

**Academic Affairs Board
Innis College Council
Monday 17 October 2016 at 10:00 am
Room 310E, Innis College**

Minutes

Present: Shauna Brail, Corinn Columpar, Sharon English, Charlie, Keil, Patrick Marshall, Tony Pi, David Roberts, Becky Vogan, Ben Weststrate

Regrets: James Cahill, Bart Testa

1. ELECTION OF MODERATOR & SECRETARY

A Motion to elect Sharon English as Moderator of the Academic Affairs Board was moved (Keil), seconded (Brail), and carried.

A Motion to elect Ben Weststrate as Secretary of the Academic Affairs Board was moved (English), seconded (Roberts), and carried.

2. MINUTES OF THE MEETING OF MARCH 22, 2016

A Motion to approve the Minutes of the meeting of March 22, 2016 was moved (Pi), seconded (Brail), and carried.

3. BUSINESS ARISING FROM THE MINUTES

None reported.

4. CALENDAR AMENDMENTS AND NEW COURSE PROPOSALS FOR 2017-18

A. Course Proposals and Changes

- **Urban Studies Program**
 - *New course:* **INI342H1 Urban Studies Research Seminar 1** – Proposal to add a course that provides students the opportunity to design and initiate a research project, which will be carried out in a 400-level capstone research course.
 - *Course change:* **INI438H1 Advanced Urban Research Project** – Proposal to convert this course to 0.5 FCE (i.e., 438Y to 438H). In its current form, the course has never been offered. Given the proposed new 0.5 FCE, 300-level qualitative methods course (see above) it makes sense to reduce this to 0.5 FCE so that the two courses may be taken in succession. This allows students to conduct in-depth research projects from start to finish in their final year of study.
 - *Course change:* **INI349H1 Cities and Mega-events: Place-making, Contestation and Urban Citizenship** – Formerly, INI332H1, this course has not been offered in the past two years. Instead, it has been offered as a 400-level Special Topics course. In

anticipation that the “Mega-events” course will be a permanent offering, it is proposed that the course code be modified in this way to better reflect the senior-level seminar content and approach.

A Motion to approve the suite of new course and course change proposals was moved (Roberts), seconded (Pi), and carried. All Urban Studies course additions and changes are scheduled for Faculty of Arts and Science Council approval in November 2016.

- **Writing and Rhetoric Program**

- *New course: INI211H1 Introduction to Creative Writing* – Proposal to add a 200-level 0.5 FCE course in creative writing in multiple genres, which can precede 300-level courses in specific genres.
- *New course: INI303H1 Digital Rhetoric* – A proposal to add a course in an emerging field thereby expanding students’ knowledge of new tools related to rhetoric.
- *New course: INI316H1 Developmental and Substantive Editing* – Proposal to develop a portion of the existing editing course (INI310H) into its own course, focussing on the two early stages of the editorial process.
- *New course: INI414H1 Writing for Social Change* – Proposal to add a 400-level, experiential learning course option for students to apply advanced writing and critical thinking skills in the community beyond the University.
- *Course change: INI201H1 Theories of Rhetoric* – Proposal to add a foundation course on rhetoric as a discipline, within the Program.
- *Course change: INI204H1 The Academic Writing Process* – Proposal to reweight and adapt the existing INI204Y to better complement, and prepare students for, INI304H.
- *Course change: INI304H1 Critical Thinking in Written Communication* – Proposal to modify the prerequisites to require a prior INI writing course.
- *Course change: INI310H1 Stylistic Editing and Copy Editing* – Proposal to modify the existing editing course, given the proposed extraction and development of a portion of the subject matter into its own 0.5 FCE course (see INI316H above). This course would focus on the two latter stages of the editorial process.

A Motion to approve the suite of new course and course change proposals was moved (Columpar), seconded (Brail), and carried. These changes are scheduled for Faculty of Arts and Science Council approval in January 2017.

- **Innis One Program**

- *New course: INI106H1 – Telling the Stories of the City: Writing Literary Journalism* – Proposal to create a new course, bringing the total to four. This course would be unique on campus. It responds to student demand for literary journalism course offerings.

A Motion to approve the new course proposal was moved (Columpar), seconded (Brail), and carried.

B. Program Changes

- **Urban Studies Program**

Shauna Brail proposed a series of program changes that generally pertain to updating outdated course couplings and descriptions, and encouraging students to enrol in INI-coded Urban Studies courses. It was noted that the current allowance is too liberal.

A Motion to approve the changes to the Urban Studies Program description was moved (Vogan), seconded (Pi), and carried.

- **Writing and Rhetoric Program**

Sharon English proposed the removal of courses, which are no longer offered, from the Program description.

A Motion to approve the changes to the Writing and Rhetoric Program description was moved (Roberts), seconded (Columpar), and carried.

5. ACADEMIC PROGRAM UPDATES

A. Cinema Studies Institute

Corinn Columpar reported the following:

- The Institute has experienced healthy enrolment.
- Two new faculty members were hired since the last meeting of the Board: Scott Richmond and Alberto Zambenedetti.
- A new course is being piloted with the Book and Media Studies program, taught by Justin Morris.

B. Urban Studies Program

Shauna Brail reported the following:

- 649 students are enrolled in Urban Studies courses (a very high number).
- Enrolment numbers for the Specialist, as of September 15, were as follows:
 - Total: 4
 - Year 1: 0 / Year 2: 1 / Year 3: 1 / Year 4: 2 // Non-degree: 0
- Enrolment numbers for the Major, as of September 15, were as follows:
 - Total: 77
 - Year 1: 0 / Year 2: 17 / Year 3: 28 / Year 4: 32 // Non-degree: 0
- Enrolment numbers for the Minor, as of September 15, were as follows:
 - Total: 85
 - Year 1: 0 / Year 2: 9 / Year 3: 40 / Year 4: 36 // Non-degree: 0
- Program enrolment has stagnated, and administrators are currently examining ways to increase enrolment in the Specialist, specifically. Shauna identified that entry into the Specialist is dependent on a minimum GPA, which is proving to be a limiting factor for one particular course.
- David Roberts is currently undergoing his Third Year Review, a process for tenure stream Assistant Professors.
- New and returning sessional instructors include:
 - Patrick Adler: Urban Studies Program alumnus, who is also affiliated with the Martin

Prosperity Institute

- David Hulchanski: released from the Faculty of Social Work to instruct one course
- A Program lunch with all instructors is impending.
- A Communications Assistant was hired through the workstudy program, named Jane. She will manage Twitter and produce a regular newsletter that will be distributed to all Urban Studies students via Blackboard.
- On November 14, the Program is collaborating with the College and several other Departments, to host a panel discussion as part of the Jane100 event series.
- The Program has acquired new funding from the Faculty of Arts and Science to launch an initiative about storytelling in Regent Park. A planning meeting is impending.

C. Writing and Rhetoric Program:

Sharon English reported the following:

- The Program reports strong enrolment, indicated by several long waitlists. Enrolment numbers, as of September 15, were as follows:
 - Total: 200
 - Year 1: 8 / Year 2: 56 / Year 3: 68 / Year 4: 67 // Non-degree: 1
- Two new sessional instructors have been hired to teach in lieu of Roger Riendeau and Cynthia Messenger. Roger is presently on an administrative sabbatical, while Cynthia has been elected the President of the University of Toronto Faculty Association.
- The program is currently undergoing Curriculum Review by the Faculty of Arts and Science.

Charlie Keil reported the following:

- Upper administration in the Faculty of Arts and Science has halted a move to establish a Major Program option, citing the need for more evidence of curricular rigour and critical faculty mass. Program administrators have since made efforts to better demonstrate existing capacity, and Principal Keil is scheduled to argue for a contracted limited term appointment (CLTA) at the FAS.
- When past Principal Paterson moved to establish the Major, the University had increased their quality control process for program changes and proposals, effectively imposing stricter criteria. Principal Keil is now working with Writing and Rhetoric administrators to increase evidence of curricular rigour and demonstrate the viability of the Major, in order to achieve buy-in from the Faculty. This process is expected to take 3 years. It was further noted that changes to funding model for College-based programs has effectively placed more control in the hands of the Faculty.

D. Innis One Program Update

Sharon English proposed the following:

- Simon Lewsen, a literary journalist, has been hired to replace Sharon English in the winter term as she assumes administrative responsibilities.
- Efforts are being made to raise the profile of the Program and its instructors, including a series of instructor profiles on the Innis College website.

Charlie Keil raised the possibility of allowing Ones Program courses to fulfil program requirements. He will discuss this issue at a subsequent meeting of the Principals.

6. OTHER BUSINESS

A. 2017-18 Fall Break

Tony Pi reported that a weeklong break from classes will be introduced in the Fall 2017 term. An implication of this change is an earlier start to the term, and the resultant shortening of Orientation Week.

B. Innis Library Update

Charlie Keil reported that USW applicants had been interviewed for the position of Library Technician. The Provost's Office subsequently determined that the position must be hired from the UTFA, and so the selection process has restarted. Looking forward, and in the context of the new College construction, the Library will be re-envisioned as an extension of the academic programs and as a student resource, beyond the physical holdings (i.e., as a resource centre).

Shauna Brail described a strong relationship that exists between the Urban Studies Program and a Reference Librarian at Robarts Library. She also noted the importance of connectedness between the Innis Library and the UofT Library network (i.e., not acting in isolation).

7. ADJOURNMENT

A Motion to adjourn the meeting was moved (Brail), seconded (Roberts), and carried.