MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF ERINDALE COLLEGE COUNCIL, held on Wednesday, November 23, 2011 at 3:10 p.m. in room 3214, William G. Davis Building

Present: G. Anderson (in the Chair), P. Donoghue, L. Bailey, N. Woolridge, Dan DiCenzo (UTMSU), Dario DiCenso

Regrets: D. Saini, G. Cassar, M. Zandawala

The Executive Committee met to set the agenda for the December 1, 2011 meeting of Erindale College Council.

The report of the October 26, 2011 meeting of the Executive Committee was approved as circulated.

The Chair called on Professor Bailey to discuss the business from the November 21 meeting of the Resource Planning and Priorities Committee. Professor Bailey reported that the last meeting of RPPC was devoted to the discussion and approval of the four ancillary budgets of parking, residence, food and conference services, which was introduced by a presentation from the CAO on the SARG guidelines, under which the ancillaries operate. He reported that in the parking ancillary a 3% increase and in the residence ancillary a 5% increase was approved. Professor Bailey noted that with respect to these ancillaries there was extensive consultation of stakeholders: the Transportation and Parking subcommittee with respect to parking and a student advisory group on residences. In the parking budget a construction reserve is being introduced so that these funds are explicitly channeled towards the building of a parking deck extension, which will be needed in approximately five years. In the residence budget, a very large mortgage and much higher than expected maintenance costs contributed to the current year’s increase. Food rates also received the approval for a 3% (average) increase, mainly due to increased costs related to input prices such as labour and food prices. Professor Bailey emphasized that because the Instructional Centre opened two months earlier than expected, the food budget variance was larger than expected. He noted that these budgets would be forwarded for approval to Council at its December 1 meeting.

Mr. Dario DiCenso commented that the presentation of these budgets at Council’s upcoming meeting should be clear and concise so that members can more easily understand them than last year. The CAO concurred and noted that the introduction of the construction reserve makes it very easy to explain that revenues stay in the ancillary and go towards the cost of a deck extension, which will likely be needed in 2015. The estimated cost of such an extension is $8.6M: the construction reserve would contribute $2M and the rest of the $6.6M would have to be borrowed.

Members noted that an explanation of the SARG guidelines would also be very important to cover, because all of the ancillaries have to operate under their constraints. As well, comparator costs for other universities should also be highlighted, since UTM is
favourably represented with respect to rates for parking, food and residences compared to other institutions.

The Chair called on Professor Woolridge to discuss the business from the November 22 meeting of the Academic Affairs Committee. Professor Woolridge reported that the AAC discussed four major proposals and a series of minor changes in the form of the three curriculum reports of Humanities, Sciences and Social Sciences.

The three curriculum reports were approved in their entirety and would be forwarded to Council for information. Professor Woolridge presented the following summary of the minor curriculum changes.

**Humanities Curriculum Report: Changes for 2012-13**

There were 26 new half courses and 5 full courses added in the report, many in the French Studies and Languages areas. Half courses were added to give more flexibility and course descriptions were updated, aiming for clarity and giving more examples of writers and literary periods to be studied. Other descriptions were updated to give more precise examples of the topics covered and by stating the aims and usefulness of the course. New Italian courses were added to enrich and expand course offerings at the upper level in Italian teaching and learning. There was one new minor program and two major modifications, all in the department of Language Studies, which are part of the major changes that will be presented to ECC for approval.

**Sciences Curriculum Report: Changes for 2012-13**

The Science Curriculum sub-committee did not propose any major changes in the 2012/13 academic year. Rather, a large number of relatively small modifications were done in the category of “other program changes”. Across departments, numerous other changes, including renumbering, reweighting, description, renaming, were implemented to make program and course requirements clearer to students in response to the departments receiving repeated questions and in order to better reflect the course content. A small number of pre-requisites updates were also made. For example: In Chemistry, in the Limited Enrolment description for all Chemistry programs, they are changing the first year Chemistry mark requirement so that rather than requiring a specific mark in both CHM110 and CHM120, they will now require that same mark ONLY in CHM120. Additions or deletions of courses across the Science departments were largely the result of changes in faculty composition in the departments. A number of new courses were added to reflect new expertise to the departments provided by new hires or to reflect updates in the content of the field. (Biology, Anthropology, Geography).

**Social Sciences Curriculum Report: Changes for 2012-13**

The Social Sciences Curriculum sub-committee did not propose any major changes in the 2012/13 academic year. Rather, there were a multitude of housekeeping changes such as updating pre-requisites that will make it easier for students to finish their degree in a timely manner, updating references to accurately reflect existing H courses, instead of referencing Y courses and other minor pre-requisite changes.
There were 16 half and 3 full new courses added, most of the in the Department of Sociology to accommodate high student demand in a particular area (Crime and Socio-legal studies area and gender area) and to accommodate more students in second year courses. Fourth year lecture courses were also added in the same department to give students a deeper level of knowledge, but also to accommodate more students. There were 12 half and 2 full courses deleted, most of them in the Department of Sociology with respect to courses that were established as the special interest of faculty who have since retired and courses that have not been taught in several years. Finally, it should be highlighted that there were several new courses added in to offer internship opportunities in Economics, Geography and Sociology. These experiential learning opportunities are time intensive for the coordinators, but are considered very valuable offerings for students.

The secretary noted that these more minor changes would be linked into the Council meeting agenda for members to peruse in more detail.

Professor Woolridge also reported that the following four proposals were approved by the Academic Affairs Committee and would be forwarded to Council for approval.

1. Major modification in the French Studies Major Program
2. Major modification in the French Studies Specialist Program
3. New minor program in English language linguistics
4. Global management fundamentals certificate program

On a motion duly moved and seconded, the Executive Committee confirmed the three curriculum reports and the four resolutions approved by the Academic Affairs Committee. (P. Donoghue/L. Bailey)

The Executive Committee meeting adjourned at 3:50 p.m.

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Chair                                      Secretary