

UNIVERSITY OF TORONTO
 THE UNIVERSITY OF TORONTO SCARBOROUGH CAMPUS COUNCIL
REPORT NUMBER 1 OF THE ACADEMIC AFFAIRS COMMITTEE

September 10, 2013

To the University of Toronto Scarborough Campus Council,
 University of Toronto Scarborough.

Your Committee reports that it met on Tuesday, September 10, 2013 at 4:00 p.m. in the Council Chamber, Arts and Administration Building, with the following members present:

Ms Kathy Fellowes (Chair)

Professor Suzanne Erb (Vice-Chair)

Professor Rick Halpern (Dean and Vice-Principal
 (Academic))

Professor Malcolm Campbell
 (Vice-Principal, Research)

Dr. Johann Bayer

Professor William R. Bowen

Professor Nick Cheng

Dr. Curtis Cole

Mr. Luki Danukarjanto

Mr. Adrian De Leon

Professor David J. Fleet

Ms Ariane Ganji

Professor William Gough

Professor John Hannigan

Dr. Brian Harrington

Professor Paula Hasting

Professor Rena Helms-Park

Professor Sherri Helwig

Professor Matthew Hoffman

Mr. Jerry Jien

Dr. Nancy Johnson

Professor Heinz-Bernhard Kraatz

Professor Gary Martin Leonard

Mr. Andrew Leung

Professor Karen Lyda McCrindle

Dr. Christopher Ollson

Ms Victoria Owen

Professor Stephen Rockel

Ms Paulina Rousseau

Professor Mark Schmuckler

Dr. Sisi Tran

Professor David Zweig

Mr. Louis Charpentier, Secretary of the Governing
 Council

Ms Annette Knott, Academic Programs Officer

Ms Lesley Lewis, Assistant Dean

Secretariat:

Ms Amorell Saunders D'Naw

Regrets:

Professor Syed W. Ahmed

Professor Daniel Bender

Professor George S. Cree

Ms Hanan Domloge

Mr. John Kapageridis

Dr. Sarah D. King

Professor William Seager

Professor Michael J. Lambek

Professor Patricia Landolt

Professor Nathan Lovejoy

Professor Andrew C. Mason

Professor Alice Maurice

Professor John Robert Miron
Ms Charmaine Ramirez
Ms Lindsay Raoufi

Professor Larry A. Sawchuck
Professor Grace Skogstad
Professor Andre Sorensen
Ms Tisha Tan

In Attendance:

Ms Maryam Ali, Executive Assistant to the Dean and Vice-Principal (Academic)
Ms Jennifer Bramer, Director, Academic Advising and Career Centre
Mr. Jim Delaney, Acting Assistant Secretary of the Governing Council
Mr. Desmond Pouyat, Dean of Student Affairs
Ms Kim Richard, Director, Human Resource Services

1. Chair's Remarks

The Chair welcomed members and guests to the inaugural meeting of the University of Toronto Scarborough Academic Affairs Committee (AAC) meeting, and introduced herself along with the Vice-Chair, Assessors, and Non-voting Assessors.

2. Orientation

The Chair of the Committee and the Secretary of the Governing Council gave an Orientation. The presentation highlighted the following:

- The origin of the Campus Council and its Standing Committees;
- The responsibilities of members;
- The distinction between governance and administration;
- The Terms of Reference of the AAC;
- An overview of governance cover sheets and their importance;
- The Calendar of Business; and
- The Rules of Order

The Chair invited the Voting Assessors, Professors Rick Halpern and Malcolm Campbell to present an overview of the role, objectives and priorities of their respective portfolios.

3. Calendar of Business, 2013-14

The Chair advised members that the proposed Calendar of Business for 2013-2014 had been included in the agenda package. She emphasized that it was a living document and that items would be added or removed from time to time. Members were encouraged to review the Calendar of Business on a regular basis.

4. Academic Appeals Subcommittee Establishment

The Chair indicated that with the creation of the UTSC Campus Council and its Standing Committees, the UTSC Academic Committee had been dissolved. As a consequence, the Subcommittee on Academic Appeals had been dissolved and had to be reconstituted as the Subcommittee on Academic Appeals, a

subcommittee of the Academic Affairs Committee. Professor Mark Schmuckler advised members that students could submit petitions to the Registrar's Office and that the Registrar or designate would adjudicate the petition. If a student was not satisfied with the decision he/she could appeal to the Subcommittee with the final level of appeal being the Academic Appeals Committee of the Governing Council. In the discussion period that followed, a member asked whether two student seats on the committee would be sufficient representation. Professor Schmuckler replied that the committee is a review committee and they will be able to resolve issues in a timely manner with two student seats.

On motion, duly moved and seconded.

YOUR COMMITTEE APPROVED

- a. THAT the proposal to establish an Academic Appeals Subcommittee, as a subcommittee with delegated authority from the Academic Affairs Committee and reporting to the Academic Affairs Committee, be approved effective immediately; and
- b. THAT the Terms of Reference of the Academic Appeals Subcommittee, be approved.

5. Date of the Next Meeting- Tuesday November 12, 2013 4:00 p.m. – 6:00 p.m.

The Chair reminded members that the next scheduled meeting of the Committee was on Tuesday November 12, 2013 at 4:00 p.m. in the University of Toronto Scarborough Council Chamber, Arts and Administration Building.

6. Other Business

There were no other items of business.

The meeting adjourned at 5:37 p.m.

September 26, 2013

Secretary

Chair