

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 329 OF
THE EXECUTIVE COMMITTEE
Friday, October 13, 2000

To the Governing Council,
University of Toronto.

Your Committee reports that it held a meeting on Friday, October 13, 2000 at 12:00 noon in the Board Room, Simcoe Hall, with the following members present:

Ms Wendy M. Cecil-Cockwell (In the Chair)	Non-Voting Member:
Mrs. Mary Anne V. Chambers, Vice-Chair	
Dr. Robert J. Birgeneau, President	Mr. Louis R. Charpentier
Professor W. Raymond Cummins	
Mr. Brian Davis	Secretariat:
Ms Naana Afua Jumah	
Professor Brian Langille	Ms Margaret McKone
Dr. John P. Nestor	
Professor Ronald D. Venter	
Ms Nancy L. Watson	

Regrets:

Mr. Gerald A. Lokash
Dr. Joseph L. Rotman
Mrs. Susan M. Scace

In Attendance:

Mr. Amir Shalaby, Chair, the Business Board
Professor Adel S. Sedra, member, the Governing Council, and Vice-President and Provost
Professor Michael G. Finlayson, Vice-President, Administration and Human Resources
Professor Vivek Goel, Vice-Chair, the Academic Board
Ms Susan Addario, Director, Office of Student Affairs
Mr. Kasi Rao, Director of the Office of the President and Director of Government Relations

Vary the Agenda

On motion duly moved and seconded, the order of the agenda was varied so that the following agenda items were considered at the outset of the meeting: Item 12 - External Appointments, Item 13- Code of Student Conduct: Recommendations for Expulsion, and Item 14 - Senior Appointment. They now became agenda items 1, 2 and 3.

On motion duly made and seconded,

IT WAS RESOLVED

THAT, pursuant to sections 28 (e) and (f) of *By-Law Number 2*, consideration of agenda items 1, 2 and 3 take place *in camera*, with the Chair of the Business Board and Professors Finlayson and Sedra admitted to the meeting to facilitate the work of the Committee.

1. External Appointments

(a) Hart House

The Chairman drew members' attention to a recommendation that had been placed on the table, and noted that a memorandum had been circulated to members of the Governing Council seeking members' input on these two appointments.

On the recommendation of the Chairman,

YOUR COMMITTEE APPROVED

THAT Dr. John Nestor be re-appointed to the Hart House Board of Stewards for a one-year term, to June 30, 2001; and

THAT Mr. James Myers be re-appointed to the Hart House Finance Committee for a one-year term, to June 30, 2001.

(b) University of Toronto Press Incorporated

The Chairman noted that members had received a recommendation for appointment of members and directors to the University of Toronto Press Incorporated in their agenda packages. The recommended slate totaled twelve, leaving one vacancy to be filled at a later date.

On the recommendation of the Chief Financial Officer,

YOUR COMMITTEE APPROVED

THAT the following voting members and directors be re-appointed to the University of Toronto Press Incorporated for 2000-2001:

Mr. Kendall Cork
Mr. Bryan Davies
Dr. Wendy K. Dobson
University Professor Emeritus Roberta Frank
University Professor Emeritus Martin L. Friedland
Professor Roger Martin
Mr. George Meadows
Ms Carole Moore
Mr. Roger Parkinson
Mr. Terrence Stephen
Mr. Robert White
Mr. David Wilson

1. External Appointments (cont'd)**(c) Innovations Foundation**

The Chairman drew members' attention to a recommendation from Professor Munroe-Blum, Vice-President, Research and International Relations, that had been placed on the table. Many of the recommendations were re-appointments; for those people who were being appointed to the Foundation for the first time, biographical information had been provided.

On the recommendation of the Vice-President, Research and International Relations,

YOUR COMMITTEE APPROVED

THAT the following individuals be nominated for election as members and directors of the Innovations Foundation for a period continuing until the 2001 annual meeting of the Foundation and until their successors are appointed:

- * Professor George Adams, President, Innovations Foundation;
- Professor Jane Aubin, Chair, Department of Anatomy and Cell Biology;
- * Mr. David Crane, Columnist, the *Toronto Star*;
- * Ms Wanda Dorosz, member, the Governing Council, and President and Chief Executive Officer, Quorum Funding Corporation;
- * Mr. Gary Goldberg, President, Gadango Inc.;
- * Mr. John Harbinson, (**Chair**), Chair, Appollo Environmental Systems Corporation;
- * Ms Mary MacDonald, President, MacDonald & Associates Ltd.;
- Professor Mihnea C. Moldoveanu, Assistant Professor, Strategic Management Group, Joseph L. Rotman School of Management;
- * Professor Heather Munroe-Blum, Vice-President, Research and International Relations;
- Dr. Peter Munsche, Assistant Vice-President, Technology Transfer;
- Professor Jonathan Putnam, Faculty of Law;
- *Mr. Henri Rothschild, President, Canada-Israel Industrial Research and Development Foundation; and
- *Professor Ron Venter, member, the Governing Council, and Professor, Department of Mechanical and Industrial Engineering.

* Indicates re-appointment.

2. Code of Student Conduct: Recommendations for Expulsion

The Committee considered two recommendations from the President for expulsion arising from hearings held under the *Code of Student Conduct*.

Following discussion,

2. Code of Student Conduct: Recommendations for Expulsion (cont'd)

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

THAT the two recommendations from the President for expulsion be placed on the agenda for the October 19, 2000 meeting of the Governing Council; and

THAT, pursuant to sections 38 and 40 of By-Law Number 2, the Governing Council consider the two recommendations *in camera*.

3. Senior Appointment

The Secretary of the Governing Council briefed members on the proposed appointment.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

THAT, the recommendation from the Secretary of the Governing Council, dated September 5, 2000, be placed on the agenda of the October 19, 2000 meeting of the Governing Council; and

THAT, pursuant to sections 38 of *By-Law Number 2*, the Governing Council consider the recommendation *in camera*.

The Committee returned to closed session.

4. Report of the Previous Meeting

Report Number 328 of the Executive Committee (September 5, 2000), a copy of which had been included in members' agenda packages, was approved.

5. Business Arising from the Report of the Previous Meeting

(a) Item 7 – Notice of Motion: Senior Appointment to the Governing Council Secretariat

The Chairman reminded members that at the previous meeting, the Executive Committee had endorsed and forwarded to the Governing Council a notice of motion concerning amendments to the Governing Council's By-Law Number 2 to include reference to the new position of Deputy Secretary. The motion to approve these changes would, therefore, appear as a matter of course on the agenda of the next Governing Council meeting.

(b) Item 14 (a) – Request to Address the Governing Council

The Chairman recalled that at its previous meeting, the Committee had considered a request from Mr. Alok Mukherjee to address the Governing Council at its September 14 meeting. Following the advice of the Executive Committee, the Chairman had declined to grant the request and had invited Mr. Mukherjee to provide additional information (i.e. a brief description of the topic he wished to address) so that the Committee could reconsider the request at today's meeting. The Chairman reported that she had received no response to this invitation and, therefore, the request was deemed to have been abandoned.

6. Minutes of the Governing Council Meeting held on September 14, 2000

Members had received for information a copy of the minutes of the September 14, 2000 Governing Council meeting.

7. Academic Board: Items for Confirmation

The Chairman noted that the Academic Board was the final approval level for some items of business. Because a majority of the Board's members were not members of the Governing Council, most of the Board's actions had to be confirmed by the Executive Committee. She continued that Professor Jack Carr, Chair of the Academic Board, was not able to be in attendance but that Professor Vivek Goel, Vice-Chair, was in attendance to present the Board's items.

(a) Item 7 - Woodsworth College: Discontinuation of Diploma and Certificate Programs

Professor Goel noted that this and the following recommendation, both of which recommended discontinuation of programs, had been discussed in detail by the Planning and Budget Committee. At the Academic Board, these items had not elicited any debate.

On motion duly moved and seconded,

YOUR COMMITTEE CONFIRMED

THAT the following Woodsworth College programs be discontinued:

Certificate Program in Business;
Certificate Program in Criminology;
Certificate Program in Law Enforcement and Administration; and
Diploma Program in Gerontology.

Documentation for this item is attached to Report Number 101 of the Academic Board as Appendix "C".

(b) Item 8 - School of Graduate Studies: Discontinuation of M.H.Sc. Program in Clinical Biochemistry

On motion duly moved and seconded,

YOUR COMMITTEE CONFIRMED

THAT the M.H.Sc. program in Clinical Biochemistry in the Department of Laboratory Medicine and Pathobiology be discontinued.

Documentation for this item is attached to Report Number 101 of the Academic Board as Appendix "D".

8. Academic Board: Items for Endorsement and Forwarding to the Governing Council

The Chairman reminded members that in considering items being recommended to the Governing Council by its Boards, the role of the Executive Committee was not to debate the substance of the recommendations but rather to ensure that proper process has been followed and that the documentation being forwarded was sufficiently clear for the Council to properly consider the matter.

(a) Item 5 - Budget: Administrative Priorities Fund and Administrative Transitional Fund - Allocations

Professor Goel noted that at its July 25, 2000 meeting, the Planning and Budget Committee had considered a number of allocations to support initiatives in the administrative divisions, including funding for the newly established Office of the Vice-President, Government and Institutional Relations. The Report of the meeting, which had contained an account of the Committee's deliberations, had been sent to members of the Academic Board. At the meeting of the Academic Board at which the proposal had been considered, no questions had been raised.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

THAT the following allocations from the Administrative Priorities Fund (AdPF) and the Administrative Transition Fund (AdTF) be approved:

- (i) Office of the Vice-President, Government and Institutional Relations: \$295,000 in base from the AdPF and \$100,000 OTO from the AdTF;
- (ii) Internal Audit: \$8,809 in base from the AdPF and \$35,000 OTO from the AdTF;
- (iii) Office of the Vice-President, Administration and Human Resources: \$858,000 in base from the AdPF and \$705,000 OTO from the AdTF;
- (iv) Office of the Vice-President, Research and International Relations: \$553,057 in base from the AdPF and \$460,000 OTO from the AdTF;
- (v) Office of the Governing Council: \$108,650 in base from the AdPF and \$217,100 OTO from the AdTF; and
- (vi) University of Toronto Archives and Record Management System (UTARMS): \$110,000 OTO from the AdTF.

Documentation for this item is attached to Report Number 101 of the Academic Board as Appendix "A".

8. Academic Board: Items for Endorsement and Forwarding to the Governing Council (continued)

(b) Item 6 - Budget: Academic Priorities Fund – Allocations

Professor Goel noted that the Planning and Budget Committee had also considered allocations in support of a number of academic divisions’ plans at its July 25 meeting. The Deans of the faculties involved had been in attendance at the meeting to speak to their academic and budget plans and to respond to questions. The Report of the Planning and Budget Committee to the Academic Board had detailed the discussion of the Committee. Recommended allocations for seven divisions were being presented at this time. Allocations for the remaining academic divisions would be presented before the end of the calendar year.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

THAT the following allocations from the Academic Priorities Fund be made in support of divisional plans, 2000-2004:

	<u>Base</u>	<u>One-Time-Only</u>
Arts and Science	\$8,000,000	\$4,100,000
Comparative Literature	98,000	10,000
Medieval Studies	159,640	157,680
Engineering	3,332,712	1,650,000
Social Work	181,250	60,000
Music	416,825	600,000
Architecture	396,894	836,363
Forestry	172,188	25,000
TYP	171,250	
Ethnocultural Academic Initiatives Fund		600,000
International Student Exchange Office	145,000	
Total	\$13,073,759	\$8,039,043

Documentation for this item is attached to Report Number 101 of the Academic Board as Appendix “B”.

9. Ombudsperson: Annual Report and Administrative Response

The Chairman noted that the annual report of the Ombudsperson and the Administrative Response were presented annually to the Governing Council for information and for comment. The Executive Committee was asked to endorse the Report and Response and to place them on the agenda of the next meeting of the Council. Comments and suggestions from members were welcome at this time. The Chairman continued that Ms Mary Ward, Ombudsperson, would be invited to attend the October 19 meeting of the Council to respond to questions on her Report.

9. Ombudsperson: Annual Report and Administrative Response (cont'd)

Invited by the Chairman to comment, Professor Sedra noted that he was pleased that this year's Report of the Ombudsperson did not contain a lengthy list of problems requiring attention. He believed this could be attributed, in part, to proactive work undertaken by the administration as well as to the existence of the University's various Equity Offices, which provided a great deal of assistance to faculty, staff, and students. He noted that some of the issues reported had also been reported in the past and the administration would continue in its efforts to deal with these issues as had been outlined in the Administrative Response.

A discussion ensued on the Annual Report and the Administrative Response. Among the substantive matters that arose were the following.

Review of the Ombudsperson's Office. A member noted that it would be timely to review the work of the Office given that it had been just over three years since the Governing Council had approved a base budget reduction for the Office, and just over two years since the appointment of the current Ombudsperson at 50% FTE. The member added that the review might also include in its scope the Equity Offices. Mr. Charpentier noted that a review of the Ombudsperson's Office was scheduled for the coming year. He suggested that inclusion of other offices should be handled carefully. The Equity Officers had varying reporting paths and had been created by the administration. They did not report directly to the Governing Council, as did the Ombudsperson. The member offered her services for the review when it was undertaken.

The President commended the University's Office of the Ombudsperson and the Equity Offices and congratulated those responsible for the current structure. His only concern at this time was that there might be an under-reporting of cases by students given the relatively small number of annual complaints in relation to a student body in excess of 50,000.

Students in Residence - Recommendation 5. A member queried the proposed introduction of special "letters of agreement" pertaining to disruptive residence behaviour. Would it not be more appropriate to address such behaviour under the *Code of Student Conduct*? Mr. Charpentier responded that he believed the use of special "letters of agreement" were used in addition to existing residence agreements and were used as part of a process to resolve specific behaviours or situations. In addition, not all behaviours were contemplated by the *Code*.

A member who had previously lived in a residence on campus expressed her concern regarding the frequency of disputes involving disruptive residence behaviour, which she did not believe would be adequately addressed as a result of the proposed introduction of "letters of agreement". The Chairman thanked the member for her comment and suggested that the member address her concerns on this matter to the Vice-Provost, Students.

Timeliness: Petitions, Appeals and Code of Behaviour on Academic Matters – Recommendation 4. A member observed that the timeliness for appeals and petitions was a perennial issue that arose each year in the Annual Report. In last year's Administrative Response, it had been indicated that the Provost's Office would "provide a general guideline for divisions to follow" in their implementation of the *Code*. The member asked about the status of this initiative. Professor Sedra responded that there were 27 academic divisions and the petitions and appeals processes were highly decentralized. In addition to the introduction of an annual memorandum to divisional heads reiterating the need for timeliness in these areas, administrative training programs would soon be implemented. The member responded that she looked forward to positive results in this area.

9. Ombudsperson: Annual Report and Administrative Response (cont'd)

Visibility of Office. A member agreed with the President's earlier comment that there might be a lack of reporting by students. She had recently undertaken an informal poll of students, many of whom were not aware of the existence of the Office of the Ombudsperson and/or the various Equity Officers. The visibility of these offices was crucial to ensuring their effectiveness.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

THAT the Annual Report of the Ombudsperson for the period July 1, 1999 to June 30, 2000, and the Administrative Response be placed on the agenda of the October 19, 2000 meeting of the Governing Council

10. Calendars of Business

Members had received for information copies of the calendars for the Council's three boards: Academic Board, Business Board and the University Affairs Board. The Chairman invited members who had comments or questions on these calendars to contact the relevant Assessor.

11. Reports for Information:

Members received for information the following report:

Report Number 107 of the Business Board (October 2, 2000).

12. Report of the President

The President reported briefly on the following matters.

- **Installation of the President.** The President expressed his gratitude to members who had contributed to the celebrations surrounding his installation the previous day as the University's 14th President. The installation had been a memorable event for both him and his family.

The Chairman and members congratulated the President on his Installation Address the previous day. Members encouraged its wide dissemination to the University community, possibly through its publication in the *Bulletin*. The President noted that a copy of his address was available on the University's home page (<http://www.newsandevents.utoronto.ca/newprez/speech1.htm>).

- **Provincial Government's Investing in Students Task Force.** The President recalled that on September 19, 2000, the Honourable Dianne Cunningham, Minister of Training, Colleges and Universities (MTCU), had announced the creation of the task force to look at ways to ensure that students had access to affordable, high-quality education. Input into this process would be a high priority for the University of Toronto.

12. Report of the President (cont'd)

- **Provincial Government Relations.** In his continuing efforts to further improve upon the strong relationship between the University and the Provincial Government, and in particular the MTCU, the President was scheduled to meet the following week with Kevin Costante, new Deputy Minister, MTCU, and later in the month with the Honourable Dianne Cunningham.
- **Federal Government Relations.** The Honourable Herb Gray, Deputy Prime Minister of Canada, had brought greetings to the President on behalf of the Federal Government at the Installation ceremony the previous day. A meeting between the President and the Deputy Prime Minister had also been scheduled.
- **Overseas Travel.** Later in the month the President would be traveling to Hong Kong and Tokyo to attend alumni and other University-related events as well as an academic conference.
- **Campaign Goal.** In his Installation Address, the President had announced the campaign's new billion-dollar goal and an extension of the campaign to December 2004.

13. Date of Next Meeting

The Chairman reminded members of the Committee's next meeting on Monday, December 4, 2000, at 5:00 p.m.

14. Other Business

No items of other business were raised.

The meeting adjourned at 1:10 p.m.

Secretary

October 17, 2000

Chairman