

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 478 OF
THE EXECUTIVE COMMITTEE

Tuesday, February 9, 2016

To the Governing Council,
University of Toronto.

Your Committee reports that it held a meeting on Tuesday, February 9, 2016 at 5:00 p.m. in the Boardroom, Simcoe Hall, with the following members present:

Ms Judy Goldring, Chair Ms Shirley Hoy, Vice-Chair Professor Meric Gertler, President Mr. Faizan Sohail Akbani Ms Janet L. Ecker Ms Susan Froom Mr. Gary D. Goldberg Ms Claire M.C. Kennedy* Ms Catherine Riddell Prof. Salvatore Spadafora Professor Janice Gross Stein Mr. W. Keith Thomas	Non-Voting Member: Ms Sheree Drummond, Acting Secretary of the Governing Council Secretariat: Ms Cindy Ferencz-Hammond
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*Participated by teleconference

In Attendance:

Professor Cheryl Regehr, Vice-President and Provost and Member of the Governing Council
Professor Scott Mabury, Vice-President, University Operations
Professor Hugh Gunz, Chair, UTM Campus Council and Member of the Governing Council
Ms Nancy Lee, Chair, UTSC Campus Council and Member of the Governing Council
Ms Jane Pepino, Chair, Business Board and Member of the Governing Council
Mr. Andrew Szende, Chair, University Affairs Board and Member of the Governing Council
Professor Andrea Sass-Kortsak, Chair, Academic Board and Member of the Governing Council

Ms Sheila Brown, Chief Financial Officer

Ms Nadina Jamison, Executive Director, Stakeholder Relations & Strategic Initiatives, Office of the President

Ms Bryn MacPherson, Assistant Vice-President and Chief of Protocol, Office of the President

Mr. Steve Moate, Senior Council, Office of the President

Mr. Mark Britt, Director, Internal Audit Mr. Christopher Lang, Director, Appeals, Discipline and Faculty Grievances

Ms Meredith Strong, Director, Office of the Vice-Provost, Students and Student Policy Advisor

Pursuant to section 28 (e) and 38 of By-Law Number 2, consideration of items 1 and 12 to 15 took place in camera.

1. Senior Appointment

The Committee moved *In Camera* to consider a senior appointment.

2. Chair's Remarks

The Committee moved into Closed Session.

The Chair congratulated the President on his appointment to the Order of Canada – along with faculty members Brenda Andrews, Frances Shepherd, George Baird and Kent Roach. She noted that the President received the honour in recognition of “his research in urban geography, notably for his influential studies of innovation, technology and development in cities”. She also congratulated Shirley Hoy on having been acclaimed as Chair of the Governing Council, and Jane Pepino on her election as Vice-Chair. She expressed her thanks to both the Chair-elect and Vice-Chair-elect for their willingness to serve in these important roles.

3. Report of the President

The Committee moved *In Camera*.

The President updated members on the honorary degrees process and noted that he would read the names of this year's recipients into the record at the Governing Council meeting on February 25, 2016.

The Committee returned to Closed Session.

The President provided an update on interactions with the Federal government. He reported that on February 13 the Prime Minister, along with Chrystia Freeland, Minister of International Trade and MP for University-Rosedale and Navdeep Bains, Minister of Innovation, Science and Economic Development, had visited the University to announce a \$20 million grant to the Centre for Commercialization of Regenerative Medicine (CCRM). The President further reported that on that same day Bill Morneau, Minister of Finance, was at the Munk School of Global Affairs to take part in a pre-budget consultation, hosted by the Public Policy Forum. In terms of the advocacy front, the President reported that the university had been working on three key issues: immigration policy/practices, tri-council research funding, and research infrastructure.

On the Provincial front, the President reported that the University was awaiting further communication from the Province on the next stage of the funding formula review process.

The President also commented on Premier Wynne's recent mission to India indicating that Professor Deep Saini, Vice-President and Principal, UTM, had been part of the delegation. He said that he had met with the Premier prior to the trip, at which time he had highlighted U of T's activities in India, summarized opportunities and challenges for Ontario higher education institutions, and had discussed the 'smart cities' agenda.

The President reported that on Saturday, February 6 the University had hosted a citizenship ceremony at Convocation Hall that had been attended by 500 new Canadians, along with their family and friends. The Honourable John McCallum, Minister of Immigration, Refugees, and Citizenship had also participated in the event.

The Committee moved *In Camera*.

The President provided an update on the divestment issue.

The Committee returned to closed session.

The President proceeded to provide an update on the matter of Sexual Violence. He advised that on February 2, 2016, the Presidential and Provostial Committee on Prevention and Response to Sexual Violence had submitted its *Report* and that it was publicly available on the website of the Office of the Provost. He said that he and the Provost had begun to review the *Report*, and that they would be preparing an administrative response.

Next, the President reported that he and the Provost had struck a University-wide Steering Committee to examine the Truth and Reconciliation Commission (TRC) Call to Action. The Committee would be co-chaired by Mr. Jonathan Hamilton-Diabo, Director, Aboriginal Student Services at First Nations House and Coordinator, Council of Aboriginal Initiatives, and Professor Stephen Toope, Director, Munk School of Global Affairs.

The Committee has been asked to present an interim report by July 1, 2016 and a final report by December 31, 2016.

The Committee moved *In Camera* to address members' questions about the divestment issue.

The Committee returned to Closed Session.

In response to a member's question about the university's plans to address rising deferred maintenance costs, Professor Scott Mabury explained that deferred maintenance was among the matters addressed in the University's budget and noted that the Business Board had recently received the annual report on deferred maintenance.

The President invited the Provost to provide an update on the status of the proposed policy related to student societies. Professor Regehr advised members that a consultation draft *Policy on Open, Accessible and Democratic Autonomous Student Organizations* would be released to the University community in the coming days. She said that the proposed draft *Policy* was intended to confirm the principle of the autonomy of student societies, describe the principles that guide open, accessible and democratic functioning of student societies and establish a complaint and resolution process for student disputes that were not able to be resolved at the student society level. She described the structure of the draft *Policy* and an overview of its contents. She explained to members that the *Policy* was in draft form and that it would be circulated widely for feedback. She noted that the deadline for completing the consultation process was March 15, 2016 and the *Policy* would come forward for governance approval before the end of the governance year.

In response to member's question, the Provost confirmed that those student societies on whose behalf the University collected compulsory fees would be subject to the *Policy*, should it be approved.

A member commented that there were different ways that student groups could be categorized: those that were covered by the *U of T Act*, those that were not covered by the *Act*, but were incorporated and those that were representing various colleges that may or may not have been incorporated. The member questioned whether the legal distinctions with regard to the status of various student societies had been adequately addressed in the proposed *Policy*. The Provost explained that there had been extensive legal consultation on the proposed *Policy*.

The Chair encouraged members to read the proposed *Policy* thoroughly and to provide their comments to the Provost before the deadline.

The President then invited Professor Scott Mabury, Vice-President University Operations, to give an overview of the University's approach to risk management. The Chair reminded members that one of her priorities for the 2015-16 governance year had been to ensure that institutional risk was being appropriately managed and that the mandates of those committees with oversight of risk were appropriately defined. Professor Mabury's overview addressed the process by which the institutional risk report was prepared, including how risks were identified and how they were mitigated. He explained that the Vice-Presidents and the President discussed various institutional risks at their regular meetings and that these were also a part of the divisional academic budget review meetings. He pointed to the proposed *Policy on Information Security and the Protection of Digital Assets* that was coming through governance as an example of an initiative to address an important institutional risk and described how it had been designed to recognize the decentralized structure of the institution.

Professor Mabury spoke as well about the types of urgent issues and crises, which regularly emerged and the ways in which they were addressed.

In response to a question about which governance body had accountability for brand and reputational management, the Acting Secretary of the Governing Council explained that there was an ongoing discussion on the distribution of governance oversight of risk, but that pursuant to its Terms of Reference the Executive Committee was expected to review an annual report on risk.

The Chair concluded the discussion by noting that she was engaged in discussions with the relevant Assessors, the Chair of the Audit Committee and the Acting Secretary with regard to the overall issue of risk management and governance.

4. Items for Endorsement and Forwarding to the Governing Council

a. Policy on Information Security and the Protection of Digital Assets (Arising from Report Number 201 of the Academic Board (January 28, 2016))

The Chair invited Professor Scott Mabury to introduce the item. Professor Mabury explained that the proposed *Policy* was developed after a comprehensive consultation process and was intended to provide a framework within which central Information Technology Services (ITS) and central and academic divisions would develop and implement their own plans for information security and the protection of Digital Assets. He noted that the proposed *Policy* addressed the establishment of Standards, as well as Procedures and Guidelines to ensure those Standards were maintained. The *Policy* also proposed the establishment of an Information Security Council (ISC) to recommend University-wide Standards and Procedures, to be co-chaired a faculty member with academic expertise and the Director of the ITS Information Security department.

The Chair invited Professor Andrea Sass-Kortsak to report on the discussion that had occurred at the meeting of the Academic Board on January 28, 2016. Professor Sass-Kortsak reported that the discussion had included comments on: the use of the term ‘digital asset’; the need to increase awareness of the importance of the protection of digital assets across the University, including ensuring that everyone understood what constituted a digital asset; and confirmation that central Information Technology Services would continue to collaborate with external institutions in its vigilance against threats to the University’s electronic data networks.

On motion duly moved, seconded and carried,

YOUR COMMITTEE APPROVED

THAT the following recommendation be endorsed and forwarded to the Governing Council:

THAT the proposed *Policy on Information Security and the Protection of Digital Assets*, dated December 21, 2015, be approved effective February 26, 2016.

b. Policy on Certificates (For Credit and Not-For-Credit) (replacing *Policy on Diploma and Certificate Programs*) (Arising from Report Number 201 of the Academic Board (January 28, 2016))

Professor Sass-Kortsak reported that the Academic Board had received a presentation from Professor Nelson, which had explained that the proposed *Policy* was the result of a highly consultative process that had begun in 2013 and had involved the review of continuing education at the University to provide increased clarity, oversight and accountability to “for-credit” and “not-for-credit” certificates offered by the divisions and the School of Continuing Studies. The purpose of the new *Policy* was also to reflect that diplomas were now covered under the protocols of the UTQAP in alignment with Ontario’s Quality Assurance Framework (QAF). The discussion at the Board had included an explanation that, as an exception, some divisions issued category 3 “not-for-credit” certificates that were primarily for the purposes of professional accreditation – particularly in the area of medical education.

A member referred to the reference on the cover sheet for the item, which had noted that under the current *Policy* for-credit certificates were not consistently approved by the Committee on Academic Policy and Programs (AP&P) and asked if the proposed *Policy* would remedy that. The Provost said that the proposed *Policy* would remedy this as it provided clearer definitions and guidelines about certificates.

On motion duly moved, seconded and carried,

YOUR COMMITTEE APPROVED

THAT the following recommendation be endorsed and forwarded to the Governing Council:

THAT the proposed *Policy for Certificates (For-Credit and Not-For-Credit)* be approved, replacing the *Policy for Diplomas and Certificate Programs*, effective immediately, subject to approval of the revisions of the Terms of Reference of the Committee on Academic Policy and Programs.

c. Revisions to Terms of Reference of the Committee on Academic Policy and Programs (Arising from Report Number 201 of the Academic Board (January 28, 2016))

Professor Sass-Kortsak explained that that the proposed revisions to the Terms of Reference of the Committee on Academic Policy and Programs were a consequence of the new *Policy on Diploma and Certificate Programs*.

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the following recommendation be endorsed and forwarded to the Governing Council:

THAT the proposed *Policy for Certificates (For-Credit and Not-For-Credit)* be approved, replacing the *Policy for Diplomas and Certificate Programs*, effective immediately, subject to approval of the revisions of the Terms of Reference of the Committee on Academic Policy and Programs.

d. *University of Toronto Health and Safety Policy (for recommendation)*
(*Arising from Report Number 224 of the Business Board (January 25, 2016)*)

The Chair invited the Acting Secretary of the Governing Council to introduce the item. Ms Drummond advised members that normally the *Health and Safety Policy* was simply considered on an annual basis by the Business Board as the Board was required by law to confirm the ongoing application of the *Policy* on an annual basis. She explained that, as a result of Bill 18, the government had amended the definition of “worker” under the *Occupational Health and Safety Act (OHSA)*, which now included students who undertook unpaid work placements as part of their academic program and other individuals that would be considered workers for the purposes of the OHSA. As such the U of T’s *Health and Safety Policy* needed to be revised accordingly. Ms Drummond reported that the matter was considered by the Board – and was approved – however, at the meeting it was not clear that the Board was not the final authority. As all revisions to University policies required approval by the Governing Council, it was now being brought forward to the Executive Committee for endorsement and recommendation to the Governing Council.

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the following recommendations be endorsed and forwarded to the Governing Council:

THAT the revised *University of Toronto Health and Safety Policy*, dated January 25, 2016, be approved.

THAT the on-going application of the *University of Toronto Health and Safety Policy*, dated January 25, 2016, be confirmed.

e. *Establishment of the position of Vice-President, International*

The President reminded members that the term of Judith Wolfson, Vice-President, International, Government and Institutional Relations, would end on June 30, 2016. He also reminded members that in February 2015, Professor Janice Stein was appointed as Senior Presidential

Advisor on International Initiatives with a mandate to provide leadership in addressing a key presidential priority to enhance international activities, partnerships, and engagement for students and faculty. In this role, Professor Stein had been engaged in widespread consultations on the University's international strategy and the different models for implementing this strategy. The President advised members that what had emerged from these conversations was a strong consensus for the creation of a Vice-President, International to provide continuing strong leadership for these initiatives.

The President pointed out that the Government, Institutional and Community Relations component of the current International, Government and Institutional Relations portfolio had been separated out and would be led by a Chief of Government Relations, who would report directly to the President.

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the following recommendation be endorsed and forwarded to the Governing Council:

THAT the position of the Vice-President, International be established effective immediately.

CONSENT AGENDA

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and the items on it approved.

5. Report of the Previous Meeting of the Executive Committee

Report Number 477, from the meeting of December 7, 2015, was approved.

6. Business Arising from the Report of the Previous meeting

There was no business arising from the Report of the previous meeting.

7. Minutes of the Governing Council Meeting – December 15, 2015

Members received the Report of the December 15, 2015, Governing Council meeting for information.

8. Business Arising from the Minutes of the Governing Council Meeting

There was no business arising from the minutes.

9. Reports for information

Members received the following reports for information:

- a. Report Number 201 of the Academic Board (January 28, 2016)
- b. Report Number 223 of the Business Board (December 10, 2015)
- c. Report Number 224 of the Business Board (January 25, 2016)
- d. Report Number 192 of the University Affairs Board (February 2, 2016)
- e. Report Number 14 of the University of Toronto Mississauga Campus Council (December 3, 2015)
- f. Report Number 15 of the University of Toronto Scarborough Campus Council (December 16, 2015)
- g. Report Number 22 of the Pension Committee (December 8, 2015)

END OF CONSENT AGENDA

10. Date of Next meeting:

The Chair advised members that the next meeting was scheduled for Tuesday, March 29, 2016, from 5:00 to 7:00 p.m.

11. Other Business

- a) Governing Council Meeting

The Committee considered and recommended to the Chair that a speaking request on the topic of graduate student funding be granted under *Other Business*.

The Committee moved In Camera.

12. Item for Endorsement and Forwarding to the Governing Council

- a) **Appointment of an Assistant Secretary to the Discipline Appeals Board**

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT the recommendation contained in the memorandum from Ms Sheree Drummond dated February 2, 2016 regarding the appointment of an Assistant Secretary to the

Discipline Appeals Board be endorsed and forwarded to the Governing Council.

13. Item for Approval by the Executive Committee

a) Appointment of a Governing Council member to the Board of Trustees of the Banting Research Foundation

The Chair explained that the Executive Committee approved University appointments to bodies external to the University on behalf of the Governing Council. The Banting Research Foundation's Board of Trustees, in accordance with its By-Laws had submitted the nomination of Ms Elizabeth Vosurgh to its Board. Ms Vosburgh fulfilled the Foundation's By-law requirement for a representative of the Governing Council and she has indicated her willingness to serve.

On motion duly moved, seconded and carried

YOUR COMMITTEE APPROVED

THAT Ms Elizabeth Vosburgh be appointed as Trustee of the Banting Research Foundation for a three-year term, starting March 22, 2016 until the Foundation's Annual Meeting in 2019.

The Committee returned to closed session.

14. Committee Members with the President

15. Committee Members Alone

The meeting adjourned at 6:55 p.m.

Secretary

Chair

February 10, 2016