



UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL

MARCH 5, 2014

MINUTES OF THE MEETING OF THE CAMPUS COUNCIL held on March 5, 2014 at 4:10 p.m. in the Council Chambers, William G. Davis Building, University of Toronto Mississauga.

Mr. John Switzer, Chair
Professor Hugh Gunz, Vice-Chair
Professor Deep Saini, Vice-President &
Principal
Ms Kelly Akers
Mr. Jeff Collins
Professor Shay Fuchs
Mr. Simon Gilmartin
Mr. Kevin Golding
Ms Pam King
Dr. Rav Kumar
Mr. Nykolaj Kuryluk
Dr. Joseph Leydon
Ms Alice Li
Ms Judith Poë
Mr. Ron Racioppo
Mr. Masood Samim
Mr. David Szwarc

Non-Voting Assessors:

Mr. Paul Donoghue, Chief Administrative
Officer
Mr. Mark Overton, Dean of Student Affairs

Regrets:

Ms Melissa Berger
Mr. Neil Davis
Dr. Rav Kumar
Mr. Sheldon Leiba
Mr. Muhammed Mahmood
Professor Kathy Pichora-Fuller
Professor Mihaela Pirvulescu
Dr. Karima Velji

In Attendance:

Mr. Lee Bailey
Mr. Arthur Birkenbergs
Ms Sonia Borg, Assistant Director Ancillary & Student Services, Business Services
Ms Alison Burnett, Director, Health & Counselling Centre, Health & Counselling Centre
Ms Christine Capewell, Director, Business Services
Ms Diane Crocker, Registrar
Professor Amrita Daniere, Vice-Dean Graduate
Ms Sally Garner, Executive Director, Planning & Budget Office
Mr. Hassan Havili
Ms. Megan Jamieson
Mr. Walied Khogali, Executive Director, UTMSU
Ms Peili Liu, Financial Officer-Student Services, Business Services
Professor Scott Mabury, Vice-President, University Operations
Professor Heather Miller
Ms Jeanette Dias D'Souza, Director Operations, Management
Professor Sasa Stefanovic
Ms Melissa Theodore, Vice-President External, UTMSU
Professor Anthony Wensley

Secretariat:

Mr. Louis Charpentier, Secretary of the Governing Council

Mr. Jim Delaney, Acting Assistant Secretary of the Governing Council
Ms Cindy Ferencz Hammond, Director of Governance
Ms Mariam Ali, Committee Secretary

The meeting began *in camera*.

1. Chair's Remarks

The Chair advised members of Council that members of the Standing Committees had been invited to hear agenda item 4, a presentation on the University of Toronto Operating Budget.

The Chair pointed out to members a slight change in the introductory wording of the motions under items 5b and 6: "Be It Resolved" was to be preceded by "Subject to confirmation by the Executive Committee" to provide clarity about the process. This notation will be included in addition to the governance path that is outlined in the cover sheets to items and will apply for all such items that are subject to Executive Committee confirmation going forward.

2. Appointments to the 2014 UTM Nominating Committee (for approval)+

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED,

THAT Professor Mihaela Pirvulescu (teaching staff member of the Campus Council) and Ms Alice Li (student member of the Campus Council) be appointed to serve on the Agenda Committee when the Committee serves as a Nominating Committee of the UTM Council.

The Committee moved into open session.

3. Report of the Vice-President & Principal

Due to the number of items on the agenda, the Chair advised members Professor Saini, Vice President and Principal would forego his Report.

4. University of Toronto Operating Budget – Highlighting the UTM Budget: Presentation from Professor Scott Mabury, Vice-President, University Operations and Ms Sally Garner, Executive Director, Planning & Budget Office (for information)

The Chair advised members that the future roles of the CAC and Campus Council in the UTM Campus operating budget prior to consideration of the University's operating budget by the Governing Council were yet to be defined clearly. As the University's operating budget was being taken through the appropriate bodies of the Governing Council for consideration, it was considered important to receive this presentation as the review process completed its course through governance. In the presentation the Vice-President University Operations, Professor Scott Mabury, as well as Ms Sally Garner, Executive Director, Planning and Budget Office, would highlight UTM's budget within that of the University. The Chair also noted there would be an expanded Budget Presentation held on March 25, 2014 at 4:00 p.m. in Rm. 3130,

W.G. Davis Building, for all those interested. Professor Mabury and Ms. Sally Garner's presentation¹ included the following key points:

- Ms. Garner explained that the context for the Budget involved several factors, including low interest rates, the declining Canadian dollar, differentiation, tuition framework, declining public investment, internationalization and a provincial deficit of approximately \$12 billion;
- In 2014 a balanced budget was projected at the institutional level (\$2.0 billion) in 2014-15;
- There was strong undergraduate growth at UTM and UTSC, with increased focus in the future on graduate enrolment expansion;
- The Provincial operating grant as a share of total operating revenue decreased from 44 % in 2006-07 to 32 % in 2014-15;
- Budget assumptions related to revenue: value of Basic Income Unit (BIU); enrolment growth; endowment income and funding of indirect costs of research;
- \$164 million in financial assistance was provided by the University to its students in 2012-2013 and \$147 million in external funding and employment income for graduate students;
- 46 % of UofT students are eligible for OSAP;
- OSAP-eligible undergraduate students at UofT paid an average of 48% net tuition in 2012-13 after accounting for OSAP, University bursaries and the Ontario Tuition Grant;
- The Canadian student debt service load had declined as a percentage of after-tax income;
- The Academic Divisions' priorities for 2014-15 include UTM's and UTSC's expansion in positions, space, services; tenure and teaching stream hiring, curriculum changes, online course delivery, capital projects (Law, Engineering, Architecture) and experiential learning;
- University Fund allocations totaled \$10.5 million, including a one-time-only \$4.0 million capital matching for UTM and UTSC;
- Allocations to Shared Services totalled 16% of the 2013-14 budget. Priorities for 2014-15 included Student Services, deferred maintenance, divisional campaign support, library collections, copyright compliance and IT upgrades;
- Pension Special Payments and other related costs cumulative for 2014-15 amounted to \$92 million;
- Structural budget challenge: Weighted average increase in revenue is 2.6% and weighted average increase in expense is 4.1%;
- New categories for reporting divisional reserves included infrastructure reserve, endowment matching, operating contingency, research support and student aid;

In response to a member's question, Ms Garner responded that the budget did not integrate capital spending and academic priorities; as capital expenditures were not included in the operating budget.

A member asked if the 5 percent increase in compensation costs was due to increases in starting offers for faculty, which Ms Garner clarified was not the case. That figure related specifically to year over year increases in compensation in a steady state and did not take into account a period of expansion.

Professor Saini commented on graduate domestic students who became ineligible for government funding, explaining that once a PhD student was enrolled for more than five years, the funding commitment from the government was eliminated, which limited the capacity of the University to accept more students. In response to a member's question, Professor Mabury responded that the University was looking into ways to mitigate this by exploring how enhanced training for graduate students would facilitate smoother transitions especially for non-academic careers.

¹A copy of the presentation is attached as Attachment A.

A member asked if the St. George campus's growth had flattened due to concerns of physical space and capacity. Professor Mabury responded the Faculty of Arts and Science had reached a faculty/student ratio with which they were comfortable and were moving towards graduate enrolment expansion, and that the issue was not only of capacity but of academic quality. A member asked how the decision was made as to where growth should begin to taper off at UTM. Professor Mabury responded that enrolment decisions were made in a consultative process involving the Provost and the Academic Division heads. The Chair also noted that such decisions were made within the framework of the Towards 2030 strategic plan.

A member commented on the decrease in planned international student intake (from 19 percent in 2013-14 to 17 percent in 2014-15) and asked if this were due to a planned decrease in enrolment. Professor Saini responded the tuition framework would reduce the delta of incremental increases from enrolment increases, and that the campus was reaching its saturation point for international students intake which would be capped at 20 percent in steady state.

In response to a query for net tuition figures for UTM, Professor Mabury advised that those would be provided at the expanded budget presentation planned for March 25. Ms Diane Crocker, Registrar noted that almost 60 percent of students at UTM are eligible for need-based aid.

5. Operating Plans and Fees: UTM Student Services

a. Advice from the Quality Service to Students Committee (QSS) (for information)

The Chair invited Professor Joseph Leydon, Chair of Campus Affairs Committee (CAC) to speak to the item. Professor Leydon advised members that pursuant to *The Protocol* approved by the Governing Council on October 24, 1996, the UTM Quality Service to Students committee (QSS) reviewed annual operating plans, including budgets and proposed compulsory non-academic incidental fees and would then offer advice to the Committee on those plans. He also noted that QSS, while not formally part of the University's governance system, was created by University policy and accountable to the Governing Council, and provided for a mechanism to receive student advice in decisions on non-tuition related fees. Professor Leydon summarized the deliberation at the CAC meeting, which included discussion on the presentation of the Student Service Fee as a single fee, as opposed separated fees and motions as was considered by QSS. It was explained that the administration was acting in accordance with the Protocol, which does explicitly provide that the Student services fees falls under its jurisdiction, that it had always been considered in governance by the University Affairs Board in the same form and that the Student Services fee has been charged on ROSI as a single fee. Mr. Overton, Dean, Student Affairs had stated during this discussion that the advice and input from advisory bodies, including QSS was received, acknowledged and incorporated to the degree reflected in the proposals, and that appropriate governance processes and increases in fees sought were compliant with *The Protocol*.

Professor Leydon also noted that the history of the consideration of the Student Services fee was available documentation was reviewed by the Governing Council Secretariat for the relevant QSS meetings. With the exception of 2013 and 2014, nearly all years for which records were available, QSS ultimately considered a combined Student Services Fee, and in many of the years also considered one or more subcomponents of the Fee.

The Chair invited Mr. Overton to speak to Item 5a to explain the process by which student services were funded, and to discuss the requirements of *The Protocol* and role of 'Protocol bodies', such as QSS. Mr. Overton noted that QSS met from October to December of 2013 and received reports from a number of advisory groups representing various student services. He explained that in instances where QSS endorsed a budget, the administration moved forward with its original recommendation to the CAC; in

the event that a budget was not endorsed by QSS, *The Protocol* provided an option for administration to seek increases from the CAC and the Campus Council, using the University of Toronto Index (UTI) and the Consumer Price Index (CPI).

A member asked whether a lower than anticipated fee increase, would also reduce the level or number of student services offered. Mr. Overton advised it would have an impact; however efforts were made to minimize that impact - for example, cutting program evening hours and shifting funds towards mental health support and health promotion, both services QSS wished to see in place.

b. Operating Plans and Fees (for approval)

The Chair invited Professor Leydon to present the item for approval. Professor Leydon stated that responsibility to approve Compulsory Non-Academic Incidental Fees had been delegated to the UTM Campus Council upon the recommendation of the CAC. He noted that the terms of *The Protocol* stated that in the absence of endorsement by QSS, the relevant governance body may approve the following: permanent increases in existing fees of less than or equal to the lesser of two inflation indexes known as CPI and UTI and temporary three year increases in existing fees of less than or equal to the greater of CPI and UTI.

Professor Leydon also reported that discussion at the CAC level, included concerns expressed by the University of Toronto Mississauga Student Union (UTMSU) about the proposed increases and the process. UTMSU's concerns included the administration's inclusion of priorities which were beyond those endorsed by QSS as discussed earlier; the absence of a permanent secretariat for QSS; transparency in administrative processes; tight governance timelines; and, specifically, the Shuttle Bus ticket machine, as well as the amalgamation of the Sheridan and St. George shuttle operations. In response to these concerns, the assessor explained that the governance timelines had been provided to QSS in July, 2013, and members of QSS agreed to the meeting schedule in early fall, 2013. This resulted in QSS adjusting the meeting schedules of the relevant advisory bodies so that consultation could be completed within the appropriate governance timelines. It was also explained that the largest driver of the increases in these fees was the University's obligation with respect to salaries and the necessity to meet collective agreement commitments. With respect to the shuttle bus amalgamation, it was explained that that decision was reviewed by QSS and by the University Affairs Board in 2009 and was made to achieve greater economies of scale.

The Chair invited Mr. Overton to present the item and make the motion². Mr. Overton provided an overview of all proposed fees individually. He noted that the overall increase in fees per term of enrolment for a UTM full-time undergraduate student totalled \$8.10, for a UTM part-time undergraduate student, this same number was \$1.62 and for a UTM affiliated graduate student, the increase was \$31.50.

Members asked for clarification regarding the maximum ceiling that could be implemented by the administration and whether it had been sought. Mr. Overton responded that *The Protocol* allows administration to seek a permanent increase for the lower of the UTI/CPI and the highest of the UTI/CPI index for a temporary increase. However, the administration was not seeking the maximum rate increase, despite challenges that would arise once the temporary increase has fallen off.

A member asked if QSS ever endorsed the Compulsory Non-Academic Incidental Fees; Mr. Overton responded that students, though generally happy with the services provided, were not inclined to vote in favor of fee increases.

²A copy of the Presentation is attached as Attachment C.

Professor Saini remarked that a significant portion of the increase in the UPass fee was due to a 9 percent increase imposed by Mississauga Transit. Mr. Overton thanked staff present for their administration of the UPass.

Though no request to speak had been submitted to the Secretariat, the Chair granted Ms. Melissa Theodore, VP External, UTMSU, speaking rights and reminded her about the appropriate process to follow for non-members to request speaking rights prior to meetings. Ms. Theodore expressed concern that the QSS advice was not considered in the proposal and that tuition fees continue to rise for students. In response to a request for clarification on the role of the QSS as an advisory body, Mr. Overton noted that the advice of QSS shaped the proposal that was brought forward by the administration, but that QSS was an advisory group and that it was up to administration to put together proposals that met the university's financial and service obligations. The Chair noted that student input had been heard both throughout the advisory and consultation processes, and through extensive discussion at governance meetings.

A member asked whether the fee increases were to cover costs or to enhance the level of service. Mr. Overton responded that increases represented cost recovery.

A member remarked that the fees were reasonable, however, the member believed that the governance process had not found a way to include student input sufficiently. Professor Saini remarked that though the procedures had changed (devolution of approval to UTM Campus Council from UAB), it remained that the University was committed to providing a certain level of service, and that the proposals had included moderate increases that reflect the real and increasing cost of services. The Chair also noted that the process for seeking advice from QSS was the same as before the establishment of the Campus Councils.

A member asked that the University administration consider seeking other sources of funds and asked that members of Council to lobby for the use of the University Fund to subsidize the cost of these services. The Chair noted that the University Fund was a Provostial Fund, but that this would be noted.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT, subject to confirmation by the Executive Committee,

THAT the 2014-15 operating plans and budgets for the UTM Student Affairs and Services (including the Health & Counselling Centre, the Department of Physical Education, Athletics & Recreation, and Student Services), as presented in the documentation from Mr. Mark Overton, Dean of Student Affairs, be approved; and

THAT the sessional Athletics & Recreation Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$168.39 (\$33.68 for a part-time student), which represents a year-over-year increase of \$4.19 (\$0.84 for a part-time student) or 2.55% (resulting from a permanent increase of 1.94%, and a three-year temporary increase of 0.61%); and

THAT the sessional Health Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$33.67 (\$6.73 for a part-time student), which represents a year-over-year increase of \$0.66 (\$0.13 for a part-time student) or 2% (resulting from a three-year temporary increase of 2%); and

THAT the sessional Student Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$142.51 (\$28.50 for a part-time student), which represents a year-over-year increase of \$3.25 (\$0.65 for a part-time student) or 2.33% (resulting from the elimination of a 2011-12 three-year temporary increase, a permanent increase of 2% and a three-year temporary increase of 1.94%); and

THAT the sessional (Fall and Winter sessions only) Mississauga Transit Fall-Winter U-Pass Fee be increased to \$85.15 and the Summer U-Pass fee be increased to \$52.89 for a UTM-affiliated graduate student, which represent year-over-year increases of \$7.03 or 9% (resulting from a permanent increase of 9%) and \$4.36 or 8.98% (resulting from a permanent increase of 8.98%) respectively; and

THAT the sessional (Fall and Winter sessions only) Summer Shuttle Service fee for a UTM-affiliated graduate student and a UTM-affiliated undergraduate student with non-UTM home faculty/division be increased to \$4.68, which represents a year-over-year increase of \$0.02 or 0.43% (resulting from a permanent increase of 0.43%).

6. Compulsory Non-Academic Incidental Fees - Student Society Fees: UTM Student Society Proposals for Fee Increases* (for approval)

The Chair invited Professor Leydon to present the item and make the motion. Professor Leydon noted student society fees were subject to the terms and conditions of the *Policy on Ancillary Fees* and the *Policy for Compulsory Non-Academic Incidental Fees*. He also noted that increases which were greater than the cost of living would require support by referendum. Other increases must have been supported by a previous referendum which approved the concept of annual increases by the cost of living or an explicit inflation factor. The Chair invited Mr. Overton, to provide a definition of the student society fees and to explain which groups which had requested a Fee increase.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT, subject to confirmation by the Executive Committee,

THAT beginning in the Summer 2014 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 \$9.25 per session (\$9.25 part-time) (Summer Session only) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2014 session, the UTMSU fee be increased as follows: (a) an increase of \$0.20 per session (\$0.02 part-time) in the society portion of the fee, (b) an increase of \$0.01 per session (\$0.01 part-time) in the Food Bank portion of the fee, (c) an increase of \$0.01 per session (\$0.01 part-time) in the On Campus First Aid Emergency Response/Erindale College Special Response Team (ECSPERT) portion of the fee, (d) an increase of \$0.02 per session (\$0.02 part-time) in the Student Refugee Program portion of the fee, (e) an increase of \$7.03 per session (\$7.03 part-time) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2014 session, the UTMSU fee charged to Mississauga Academy of Medicine (MAM) students in the Fall and Winter sessions be increased as follows: (a) an increase of \$1.50 per session in the Mississauga Transit Summer U-Pass portion of the fee; and

THAT beginning in the Fall 2014 session, the University of Toronto Mississauga Residence Council (UTMRC) fee be increased as follows: (a) an increase of \$1.00 per session in the society portion of the fee.

CONSENT AGENDA

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and that Item 7 - Report of the Previous Meeting, be approved.

7. Report of the Previous Meeting: Report 3 of the UTM Campus Council, February 6, 2014

8. Reports of Information

The following items for information were received by Council.

- a) Report 4 of the Agenda Committee (February 20, 2014)
- b) Report 4 of the Academic Affairs Committee (February 12, 2014)
- c) Report 4 of the Campus Affairs Committee (February 10, 2014)

9. Date of the Next Meeting – April 23, 2014 at 4:10 p.m.

The Chair reminded members that the next meeting of the Council was scheduled for Wednesday, April 23, 2014 at 4:10 p.m. in the Council Chamber, William G. Davis Building.

10. Question Period

There were no questions.

11. Other Business

The Chair provided an update on the UTM Biology Greenhouse Project, which was approved by Campus Council and recommended to Academic Board on December 9, 2013. Subject to confirmation by the Executive Committee, the Academic Board approved the Project on January 30, 2014 and the Business Board approved execution and expenditures related to the Project on January 27th. At its meeting on February 12th, the Executive Committee considered confirmation of the Academic Board's approval in principle of the project. A member of the Executive Committee had raised concerns regarding the project cost. The Executive Committee decided to defer its decision about the Project Planning Committee Report for the Biology Greenhouse until the next Executive Committee meeting to be held on March 27, 2014. Both Professor Mabury and Mr. Donoghue were informed of the timing to distribute documentation should the administration wish to provide additional information for the total project cost.

The meeting adjourned at 6:28 p.m.

Secretary
March 11, 2014

Chair