

**Minutes of the Faculty Council**  
**Faculty of Kinesiology and Physical Education**  
**October 7, 2013, 4:10p.m.**  
**Margaret Eaton Board Room (Benson 302)**

**Present:** Jack Goodman (Chair), Ira Jacobs (teleconference), Catherine Amara, Kelly Arbour-Nicitopoulos, Michael Atkinson, Tyson Beach, Danielle Bentley, Robin Campbell, Kimberley Chau, Rachel Cheung, Anita Comella, Dave Cooper, Craig Cuizon, David DiFonzo, Peter Donnelly, Kristine Drakich, David Frost, Caroline Fusco, Jack Goodman, Carla Hagstrom, Sara Iaboni, Gretchen Kerr, Marius Locke, Rosanne Lopers-Sweetman, Taffy Lung, Margaret MacNeill, Lynda Mainwaring, Jill Mallon, George Mammen, Karen Mcleister, Daniel Moore, Anthony O'Brien, Paula Paunic, Kwame Sarpong, Ashley Stirling, Tim Taha, Katherine Tamminen, Scott Thomas, Luc Tremblay, Tim Welsh

**Guests:** Sharon Grandison, Jim Webster, Michelle Brownrigg, Robin Campbell, Althea Blackburn-Evans

**Regrets:** Merrily Stratten

**Secretariat:** Zarine Ahmed

**1) Call to Order and Introductions**

The meeting was called to order at 4:10 p.m.

**2) Approval of Agenda**

The agenda as circulated was approved. (**Motion:** Thomas/ Locke)

**3) Approval of Minutes**

The minutes of the May 22, 2013 meeting were reviewed and approved. (**Motion:** Kerr/Thomas)

Jack Goodman read the constitution and the purpose of council at the Dean's request.

**4) Committee Reports**

**a) Undergraduate Examinations**

Lynda Mainwaring reminded members that the Examinations Committee oversees the final marks and reports these to Faculty Council. This hierarchy will be reviewed at the request of the Dean who is ultimately responsible for final marks. Two small changes from the summer audit were announced; first, there has been an increase in students put on probation from 54 to 57 students and second, there has been a reduction in suspensions. The committee is also working on a number of other issues.

**b) Undergraduate Curriculum**

Catherine Amara reported that, as the CTEP program will no longer admit new students after this year, this will have implications on the BPHE program given that the demand for this program is declining. The Curriculum Committee plans to review the BKIN degree requirements as it may be the only degree that we offer in the future. The members have agreed that the first two years of this curriculum will remain compulsory as it is although the sub-disciplinary areas may want to revisit the core content. The Curriculum Committee will focus on reviewing 3<sup>rd</sup> and 4<sup>th</sup> year courses with a view to defining what the degree requirements are, how many courses are offered in each area, the benefits of the A, B and C categories along with identifying potential pathways for students. The Committee will seek input and feedback concerning courses required for this degree.

**c) Undergraduate Admissions**

Margaret MacNeill reported that the Admissions Committee met last Spring to consider 1622 applicants for our 3 undergraduate programs. Originally 737 offers were sent out however 144 were rescinded where supplementary statements were not submitted. A total of 593 offers were made to fill 250 places and the target has been met. 268 undergraduate students accepted the offers and 260 of them have enrolled. Of the 260 enrolled, 23 are CTEP and the remaining 237 are BKIN and BPHE combined. The vast majority of our

incoming students are from Ontario High Schools. We also have 35 non-Ontario students including 5 international and 8 UofT transfers.

Margaret also reported on the incoming average grades. The mean average grade of incoming students is 83.4% and has been steady for the past few years. She expressed concern that, although the cutoff for the March round of offers was 80%, by May round it was 78% and was one of the lowest levels we have experienced. A number of applicants had lower than 78% due to special circumstances. On a positive note, it was reported that the number of applicants making our programs their number 1, 2, or 3 choices has increased.

Paula Paunic asked about tracking student progress to determine if they were meeting the standards of the program and if there are any available statistics. Margaret responded that student progress is beyond the scope of the Admissions Committee. Comparison of incoming grades and student grades in the program is an issue that the Admissions Committee would like to look at however they are not allowed to track students. There is an interest in tracking student performance in order to determine the pre-requisites needed for the BKIN degree.

Margaret was asked if our faculty is responding to students at the same time as other institutions. Margaret responded that Enrollment Services has been pushing the admissions cycle earlier every year. The concern was raised that it is challenging to obtain fall grades from high schools when we make our decisions at first round of admissions and we would prefer to have full information on student accomplishments when making these decisions. Karen added that the University has been discussing the possibility of making admission offers in December, although this is very early and not always in the best interest of the individual faculties if they do not have current information on student performance. Margaret added that students who are in full year credit High Schools are at a disadvantage for providing interim grades and obtaining early offers from us and we are concerned that we may be losing good students.

**d) Graduate Committee**

Marius Locke reported that the Graduate Committee has met once this year. One of the Committee's initiatives will be the recruitment of graduate students. This year we have 30 new graduate students with 11 PhDs and 19 Masters students for a total of 94 however, as 15 students graduated (14 Masters and 1 PhD), we are currently now at 79 graduate students. 10% of this number had a significant financial award.

**e) Research Committee**

Guy Faulkner reported that one of the roles of the Research Committee is to assist with knowledge exchange and each semester we have held a research symposium. The upcoming symposium is on the topic of Extreme Physiology and will be held on December 3<sup>rd</sup> with Dean Ira Jacobs and Marius Locke presenting, Greg Wells as MC and Ray Zahab as the keynote speaker. The committee extends an ongoing request to any faculty member who has an idea for a symposium and will send out a formal request in the near future.

Guy also reported that the committee has been working with the Research Officer in order to streamline the undergraduate research ethics process and an email has been sent out to faculty with more information.

The next round of the Faculty KPE \$5000 research grants for seed money for research projects run by faculty has a deadline of November 15<sup>th</sup>.

**f) Council of Athletics & Recreation**

Anita Comella introduced the two new CAR co-chairs, Kimberley Chau (from KPE) and Leah West Sheriff (from Faculty of Law and representing Professional Faculties). The majority of the subcommittees and formal positions have been filled with a few positions missing and now in a by-election period. The four positions include one part-time undergraduate student (from any Faculty or College), one student-at-large,

one administrative staff, and one faculty member. The nomination period is open until October 16<sup>th</sup> and the elections will take place on October 23 and 24<sup>th</sup>.

**g) Equity Committee**

Gretchen Kerr informed Council that this committee is yet to meet.

**h) Awards Committee**

Robin Campbell reported that the Awards Committee presents new awards to Faculty Council for approvals which then go on to Governing Council. As the current changes for awards concern modifying the wording for uniformity and have already been approved by the Awards Committee, he moved that these be referred to Faculty Council's Executive Committee for review. **Motion** (Campbell/O'Brien) All in favour; allowed to proceed.

**i) Restricted Funds Committee**

No report

**j) Sponsorship Committee**

No report

**5) Centres' Reports**

**a) Centre for Sport Policy Studies**

Peter Donnelly reported that the Centre is about to release the 2<sup>nd</sup> Biannual Report on Gender Equity in CIS Sports.

**b) Centre for Motor Control**

Tim Welsh reported that the Centre has begun its second year and membership is continuing to grow. Their first research project has been completed and submitted for publication. The goals for the upcoming year are to continue to grow the membership, establish the research network, hold a symposium at the end of the year and continue to improve integration and communication among current members.

**6) Deans' Reports**

**a) Dean**

Dean Ira Jacobs welcomed all the new members of Faculty Council. The role of Faculty Council was explained as a very important forum for establishing new academic policies and programs and for advising the academic administrative leadership of the Faculty. He also welcomed the 3 new faculty members, Assistant Professors Dan Moore, Katherine Tamminen and David Frost. He went onto welcome the Registrar, Karen Mcleister, who is a part of Faculty Council by virtue of her position and, in remaining consistent with the by-laws, is appointed as Secretary to Faculty Council and currently administratively supported by Zarine Ahmed. In addition, he welcomed the new co-chairs of CAR, Leah and Kimberley.

We now have our first Vice Dean for Academic Affairs for oversight of both graduate and undergraduate programs, Professor Gretchen Kerr. Dean Jacobs welcomed Gretchen and wished her luck. He also welcomed Associate Dean, Research, Professor Scott Thomas as well as Professor Cathy Amara, Director of Undergraduate Studies, and Professor Marius Locke, Director of Graduate Studies.

It was reported at the May 2013 Faculty Council meeting that a Director of Human Resources was being recruited. Sharon Grandison, now hired in this role, was introduced and welcomed.

Dean Jacobs also reported on two searches which were announced at the May Faculty Council Meeting. David Frost has joined us to fill the CLTA Faculty position in Human Movement. The search for the other position, a tenure stream position in the area of Sport for Development, is ongoing and the shortlisted candidates will be attending interviews over the next few months.

Dean Jacobs noted that our increased number of students this year, with 260 new undergraduates and 30 at the graduate level, has created a tremendous amount of work for the Admissions Committee and our program staff as well as those in the administrative leadership positions. He thanked everyone involved for their efforts to meet the challenging workload created by our increased enrolment and specifically acknowledged Margaret Ajax and her recruitment and admissions team and Karen McLeister and her team at the Registrar's Office.

Dean Jacobs reported that the Standing Committees have been aligned with the membership composition required in our Constitution and By-Laws. He thanked everyone who is participating as members and chairs as Faculty Council relies on these committees to conduct much of its important work. He advised that there will be more ad hoc committee work available for faculty and students and that much of these will be opportunities to participate in the development and monitoring our Academic Plan.

Dean Jacobs put forward a motion to approve the Faculty Council Standing Committee List as presented and a motion was carried (Motion: Jacobs/Locke). All in favour of the Standing Committee List; approved.

Dean Jacobs reported that Faculty Council needs to be aware of an issue reported earlier that relates to a note sent from the University of Toronto to each and every one of our Faculty's students who were enrolled from 2006 until last year. The note advised students about an issue related to blood sampling in one of the Exercise Physiology labs that they may have volunteered for as the device that was used, in theory, could lead to transmission of a blood born pathogen. This message is also posted on our website. This request to notify students came from Public Health Ontario and was sent to students from a number of divisions at the University of Toronto.

Dean Jacobs reported on his curricular priorities for 2013-2014 which include promulgation and operationalization of the academic plan's key objectives; building capacity and continuing to promote the need and importance of building that capacity in all levels in our faculty; human capacity, that is, more staff and faculty support so we can offer more courses to our students and augment our research capacity; completion of fundraising for the Goldring Centre for High Performance Sport; making the case for a Canada Research Chair; supporting our evolving academic administrative model; and, lastly, experiential learning and deciding what it means for our faculty.

Dean Ira Jacobs reported that he is "relieved" and proud to be making a motion on behalf of the Academic Planning Steering Committee. At the May meeting, he had invited any feedback and indicated that the full document would be presented at the first Fall meeting of Faculty Council. The mission, vision and values, the strategic goals and supporting initiatives all remain as was endorsed by the strategic planning steering group and as distributed at the last Faculty Council Meeting. Dean Jacobs worked with the Director of Public Relations and Communications, Althea Blackburn-Evans, and her staff, in generating the document that now frames those strategic goals and supporting initiatives in a more tasteful form for public dissemination.

The motion presented requested endorsement specifically of the mission, the vision, the values, strategic goals and initiatives. Dean Jacobs noted that one of the most important roles of Faculty Council is to recommend to the university's governing council the highest levels of academic plans for the Faculty and that this document communicates them clearly and provides clear direction for the implementation and monitoring of the plan by the administrative leadership.

Dean Jacobs acknowledged the important organizational help and monitoring role of Nadine McHorgh who played a key role as a Special Project Officer in helping to organize, launch and communicate the entire process.

With the assistance of Althea Blackburn-Evans managing the visual presentation, Dean Jacobs reviewed the planning process which is also available on the Faculty website. Phase 1 of the plan was launched with a green paper written by Dean Jacobs. This draft consultation document provoked and stimulated discussion about our future and about a new vision. The green paper was the focus of several Town Hall consultations which resulted in the creation of four task forces. During Phase 2, these task forces carried out additional consultations on very specific streams. Phase 3 involved a series of activities carried out by the Academic Planning Steering Groups which filtered and grouped the initiatives that came out of the task force reports into common themes resulting in academic plan process with its 4 high level strategic objectives with many supporting initiatives. The Council was reminded of the volume of town hall meetings that took place to discuss our green paper and the potential new vision and values for the Faculty in a variety of these fora. The 4 task groups were listed on the presentation and included the Exchanging and Inspiring Students Task Force, the Research Task Force, the Leadership Task Force and the Managing Ourselves Task Force. Each task force identified their own group of stakeholders that they thought they should have further consultations with resulting in the generation of over 200 different initiatives in total reported to the Academic Planning Steering Groups.

Dean Jacobs highlighted the work of the Academic Planning Steering Groups members who took the time and energy to review over 200 initiatives and edit them into a format that made sense to us and will aid us to achieve our new vision. They were the ones who also vetted the proposed vision and developed the wording around it. The original group was started in 2011 and the second one reconvened and did most of its work before the end of the last academic year.

Dean Jacobs asked the members to review the vision, mission and values on the presentation slides as well as the four goals and the related initiatives which is the essence of the academic plan. Dean Jacobs then read out all four goals. He further noted that this is the first academic plan at the University of Toronto that has incorporated co-curricular initiatives and goals. He noted that there are a large number of initiatives associated with each of the four goals however the Dean stated that it was not his intention to ask Council to endorse any type of prioritization or order as he believed that this would be the responsibility of academic planning, implementation and monitoring groups that would be instituted and aligned with each of these strategic goals. The plan is to be revisited every 6 months with a report to Faculty Council. Methods of assessment and progress of the plan are included on the 'Measuring Our Success' page.

Motion was read out by the Chair, Jack Goodman.

*Motion: "That Faculty Council express its endorsement of the draft Academic Plan and, by so doing, recommend that the Dean move forward with its implementation. An implementation plan progress report should be submitted to Faculty Council semi-annually."*

Peter Donnelly asked if each implementation item would come to Faculty Council if it changed Faculty Policy. Dean Jacobs responded that initiatives that affect academic priority or result in the establishment of a new academic program or a new academic centre would still require consideration and endorsement of Faculty Council. As a follow up question, Peter Donnelly asked if the new Sport Model would come to Faculty Council. Dean Jacobs confirmed that it will come to Faculty Council for information however the co-curricular sport program policy is the responsibility of University Affairs Board for endorsement.

The motion was carried. (**Motion:** Jacobs/Thomas) All in favour; the motion was unanimously approved.

#### **b) Vice-Dean, Academic**

Vice Dean, Gretchen Kerr reported on the significant changes pertaining to teacher education in Ontario as the Bachelor of Education has been increased from a one-year program to two years effective September 2015. The University of Toronto will cease admission to the CTEP program and the current incoming CTEP class will be the last year of CTEP students admitted. Vice-Dean Kerr emphasized two items; first, that we

will adhere to all our obligations to all CTEP students currently in the program so they will continue with the curriculum as outlined when they arrived and we will support them as they work through to graduation; and second, that both University of Toronto and the Faculty remains committed to preparing teachers. There are working groups established to look at options to replace CTEP and to continue to prepare teachers and updates will be provided as more information comes available. Anthony O'Brien asked about the outcome should any current student not finish their program requirements by 2018. Vice-Dean Kerr responded that this question has not been fully answered by either the Ministry of Education or OISE however KPE will do everything possible to assist students to finish on time.

**c) Associate Dean, Research Program**

Associate Dean, Scott Thomas acknowledged and thanked faculty members for their incredible work over the last four years. In this period, we have doubled the amount of tri-council funding that we are receiving for research which will assist with growth and future endeavours such as obtaining a Canada Research Chair. Last year, there were approximately 50 research operating grants requested with more than 30 funded which is a strong record of success.

**d) Assistant Dean, Co-curricular Physical Activity & Sport**

Assistant Dean, Anita Comella reported that the Co-curricular Record (CCR) had a soft launch last Thursday. The CCR includes a variety of activities available for students with 10% of these from KPE. Anita also reported that the Child and Youth review is currently underway with Michelle Brownrigg chairing the formal committee. She invited anyone who would like to provide input and/or feedback to contact Michelle. Phase I of the consultations for the Sport Model took place last fall followed by Phase II in the spring. Further development occurred over the summer with the committee working towards a fall release of a partial component of the Sport Model with respect to intercollegiate. There is still work to be done on the entire Sport Model including tri-campus intramurals, club sports and high performance sports.

**e) Chief Administrative Officer**

Rosanne Lopers-Sweetman reported that the Membership Services review is wrapping up and she welcomed any feedback about the functioning of this service. She also reported on the progress of the Goldring Centre noting that the building is starting to take shape, the windows will be delivered soon and that, by the end of this term, the building is expected to be enclosed so that work can proceed on the inside. The building is progressing well and occupancy is still on target for September 2014. In addition, there have been changes to the ground floor of the Benson Building with the move of the Registrar's Office and the opening of the Huron Street entrance. The Huron Street entry is a pilot and will be evaluated in the future with student feedback. An accessibility audit is currently underway to improve access for all facility users. Another upcoming facility project is to review the additional space that will open up in the Warren Stevens and Benson facilities once the Goldring Centre is occupied. Rosanne expects that the coming year will be quite busy for herself and Andy Macdonald. Anthony O'Brien commented that PHEUA would appreciate a larger office. Jack Goodman inquired about the progress of the back campus field. Anita Comella advised that the timeline is spring 2014 with a two phase approach over the winter months.

**7) Student Government Reports**

**a) PHEUA**

Anthony O'Brien reported that there was a change to the organization of Orientation Week with two students hired full time through the summer to organize the week and provide more opportunity for student leadership. PHEUA has a new initiative this year called "Student Projects" which allows any of our students to submit an application to run their own club, event or project with funding support. The goal is to see an expanded array of clubs endorsed by PHEUA but run by other students. Two applications have already been submitted for approval. Anthony also reported that regular events are up and running for this year. In addition, PHEUA participated in "Light the Night", a walk for Leukemia passing by Sick Kids Hospital, and they led the walk representing the University of Toronto.

Anthony reported that PHEUA is currently holding a vote to determine their future name in light of the name change for the Faculty. PHEUA followed appropriate pathways to inform UofT Governing Council, Student Life, and the Provost that our division will be changing its name. The options are KPEUA, KPESA, PHEKSA and APEKS and the voting, using the UofT online system, will end tomorrow at 9am.

Dean Jacobs asked Anthony whether there is a reason to change the ancillary fee currently charged for students. Anthony responded that this is a discussion that has been going on in PHEUA however, because there has been an increase in the number of students, there has been an adequate amount of funds to run their events. PHEUA may consider an increase in the future when enrolment reaches a steady state.

Paula Paunic asked if there will be a Career Café this year to help students in career planning and leadership. Anthony responded that he had consulted with Vice Dean Kerr to discuss student leadership activities that have been lost now that CLTA has been discontinued however PHEUA does not have time or funding available to take on these projects. Ashley Stirling suggested that it would be important to ask what we want students to gain from this experience and whether we want to repeat this event or can we achieve these learning objectives in other ways. Anthony added that many students appreciate the opportunity that this event provides for networking in career fields would be willing to assist with the project.

#### **b) PEHGS**

George Mammen introduced himself and Danielle Bentley. He reported that the graduate student group has met once and had also discussed a name change unofficially agreeing on KPEGS.

Margaret MacNeill asked if there is a tentative date for the Bodies of Knowledge Conference. Danielle Bentley responded that the dates will be narrowed down at their next meeting and that the group would try to avoid conflict with other KPE activities.

#### **8) Other Business**

None

#### **9) Announcements**

None

#### **10) Adjournment**

Meeting was adjourned at 5:30pm (Locke/Amara).