

**Faculty Council Agenda**

**October 13, 2023 12:00 – 2:00 p.m.**

**Virtual Meeting, Zoom**

**Link:** <https://utoronto.zoom.us/j/83301389087>

**Present:** Tricia McGuire-Adams, Beth Ali, Catherine Amara, Andrew Alvarez, Christopher Arnold, Michael Atkinson, Joseph Baker, Barb Brophy, Timothy Burkhart, Beatrice Chua, Simon Darnell, Kristine Drakich, Danielle Dobney, Caroline Fusco, Paul Handley, Michael Hutchison, Joseph Janelle, Gretchen Kerr, Emma Karamanlian, Jen Krol, Dveeta Lal, Danielle Lawrence, Marius Locke, Lynda Mainwaring (Chair), Katie Marriman, Wendy Pais, Sabrina Razack, Boba Samuels, Daniel Sailofsky, Ashley Stirling, Linda Trinh, Timothy Welsh

**Guests:** Maryanne McCormick, Tanya McDonald, Dorian D'Angelo, Terry Gardiner, Meredith Strong

**Regrets:** Kelly Arbour-Nicitopoulos, Rowena Cai, Joyce Chen, Jenna Gillen, Catherine Sabiston, Merrily Stratten, Luc Tremblay, Lucy Tempest, Katherine Tamminen.

1. **Call to Order and Introductions** – Chair called the meeting to order at 12:06pm and requested that all Faculty Council members and guests in attendance briefly introduce themselves.
2. **Approval of Agenda** - The agenda was accepted as presented. (**Motion:** Amara/Ali, Carried)
3. **Approval of Minutes** - The minutes from the May 24, 2023 Faculty Council meeting were accepted as presented. (**Motion:** Burkhart/Fusco, Carried)

4. **Orientation to Faculty Council**

Executive Director, Strategic Initiatives Meredith Strong began her presentation by reviewing the mandate of governance. She noted that the primary functions of governance are to provide approval for specific policy, plans and projects within established procedures. The Council provides oversight of a wide variety of reports and information, and provides input while monitoring the quality and substance of decision-making. Additionally, the Council may also provide advice, sometimes in confidence, on proposal initiatives at various stages of development.

Next, the role of the Faculty Council members was discussed, which was adapted from the University of Toronto's Expectations and Attributions of Governors and Key Principles of Ethical Conduct. Overall, the members are responsible for advancing and upholding the mission of the Faculty Council, providing relevant input into the Faculty's vision, strategies, objectives and understanding that the Faculty Council's role is one of oversight, with a focus on strategic matters rather than management or administration. Voting occurs on matters requiring a decision, except where a conflict of interest may exist. When such conflict exists, it is typical to abstain from a vote.

The KPE organizational structure includes administration and governance. The administration includes the Dean's Advisory Groups, Professoriate meetings, and additional Committees and working groups of the Faculty. The KPE governance structure includes Faculty Council and its Executive Committee. The Executive Committee is a Standing Committee and sets the agenda for Faculty Council. There are a number of other Standing Committees as well as the Council of Athletics and Recreation, which is unique to KPE.

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Some items from Faculty Council are required by policy to go to various committees and boards of University of Toronto Governance. Particularly the Council of Athletics and Recreation is required to seek approval on the Sport and Recreation Operating budget and plans from the Council on Student Services and then to the University Affairs Board.

The presentation next covered the powers, duties, and responsibilities of the Dean as articulated in the constitution of Faculty Council. The Dean is the Chief Executive Officer of the Faculty and reports directly to the Vice-President and Provost. The Dean has responsibility for the overall direction of the Faculty, in particular the budget, financial matters, personnel matters as well as extra-Faculty relationships. Additionally, the Dean consults with members of the Faculty Council on matters of policy and practice. The Dean is ultimately responsible for all of the administrative decisions that are within the Dean's jurisdiction.

The Standing Committees include the Executive, Appeals, Admissions, Curriculum, Examinations, Graduate and Research Committees. There are also joint Committees with the Council of Athletics and Recreation, such as the Awards, Equity, Restricted funds and Sponsorship Committees. The Council of Athletics and Recreation (CAR) as mentioned previously, is unique and is considered a Standing Committee of the Faculty Council. Its mandate is articulated within the Faculty Council Constitution as an appendix and the Council of Athletics and Recreation provides advice to the Council of Student Services. Moreover, there is a policy called the 'Protocol' that requires the Council of Athletics and Recreation to propose to the Council of Student Services any increase of compulsory, non-academic incidental fees. The Sport and Recreation operating budgets and plans are provided to Council of Student Services and then the Council on Student Services provides information or advice to the University Affairs Board on such fees. As such, KPE does have a different structure in terms of Faculty Council and some of the Standing Committees within it than other Faculties across the university.

In terms of a governance path, for example, new academic program approvals go to the Committee on Academic Policy and Programs, then to the Academic Board and Executive Committee. Constitutional amendments go to Academic Board and Executive Committee, and any major and minor modifications are reported to the Committee on Academic Policy and Programs. As mentioned previously, Council of Athletics and Recreation goes to Council of Student Services and then to University Affairs Board. The constitutional amendments are reviewed by the University Affairs Board and Executive Committee.

In summary, the Faculty Council's specific power and duties are to establish policies regarding academic matters. For example, standards regarding academic matters that are delegated by Faculty Council policies to the standing committees including appeals, curriculum, admission and awards are all within the powers of the Faculty Council. Moreover, the Faculty Council also has authority over the content, quality and the requirement of academic programs and courses. Additionally, the Council may review and approve major or minor modification to existing academic programs, diplomas and certificates. The Council also reviews, approves or recommends for approval on EDU proposals. Faculty Council's duties also include delegated approval of transcript notations and finally determining the number, composition and authority of its' Committees.

In conclusion, Ms. Meredith Strong reviewed the different types of voting members of the Faculty Council. The Faculty Council's membership includes all teaching staff, representatives from undergraduate and graduate students, administrative staff, emeritus professors and alumni. There are a number of ex-officio positions that also serve as voting members of the Council.

## 5. Committee Reports

### a. Executive Committee

Dean Kerr began her report by stating that the Standing Committee membership of Faculty Council is typically established in the summer months and the workload policy dictates that service responsibilities are provided to faculty members in June. As a result, the composition of the Standing Committees cannot be finalized until the summer. The Faculty Council does not meet during the summer but allocates responsibility and authority to the Executive Committee. The Executive Committee has worked on the Standing Committee list over the summer months and distributed the list to Faculty Council members one week prior to the October Faculty Council meeting. The version distributed before the meeting did not list Co-Chairs of the Awards Committee. Since then, the Co-Chairs of the Awards Committee have been identified, and as mentioned during Meredith Strong's presentation, Awards Committee is a joint committee and therefore oversees both the Curricular and Co-Curricular awards. As a result, one Co-Chair is selected from Curricular and one from Co-Curricular. Professor Tim Taha and Mary Beth Challoner, respectively, have agreed to serve as the Co-Chairs of the Awards Committee.

Dean Kerr concluded her report by making a motion that *Faculty Council endorse the recommendation of the Executive Committee, that the composition of the Faculty Council Standing Committees for 2023/24 be as reflected in the accompanying table dated October 4, 2023, along with the amendments presented during the October 13 2023 Faculty Council meeting* (**Motion:** Kerr/Darnell) The motion was carried with majority vote.

Professor Fusco stated that the Research Committee does not have a representative from the Physical Cultural Studies area. Professor Fusco then suggested that it would be beneficial to have a representative from Physical Cultural Studies, given that the Research Committee assesses internal grant request and students' application for awards. Professor Fusco suggested Professor Tricia McGuire-Adams would make a good addition to the committee as the Physical Cultural Studies representative.

Dean Kerr thanked Professor Fusco for their comments and noted that a few considerations are made during the allocation of membership. One is simply the availability of the members. In any given year, there are leaves or workload reductions for new faculty members, particularly in the service area as well as for people who are on research and study leaves. The other consideration is that over the years the Committee sizes have grown which has made it more difficult to arrange meetings. As we revise the Constitution and Bylaws, the committee sizes will be made smaller and that will come with the understanding that not every sub-disciplinary area will have representation on every committee. Additionally, it is incumbent upon both the Chairs of those Committees and the members at large to ensure that their discussions and decision-making considers all areas. This makes the consultation at Professoriate meetings and bringing matters to Council more important. Lastly, we have also received feedback that faculty members cannot easily be allocated into one of our traditional sub-disciplinary areas and as we progress with curriculum revisions, our Faculty will try to move away from such categories. Dean Kerr said that Professor Fusco's suggestions will be taken under advisement, but it is not always possible to have representation on all committees, as a result we have to ensure that we consult broadly and widely before decisions are made. Professor Gretchen also confirmed that the bylaws state that directors from three EDU Committees serve as assessors on the Research Committee.

**b. Undergraduate Examinations**

The Summer Executive Committee of Examinations met to review grades over summer months and to manage any petitions that were submitted. The Executive Committee reviewed total of 120 petitions up until the first meeting of the full Committee on September 18, 2023. This number of petitions is slightly higher this year but not much different from last summer. Last year the Executive Committee reviewed just under 110 petitions. This year, out of the 120 petitions, 30 were term work accommodations related to medical, compassionate and other kinds of grounds, 13 were late add or withdrawal petitions. There were a number of prerequisite waiver requests, suspension waivers and return from suspensions petitions, 3 were petitions related to course overload or standing deferred and 51 'other' types of petitions. From this 'other' category, 40 of them were related to ODP, 5 related to extra course enrolment and finishing up degrees from past years.

The Examinations Committee had its first meeting on September 18, and welcomed new and returning members. The committee reviewed the letter sent by the Dean, reminding the committee of the scope of their work as outlined by the Faculty Council bylaws, which is to implement the University's grading practices policy for the undergraduate program and oversee a general consistency of grading procedures. As well, the Committee makes recommendations for students' academic status, graduation, to consider the award of academic based scholarships and decide upon petitions regarding the undergraduate program which are subject to appeal at the Appeals Committee. Lastly, the Committee is tasked to review policies and guidelines for the mode of delivery of final examinations. Professor Amara added that when it comes to requests regarding the delivery of final examinations, the Committee has always taken into consideration the pedagogical rationale provided by individual course instructors and the number of such requests received each term. The Committee is looking forward to a broader discussion with a focus on considering some of our University's historical practice related to how we think about and demonstrate knowledge, while ensuring we are aligned with the equitable and inclusive practices grounded in our new academic plan.

Professor Amara then mentioned that this past spring/summer term our Faculty offered seven courses, two compulsory and five elective courses which had great enrollment rates. Overall enrolment for the courses was 527, and some students took more than one course.

Professor Amara next shared the Summer Audit report file with the Council. The file showed academic records of 32 individual students who had taken courses over the summer and were either not in good standing or had NOTA at the beginning of the summer term. NOTA stands for not assessed, which means the student has attempted fewer than three full course equivalents and has not been assessed. The report displayed the students' sessional academic average which is the grade point average student acquired for the number of courses taken in summer/spring. The report also displayed the cumulative grade point average of the students after the summer grades were finalized and published. Students who had a cumulative grade point average of less than 1.7 at the end of summer term were assessed as not in good standing. However, 12 students who started summer term with not in good standing did well enough over the course of the summer and were able to pull themselves into good standing. Few students were not able to improve their academic standing over the course of summer months and had incurred probation at the end of summer term. However, students who incur probation at the end of summer term do not incur a suspension but receive a warning communication regarding their academic status.

Lastly, Professor Amara extended a very big thank you to Mr. Timothy Linden, who prepared all

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the data, and reviews each and every student who begins their term in poor standing to make sure that their records and academic status are updated accordingly.

Professor Amara concluded her report by making a motion to the Faculty Council *to approve the Summer 2023 Audit report (Motion: Amara/Fusco, Carried)*

c. **Undergraduate Curriculum**

Professor Amara reported that the Committee met on September 12 and again on October 10. At the September meeting, new and returning members were welcomed and the letter provided by the Dean was reviewed, which outlined the scope of work for the committee. According to the Faculty Council bylaws, roles of the committee include review and recommend to Council new or revised course proposals, curricula, review for approval of new or revised detailed course outlines and evaluations, and review for approval revisions to course descriptions in the academic calendar. The Committee then reviewed a list of topics that they hope to discuss this year, such as the outdoor projects degree requirement, course delivery mode, the framework for the mode of final exams, anti-oppression and inclusion curriculum repository and ways of integrating such content across the course's curriculum mapping, and the CPR C and standard first aid degree requirement. Lastly, the usual administrative business of the Curriculum Committee is reviewing course descriptions, outlines, eligibility for certificates and academic calendar changes.

At the October meeting, Professor Amara provided the committee with updates regarding a session she held with students to discuss proposed changes to the outdoor project requirements. A similar group session was held last year, and another was arranged so the incoming first year students could also participate. Since the last group session, Professor Amara met with some other students and looks forward to sharing this information, along with a draft proposal at the next Faculty Council meeting and as well as at the Professoriate meeting for feedback.

The Committee also spent some time discussing ways to enhance anti-oppressive and inclusive practices across our curriculum and how best to support instructors in their work. Some of the discussions led to reflecting on the anti-oppression and inclusion repository, and ideas that never reached its full potential such as a community of practice. The Committee generated some excellent ideas in terms of ways to move forward. In conclusion, Professor Amara stated that many of our colleagues have moved forward individually with their own personal work in their own courses, and it would be great a learning experience for everyone to share some of those changes and the evolution of their teaching over the past couple of year.

d. **Undergraduate Admissions**

Professor Locke reported that the Committee has not had a meeting this academic year, but will before the end of the Fall term. Professor Locke then briefly summarized enrolment data from the last academic year. Our Faculty received 2,360 applications, which is 125 more than what was seen during the admission period of 2022. We offered or admitted 1,506 students, which is again 182 more than last year. We have registered 349 students which is 61 more than last year. These numbers go to show that our Faculty is growing and there is a demand for our program.

e. **Graduate Committee**

Vice-Dean Stirling presented the report to the Council on behalf of Associate Dean, Graduate Education Katherine Tamminen. The Graduate Committee held its first meeting of the year on September 25, 2023. At this meeting the Committee reviewed the terms of reference for the

University of Toronto - Faculty of Kinesiology & Physical Education Committee. The Committee also received some updates on the graduate awards processes allowing them to prepare for the work that would be underway over the course of the year. The Committee then talked about the upcoming award deadlines as well as the upcoming graduate student admission deadlines that will be occurring in the next term. The Graduate Committee anticipates reviewing the new graduate program proposals for Master of Kinesiology and Master of Sports Sciences. The proposal will be brought forward to the Faculty Council at a future meeting. The Committee is also awaiting the election of a graduate student representative from KPEGS to be appointed to the committee for the year.

f. **Research Committee**

The Committee report was presented by Chair Professor Lynda Mainwaring on behalf of Professor Timothy Welsh. The Committee discussed and recommended the guidelines and the application process for the annual Internal Faculty Research Grant, the Inaugural Tanenbaum Institute for Science and Sport and the Faculty of Kinesiology and Physical Education Seed Research Grant. The applications are now open and will close on November 15, 2023. Please submit applications via email to the Research Services Office [adr.kpe@utoronto.ca](mailto:adr.kpe@utoronto.ca).

g. **Council of Athletics & Recreation**

The Council of Athletics and Recreation had their first meeting on Tuesday, October 10, 2023. The meeting had a very large turnout, and this year diverse group of students, faculty and staff are serving on the council. The two Co-Chairs of the council are graduate students, Jessica Muha, a Masters student in Medical Science and Amin Mostofinejad who is a Masters student at KPE.

The first Council of Athletic and Recreation meeting was an introductory meeting and Beth Ali presented an orientation presentation to familiarize the Council members with the programs, facilities and services offered through KPE Sport and Recreation. The Council of Athletic and Recreation's upcoming order of business is the KPE Sport and Recreation 2024-2025 budget process. This process starts with the staff and the information will be presented to the Council of Athletics and Recreation's budget Committee and ultimately to the Council of Athletic and Recreation in December for approval, and then to the Council on Student Services. Secondly, the Council will focus on the reaffirmation of the two EDI strategies. First, is the women only programming and secondly, the Trans women sport programming. Lastly, the Council will work on the implementation of 2023-24 revised Safe Sports code of Ethics across the sport, physical activity and recreation programs, facilities and services at KPE.

h. **Equity Committee** – No report

i. **Awards Committee** – No report

j. **Restricted Funds Committee** – No report

k. **Sponsorship Committee** – No report

6. **EDU Reports**

a. **Centre for Sport Policy Studies**

Professor Darnell reported that the Centre is launching a new event this year, which the Centre hopes will become an annual event. The working title for this event is the Annual Peter Donnelly Lecture in Sport Policy. The inaugural event will be held on March 21, 2024. Professor Parissa Safai from York University who is also a graduate of KPE faculty will be the first to present at

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the Annual Peter Donnelly Lecture in Sport Policy. More information will be shared closer to the date. Lastly, Professor Darnell thanked the Research Services Office for all their support with this new initiative.

- b. **Centre for Motor Control** – No report
- c. **Mental Health and Physical Activity Research Centre** – No report
- d. **Centre for Sport-Related Concussion Research, Innovation and Knowledge**  
Professor Hutchison reported that the Centre has been involved in the baseline testing with over 150 athletes. Education of athletes and coaches this fall was very successful and the Centre was well represented at the most recent test event in September 2023.

## 7. Deans' Reports

### a. Dean

Dean Kerr began her report by welcoming students, staff and faculty who are returning as well as new to Faculty Council especially those new members of KPEUA and KPEGS. Since Council last meet, three faculty members have been hired. Professor Joe Baker is the inaugural Tanenbaum Chair in Sport Science, Data Modelling and Sport Analytics, bringing expertise in talent identification and development. Professor Tricia McGuire-Adams comes to us with a focus on and expertise in Indigenous concepts and practices of physical activity, sport, health and wellbeing. Professor Madeleine Orr brings expertise in climate vulnerability and adaptation in the sport sector, and the study of sport as a platform for climate communication and activism. There are also several new part-time and contractually-limited term appointments in our faculty complement, including Michael Cournaya in the Health Science Writing Centre, Danielle Dobney in the area of biomechanics and human movement, Danielle Lawrence in professional kinesiology and clinical movement sciences, Sabrina Razack in physical literacy in the early years and Daniel Sailofsky in the physical cultural area of sport and physical activity. Dean Kerr then introduced senior staff additions, Meredith Strong, who is joining KPE Faculty in the new position of Executive Director of Strategic Initiatives and Terry Gardiner as the Faculty's Director of Equity, Diversity and Inclusion. Both bring extensive expertise and experience from around the University.

Dean Kerr stated that it is wonderful to see the campus re-vitalized again with the energy and excitement that students bring. Our classes are in full swing, our Faculty's research programmes are active, and the sport and recreation programmes have welcomed students, staff and faculty from across the University to its diverse programming. Dean Kerr hopes everyone's term is off to a good start and offered a big thank-you to all those who worked tirelessly over last spring and summer to prepare for a smooth start to a new academic year.

This academic year, we will also see a number of new initiatives. As one of many examples, and as part of reconciliation efforts, the university has initiated a new Indigenous Student Tuition Grant Programme which offers free tuition to students from nine First Nations whose land the University of Toronto sits on or is adjacent to. Additionally, as part of the National Day of Truth and Reconciliation, we were very privileged to host Dr. Wilton Littlechild as a featured speaker. Dr. Littlechild is an accomplished athlete, a lawyer, the originator of the North American Indigenous Games and the World Indigenous Games, and a Commissioner of the Truth and Reconciliation Commission of Canada, amongst other roles.

Unfortunately, the joys of the start of term have been tarnished by the conflicts we are witnessing on the international stage - from the war in Ukraine to the tensions between the governments of India and Canada, and more recently the war and atrocities occurring in the Middle East. This Middle East conflict has a deep emotional toll on our community and especially so for those faculty, staff and students who have family, friends and colleagues in the region. We share in the immense grief and are concerned for everyone's well-being amid the outbreak of war. The University has been in contact with all students currently in the region and has reported they are accounted for. Resources have also been shared with international students from the region studying at U of T to offer support.

This period of global turmoil will test our resolve and ability to coexist and thrive together within a diverse campus community. This is the time to re-commit to the university's values of civility, respect and mutual understanding which will help us weather these tumultuous times. It is also the time to increase our efforts to care for ourselves and for others - to demonstrate the kindness, empathy and compassion that the world needs most right now.

**b. Vice-Dean, Programs**

Vice-Dean Stirling welcomed everyone to the new academic year and hoped that the term is off to a great start for all. Then, Vice-Dean Stirling reported that the Fall convocation and graduation reception has been confirmed for November 9, 2023. This involves both the graduate and undergraduate students.

**c. Associate Dean, Research**

Professor Welsh began his report by stating that this academic year has been great for grant writing thus far. Then Professor Welsh thanked everyone who has taken the initiative to apply for the new research awards and grants. Professor Welsh also extended special thanks to the members of the Research Services Office, Kay Li, Jason Small and Nina Hamou for all their assistance and support. Professor Welsh mentioned individuals from the Industrial Partnership Office presented at the professorial meeting last Monday and if anyone requires additional information on these types of partnerships to reach out to the Research Services Office. Moreover, the Research Service Office and Office of the Associate Dean, Research will be working together to develop processes for supporting the development of new partnerships as well.

In addition, the Research Committee as well as the Research Services Office in the Office of the Associate Dean, Research, will be working together to develop processes for sharing equipment, technology and space across our faculty for both research and non-research purposes. This will not be particularly related to exercise, testing and exercise intervention studies protocols. Anyone interested to know more about this initiative while this process is underway are encouraged to reach out to the Research Service Office.

**d. Executive Director, Athletics & Physical Activity**

Beth Ali stated that the Sport and Recreation programs are running at full swing and the trend of increased participation that was seen last year is continuing. Almost every program across the board is full.

The enhanced training program is also continuing for both student and staff leadership. The trainings include; Safe Sport, Rowan's Law, Anti-racism and Sexual Violence Prevention

University of Toronto - Faculty of Kinesiology & Physical Education Training, etc. This training program started last year and 1,200 students and staff were trained, and a similar program is in place this year for all of the incoming students and staff members.

Lastly, she reminded the Council to reach out to Jill Clark to acquire tickets for Varsity Blues games. Jill Clark will be able to give out complementary tickets for these events. Moreover, staff and alumni will also be sending information out about tickets for staff and faculty. This year there has already been an increased demands for these tickets from fans.

e. **Chief Administrative Officer**

Paul Handley stated that the Goldring office renovation project has started and the project has a completion deadline of January 1, 2024. Next, he reported that the Academic Wood Tower project which is the north end of the Goldring Centre has also begun. The north end construction is causing some challenges for people working in the building, but the situation is being closely monitored and issues are being resolved as quickly as possible. It was also noted that over the summer the renovations of second and third floor corridors of Benson building took place. Lastly, the lights at the Varsity Stadium will be replaced with LED light; this change will be an environmentally friendly alternative and also less disruptive to neighbours in the vicinity.

**8. Student Governments' Reports**

a. **KPEUA**

Emma Karamanlian reported the KPE Athletic Association had their first event of the year on October 13. The KPE Athletic Association organized a flag football event raising money for breast cancer awareness. KPEUA in collaboration with connections has organized the Hart House Farm leadership retreat, the participants will be leaving for the retreat on October 20 and will return on October 21, 2023. KPEUA is also hosting a Halloween Social on October 27. Lastly, in collaboration with KINections, KPEUA will be hosting a career café event on November 2, 2023.

b. **KPEGS** – No report

**9. Other Business/Announcements** – None

**10. Adjournment** – The meeting was adjourned at 13:32 (**Motion:** Fusco/Amara, Carried)