

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL

**REPORT NUMBER 194 OF
THE UNIVERSITY AFFAIRS BOARD**

April 28, 2016

To the Governing Council,
University of Toronto

Your Board reports that it met on Thursday, April 28, 2016, at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Mr. Andrew Szende, Chair
Ms Catherine Riddell, Vice-Chair
Professor Sandy Welsh, Vice-Provost,
Students
Mr. Vikram Sainadh Chadalawada
Ms Erin Cicinelli
Ms Lucy Fromowitz, Assistant Vice-
President, Student Life
Ms Susan Froom
Ms Sue Graham-Nutter, (Chair, Campus
Affairs Committee, UTSC)
Ms Jenna Leigh Jacobson
Dr. Joseph Leydon, (Chair, Campus
Affairs Committee, UTM)
Mr. Rhain P. Louis

Professor Jan Mahrt-Smith
Mr. John F. Monahan
Ms Sylvia Mwangi

Non-Voting Assessors:

Mr. Mark Overton, Dean of Student Affairs,
University of Toronto Mississauga (UTM)
Mr. Desmond Pouyat, Dean of Student Affairs,
University of Toronto Scarborough (UTSC)
Ms Meredith Strong, Director, Office of the
Vice-Provost, Students and Student Policy
Advisor

Secretariat:

Mr. Patrick McNeill, Secretary

Regrets:

Mr. Kawin Ethayarajh
Ms Sandra Hudson
Professor Gretchen Kerr
Mr. Nykolaj Kuryluk
Mr. Paul Kutasi
Mr. Ridwan Olow

Mr. Mark Henry Rowswell
Professor Elizabeth Smyth
Professor Nicholas Terpstra
Mr. Amir Torabi
Mr. Lawrence Zhang

In Attendance:

Mr. Andrew Adridge, University College
Literary and Athletic Society
Mr. Ramsay Andary, President (2016-17),
University College Literary and Athletic
Society (UCLAS)
Mr. Ben Coleman, President (2015-16),
University of Toronto Students' Union
(UTSU)

Ms Jasmine W. Denike, President (2016-17),
UTSU
Ms Cathy Eberts, Director, Enterprise
Applications and Solutions Integration
Mr. Paul Fraumeni, Executive Director,
Digital Creative Services
Ms Joan Griffin, Assistant Director, Office
of the Vice-Provost, Students

In Attendance continued:

Ms Uliana Haras, Special Projects Officer,
Office of International Relations

Ms Shannon Howes, Manager, Student
Policy Initiatives & High Risk

Ms Mala Kashyap, VP Equity, Association
of Part-time Undergraduate Students
(APUS)

Ms Rachel Keeling, Manager, Alumni
Relations and Advancement Campaigns,
Faculty of Kinesiology and Physical
Education (KPE)

Mr. Mike LeSage, Coordinator, Student
Policy Initiatives, Office of the Vice-
Provost, Students

Mr. Mathias Memmel, President (2015-16),
Faculty of Music Undergraduate
Association

Ms Tka Pinnock, Executive Director, UTSU

Mr. Richie Pyne, Vice President Internal,
Association of Part-time Undergraduate
Students

Ms. Mainawati Rambali, President, Association
of Part-time Undergraduate Students (APUS)

Ms Danielle Sandhu, Executive Director, APUS

Ms Melinda Scott, Dean of Students, University
College

Ms Amanda Stojcevski, President (2015-16),
UCLAS

Ms Sophia Wang, President (2015-17), Faculty
of Music Undergraduate Association

ITEM 4(c) IS REPORTED FOR APPROVAL AND ALL OTHER ITEMS FOR INFORMATION

The Chair welcomed members and guests to the meeting.

1. Academic Presentations:**a) Next Generation Student Information Services (NGSIS)**

Professor Welsh introduced Ms Cathy Eberts, Director, Enterprise Applications and Solutions Integration and Mr. Vikram Chadalawada, Manager, Student Information Systems who made a presentation on Next Generation Student Information Services (update on NGSIS).

Highlights of the presentation included:

- ITS had continued to improve service and enhance its usages, experience for students, staff and faculty through the implementation of a renewed and expanded suite of student information services (ACORN, Degree Explorer, Transfer Explorer and others);
- transition to new services/platform over multiple years had used a hybrid approach;
- as part of product stakeholder engagement, over 1,000 students had been consulted through surveys, focus groups, user experience design sessions, etc.;
- services related to ACORN included course enrolment, personal timetable, display invoice, academic history and transcripts (over 4 million logins since launch in June 2015)
- other prototype programs and services were under development – financial services improvements would be launched in mid-2016.

In response to members' comments, Professor Welsh stated that most of the improvements (e.g. student awards) had been in response to an outdated and inefficient service delivery system and that new online tools would reduce user frustration and provide greater access and information to students. However, students would continue to be encouraged to interact with student advisors on

matters such as student awards eligibility. Ms Eberts added that ITS would continue to look at long-term service solutions and that a working group had been created to examine opportunities (e.g. automated payment processes). In addition, a financial literacy group was also established to contribute to the ongoing reviews.

The Chair thanked Ms Eberts Mr. Chadalawada for their presentation.

b) Update: Proposed Policy on Open, Accessible and Democratic Autonomous Student Organizations

Professor Welsh provided an update on the proposed *Policy on Open, Accessible and Democratic Autonomous Student Organizations*. She stated that she appreciated the feedback from student societies, student organizations and campus groups, and individual students. Over 150 students had accessed the draft *Policy* online. Comments received in favour and not in favour of the draft *Policy* had focussed on the need to have greater clarification on the complaint and resolution process (i.e. criteria for and selection of Council membership). A change in the name of the proposed Council to the “Complaint and Resolution Council for Student Societies (CRCSS)” was also presented. Professor Welsh reported that both UTM and UTSC Campus Affairs Committees (CACs) had also received a presentation on the proposed *Policy*.

A revised draft based on feedback from the student consultation would be posted on the website: <http://consultations.students.utoronto.ca/index.php/consultation-on-policy-on-open-accessible-and-democratic-autonomous-student-organizations-2/>

A member observed that the last time student society fees had been withheld was in 2008 – the member asked whether the proposed *Policy* would expand the powers of the Provost.

Professor Welsh stated that the proposed *Policy* would not expand the powers of the Provost and that the current authority to withhold fees under the *Policy for Compulsory Non-Academic Incidental Fees*, would remain with the Provost.

Professor Welsh commented that the new *Policy* would provide greater transparency on the process in which complaints had been addressed in the past and would establish a formal record of proceedings and outcomes for future reference by student societies and others.

The Chair thanked Professor Welsh for her update.

2. Student Societies: Report on Financial Statements and Internal Auditor’s Opinion

The Chair reminded members that the *Policy for Compulsory Non-Academic Incidental Fees*¹ required each Student Society that received the proceeds of a compulsory non-academic incidental fee to either submit, by December 31st each year, financial statements audited by a public accountant, or, as provided in the *Policy*, obtain an exemption from the University’s Internal Auditor. The 2014-15 financial statements, including the comments by the External Auditors, were available for viewing by Board members through the Office of Vice-Provost, Students. The Report was presented to the Board for information.

¹<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppsep232003.pdf>

Professor Welsh commented that the report was an important annual accountability mechanism. Compulsory non-academic incidental fees were charged to students and collected by the University on behalf of the organizations. Societies with relatively low fees and other revenue were eligible for an exemption from the audit requirement. Fees were withheld from organizations failing to submit statements until such time as the statements were received in good order. The student life offices on each campus worked with such organizations to ensure that proper statements were eventually received. Significant auditors' qualifications and other concerns were noted if they arose and, if appropriate, student life staff worked with the society in the summer months to address the inadequacies.

3. Operating Plans and Fees: Student Affairs and Services, University of Toronto Mississauga

a) Shuttle Service Fee for UTM-Affiliated Graduate Students and UTM-Affiliated Undergraduate Students with Non-UTM Home Faculty/Division

The Chair reminded members that the Board had received, for information, the operating plans and fees for UTM's Student Affairs and Services at the previous Board meeting.

The Chair advised that the proposed fee increases were previously withdrawn at the UTM Campus Affairs Committee for consideration from the item: Operating Plans and Fees: UTM Student Services. Professor Welsh indicated that the increase was for UTM-affiliated graduate students and a UTM-affiliated undergraduate students with non-UTM home faculty/division only. The fee increase was based on temporary and permanent components consistent with the *Protocol*. Related changes to the Shuttle Bus fee for all other UTM registered students were included in the Student Services fee in the previous governance cycle. This proposal was presented to the Board for information.

4. Student Societies: Requests for Fee Increases

The Chair reminded the Board that compulsory non-academic incidental fees for representative student committees and divisional Student Societies at UTM and UTSC were approved by the respective Campus Councils on the recommendation of the Campus Affairs Committees. The increases were reported to the University Affairs Board for information.

a) University of Toronto Mississauga

The requests for fee increases were approved by the UTM Campus Council on March 3, 2016 and confirmed by the Executive Committee on March 29, 2016.

b) University of Toronto Scarborough

The requests for fee increases were approved by the UTSC Campus Council on March 1, 2016 and confirmed by the Executive Committee on March 29, 2016.

c) **University of Toronto St. George**

The Chair acknowledged the attendance of a number of representatives from student societies, unions and associations – he thanked them for their contributions to student governance.

The Chair reminded members that the University Affairs Board approved increases to compulsory non-academic incidental fees for university-wide as well as St. George campus representative student committees and divisional student societies. He advised that a member had requested to speak to this agenda item and would be invited to speak once the item had been introduced and the motion made and seconded.

Professor Welsh stated that the requests for fee increases had to meet the requirements set out in Section B.4 of the *Policy for Compulsory Non-Academic Incidental Fees*. Requests for increases were brought forward to the Board by the administration on the assurances of the student societies that due constitutional procedures had been followed such as student referendums. It had been the practice of the Vice-Provost, Students to present the proposed society fees increases as one motion.

It was duly moved and seconded:

THAT beginning in the fall 2016 session, the **Association of Part-time Undergraduate Students** fee be increased as follows: (a) an increase of \$0.05 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (b) an increase of \$4.93 per fall and winter session in the Accident & Prescription Drug Insurance Plan portion of the fee; and (c) an increase of \$4.11 per fall and winter session in the Dental Plan portion of the fee.

THAT beginning in the fall 2016 session, the **Engineering Society** fee be changed as follows: (a) an increase of \$0.41 per fall and winter session in the society portion of the fee (\$0.39 part-time); and (b) the continuation and decrease of \$0.05 in the Skule Nite portion of the fee (full-time only).

THAT beginning in the fall 2016 session, the **Faculty of Music Undergraduate Association** society fee be increased as follows: (a) an increase of \$42.50 per fall and winter session in the society portion of the fee (full-time only); (b) the establishment of a designated FMUA Clubs, Events and Services Fee of \$100.00 per fall and winter session (full-time only); (c) the establishment of a designated FMUA endowment portion of the fee of \$100.00 per fall and winter session (full-time only); and (d) the establishment of a designated FMUA special projects fund portion of the fee of \$200.00 per fall and winter session (full-time only).

THAT beginning in the fall 2016 session, the **University College Literary and Athletic Society** (UC Lit) fee be increased as follows: (a) the establishment of a designated University College Literary and Athletic Society special project levy portion of the fee of \$12.50 per fall and winter session (\$5.00 part-time).

THAT beginning in the fall 2016 session, the **University of Toronto Graduate Students' Union** fee be increased as follows: (a) an increase of \$10.98 per fall and winter session in the Supplementary Health Coverage portion of the fee (full-time only); (b) an increase of \$9.68 (full-time) per fall and winter session in the Dental Plan portion of the fee (\$9.68 part-time); (c) the establishment of a new part-time Supplementary Health Coverage designated portion of the fee of \$137.01 per fall and winter session (part-time only); (d) an increase of \$0.09 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee (\$0.05 part-time);

(e) an increase of \$0.01 per session in the Bikechain portion of the fee (\$0.01 part-time for the fall session only); (f) an increase of \$0.05 per fall session and \$0.04 per winter session in the OPIRG portion of the fee (\$0.02 per fall and winter sessions part-time); and (g) an increase of \$0.01 per session in the Sexual Education Centre portion of the fee (\$0.01 part-time for the winter session only).

THAT beginning in the fall 2016 session, the **University of Toronto Students' Union** (UTSU, legally the Students' Administrative Council) fees be increased as follows: (a) an increase of \$0.31 per session in the society portion of the fee; (b) an increase of \$0.01 per session in the Student Refugee Program portion of the fee; (c) an increase of \$0.01 per session in the Bikechain portion of the fee; (d) an increase of \$0.13 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (e) an increase of \$4.66 per fall and winter session in the Accident & Prescription Drug Plan portion of the fee; (f) an increase of \$3.25 per fall and winter session in the Dental Plan portion of the fee; (g) for full-time undergraduates on the St. George Campus only, an increase of \$0.29 per session in the Student Commons portion of the fee; (h) for full-time undergraduates on the St. George Campus only, an increase of \$0.05 per session in the Downtown Legal Services portion of the fee; (i) for full-time undergraduates on the UTM Campus only, an increase of \$0.02 per session in the Downtown Legal Services portion of the fee, and (j) for full-time undergraduates on the St. George Campus only the establishment of a designated LGBTOUT portion of the fee of \$0.25 per fall and winter session.

THAT beginning in the fall 2016 session, the **Varsity Publications Inc.** society fee be increased as follows: (a) an increase of \$0.03 per session in the society portion of the fee.

Motion to Divide

A member expressed concern about the proposed establishment of designated society fees for the Faculty of Music Undergraduate Association (FMUA) for events and services; an endowment; and special projects. The member requested the Board to consider dividing the motion.

On motion duly moved, seconded and carried,

YOUR BOARD APPROVED

THAT the motion under **Item 4(c) Student Societies: Requests for Fee Increases – University of Toronto St. George** be divided to consider the proposed society fee increase for the Faculty of Music Undergraduate Association (FMUA) separately from the rest of the original motion.

On a motion duly moved, seconded and carried

YOUR BOARD APPROVED

THAT beginning in the fall 2016 session, the Association of Part-time Undergraduate Students fee be increased as follows: (a) an increase of \$0.05 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (b) an increase of \$4.93 per fall and winter session in the Accident & Prescription Drug Insurance Plan portion of the fee; and (c) an increase of \$4.11 per fall and winter session in the Dental Plan portion of the fee.

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THAT beginning in the fall 2016 session, the **University of Toronto Students' Union** (UTSU, legally the Students' Administrative Council) fees be increased as follows: (a) an increase of \$0.31 per session in the society portion of the fee; (b) an increase of \$0.01 per session in the Student Refugee Program portion of the fee; (c) an increase of \$0.01 per session in the Bikechain portion of the fee; (d) an increase of \$0.13 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (e) an increase of \$4.66 per fall and winter session in the Accident & Prescription Drug Plan portion of the fee; (f) an increase of \$3.25 per fall and winter session in the Dental Plan portion of the fee; (g) for full-time undergraduates on the St. George Campus only, an increase of \$0.29 per session in the Student Commons portion of the fee; (h) for full-time undergraduates on the St. George Campus only, an increase of \$0.05 per session in the Downtown Legal Services portion of the fee; (i) for full-time undergraduates on the UTM Campus only, an increase of \$0.02 per session in the Downtown Legal Services portion of the fee, and (j) for full-time undergraduates on the St. George Campus only the establishment of a designated LGBTOUT portion of the fee of \$0.25 per fall and winter session.

THAT beginning in the fall 2016 session, the **Varsity Publications Inc.** society fee be increased as follows: (a) an increase of \$0.03 per session in the society portion of the fee.

A member referred to the *guidelines as set out by the Ministry of Training, Colleges and Universities*; and asked if the proposed FMUA fees were in violation of the guidelines. Another member asked if any other concerns had been raised.

Professor Welsh stated the FMUA had approved the increase and new fees by referendum. Professor Welsh noted that the voter turnout was 40% and that in the course of considering FMUA's request, the Office of the Vice-Provost, Students had not received any complaints.

A member asked if the members of FMUA had been provided with full disclosure as to the purpose of the proposed new fees (i.e. mental health services) as part of the student referendum process.

Mr. Memmel, President, FMUA, confirmed that FMUA sought advice from the Office of the Vice-Provost, Students and appropriate outreach had been undertaken with its members. He stated that there was strong support for the new fees and that students had a good understanding of the scope and need to provide improved co-curricular services and spaces as sought by FMUA via referendum.

A member asked about access to the existing Writing Centre.

Mr. Memmel confirmed that their students did have access to the Writing Centre at Victoria College. The *FMUA Writing Centre* was meant to provide specific and more specialized writing services to Faculty of Music students such as assistance with resume writing.

On a motion duly moved, seconded and carried

YOUR BOARD APPROVED

THAT beginning in the fall 2016 session, the **Faculty of Music Undergraduate Association** society fee be increased as follows: (a) an increase of \$42.50 per fall and winter session in the society portion of the fee (full-time only); (b) the establishment of a designated FMUA Clubs, Events and Services Fee of \$100.00 per fall and winter session (full-time only); (c) the establishment of a designated FMUA endowment portion of the fee of \$100.00 per fall and winter session (full-time only); and (d) the establishment of a designated FMUA special projects fund portion of the fee of \$200.00 per fall and winter session (full-time only).

CONSENT AGENDA

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

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

5. Report of the Previous Meeting: Report Number 193, March 15, 2016

Report number 193, from the meeting of March 15, 2016 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. Date of Next Meeting: Wednesday, May 25th, 2016 at 4:30 p.m.

The Chair informed members that the next meeting was scheduled for May 25, 2016 at 4:30 p.m.

END OF CONSENT AGENDA

8. Report of the Senior Assessor

Professor Welsh reported on the following:

Name Change of Student Society

The Board was notified that the 89 Chestnut Residence Council had formally changed their name to “Chestnut Residence Council.” The Council was first established by the Board in April 2004 and the name change had been ratified by the Society’s members at a meeting in 2012. The name change did not require Board approval.

Report of the Committee on Preventing and Responding to Sexual Violence

The President and Provost had endorsed all of the principles laid out in the Committee’s Report and accepted all of their recommendations, with specific actions outlined for each, including the development of a new policy on sexual violence; a review of existing policies (*Sexual Harassment and Student Code of Conduct*); the establishment of a new Sexual Violence Prevention and Support Centre; the coordination and updating of education and training for all faculty, staff, students, and others (e.g. governors) on prevention as well as the policies and processes for disclosure and reporting; the creation of three Expert Panels; and the undertaking of a “Campus Climate Survey”.

Centre for International Experience (CIE)

Following the review of the CIE, a position had been posted for a Senior Director, Global Learning Opportunities and International Student Success. The Senior Director would be accountable for strategic alignment, development, and implementation of the University’s priority to strengthen and deepen key international partnerships – to advance student mobility and global learning opportunities (locally and abroad).

Truth and Reconciliation Commission Steering Committee

The University-wide Truth and Reconciliation Commission Steering Committee had formed a number of working groups to provide it with recommendations on the subjects of Indigenous Curriculum, Indigenous Students (including recruitment and the experience of student while they are here), Indigenous Faculty and Staff, Indigenous Co-Curricular Education, and Indigenous Research Ethics and Community Relationships. These working groups would conduct additional consultations with members of the University community. The Committee would present an Interim Report to the President and the Provost by July 1, 2016, and a Final Report by December 31, 2016.

The Chair thanked Professor Welsh for her report.

9. Other Business

The Chair announced the following:

The Board would receive for information the “*2015 Annual Report of Equity, Diversity, and Excellence*”, as well as other annual reports such as the Police Services and Recognized Campus Groups, at the next meeting.

The Board's Striking Committee would meet to review the applications received for co-opted positions on UAB in 2016-17. The Striking Committee would present its recommendation to the Board at the next meeting.

Members would receive an evaluation survey after the final meeting of UAB on May 26th, 2016. The feedback from members would be very useful and important in planning the Board meetings for the upcoming year.

The meeting adjourned at 6:00 p.m.

Secretary

Chair

April 29, 2016