

**Academic Affairs Board
Innis College Council
Wednesday 22 March 2016 at 2:00 pm
Room 310, Innis College**

Minutes

Present: Elspeth Arbow, James Cahill, Brianne Katz-Griffin, Charlie Keil, Tony Pi, Roger Riendeau, David Roberts, Bart Testa, Khrystyna Zhuk

Minutes of the previous meeting

Approval of the Minutes of 21 October 2015 was moved (Roberts), seconded (Keil), and carried.

Business arising from the previous meeting

Vice Principal Roger Riendeau reported that the changes to the Urban Studies Program for 2016-17 were approved by the Curriculum Committee of the Faculty of Arts and Science in November 2015.

Update reports on the academic programs at Innis College

Cinema Studies

James Cahill reported that the Cinema Studies Institute has made an offer to hire a faculty member for Italian Cinema and the hiring process for a faculty member to teach Digital Cinema is currently in progress. Otherwise, the Institute plans no major changes in its academic program for 2016-17. Natalie Ostello is leaving her position as CSI Program Assistant to pursue a teaching career.

Urban Studies

Principal Charlie Keil reported that the final report of the external reviewer of the Urban Studies Program conducted by urban specialists from University of British Columbia and Simon Fraser University has finally been released, and it is largely favourable to the Program. It points out the obvious – that USP is a small program in need of more academic and administrative resources in order to grow.

Vice Principal Roger Riendeau added that USP enrolment consists of 5 Specialists, 94 Majors, and 95 Minors. The enrolment of 189 compares to an enrolment of 58 a decade ago. He also thanked David Roberts and Shauna Brail for their assistance this year during which he served as Acting Director. A new Director will need to be appointed for 2016-17.

Writing and Rhetoric

On behalf of Cynthia Messenger, Roger Riendeau reported that the Writing and Rhetoric Program offered the equivalent of 15 half-credit courses in 2015-16. Program enrolment continues to be strong at 212. Roger Riendeau will be on leave in 2016-17. INI304H Critical Thinking and Inquiry in Written Communication will not be offered while he is on leave, but INI204Y The Academic Writing Process will be offered by a sessional instructor hired from a CUPE Unit 3 posting. In the coming months, Cynthia Messenger will work with writing instructors in the W & R program and

with Ben Weststrate to mount the Fine Writing Site.

The program will offer a summer course once again in 2016: INI301H Editing. This course was well enrolled last summer and was taught by Becky Vogan, a professional editor, who also teaches in the Innis Writing Centre.

Cynthia Messenger also reports that the Writing Centre employs five writing instructors: Sharon English, Cellan Jay, Thea Lim, Vikki Visvis, and Becky Vogan. The Centre teaches Innis students and students taking courses in all three of the academic programs housed at Innis. Sharon English has, once again this year, ably assisted the interim director with many administrative tasks.

Under the CUPE collective agreement for Unit 3, Thea Lim was advanced to Writing Instructor II in the fall term of 2015-2016. Cellan Jay is going up for advancement to that rank this spring. Vikki Visvis is going up for advancement at University College, and Cynthia Messenger will serve on her advancement committee. All other instructors in the Centre are at the Writing Instructor II rank. (Currently, no Writing Instructor III rank exists.) These advancements provide an increase in hourly pay.

The Writing Centre sees students one-on-one but will start seeing students in small groups (3 on 1 and 4 on 1) in the summer session as a pilot. The Writing Centre is as busy as ever, and its waiting lists continue to be long, but an increase in base funding three years ago has helped reduce those lists. The Writing Centre will apply for a renewal in provostial funding in June 2016. Usage stats for 2015-2016 are not yet available but will be reported in the fall meeting of Academic Affairs, with the approval of the Principal.

Innis One Program

Roger Riendeau reported that despite a relatively high level of applicants for Innis One, the course enrolments are not sustained during the academic year as indicated below:

INI100F = 20

INI101S = 18

INI102F = 15

INI102S = 14

A reason for the declining enrolments is related to the fact that the courses are electives that do not count as a credit within any academic program. Perhaps the prospect of including Innis One offerings as a credit within the academic programs offered at Innis College should be explored. The low enrolment in both sessions of INI102H led to consideration of the possibility of offering this course only once and creating a fourth course relating to the theme of “creative Toronto” in the future. These are matters for the new Coordinator of Innis One to consider next year.

Other business

Charlie Keil noted that Library Coordinator Leonard Ferstman will be retiring after twenty-five years of service to Innis College.

Roger Riendeau will be ending his term as Vice Principal on June 30. He has served in this position for the past thirteen years and performed the equivalent administrative duties as Academic Coordinator for the previous nine years.

The meeting adjourned at 3:00 pm.