

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 152 OF
THE UNIVERSITY AFFAIRS BOARD

April 22, 2009

To the Governing Council,
University of Toronto.

Your Board reports that it met on Wednesday, April 22, 2009 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Dr. Claude Davis, In the Chair
Ms B. Elizabeth Vosburgh, Vice-Chair
Professor Jill Matus, Vice-Provost, Students
Ms Lucy Fromowitz, Assistant Vice-President,
Student Life
Ms Diana A.R. Alli
Ms Mariana Bockarov
Dr. Louise Cowin
Professor Bruce Kidd
Mr. Ben Liu
Mr. Chris McGrath
Mrs. Fiorella Shields
Mr. John David Stewart
Mr. David Stiles

Non-Voting Assessors:
Mr. Jim Delaney, Director, Office of the Vice-Provost, Students
Professor Angela Hildyard, Vice-President, Human Resources and Equity
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

Secretariat:
Mr. Henry Mulhall (Secretary)

Regrets:

Mr. Ken Davy
Ms Judith Goldring
Mr. Grant Gonzales
Professor William Gough
Mr. Reza Hajivandi
Mr. Keith Ho
Mr. Stephen Job
Ms Anna Okorokov
Dr. Sarita Verma

In Attendance:

Mr. Jeff Peters, Member of the Governing Council
Ms Joeita Gupta, Member-Elect of the Governing Council; Vice-President, External, Association of Part-time Undergraduate Students (APUS)
Mr. Brian Burchell, Former Member of the Governing Council; Station Manager, CIUT Radio
Ms Kaye Francis, Family Care Office
Ms Meghan Gallant, Secretary, Graduate Students' Union (GSU)
Dr. Anthony Gray, Special Advisor to the President
Professor Connie Guberman, Status of Women Officer and Special Advisor on Equity Issues
Ms Myra Lefkowitz, Manager, Health and Wellbeing Programs and Services

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In Attendance: (cont'd)

Ms Magdalena Rydzy, Family Care Office

Ms Paddy Stamp, Sexual Harassment Officer

Ms Mae-Yu Tan, Assistant Secretary of the Governing Council

Ms Jude Tate, Coordinator, Office of Lesbian, Gay, Bisexual, Transgender, Queer Programs and Services

ALL ITEMS ARE REPORTED FOR INFORMATION

1. Report of the Previous Meeting

Report Number 151 (March 17, 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. Compulsory Non-Academic Incidental Fees: Student Society Fees

(a) Report on Financial Statements and Internal Auditor's Opinion

The Chair acknowledged and thanked representatives of several of the University's student societies who were in attendance to assist in answering members' questions regarding requests for fee increases. He noted that, under the *Policy for Compulsory Non-Academic Incidental Fees*, where the University collected a compulsory non-academic incidental fee on behalf of a student society, the society was required to present financial statements audited by an independent public auditor licensed under the Public Accountancy Act. For smaller groups, the society could be exempted from doing so by the University's Internal Auditor, who needed to satisfy himself that the society was maintaining proper books of accounts and supporting documentation.

Professor Matus reiterated that this Report was an important accountability mechanism provided for under the *Policy*. Each year, organizations on whose behalf the University charged a compulsory non-academic incidental fee were required to submit financial statements audited by a licensed accountant or seek exemption from the audit requirement (applicable to societies with relatively low fees and other revenue). Fees were withheld from organizations failing to submit statements until such time as the statements were received in good order. The administration worked with such organizations to ensure that proper statements were eventually received. The administration also took note of significant auditors' qualifications and concerns if they arose, and, if appropriate, worked with the society to address the inadequacies.

(b) Student Society Proposals for Fee Increases

Professor Matus noted that the consideration of student society proposals for fee increases was an annual item of business for the Board. All such requests had to be supported by constitutional and fair processes within student societies. There was no University requirement for minimum voter turnout in referenda. However, some student societies had established their own minimum voter turnout requirements. She noted that the administration relied considerably on the assurances of the societies that proper procedures had been followed. If a complaint was brought to the attention of the administration, the society was first asked to respond to the allegations. In rare instances where the society's response was not satisfactory, further inquiry was made to investigate the complaint. She noted that the administration had received no complaints with respect to any of the requests under consideration.

REPORT NUMBER 152 OF THE UNIVERSITY AFFAIRS BOARD – APRIL 22, 2009**3. Compulsory Non-Academic Incidental Fees: Student Society Fees (cont'd)****(b) Student Society Proposals for Fee Increases (cont'd)**

Professor Matus reported that the assessment of requests for fee increases was normally based upon the following expectations. The student society was required to make the request in a manner consistent with the *Policy for Compulsory Non-Academic Incidental Fees* and the University's procedures for increases to student society fees. Increases greater than the cost of living had to be supported by a positive result in a referendum, and special conditions established by the society, such as quorum, also had to be met. Cost of living increases had to be supported by a referendum in a previous year. Referendum questions had to be clear and had to provide enough information to allow students to gain a full understanding of the implications of the questions and proposed fees. Referenda had to be conducted fairly, advertised and promoted in a reasonable manner, and the members of each organization had to be given a reasonable opportunity to vote. Finally, each organization had to comply with the provisions of its own by-laws, rules of procedure, and specific policies and procedures approved by its board or council. Professor Matus referred members to the memorandum that had been provided which outlined the relevant details of each request for a fee increase. She clarified that it did not include any requests for fee increases where referenda had failed.

Mr. Delaney made a minor correction to the resolution for the Scarborough Campus Students' Union (SCSU) fee increase that appeared on the agenda. The words "in the Dental Plan portion of the fee" were added to part (e) of the resolution, so that it read "(e) an increase of \$3.09 per session (including administration fee and provincial sales tax) in the Dental Plan portion of the fee." The motion as amended was moved and seconded.

In response to a question, it was clarified that none of the requests for fee increases were from societies that had failed to submit audited financial statements for 2007-08.

A member asked the representatives of APUS for their rationale in requesting a fee increase given that they had opposed increased fees for student services at the previous meeting of the Board on the grounds that students should not have to pay more for their education. At the invitation of the Chair, Mr. Peters and Ms Gupta responded on behalf of APUS by noting that the very small increase of \$0.05 was a cost of living increase that was required by the agreement between APUS and the Canadian Federation of Students (CFS), and had been approved by a previous referendum. They added that APUS was concerned not to increase the financial burden on students, and so had not requested any increases in the health or dental plan portions of the APUS fee.

A member commented that there appeared to be an inconsistency between the principles that were being voiced during the consideration of this item of business and those that had arisen at the previous meeting of the Board during the consideration of the operating plans and budgets for the various student services. At the previous meeting the Board had been urged not to approve the operating plans and budgets because they would lead to increased costs for students, and it had been stated that the Council on Student Services (COSS) had defeated the original versions of the operating plans and budgets for this same reason. In contrast, there seemed to be an expectation that the Board should approve the requests for fee increases from the various student societies even though they also would increase costs for students.

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3. Compulsory Non-Academic Incidental Fees: Student Society Fees (cont'd)

(b) Student Society Proposals for Fee Increases (cont'd)

On the recommendation of the Vice-Provost, Students,

YOUR BOARD APPROVED

THAT beginning in the fall 2009 session, the **St. George U of T Community Radio (CIUT-FM – St. George)** fee be increased by \$1.25 per session in the society's portion of the fee. If approved, the total CIUT fee charged will be increased to \$3.75 per session, charged to all full-time undergraduate students on the St. George campus.

THAT beginning in the fall 2009 session, the **Association of Part-time Undergraduate Students (APUS)** fee be increased \$0.05 per session in the Canadian Federation of Students (CFS) – CFS-Ontario portion of the fee. If approved, the total APUS fee charged will be increased to \$77.54 per session, charged to all part-time undergraduate students.

THAT beginning in the fall 2009 session, the **Engineering Society** fee be increased as follows: (a) continuation and an increase of \$25.00 per session in Special Projects Levy portion of the fee; (b) continuation and an increase of \$0.25 per session for the Formula SAE portion of the fee; (c) continuation of the Engineering Career Centre portion of the fee; (d) continuation of the Human Powered Vehicle Design portion of the fee; (e) continuation of the Engineers Without Borders portion of the fee; (f) an increase of \$0.33 per session in the Society portion of the fee for all full-time Faculty of Applied Science and Engineering students. If approved, the total Engineering Society fee will be increased to \$123.18 per session, charged to all full-time Faculty of Applied Science and Engineering students. The fee for part-time students would remain unchanged at \$20.99.

Note: Beginning in fall 2009, the Engineering Society has elected not to renew the collection of the designated portion of the fee for the *Atrium Renovation Project*.

THAT, beginning in the fall of 2009, the **Graduate Students' Union (GSU)** fee be increased as follows: (a) an increase of \$0.17 per session for full-time students (\$0.09 per session for part-time students) in the Canadian Federation of Students (CFS) – CFS-Ontario portion of the fee; (b) an increase of \$2.47 per session (full-time students only) (including administration fee and provincial sales tax) in the Supplementary Health Coverage portion of the fee; and (c) a increase of \$4.18 per session full-time and part-time students (including administration fee and provincial sales tax) in the Dental Plan portion of the fee. If approved, the total GSU fee will be increased to \$209.72 per session for full-time students (\$80.89 per session for part-time students), charged to all graduate students.

Note: Beginning in fall 2009, the GSU has requested to terminate the collection of the designated portion of the fee for *The Peer Review*. Since this fee was not collected in the 2008-09 academic year the fees reported above will not be affected.

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THAT beginning in the fall 2009 session, the **Erindale College Student Union (operating as the University of Toronto Mississauga Students' Union; UTMSU)** fee be increased as follows: (a) an increase of \$0.19 per session in the society portion of the fee; (b) an increase of \$3.60 per session for the UPass portion of the fee; (c) an increase of \$0.01 per session for the Academic Societies portion of the fee; (d) the establishment of a new designated portion of the fee for a Food Bank of \$0.50 per session; and (e) the establishment of a new designated portion of the fee for the WUSC of \$1.00 per session. If approved, the total UTMSU fee will be increased to \$80.94 per session, charged to all full-time undergraduate University of Toronto at Mississauga students.

THAT beginning in the fall 2009 session, the **Scarborough Campus Community Radio (SCCR)** fee be increased by \$0.05 in the society portion of the fee. If approved, the total SCCR fee will be increased to \$3.55 per session, charged to all full-time University of Toronto at Scarborough students.

THAT beginning in the fall 2009 session, the **Scarborough Campus Students' Union (SCSU)** fee be increased as follows: (a) an increase of \$0.35 per session for full-time students (\$0.02 for part-time students) in the society portion of the fee; (b) an increase of \$0.10 per session (full-time students only) in the Canadian Federation of Students (CFS) – CFS-Ontario portion of the fee; (c) an increase of \$0.51 per session for full-time students (\$0.15 for part-time students) in the Student Centre portion of the fee; (d) an increase of \$3.08 per session (including administration fee and provincial sales tax) in the Accident & Prescription Drug Plan portion of fee; and (e) an increase of \$3.09 per session (including administration fee and provincial sales tax) in the Dental Plan portion of the fee. If approved, the total SCSU fee will be increased to \$165.56 per session for full-time students (\$11.98 for part-time students), charged to all undergraduate University of Toronto Scarborough students.

THAT beginning in the fall 2009 session, the **Students' Administrative Council (operating as the University of Toronto Students' Union; UTSU)** fees be increased as follows: (a) an increase of \$0.24 per session in the society portion of the fee; (b) an increase of \$0.10 per session in the Canadian Federation of Students (CFS) – CFS-Ontario portion of the fee; (c) increase of \$0.01 per session in the Student Refugee Program portion of the fee; (d) an increase of \$4.41 per session (including administration fee and provincial sales tax) in the Accident & Prescription Drug Plan portion of fee; and (e) an increase of \$4.67 per session for the Dental Plan portion (including administration fee and provincial sales tax); and (f) for full-time undergraduates on the St. George Campus only, an increase of the fee for the Student Common Project of \$0.08 per session. If approved, the total UTSU-St. George fee will increase to \$147.75 for all full-time undergraduate students on the St. George Campus; and the total UTSU-UTM fee will increase to \$140.42, charged to all full-time undergraduate students on the U of T at Mississauga campus.

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3. Compulsory Non-Academic Incidental Fees: Student Society Fees (cont'd)

(b) Student Society Proposals for Fee Increases (cont'd)

THAT beginning in the fall 2009 session, the **University College Literary & Athletics Society (UC Lit)** fee be increased as follows (a) an increase of \$0.15 per session for full-time students (\$0.05 for part-time students) in the society portion of the fee. If approved, the total UC Lit fee will be increased to \$18.10 per session for full-time students (\$9.00 for part-time students), charged to all University College students.

THAT beginning in the fall 2009 session, the **Undergraduate Pharmacy Society (UPS)** fee be increased as follows: (a) an increase of \$2.62 per session in the society portion of the fee; (b) an increase of \$2.00 per session for the Canadian Association of Pharmacy Students and Interns portion of the fee; and (c) an increase of \$1.00 per session for the Graduation Events portion of the fee. If approved, the total UPS fee will be increased to \$36.00 per session, charged to all full-time University of Toronto at Pharmacy students.

THAT beginning in the fall 2009 session, **The Varsity** fee be increased \$0.02 per session in the society portion of the fee. If approved, the total Varsity fee will be increased to \$1.27 per session, charged to all full-time University of Toronto students.

4. 2008 Annual Report of Equity, Diversity and Excellence

The Chair reminded members that the University Affairs Board was responsible for consideration of matters of a non-academic nature that directly concerned the quality of life on campus. The Annual Report of Equity, Diversity and Excellence addressed the quality of life for all members of the University community, including students, faculty, and staff. This report was intended to enable the Board to monitor the University's activities in implementing its equity policies.

Professor Hildyard reported that the *2008 Annual Report of Equity, Diversity and Excellence* was, for the first time, one part of the overall annual report of the portfolio of the Vice-President, Human Resources and Equity (*Human Resources & Equity Annual Report 2008*). This reflected the fact that equity issues did not stand alone, but rather permeated all aspects of the work of the portfolio. For the second consecutive year the University had been named one of Canada's Best Diversity Employers, but more work remained to be accomplished in this area. The University's *Statement on Equity, Diversity and Excellence* played a key role in communicating what were central institutional values. However, there remained a gap between its words and the institution's actions. The various equity officers played a key role in raising awareness among faculty, staff, and students of issues involving equity and inclusivity. The Report was only able to provide highlights of the work of the equity offices, and did not touch on the many initiatives that were also underway in the University's divisions and faculties. Further information was also included in the *University of Toronto Accessibility of Ontarians with Disabilities Act (AODA) 2008-09 Plan* as well as the *University of Toronto Employment Equity Report 2008*.

Discussion of the Report centered on the issue of how to communicate information regarding equity and diversity initiatives more effectively to the University community, and in particular to students. Among the matters that arose in discussion were the following. Communication strategies were being developed, and a round table session was being held that afternoon with student affairs staff to discuss case studies concerning methods of communicating with students. Greater efforts would be made to raise awareness of equity and diversity issues among members of the teaching staff so that they in turn would be better

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able to inform students. Similarly, it was intended that more information would be provided to high school guidance counselors, in particular regarding accessibility issues and initiatives. Various equity officers were involved in the annual first-year orientation sessions for new students, and it was planned to include more information about equity and diversity initiatives and services in orientation materials. There was also a need to communicate such information more effectively to leaders of student organizations who in turn could pass it on to their members. In order to help develop this collaborative partnership, an initial meeting had been held the previous week between student life professionals and leaders of student organizations across the University's three campuses. It was pointed out that in some instances it was understandable and acceptable if students were not aware of equity programs and services, provided that they did not have an immediate need for them, and could find the necessary information if their needs changed. A member added, however, that it would be useful to provide such information to students not only to meet their needs, but also to encourage them to volunteer to assist with equity programs and services, for example with note-taking services for students with disabilities. Professor Hildyard concluded by thanking members for their useful comments, and noted that most of the University's equity programs and services were available not just to students, but also to faculty and staff, and in some cases exclusively to the latter two groups.

5. Report of the Senior Assessor

Professor Matus had no matters to report to the Board.

6. Date of Next Meeting

The Chair informed members that the next regular meeting of the Board was scheduled for Tuesday, June 2, 2009 at 4:30 p.m.

7. Other Business

The Chair invited Ms Meghan Gallant, Secretary of the Graduate Students' Union (GSU) to address the Board. Ms Gallant commented on the discussion of the Council on Student Services (COSS) process that had been recorded in the Report of the previous meeting of the Board on March 17, 2009, and distributed a letter to members of the Board from herself and Mr. John Paul Catungal, the 2008-09 GSU representatives on COSS.

Among the comments contained in the letter and reiterated by Ms Gallant were the following. Student representatives on COSS, including those from the GSU, were selected by democratic and representative students' unions, and their votes at COSS were determined through consultation with those bodies. Representatives of the students' unions also participated in the budget development process that preceded the COSS process. In 2008-09, the GSU representative had voted against both the Hart House and the Physical Education and Health operating plans and budgets during the budget development process. The representative had also reported frustration with the processes of the Council on Athletics and Recreation (CAR), and was of the view that its Chair had failed to allow adequate debate or to maintain decorum.

The GSU maintained that students' lack of support for the operating plans and budgets at COSS had not been motivated by a disregard for the quality of services, but rather by frustration that students had been asked to pay more for services which the University had declined to support. Ms Gallant rejected a members' suggestion at the previous meeting that COSS had 'handcuffed' Hart House; rather, she maintained that the loss of University support for the Hart House theatre, and the loss of endowment

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7. Other Business (cont'd)

income had meant that the University would provide no support to Hart House for the upcoming year. Similarly, the Faculty of Physical Education and Health had lost nearly \$300,000 in endowment revenue, while the University had provided just 9% of the budget for Student Life Programs and Services.

Ms Gallant maintained that the Board had failed to acknowledge that the recommendations of COSS were shaped democratically and provided valuable student input regarding student services. The GSU took issue both with a Board member's reference at the previous meeting to "the divisive COSS structure", and with the invitation that had been extended for an off-line discussion of the COSS process.

A member asked whether the GSU favored retaining the COSS process or replacing it with something new. Ms Gallant stated that COSS had provided many valuable recommendations in the past, and that the GSU fully supported the spirit of the COSS protocol which allowed for a student voice in the development of operating plans and budgets for student services.

There was no other business.

The meeting adjourned at 5:15 p.m.

Secretary

Chair

May 6, 2009