

**University of Waterloo**  
**SENATE**  
**Notice of Meeting**

**Date:** Monday, November 21, 2005  
**Time / Place:** 4:30 p.m. / Needles Hall, Room 3001

	<b>OPEN SESSION</b>	<b>Page</b>	<b>Action</b>
4:30	<b><u>Consent Agenda</u></b> <b>Motion:</b> That items 1-4 [below] be approved or received for information, as indicated, by consent.		
	1. Approval of the October 17, 2005 Minutes [enclosed]		Decision
	2. Report of the Chair a. Recognition and Commendation	2, A1	Information
	3. Reports from the Faculties	2, A2-A14	Information
	4. Other Business a. Committee Appointments / Reappointments b. COU Report	2, A15 2, A16-A17	Decision Information
	<b><u>Regular Agenda</u></b>		
4:35	5. Reports from Committees / Councils (A) a. University Appointments Review Committee	2, A18-A19	Information
4:40	b. University Tenure & Promotion Advisory Committee	2, A20-A23	Information
	6. Presentations		
4:45	a. St. Paul's United College	2	Information
5:00	b. Sixth-Decade Planning	2	Information
5:25	7. Business Arising from the Minutes		
5:30	8. Report of the Chair a. Environmental Scan	2	Information
5:45	9. Report of the Vice-President, Academic & Provost	2	Information
5:55	10. Report of the Vice-President, External Relations	2	Information
	11. Reports from Committees / Councils (B)		
6:05	a. Graduate & Research Council	2, A24-A25	Decision / Information
6:10	b. Undergraduate Council	2, A26-A32	Decision / Information
	12. Other Business		
6:15	a. Report of the University Librarian	2	Information
	<b>CONFIDENTIAL SESSION</b>		
6:25	13. Approval of the October 17, 2005 Minutes [enclosed]		Decision
	14. Other Business		
6:30	a. Delegation of Authority	3, CS1	Decision

The Executive Committee met on November 7, 2005 and wishes to report as follows:

**OPEN SESSION**

**Consent Agenda**

**2. REPORT OF THE CHAIR**

- a. Recognition and Commendation.** The Committee agreed to forward this report to Senate for information.

**3. REPORTS FROM THE FACULTIES**

The Committee agreed to forward these reports to Senate for information.

**4. OTHER BUSINESS**

- a. Committee Appointments / Reappointments.** The Committee agreed to recommend these appointments / reappointments to Senate for approval.

- b. COU Report.** Forwarded to Senate for information.

**Regular Agenda**

**5. REPORTS FROM COMMITTEES / COUNCILS (A)**

- a. University Appointments Review Committee.** The Committee agreed to forward this report to Senate for information.

- b. University Tenure & Promotion Advisory Committee.** The Committee agreed to forward this report to Senate for information.

**6. PRESENTATIONS**

- a. St. Paul's United College.** The Principal of St. Paul's United College will present this item.

- b. Sixth-Decade Planning.** The Provost will table the University-level document for first reading and note the highlights.

**8. REPORT OF THE CHAIR**

- a. Environmental Scan.** The President will report as appropriate, including his recent visit to China and Hong Kong and the *Maclean's* survey results.

**9. REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST**

The Vice-President will report as appropriate.

**10. REPORT OF THE VICE-PRESIDENT, EXTERNAL RELATIONS**

The Vice-President will report as appropriate.

**11. REPORTS FROM COMMITTEES / COUNCILS (B)**

- a. Graduate & Research Council.** The Committee agreed to forward this report to Senate for approval and information as indicated.

- b. Undergraduate Council.** The Committee agreed to forward this report to Senate for approval and information as indicated.

**12. OTHER BUSINESS**

- a. Report of the University Librarian.** The University Librarian will provide a brief report.

*University of Waterloo*

*SENATE*

*November 21, 2005*

*Report of the Chair*

**For Information**

**1. RECOGNITION AND COMMENDATION**

Chancellor **Mike Lazaridis** (President & Co-CEO of Research In Motion Inc.), Governor **Serge Godin** (Chairman & CEO of CGI Group Inc.) and Professor **Ric Holt** (Professor of Software Engineering and Director of the Software Telecommunication Group) are among Canada's "Top 30 IT Movers and Shakers" of the past 30 years. *Computing Canada* magazine published the list, saying "Canada has had more than its share of inventors and entrepreneurs. They have helped shape not only the nature of this country's business technology landscape, they have changed the very nature of computing itself. From mobile e-mail devices to open source operating systems to platform-agnostic programming languages -- Canada's IT innovators have left an indelible mark."

**Ralph Haas** (Distinguished Professor Emeritus) and two Engineering alumni are being honoured by Professional Engineers Ontario for their achievements. Haas (Civil Engineering), who has achieved national and international recognition for important contributions to pavement engineering and infrastructure management, will receive the Association's Engineering Medal in the Research and Development category. **Tom Chau** (received his PhD in Systems Design Engineering and holds the Canada Research Chair in Pediatric Rehabilitation Engineering at the University of Toronto), who has enhanced the quality of life of children with disabilities through innovative research at the Bloorview Research Institute, won the Engineering Medal in the Young Engineer category. **Tony Franceschini** (received his Bachelor of Applied Science degree in Civil Engineering), who is President & CEO of Stantec Inc. Canada, based in Edmonton, and transformed the company into a leading North American professional services firm, won the Engineering Medal for Entrepreneurship.

**UNIVERSITY OF WATERLOO  
REPORT OF THE DEAN OF APPLIED HEALTH SCIENCES TO SENATE**

**Monday, November 21, 2005**

**For Information:**

**A. *APPOINTMENTS***

***New Definite Term – full-time***

**MILLS, Christina**, Professor, Health Studies and Gerontology, May 1, 2005 to April 30, 2008.

***Visiting Appointments***

**STEWART, William**, Professor, Recreation and Leisure Studies, January 1, 2006 to June 30, 2006.

***Cross Re-appointments***

**FONG, Geoffrey**, Associate Professor, Department of Psychology, Faculty of Arts to Health Studies and Gerontology, Faculty of Applied Health Sciences, July 1, 2005 to June 30, 2008.

***Graduate Students Appointed as Part-time Lecturers***

**HARVEY, Andrew**, Lecturer, Kinesiology, September 1, 2005 to December 31, 2005.



Roger C. Mannell, Dean  
Applied Health Sciences

**UNIVERSITY OF WATERLOO  
REPORT OF THE DEAN OF THE FACULTY OF ARTS TO SENATE  
NOVEMBER 21, 2005**

For information:

*A. APPOINTMENTS*

*Definite Term Reappointment - Full-time*

**VANDEN BOSCH, Nancy**, Lecturer, School of Accountancy, September 1, 2005 to August 31, 2006.

*Adjunct Appointments*

**BIRKETT, David**, Lecturer, Department of Economics, September 1, 2005 to December 31, 2005.

**ELLIOT, Patricia**, Associate Professor, Department of Sociology, September 1, 2005 to August 31, 2008.

**KITOSSA, Tamari**, Assistant Professor, Department of Sociology, January 1, 2006 to April 30, 2006.

**ROCKX, Barb**, Lecturer, School of Accountancy, September 1, 2005 to December 31, 2005.

*Adjunct Reappointments*

**ABBOTT, William** (Professor Emeritus), Associate Professor, Independent Studies, September 1, 2005 to August 31, 2006.

**BIRKETT, David**, Lecturer, Department of Economics, January 1, 2006 to April 30, 2006.

**COOK, Rob**, Lecturer, Department of Economics, January 1, 2006 to April 30, 2006.

**DATARDINA, Malik**, Course Developer, School of Accountancy, September 1, 2005 to December 31, 2005.

**DATARDINA, Malik**, Lecturer, School of Accountancy, January 1, 2006 to April 30, 2006.

**DYWAN, Jane**, Professor, Department of Psychology, September 1, 2005 to August 31, 2006.

**FORSYTH, Phyllis** (Professor Emerita), Professor, Department of Classical Studies, January 1, 2006 to April 30, 2006.

**HASTEDT, Slawomira**, Lecturer, Department of Spanish and Latin American Studies, January 1, 2006 to April 30, 2006.

**HUTTER, Daniel**, Lecturer, Department of Classical Studies, January 1, 2006 to April 30, 2006.

**MACKINNON, Ernie** (Professor Emeritus), Associate Professor, Department of Psychology, September 1, 2005 to June 30, 2006.

**MAES, Nick**, Assistant Professor, Department of Classical Studies, January 1, 2006 to April 30, 2006.

**MOTA, Fatima**, Lecturer, Department of Spanish and Latin American Studies, January 1, 2006 to April 30, 2006.

**NEURU, Lucinda** (Professor Emerita), Associate Professor, Department of Classical Studies, January 1, 2006 to April 30, 2006.

**PORTER, Robert** (Professor Emeritus), Assistant Professor, Department of Classical Studies, January 1, 2006 to April 30, 2006.

**SCHWEITZER, David**, Assistant Professor, Department of History, January 1, 2006 to April 30, 2006.

**SPAHR, Adriana**, Assistant Professor, Department of Spanish and Latin American Studies, January 1, 2006 to April 30, 2006.

**VERA-QUINN, Regina**, Lecturer, Department of Spanish and Latin American Studies, January 1, 2006 to April 30, 2006.

**Visiting Reappointment**

**LOCHTE, Anne**, Assistant Professor, Department of Germanic and Slavic Studies, January 1, 2006 to April 30, 2006.

**Cross Appointment**

**CLAPP, Jennifer** (Environment and Resource Studies), Associate Professor, cross appointment to Department of Political Science, September 1, 2005 to August 31, 2008.

**Cross Reappointment**

**ENGLISH, John**, Professor, Department of History, cross reappointment to Department of Political Science, January 1, 2004 to June 30, 2007.

**Graduate Students Reappointed as Adjunct Lecturers**

**BOYER, Luc**, Department of Sociology, January 1, 2006 to April 30, 2006.

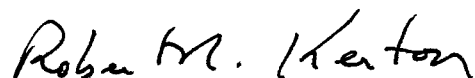
**OSTERBERG, Natalie**, Department of Philosophy, September 1, 2005 to December 31, 2005.

**B. ADMINISTRATIVE APPOINTMENT**

**BRUCE, Gary**, Associate Chair, Graduate Studies, Department of History, January 1, 2006 to April 30, 2006.

**C. RETIREMENT**

**HENDLEY, Brian**, Professor, Department of Philosophy, effective January 1, 2006.



Robert R. Kerton  
Dean, Faculty of Arts

**UNIVERSITY OF WATERLOO**  
**REPORT OF THE DEAN OF ENGINEERING TO SENATE**  
November 21, 2005

For information:

**A. *APPOINTMENTS***

**Probationary Term Reappointment**

**ANIS, Mohab**, Assistant Professor, Department of Electrical & Computer Engineering, July 1, 2006 – June 30, 2009. PhD University of Waterloo 2002; MASc University of Waterloo 1999; BSc Cairo University 1997.

**CZARNECKI, Kryzysztop**, Department of Electrical & Computer Engineering, July 1, 2006 – June 30, 2009. PhD Technical University of Ilmenau, Germany 1999; MS Technical University of Ilmenau 1995; MS California State University 1994.

**TAHVILDARI, Laden**, Department of Electrical & Computer Engineering, July 1, 2006 – June 30, 2009. PhD University of Waterloo 2003; MASc University of Waterloo 1998; BSc Iran University of Science & Technology 1991.

**Definite Term Reappointment -- full-time**

**MORTON, Andrew**, Lecturer and Associate Director of Software Engineering, November 1, 2005 – June 30, 2010.

**Visiting Appointments**

**CHAKRABORTY, Goutam**, Researcher, Department of Electrical & Computer Engineering, August 1, 2006 – July 31, 2007.

**CONTANT, Sheila**, Scholar, Department of Chemical Engineering, October 1, 2005 – February 1, 2006.

**GHADIMI, Ali A.**, Scholar, Department of Electrical & Computer Engineering, January 1, 2006 – August 31, 2006.

**GHAZANVI, Solmaz**, Scholar, Department of Electrical & Computer Engineering, September 26, 2005 – September 25, 2006.

**KANEZAKI, Toshihiko**, Scholar, Department of Mechanical Engineering, October 13, 2005 – January 31, 2006.

**MINGBO, Liu**, Researcher, Department of Electrical & Computer Engineering, March 1, 2006 – February 28, 2007.

**SHERBENI, Hesham**, Scholar, Department of Civil Engineering, September 22, 2005 – September 21, 2006.

**TORBATIAN, Mehdi**, Researcher, Department of Electrical & Computer Engineering, September 14, 2005 – September 13, 2006.

**ZHANG, Jianan**, Scholar, Department of Chemical Engineering September 6, 2005 – December 31, 2005.

**Visiting Reappointments**

**IYER, Aravind**, Scholar, Department of Electrical & Computer Engineering, October 1, 2005 – September 30, 2006.

**LI, Xiaogang**, Scholar, Department of Mechanical Engineering, August 1, 2005 – July 31, 2006.

**Adjunct Appointments**

**CAMPILHO, Aurelio**, Professor, Department of Electrical & Computer Engineering, September 1, 2005 – August 31, 2008.

**DICKSON, Sarah**, Assistant Professor, Department of Civil Engineering, May 1, 2005 – April 30, 2007.

**GEORGE, Charles**, Professor, Department of Electrical & Computer Engineering, September 1, 2005 – August 31, 2008.

**HUTCHISON, William**, Associate Professor, Department of Systems Design Engineering, September 1, 2005 – August 31, 2008.

**LIU, Simon**, Professor, Department of Mechanical Engineering, September 1, 2005 – August 31, 2010.

**NAJJARAN, Homayoun**, Professor, Department of Civil Engineering, August 1, 2004 – July 31, 2006.

**RODRICKS, Larry**, Lecturer, Environmental Engineering, Department of Civil Engineering, September 1, 2005 – December 31, 2005.

**ZHANG, JiuJun**, Professor, Department of Mechanical Engineering, September 1, 2005 – August 31, 2010.

**Adjunct Reappointments**

**COCKFIELD, Richard**, Professor, (Professor Emeritus), Department of Civil Engineering, July 1, 2004 – June 30, 2006.

**CHOW, Lenard**, Professor, (Professor Emeritus), Department of Electrical & Computer Engineering, September 1, 2005 – February 28, 2006.

**DE, Mitali**, Associate Professor, Department of Systems Design Engineering, September 1, 2005 – August 31, 2008.

**HAAS, Ralph**, Professor, (Distinguished Professor Emeritus), Department of Civil Engineering, September 1, 2005 – August 31, 2008.

**HUTCHINSON, Bruce**, Professor, (Distinguished Professor Emeritus), Department of Civil Engineering, July 1, 2005 – June 30, 2008.

**INGRAM, Gareth**, Associate Professor, Department of Electrical & Computer Engineering, January 1, 2005 – December 31, 2008.

**MANN, Stephen**, Associate Professor, Department of Mechanical Engineering, October 1, 2005 – September 30, 2008.

**NGUYEN, Tam**, Lecturer, Department of Mechanical Engineering, September 1, 2005 – December 31, 2005.

**WARNE, David**, Assistant Professor, School of Architecture, September 1, 2005 – December 31, 2005.

**WOODCOCK, Kathryn**, Associate Professor, Department of Systems Design Engineering, October 1, 2005 – September 30, 2006.

**ZHANG, David**, Professor, Department of Electrical & Computer Engineering, September 1, 2005 – August 31, 2008.

**Cross Appointments**

**ANJOS, Miguel**, Assistant Professor, Department of Management Sciences to Department of Electrical & Computer Engineering, October 1, 2005 – September 30, 2008.

**BEDI, Sanjeev**, Professor, Department of Mechanical Engineering to School of Computer Science, September 1, 2005 – August 31, 2007.

**MORRIS, Kirsten**, Professor, Department of Applied Mathematics to Department of Electrical & Computer Engineering, October 1, 2005 – September 30, 2008.

**SALAMA, Magdy**, Professor, Department of Electrical & Computer Engineering to Research Institute for Aging, October 1, 2005 – September 30, 2008.

**YEOW, John**, Assistant Professor, Department of Systems Design Engineering to Department of Electrical & Computer Engineering, October 1, 2005 – September 30, 2008.

**Cross Reappointments**

**DUHAMEL, Jean**, Associate Professor, Department of Chemistry to Department of Chemical Engineering, October 1, 2005 – September 30, 2007.

**JONES, Lyndon**, Professor, School of Optometry to Department of Chemical Engineering, September 1, 2005 – August 31, 2007.

**Graduate Students appointed as Part-time Lecturers**

**MINERS, Ben**, Department of Electrical & Computer Engineering, September 1, 2005 – December 31, 2005.

**HORNE, Edward**, Department of Electrical & Computer Engineering, May 1, 2005 – August 31, 2005.

**B. ADMINISTRATIVE REAPPOINTMENTS**

**ANDERSON, William**, Associate Chair of Undergraduate Studies, Department of Chemical Engineering, November 1, 2005 – October 31, 2006.

**DUEVER, Thomas**, Chair, Department of Chemical Engineering, January 1, 2006 – December 31, 2008.

**TZOGANAKIS, Costas**, Associate Chair of Graduate Studies, Department of Chemical Engineering, July 1, 2005 – June 30, 2006.

**C. RESIGNATIONS**

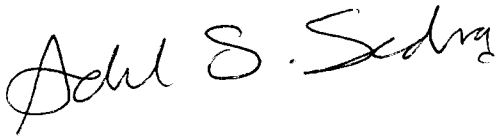
**MORLEY, Mark**, Continuing Lecturer, Department of Systems Design Engineering, August 31, 2005.

**FOR APPROVAL BY THE BOARD OF GOVERNORS**

***D. SABBATICAL***

**WANG, David**, Professor, Department of Electrical & Computer Engineering, January 1, 2006 – December 31, 2006, twelve months at 85% salary.

**WARD, Paul**, Assistant Professor, Department of Electrical & Computer Engineering, January 1, 2006 – June 30, 2006, six months at 100% salary.



Adel S. Sedra  
Dean, Faculty of Engineering

**UNIVERSITY OF WATERLOO**  
**REPORT OF THE DEAN FACULTY OF ENVIRONMENTAL STUDIES TO SENATE**  
**November 21, 2005**

**For Information:**

**A. APPOINTMENTS**

**Tenured Appointment**

**KELLY, Richard**, Associate Professor, appointed to the Department of Geography, January 1, 2006, BSc (Geography) Manchester, 1988; MA (Geography) Wilfrid Laurier University, 1990; Ph.D. (Geography) University of Bristol, 1994. Dr. Kelly's areas of research expertise include satellite remote sensing, measurements of snow for national and global water resource applications and climate change studies. He will teach undergraduate courses and advise graduate students in remote sensing, climatology and geomatics.

**New Probationary Term Appointment**

**LARSON, Brendon**, Assistant Professor, appointed to the Department of Environment and Resource Studies, July 1, 2006 to June 30, 2009, B.Sc. (Biology) University of Guelph, 1994; M.Sc. (Botany) University of Toronto, 1997; Ph.D. (Science and Society) University of California, 2004. Dr. Larson's research is interdisciplinary, examining socio-cultural and ecological dimensions of science-society relationships in areas including forest ecology, environmental communications, natural history, and environmental ethics. Dr. Larson will teach undergraduate courses in biophysical systems and will supervise graduate students in areas including conservation policy, control of invasive species, environmental philosophy, and environmental communication.

**Adjunct Appointments**

**FERGUSON, Philip**, Adjunct Lecturer, School of Planning, January 1, 2006 to April 30, 2006.

**GU, Kai**, Adjunct Assistant Professor, School of Planning, September 1, 2005 to August 31, 2007.

**Adjunct Reappointments**

**FARROW, Ron**, Adjunct Assistant Professor, School of Planning, September 1, 2005 to December 31, 2005.

**GARROD, Stephen**, Adjunct Associate Professor, School of Planning and Faculty of Environmental Studies, September 1, 2005 to April 30, 2006.

**MULAMOOTTIL, George**, Distinguished Professor Emeritus, School of Planning, April 1, 2005 to March 31, 2008.

**PICKFIELD, Peter**, Adjunct Associate Professor, School of Planning and Faculty of Environmental Studies, September 1, 2005 to April 30, 2006.

**SNIDER, Scott**, Adjunct Associate Professor, School of Planning and Faculty of Environmental Studies, September 1, 2005 to April 30, 2006.

*Cross Appointments*

**CLAPP, Jennifer**, Associate Professor, Department of Environment and Resource Studies, cross-appointed to the Department of Political Science, September 1, 2005 to August 31, 2008.

**McALLISTER, Mary Louise**, Associate Professor, Department of Environment and Resource Studies, cross appointed to the Department of Political Science, January 1, 2006 to June 30, 2007.

**OELBERMANN, Maren**, Assistant Professor, Department of Environment and Resource Studies, cross-appointed to the Department of Geography, September 1, 2005 to August 31, 2008.

**ROBINSON, James**, Associate Professor, Department of Environment and Resource Studies, cross-appointed to the Department of Systems Design Engineering, September 1, 2005 to August 31, 2008.

**STONE, Micheal**, Professor, School of Planning, cross-appointed to the Department of Geography, July 1, 2005 to June 30, 2008.

B. ***RETIREMENT***

**GUELKE, Leonard**, Professor, Department of Geography, effective September 1, 2005.

C. ***SABBATICALS***

**TO BE APPROVED BY THE BOARD OF GOVERNORS**

**CUKIER, Judie**, Assistant Professor, Faculty of Environmental Studies (January 1, 2006 to June 30, 2006) 6 months @ 85% salary.

**KAY GUELKE, Jeanne**, Professor, Department of Geography (July 1, 2005 to December 31, 2005 and July 1, 2006 to December 31, 2006) 12-month split sabbatical at 100% salary.

**MITCHELL, Clare**, Associate Professor, Department of Geography (January 1, 2006 to June 30, 2006) 6 months @ 85% salary.



Ellsworth LeDrew  
Interim Dean

EL/jh

UNIVERSITY OF WATERLOO  
REPORT OF THE DEAN OF MATHEMATICS TO SENATE  
November 21, 2005

**For information:**

**A. APPOINTMENTS**

**Visiting Appointments**

**LEVCHENKOV, Dmitriy** (Cornell University), Visiting Scholar, School of Computer Science, September 1, 2005 – June 30, 2006.

**LUK, Curtis**, Research Associate, School of Computer Science, September 6, 2005 – August 31, 2006.

**Adjunct Appointments**

**CELMINS, Udis**, Lecturer, Dept. of Combinatorics and Optimization, September 1, 2005 – December 31, 2005.

**GERHARD, Jurgen**, Assistant Professor, School of Computer Science, September 1, 2005 – August 31, 2007.

**Adjunct Reappointments**

**SAFAYENI, Suzanne**, Lecturer, School of Computer Science, September 1, 2005 – August 31, 2006.

**Cross Appointments**

**LABAHN, George** (Professor, School of Computer Science), in the Dept. of Applied Mathematics, October 1, 2005 – September 30, 2007.

**Changes in Appointments**

**SHAH, Kirti**, Professor Emeritus, Dept. of Statistics and Actuarial Science, (*ref.* Dean's Report to Senate, April, 2005)

To: September 1, 2005 – August 31, 2008

From: September 1, 2005 – August 31, 2006

**B. RESIGNATIONS**

**IRAQI, Youssef**, Research Assistant Professor, School of Computer Science, effective September 30, 2005.

**C. SABBATICAL**

***FOR APPROVAL BY THE BOARD OF GOVERNORS***

**DAVIDSON, Kenneth**, Professor, Dept. of Pure Mathematics, January 1, 2006 – June 30, 2006, and January 1, 2007 – June 30, 2007, both with 100% salary.

**MARCOUX, Laurent**, Associate Professor, Dept. of Pure Mathematics, January 1, 2006 – June 30, 2006, with 85% salary.



Thomas F. Coleman  
Dean

**UNIVERSITY OF WATERLOO**  
**REPORT OF THE DEAN OF SCIENCE TO SENATE**  
**November 21, 2005**

**For information:**

**A. APPOINTMENTS**

**New Definite Term – full-time**

**GHEZELBASH, Masoud**, Lecturer, Department of Physics, January 1, 2006 to December 31, 2008. [B.Sc., Sharif University of Technology (1990); M.Sc., Sharif University of Technology (1992); Ph.D., Sharif University of Technology (1995).] Dr. Ghezelbash is the winner of the 1995 Iranian Physics Society Prize for the best theoretical physics research done in Iran, his research interests are in string theory, supersymmetry, conformal field theory, and Noncommutative field theory. He has written over 30 research papers, and is currently working on 2 more. After spending time as a postdoctoral fellow at the University of Waterloo from 2001-2003, he took up a position as a Research Assistant Professor for a two-year limited term. During this period he taught several courses in Physics. During his Lecturer appointment he will be teaching a mixture of graduate and undergraduate courses, which will be of enormous benefit in meeting our teaching needs. We look forward to Dr. Ghezelbash's further participation in our department.

**Adjunct Appointments**

**AL-ABADLEH, Hind**, Assistant Professor, Department of Chemistry, November 1, 2005 to August 31, 2008.

**AMANO, Takayoshi**, Professor, Department of Physics, October 1, 2005 to September 30, 2008.

**HANNA, W.J. Brad**, Lecturer, School of Optometry, September 1, 2005 to December 31, 2005.

**McCOURT, Fredrick R.W.**, (Professor Emeritus), Professor, Department of Chemistry, January 1, 2006 to August 31, 2009.

**MERRILL, A. Rod**, Professor, Department of Chemistry, November 1, 2005 to August 31, 2008.

**Adjunct Reappointments**

**APPLEYARD, Edward C. (Ted)**, (Professor Emeritus), Professor, Department of Earth Sciences, July 1, 2005 to June 30, 2008.

**RODRIGO, Russell G.A.**, Professor, Department of Chemistry, September 1, 2005 to August 31, 2007.

**TOOGOOD, Gerald E.**, (Professor Emeritus), Associate Professor, Department of Chemistry, September 1, 2005 to August 31, 2008.

**WILLIAMS, T. David**, (Professor Emeritus), Lecturer, School of Optometry, September 1, 2005 to December 31, 2005.

**Cross Appointment**

**SINGER, Thomas**, Assistant Professor, School of Optometry cross-appointed to Department of Biology, September 1, 2005 to August 31, 2008.

**Changes in Appointment**

**BROUT, Robert**, Adjunct Professor, Department of Physics, dates of appointment changed from September 1, 2005 to December 31, 2005 to January 1, 2006 to May 31, 2006.

**Postdoctoral Fellows appointed as Lecturers**

**JONES, Jon P.**, Lecturer, Department of Earth Sciences, September 1, 2005 to December 31, 2005.

**VARIKOOTY, Jalaiah**, Lecturer, School of Optometry, September 1, 2005 to December 31, 2005.

**B. ADMINISTRATIVE APPOINTMENTS**

**GILLHAM, Robert**, Interim Chair, Department of Earth Sciences, October 1, 2005 to August 31, 2006.

**TAYLOR, William**, Associate Dean, Research, Faculty of Science, September 1, 2005 to August 31, 2008.

**C. RETIREMENT**

**McCOURT, Frederick R.W.**, Professor, Department of Chemistry, effective January 1, 2006.

**FOR APPROVAL OF THE BOARD OF GOVERNORS****D. SABBATICAL**

**HUDSON, Michael**, Associate Professor, Department of Physics, January 1, 2006 to June 30, 2006, 85% salary arrangements.

**LIN, Shoufa**, Associate Professor, Department of Earth Sciences, January 1, 2006 to June 30, 2006, 100% salary arrangements.

*Yanis Criglis for George Dixon*

D.G. Dixon  
Dean

*University of Waterloo*  
*SENATE*  
*November 21, 2005*

**Committee Appointments/Reappointments\* - For Approval**

▪ ***Distinguished Teacher Award Committee***

***Faculty***

Carey Bisonnette, Chemistry (two-year term, January 1-December 31, 2007)

Vera Golini, St. Jerome's University, Italian and French Studies, (two-year term, January 1-December 31, 2007)

\*Geoffrey Hayes, History (one-year term, January 1-December 31, 2006)

***Undergraduate Students (one-year term, January 1-December 31, 2006):***

Kevin Royal, Political Science

Rajat Suri, Chemical Engineering

Janet Yip, Electrical Engineering

***Graduate Students (one-year term, January 1-December 31, 2006):***

JP Brichta, Physics

***Alumni (one-year term, January 1-December 31, 2006):***

\*Antero Da Silva, BMath '93

*Ex officio* members include Gail Cuthbert Brandt, Associate Vice-President, Academic, who chairs the Committee and Barbara Bulman-Fleming, Director of TRACE, who acts as the resource person.

▪ ***Award for Distinguished Teaching by a Registered Student (one-year term, January 1-December 31, 2006)***

***Faculty***

\*Monica Barra, Chemistry

***Undergraduate Students***

Robert Allie, Biomedical Sciences

Howie Bender, Vice-President, Education – Federation of Students

Kevin Royal, Political Science

***Graduate Students***

\*David Craig, Mechanical Engineering

*Ex officio* members include Ranjana Bird, Dean of Graduate Studies, who chairs the Committee and Barbara Bulman-Fleming, Director of TRACE, who acts as the resource person.

## **Academic Colleague's Report**

Paul Schellenberg

November 11, 2005

The Council of Ontario Universities met in Toronto on October 21, 2005.

### **2005/2006 Operating Grants**

The Ministry of Colleges, Universities and Training has been particularly long in making decisions about the 2005/2006 operating grants. The issues are thorny (the resolution of ATOP slip-year funding, unfunded BIU's, and disbursement of the Quality Improvement Funds), the Minister is new, and these are not matters that hold much interest for the average voter. Minister Bentley is taking a long time reaching a decision on the timeline for resolving these issues (2 or 3 years).

### **Tuition Fees**

Premier McGuinty has announced that the tuition freeze will be lifted next year. Because of strong opposition from many quarters, it seems certain that the universities' authority to raise tuition will be severely constrained. Limiting tuition increases to the rate of inflation for the next 5 years would make it extremely difficult for universities to improve quality in any meaningful way. COU has had a number of meetings with the Ministry to attempt to win approval for a policy that will allow for greater institutional autonomy and discretion in the setting of tuition fees. COU is arguing that the Government's commitment to increasing student support, combined with the universities' commitment to accessibility, are the basis for giving universities more latitude in setting tuition fees.

### **Graduate Enrolment Growth**

There is a great deal of uncertainty about how this situation will resolve itself. Universities' demand for growth has exceeded the Government's funding limits. The Ministry is focusing on the need to accommodate the double cohort. Hence, it is proposing more funding for Master's students at the expense of doctoral programs. This is contrary to the wishes of some of the larger, well-established university graduate schools. Universities are becoming more competitive in this arena, and COU is having difficulty getting institutions to present a consistent message to the Ministry.

### **National Survey of Student Engagement (NSSE)**

In 2004, seven Ontario Universities participated in this survey conducted by Indiana University's Center for Survey Research. In 2006, all 18 Ontario universities, as well as the Ontario College of Art & Design, will participate in this survey. Measures of student engagement range from the level of classroom participation and interaction with faculty, to involvement in enriching extracurricular activities. Participating institutions receive important feedback, which they can use to refine their policies and practices to become more educationally effective. Though NSSE provides evidence that Ontario students are less engaged than their American counterparts, concern remains about how effective this instrument will be in demonstrating improvements brought about by

increased Government financial support. The Ontario experience seems quite different from the American experience.

COU's NSSE Steering Committee is working with the Ontario NSSE consortium to prepare for the full participation of Ontario universities this winter.

### **Government Agenda**

The Government appears to be particularly mindful of the next election. Observers describe the Government as being in pre-election mode, even though the election is not until 2007. Its 3 main concerns are health care, employment, and post-secondary education. The Government is making repeated requests of the universities to provide stories and evidence of the benefits that accrue to the people of Ontario from the increased funding now flowing to the universities.

### **Academic Colleagues Working Paper**

Patrick Oosthuizen of Queen's and Bob Sharpe of Wilfrid Laurier presented their working paper entitled *The Problems Faced by Academics at Various Stages in Their Careers – The Need for Active Institutional Involvement*. They present the case that universities must pay more attention to the changes that occur as academics move from their early career (pre-tenure) into their mid career and late career. They briefly describe some of the changes in these latter two stages, and suggest that some form of mentoring is required to allow both academics and institutions to make the most of faculty members' changing goals and interests.

### **The Scholars Portal**

Cathy Matthews of Ryerson University, Chair of the Ontario Council of University Libraries (OCUL), presented COU with an update on the current state of the Scholars Portal, a collection of content and a set of integrated services to allow researchers to browse, search, save and request scholarly articles in a uniform way, regardless of the publisher or the source of the resource. Users can browse the contents of 7,300 scholarly journals from 20 publishers, and connect to full-text versions of 8.7M articles in the Scholars Portal collection. The ability to create bibliographies and inline citations, using any of hundreds of citation styles, was mentioned as a particularly useful tool for authors.

On June 16, 2005, OCUL was honoured with the 2005 Innovation Achievement Award of the Canadian Association of College and University Librarians for its exceptional achievement in developing the Scholars Portal. UW has been a significant participant in the development of the Portal.

### **Quality and Productivity Task Force**

COU has established this task force to help identify and introduce initiatives that will improve the quality and productivity of Ontario universities. It will measure and track progress, and communicate their activities and successes.

UNIVERSITY OF WATERLOO  
UNIVERSITY APPOINTMENTS REVIEW COMMITTEE (UARC)  
Report to Senate  
November 21, 2005

**Proposals Reviewed: October 2004 to October 2005**

UARC reviewed a total of 92 proposals for regular faculty appointments. Of these (26 females, 66 males), 14 were for tenured, 67 were for probationary (three joint between two Faculties), and 11 were for definite-term appointments. More detail is provided in the table on the next page. For comparison purposes, the total number of proposals reviewed in recent years was: 69 (1999-2000); 52 (2000-01); 71 (2001-02); 90 (2002-03); and 97 (2003-04).

**Electronic Advertising**

In recent years, departments/schools have been advertising *via* websites, electronic bulletin boards, list-servers, etc; these are faster and less expensive than traditional printed means. UARC has compiled a list of such sites, many of which target certain audiences, women in particular.

**Length of the Review Process**

Appointment proposals from academic units and Faculties generally continue to be very good, and Chairs/Directors have been very helpful in providing any additional information requested. Advance notice of proposals continues to be important to ensure speedy turnaround. Policy 76 specifies five working days for the review process. During the past year, UARC members were able to complete most reviews within three or four working days unless there was some missing information and discussions with the Chair/Director or Dean were required.

The *Summary of Recruiting Efforts for UW Faculty Positions* form which Chairs/Directors are required to complete can be found at: <http://www.adm.uwaterloo.ca/infosec/forms/facultyappts.html>

**Special Circumstances and Spousal Hiring**

Provisions to address these hiring circumstances were added to Policy 76, *Faculty Appointments*, in 2005; see sections 5.D. (Exceptional Candidates) and 6. (Procedures for Spousal Appointments).

**Human Resource Development Canada (HRDC) Policy Change**

In November 2001, the interim agreement which exempted specific disciplines and sub-disciplines from the two-tier advertising policy was expanded to exempt all disciplines. This enables institutions to carry out a single recruitment campaign; however, Canadians and permanent residents who meet the qualifications for a position must continue to be given priority for appointment; and the statement endorsed by HRDC about Canadians / landed immigrants being considered first must be included in advertisements. The expectation was that the federal government would review this policy in 2004-05, but UW's HRDC / CIC contact person has advised that it is still under review, and there has been no word on when or if the current situation will change.

**UARC Membership**

Mario Gauthier (SCI), Mohamed Kamel (ENG), Kirsten Morris (MATH), Flora Ng (ENG; UARC Chair), Steve Prentice (AHS), Prabhakar Ragde (MATH), James Van Evra and Hildy Ross (ARTS; shared term), and Barry Warner (ES). In 2003, in response to a heavy workload, the Provost and the President of FAUW agreed to the appointment of two additional members, one from Engineering, one from Mathematics.

**SUMMARY OF PROPOSALS FOR REGULAR FACULTY APPOINTMENTS  
of duration two years or more  
REVIEWED BY UARC  
October 2004 to October 2005**

Faculty	No. of cases reviewed by UARC	Nationality		Sex		Hires <sup>~</sup>		Appointment Type			Professorial Rank			
		CDN / Permanent Resident	Foreign Academic	F	M	F	M	Tenured	Probationary	Definite Term	LECT	ASST	ASSOC	PROF
AHS	6.5*	5	2	3.5	3	4	3	1	3.5	2	1	2.5	2	1
ARTS	19*	10	9	5.5	13.5	2	9	5	13	1	1	13.5	4.5	-
ENG	15	3	12	1	14	-	8	2	13	-	-	10	4	1
ES	6	6	-	3	3	3	3	2	4	-	-	4	2	-
MATH	20.5*	8	12.5	5	15.5	3	13	2	14.5	4	3	15	0.5	2
SCI	25	13	12	8	17	5	10	2	19	4	3	14	7	1
<b>totals</b>	<b>92</b>	<b>45</b>	<b>47</b>	<b>26</b>	<b>66</b>	<b>17</b>	<b>46</b>	<b>14</b>	<b>67</b>	<b>11</b>	<b>8</b>	<b>59</b>	<b>20</b>	<b>5</b>

Notes:

<sup>~</sup> Information re: hires made to date included even though monitoring is not part of UARC's mandate. UARC is aware of 15 who declined offers, six who accepted positions elsewhere, and two decisions not to hire.

\* The .5 entries reflect appointments joint between Faculties: AHS with ARTS (two); AHS with MATH (one).

November 7/05

Flora Ng  
Chair, UARC

University of Waterloo  
**UNIVERSITY TENURE & PROMOTION ADVISORY COMMITTEE (UTPAC)**  
**REPORT TO SENATE**  
 November 21, 2005

**1. STATISTICAL SUMMARY, July 1/04 to June 30/05**

	Awarded Tenure		Appointed with tenure		Probationary Reappointment		Awarded tenure and promoted to Assoc. Professor		Promoted to Research Assoc.Prof.				full-time faculty* as at June 2005	
	f	m	f	m	f	m	f	m	f	m	f	m	f	m
	AHS	-	-	-	-	-	-	-	2	-	-	-	-	21
ARTS	-	-	-	2	1	2	4	8	1	-	-	-	72	143
ENG	-	1	2	4	-	7	-	4	-	2	-	-	32	206
ES	-	-	-	1	1	5	-	3	-	1	-	-	13	33
MATH	-	-	1	3	1	9	-	3	-	3	-	-	32	164
SCI	-	1	-	-	-	3	-	1	-	2	-	-	40	123
<b>totals</b>	-	2	3	10	3	27	4	21	1	8	-	-	210	704

\*Note: f / m numbers added at the request (October 2003) of the Senate Executive Committee

**2. ADVISORS TO FACULTY TENURE & PROMOTION COMMITTEES (FTPCs), 2004-05.**

Members of UTPAC have been appointed to FTPCs, as follows:

<b>AHS</b>	Geoff Wall (Geography)
<b>ARTS</b>	Prabhakar Ragde (Computer Science)
<b>ENG</b>	Hildy Ross (Psychology)
<b>ES</b>	Heather Carnahan (Kinesiology)
<b>MATH</b>	Ralph Smith (Biology)
<b>SCI</b>	Metin Renksizbulut (Mechanical Engineering)

The Committee wishes to pay tribute to *Jim Curtis*, a member of UTPAC from 2002-05, who died suddenly at the end of May. Jim was beloved and respected by the literally thousands of students and colleagues he touched during his more than thirty years at UW; his honours included recognition by the Canadian Sociology & Anthropology Association for Outstanding Contribution to the field of Sociology and admission as a Fellow of the Royal Society of Canada.

**3. APPEALS**

**a. Tenure and Promotion to Associate Professor**

[Note: Under Policy 77 (VII) "A negative tenure or promotion decision by the President may be appealed. Within ten working days of being informed..., the candidate must submit written notice of intent to appeal to the UTPAC Chair, who shall establish a three-person Tribunal to hear the appeal.]

A tribunal was formed in response to an appeal to the UTPAC Chair against the decision of the President that the candidate not be awarded tenure and promoted to Associate Professor this year.

The tribunal reviewed the T&P dossier considered at earlier levels (DTPC, FTFC, UTPC) and weighed the additional oral and written submissions made available to it. The unanimous decision was that candidate not be awarded (early) tenure and be promoted to Associate Professor this year. The tribunal concurred with the UTPC and the President that this case should not have come forward this year because the evidence presented re: contributions in teaching and in scholarship were not exceptional<sup>①</sup> enough to warrant early consideration.

The tribunal commented that, in the UW academic community, “exceptional” is understood to pertain to uniquely qualified, internationally recognized scholars whom UW wishes to attract and retain. And concluded that “exceptional circumstances” relate to performance—originality, quality and impact of the scholarly work (Policy 77, Performance Standards); also, to career trajectory since the PhD.

①Policy 77

- Consideration for tenure. “A faculty member holding a second probationary-term appointment is entitled to formal consideration for tenure, which normally occurs during the second year of the second probationary term. ... In *exceptional circumstances*, for instance where extensive experience was acquired prior to the probationary appointment at UW, an individual may be considered for tenure earlier than the second year of the second probationary appointment. Such early consideration requires the agreement in advance of the candidate and the DTPC plus the written agreement of the Dean.”
- Consideration for promotion to Professor. “... in *exceptional cases*, a tenured Associate Professor may be promoted on the basis of an outstanding teaching record accompanied by a continuing and long-standing record of satisfactory or better scholarship and service.”

**b. Probationary Term Reappointment**

[Note: For purposes of an appeal of a probationary reappointment decision, Policy 76 provides for the FTFC to act as an appeals committee, chaired by its non-voting UTPAC member.]

The decision of the FTFC was that the candidate / appellant not be appointed to a second three-year probationary term. Policy 76 spells out the criteria for reappointment as “a record as a good teacher and evidence of scholarly or creative work”. Since scholarship was not in question, the FTFC paid considerable attention to the first clause. The phrase recurs in Policy 77 in the context of the criteria for tenure: “a record as a good teacher committed to academic and pedagogical excellence”. Policy 77 says, too, that “a candidate may also qualify for appointment as a tenured Associate Professor by virtue of very strong performance in scholarship or teaching with at least satisfactory performance in the other two areas”. The conditional aspect of this phrase is underlined by language used elsewhere in Policy 77, such as the statement in section II that “the University expects all faculty members to maintain high standards in all aspects of their university work”. The Dean noted that, for probationary reappointment, the Faculty is looking for a minimum threshold in all three areas (teaching, scholarship and service); the FTFC concluded that the standard had not been met.

**4. OBSERVATIONS, RECOMMENDATIONS**

[Note: Per Policy 77, “UTPAC is advisory to Senate through the VPA&P concerning tenure and promotion standards, policies and procedures, and may recommend changes to the VPA&P. UTPAC shall report to Senate annually on its activities.”]

The following observations and recommendations reflect experiences of the UTPAC Chair, of tribunals, of Chairs and/or FTFCs acting as appeals committees.

- a. Support for Teaching Activities.** Classroom teaching is at the heart of our profession, but teaching, no less than other forms of human endeavour, requires development, guidance, and evaluation. In examining one candidate’s teaching history, a lack of feedback on his/her efforts beyond the bare numbers from his/her merit evaluations and brief reactive responses to student complaints was noted. This did not play a role in the decision because it seemed clear that the

candidate was not being singled out in this respect, and the committee/tribunal was aware of similar practices elsewhere in the University. Too often, the response to poor performance by a classroom teacher is “You must do better; go see if TRACE can help.” But TRACE cannot convey domain-specific aspects of the teaching culture of a department/school or Faculty. It can be part of a nurturing strategy for teachers, but not the sole component or even the dominant component.

From time to time a department chair/school director may decide to pay more attention to teaching, but the initiative is often lost with the transition to the next chair/director. We *suggest* that support and continuity is best handled through CAD or DAC (Chairs and Associate Deans; Dean’s Advisory Council) as part of a Faculty-wide strategy to enhance teaching support. Components of such a strategy could involve regular peer review (beneficial to the reviewer as well as the reviewed), repositories of course materials and approaches, mentoring by DTA recipients and other successful teachers, briefings to raise awareness of the flow of curriculum and the place of individual courses in that development, and communication between instructors of the same cohort, whether in one term (to reinforce commonality) or in different terms (to pass on experiences). At the very least, tenure-track faculty must be made aware of the importance of teaching in their reappointment and tenure cases, and be provided with assistance in diagnosing and correcting any deficiencies or weaknesses in their teaching. They must not only get the message that teaching is important; they must get the message that they are not alone when it comes to strengthening their skills.

- b. **Hiring Process, Teaching Record.** We feel that more care could be taken in the hiring process to judge whether candidates have the potential to build a record as a good teacher. This involves carefully examining not only quality of research, but also quality of communication, both oral and written. While this is important to do for recent PhDs without teaching experience, we are particularly concerned that senior candidates with excellent research records in industrial settings may not be subject to such scrutiny. When these candidates are offered appointments at the Associate or full Professor level with tenure, the normal safeguards are often circumvented; there is no probationary appointment period to allow for proper evaluation, there is little or no track record at other educational institutions, and the whole process is rushed. We *recommend* that there be more of an effort on the part of those involved in the hiring process to address these issues and provide sufficient evidence (in as timely a fashion as possible) to allow FTPCs to conclude that the criteria of Policy 77 regarding promotion and tenure are being met.
- c. **Professional Schools: Impact of Scholarly Work.** Given the professional orientation of UW schools, it is *recommended* that: (1) for most candidates, the impact of their work be assessed in two contexts: on academic research or on professional / applied; (2) dossiers forwarded to the Dean and the UTPC include documentation or external assessments from people in the profession.
- d. **Service; Probationary Faculty.** Attention is drawn to the statement in Policy 77 that “service expectations are lower for probationary faculty than for tenured faculty, and service is not weighted as heavily as scholarship or teaching in tenure considerations”. While a department/school benefits from a candidate’s willingness to contribute to the life of the unit, participation in service activities can be to her/his disadvantage.
- e. **DTPCs, FTPCs: Conflict of Interest.** UTPAC reiterates that DTPC and FTPC members who are co-authors or co-researchers of T&P applicants should be reminded to absent themselves from the discussion and vote.② Not to do so has the potential to depreciate the department/ school endorsement and to compromise the candidate’s case.

② Policy 77 reads:

“A member of a tenure and promotion committee who has a conflict of interest in a particular case **shall declare the conflict and shall be absent from the portion of committee meetings dealing with that case.** [emphasis added] If the Committee Chair has a conflict of interest, the committee shall elect another of its members to serve as Chair pro tem during the absence of the Chair.”

- f. **T&P Appeals: Tribunals.** UTPAC reiterates its strong belief that it is in the best interests of the process and the candidate if tribunals are comprised of full Professors with requisite expertise in the discipline, but from outside the candidate's department/school.

The Chair of UTPAC, when establishing tribunals to hear appeals, will draw appellants' attention to the importance of proposing individuals who are at arm's length; for example, co-authors should not be named. It is acknowledged that Policy 77<sup>③</sup> does not preclude members from the same department/school being appointed to a tribunal. But, even if they had not served on the DTFC, there is potential to put tribunal members from the same academic unit in an awkward position—particularly an Associate Professor sitting in judgement of a candidate for promotion to Professor. Also, there remains an apprehension of bias or perceived conflict of interest.

- ③ **Policy 77** (Section VII) states that the Chair of UTPAC "...shall establish a three-person tribunal to hear the appeal. Members normally shall be or shall have been tenured Associate Professors or Professors at the University of Waterloo in the candidate's discipline or a related discipline. They shall not have had any prior connection with the particular tenure or promotion consideration nor have had a close professional or personal relationship with the candidate. The candidate and the President shall each propose at least three possible Tribunal members..."

October 12/05

Jake Sivak  
Chair, UTPAC

**University of Waterloo**  
**SENATE GRADUATE & RESEARCH COUNCIL (SGRC)**  
**REPORT TO SENATE, November 21, 2005**

SGRC met on October 17, 2005, and agreed to forward the following items to Senate for approval and information. *[additional documentation for all items available in the Secretariat]*

**FOR APPROVAL**

***CENTRES & INSTITUTES***

***Removal from Senate-approved list***

***Waterloo Centre for Materials Technology (WATMAT)*** (C.R. Selvakumar, E&CE, Director). On the advice of the Director, Council recommends that Senate remove WATMAT from the Senate-approved list of centres and institutes. The Centre will be reconstituted as a Research Group. This will allow its members to consider other possibilities and opportunities for the future, including the potential to merge with a new, upcoming centre / institute (e.g., Nanotechnology, Green Energy Research). In discussion re: renewal, Council recognized the valuable contributions that WATMAT members have made to the research enterprise of the University of Waterloo and acknowledged its many successes. It was also recognized that the Centre's renewal is overdue [previous renewal was for three years, to June 2005], and that activity has slowed in the last several years.

**FOR INFORMATION**

Council reviewed and, on behalf of Senate, approved the following:

**1. *CURRICULAR ITEM***

***Faculty of Engineering:*** School of Architecture courses changes.

**2. *GRADUATE STUDENT SCHOLARSHIP***

Bell Family Fund for Quantum Computing.

**3. *CENTRES & INSTITUTES***

***Renewals for Five Years, 2005 to 2010:***

**a. *Centre for Advanced Studies in Finance (CASF).*** (Phelim Boyle, Accountancy, Director). The Centre, which has a strong research focus, was established ten years ago. Funding was an issue several years ago, but establishment in 2003 of the Institute for Quantitative Finance & Insurance (IQFI, created through support from ORDCF) has revitalized funding opportunities; while revenue hasn't increased since the establishment of IQFI, financial stability going forward is assured. Existence of two centres (IQFI) and (CASF) has been very positive: CASF focuses on research and IQFI on securing funding. The related course-based Master's program includes a research component; while mindful of funding issues, Council encouraged expansion of graduate student enrolment and consideration of a research-based Master's program (also doctoral?).

Note: Boyle will soon be retiring; a committee to identify a successor/Director is in place.

**b. *Institute for Biochemistry & Molecular Biology.*** (Bruce Greenberg, Biology, Director). The goal of the Institute, established five years ago, was to obtain a higher profile for biochemistry and molecular biology (administering the joint undergraduate program; creating a forum for research in Chemistry and Biology to come together; total research funding is ~\$10 million/year). The Institute runs a popular weekly seminar series directed to graduate students which regularly attracts

50 - 60 students. The Institute acts as a source of advice to graduate students in Chemistry and Biology (close to 100 of whom are doing research in Biochemistry), and a forum for collaboration; it brings researchers together but doesn't write / review applications. Collaboration outside the Faculty is limited (Chemical Engineering; Health Sciences). Council draws attention to the Institute's impact beyond the seminar series and the undergraduate curriculum / home for Biochem.

- c. ***Institute for Polymer Research (IPR)***. (Alex Penlidis, Chemical Engineering, Director). The Institute was officially recognized by Senate in 1984. IPR's key achievements: (1) unique breadth and depth in polymer research (from polymer synthesis to polymer modification)—the highest density of Polymer Reaction Engineering research internationally in one single group; IPR includes a very active group of academics (11), graduate students (50), and industrial partners—from very small specialized companies to large corporations; (2) fundamental and applied research results, including extremely well trained graduate students; (3) a very cohesive polymer research group in its collaborative, multidisciplinary efforts, encompassing researchers from chemical engineering and chemistry (and more recently, from civil, mechanical and electrical engineering, and biology). Bursaries are provided to both undergraduate and graduate students.

Note: Succession plans are under way to identify an Associate Director to assume the directorship when Penlidis steps down.

October 25/05

Ranjana Bird  
Dean of Graduate Studies

Paul Guild  
Vice-President, University Research

## University of Waterloo

### SENATE UNDERGRADUATE COUNCIL

#### Report to Senate – November 21, 2005

Senate Undergraduate Council met on October 11, 2005 and agreed to forward the following items to Senate for approval and information, as indicated below [*further details may be obtained from the Secretary, ext. 5924*].

#### FOR APPROVAL

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#### REVISED GUIDELINES FOR DETERMINING ACADEMIC CALENDAR DATES

Discussion at Senate prompted the Faculties of Mathematics and Engineering to re-examine their long-standing practice of observing a two-day break (Thursday and Friday) and using the other three days to increase the break between the end of classes and the beginning of examinations. Following consultation, Mathematics has agreed to observe a five-day Winter Reading Week; consultations are continuing in Engineering.

In anticipation of Engineering adopting a five-day break, the revised guidelines (see Attachment #1) will see a common five-day Winter Reading Week in all Faculties. Recognizing Engineering's desire for as much time as possible for a study period before examinations begin, the Registrar committed to having no fewer than two study days excluding Saturday, Sunday and holidays between the end of classes and the beginning of examinations and when possible, up to a maximum of five days, which may include Saturday, Sunday and holidays. Note that scheduling more than two study days for the Fall term is not possible given time constraints at both ends of the term.

#### 2006-2007 ACADEMIC CALENDAR DATES

The 2006-2007 academic calendar dates (Attachment #2) adhere to the traditional guidelines and also reflect the applications of the revised recommendation above.

#### NEW DEGREE REQUIREMENTS

##### **Faculty of Mathematics** [*effective September 1, 2006*]

##### **Professional Development (PD) Courses**

What follows is the initial implementation of the Professional Development (PD) courses proposed by the Faculty of Mathematics Co-op Enhancement Committee, which will be similar to those already underway in Engineering. The PD courses themselves are not yet defined, but will be in time for publication in the 2007/08 calendar (the beginning of the set will be available on line by September 2006).

The following requirements will be added to the Co-op requirements preceding the 'First-Year English Writing Skills Requirement' on page 11:5 of the 2005/06 academic calendar:

**In addition to the requirements specified in Table I, Co-op students are required to complete a minimum of five Professional Development courses, including an introductory course that must be taken prior to the first work term (replacing the previous requirement for COOP 101). At least two other of the Professional Development courses must cover non-technical skills. Other than the**

initial course, these courses are normally taken during Co-op work terms. Students are encouraged to take a Professional Development course each work term until the requirement is met; the required schedule for completing the courses is as follows:

By the start of term	Minimum number of credited PD courses
2B	2
3A	3
3B	4
4A	5

### NAME CHANGE

Faculty of Mathematics [*Effective September 1, 2006*]

#### Computational Mathematics Plan

#### Computational Discrete Mathematics Stream

The Computational Discrete Mathematics stream of the Computational Math plan is being renamed the Discrete Mathematical Algorithms stream. The new name better represents the content and direction of the stream, as evidenced by the use of CS 341 Algorithms (to be cross-listed as CM 339) as the new header course.

### CHANGE IN DEGREE REQUIREMENTS

Faculty of Mathematics [*Effective September 1, 2006*]

#### Out of Faculty Minors

#### Limit on Failures

[deletions in ~~strikeout~~; new information in **bold**]

With the exclusion of failed courses from averages, some limit on failures is necessary and for students from other Faculties taking a Math Minor, restricting failures based only on Math courses seems more appropriate than restricting total failures. The change applies to the last paragraph of the out-of-Faculty Computer Science, Pure Mathematics and Mathematics Minors on page 11:37 – 11:38 of the 2005/06 academic calendar as follows:

~~The average of all grades for courses that could be used to satisfy any of the course requirements above (whether passed, failed or repeated) must be at least 60%. For the complete set of courses on the student's record that could be used to satisfy any of the course requirements above (a) the average of all passed courses (including repeated courses) must be at least 60% and (b) at most two courses may have failing grades.~~

#### Out of Faculty Joint Honours

#### Maximum Failure Requirement

The 'Maximum Failure Requirement' in the out-of-Faculty Joint Honours plan on page 11:36 of the 2005/06 academic calendar has been changed to bring the requirements in line with the new rules for Math students, as follows:

The maximum number of failures allowed for a Joint Honours 'Z' With Mathematics academic plan is ~~2.00~~ **3.0** units. Included in this failure count are all failures that appear on a student's University of Waterloo official transcript, regardless of whether or not such failures are being included as part of the student's record for her/his degree by the relevant Faculty for discipline 'Z'.

### **Out of Faculty Joint Honours Graduation Average Requirement**

The 'Graduation Average Requirement' for the out-of-Faculty Joint Honours plan on page 11:36 of the 2005/06 academic calendar has been changed to bring the requirements in line with the new rules for Math students, as follows:

To graduate in a Joint Honours 'Z' With Mathematics plan, a student requires a minimum average of 60% based upon all the UW Math (as defined on page 11:5) courses that a student has **attempted passed** which a student enrolled in the Faculty of Mathematics could have taken for BMath Honours degree credit. This average will include all such courses **attempts, whether passed, failed or repeated, and regardless of whether or not such course attempts are being included as part of the student's record for her/his degree including repeated courses, regardless of whether or not such courses are being included as part of the student's record for her/his degree** by the relevant Faculty for discipline 'Z'.

### **FOR INFORMATION**

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#### *Curricular Modifications*

On behalf of Senate, Council approved several changes to academic plans, new courses, course changes and course inactivations for the Faculties of Arts (Accountancy, Classical Studies, Independent Studies, Legal Studies & Criminology [St. Jerome's], Peace & Conflict Studies, Sexuality, Marriage & Family Studies [St. Jerome's], Social Development Studies [Renison]), Engineering (Management Sciences, Nanotechnology, and Mathematics (Actuarial Science, Business/Math Double Degree, Combinatorics & Optimization, Computational Mathematics, Computer Science, Math/Business, Mathematics, Pure Mathematics, Statistics, Three-Year General Program).

/tlc  
October 12, 2005

Gail Cuthbert Brandt  
Chair

## GUIDELINES FOR DETERMINING ACADEMIC CALENDAR DATES

The following are principles and guidelines either formally agreed upon by Senate or adopted as common practice in determining the dates for the academic year.

- That the practice of setting dates for each academic year continues to be an annual exercise.
- That there be no fewer than 12 examination days in the Fall and Winter Terms, and 11 examination days in the Spring Term
- That there be no fewer than 2 study days (**excluding Saturday, Sunday and holidays**) between the end of classes and the beginning of examinations **and the university will attempt to schedule a maximum of 5 study days when possible (which may include Saturday, Sunday and holidays)**
- That there be no fewer than 60 teaching days in a term. A clear rationale for fewer than 60 teaching days must be communicated to Senate at the time calendar dates are approved.
- That in the Fall Term no examinations be scheduled beyond December 22
- That Fall Term classes begin the Monday following the Labour Day Holiday
- That the start date for Winter Term be January 3 when that date falls on a Monday, Tuesday or Wednesday. Otherwise the start date is the first Monday following January 3. In the event of Monday, January 3 being a declared holiday the term would begin January 4.
- That the **5-day** Winter Reading Week **occurs in all Faculties** and must begin on the third Monday in February in keeping with an informal agreement with Wilfrid Laurier University and University of Guelph
- The start date for Spring Term is normally May 1, 2 or 3 when these dates fall on a Monday, Tuesday, or Wednesday. Otherwise the start date is the first Monday following May 3
- In calculating teaching days in a term, Saturdays, Sundays and statutory or University holidays are excluded. In calculating examination days, Saturdays which fall within the period are included, whereas Sundays and statutory or university holidays are excluded. One exception to the above, approved by Undergraduate Operations Committee is that normally examinations will not be scheduled on the Saturday which follows Good Friday when that day falls within the examination schedule.
- Grades due dates for on-campus courses are normally scheduled seven days from the date of the final examination. Grades for courses without a scheduled final examination are normally due 14 days after the start of examinations. Grades for Distance Education courses are due on the last date of the grades submission period.

Prepared by:  
K.A. Lavigne, Registrar  
October 11, 2005

2007			2008		
	Proposed	Current		Proposed	Current
Jan. 3	Wednesday	Wednesday	Jan. 3	Thursday	Thursday
Classes Begin	Jan. 3	Jan. 3	Classes Begin	Jan. 7	Jan. 7
Reading week/days	Feb. 19-23	Feb. 22-23	Reading week/days	Feb. 18-22	Feb. 21-22
Classes End	Apr. 3	N/A	Good Friday	Mar. 21	Mar. 21
Classes End (Math/Eng)	N/A	Mar. 29	Holy Saturday	Mar. 22	Mar. 22
Classes End (others)	N/A	Apr. 3	Classes End	Apr. 8	N/A
Pre exam study days	Apr. 4-8	N/A	Classes End (Math/Eng)	N/A	Apr. 2
Study Days (Math/Eng)	N/A	Mar. 30-Apr.8	Classes End (others)	N/A	Apr. 7
Study Days (others)	N/A	Apr. 4-8	Pre exam study days	Apr.8-9	N/A
Good Friday	Apr. 6	Apr. 6	Study Days (Math/Eng)	N/A	Apr. 3-9
Holy Saturday	Apr. 7	Apr. 7	Study Days (others)	N/A	Apr. 8-9
Exams begin	Apr. 9	Apr. 9	Exams begin	Apr. 10	Apr. 10
DE exam days	Apr. 13,14	Apr. 13,14	DE exam days	Apr. 11,12	Apr. 11,12
Exams end	Apr. 21	Apr. 21	Exams end	Apr. 24	Apr. 24
Study week days	2	N/A	Study week days	2	N/A
Study weekend days	3	N/A	Study weekend days	0	N/A
Study week days (Math/Eng)	N/A	5	Study week days (Math/Eng)	N/A	5
Study weekend days (Math/Eng)	N/A	5	Study weekend days (Math/Eng)	N/A	2
Study week days (others)	N/A	2	Study week days (others)	N/A	2
Study weekend days (others)	N/A	3	Study weekend days (others)	N/A	0
2009			2010		
	Proposed	Current		Proposed	Current
Jan. 3	Saturday	Saturday	Jan. 3	Sunday	Sunday
Classes Begin	Jan. 5	Jan. 5	Classes Begin	Jan. 4	Jan. 4
Reading week/days	Feb. 16-20	Feb. 19-20	Reading week/days	Feb. 15-19	Feb. 18-19
Classes End	Apr. 3		Good Friday	Apr. 2	Apr. 2
Classes End (Math/Eng)	N/A		Holy Saturday	Apr. 3	Apr. 3
Classes End (others)	N/A	Apr. 3	Classes End	Apr. 5	N/A
Pre exam study days	Apr.4-7	N/A	Classes End (Math/Eng)	N/A	Mar. 31
Study Days (Math/Eng)	N/A	Apr. 1-7	Classes End (others)	N/A	Apr. 5
Study Days (others)	N/A	Apr. 6-7	Pre exam study days	Apr. 6-8	N/A
Good Friday	Apr. 10	Apr. 10	Study Days (Math/Eng)	N/A	Apr. 1-7
Holy Saturday	Apr. 11	Apr. 11	Study Days (others)	N/A	Apr. 6,7
Exams begin	Apr. 8		Exams begin	Apr.9	Apr. 8
DE exam days	Apr. 17,18		DE exam days	Apr. 9,10	Apr. 9,10
Exams end	Apr. 23		Exams end	Apr. 22	Apr. 21
Study week days	2	N/A	Study week days	3	N/A
Study weekend days	2	N/A	Study weekend days	0	N/A
Study week days (Math/Eng)	N/A	5	Study week days (Math/Eng)	N/A	4
Study weekend days (Math/Eng)	N/A	2	Study weekend days (Math/Eng)	N/A	3
Study week days (others)	N/A	2	Study week days (others)	N/A	2
Study weekend days (others)	N/A	2	Study weekend days (others)	N/A	0

2011			2012		
	Proposed	Current		Proposed	Current
Jan. 3	Monday	Monday	Jan. 3	Tuesday	Tuesday
Classes Begin	Jan. 3	Jan. 3	Classes Begin	Jan. 3	Jan. 3
Reading week/days	Feb. 21-25	Feb. 24-25	Reading week/days	Feb. 20-24	Feb. 23-24
Classes End	Apr. 1	N/A	Classes End	Apr. 2	N/A
Classes End (Math/Eng)	N/A	Mar. 29	Classes End (Math/Eng)	N/A	Mar. 28
Classes End (others)	N/A	Apr. 4	Classes End (others)	N/A	Apr. 2
Pre exam study days	Apr. 2-6	N/A	Pre exam study days	Apr. 3-8	N/A
Study Days (Math/Eng)	N/A	Mar. 30-Apr.6	Study Days (Math/Eng)	N/A	Mar 29-Apr. 4
Study Days (others)	N/A	Apr. 5,6	Study Days (others)	N/A	Apr. 3,4
Exams begin	Apr. 7	Apr. 7	Exams begin	Apr. 9	Apr.5
DE Exam days	Apr. 8,9	Apr. 8,9	Good Friday	Apr. 6	Apr. 6
Exams end	Apr. 20	Apr. 20	Holy Saturday	Apr. 7	Apr. 7
Good Friday	Apr. 22	Apr. 22	DE Exam days	Apr. 13,14	Apr. 13,14
Holy Saturday	Apr. 23	Apr. 23	Exams end	Apr. 21	Apr.20
Study week days	3	N/A	Study week days	3	N/A
Study weekend days	2	N/A	Study weekend days	3	N/A
Study week days (Math/Eng)	N/A	5	Study week days (Math/Eng)	N/A	5
Study weekend days (Math/Eng)	N/A	2	Study weekend days (Math/Eng)	N/A	2
Study week days (others)	N/A	2	Study week days (others)	N/A	2
Study weekend days (others)	N/A	0	Study weekend days (others)	N/A	0
2013			2014		
	Proposed	Current		Proposed	Current
Jan. 3	Wednesday	Wednesday	Jan. 3	Friday	Friday
Classes Begin	Jan. 7	Jan. 7	Classes Begin	Jan. 6	Jan. 6
Reading week/days	Feb. 18-22	Feb. 21-22	Reading week/days	Feb. 17-21	Feb. 20-21
Good Friday	Mar. 29	Mar. 29	Classes End	Apr. 4	N/A
Holy Saturday	Mar. 30	Mar. 30	Classes End (Math/Eng)	N/A	Apr. 1
Classes End	Apr. 8	N/A	Classes End (others)	N/A	Apr. 4
Classes End (Math/Eng)	N/A	Apr.3	Pre exam study days	Apr. 5-9	N/A
Classes End (others)	N/A	Apr.8	Study Days (Math/Eng)	N/A	Apr.2-6
Pre exam study days	Apr. 9-11	N/A	Study Days (others)	N/A	Apr.5,6
Study Days (Math/Eng)	N/A	Apr.4-10	Exams begin	Apr. 10	Apr.7
Study Days (others)	N/A	Apr.9,10	DE Exam days	Apr. 11,12	Apr. 11,12
Exams begin	Apr. 12	Apr. 11	Good Friday	Apr. 18	Apr. 18
DE exam days	Apr. 12,13	Apr. 12,13	Holy Saturday	Apr. 19	Apr. 19
Exams end	Apr. 26	Apr. 24	Exams end	Apr. 25	
Study week days	3	N/A	Study week days	3	N/A
Study weekend days	0	N/A	Study weekend days	2	N/A
Study week days (Math/Eng)	N/A	5	Study week days (Math/Eng)	N/A	3
Study weekend days (Math/Eng)	N/A	2	Study weekend days (Math/Eng)	N/A	2
Study week days (others)	N/A	2	Study week days (others)	N/A	0
Study weekend days (others)	N/A	0	Study weekend days (others)	N/A	2

## Academic Calendar Dates, 2006-2007

The following symbols and abbreviations are used throughout this table:

- *Days of the week: (M) Monday, (T) Tuesday, (W) Wednesday, (R) Thursday, (F) Friday, (S) Saturday, (U) Sunday*
- *N/A – Not Applicable*

	<b>Fall 2006 Sep.-Dec.</b>	<b>Winter 2007 Jan.-Apr.</b>	<b>Spring 2007 May-Aug.</b>
Pick Your Plan Week	Feb. 27 -Mar.3 (M-F)	N/A	N/A
Co-operative Work Term Begins *	Aug. 28 (M)	Jan. 2 (T)	Apr. 30 (M)
Lectures Begin	Sept. 11 (M)	Jan. 3 (W)	May 1* (T-spring term); July 3 (T-summer session)
Reading Week	N/A	Feb. 19-23 (M-F)	N/A
Convocation	Oct. 21 (S)	N/A	June 13-16 (W-S)
Lectures End	Dec. 5 (T)	Apr. 3 (T)	July 27 (F-spring term); Aug.10 (F-summer session)
Pre-Examination Study Days	Dec. 6,7 (W,R)	Apr. 4-8 (W-U)	July 28-Aug. 1 (S-W)
On-Campus Examinations Begin	Dec. 8 (F)	Apr. 9 (M)	Aug. 2 (R- spring term); Aug. 11 (S-summer session)
Distance Education Examination Days	Dec. 8-9 (F-S)	Apr.13-14 (F-S)	Aug.3-4 (F-S)
On-Campus Examinations End	Dec. 22(F)	Apr. 21 (S)	Aug. 15(W)
Grades Due *	Dec. 15-22 , 2006 (F-F) and Jan. 3 , 2007 (W)	Apr. 16 (M) - 30 (M)	Aug. 9 (R)-31(F) spring and Aug. 31 summer
Co-operative Work Term Ends *	Dec.22(F)	Apr. 27 (F)	Aug. 24(F)
Teaching days	61	60	62
Pre examination study days	2	5	5
Examination days	13	12	11

\* *Recommended Co-op work-term start and end dates. Actual dates may vary depending on employer or student requirements.*

\* *The dates for Social Work differ than that specified above. Renison Social Work (BSW) students should consult the Renison calendar for relevant dates in the Spring term.*

*Additional important dates are documented at [www.quest.uwaterloo.ca/undergraduate/dates.html](http://www.quest.uwaterloo.ca/undergraduate/dates.html).*

\* *Grades for on-campus courses are due in the Registrar's Office throughout this period. Due dates for specific courses are normally scheduled seven days from the date of the final examination. Grades for courses without a scheduled final examination are normally due 14 days after the start of examinations. Grades for Distance Education courses are due on the last date of the periods specified above (i.e., January 3 for Fall, April 30 for Winter, and August 31 for Spring.)*