

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 151 OF**  
**THE UNIVERSITY AFFAIRS BOARD**

**March 17, 2009**

To the Governing Council,  
University of Toronto.

Your Board reports that it met on Tuesday, March 17, 2009 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Dr. Claude Davis, In the Chair  
Professor Jill Matus, Vice-Provost, Students  
Ms Lucy Fromowitz, Assistant Vice-President,  
Student Life  
Ms Diana A.R. Alli  
Dr. Louise Cowin  
Mr. Ken Davy  
Mr. Grant Gonzales  
Professor William Gough  
Mr. Reza Hajivandi  
Mr. Keith Ho  
Professor Bruce Kidd  
Mr. Ben Liu  
Mr. Chris McGrath  
Ms Anna Okorokov  
Mrs. Fiorella Shields  
Mr. John David Stewart  
Mr. David Stiles

Non-Voting Assessors:  
Mr. Jim Delaney, Director, Office of the Vice-Provost, Students  
Ms Anne MacDonald, Director, Ancillary Services  
Mr. Tom Nowers, Dean of Student Affairs, University of Toronto at Scarborough (UTSC)  
Mr. Mark Overton, Dean of Student Affairs, University of Toronto at Mississauga (UTM)  
Ms Elizabeth Sisam, Assistant Vice-President, Campus and Facilities Planning  
Mr. Ron Swail, Assistant Vice-President, Facilities and Services  
  
Mr. Louis Charpentier, Secretary of the Governing Council

Regrets:

Ms Mariana Bockarov  
Ms Judith Goldring  
Mr. Stephen Job  
Dr. Sarita Verma  
Ms B. Elizabeth Vosburgh, Vice-Chair

Secretariat:

Ms. Alison Webb (Acting Secretary)

In Attendance:

Mr. Jeff Peters, Member of the Governing Council  
Mr. Olivier Sorin, Member of the Governing Council  
Ms Aisling Burke, Office of the Vice-Provost, Students  
Ms Helen Choi, Vice-President, Internal, Association of Part-time Undergraduate Students (APUS)  
Ms Anita Comella, Assistant Dean, Co-Curricular Physical Activity and Sport, Faculty of Physical Education and Health (FPEH)  
Dr. Anthony Gray, Special Advisor to the President  
Ms Joeita Gupta, Vice-President, External, APUS, and Chair, Council on Student Services (COSS)  
Mr. Walied Khogali, Member, Quality Services to Students (QSS)  
Mr. Adam Kowalczewski, Member, Hart House Board of Stewards and Finance Committee

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In Attendance: (cont'd)

Ms Rosanne Lopers-Sweetman, Chief Administrative Officer, FPEH  
 Mr. Wasah Malik, President, University of Toronto at Mississauga Student Union (UTMSU)  
 Ms Nancy Smart, Senior Judicial Affairs Officer  
 Mr. Zuhair Syed, President, Scarborough Campus Student Union (SCSU)  
 Ms Mae-Yu Tan, Assistant Secretary of the Governing Council  
 Mr. Jim Webster, Director of Finance, FPEH

**Chair's Remarks**

The Chair welcomed the many individuals from the University's ancillary operations and student services offices who were in attendance to assist in answering members' questions about the various operating plans. He thanked them for their attendance and for their ongoing work in enhancing the student experience across the University's three campuses. The Chair reminded members of their responsibility to ensure that the University was managed well, rather than to manage it directly. He noted that the proposals before the Board had originated at the divisional level, where they had already undergone a rigorous governance process to prioritize program initiatives, and the various interested estates had had an opportunity to be represented and to contribute to the planning process. Bodies such as the Hart House Board of Stewards and the Council of Athletics and Recreation (CAR) had begun their planning processes early in the year and had consulted in a transparent manner. This had provided due diligence for the recommendations, and the expertise and work of these bodies ought to be respected as the Board carried out its important responsibility in considering for approval the operating plans which allowed the student life programming of the University to proceed. The Board needed to satisfy itself that these prior processes had been appropriate and thorough, and that relevant questions and issues had been raised and considered.

**1. Report of the Previous Meeting**

Report Number 150 (February 3, 2009) was approved.

**2. Business Arising from the Report of the Previous Meeting**

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

**3. Operating Plans: Service Ancillaries**

Professor Matus reported that the Operating Plans for the Service Ancillaries had gone through many levels of review and consultation. Draft plans for each ancillary had been reviewed by the Financial Services Department, and the reports had been considered by the Services Ancillary Review Group (SARG), which included three members of the University Affairs Board, Mr. C. McGrath, Ms D. Alli, and undergraduate student Mr. G. Gonzales.

The Chair invited Ms Joeita Gupta, Vice-President, External of the Association of Part-time Undergraduate Students (APUS) to address the Board. Ms Gupta asserted that students had made their position clear. They did not want increases to tuition or fees. She specifically addressed the part-time student concern for affordable housing, noting that part-time students represented some of the most marginalized, and low-income students on campus. She suggested that a policy should be developed to provide financial support for housing for students who, due to financial circumstances, had to drop from full-time to part-time status. These students no longer had access to the financial aid guarantee, and as a result often could no longer afford their housing so dropped out of school all together. Ms Gupta advised that she felt there had been inadequate student consultation during the review process, as there had been

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only one undergraduate student on SARG, with no part-time or graduate student representation. While access to affordable housing remained a major issue for her constituency, she felt it had not been adequately considered by SARG, and should be addressed in the future.

On the recommendation of the Vice-Provost, Students,

YOUR BOARD APPROVED

The 2009-10 operating plans and budgets for Service Ancillaries, as elaborated in the *Service Ancillaries Report on Operating Plans 2009-2010*, as summarized in Schedule I; the service ancillary capital budgets as summarized in Schedule V; and the rates and fees in Schedule VI.

**4. Operating Plans: Student Services, University of Toronto at Scarborough**

Professor Matus drew the Board's attention to the handout entitled *Frequently Asked Questions* which was helpful in explaining the intricacies of the Consumer Price (CPI) and University of Toronto (UTI) indices, and the Council on Student Services (COSS) protocol and relevant policies. She noted that both the University of Toronto at Scarborough (UTSC) and the University of Toronto at Mississauga (UTM) had a formal approval process similar to that of COSS. These were respectively Quality Services to Students (QSS) at UTM, and the Council on Student Services (CSS) at UTSC. Professor Matus reported that the UTSC operating plans and budgets, and the proposed fee increases for 2009-10, had received the unanimous approval of the CSS which included eight voting student representatives.

Mr. Nowers advised that this had been another year of interesting, productive and respectful engagement with students and student leaders at UTSC, particularly during CSS discussions. Conversations had ranged from budget orientations, to discussions on new sports and recreation facilities, to initiatives proposed by the new Department of Student Life concerning study space issues, international student services, restaurant services, and space in general for the burgeoning number of student groups.

Mr. Nowers reminded members that the UTSC Budget had been approved by CSS for the previous eleven years, partly as a result of a system of advisory committees that overlapped with each other, and the Council itself, and fed into the over-arching Council Budget Subcommittee. All advisory committees were committed to meeting as many times as necessary to reach a consensus, and the Subcommittee did not stop meeting until it was satisfied that everything the students wanted examined had been examined, that identifiable service objectives had been achieved, and that there was agreement and endorsement of the proposed Budget. This year, as in previous years, students had questioned almost every line item in the Budget, and every question had been answered. This particular structure of extensive negotiations had resulted in a Budget that had started with a proposed increase of 11.2 percent, and was passed unanimously after the consultation process with an increase of 6.6 percent. Students had decided to enhance student services modestly, rather than cutting them. New initiatives in the 2009-10 Budget included the hiring of an Employment Consultant for the Academic Advising and Career Centre, a new staff member in the International Student Centre, a new E-portfolio, and a new co-curricular transcript. Mr. Nowers expressed his appreciation to the students for their continued support and collaboration.

The Chair invited Mr. Jeff Peters, President of APUS to address the Board concerning the UTSC, UTM and St. George operating plans. Mr. Peters advised that APUS had voted against the St. George operating plans during the COSS process, and believed that in the current economic climate, the University's priorities should focus on the most marginalized students. Many APUS members simply could not afford

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the increases proposed. He expressed concern that students were being forced to pay for the endowment shortfall, and that a possible levy on students to support the Pan-American Games bid was evidence of misplaced priorities. He further expressed the view that there were a number of items that should be considered higher priorities than they currently were. These included: subsidized day-care spaces to provide part-time students with access to affordable daycare; ensuring student unions had access to adequate office space; and, an expansion of the transitional year program.

On a motion duly moved, seconded and carried, the Board agreed to hear Mr. Zuhair Sayed, President of the Scarborough Campus Student Union (SCSU). Mr. Sayed advised that the CSS had thoroughly discussed the possibility for increased student services this year, and the impact of those increases on student fees. While the proposed 11.2 percent increase was considered unmanageable, after a careful review and assessment of the most necessary new initiatives, the CSS approved the lesser increase. Students were satisfied that the process had included careful analysis and consultation, and resulted in a significant increase in services for students, in the most cost effective way possible. Mr. Sayed noted that student space was of great concern, and the SCSU would make it a priority in the coming year. In response to the concern raised by APUS, he advised that to date, day-care had not been an issue at UTSC, and SCSU was currently satisfied with the day-care facilities on the campus. With regard to the Pan Am Games, he advised that students were supportive of the possibility and were working with the administration on this initiative. However, students would not be in a position to endorse the project until information regarding financing, and a student levy, were made available.

In response to a question as to whether there was any potential of deferral of these proposed new positions to a year when the economic climate was more stable, Mr. Nowers advised that one of the positions had been deferred and the cost had been bridged over two years. To postpone these positions altogether would negatively impact the ratio of service providers to students. He noted that UTSC had the lowest fees for Arts and Science students at the University of Toronto. While services were improving, there was still more work to be done to improve the student experience. A member congratulated UTSC for the unanimous support of its operating plans and budgets, and the willingness of the students to help pay for increased student services.

On the recommendation of the Vice-Provost, Students,

**YOUR BOARD APPROVED**

THAT the 2009-10 operating plans and budgets for the UTSC Student Services (including Health & Wellness, Physical Education & Athletics, and the Student Services), as presented in the attached documentation from Mr. Tom Nowers, Dean of Student Affairs, be approved;

THAT the sessional Health & Wellness fee for a full-time student on the UTSC campus be increased to \$44.91 (\$8.98 for a part-time student), which represents a year over year permanent increase of 5.0%;

THAT the sessional Physical Education and Athletics fee for a full-time student on the UTSC campus be increased to \$97.69 (\$19.54 for a part-time student), which represents a year over year permanent increase of 5.0%; and

THAT the sessional Student Services fee for a full-time student on the UTSC campus be increased to \$135.76 (\$27.15 for a part-time student), which represents a year over year permanent increase of 8.4%.

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Professor Matus reported that the proposed University of Toronto Mississauga operating plans and fees had passed through working groups hosted by each of the relevant services. All working groups had been open to QSS members and other interested students. Proposals endorsed by the working groups were considered by the QSS, and some resolutions had passed, including the Department of Physical Education and UTM Services; however, the resolution on UTM Health and Counseling had not.

Mr. Mark Overton, Dean of Student Affairs at UTM, provided the following five recent highlights related to Student Services at UTM:

- The Health and Counseling Centre had seen an increased number of physician's hours available, an increased use of personal counselors, and the introduction of a significant amount of health programming.
- The Physical Education, Athletics and Recreation Department had seen a significant increase in usage, with seventy percent of students using the facility an average of sixteen times each through February. This was very high when compared to other universities in Ontario.
- The Career Centre had seen dramatic increases in graduate registration in employment services, and in registrations overall, and had undertaken some interesting experiments in increased use of social media to promote activities.
- The Shuttle had seen a significant improvement in its schedule.
- Childcare support had increased dramatically for the long-awaited Early Learning Centre that was currently under construction, and students had provided for a subsidy of rates for student users of the facility who did not qualify for government subsidies. There had also been an investment in the University's Family Care Office to provide support for student families.

The Chair invited Mr. Walied Khogali, Chair of QSS to address the Board. Mr. Khogali advised that an Activity Report for QSS had been developed as a new source of information and communication between the ancillary fee-related body, and the governance process. Student leaders, throughout the process, had communicated their concerns over the rising levels of incidental fees, and the reluctance of students to bear those costs, especially during a time of recession. He noted that students had requested an immediate review, and a halt to all increases. He asserted that it must be a matter of priority for the University's administration, in partnership with student leaders and other stakeholders, to demand that institutions of higher learning received adequate government funding. He further commented that tuition and ancillary fees should be eroded and not increased, in an effort to ensure an undergraduate education was affordable in a globally competitive environment. Mr. Khogali requested that members of the Board continued to work with student leaders to advocate for a re-investment in education.

The Chair invited Mr. Wasah Malik, President of the UTM Students' Union to address the Board. Mr. Malik advised that students at QSS had requested that they have input into how ancillary budgets were directed. He expressed the desire of students to be empowered to determine where their tuition and fees were directed. He hoped that the University Affairs Board would work alongside students, and not against them, and vote to reject the Motion, as the students had voted at QSS.

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(cont'd)

On the recommendation of the Vice-Provost, Students,

YOUR BOARD APPROVED

THAT the 2009-10 operating plans and budgets for the UTM Student Services (including Health Services, Physical Education & Athletics, and the Student Services), as presented in the attached documentation from Mr. Mark Overton, Dean of Student Affairs, be approved;

THAT the sessional Health Service fee for a full-time student on the UTM campus be increased to \$26.11 (\$5.22 for a part-time student), which represents a year over year increase of 8.0% (resulting from a permanent increase of 2.0%, and a temporary three year increase of 6.1%);

THAT the sessional Physical Education and Athletics fee for a full-time student on the UTM campus be increased to \$160.21 (\$32.04 for a part-time student), which represents a year over year permanent increase of 3% (resulting from the elimination of a 2005-06 three year temporary increase, and a permanent increase of 4.9%);

THAT the sessional Student Services fee for a full-time undergraduate student on the UTM campus be increased to \$118.28 (\$23.66 for a part-time student), which represents a year over year permanent increase of 1.0%;

THAT the sessional Student Services fee for a full-time graduate student on the UTM campus be decreased to \$103.78 (\$20.76 for a part-time student), which represents a year over year decrease of 0.03%;

THAT the sessional (fall and winter sessions only) Student Shuttle Summer Service fee for a graduate student affiliated with UTM be maintained at \$3.87 (\$0.77 for a part-time student); and

THAT the sessional (fall and winter sessions only) Mississauga Transit U-Pass fee for a full-time graduate student affiliated with the University of Toronto Mississauga be increased to \$48.60, which represents a year over year permanent increase of 9.2%.

**6. Operating Plans: Student Services, St. George Campus****(a) Advice from the Council on Student Services (COSS)**

Professor Matus reported that COSS had met several times in February to discuss the proposed plans and fees for St. George Student Services, Hart House, and Physical Education and Health. On February 27, 2009, COSS had met to vote on the three operating plans in question. She thanked Ms. Joeita Gupta the COSS Chair, for her contributions.

The Chair invited Ms Gupta, to address the Board. Ms. Gupta informed members that COSS had met four times during the month of February to review the operating plans. Concerns raised at those meetings had included the following:

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- APUS advised that it now faced its second pending eviction, and was concerned about the University's tendency to charge students both the CPI and UTI increases, which in APUS' view was not the original intention of the COSS protocol.
- The GSU raised concerns about whether the central administration had been adequately lobbied for additional funding.
- The UTSU expressed that it had experienced difficulties in booking adequate space at both the Varsity Centre, and at Hart House for UTSU run student clubs.

Mr. Gupta advised that the nine student members of COSS had unanimously opposed all three Motions presented, and as a result, the Motions had failed to pass by a vote of nine to six. The six administrative members had all voted in favour of the three Motions, reflecting their desire to maintain the quality of student services. Student members, however, felt strongly that given the current economic climate, it was not economically viable for students to continue to pay increased incidental fees. Ms. Gupta recommended that the Board take the advice of COSS very seriously, and put an end to any further increases in incidental fees, even in the short-term.

Professor Matus reminded members that if COSS, QSS or CSS declined to recommend approval of operating plans and fees, the Administration was entitled to seek approval from the University Affairs Board for:

- a) a permanent increase of the lesser of the CPI or the UTI; and
- b) a temporary three year increase of the greater of the CPI or the UTI.

**(b) Student Life Programs and Services**

Professor Matus reported that the Operating Plans of Student Life Programs and Services had been developed through many levels of consultation, including interaction with student groups. The original proposed fee increases were rejected at COSS. Therefore, Student Life Programs and Services was now requesting an increase within the limits and parameters allowed by the COSS protocol.

Ms. Lucy Fromowitz, Assistant Vice-President, Student Life, advised that all twelve of the departments within Student Life Programs and Services, plus Hart House, had either a student advisory group, or a user group, and that students were involved at all levels of discussion and review throughout the planning and budget allocation process. For the first time this year Ms. Fromowitz had also created an additional opportunity for student input, having invited the Presidents of SAC (the Students' Administrative Council), GSU (the Graduate Students Union), and APUS, as well as any other interested members of their Executives, to meet with her on a monthly basis. At the first meeting in September, she presented her departments' Strategic Plans. At all subsequent meetings the students were encouraged to have open discussion on any item from the strategic plans, or any other matters that they wished to have addressed.

Ms Fromowitz informed members that only nine percent of the Student Life budget went towards operating costs, as seventy-eight percent was committed to human resources, and thirteen percent to occupancy costs for student organizations on the St. George campus. The proposed five percent increase, which translated to an additional \$5.15 per full-time student, and \$1.02 per part-time student, was necessary to ensure that the quality of student services was maintained, and the growing demand for them was fulfilled.

A member suggested that in the future a report be provided that outlined the consequences of defeated motions at COSS, QSS and/or CSS, on Student Life programming.

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On the recommendation of the Vice-Provost, Students,

YOUR BOARD APPROVED

THAT the 2009-10 operating plans and budget for Student Life Services and Programs, as presented in the attached documentation from Ms Lucy Fromowitz, Assistant Vice-President, Student Life, be approved; and

THAT the sessional Student Life Services and Programs fee for a full-time student on the St. George campus be increased to \$108.06 (\$21.61 for a part-time student), which represents a year over year permanent increase of 5.0% (resulting from the elimination of a 2006-07 three year temporary increase, a permanent increase of 2.0%, and a three year temporary increase of 4.7%).

**(c) Faculty of Physical Education and Health Co-Curricular Programs, Services and Facilities**

Professor Matus reported that the proposed budget for the Faculty of Physical Education and Health (FPEH) had been supported unanimously by the Council for Athletics and Recreation (CAR); however it had not been approved for recommendation at COSS. As a result, the fee increase was within the limits and parameters provided by the COSS protocol.

Professor Bruce Kidd, Dean of the Faculty of Physical Education and Health, outlined the budget planning process and the extent to which students had been involved in its preparation and approval. The Budget Committee of CAR was chaired by a student, and had a majority of student members either elected from constituencies across campus, or appointed by the three student governments. In addition, the budgets were influenced by the decisions of the Varsity Board, and the Intramural Sports Committee, both of which had significant elected student involvement.

The proposed increases to the budget would maintain and strengthen the quality and diversity of programs, and would bring about improvements to facilities, all of which had been requested by students. The new Varsity Pavilion, to be opened during the summer, would be managed without any additional budget requirements.

Dean Kidd informed members that the University of Toronto had the broadest program of co-curricular sport and physical activities of any university in Canada, with more varsity and intramural sports teams, and a greater array of fitness programs. The budget also supported merit-based scholarships for students involved in sport from many divisions, as well as a number of needs-based scholarships. The budgeted expenditure for part-time employment, primarily of students, was \$2.5 million, and there was also an extensive leadership program offered. While the Faculty was not in a position to reduce or eliminate fees, the budget provided for quality and diverse programming at fair fees.

In response to a member's question regarding the student fee transfer to UTM and UTSC, Dean Kidd explained that historically the St. George division assessed a fee in support of tri-campus intramural programs, and conducted varsity programs for students from all three campuses. The FPEH collected the fee and transferred a portion of it to UTM and UTSC for their share in the tri-campus programming.



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A member observed that all budgets that came forward to the Board had made a concerted effort to ensure students had been adequately consulted. It appeared however that there was a disconnect between these representative groups of students that were approving and endorsing the financial plans, and the COSS and QSS. The member suggested that the reason for this disconnect be investigated, as it highlighted flaws in the COSS and QSS process.

A member enquired how the new Varsity Pavilion could be operated without any new funding. Dean Kidd responded that the Faculty had undertaken at the University Affairs Board the previous year, that the new facility would not require additional fees to support its operation once it opened. It was intended that the new facility would provide some economies of scale and efficiencies that would offset any increased costs in administration and servicing of the site.

In response to a question about the percentage of student use of the facilities, Dean Kidd provided a handout entitled *Co-Curricular Year in Review 2008-09*, which contained additional information not provided in the package. He advised that there was a very high rate of student participation, and that every faculty and college on the campus was involved. The most difficult challenge at the moment was determining how to expand hours of service to meet student demand, but still maintain the facilities adequately.

On the recommendation of the Vice-Provost, Students,

**YOUR BOARD APPROVED**

THAT the 2009-10 operating plans and budget for the Faculty of Physical Education and Health: Co-curricular Programs and Services, as presented in the attached documentation from Professor Bruce Kidd, Dean, be approved;

THAT the sessional Athletics & Recreation fee for a full-time student on the St. George campus be increased to \$ 132.79 (\$26.56 for a part-time student), which represents a year over year increase of 5.55% (resulting from the elimination of a 2006-07 three year temporary increase, a permanent increase of 2.0%, and a three year temporary increase of 8.0%); and

THAT the sessional Athletics & Recreation fee for a full-time student at UTM or UTSC be increased to \$15.40 (\$3.08 for a part-time student), which represents a year over year increase of 5.56% (resulting from the elimination of a 2006-07 three year temporary increase, a permanent increase of 2.0%, and a three year temporary increase of 8.0%).

**(d) Hart House**

Professor Matus reported that the Hart House Budget had been reviewed and recommended by the Hart House Finance Committee and approved by its Board of Stewards. A resolution to support the fee increases was however defeated at COSS and therefore the Board was being asked for approval of a fee increase within the limits and parameters of the COSS protocol.

Dr. Louise Cowin, Warden of Hart House, advised that students were in the majority on both the Finance Committee and the Board of Stewards of Hart House. They had been actively engaged in the extensive

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budgeting process which began in September, and had approved the budget for submission in January. Unfortunately however, COSS had defeated the Motion for recommendation to the Board.

For the first time since the COSS protocol had been introduced, Hart House was in the situation where its UTI was less than CPI, and only a two percent increase, or forty-seven cents per fulltime student, per semester, was allowed based on the COSS protocol. As a result, if Hart House did no more than maintain the status quo of programming, it would still be in a deficit position until at least 2013. To address the deficit, Dr. Cowin advised that a number of opportunities to increase external revenue were being considered, and a new vision statement had been created to ensure that the changes necessary to meet the budget challenges did not unreasonably restrict student access, and ensured that students saw themselves in the Hart House of the future.

The Chair invited Mr. Adam Kowalczewski, a member of the Hart House Finance Committee and Board of Stewards to address the Board. Mr. Kowalczewski advised that the fees for Hart House went to create one of the more lively and interesting facilities on campus. He reaffirmed that students most definitely had a voice in both the finances and activities of Hart House, and that the Budget had been carefully scrutinized by the students on the Finance Committee and Board of Stewards.

A member commented that Hart House was one of the jewels of the university, and provided important opportunities for students. He was distressed to see it handcuffed in this way by the COSS protocol. He noted that before the implementation of COSS, tensions between those who wanted to provide for quality of programs, and those who were concerned about fees, were mediated by both the Board of Stewards and the University Affairs Board. He believed it was time to end the divisive COSS structure and create an arrangement where differences could be mediated within the regular University governance process.

Professor Matus advised that if any Board member would like to have an offline conversation about the COSS process and the apparent disconnect that members had articulated, they were welcome to contact her directly.

On the recommendation of the Vice-Provost, Students,

**YOUR BOARD APPROVED**

THAT the 2009-10 operating plans and budget for Hart House, as presented in the attached documentation from Dr. Louise Cowin, Warden, be approved;

THAT the sessional Hart House fee for a full-time student on the St. George campus be increased to \$66.76 (\$13.35 for a part-time student), which represents a year over year increase of 0.7% (resulting from the elimination of a 2006-07 three year temporary increase, a permanent increase of 0.1%, and a temporary three year increase of 2.0%); and

THAT the sessional Hart House fee for a full-time student at UTM or UTSC be increased to \$2.05 (\$0.42 for a part-time student), which represents a year over year increase of 0.5% (resulting from the elimination of a 2006-07 three year temporary increase, and a three year temporary increase of 2.0%).

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### 7. *Election Guidelines 2009*

The Chair reminded members that they had received an email ballot from the Secretary on February 20, 2009 regarding a time-sensitive matter, an amendment to the *Election Guidelines 2009* to allow the introduction of online voting for Governing Council elections in the faculty and staff constituencies. The recommendation had been approved by an overwhelming margin, and the Chair recommended that the Board confirm formally the resolutions that it had previously approved by email ballot.

The Chair invited Ms Helen Choi, Vice-President, Internal of APUS to address the Board regarding the *Election Guidelines 2009*, and the Reports of the Elections Committee. Ms Choi advised that APUS was very concerned about the University moving toward online elections for administrative staff. APUS believed online voting provided no assurance that the election was secure, did not allow for scrutineering, and was a privacy issue as it allowed the administration to have a record of who voted, and how. APUS strongly encouraged a return to paper ballots.

Ms Choi advised that APUS further believed there had been a conflict of interest in the most recent Governing Council election, as one candidate had also been a member of the Elections Committee.<sup>1</sup> Ms Choi also expressed the concern of APUS that there had been issues of unfairness, and a lack of accessibility and accommodation for a candidate, and urged the Board to take these concerns very seriously.

An administrative staff member of the Board advised that he was very supportive of the electronic voting implemented this year, and anticipated that it would lead to a higher participation level of administrative staff in the election. Another member noted that he found the new online voting process to be extremely user friendly.

Mr. Charpentier, Secretary of the Governing Council, assured members that the identity of those who voted was stored separately from the votes themselves on servers used for Governing Council online elections. The data in both repositories was deleted after thirty days, at the end of the appeal period. With regard to the accessibility concerns, he assured members that these issues were taken very seriously, and would be considered carefully for the longer term in the *Election Guidelines*, as currently there was no accessibility provision. He further confirmed that for the current election, efforts had been made to address the concerns of the candidate, and if there had been no resolution to date, it was not for want of effort by the Secretariat.

On a motion duly moved, seconded, and carried,

YOUR BOARD APPROVED

THAT the following resolutions, approved by means of an email ballot on February 26, 2009, be confirmed.

THAT the elections for teaching staff and administrative staff representatives on the Governing Council be conducted by online voting, effective immediately.

THAT the amended *Election Guidelines 2009* be approved.

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<sup>1</sup> Secretaries Note: *The Election Guidelines 2009*, Section 2.d (page 9) states: “A member of the Elections Committee, who is standing for election, involved in an election campaign, or endorsing a candidate for election, may act as an Election Overseer provided he or she is not called upon to consider a matter arising from or pertaining to his or her own constituency.”

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**8. Reports of the Elections Committee**

Members received for information the following reports of the Elections Committee:

- (a) Report Number 53: January 27, 2009
- (b) Report Number 54: February 5, 2009
- (c) Report Number 55: February 12, 2009

**9. Report of the Senior Assessor**

Professor Matus had no matters to report to the Board.

**10. Date of Next Meeting**

The Chair informed members that the next regular meeting of the Board was scheduled for Wednesday, April 22, 2009 at 4:30 p.m.

**11. Other Business**

A member observed that the agenda item dealing with Operating Plans for Service Ancillaries was perhaps the weakest part of the meeting, and suggested that in future that section be segmented into separate items for discussion, and separate motions for approval.

The meeting adjourned at 6:25 p.m.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chair

April 15, 2009