

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 167 OF**  
**THE UNIVERSITY AFFAIRS BOARD**

**January 24, 2012**

To the Governing Council,  
University of Toronto.

Your Board reports that it met on Tuesday, January 24, 2012 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Ms B. Elizabeth Vosburgh, In the Chair  
Mr. Ken Davy, Vice-Chair  
Professor Jill Matus, Vice-Provost, Students  
Ms Lucy Fromowitz, Assistant Vice-President,  
Student Life  
Ms Diana A.R. Alli  
Mr. Richard Chambers  
Mr. Daniel DiCenzo  
Mr. Andrew O.P. Drummond  
Mr. Arman Hamidian  
Mrs. Heather Hines  
Ms Tina Hu  
Professor Bruce Kidd  
Mr. Gary P. Mooney  
Professor Elizabeth M. Smyth

Ms Morgan Vanek

**Non-Voting Assessors:**

Mr. Jim Delaney, Director, Office of the Vice-Provost, Students  
Ms Anne E. MacDonald, Director, Ancillary Services  
Mr. Mark Overton, Dean, Student Affairs,  
University of Toronto Mississauga  
Mr. Desmond Pouyat, Dean of Student Affairs,  
University of Toronto Scarborough

**Secretariat:**

Ms Cristina Oke (Acting Secretary)

**Regrets:**

Professor Robert Baker  
Ms Celina Rayonne Caesar-Chavannes  
Professor Ira Jacobs  
Mr. Samuel Oduneye  
Mr. Jorge Prieto  
Ms Ziyang Zhang

**In Attendance:**

Mr. Steve Bailey, Director, Office of Space Management  
Ms Anita Comella, Assistant Dean, Co-curricular Physical Activity & Sport, Faculty of Kinesiology and Physical Education  
Ms Catherine Drea, Director, Office of Student Life  
Dr. Anthony Gray, Special Advisor to the President  
Ms Joan Griffin, Special Projects Officer, Office of the Vice-Provost, Students  
Ms Shannon Howes, Co-ordinator Student Policy Initiatives, Office of the Vice-Provost, Students  
Mr. David Newman, Assistant Director, Office of Student Life  
Ms Mae-Yu Tan, Assistant Secretary of the Governing Council

ALL ITEMS ARE REPORTED FOR INFORMATION.

The Chair welcomed members and guests to the meeting, and acknowledged the return to the Board of Professor Bruce Kidd, in his new role as Interim Warden of Hart House.

### **1. Report of the Previous Meeting – Report Number 166, November 1, 2011**

Report Number 166 (November 1, 2011) 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. Annual Report: Compulsory Non-Academic Incidental Fees**

Members received for information the annual report on compulsory non-academic incidental fees.

Professor Matus explained that this annual report was prepared for the information of Board members in advance of the consideration of increases to compulsory non-academic incidental fees at the following two meetings. Student services fees would be considered at the March meeting, and student society fees would be considered at the April meeting of the board.

The report was an inventory of all compulsory non-academic incidental fees, and designated portions thereof, approved by the University Affairs Board (UAB) and collected by the University. Similar fees charged by the federated universities had been included for reference.

### **4. Code of Student Conduct: Companion Document**

Professor Matus provided an update on the companion document to the *Code of Student Conduct*. She thanked Mr. Delaney, Ms Griffin and Ms Howes, and all those who had been involved in the consultation process and in the development of the document.

Professor Matus reminded members that the Office of the Vice-Provost, Students had initiated a series of consultations on the *Code of Student Conduct (Code)* in the late fall of 2009 and early winter of 2010. Eighteen consultation meetings had been conducted across all three campuses. As a result of these consultations, a much better understanding of how the *Code* was perceived on campus had been acquired.

Based on the feedback received, it was determined that an update to the *Code* itself was not necessary. In response, the Office of the Vice-Provost, Students had drafted a companion document for students, tentatively entitled “*The Student's Companion to the Code of Student Conduct*,” which had now been distributed to the consultation groups. This companion document was intended to be a helpful and explanatory perspective on the *Code* for students, faculty, staff, and administrators. Members of the University Affairs Board who wished to be included in the consultation process on the companion document, were invited to contact Mr. Delaney.

Following this document, a similar companion document would be developed for staff and faculty. There would also be an update to a fifteen-year-old *Handbook for Investigator Officers and Hearing Officers*. In addition, detailed web-based training for those administering the *Code* would be developed over the next several months.

A member commented that she had read the draft document and had found the history and examples included were clear and helpful. However, she had noted a defensive tone in some parts of the document, and was preparing a written response to highlight these sections. Professor Matus thanked the member for her comments and welcomed the written feedback.

### **4. Code of Student Conduct: Companion Document (cont'd)**

A member asked whether the document would be distributed to all students. Professor Matus replied that a communication and distribution plan was being developed. Another member suggested that the Portal be used to distribute the document, particularly to new students.

The Chair invited members to provide any additional comments they might have to Professor Matus.

## **5. Report on the Results of the National Survey of Student Engagement (NSSE) 2011**

Professor Matus provided a presentation to the Board on the preliminary analysis of the results of the 2011 National Survey of Student Engagement (NSSE), with a focus on the University of Toronto's progress since the initial survey in 2004.

The response rate for the University of Toronto was 40%, compared with 31.6% from the U15 group<sup>1</sup> and 32% from all other Ontario universities. A total of 10,634 first and senior year students in the Faculties of Arts & Science, Applied Science and Engineering, Music, Physical Education & Health (now Kinesiology and Physical Education), University of Toronto Mississauga (UTM), and University of Toronto Scarborough (UTSC), and senior year students in the Lawrence S. Bloomberg Faculty of Nursing had responded to the Survey.

Since 2004, the University of Toronto had made progress in all five NSSE benchmarks of effective educational practice: level of academic challenge; active and collaborative learning; student-faculty interaction; enriching educational experiences; and supportive campus environment.

A number of initiatives to enhance student experience were ongoing, and included foundational year programs, First-Year Learning Communities, peer mentoring, communication with students, programs and services through the Centre for Teaching Innovation and Support (CTSI), the development of Co-Curricular Records, the Next Generation Student Information Services (NGSIS), including the "Wayfinding" Map, and improvements to Wi-Fi and email.

Questions raised during the presentation included the following:

- How were faculty identified in NSSE?
  - The definition was not specified in the survey question concerning student-faculty interaction, but it was likely that students made a differentiation between an instructor and a teaching assistant.
- Was volunteer work outside the University included in questions on enriching student experiences?
  - The difference between community service or volunteer work sponsored by the university and that which was not related to university would not necessarily be shown.
- When was NSSE data captured?
  - The survey was conducted in February/March.
- Could responses from part-time students be split out?
  - Yes, responses from specific groups of respondents could be separated for analysis.

Professor Matus thanked Ms Drea and Mr. Newman for their work in analyzing the NSSE data. She advised members of the Board that the Report would be posted on-line once it had been finalized.

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<sup>1</sup> The U15 group of Canadian universities includes Dalhousie, McGill, McMaster, Queen's, Ottawa, Université de Montréal, Laval, Alberta, UBC, Calgary, Manitoba, Saskatchewan, Waterloo, and Western

## 6. Report of the Senior Assessor

### a) Next Generation Student Information Services (NGSIS)

Professor Matus reminded members that she had previously reported that the University was undertaking the development of a Next Generation Student Information Services project. Not only would NGSIS replace ROSI (Repository of Student Information) but it would provide and/or support student services that go well beyond the current features of ROSI itself. Professor Matus announced that a student contest for renaming ROSI would be rolled out in the week of January 30th.

### b) Association of Part-time Undergraduate Students (APUS)

Professor Matus reported that the administration had reached what ultimately became a very amicable agreement with APUS concerning their relocation from 100 Devonshire Avenue (the development site for the Goldring Centre for High Performance Sport) and that the organization had moved to their new location at the North Borden Building on January 4th. The new space was the former location of the Organizational Development and Learning Centre (ODLC) on the second floor of the building. A number of improvements to the space had been made prior to the move and further renovations would be undertaken in the coming months.

### c) Hart House Warden

Professor Matus advised members that the process of finding a new Warden for Hart House was underway. The Advisory Search Committee for the Warden of Hart House was co-chaired by Professor Matus and Ms. Fromowitz, and included students, faculty, staff and alumni drawn from across the University's three campuses.

The Committee was developing a schedule that should allow for a new Warden to be in place no later than July 1, 2012. It was expected that the position would be posted on the University's job website on February 1, 2012 with nominations and applications being accepted until March 1, 2012. Members of the Board were invited to either nominate outstanding candidates for the position or encourage them to apply or contact Professor Matus, Ms. Fromowitz, or Ms Griffin.

### d) Recommendations from the Advisory Committee on the Temporary Use of Space

Professor Matus reported on several issues arising from the recommendations from the Advisory Committee on the Temporary Use of Space. Since the distribution of the draft report of the Committee, generally positive feedback had been received verbally, as well as in writing, with some additional points to consider. Progress related to some recommendations included:

- Revisions to the ULife system to accept two contact persons for each recognized campus group. The Office of Space Management (OSM) is revising its booking procedures in order to accept bookings from either contact person.
- Revisions, on a trial basis, to OSM procedures to allow for classroom bookings of up to a term in advance.
- Development of a database of available temporary spaces, including information on how to book certain types of spaces not bookable through central offices, that would be interconnected with the ULife service.<sup>2</sup>
- Waiving of A/V charges for the approximately 100 St. George classrooms which already had standard teaching stations during normal daytime hours.
- Funding of AV charges, on a trial basis, by the Office of the Vice-Provost, Students for evenings, and standard equipment needs for other St. George Campus classrooms. The arrangement would be reviewed after one year to assess costs and demand. Similar arrangements for the UTM and UTSC campuses were being explored.

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<sup>2</sup> The system which provides information about campus groups and facilitates the recognition process.

7. **Date of Next Meeting:** Tuesday, March 13, 2012 at 4:30 p.m.

8. **Other Business**

There was no other business.

The meeting adjourned at 5:50 p.m.

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Acting Secretary

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Chair

February 8, 2012