University of Waterloo
SENATE
Notice of Meeting

Date: Monday 20 June 2016
Time: 3:30 p.m.
Place: Needles Hall, room 3407

OPEN SESSION

3:30  1. Conflict of Interest Declaration

Consent Agenda
Motion: To approve or receive for information by consent items 2-6 below.
2. Minutes of the 16 May 2016 Meeting Decision
3. Reports from Committees and Councils Information
   a. Graduate & Research Council
   b. Undergraduate Council
4. Report of the President Information
   a. Recognition and Commendation
5. Reports from the Faculties Information
6. Committee Appointments Decision

Regular Agenda

3:35  7. Business Arising from the Minutes

3:40  8. Teaching Presentation – Naila Kelet-Mae, Assistant Professor, Theatre
      and Performance, Department of Drama and Speech Communication Information

9. Reports from Committees and Councils Decision
   a. Graduate and Research Council
   b. Undergraduate Council Decision
4:00

4:10  10. Report of the President Information
4:25  11. Q&A Period with the President Information

12. Report of the Vice-President, Academic & Provost Decision
    a. Department Name Change
    b. “Course Hero” Guidelines (Mario Coniglio) Information
4:50
13. Report of the Vice-President, University Research Information

4:55  14. Other Business

CONFIDENTIAL SESSION

5:00  15. Conflict of Interest Declaration

5:10  16. Minutes of the 16 May 2016 Meeting Decision
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<td>5:20</td>
<td>18. Reports from Committees and Councils</td>
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<td>a. Honorary Degrees Committee</td>
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<td>5:30</td>
<td>20. Report of the Presidential Nominating Committee</td>
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13 June 2016

Logan Atkinson
University Secretary & General Counsel

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1 The report will be distributed at the meeting.
University of Waterloo
SENATE
Minutes of the Monday 16 May 2016 Meeting


Guests: Bruce Campbell, Donna Ellis, Anne Fannon, Rocco Fondacaro, Jennifer Kieffer, Derek Madge, Nick Manning, Judene Prett, Chris Read, Daniela Seskar-Hencic, Allan Starr, Marilyn Thompson, Sarah Wiley

Secretariat & Office of General Counsel: Logan Atkinson, Karen Jack, Emily Schroeder


*regrets

Organization of Meeting: Feridun Hamdullahpur, chair of Senate, took the chair, and Logan Atkinson, secretary of Senate, acted as secretary. Atkinson advised that due notice of the meeting had been given, a quorum was present, and the meeting was properly constituted.

OPEN SESSION

1. DECLARATIONS OF CONFLICT OF INTEREST
Senators were asked to declare any interests they may have in relation to the items on the agenda in open session. No conflicts were declared.

Consent Agenda
Senate heard a motion to approve or receive for information the items on the consent agenda.

Porreca and Kroeker.

Senator Wray noted that, in the minutes, his vote on the motion to acclaim the membership of Senate committees and councils and on the Board of Governors, being item 10.ii. in the minutes of the meeting of 18 April 2016, be recorded as “abstain” rather than “against.” Atkinson confirmed that he would make that change in the official record.

2. MINUTES OF THE 18 APRIL 2016 MEETING
Senate approved the minutes of the meeting.
3. REPORTS FROM COMMITTEES AND COUNCILS
   Graduate & Research Council
   Guidelines for Reappointment of Postdoctoral Fellows. Senate approved the amendment of the reappointment provision in the regulation pertaining to the appointment of postdoctoral fellows. Senate received the remainder of the report for information.

   Undergraduate Council
   Senate received the report for information.

4. REPORT OF THE PRESIDENT
   Recognition and Commendation. Senate received the report for information.

5. REPORTS FROM THE FACULTIES
   Senate received the reports for information.

6. EARLY ISSUANCE OF DEGREE
   Senate received the report for information.

7. COMMITTEE APPOINTMENTS
   Senate approved appointments to the Senate Nominating Committee on Honorary Degrees (Chris Lolas and Alexander Wray, undergraduate student representatives).

   The question was called, and the motion carried.

Regular Agenda

8. BUSINESS ARISING FROM THE MINUTES
   Policy re: removing course cross-listings. Orchard advised that discussion had taken place with the deans and AVP Academic Coniglio, and the consensus is that no policy is required on the matter. However, discussions will go forward at Undergraduate Operations Committee and Senate Undergraduate Council to determine if an inter-faculty protocol is required. Orchard further advised that the issue is really quite minimal, as there are very few cross-listed courses and changes would have little impact on allocation of funds.

9. PRESENTATION
   SALLY GUNZ, PRESIDENT, FACULTY ASSOCIATION OF THE UNIVERSITY OF WATERLOO
   Gunz informed Senators about the Faculty Association and its work in representing “regular faculty members” at the university.

   Slides used in the presentation may be seen at the Secretariat & Office of General Counsel web site.

10. REPORTS FROM COMMITTEES AND COUNCILS
    Graduate & Research Council

    Senate heard a motion to the following effects:

    Faculty of Science, Earth Sciences. To approve the addition of a thesis proposal milestone in the doctor of philosophy plan in earth sciences.
Faculty of Science, Physics – Nanotechnology. To approve the removal of a thesis proposal milestone in the master of science plan in physics-nanotechnology.

Frank and Lemieux. Carried.

Undergraduate Council
Faculty of Arts, Classical Studies. Senate heard a motion to approve the new minor plan in medieval studies.

Coniglio and Peers. Carried.

Professional Development Program, Experiential Education Certificate. Senate heard a motion to approve the experiential education certificate.

Orchard and Peers.

Orchard thanked the Experiential Education strategic plan theme group for their work on this certificate. The initiative comes directly from the work of that group. One of the exciting elements of this certificate is the way it connects with provincial government priorities, and with the university’s strategic mandate agreement. The mandate letter for the Minister of Training, Colleges and Universities contains express reference to experiential education, and proposals to reform the funding formula also contain reference to experiential learning. The university, therefore, is meeting its own commitments and anticipating change at the provincial government level through the development of this certificate.

Orchard was asked if there is any possibility to broaden the number of courses with experiential components, and also opportunity to bring in experiences by students not directly related to coursework. Senate was advised that conversations with Faculties are continuing to develop additional courses, and courses can be approved on a case-by-case basis when components are added.

It was noted that the reference under the heading “Skills Identification and Articulation Courses” in the report to “ENGL 119R” should be “ENGL 119.” Atkinson advised that the correction would be made in the official version.

A question was asked about courses that are principally focused on field work. The criteria identified are 18 hours engagement with a work or community-based partner, and for field work to qualify the partnerships must be identified and understood. Partnerships in non-Canadian settings will be investigated for approval.

Work terms already completed may be credited to the certificate as students elect to leave co-op.

Motivation for the development of this certificate comes from work done in the development of the university strategic plan and the feedback received from students at that time and since. Further, the development of this certificate nicely anticipates a growing interest in experiential education by the provincial government.

A question was raised about research as an aspect of experiential learning. This will be considered on a case-by-case basis, on request. This is consistent with the university’s interest in promoting research opportunities for undergraduate students.

Departments not represented on the list of certificate courses can still develop additional options, and the curricular and co-curricular options introduce greater flexibility for students.
Students will not be charged tuition for professional development courses.

The question was called, and the motion carried.

11. REPORT OF THE PRESIDENT
Hamdullahpur presented a report on recent activities at the university, including a summary of discussions at the recent executive council retreat (focusing on aspects of strategic enrolment management, hiring in the faculty complement, hiring in the staff complement, student-to-faculty ratios, sources of operating revenue, research awards, expansion of the physical plant). He also spoke to some developments in the external environment, including data on how the University is perceived by constituencies outside the University. The president updated Senate on review of the provincial funding formula and its relationship to the differentiation initiative, the federal strategic investment fund project submissions, and the Canada First Research Excellence fund submission.

Slides used in the president’s presentation may be seen at the Secretariat & Office of General Counsel web site.

12. Q&A PERIOD WITH THE PRESIDENT
In response to a question, Senate was advised that detail on country-by-country enrolment for our international students is available on the Institutional Analysis & Planning web site.

13. REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST

Roster of Graduands. Senate heard a motion to delegate approval of the roster of graduands for the June convocation to its Executive Committee since the roster of graduands will not be available until after the regular meeting of Senate in May and approval is required before the June meeting of Senate.

Darling and Andrey. Carried.

Timetabling/Scheduling Update. Jewkes and Darling presented an update on the timetabling and scheduling project, including the history of the initiative, the creation of the first centrally coordinated timetable in 2014, and the successful creation of six schedules since that time. Some issues do remain as the project evolves. Consultation continues in an effort to streamline meet times, create instructor teaching windows, and generate tool improvements, all in an effort to enhance the system generally. Senate was provided with information as to proposed improvements in the system to be made as greater experience is gained in the coming months.

Success will be measured from the student perspective from multiple viewpoints, including an enhanced ability for students to create a conflict-free schedule (a challenge, given the large number of academic plans), and outcomes are available to departments on request.

It was asked whether alternatives to the standard meet times have been considered and whether those alternatives are suitable to answer some of the issues that are emerging through consultations. Senate was advised that, yes, other patterns have been considered, but at this University the overwhelming choice is to teach with a one day break between sessions. Great care must be taken in introducing alternative meet time patterns and the potential this generates for scheduling conflicts.

Senate was advised that there is student representation on the Provost’s Advisory Committee on Timetabling. The University Timetabling Committee is an operational committee and does not have student representation. The standard separation between course timeslots is ten minutes, and the selection of location is largely a function of instructor and departmental preferences. The software does allow settings for maximum lengths of day, but it does not capture gaps during the day.
It was reported that, by and large, students are reasonably satisfied with the project outcomes, although it is very complicated to meet all the requests that are heard. Not much information has been received about students not getting the courses they need because courses are filled, but if that information is supplied the committees will consider the issues.

A question was raised whether there is news on the possibility of advance scheduling for examinations. A report to Senate on the question of early scheduling of examinations will be provided at a future date, when sufficient information is gathered, but there are challenges here with “drops” and “adds” and losing control of the schedule.

Slides used in the presentation may be seen at the Secretariat & Office of General Counsel’s website.

14. REPORT OF THE VICE-PRESIDENT, UNIVERSITY RESEARCH
There was no report from the Vice-President.

15. OTHER BUSINESS
There was no other business.

Senate convened in confidential session.

17 May 2016

Logan Atkinson
University Secretary & General Counsel
Secretary to Senate
CONFIDENTIAL SESSION

Confidential minutes have been removed.

The meeting was adjourned at 5:20 p.m.

17 May 2016
Logan Atkinson
University Secretary & General Counsel
Secretary to Senate
Senate Graduate & Research Council met on 9 May 2016, and on behalf of Senate approved new courses, course changes, course inactivations, and minor changes to plans and regulations. Council agreed to forward the following items to Senate for information. Council recommends that these items be included in the consent agenda.

Further details are available at: https://uwaterloo.ca/secretariat/committees-and-councils/senate-graduate-research-council

FOR INFORMATION

RENEWAL OF SENATE-APPROVED CENTRES AND INSTITUTES
Under the current direction of Duane Cronin, the Waterloo Centre for Automotive Research was established in 2003 and today boasts more than 130 faculty members from 13 departments across all six faculties at the university. Among the centre’s many activities, it fosters industry partner engagement with all five Canadian-based assemblers as well as with government research facilities. In the past five years, the centre has contributed to the training of a variety of highly-qualified personnel including more than 470 master’s and doctoral students as well as significant numbers of post-doctoral fellows, undergraduate students and others. Several hundred automotive-related papers have been published by members in the past five years.

In light of the centre’s significant research impact, expansive program of training highly-qualified personnel, and extensive industry liaison for real-world applications of leading technologies, council renewed the Waterloo Centre for Automotive Research for an additional five year term to May 2021.

CURRICULAR MODIFICATIONS
New courses, course changes, course inactivations and minor plan/regulation changes were approved for the faculties of arts (psychology), engineering (changes to calendar text; Conrad Business, Entrepreneurship and Technology Centre; electrical and computer engineering), and environment (environment and business; environment, resources and sustainability; geography and environmental management; local economic development; planning; social innovation).

GRADUATE AWARDS
On behalf of Senate, council approved the Department of Philosophy Graduate Award and the Department of Philosophy Graduate Essay Prize

Jim Frank George Dixon
Associate Provost, Graduate Studies Vice President, University Research
Senate Undergraduate Council met on 10 May 2016, and on behalf of Senate approved new courses, course changes, course inactivations, and minor changes to plans and regulations. Council agreed to forward the following items to Senate for information. Council recommends that these items be included in the consent agenda.

Further details are available at: uwaterloo.ca/secretariat/committees-and-councils/senate-undergraduate-council

FOR INFORMATION

CURRICULAR MODIFICATIONS

New courses, course changes, course inactivations, and minor plan/regulation changes were approved for the faculties of arts (arts and business; drama & speech communication; economics; East Asian studies; English language & literature; religious studies; sociology and legal studies; studies in Islam; women’s studies), engineering (entrepreneurship; management sciences), mathematics (actuarial science; calendar text detailing major plans; commerce; computational mathematics; computer science; computing and financial management; double degree requirements; mathematics/economics; mathematics/financial analysis and risk management; regulations governing major averages for students; regulations governing plan combinations) and science (biology; biotechnology/chartered professional accountancy; biotechnology/economics; physics; science; science and aviation).

Mario Coniglio
Associate Vice-President, Academic
Recognition and Commendation

Research projects that aim to develop deeper understanding of human interactions has earned national recognition for two University of Waterloo graduate students. Fatima (Noori) Khan, a Master’s student in the School of Environment, Resources and Sustainability, and Emma Vossen, a PhD candidate in English, were among 25 finalists in The Storytellers competition. Funded by Canada’s Social Sciences and Humanities Research Council (SSHRC), Storytellers challenges graduate students to tell a story about the impact of their SSHRC-funded research in 300 words or three minutes. (Daily Bulletin, 20 April 2016)

Professor Roger Melko from the Department of Physics and Astronomy was awarded the 2016 Canadian Association of Physicists (CAP) Herzberg Medal for his outstanding early-career achievements in condensed matter physics. Melko is a leader in the field of quantum many-body physics. His large-scale computer simulations have significantly contributed to our understanding of strongly interacting condensed-matter systems. He is the Canada Research Chair in Computational Quantum Many-Body Physics, an affiliate member of the Institute for Quantum Computing at Waterloo, and an associate faculty member at the Perimeter Institute for Theoretical Physics. (Daily Bulletin, 26 April 2016)

Two University of Waterloo researchers specializing in population health are winners of the Canadian Institutes of Health Research’s Institute of Population and Public Health Trailblazer Award. Professors Scott Leatherdale and David Hammond, both of the Faculty of Applied Health Sciences and the School of Public Health and Health Systems at Waterloo, are leading experts in developing and evaluating strategies for reducing the prevalence of chronic disease among the Canadian population. They both hold CIHR-PHAC Applied Public Health Chairs. The one-time awards recognize Canadian researchers who are making exceptional national and international contributions in the area of population health interventions. Professor Leatherdale’s COMPASS project is the world’s largest and most comprehensive study focused on chronic disease prevention among youth. Following more than 50,000 high school students annually, COMPASS evaluates how hundreds of real-world changes in programs, policies, or environments are related to changes in disease risk factors, such as tobacco and alcohol use, drug use, and obesity. (Daily Bulletin, 2 May 2016)

Professor Kate Lawson is one of this year's recipients of the Ontario Confederation of University Faculty Associations (OCUFA) Service Award. Lawson, associate professor and Chair of English in the Department of English Language and Literature in the Faculty of Arts served as the president of OCUFA from 2013 to 2015, "guiding the Confederation through a period of challenge, change, and opportunity," according to a statement from OCUFA. "She has also provided critical leadership as Chair of OCUFA's Online Education Committee with her characteristic wisdom, insight, and sensitivity." (Daily Bulletin, 4 May 2016)

A continuing lecturer at the University of Waterloo’s Faculty of Engineering is the recipient of a national award for innovative teachers. Carol Hulls is a winner of the 2016 Society for Teaching and Learning in Higher Education (STLHE) / Brightspace Innovation Award in Teaching and Learning. She is a founding member of the Engineering IDEAs Clinic at Waterloo. The initiative incorporates hands-on activities into all engineering programs at the University. Hulls uses experiential learning in her classes, as well as other innovative techniques. Instead of a whiteboard or chalk board, she uses a tablet PC, and she records what she is writing on the screen and the audio of her voice so that students can see an idea as it’s developed and hear the explanation. She has also moved four hours of programming facts online so that the focus of her in-person lectures is on tackling programming design, not recitation. “Faculty members who engage and inspire their students enhance the learning experience and play a key role in equipping Waterloo graduates with the tools they need to succeed,” said Ian Orchard, vice-president academic and provost at Waterloo. “Carol Hulls’ dedication to her students’
learning is commendable, and we are delighted that she is receiving this deserved recognition.” Hulls says she is always willing to experiment with a new technique if it could potentially improve student learning. “I want my students to be innovative engineers, willing to try new approaches and learn from failure to make a better design,” said Hulls, a Waterloo alumna who began teaching in the Faculty of Engineering in 1999. “In the lecture hall, lab, and also online, I welcome and practice innovation, only the goal for me is learning and having my students experience the joys of engineering.” The awards ceremony will take place on June 23 in London, Ontario during the 2016 STLHE Annual Conference. Each of the five winners will receive a two-year membership in STLHE as well as $2,200 toward travel and registration costs for Brightspace’s annual users’ conference, FUSION 2016, and STLHE’s Annual Conference. (Daily Bulletin, 24 May 2016)
A. APPOINTMENTS/REAPPOINTMENTS

Definite Term Research Reappointments

AZAGBA, Sunday, Research Assistant Professor, Propel Centre for Population Health Impact, Faculty of Applied Health Sciences, September 1, 2016 to August 31, 2021. BA, Economics, Ambrose Alli University, Nigeria, 2000, MA, Economics with Distinction, University of Lagos, Nigeria, 2002, MA, Finance with Distinction, University of Skovde, Sweden, 2005, PhD, Economics, Concordia University, Montreal, Ontario, 2012.

BASKERVILLE, Neill Bruce, Research Associate Professor, Propel Centre for Population Health Impact, Faculty of Applied Health Sciences, September 1, 2016 - August 31, 2021. BA (Honours) Psychology, Carleton University, 1986; MA, Health Administration, University of Ottawa, 1992; PhD, Health Studies and Gerontology, University of Waterloo, 2009.

MINAKER, Leia, Research Assistant Professor, Propel Centre for Population Health Impact, Faculty of Applied Health Sciences, September 1, 2016 - August 31, 2021. BSc. Honours, Health Studies, University of Waterloo, 2004; MSc. Health Promotion, University of Alberta, 2006; PhD, Public Health Sciences, University of Alberta, 2012.

YESSIS, Jennifer, Research Assistant Professor, Propel Centre for Population Health Impact, Faculty of Applied Health Sciences, September 13, 2016 – September 12, 2021. BSc. Honours Biology and Psychology, McMaster University, 1992; MSc, Health Studies, University of Waterloo, 1995; PhD, Philosophy, Health Studies and Gerontology, University of Waterloo, 2001.

Special Appointments

AYER, Nadina, Lecturer, Department of Recreation and Leisure Studies, May 1, 2016 – August 31, 2016.

GOOYERS, Chad, Lecturer, Department of Kinesiology, May 1, 2016 – August 31, 2016.

LOPEZ, Kimberly, Lecturer, Department of Recreation and Leisure Studies, May 1, 2016 – August 31, 2016.

MILLER, Maggie, Lecturer, Department of Recreation and Leisure Studies, May 1, 2016 – August 31, 2016.

NORMAN, Richard, Lecturer, Department of Recreation and Leisure Studies, May 1, 2016 – August 31, 2016.

WAGLER, Faith-Anne, Lecturer, Department of Recreation and Leisure Studies, May 1, 2016 – August 31, 2016.
UNIVERSITY OF WATERLOO
REPORT OF THE DEAN OF THE FACULTY OF ARTS TO SENATE
June 20, 2016

FOR INFORMATION

A. APPOINTMENTS

Tenure

LO, Adrienne (BA 1991 Yale University, MA 1999 PhD 2006 University of California – Los Angeles), Associate Professor, Department of Anthropology, July 1, 2016. Adrienne Lo comes to UW from the University of Illinois, where she was an Associate Professor in the Department of Anthropology. Her research focuses on three main areas: 1) ideologies of language and race in the US, 2) multilingualism in South Korea, and 3) education migration. She co-edited volumes on the linguistic anthropology of Asian Americans and South Korean educational migration. She has also published numerous articles in linguistics and Asian Studies. Her research has been supported by grants from the Spencer Foundation and the Academy of Korean Studies. Her current research projects include the completion of a co-authored monograph provisionally entitled The American University Meets the Pacific Century, examining how the rise in undergraduates from China and South Korea transformed ideas about globalization, race, and the purposes and values of a university education. She has taught at all levels, from introductory lecture classes in cultural and linguistic anthropology for undergraduates to graduate seminars in discourse analysis, linguistic anthropology, the anthropology of education, qualitative research methods, and general issues in learning. Dr. Lo is expected to make valuable contributions to the department’s MA in Public Issues Anthropology and to teach across the curriculum in the area of cultural anthropology, especially expanding the department’s offerings in the area of linguistic anthropology.

Probationary Term Appointments

DOLPHIN, Alexis (BA 1998 McMaster University, MA 2000 University of Western Ontario, PhD 2006 University of Massachusetts), Assistant Professor, Department on Anthropology, July 1, 2016 to June 30, 2019. Dr. Dolphin’s research examines human dentition, with particular interest in health and diet. Using microsampling, she examines isotopic components of teeth across the developmental period. Dr. Dolphin has been a limited term professor at Western University, where she has taught extensively in the graduate and undergraduate programs in the Anthropology Department. She brings with her a large research collection of deciduous teeth and is currently working with the Norwegian Mother and Child Cohort Study to examine the correlation of dental isotopes with health. Her work will augment the Public Issues focus of the Anthropology Department.

ROZOTTO, David (BA 1999 M ContEd 2005 University of Saskatchewan, MA 2008 PhD 2012 University of Ottawa), Assistant Professor, Department of Spanish & Latin American Studies, May 1, 2016 to June 30, 2019. Dr. Rozotto’s work concentrates on Central American narrative. Currently, he is conducting research on Guatemalan testimonial literature, more specifically the manner in which Indigenous women’s testimonies, narrated as fiction, provide alternative perspectives on the objectives and mechanisms of State persecution. He looks forward to collaborating with colleagues from across the faculty to explore the issue of “re-told history”. Dr. Rozotto is also a certified translator, and has worked with the Canadian Translators, Terminologists and Interpreters Council. He will contribute his expertise in this area as Director of the Spanish-English Translation Plan.

Definite Term Reappointments

CEGYS, Paul, Lecturer, Department of Drama & Speech Communication, July 1, 2016 to June 30, 2019.

BERBERICH, Greg, Lecturer, School of Accounting and Finance, July 1, 2016 to June 30, 2017.
BLAIR, Garvin, Lecturer, School of Accounting and Finance, July 1, 2016 to June 30, 2017.

DELAMERE, D’Arcy, Lecturer, School of Accounting and Finance, July 1, 2016 to June 30, 2017.

HA, David, Lecturer, School of Accounting and Finance, July 1, 2016 to June 30, 2017.

HARRIGAN, Kevin, Research Associate Professor, Department of Drama & Speech Communication, June 1, 2016 to April 30, 2017.

MANN, Shari, Lecturer, School of Accounting and Finance, July 1, 2016 to June 30, 2017.

Visiting Appointment
SPRANZ-FOGASY, Thomas, Visiting Professor, Department of Germanic and Slavic Studies, September 25, 2016 to November 5, 2016.

Post-Doctoral Appointment
HARTMAN, Joshua, Post-doctoral Fellow, Department of Classical Studies, September 1, 2016 to April 30, 2017.

Cross Appointment
YOUNG, Vershawn, Associate Professor, from Department of Drama & Speech Communication to Department of English Language & Literature, July 1, 2016 to June 30, 2021.

Adjunct Appointments – Instruction
JACOBS, Beverly, Lecturer, Department of Sociology and Legal Studies, May 1, 2016 to August 31, 2016.

SCHIELEIN, Vera, Lecturer, Department of Germanic and Slavic Studies, September 1, 2016 to April 30, 2017.

Adjunct Appointments – Miscellaneous (research, consultations, etc.)
SZEMAN, Imre, Professor, Department of Drama and Speech Communication, July 1, 2016 to December 31, 2016.

Adjunct Reappointments – Instruction
AFROS, Elena, Lecturer, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

ARNASON, Mark, Lecturer, School of Accounting and Finance, May 1, 2016 to August 31, 2016.

BALABAN, Steven, Lecturer, School of Accounting and Finance, May 1, 2016 to June 30, 2016.

BRIGGS, Catherine, Lecturer, Department of History, May 1, 2016 to August 31, 2016.

BULLOCH, Dean, Lecturer, Department of Psychology, May 1, 2016 to August 31, 2016.

CARVER, Matthew, Lecturer, Department of Fine Arts, May 1, 2016 to August 31, 2016.

CHENIER, Allison, Lecturer, Department of Sociology and Legal Studies, May 1, 2016 to August 31, 2016.

CYR, Dylan, Lecturer, Department of History, May 1, 2016 to August 31, 2016.

DEMAN, J. Andrew, Lecturer, Department of English Language and Literature, May 1, 2016 to August 31, 2016.
ENNIS, Richard, Lecturer, Department of Psychology, May 1, 2016 to August 31, 2016.

FERNANDEZ, Stephen, Lecturer, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

FLERAS, Augie, Professor, Department of Sociology and Legal Studies, May 1, 2016 to August 31, 2016.

HAYES, Nicole, Lecturer, Department of Anthropology, May 1, 2016 to August 31, 2016.

HILL, Heather, Lecturer, Department of Drama and Speech Communication, May 1, 2016 to August 31, 2016.

HOLUKOFF, Kurt, Lecturer, Department of Philosophy, May 1, 2016 to August 31, 2016.

IV, Kieng, Lecturer, School of Accounting and Finance, May 1, 2016 to August 31, 2016.

MALONE, Toby, Lecturer, Department of Drama and Speech Communication, May 1, 2016 to August 31, 2016.

MORGAN, Derek, Lecturer, Department of Psychology, May 1, 2016 to August 31, 2016.

MURRAY, Neil, Lecturer, Department of Psychology, May 1, 2016 to August 31, 2016.

NABERT-CHUBB, Rebecca, Lecturer, Department of Political Science, May 1, 2016 to August 31, 2016.

OLDHAM, Andrew, Lecturer, School of Accounting and Finance, May 1, 2016 to August 31, 2016.

PECKHAM, William, Lecturer, Department of Psychology, May 1, 2016

RAHMAN, Fiona, Lecturer, Department of Economics, May 1, 2016 to August 31, 2016.

RAY, Nicholas, Lecturer, Department of Philosophy, May 1, 2016 to August 31, 2016.

SHAKESPEARE, Robert, Lecturer, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

STACEY, Jeffery, Lecturer, Department of Drama and Speech Communication, May 1, 2016 to August 31, 2016.

THARMALINGAM, Pirapa, Lecturer, Department of Economics, May 1, 2016 to August 31, 2016.

WARRINER, Keith, Professor, (Professor Emeritus), Department of Sociology and Legal Studies, May 1, 2016 to August 31, 2016.

Adjunct Reappointments – Miscellaneous (research, consultations, etc.)

JACKES, Mary, Assistant Professor, Department of Anthropology, June 1, 2016 to May 31, 2019.

LUBELL, David, Professor, Department of Anthropology, June 1, 2016 to May 31, 2019.

STENTON, Douglas, Assistant Professor, July 1, 2016 to June 30, 2019.
Graduate Students Appointed as Part-Time Lecturers
ARULDASON, Shereena, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

ATÉGOMO YMELÉ, Martial, Department of French Studies, May 1, 2016 to August 31, 2016.

CLEMENT, Ryan, Lecturer, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

DEFRAEYE, Julien, Department of French Studies, May 1, 2016 to August 31, 2016.

EVEN, Coleen, Department of French Studies, May 1, 2016 to August 31, 2016.

FAST, William, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

GALLAGHER, Sara, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

HILLIER, Cathlene, Department of Sociology and Legal Studies, May 1, 2016 to August 31, 2016.

JORDAN, William, Department of Philosophy, May 1, 2016 to August 31, 2016.
KOLAHJOOEI ALVAR, Farzad, Department of English Language and Literature, May 1, 2016 to August 31, 2016.

MACDONALD, Ian, Department of Philosophy, May 1, 2016 to August 31, 2016.

MATSINHE, Daniel, Department of French Studies, May 1, 2016 to August 31, 2016.

MCCHESNEY, Dylon, Department of Philosophy, May 1, 2016 to August 31, 2016.

PESOWSKI, Madison, Department of Psychology, May 1, 2016 to August 31, 2016.

Staff Appointments to Faculty
DI GRAVIO, Katrina, Lecturer, Department of Psychology, May 1, 2016 to August 31, 2016.

B. ADMINISTRATIVE APPOINTMENTS

Administrative Appointments
HOEPPE, Götz, Associate Chair, Undergraduate Studies, Department of Anthropology, July 1, 2016 to June 30, 2019.

HUNT, Andrew, Associate Chair, Graduate Studies, Department of History, April 1, 2016 to March 31, 2018.

VESTER, Christina, Associate Chair, Graduate and Undergraduate Studies, Department of Classical Studies, July 1, 2016 to June 30, 2018.

WOODY, Erik, Associate Chair, Graduate Studies, Department of Psychology, May 1, 2016 to May 31, 2017.
Administrative Appointment – Change in Dates
NILSEN, Elizabeth, Associate Chair, Graduate Studies, Department of Psychology, from January 1, 2016 to June 30, 2016 to January 1, 2016 to April 30, 2016.

Administrative Reappointment
EIBACH, Richard, Associate Chair, Undergraduate Studies, Department of Psychology, July 1, 2016 to June 30, 2017.

LIU, Jennifer, Associate Chair, Graduate Studies, Department of Anthropology, July 1, 2016 to June 30, 2019.

C. SABBATICAL LEAVES
For approval by the Board of Governors:
HUO, Jingjing, Associate Professor, Department of Political Science, January 1, 2017 to June 30, 2017, six months at full salary.
D. LEAVES of ABSENCE

GOODWIN, David, Associate Professor, Department of Drama & Speech Communication, July 1, 2016 to December 31, 2016.

TOMASSON GOODWIN, Jill, Associate Professor, Department of Drama & Speech Communication, July 1, 2016 to December 31, 2016.

Douglas M. Peers
Dean, Faculty of Arts
UNIVERSITY OF WATERLOO
REPORT OF THE DEAN OF ENGINEERING TO SENATE
June 20, 2016

For information:

A. APPOINTMENTS

Probationary Term Appointments
GOSTICK, Jeff, Associate Professor, Department of Chemical Engineering, January 1, 2017 – June 30, 2020. PhD University of Waterloo 2008; MASc University of Waterloo 2002; BEng Ryerson University 2000. Dr. Gostick’s research interest is on the characterization and modelling of transport phenomena in porous materials, particularly ‘atypical’ media such as electrodes, fibrous membrane or compressible materials. He brings to the department fundamentals knowledge related to transport phenomena in porous materials, which can be applied to a range of applications of strategic importance to our Department, such as transport in porous electrodes for fuel cells and batteries; transport in porous media with application to the oil and gas sector, such as enhanced oil recovery, shale gas or CO2 sequestration; or transport in biomedical applications, such as tissue scaffolding and microfluidics.

Definite Term Reappointment – full-time
NORMANI, Stefano, Research Assistant Professor, Department of Civil & Environmental Engineering, May 1, 2016 – April 30, 2018.

Visiting Appointments


CENK, Murat, Scholar, Department of Electrical & Computer Engineering, June 20, 2016 – September 19, 2016.

LOGTENBERG, Derek, Scholar, Department of Civil & Environmental Engineering, May 1, 2016 – August 31, 2016.


WANG, Xinhua, Scholar, Department of Mechanical & Mechatronics Engineering, April 18, 2016 – March 31, 2017.

Visiting Reappointments
ATAEIAN, Parinaz, Scholar, Department of Chemical Engineering, May 1, 2016 – August 31, 2016.

**Special Appointments – Undergraduate Instruction**

GABRIEL, Amir (Mel), Lecturer, Department of Management Sciences, May 1, 2016 – August 31, 2016.

MCCARTHY, Philip, Lecturer, Department of Electrical & Computer Engineering, May 1, 2016 – August 31, 2016.

PAL, Rajinder, Lecturer, Department of Chemical Engineering, May 1, 2016 – August 31, 2016.

**Special Appointments – Graduate Instruction**

BOLEN, Matthew, Lecturer, School of Architecture, January 1, 2016 – April 30, 2016.

**Special Reappointments – Undergraduate Instruction**

NGUYEN, Tam, Lecturer, Department of Mechanical & Mechatronics Engineering, May 1, 2016 – August 31, 2016.

**Adjunct Appointments – Graduate Supervision**

MAESTRO, Patrick, Assistant Professor, Department of Chemical Engineering, April 1, 2016 – December 31, 2016.

**Adjunct Appointments – Graduate Supervision and Research**

BARDELCIK, Alexander, Assistant Professor, Department of Mechanical & Mechatronics Engineering, April 1, 2016 – March 31, 2018.

EICHEL, Justin, Assistant Professor, Department of Systems Design Engineering, January 1, 2016 – December 31, 2018.

KIM, Michael, Assistant Professor, Department of Management Sciences, July 1, 2016 – June 30, 2019.

TAMER, Melih, Assistant Professor, Department of Chemical Engineering, May 1, 2016 – April 30, 2018.

**Adjunct Appointments – Research**

CHAJI, Reza, Assistant Professor, Department of Electrical & Computer Engineering, March 1, 2016 – February 28, 2019.

**Adjunct Appointments – Instruction, Graduate Supervision and Research**

NISHIJIMA, Kazuyoshi, Associate Professor, Department of Mechanical & Mechatronics Engineering, May 1, 2016 – April 30, 2019.

**Adjunct Reappointments – Graduate Supervision**

OBEIDI, Amer, Professor, Department of Systems Design Engineering, July 1, 2016 – June 30, 2019.
Cross Reappointments
HEUNIS, Andrew, Professor, Department of Electrical & Computer Engineering to Department of Statistics & Actuarial Science, Faculty of Mathematics, March 1, 2016 – February 28, 2019.

ADMINISTRATIVE REAPPOINTMENTS
CHAN, Ariel, Associate Director, Nanotechnology Program, May 1, 2016 – August 31, 2017.

B. SABBATICAL LEAVES
For Approval by the Board of Governors
KARIM, Karim, Professor, Department of Electrical & Computer Engineering, January 1, 2017 – June 30, 2017, six months at 85% salary.

MAJEDI, Hamed, Professor, Department of Electrical & Computer Engineering, November 1, 2016 – April 30, 2017, six months at 85% salary.

WANG, Zhou, Professor, Department of Electrical & Computer Engineering, January 1, 2017 – August 31, 2017, eight months at 85% salary and January 1, 2018 – April 30, 2018, four months at 85% salary.

J. Richard Culham
Acting Dean, Faculty of Engineering
University of Waterloo
REPORT OF THE DEAN OF ENVIRONMENT TO SENATE
June 20, 2016

FOR INFORMATION

A. APPOINTMENTS

Adjunct Appointments

Graduate Supervision

MASON, Sherri, Professor, School of Environment, Resources and Sustainability, April 1, 2016 to April 30, 2018.

MAURO, Ian, Associate Professor, School of Environment, Resources and Sustainability, March 1, 2016 to February 28, 2017.

SLATTERY, Stuart, Assistant Professor, School of Environment, Resources and Sustainability, April 1, 2016 to March 30, 2020.

Graduate Supervision and Research

LUGINAAH, Isaac, Professor, Department of Geography and Environmental Management, May 1, 2016 to April 30, 2021.

PHILLIPS, Alex, Research Collaborator/Guest Lecturer, Faculty of Environment, May 1, 2016 to April 30, 2019.

STREET, Roger, Research Collaborator/Guest Lecturer, Faculty of Environment, May 1, 2016 to April 30, 2019.

Special Appointments

Instruction

CRAIG, Brian, Lecturer, School of Environment, Resources and Sustainability, May 1, 2016 to August 31, 2016.

JOAKIM, Erin, Lecturer, School of Environment, Enterprise and Development, May 1, 2016 to August 31, 2016.

JOAKIM, Erin, Lecturer, Faculty of Environment, September 1, 2016 to April 30, 2017.

Graduate Students Appointed as Part-Time Lecturers

RUTTONSHA, Perin, School of Environment, Resources and Sustainability, September 1, 2016 to December 31, 2016.

SCOTT, Caitlin, School of Environment, Resources and Sustainability, September 1, 2016 to December 31, 2016.

B. REVISED ADMINISTRATIVE APPOINTMENTS

YOUNG, Steven, Director, Master of Environmental Studies in Sustainability Management (MESSM) Program, School of Environment, Enterprise and Development, changed from July 1, 2016 to June 30, 2019 to Acting Director, September 1, 2016 to August 31, 2017.

YOUNG, Steven, Graduate Officer, School of Environment, Enterprise and Development, changed from July 1, 2016 to June 30, 2019 to July 1, 2016 to August 31, 2017.
C. SABBATICAL LEAVES

For Approval by the Board of Governors

BURCH, Sarah, Assistant Professor, Department of Geography and Environmental Management, July 1, 2016 to December 31, 2016 at 100% salary.

NEPAL, Sanjay, Professor, Department of Geography and Environmental Management, January 1, 2017 to December 31, 2017 at 85% salary.

Jean Andrey
Dean
REPORT OF THE DEAN OF MATHEMATICS TO SENATE
June 20, 2016

FOR INFORMATION

A. APPPOINTMENTS (already approved by the Board of Governors)

Tenured
YEATS, Karen (BMath (Hons), 2003, University of Waterloo; PhD, 2008, Boston University), Associate Professor, Dept. of Combinatorics and Optimization, August 1, 2016. Dr. Yeats is currently an Associate Professor in the Department of Mathematics at Simon Fraser University. She works on combinatorial structures in renormalization and quantum field theory, and has been a crucial player in this area since its early stages. Her presence here will facilitate our interactions with the Institute for Quantum computing and add variety to our existing expertise in Combinatorics.

Probationary-Term Appointments
AL-KISWANY, Samer (BSc, 2003, Jordan University of Science and Technology; MS, 2007; PhD, 2013, both from the University of British Columbia), Assistant Professor, David R. Cheriton School of Computer Science, November 1, 2016 – June 30, 2020. Since completing his PhD, Dr. Al-Kiswany has been an NSERC Postdoctoral Fellow in the Advanced Database Systems Lab (ADSL) in the Computer Science Department at the University of Wisconsin-Madison. His research interests are in the area of computing systems with a special focus on distributed and operating systems. His current projects focus on building software-defined storage systems for workflow applications, exploring fundamental reliability and scheduling problems in the Linux I/O stack, and exploiting recent advances in software-defined networks and multicore platforms to accelerate storage systems.

Definite Term - Appointments
MORLAND, Cameron (BASC, 2003, University of Waterloo; PhD, 2009, Boston University), Lecturer, Office of the Dean, August 1, 2016 – July 30, 2018.

Definite Term - Reappointments


A.1 Changes in Appointments
LIMAM, Noura, David R. Cheriton School of Computer Science, January 1, 2016 – December 31, 2018.(ref, Dean’s Report to Senate, April 2016)
From: Assistant Professor
To: Research Assistant Professor

Visiting Appointments
CHEN, Xin (Nanyang Technological University), Assistant Professor, David R. Cheriton School of Computer Science, June 6, 2016 – May 31, 2017.

DONG, Wang (University of Jinan), Scholar, David R. Cheriton School of Computer Science, November 1, 2016 – April 30, 2017.
Adjunct Appointments
Instructor
BADAWY, Ghada, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

Research
ANDREWS, Douglas, Professor, Dept. of Statistics and Actuarial Science, September 1, 2016 – August 31, 2019.

Adjunct Reappointments
Instructor
AKINYEMI, John, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

AL-MASRI, Eyhab, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

ALWAN, Mohamad, Lecturer, Dept. of Applied Mathematics, May 1, 2016 – August 31, 2016.

ASHBURNER, Michelle, Lecturer, Office of the Dean, May 1, 2016 – August 31, 2016.

BEDAWI, Saffa, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

FORREST, Barb, Lecturer, Office of the Dean, May 1, 2016 – August 31, 2016.

HOLTBY, Dan, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

IBRAHIM, Ahmed Fakhri, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

LANCTOT, Kevin, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

ROBERTS, Collin, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

VICENTE-COLMENARES, Alejandra, Lecturer, Office of the Dean, May 1, 2016 – August 31, 2016.

ZIMA, Eugene, Lecturer, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

Research

Graduate Students appointed as Part-time Lecturers
MOSUNOV, Anton, Dept. of Pure Mathematics, May 1, 2016 – August 31, 2016.
PHAM, Nam, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

TONDELLO, Gustavo, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

Graduate Students reappointed as Part-time Lecturers
HACKMAN, Robert, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

ISTEAD, Lesley, David R. Cheriton School of Computer Science, May 1, 2016 – August 31, 2016.

KOTHARI, Nishad, Dept. of Combinatorics and Optimization, May 1, 2016 – August 31, 2016.

B. ADMINISTRATIVE APPOINTMENTS
FORREST, Brian, Teaching Faculty Fellow, Office of the Dean, July 1, 2016 – June 30, 2019.

McKINNON, David, Associate Chair, Undergraduate Studies, Dept. of Pure Mathematics, July 1, 2016 – June 30, 2019.

ADMINISTRATIVE REAPPOINTMENTS

C. RESIGNATIONS
ZHANG, Chong, Assistant Professor, Dept. of Statistics and Actuarial Science, effective May 6, 2016.

D. SABBATICALS (for approval by the Board of Governors)
HEWITT, Conrad, Associate Professor, Office of the Dean, September 1, 2016 – August 31, 2017 at 94.7%.

SHEN, Yi, Assistant Professor, Dept. of Statistics and Actuarial Science, January 1, 2017 – June 30, 2017 at 100%. This is an early sabbatical.

Stephen M. Watt
Dean
For information:

A. **APPOINTMENTS**

_Probationary Term_

**SCHIPPER, Derek**, Assistant Professor, Department of Chemistry, July 1, 2017 to June 30, 2020. [B.Sc., University of Prince Edward Island (2007); Ph.D., University of Ottawa (2011).]

**SCIAINI, Germán**, Associate Professor, Department of Chemistry, July 1, 2017 to June 30, 2020. [B.Sc., University of Buenos Aires (2001); Ph.D., University of Buenos Aires (2006).]

_Adjunct Appointments_

_Graduate Supervision_

**ARAVENA, Ramon**, (Professor Emeritus) Professor, Department of Earth and Environmental Sciences, March 1, 2016 to February 28, 2019.

**COX, Evan**, Associate Professor, Department of Earth and Environmental Sciences, April 1, 2016 to March 31, 2019.

**LEHNHERR, Igor**, Assistant Professor, Department of Earth and Environmental Sciences, November 1, 2015 to October 31, 2018.

**O’SULLIVAN, Gwen**, Assistant Professor, Department of Earth and Environmental Sciences, April 1, 2016 to March 31, 2019.

**STEELMAN, Colby**, Assistant Professor, Department of Earth and Environmental Sciences, April 1, 2016 to March 31, 2019.

_Graduate Supervision and Research_

**COUTURE, Patrice**, Professor, Department of Biology, June 1, 2016 to May 31, 2019.

_Adjunct Reappointments_

_Graduate Supervision_

**HARTMANN, Jens**, Professor, Department of Earth and Environmental Sciences, April 1, 2016 to March 31, 2019.

**THULLNER, Martin**, Associate Professor, Department of Earth and Environmental Sciences, April 1, 2016 to March 31, 2019.

_Graduate Supervision/Research/Other_

**SCRIMGEOUR, Garry J.**, Professor, Department of Biology, July 1, 2016 to June 30, 2019.
Cross Appointments

KIM, Na Young, Associate Professor, Department of Electrical and Computer Engineering, cross appointed to Department of Physics and Astronomy, May 1, 2016 to April 30, 2019.

Changes in Appointments

STEENBAKKER-WOOLLEY, Michelle, Associate Clinical Professor, School of Optometry and Vision Science, first probationary appointment extended one year in accordance with Policy 76 due to maternity leave, new end date June 30, 2019.

Special Appointments

Graduate Student Appointed as Part-Time Lecturer

DAVISON, Jason, Lecturer, Department of Earth and Environmental Sciences, May 1, 2016 to August 31, 2016.

Postdoctoral Fellow Appointed as Part-Time Lecturer

WU, Meiling, Lecturer, Department of Earth and Environmental Sciences, May 1, 2016 to August 31, 2016.

Special Reappointment

COULSTON, Barbara, Lecturer, School of Pharmacy, May 1, 2016 to August 31, 2016.

B. ADMINISTRATIVE APPOINTMENTS

RUDOLPH, David, Interim Chair, Department of Earth and Environmental Sciences, September 1, 2016 to August 31, 2017.

C. RESIGNATION

KARTTUNEN, Mikko, Professor, Department of Chemistry, effective May 18, 2016.

D. RETIREMENTS

DULEY, Walter W., Professor, Department of Physics and Astronomy, effective May 1, 2016.

FREDDO, Thomas, Professor, School of Optometry and Vision Science, effective September 1, 2016.
FOR APPROVAL BY THE BOARD OF GOVERNORS

E. SABBATICAL LEAVES

CHEN, Zheng-Yu (Jeff), Professor, Department of Physics and Astronomy, split leave September 1, 2016 to February 28, 2017 and September 1, 2017 to February 28, 2018, 100% salary arrangement.

KYCIA, Jan, Associate Professor, Department of Physics and Astronomy, September 1, 2016 to August 31, 2017, 85% salary arrangement.

RP. Lemieux
Dean

RPL:lw
FOR APPROVAL

Committee Appointments

Motion: To approve the following appointments:

- **Senate Finance Committee:** Robert Bruce (president, Graduate Student Association) as graduate student representative, term 1 July 2016 to 30 April 2017.

- **Senate Long Range Planning Committee:** Samantha Shortall as graduate student representative, term 1 July 2016 to 30 April 2017.

- **Senate Long Range Planning Committee:** Shannon Dea as member from the Board of Directors of the Faculty Association of University of Waterloo, term 1 July 2016 to 30 April 2017.

- **Senate Graduate & Research Council:** Jessica Brake as graduate student representative for Applied Health Sciences, term 1 July 2016 to 30 April 2018; Lucy Vorobej as graduate student representative for Arts, term 1 July 2016 to 30 April 2017; and Thouheed Abdul Gaffoor as graduate student representative for Engineering, term 1 July 2016 to 30 April 2017.

- **Senate Undergraduate Council:** Ian McKenzie as faculty representative from Environment, term 1 July 2016 to 31 December 2016.
Senate Graduate & Research Council met on 9 May 2016, and considered proposals for two changes to academic plans. Council agreed to forward the following items to Senate for approval. Council recommends this item be included in the regular agenda.

Further details are available at: https://uwaterloo.ca/secretariat/committees-and-councils/senate-graduate-research-council

FOR APPROVAL

CHANGES TO ACADEMIC PLANS

Faculty of Engineering
Electrical and Computer Engineering

1. **Motion:** To approve the addition of a new “biomedical” field of research for research-based graduate programs in electrical and computer engineering effective 1 May 2017.
   
   (underline = new text)

   ... 

   **Research Areas**

   The ECE graduate program covers very comprehensive research areas, including:
   - Antennas, Microwaves and Wave Optics
   - Biomedical
   - Circuits and Systems including Computer-Aided Design
   
   ... 

   **Rationale:** Biomedical engineering is an increasingly popular field of research which many new faculty, students, and prospective students have expressed interest in pursuing as a major research topic. The addition of this research area will help expand the research scope and aid in attracting even more top quality students and faculty members to these graduate programs.

Faculty of Engineering
Mechanical and Mechatronic Engineering

2. **Motion:** To approve the addition of a co-op option to the graduate diploma in design.

   **Rationale:** In the current plan, design project courses act as quasi-internships, where academic content is associated with industry engagement. While students are not formally employed, their courses require students to engage in highly authentic and complex design-based project work within an industry environment. This change is a logical extension where all parties will benefit from introducing co-op employment.

Jim Frank                                    George Dixon
Associate Provost, Graduate Studies           Vice President, University Research

/mg
Senate Undergraduate Council met on 10 May 2016, and considered proposals for five new academic plans. Council agreed to forward the following items to Senate for approval. Council recommends these items be included in the regular agenda.

Further details are available at: uwaterloo.ca/secretariat/committees-and-councils/senate-undergraduate-council

FOR APPROVAL

NEW ACADEMIC PLANS

Renison University College
East Asian Studies

1. **Motion**: To approve a new diploma plan in Korean language as described and effective 1 September 2017.

   Diploma in Korean Language

   Students enrolled in any non- or post-degree academic plan may pursue the Diploma in Korean Language. This diploma may be of particular interest to students who seek to acquire a basic introductory understanding of, but not fluency in, Korean.

   The Diploma in Korean Language requires successful completion of three academic course units (six courses) from those designated as KOREA with a minimum cumulative average of 65%, including:


   **Rationale**: The 2013 Program Review recommended expanding the Korean component of East Asian Studies. Expansion is facilitated as non- or post-degree students will be eligible for the proposed diploma. The plan offerings in Korean language are consistent with the other language credentials in East Asian Studies.

2. **Motion**: To approve a new level II certificate in Korean language as described and effective 1 September 2017.

   Korean Language II Certificate

   Requirements

   KOREA 201R, KOREA 202R, KOREA 301R, KOREA 302R

   **Rationale**: See rationale for item #1.

Faculty of Mathematics
Actuarial Science

3. **Motion**: To approve a new option plan in predictive analytics as described and effective 1 September 2017.
This plan has the same course requirements as Honours Actuarial Science with the following additional requirements:

All of
CS 330 Management Information Systems
STAT 341 Computational Statistics and Data Analysis
STAT 431 Generalized Linear Models and their Applications
STAT 441 Statistical Learning - Classification
STAT 443 Forecasting

One of
ACTSC 433 Analysis of Survival Data
STAT 437 Analysis of Longitudinal Data in Health Research

One of
STAT 440 Computational Inference
STAT 442 Data Visualization

Rationale: Predictive analytics is a discipline that is a highly sought after area for actuaries. Setting up an option will allow students to have a specialization in an area very much in demand by employers.

Faculty of Mathematics
Computer Science

4. Motion: To approve a new bachelor of computer science plan in data science as described and effective 1 September 2017.

Bachelor of Computer Science (Data Science)

Data Science is the study of methods to obtain insight from available data in order to understand, predict, and improve business strategy, products and services, marketing campaigns, medicine, public health and safety, and many other pursuits. Such methods involve elements of both Statistics and Computer Science, with a focus on three foundational components: (i) Database Management, (ii) Statistics and Machine Learning, and (iii) Distributed and Parallel Systems.

The Data Science plan is guided by a joint curriculum committee. This committee is chaired by a Director of Data Science, normally a faculty member chosen from either academic unit with the agreement of both. Along with the Director, the committee includes four faculty representatives, two appointed by each unit. In addition, the Associate Chair of Undergraduate Studies for Statistics and Actuarial Science and the Director of Undergraduate Studies for Computer Science serve ex officio on the committee. Curriculum changes introduced by the committee must receive approval from both units before being approved at the faculty level. In addition to chairing the curriculum committee, the Director has responsibility for promoting the plan, both internally and externally, and for overall coordination.

The Faculty of Mathematics offers two Honours plans in Data Science, a BMath (Data Science) and a BCS (Data Science). The Data Science plans are offered jointly by the Department of Statistics and Actuarial Science and by the David R. Cheriton School of Computer Science. Students in the two plans graduate with a background in both Computer Science and Statistics, taking a combination of required and elective courses that together provide a solid foundation in this emerging area. Students in this plan must satisfy all requirements for the Bachelor of Computer Science and must satisfy the following additional constraints on course selection:
One of
MATH 235 Linear Algebra 2 for Honours Mathematics
MATH 245 Linear Algebra 2 (Advanced Level)

One of
MATH 237 Calculus 3 for Honours Mathematics
MATH 247 Calculus 3 (Advanced Level)

All of
CS 348 Introduction to Database Management
CS 451 Data-Intensive Distributed Computing
STAT 330 Mathematical Statistics
STAT 331 Applied Linear Models
STAT 341 Computational Statistics and Data Analysis

One of
CS 485 Machine Learning: Statistical and Computational Foundations
CS 486 Introduction to Artificial Intelligence

One additional course from the following list
CS 448 Database System Implementation
CS 454 Distributed Systems
CS 485 Machine Learning: Statistical and Computational Foundations
CS 486 Introduction to Artificial Intelligence

Two of
STAT 431 Generalized Linear Models and their Applications
STAT 440 Computational Inference
STAT 441 Statistical Learning - Classification
STAT 442 Data Visualization
STAT 443 Forecasting
STAT 444 Statistical Learning - Function Estimation

Rationale: Data science is increasingly important to business, medicine, entertainment, and other industries. While there is not yet a consensus on what precisely constitutes data science, three professional communities, all within computer science and/or statistics, are emerging as foundational to data and these major plans will be supported on an equal basis by both Statistics and Actuarial Science and by Computer Science. Students will graduate with a solid background in both computer science and statistics, taking a combination of required and elective courses that together provide a solid foundation in this emerging area.

Faculty of Mathematics
Statistics and Actuarial Science

5. Motion: To approve a new bachelor of mathematics plan in data science as described and effective 1 September 2017.

Bachelor of Mathematics (Data Science)

Data Science is the study of methods to obtain insight from available data in order to understand, predict, and improve business strategy, products and services, marketing campaigns, medicine, public health and safety, and many other pursuits. Such methods involve elements of both Statistics and Computer Science, with a focus on three foundational components: (i) Database Management, (ii) Statistics and Machine Learning, and (iii) Distributed and Parallel Systems.
The Data Science plan is guided by a joint curriculum committee. This committee is chaired by a Director of Data Science, normally a faculty member chosen from either academic unit with the agreement of both. Along with the Director, the committee includes four faculty representatives, two appointed by each unit. In addition, the Associate Chair of Undergraduate Studies for Statistics and Actuarial Science and the Director of Undergraduate Studies for Computer Science serve ex officio on the committee. Curriculum changes introduced by the committee must receive approval from both units before being approved at the faculty level. In addition to chairing the curriculum committee, the Director has responsibility for promoting the plan, both internally and externally, and for overall Coordination.

The Faculty of Mathematics offers two Honours plans in Data Science, a BMath (Data Science) and a BCS (Data Science). The Data Science plans are offered jointly by the Department of Statistics and Actuarial Science and by the David R. Cheriton School of Computer Science. Students in the two plans graduate with a background in both Computer Science and Statistics, taking a combination of required and elective courses that together provide a solid foundation in this emerging area.

Students in this plan must satisfy all requirements for Honours Statistics and must satisfy the following additional constraints on course selection:

One of
MATH 239 Introduction to Combinatorics
MATH 249 Introduction to Combinatorics (Advanced Level)

One of
CS 136 Elementary Algorithm Design and Data Abstraction
CS 146 Elementary Algorithm Design and Data Abstraction (Advanced Level)

All of
CS 240 Data Structures and Data Management
CS 241 Foundations of Sequential Programs
CS 245 Logic and Computation
CS 246 Object-Oriented Software Development
CS 251 Computer Organization and Design
CS 341 Algorithms
CS 348 Introduction to Database Management
CS 350 Operating Systems
CS 451 Data-Intensive Distributed Computing
STAT 341 Computational Statistics and Data Analysis

One of
CS 485 Machine Learning: Statistical and Computational Foundations
CS 486 Introduction to Artificial Intelligence
STAT 441 Statistical Learning - Classification

Two additional courses from the following list
CS 485 Machine Learning: Statistical and Computational Foundations
CS 486 Introduction to Artificial Intelligence
STAT 431 Generalized Linear Models and their Applications
STAT 440 Computational Inference
STAT 441 Statistical Learning - Classification
STAT 442 Data Visualization
STAT 443 Forecasting
STAT 444 Statistical Learning - Function Estimation

**Rationale:** see rationale for item #4.
6. **Motion:** To create a new option plan in finance for the mathematics/chartered professional accountancy co-op only plan as described and effective 1 September 2017.

Students in this option must fulfill all the requirements in Table I. This must include at least 18 math courses, and the following specific requirements:

One of

- CS 115 Introduction to Computer Science 1
- ICS 135 Designing Functional Programs
- CS 145 Designing Functional Programs (Advanced Level)

One of

- CS 116 Introduction to Computer Science 2
- CS 136 Elementary Algorithm Design and Data Abstraction
- CS 146 Elementary Algorithm Design and Data Abstraction (Advanced Level)

One of

- MATH 127 Calculus 1 for the Sciences
- MATH 137 Calculus 1 for Honours Mathematics
- MATH 147 Calculus 1 (Advanced Level)

One of

- MATH 128 Calculus 2 for the Sciences
- MATH 138 Calculus 2 for Honours Mathematics
- MATH 148 Calculus 2 (Advanced Level)

One of

- MATH 135 Algebra for Honours Mathematics
- MATH 145 Algebra (Advanced Level)

One of

- MATH 136 Linear Algebra 1 for Honours Mathematics
- MATH 146 Linear Algebra 1 (Advanced Level)

One of

- MATH 237 Calculus 3 for Honours Mathematics
- MATH 247 Calculus 3 (Advanced Level)

One of

- STAT 230 Probability
- STAT 240 Probability (Advanced Level)

One of

- STAT 231 Statistics
- STAT 241 Statistics (Advanced Level)

All of

- ACTSC 231 Introductory Financial Mathematics
- AFM 272/ACTSC 291 Corporate Finance 1
- AFM 372/ACTSC 391 Corporate Finance 2
- AFM 476/ACTSC 471 Advanced Corporate Finance
- STAT 373 Regression and Forecasting Models in Finance
One of
AFM 231/LS 283 Business Law
COMM 231 Commercial and Business Law for Mathematics Students

All of
AFM 101 Introduction to Financial Accounting
AFM 102 Introduction to Managerial Accounting
AFM 131/ARBUS 101 Introduction to Business in North America
AFM 202 Introduction to Public Practice
AFM 211 Connections to Business Context
AFM 291 Intermediate Financial Accounting 1
AFM 311 Connections to Ethical Context
AFM 341 Accounting Information Systems
AFM 351/AFM 451 Audit Strategy
AFM 362 Taxation 1 - Foundations
AFM 363 Taxation 2 – Integration
AFM 391 Intermediate Financial Accounting 2
AFM 401 Accounting Theory
AFM 433 Business Strategy
AFM 462 Taxation 3 - Tax Planning Topics
AFM 479 Cases and Applications in Finance II
AFM 481 Cost Management Systems
AFM 482 Performance Measurement and Organization Control
AFM 491 Advanced Financial Accounting
COMM 103/ECON 100 Principles of Economics or (ECON 101 Introduction to Microeconomics and
ECON 102 Introduction to Macroeconomics)
SPCOM 111 Leadership Communication, and Collaboration

Two of
ACTSC 371 Introduction to Investments
CS 335 Computational Methods in Business and Finance
MATBUS 471 Fixed Income Securities
MATBUS 472 Risk Management
STAT 334 Probability Models for Business and Accounting

Two of
AFM 321 Personal Financial Planning
AFM 322/474 Derivative Securities
AFM 328 and AFM 329, or AFM 328 and AFM 428, or AFM 329 and 429 Investment Management
(0.25 units each)
AFM 415 Special Topics or AFM 416 Special Topics in Finance
AFM 423 Topics in Financial Econometrics
AFM 434 Governance and Enterprise Risk Management for Global Organizations
AFM 477 Mergers and Acquisitions
AFM 478 International Financial Management
AFM 492 Financial Statement Analysis
Two additional math courses (1.0 units).

Notes
1. AFM 363, AFM 401, AFM 462, AFM 482, AFM 491 may be substituted with an acceptable 300/400
level AFM elective, with the understanding that any such substitution would forfeit MAcc admission
eligibility and will impact the path to a CPA designation pursued through CPA Ontario.
2. Students in this option may take AFM 322 and AFM 424 to replace the AFM 479 degree
requirement. If so, students need only take one of the remaining AFM courses in the above “two of” list of AFM courses.

3. There is very little flexibility for altering the academic/work-term sequence prescribed for the Mathematics/Chartered Professional Accountancy (Math/CPA) - Finance option (see "Study/Work Sequence") because of limited term offerings and structured prerequisites for most AFM courses. Since deviations from this sequence can cause a delay in graduation of as much as one calendar year, alterations should not be considered without careful consultation with the appropriate faculty advisor.

4. The order in which required non-math courses in this plan are taken is very important, and there is little room for flexibility (for the same reasons in Note 3 above). During the class enrolment period each term, students should be sure to consult with the appropriate faculty advisor.

5. Students may not repeat an AFM course in which they have obtained a grade of 60% or higher. AFM courses completed with a grade in the range 50 - 59% may be repeated, but only once, and then only with approval from the School of Accounting and Finance.

6. Students who have attempted, to the satisfaction of the Standings and Promotions (S&P) Committee and Co-operative Education and Career Action, to gain employment for all four available work terms, but are successful in so doing for only three work terms, will be eligible for a co-op degree, provided they have received credit for all three of their work terms and all three of their work reports, and they have successfully completed all academic graduation requirements.

7. Students who meet all the academic graduation requirements for this option, but who do not meet the minimum requirements for a co-op degree (see preceding Note 6) may, in exceptional circumstances and at the discretion of the S&P Committee, be awarded a regular Honours Mathematics/Chartered Professional Accountancy degree.

8. In order to meet the requirements of both the Faculty of Mathematics and the School of Accounting and Finance, the Math/CPA - Finance option requires the successful completion of 42 courses.

Tuition
This is a cost-recovery plan as defined by the Ministry of Training, Colleges, and Universities. As such, tuition higher than the normal University of Waterloo tuition is required.

Eligibility for Waterloo's Master of Accounting (MAcc) Academic Plan
The Math/CPA plan is designed to lead to the University of Waterloo Master in Accounting (MAcc) degree. Students should consult the MAcc website to ascertain specific MAcc admission criteria for Math/CPA graduates.

Rationale: Students in the Math/CPA plan who develop an interest in finance are currently hindered from taking senior finance courses because of the plan requirements. The CPA-Finance option would allow students with a strong interest in finance to follow this interest by taking the most advantageous set of AFM and Math/Finance courses. The primary focus of the option will remain a mathematics degree with a direct path to the CPA common final exam and the CPA designation. The CPA-Finance option will make the plan more responsive to student aspirations and lower the increasing rates of attrition especially from students leaving voluntarily, and will make the plan more attractive to high school students about to enter university.

Mario Coniglio
Associate Vice-President, Academic
FOR APPROVAL

DEPARTMENT NAME CHANGE

Motion: That Senate recommend to the Board of Governors changing the name of the Department of Drama and Speech Communication to the Department of Communication, Performance, and Design as described in the attachment.

The rationale and process followed is described in the attachment.

/kjj

Ian Orchard
Vice-President, Academic & Provost
University of Waterloo
REPORT OF THE DEAN OF ARTS TO SENATE
May 11, 2016

FOR APPROVAL

Department Name Change
Motion:

That Senate approve the following name change: “Department of Drama and Speech Communication” to “Department of Communication, Performance, and Design”.

Background
The Department of Drama and Speech Communication proposes to change its name to the Department of Communication, Performance, and Design.

Academic departments are organized to carry on and develop the instructional and research activities of the faculty within the department. Departmental names are often chosen to demonstrate how a unit has been organized around particular fields of knowledge or around particular instructional objectives. In addition, academic departments have traditionally had the fullest measure of autonomy (consistent with their function and responsibility within the university) in describing their own fields of knowledge and instructional objectives. After a substantive internal process of deliberation, the faculty within our department have chosen a new name that accurately and effectively communicates the fields of knowledge and instructional objectives being organized, practiced, and developed within this unit.

Rationale
The proposed new name for the department – Communication, Performance, and Design – identifies three academic fields of inquiry and practice and reflects the core teaching and research commitments of the members of our department.

The proposed name substantively represents a) discrete and intersecting lines of research and creative activity in the department and b) clearly identifies the programmatic foci shared by all three of the curricular/programmatic areas in the department (namely, Theatre and Performance, Speech Communication, and Digital Arts Communication). Over the last decade, the department has undergone significant growth related to faculty members and participation in degree programs. Further, also over the last decade, there have been extensive and ongoing conversations regarding the central aims of our department. These conversations have been both formal and informal, and have included: identification of shared and discrete research and instructional programs and department objectives; formal self-study and provincial review processes for the Speech Communication and Theatre and Performance programs; and significant curricular revision across all three programs. Given this context, including a shared understanding of departmental practices and priorities, department members understand the proposed name change as both appropriate and timely.

In the proposed name, ‘Communication’ refers to a shared process of making meaning, a process in which individuals and institutions negotiate power in ways that have significance for all of social life. ‘Performance’ refers to a mode of being and knowing that requires us to negotiate the relationships among embodiment, representation, critical reflection, ethical engagement, and agency. ‘Design’ refers to the planning for, and building up of, structures that carry out functions across a variety of
contexts, for a variety of audiences, to some end or with some consequence.

Process
The process by which members of the department reached a decision regarding this proposal has included several components, including investigation regarding unit naming practices at other institutions as related to disciplinary content and objectives in those units, consultation with specific units at UWWaterloo, and a rigorous process of dialogue and consultation within the department itself.

Careful attention to parallel units at other institutions demonstrated that the three terms in the proposed name are frequently used by units (whether combined or distinct) to represent academic content and activity similar to the content and activity in our department. Further, this investigation also demonstrated that these three terms are, in broader disciplinary and academic contexts, also the most frequently used terms to represent research and instructional objectives and activities that have strong ties to the work of faculty members (in regard to research and curriculum) in our department.

Consultation at UWWaterloo primarily involved a) conversations with units as a whole and with individuals in those units whose academic content and/or unit name has some overlap with the Department of Drama and Speech Communication, and b) communication with the Canadian Architectural Certification Board to determine that the use of Design in our department name would not constitute either a conflict of interest or a breach of professional standards, in relation to how Design is used in the School of Architecture. In regard to (a), feedback from units was on the whole positive and supportive of the proposed name change. Department members did discuss the concerns expressed by some members of one unit that the proposed name points to research and instructional activity that occurs in that unit as well. Members of our department plan to address these concerns through careful communication to various audiences (including colleagues at UWWaterloo, colleagues and collaborators at other institutions, current and prospective students, and the general public) regarding the research and instructional areas addressed by members of our department. In regard to another unit’s concern about the use of the word “Design” to describe a professional qualification, the certifying body, mentioned above, saw no conflict or confusion about the various uses of the term, in part because our department is housed in a different faculty from the School of Architecture.

Finally, discussion that supported the proposed name change within the department involved a) robust conversation with students, b) discussions within each of the programmatic units (Theatre and Performance, Speech Communication, and Digital Arts Communication), and c) dialogue within the department as a whole that occurred between September 2014 and April 2016. Members of the department addressed a range of pertinent concerns, with a focus on language that would most accurately and appropriately reflect the academic and instructional activities in the department. The proposed name has unanimous support from department members.

At its meeting on April 26, 2016 Arts Faculty Council Executive agreed to forward this name change to the Arts Faculty Council for approval. Arts Faculty Council passed a motion to approve the name change at its meeting on May 10, 2016.

[Signature]
Douglas M. Peers
Dean, Faculty of Arts
FOR INFORMATION

Course Hero Guidelines

The purpose of the guidelines is to set out the parameters for consideration in dealing with organizations external to the University of Waterloo that make available teaching resources from the University of Waterloo. The proposed guidelines, boilerplate text and Appendix D modifications to Policy 71 have been approved at Deans’ Council and have been discussed at Senate Undergraduate Council, Graduate Studies and Research Council, Undergraduate Students Relations Committee, Graduate Students Relations Committee, and Faculty Relations Committee.

Rationale:

Guidelines: The purpose of the guidelines is to raise awareness related to instructors’ intellectual property (IP) being made available to external agencies without the IP owners’ consent. This would also apply to institutionally- and TA-owned IP. The external agencies make these resources available to students, usually for payment. The guidelines are meant to clarify Waterloo’s position and possible actions re: any relationships with external organizations whose practices violate its institutional values and policies. The guidelines would reside in the Secretariat webspace https://uwaterloo.ca/secretariat-general-counsel/policies-procedures-guidelines/guidelines

Boilerplate: The boilerplate contains suggested text that instructors may include in their course syllabus. Inclusion of the text is meant to initiate discussion with the class so expectations around potential distribution of IP belonging to instructors, the institution or TAs can be made clear. Instructors should feel free to use all or any part of the boilerplate, or modify it, such that it best indicates their wishes concerning IP in their courses.

For Policy 71 Appendix D: The inclusion of further examples of IP in the examples listed under “theft of intellectual property” of Appendix D in Policy 71 “Student Discipline” is meant to provide students with a better understanding of the range of course-related materials that could be proprietary IP.

/kjj

Mario Coniglio
Associate Vice-President, Academic
Guidelines for Faculty, Staff and Students Entering Relationships with External Organizations Offering Access to Course Materials

The purpose of these guidelines is to set out the parameters for consideration in dealing with organizations external to the University of Waterloo that make available teaching resources from the University of Waterloo.

Faculty, staff and students at the University of Waterloo sometimes engage, knowingly or unknowingly, with external organizations whose business practices do not align with institutional values. The University is particularly concerned about organizations that maintain repositories (hard copy or electronic files) of proprietary academic materials (e.g., lecture notes, tests, examinations, projects, solution sets, etc.).

Depending on the practice of these organizations, the intellectual property rights of the content creators/owners may be infringed and material use inconsistent with the University of Waterloo’s academic integrity policies.

Waterloo’s various institutional policies and practices support its long-standing commitment to academic integrity and creation of intellectual property. The following are relevant:

2. Policy 73, Intellectual Property Rights, (Created – 1997, Revised – 2000) formalizes the University’s tradition of ensuring that intellectual property rights rest with the creators, not the institution. This frequently cited policy is core to Waterloo’s commitment to entrepreneurship and innovation.
3. The Office of Academic Integrity was created in 2008 to support the promotion of academic integrity across the institution and to ensure that all parties have access to the resources required to make decisions aligned with academic integrity.
4. The University of Waterloo’s 2013 Strategic Plan reaffirms the institution’s commitment to protecting the intellectual property rights of creators/owners and promoting integrity as a core value of the campus community.

University of Waterloo’s position

Members of the University of Waterloo will not enter into relationships with organizations whose practices violate its institutional values and policies.

Accordingly, when organizations providing online repositories of course materials seek a business or other relationship with the institution, members of the University community will consider whether the following elements of the organization align with Waterloo’s institutional values and priorities:

- The organization’s practices are consistent with the expectations of academic integrity as described in Policy 71 – Student Discipline.
- The organization requires a contractual arrangement with the creator/owner of the intellectual property before commercialization of any course materials.
- The organization has effective processes in place to identify the creator/owner of intellectual property in order to ensure the correct party is entering into a contractual arrangement.
- The organization has effective processes in place to proactively identify copyright violations and take appropriate actions, including the immediate and permanent removal of materials from their repositories.
- The organization does not rely on the creator/owners of the intellectual property to assert their rights before removing materials from their repositories.
• The organization has effective processes in place to work with institutions to identify individuals who have submitted material without the permission of the creator/owner of the intellectual property.

The University of Waterloo may exert its right not to engage with any organization whose business model lacks one or more of the above processes. Actions can include:

• Not permitting the organization to host events on University property.
• Not permitting the organization to participate in University-sponsored or hosted activities, on or off campus.
• Not permitting the organization to participate in on-campus job postings or recruiting activities, such as working with Co-operative Education and Career Action, and not recognizing work experience gained at these organizations for co-operative education work term (or similar experiential education) credit.
Suggested boilerplate text for course outlines (may be edited to suit individual needs – for assistance please contact the Secretariat & Office of General Counsel):

**Intellectual Property.** Students should be aware that this course contains the intellectual property of their instructor, TA, and/or the University of Waterloo. Intellectual property includes items such as:

- Lecture content, spoken and written (and any audio/video recording thereof);
- Lecture handouts, presentations, and other materials prepared for the course (e.g., PowerPoint slides);
- Questions or solution sets from various types of assessments (e.g., assignments, quizzes, tests, final exams); and
- Work protected by copyright (e.g., any work authored by the instructor or TA or used by the instructor or TA with permission of the copyright owner).

Course materials and the intellectual property contained therein, are used to enhance a student’s educational experience. However, sharing this intellectual property without the intellectual property owner’s permission is a violation of intellectual property rights. For this reason, it is necessary to ask the instructor, TA and/or the University of Waterloo for permission before uploading and sharing the intellectual property of others online (e.g., to an online repository).

Permission from an instructor, TA or the University is also necessary before sharing the intellectual property of others from completed courses with students taking the same/similar courses in subsequent terms/years. In many cases, instructors might be happy to allow distribution of certain materials. However, doing so without expressed permission is considered a violation of intellectual property rights.

Please alert the instructor if you become aware of intellectual property belonging to others (past or present) circulating, either through the student body or online. The intellectual property rights owner deserves to know (and may have already given their consent).

Relevant University Policies:

Policy 71 – Student Discipline

Policy 73 – Intellectual Property Rights

**Update Appendix D of Policy 71**

**Theft of intellectual property** - the possession or use of another person’s intellectual property without that person’s permission or knowledge. Examples include, but are not limited to:

- copying the answers of another student
- secretly accessing another's work and copying information from it
- taking another student's work after it has been submitted
- unauthorized use of an instructor’s, a TA’s, or the institution’s intellectual property, including but not limited to: lecture content, both spoken and written (and any audio or video recording thereof); lecture handouts and presentations (e.g., PowerPoint slides); questions or solution sets from various types of assessments (e.g., assignments, quizzes, tests, final exams); and work protected by copyright (e.g., any work authored by the instructor or TA or used by the instructor or TA with permission of the copyright owner).