

It was suggested that there is a strong, inherent and unintentional bias in D7, especially against women and minorities, and that this is persistent among male professors and in male-dominated subjects.

Members discussed the implications of using D7 comments to inform PTR and salary decisions. A study conducted by the committee has shown that the use of D7 in PTR decision-making is inconsistent across departments and therefore should be removed. Some instructors value the feedback they receive from D7 comments because it is the only question that pertains specifically to them. It was suggested that D7 remain, but the feedback not be used for promotions, however, a member cautioned that current views on this approach could change over time, even if subconsciously, as new Chairs and Directors are appointed.

A member of the Engineering Society Executive stated that undergraduate students want what is most equitable for all stakeholder groups and urged all present to look critically at every perspective. Another student said that a survey and focus groups of undergraduate students indicated that the useful aspects of D7 are with regard to the delivery and clarity of course content, which is why D8 was added. Keeping both questions could lead to misunderstandings for students completing the evaluations.

The motion carried.

## **10. Reports and Recommendations of Standing Committees**

The following report was approved by the Executive Committee of Council at its February 2, 2021 meeting.

### **(a) Engineering Graduate Education Committee Update**

Julie Audet, Vice-Dean, Graduate Studies and Chair of the Engineering Graduate Education Committee, presented Report 3681 Revised, which lists new graduate courses approved for BME, CIV, MIE and TEP.

Because of time constraints, there was no discussion. The report was received for information.

## **11. Other Business**

### **(a) Passing of Alumnus Malcolm McGrath**

Prominent alumnus Malcolm Frederick McGrath passed away on January 6, 2021. The Speaker welcomed members of Mr. McGrath's family, who were attending the meeting, and read the following tribute, which had been prepared by Dean Emeritus Michael Charles.

After a successful career in construction, Malcolm McGrath, a 1954 Civil Engineering alumnus, was invited by then Dean Gordon Slemon in 1982 to facilitate alumni relations for the Faculty of Applied Science Engineering. As his responsibilities grew and expanded, he was appointed Assistant Dean and served in this role with Deans Gary Heinke and Michael Charles until his retirement in 2001. Malcolm McGrath died on January 6, 2001 in his 89th year.

In the context of alumni relations Malcolm worked closely with the then Engineering Alumni Association. He developed strong bonds with many alumni, some of whom became major

benefactors. He also understood the importance of establishing strong connections with our undergraduate students since they would soon become future alumni. He worked closely with the Engineering Society and other official student groups, and even some of the unofficial ones who shall remain nameless because they don't exist!

Recognizing the importance of encouraging support from alumni, he was instrumental in establishing the Varsity Fund which subsequently became the Annual Fund. He also founded and promoted the Gratitude program in Engineering as a graduating class giving campaign. This initiative subsequently went University-wide.

Malcolm McGrath, worked with then President George Connell, to found U of T Day, which was an Open House for alumni and prospective students that took place every Fall.

He was a member of the Soldiers' Tower Committee and a Warden and former Secretary of Camp One for the Iron Ring.

Malcolm is remembered for his love and appreciation of music. He was known for nurturing that interest amongst our students by helping them create performance groups such as the Skule Stage Band and Skule Brass Ring which still exist today. He was the enthusiastic lead for the Engineering holiday choir. And perhaps most memorably, thousands of students, faculty and staff will remember him as the organist in Convocation Hall, ushering the graduates and their families through on their graduation day. Many alumni also personally invited Malcolm to play the organ at their weddings, which he did with great pride and pleasure.

Malcolm McGrath will be remembered as an innovative trail blazer in our alumni and student relations to which he brought a fine sense of humour. He served our Faculty extraordinarily well. Our sincerest condolences go to his family members, many of whom have joined us remotely today.

There was no other business.

## **12. Discussion Items**

The following items are for discussion with the intention of bringing them forward for approval at the April 6, 2021 Faculty Council meeting.

### **(a) Interpretation of Grades**

Daniel Posen, Chair of the Examinations Committee, presented Report 3683, Final Course Marks – Interpretation of Grades, which provides descriptors of grade categories and typical grade distributions within a course, with the purpose of ensuring common standards and procedures across courses in the Faculty.

Professor Posen welcomed written feedback. There were no questions.

**(b) Update from the Working Group to Update Standing Committees of Council**

Doug Reeve, Chair of the Working Group to Update Standing Committee of Council, reminded Council that the Working Group was created in August 2020 to update the manuals of the Faculty's eight standing committees and the Academic Appeals Board. It has met numerous times since then to draft a revision of the committee procedures and to create a template for committee manuals with the intent of guiding committee chairs and members, especially when new, so they can participate effectively in Faculty governance. The Working Group will next support committees as they modify and update their manuals.

Professor Reeve thanked the members of the Working Group for their dedication and welcomed written feedback.

There were no questions.

**13. Date of Next Meeting**

The next and final meeting of Faculty Council is on April 6, 2021.

**14. Adjournment**

The meeting was adjourned at 1:53 pm.

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