

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 187 OF**  
**THE UNIVERSITY AFFAIRS BOARD**

**April 28, 2015**

To the Governing Council,  
University of Toronto

Your Board reports that it met on Tuesday, April 28, 2015 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Mr. Andrew Szende, Chair  
Ms Alexandra Harris, Vice-Chair  
Professor Jill L. Matus, Vice-Provost,  
Students & First-Entry Divisions  
Ms Alexis Archbold  
Mr. Marc Arnold  
Mr. David Reid Dobell  
Ms Katie Dunlop  
Ms Susan Froom  
Ms Sue Graham-Nutter  
Professor Ira Jacobs  
Professor Joseph Leydon  
Mr. Craig Maniscalco  
Ms Yerusha Nuh

Ms Rita O'Brien  
Mr. Desmond Pouyat  
Mr. Anamjit Singh Sivia  
Professor Elizabeth Smyth  
Ms Cheryl Ziegler-Davison

**Non-Voting Assessors:**

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

**Secretariat:**

Mr. Louis R. Charpentier, Secretary of the  
Governing Council  
Mr. Patrick McNeill, Acting Secretary

**Regrets:**

Ms Christine E. Burke  
Ms Arlene Clement  
Mr. Ben Coleman  
Ms Lucy Fromowitz  
Mr. Andrew Girgis  
Mr. Gary D. Goldberg

Mr. Malcolm Lawrie  
Ms Anne E. MacDonald  
Mr. Mark Henry Rowswell  
Professor Salvatore M. Spadafora  
Professor Janice Gross Stein  
Mr. Ron Swail

**In Attendance:**

Ms Andrea Carter, Director, High Risk and  
AODA  
Ms Anita Comella, Assistant Dean, Co-  
Curricular Physical Activity and Sport, KPE  
Mr. Garvin De Four, Assistant Ombudsperson

Dr. Tanya Lewis, Director, Accessibility  
Services  
Mr. David Newman, Assistant Director, Office  
of Student Life

**In Attendance continued:**

Ms Kimberley Elias, Student Life  
Coordinator, Campus Involvement, OVPS  
Mr. Adam Kuhn, Assistant Director, Office  
of Student Life  
Mr. Mike LeSage, Coordinator, Student  
Policy Initiatives, OVPS

Ms Shannon Howes, Manager, Student Policy  
Initiatives and High Risk  
Ms Catherine Riddell, Executive Director,  
Communications & Public Affairs, FASE

**ITEM 3C IS REPORTED FOR APPROVAL AND ALL OTHER ITEMS ARE REPORTED FOR INFORMATION**

The Chair welcomed members and guests to the meeting. He extended congratulations to Ms Alexandra Harris who had received the Adel Sedra Distinguished Graduate Award in recognition of academic achievement, extra-curricular leadership, and involvement in the life of the University.

**1. Presentation: *Accessibility (Academic Accommodation and AODA Updates)***

Professor Matus introduced Dr. Tanya Lewis, Director, Accessibility Services (St. George Campus), who presented on the theme of accessibility as it pertained to co-curricular and academic success. She also introduced Ms Andrea Carter, Director of High Risk and AODA. Ms Carter provided a presentation on UofT's built environment in relation to the AODA (*Accessibility for Ontarians with Disabilities Act*).

There were questions and requests for clarification from members. Dr. Lewis responded as follows:

- note-taking services experienced at 75-80% match-rate (included the use of previous year's notes, better use of technology to take notes (speech to text software); and, the encouragement to use friends as note-takers, etc.);
- uptake in accessibility services not necessarily a negative representation of the increased need; rather, it might be part of a current trend in society (further research and data collection would be required);
- Accessibility Services worked closely with Centre for International Experience to provide service for international students;
- numerous initiatives, such as professional development and training, had been undertaken to improve communications and related processes with various registrar offices (including academic advisors), across the campuses.

Ms Carter reminded members that the legislation applies to major renovations and new builds. The presentation highlighted areas of institutional leadership and partnerships with the Council of Ontario Universities and other post-secondary institutions.

Members expressed their appreciation for the excellent presentations and the work of the Accessibility Services Office and the AODA office. The Chair thanked Dr. Lewis and Ms Carter.

## **2. Student Societies: Report on Financial Statements and Internal Auditor's Opinion**

The Chair stated that the *Policy for Compulsory Non-Academic Incidental Fees* required each Student Society that received the proceeds of a compulsory non-academic incidental fee to either submit, by December 31<sup>st</sup> 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 2013-14 financial statements, including the comments by the External Auditors, were available for viewing by Board members through the Office of Vice-Provost, Students and First Entry Divisions. The Report was presented to the Board for information.

Professor Matus reported that the Scarborough Campus Residence Association had recently submitted documentation for an audit exemption. The Masters of Management and Professional Accounting Student Council's audits from 2012-13 and the 2013-14 remained outstanding.

A member inquired about the delay of submitting reports by some Societies and whether this represented a systemic problem. Professor Matus replied that audits were eventually undertaken and reports submitted. As part of an educational process, the University provides training and support to Societies, especially during the transition between Society executives, to deal with report delays. In response to a question she confirmed that the Societies in the federated universities were not included in the report.

## **3. 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.

### **3(a) University of Toronto Mississauga**

The requests for fee increases were approved by the UTM Campus Council on March 5<sup>th</sup>, 2015. Professor Leydon, Chair of the UTM Campus Affairs Committee, stated that all fee increases, with the exception of transit fees, reflected a cost of living increase.

### **3(b) University of Toronto Scarborough**

The requests for fee increases were approved by the UTSC Campus Council on March 3<sup>rd</sup>, 2015. Mr. Pouyat, Dean of Student Affairs (UTSC), noted that increases also reflected cost of living changes. The provider of the SCSU Health and Dental Plan was under review. Any changes to the Health and Dental Plan fees would be known in mid-May.

### **3(b) University of Toronto St. George**

The Chair stated that the University Affairs Board approved increases to compulsory non-academic incidental fees for multi-campus as well as St. George campus representative student committees and divisional Student Societies.

Professor Matus reported that the Architecture and Visual Studies Students' Union (AVSSU) was created as a new Society through a referendum. She also noted that St. George and multi-campus Student Society fee change requests were done through an on-line system, in place of paper forms that had been previously used. The fee change request along with all supporting documentation was uploaded in the system and would be accessible by future Society executives. The system would be rolled out to UTM and UTSC.

A member requested clarification about the Engineering Society fees. Ms Meredith Strong, Director, Office of the Vice-Provost, Students and Student Policy Advisor, explained that the student referendums were sponsored by the Engineering Society. Although the fees were being used for co-curricular activities, there was some concern with the wording of the referendum question(s). Further discussions would be held with the Society to ensure the appropriate use of the levy funds, and on a go-forward basis, the clarity of the referendum language.

One member commented on the voter turn-out of the Graduate Students' Union (GSU) referendum and asked if the Vice-Provost had any plans to help improve voter participation. Ms Strong explained that the University, by way of Policy, did not have a required minimum quorum for such referenda; however some student societies had language in their constitution or by-laws regarding minimum voter turn-out.

On motion duly moved, seconded and carried

#### YOUR BOARD APPROVED

THAT beginning in the fall 2015 session, a new fee of \$10.00 (\$5.00 part-time) per fall and winter session be established for the newly-formed **Architecture and Visual Studies Students' Union (AVSSU)**, and be charged to all AVSSU members (undergraduate students in the John H. Daniels Faculty of Architecture, Landscape and Design).

THAT beginning in the fall 2015 session, the **Association of Part-time Undergraduate Students** fee be increased as follows: (a) an increase of \$0.07 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (b) an increase of \$4.48 per fall and winter session in the Accident & Prescription Drug Insurance Plan portion of the fee; and (c) an increase of \$3.74 per fall and winter session in the Dental Plan portion of the fee.

THAT beginning in the fall 2015 session, the **Engineering Society** fee be increased as follows: (a) the establishment of a new designated portion of the fee for the University of Toronto Aerospace Team at \$3.25 per fall and winter session through 2016-17; (b) an increase of \$0.36 (\$0.34 part-time) per fall and winter session in the society portion of the fee; (c) the continuation of the Robotics Association portion of the fee through 2016-17; (d) the continuation of the Concrete Canoe Team portion of the fee through 2016-17; (e) the continuation of the Engineers Without Borders portion of the fee through 2016-17; (f) the continuation of the Human Powered Vehicle Design portion of the fee through 2016-17; (g) the continuation of the Blue Sky Solar Racing Team portion of the fee through 2016-17; (h) the continuation of the Formula SAE Racing portion of the fee through 2016-17; (i) the continuation and decrease of \$5.00 per fall and winter session in the Special Projects Levy portion of the fee through 2016-17; and (j) the continuation of the Endowment Fund portion of the fee through 2016-17. [Note: fees (b) through (j) apply to full-time students only.]

THAT beginning in the fall 2015 session, the **Graduate Students' Union** fee be increased as follows: (a) the establishment of a new portion of the fee of \$0.50 (\$0.25 part time) per fall and winter session for the Sexual Education Centre; (b) the establishment of a new portion of the fee of \$2.00 (\$1.00 part-time) per fall and winter session for the Students for Barrier-free Access; (c) an increase of \$0.58 (\$0.29 part-time) per session in the society portion of the fee; (d) an increase of \$4.16 (full-time only) per fall and winter session in the Supplementary Health Coverage portion of the fee; (e) an increase of \$10.73 (\$10.73 part-time) per fall and winter session in the Dental Plan portion of the fee; (f) an increase of \$0.15 (\$0.07 part-time) per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (g) an increase of \$0.05 (\$0.02 part-time) per session in the OPIRG portion of the fee; and (h) an increase of \$0.01 (\$0.00 part-time) per session in the Bikechain portion of the fee.

THAT beginning in the fall 2015 session, the **Innis Residence Council** fee be increased as follows: (a) an increase of \$0.57 per fall and winter session in the society portion of the fee.

THAT beginning in the fall 2015 session, the **Nursing Undergraduate Society** fee be increased as follows: (a) an increase of \$0.33 per fall and winter session in the society portion of the fee.

THAT beginning in the fall 2015 session, the **University of Toronto Students' Union** (UTSU, legally the Students' Administrative Council) fees be increased as follows: (a) an increase of \$0.34 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 \$0.14 per session in the Canadian Federation of Students (CFS)/CFS-Ontario portion of the fee; (d) an increase of \$3.24 per fall and winter session in the Accident & Prescription Drug Plan portion of the fee; (e) an increase of \$2.92 per fall and winter session in the Dental Plan portion of the fee; (f) for full-time undergraduates on the St. George Campus only, an increase of \$0.82 per session in the Student Commons portion of the fee; (g) for full-time undergraduates on the St. George Campus only, an increase of \$1.56 per session in the Downtown Legal Services portion of the fee; and (h) for full-time undergraduates on the UTM Campus only, an increase of \$0.52 per session in the Downtown Legal Services portion of the fee.

THAT beginning in the fall 2015 session, the **Varsity Publications Inc.** society fee be increased as follows: (a) an increase of \$0.04 per session in the society portion of the fee.

#### **4. Presentation: Co-Curricular Record (CCR)**

Professor Matus introduced Mr. David Newman, Director, Office of Student Life and Ms Kimberley Elias, Student Life Coordinator, Campus Involvement. Mr. Newman provided an overview and context of the Co-Curricular Record (CCR).

Highlights included the following:

- 16 of 22 Ontario universities had or were developing a CCR;
- The CCR could support the student life cycle: from acting as a recruitment tool with a public searchable directory, to influencing the student experience and retention rates, to helping students in their pursuit of further studies and/or a career, and fostering a sense of community which might encourage more alumni engagement;

- The CCR bridged the gap by helping employers see the value of co-curricular experiences and how it could be an avenue to develop relevant core skills, and it helped students translate the relevancy of their experiences.

In response to a member's question, Mr. Newman stated that his office is working with Career Services to help engage potential employers in a conversation which would help them better understand the benefits of the CCR as an "employee search" tool. Early indicators suggest that 77% of employers would be interested to look at the CCR as part of their recruitment process.

The Chair thanked Mr. Newman for his informative presentation.

### 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 186, March 17, 2015

Report Number 186, from the meeting of March 17, 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. Date of Next Meeting: Tuesday, May 26, 2015 at 4:30 p.m.

The Chair informed members that the next meeting was scheduled for May 26, 2015 at 4:30 p.m.

#### 8. Report of the Senior Assessor

Professor Matus reported on the following:

##### a) Announcement: *University of Toronto Act*

Professor Matus advised that the the Ontario Budget Bill had been introduced in the Legislature and included an important amendment to the *University of Toronto Act*. The amendment would remove the requirement that members of the Governing Council be Canadian citizens. This would apply to all estates of the Governing Council.

Professor Matus stated that this action would address the longstanding wish of the Governing Council to reflect the diversity of communities at the University. An amendment to the *Act* had been a priority of the Chair, the President and the Governing Council and the University was pleased that the University's requested change had been acted upon by the Government of Ontario.

**b) Earthquake in Nepal**

Professor Matus reported that President Meric Gertler had issued a statement regarding the tragic earthquake in Nepal. It was posted on the University's home page and provided links to University support services for student, faculty and staff as well as information on how to donate.

**c) Advisory Committee to the President and Provost on Preventing and Responding to Sexual Violence**

Professor Matus stated that the Advisory Committee and its Working Groups had held further meetings since her last report to the Board, including 17 student consultations. Other activities underway included the recent launch of a new website ([www.safety.utoronto.ca](http://www.safety.utoronto.ca)); the posting of a consultation questionnaire; and the hiring of 2 persons to assist with the committee's work. The committee would continue to receive submissions from individuals across the University community.

**d) Update re Proposed *Policy on Open, Democratic and Accessible Operation of Student Organizations***

Professor Matus distributed a resource document that was being used as part of the policy development consultations that were underway. The Vice-Provost's office had already met with representatives of SCSU, GSU, APUS and UTSU, as well as Divisional and College societies. Consultation would continue through the summer and would include discussions with newly elected executive members from these organizations. She reiterated that the document provided was not a draft policy, but rather a discussion document setting out "principles and factors to consider".

In response to concerns about the administration's involvement in student union matters, which had been raised by some student organizations, Professor Matus stated she had clarified the role and responsibilities of the Provost under the *Policy on Compulsory Non-Academic Incidental Fees*. She noted that other student societies had signaled support for policy development to enhance the democratic functioning of student organizations. The second policy recommendation in the Provost's Administrative Response related to the recognition, restructuring and evolution of student societies would be a longer term discussion.

The Chair thanked Professor Matus for her report.

**9. Other Business**

The Chair reported on the following:

- At the final meeting, the Board would receive the "2014 Annual Report of Equity, Diversity, and Excellence", as well as other annual reports such as the Police Services and Recognized Campus Groups. These reports would be presented for information.
- The Board's Striking Committee would meet in the coming weeks to review the applications received for co-opted positions on UAB. 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 26<sup>th</sup>, 2015. The feedback from members would be very useful and important in planning the Board meetings for the upcoming year.

There were no matters of other business.

The meeting adjourned at 6:25 p.m.

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Acting Secretary

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Chair

April 28, 2015