

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 186 OF**  
**THE UNIVERSITY AFFAIRS BOARD**

**March 17, 2015**

To the Governing Council,  
University of Toronto

Your Board reports that it met on Tuesday, March 17, 2015 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Mr. Andrew Szende, Chair  
Professor Jill L. Matus, Vice-Provost,  
Students & First-Entry Divisions  
Ms Lucy Fromowitz, Assistant Vice-  
President, Student Life  
Mr. Marc Arnold  
Ms Arlene Clement  
Mr. Ben Coleman  
Mr. David Reid Dobell  
Ms Susan Froom  
Mr. Gary D. Goldberg  
Ms. Sue Graham-Nutter, (Chair, Campus  
Affairs Committee, UTSC)  
Professor Ira Jacobs  
Dr. Joseph Leydon (Chair, Campus  
Affairs Committee, UTM)  
Mr. Craig Maniscalco

Regrets:

Ms Alexis Archbold  
Ms Katie Dunlop  
Mr. Andrew Girgis  
Ms Alexandra Harris, Vice-Chair

In Attendance:

Ms. Anita Comella, Assistant Dean,  
Co-Curricular Physical Activity and Sport,  
KPE  
Ms Gloria Cuneo, Director of Student Family  
Housing  
Mr. Mike LeSage, Coordinator, Student  
Policy Initiatives

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

Non-Voting Assessors:

Ms Anne E. MacDonald, Director, Ancillary  
Services  
Mr. Desmond Pouyat, Dean of Student  
Affairs,  
University of Toronto Scarborough (UTSC)  
Ms Meredith Strong, Director, Office of the  
Vice-Provost, Students and Student Policy  
Advisor

Secretariat:

Mr. Patrick McNeill, Acting Secretariat

Ms Yerusha Nuh  
Mr. Mark Henry Rowswell  
Professor Salvatore M. Spadafora  
Professor Janice Gross Stein

Mr. David Newman, Assistant Director,  
Office of Student Life  
Mr. Chad Nuttall, Director, Student Housing  
and Residence Life, UTM  
Mr. Jim Webster, Director of Finance, KPE

ALL ITEMS ARE REPORTED FOR INFORMATION

The Chair welcomed members and guests to the meeting. He recognized Ms Rita O'Brien who had rejoined the Board in her capacity as Acting Warden of Hart House.

The Chair reminded members that Monday, March 23<sup>rd</sup> at 5:00 p.m., was the deadline for administrative staff, alumni, and students to submit an online application to serve as a co-opted member of the Board in 2015-2016. A broad call for applications had been sent in early March.

### 1. Academic Presentation: 2015 Pan Am and Parapan Am Games

The Chair invited Professor Ira Jacobs, Dean of the Faculty of Kinesiology and Physical Education (KPE) to make a special presentation to the Board on the Pan Am and Parapan Am Games.

Professor Jacobs informed the Board that the Pan Am Games were scheduled to be held from July 10 to 26, 2015 and the Parapan Am Games were scheduled to be held from August 2 to 16, 2015. The Games were awarded in 2009, giving the province its first international and multi-sport event since the British Empire Games in 1930. Over 7,000 athletes from across Latin America, South America, the Caribbean, and North America were expected to compete in the 36 Pan Am sports and 15 Parapan Am sports in Toronto 2015.

Professor Jacobs stated that UofT was proud to be a part of the Games. As a top ranked public university, an internationally respected research institution, and major employer and athletic and cultural resource for the Greater Toronto Area, the university saw great value in being part of an international sporting event that would yield so many important, long-term benefits to its many internal and local communities.

In his presentation, appended to this report, he focussed on the University's engagement objectives through the following broad categories:

- Collective and individual development through sport;
- Capital facility legacy for sport and recreation;
- Enhanced scholarship, teaching and learning, and research; and
- Building of the capacity to partner with governments and external organizations.

Professor Jacobs highlighted the facilities across the University that would host a number of events including the Toronto Pan Am Sport Centre at the University of Toronto Scarborough, the Back Campus Fields and the Goldring Centre for High Performance Sport at the St. George campus. A number of scholarly and culture-focussed events related to the games were scheduled to be held in the weeks leading up to the start of the Games in July 2015.

### 2. **Operating Plans: Service Ancillaries**

The Chair advised members that the plans included each ancillary's annual operating budget, and described changes to programs and levels of service, categories of users, accessibility, and the applicable user rates/fees. The UTM and UTSC plans were presented to the Board for information in order to provide context for members during the consideration of the St. George Service Ancillaries' Operating Plans and to provide members with relevant information in relation to the Board's responsibility and interest in University-wide campus issues.

a) [University of Toronto Mississauga](#)

Members received for information the Operating Plans for the Service Ancillaries at UTM.

Professor Matus informed members that the operating plans were reviewed by a number of bodies or groups which included undergraduate and graduate students; and faculty and staff. At the University of Toronto Mississauga, these bodies include the Student Housing Advisory Committee, the Food Service Advisory Committee, the Resident Student Dining Committee and the Transportation & Parking Advisory Committee.

Professor Joseph Leydon, Chair of the UTM Campus Affairs Committee, stated that they had a fruitful discussion on the fees and that the majority of the recommendations were supported by the student representatives on the Committees.

b) [University of Toronto Scarborough](#)

Members received for information the Operating Plans for the Service Ancillaries at UTSC.

Professor Matus informed members that the UTSC operating plans were developed via a consultative process. The Student Housing Advisory Committee, Food User Committee and the Parking Advisory Review Committee had all provided advice and input.

Ms Sue Graham-Nutter, Chair of the UTSC Campus Affairs Committee, stated that their Committee had a full and engaged discussion. This year, the operating plans reflected the additional costs associated with the new Pam Am facilities on campus.

c) [St. George Campus](#)

Professor Matus informed members that consultation on each of the ancillary's plans had occurred first at the local level at which students were involved. The draft plans were then reviewed by the Financial Services Department, whose report was considered by the Service Ancillaries Review Group (SARG). She thanked the members of SARG, particularly the students, for their helpful input. Anne MacDonald, Director of Ancillary Services added her thanks to the members of SARG and noted that all ancillary services were self-funded.

A member asked about the difference in the rate of increase for private residences compared to the rate charged to University residences. Ms Anne MacDonald responded with a description of the process for private residences to seek approval under Provincial guidelines for rental increases to offset increased operating costs, such as hydro, and capital improvements. The University operated on a different model where utilities and capital costs were already wrapped into any increase for on-campus student residences, except for student family housing (Charles Street Apartments)

On motion duly moved, seconded and carried

YOUR BOARD APPROVED

THAT the proposed 2015-16 operating plans and budgets for St. George service ancillaries, as summarized in Schedule I; the St. George service ancillary capital budgets as summarized in Schedule V, and the St. George rates and fees in Schedule VI be approved, effective May 1, 2015.

### **3. Operating Plans and Fees: Student Affairs and Services, University of Toronto Mississauga**

Professor Matus referred to the “*Frequently Asked Questions and Answers*” document that was included in the agenda package. She provided some general comments and description of the approval process established by the University’s *Long-Term Protocol on the Increase or Introduction of Compulsory Non-Tuition Fees (Protocol)*.

Members received for information the Operating Plans and Fees for Student Affairs and Services at UTM.

#### **a) Advice from the Quality Service to Students Committee (QSS)**

Professor Matus explained that the UTM student affairs and services plan had been considered by the U of T Mississauga QSS Council (the UTM Protocol Body) and its working groups; and UTM’s Campus Affairs Committee and Campus Council. The services included the UTM Athletics and Recreation Fee, the UTM Health Services Fee, the UTM Student Service Fee, the Summer Shuttle Services Fees and the Mississauga Transit U-Pass Fee.

Professor Matus reported that QSS had approved increases in the Health Services Fee and the U-Pass fee and a decrease in the Summer Shuttle Service Fee. The Athletics and Recreation and the Student Services Fee increases were not endorsed by QSS.

Professor Joseph Leydon, Chair of the UTM Campus Affairs Committee, added that although some of the fees were supported by the students, and others not; overall the consultation process was productive.

#### **b) Plans and Fees (UTM)**

Professor Matus reported that, pursuant to the *Protocol*, the UTM administration recommended that the UTM Athletics & Recreation Fee and the Student Services Fee be increased by permanent components and temporary components as detailed in the documentation. Additionally, the Health Services Fee and the Fee for the U-Pass would be increased and the summer shuttle service decreased by the permanent amount. The increases had been approved by the UTM Campus Council. The Executive Committee would consider confirmation of the Council’s decision at its next meeting.

### **4. Operating Plans and Fees: Student Affairs and Services, University of Toronto Scarborough**

Members received for information the Operating Plans and Fees for Student Affairs and Services at UTSC.

a) [Advice from the Council on Student Services \(CSS\)](#)

Professor Matus reported that, pursuant to the *Protocol*, the UTSC student services plans had been considered and approved by the U of T Scarborough Council on Student Services (CSS). The plans were also presented at UTSC's Campus Affairs Committee and Campus Council, which had approved the plans and fees. Three proposals for permanent fee increases for Health and Wellness, Athletics, and Student Services were presented to CSS. CSS had declined to endorse the proposals.

Ms Sue Graham-Nutter, Chair of the UTSC Campus Affairs Committee, stated that the CAC and CC had a full discussion on the process.

Mr. Desmond Pouyat, Dean of Student Affairs, UTSU, stated that the plans and fees represented no new asks for Student Affairs and services or allocations to address significant space challenges, but included operating costs associated with the new Toronto Pan Am Sport Centre at UTSC. He also noted that the administration had not sought the maximum permanent and temporary increases allowable under the *Protocol*.

b) [Plans and Fees \(UTSC\)](#)

Professor Matus explained that, pursuant to the *Protocol*, the UTSC administration had recommended that Health and Wellness, Athletics, and Student Services fees would be increased by permanent components and temporary components as detailed in the documentation.

The increases were approved by the UTSC Campus Council and the Executive Committee would consider confirmation of the Council's decision at its next meeting.

## 5. Operating Plans and Fees: St. George Campus and University Wide Services

Professor Matus stated that the St. George campus services included Student Life Programs and Services, the Faculty of Kinesiology and Physical Education: Co-Curricular Programs, Services, and Facilities; and Hart House.

a) [Advice from the Council on Student Services \(COSS\)](#)

Professor Matus advised members that the *Protocol on Non-Tuition Fees* provided that the operating plans and fees for the St. George campus services had first been considered by COSS, whose advice would be conveyed to the University Affairs Board. The St. George campus services include Student Life Programs and Services, the Faculty of Kinesiology & Physical Education: Co-Curricular Programs, Services and Facilities; and Hart House.

Professor Matus further explained that under the *Protocol*, for a fee increase to be approved by COSS, both a majority of members voting and a majority of student members voting must vote in favour of the increase. In the absence of an advice by COSS, the Governing Council may approve permanent increases at the lesser CPI or UTI, and temporary increases at the greater of CPI or UTI. Both may be approved concurrently.

Professor Matus stated that the proposals for Student Life Programs and Services; the Faculty of Kinesiology & Physical Education: Co-Curricular Programs, Services, and Facilities; and Hart House were considered by COSS. In each instance, the student members of COSS did not endorse the operating plans. Therefore, each of the three units had proposed increases which include a permanent component and a temporary component.

Professor Matus and the Chair extended thanks to the work done by Ms Maina Rambali, Chair of COSS and her thoughtful commitment to the task.

b) **Operating Plans and Fees: Student Life, St. George Campus and University Wide Services**

Ms Lucy Fromowitz, Assistant Vice-President, Student Life noted that, in addition to the consideration of the Student Life plans by COSS, each department had its own student advisory committee which advised the unit on levels of services and plans for each year. She also expressed thanks to Ms Maina Rambali, Chair of COSS for her contributions. Ms. Fromowitz further noted that the Chair of COSS rotated between the representative student societies and Ms Rambali, had been the APUS student nominee for Chair this year.

Ms Fromowitz described the process by which the permanent increase and a temporary three-year increase were calculated.

One member commented on the use of different price indexes. Several members asked questions regarding the temporary three-year increase application; the budget changes associated with the Centre for International Experience; summer fees; and, the general role of the Board regarding the approval process.

Professor Matus and Ms Fromowitz responded:

- the temporary three-year increase lapses after three years, as a portion of the fees collected;
- the total amount of the temporary three-year increase approved by UAB is expended each year (not spread out across the three years), as part of the Student Affairs and Services operating costs for St. George campus and university-wide services;
- the charge to students for the operation of the Centre for International Experience was decreased (difference transferred as a central service);
- the fee is a per session fee, including the summer session; the proposed new fee would begin in the 2015 Summer session
- the role of UAB was to ensure that the process of consultation and review were appropriately implemented following the *Protocol*;
- although the final approval for operating plans and budgets (including non-tuition fee increases) rests with the Board, it was not within its purview to make adjustments to the specific fee amounts, themselves, as recommended by the administration.

On motion duly moved, seconded and carried,

YOUR BOARD APPROVED

THAT the 2015-2016 operating plans and budget for Student Life Programs and

Services, as presented in the documentation from Lucy Fromowitz, Assistant Vice President, Student Life, be approved; and

THAT the sessional fee for a full-time student on the St. George campus be increased to \$145.29 (\$29.06 for a part-time student), which represents a year over year increase of \$3.07 (\$0.61 for a part time student) or 2.16% (resulting from the elimination of a 2012-13 three-year temporary increase, a permanent increase of 2% and a temporary increase of 9.9%).

**c) Operating Plans and Fees: Faculty of Kinesiology and Physical Education (KPE): Co-Curricular Programs, Services and Facilities**

Professor Matus stated that, in addition to the consideration of the plans by COSS, the plans had been considered and approved by the Council on Athletics and Recreation, which included a considerable number of students.

Professor Jacobs provided additional background with respect to the proposed operating plans and fees. He noted that KPE projected a deficit in the first year of operations of the new athletics facility. The numbers used were conservative and the Faculty needed at least one year's operation experience to better understand the real operating costs and potential revenue generation. A detailed deficit management plan had been prepared.

In response to several comments and questions, Professor Jacobs stated that the new facility was approved by the Governing Council, and at that time, projected operating costs and revenues were taken into consideration. The Faculty was hopeful that there would be no service reduction or access to students if it was successful in its fundraising efforts and meeting its revenue targets.

Ms Anita Comella, Assistant Dean, Co-Curricular Physical Activity and Sport, stated that staffing and operating costs for the sports centre represented the largest portion of KPE's budget proposal.

A member questioned the variance of the UTI percentage between plans. In response, Professor Matus offered to arrange a meeting with the member to discuss in detail the use of UTI and the respective application to determine fee amounts, as presented in the operating plans and budgets.

On motion duly moved, seconded and carried

**YOUR BOARD APPROVED**

THAT the 2015-2016 operating plans and budget for the Faculty of Kinesiology & Physical Education: Co-Curricular Programs, Services and Facilities, as presented in the documentation from Anita Comella, Assistant Dean, Co-Curricular Physical Activity and Sport, be approved; and

THAT the sessional fee for a full-time student on the St. George campus be increased to \$172.25 (\$34.45 for a part-time student), which represents a year over year increase of \$15.18 (\$3.04 for a part-time student) or 9.67% (resulting from the elimination of a 2012-13 three-year temporary increase, a permanent increase of 2% and a temporary increase of 20.5%); and



THAT the sessional fee for a full-time student at UTM or UTSC be increased to \$19.98 (\$4.00 for a part-time student), which represents a year over year increase of \$1.76 (\$0.36 for a part-time student) or 9.67% (resulting from the elimination of a 2012-13 three-year temporary increase, a permanent increase of 2% and a temporary increase of 20.5%).

**d) Operating Plans and Fees: Hart House**

Professor Matus stated that in addition to the consideration of the Hart House plans by COSS, the plans had been considered and approved by the Hart House Board of Stewards, which included a considerable number of students.

Ms Rita O'Brien, Acting Warden of Hart House, added that the Finance Committee had also undertaken a rigorous review of the plan, which projected a balanced budget and set aggressive targets. The plan was approved by the Finance Committee.

In response to a member's question, Ms O'Brien confirmed that both UTM and UTSC students had representation on the Hart House Board of Stewards.

On motion duly moved, seconded and carried

YOUR BOARD APPROVED

THAT the 2015-2016 operating plans and budget for Hart House, as presented in the documentation from Professor Bruce Kidd, Warden, and Rita O'Brien, Acting Warden and Chief Administrative Officer, be approved; and

THAT the sessional fee for a full-time student on the St. George campus be increased to \$82.64 (\$16.54 for a part-time student), which represents a year over year increase of \$2.13 (\$0.43 for a part time student) or 2.65% (resulting from the elimination of a 2012-13 three-year temporary increase, a permanent increase of 2% and a temporary increase of 5.6%); and

THAT the sessional fee for a full-time student at UTM or UTSC be increased to \$2.54 (\$0.51 for a part-time student), which represents a year over year increase of \$0.07 (\$0.01 for a part time student) or 2.65% (resulting from the elimination of a 2012-13 three-year temporary increase, a permanent increase of 2% and a temporary increase of 5.6%).

**CONSENT AGENDA**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the consent agenda be adopted and items on it approved.

**6. Report of the Previous Meeting: Report Number 185, February 3, 2015**



Report number 185, from the meeting of February 3, 2015 was approved.

#### **7. Business Arising from the Report of the Previous Meeting**

There was no business arising from the report of the previous meeting.

#### **8. Date of Next Meeting: Tuesday, April 28, 2015 at 4:30 p.m.**

The Chair informed members that the next meeting was scheduled for April 28, 2015 at 4:30 p.m.

#### **9. Report of the Senior Assessor**

Professor Matus reported on the follow matters.

##### **(a) Student Commons**

Professor Matus stated that she was pleased to report that on February 26, 2015, the Governing Council had approved the Student Commons Management Agreement and the Report of the Project Planning committee for the Student Commons. The Agreement covered funding, operation and management of the Student Commons at 230 College Street. The Project Planning Committee Report set out the plans for the space.

Professor Matus reminded members that some concerns had been voiced at the Executive Committee of Governing Council and by students about entering into the long-term agreement – up to 50 years – when internal disputes were occurring. The Management Committee structure – Section 4.6(b) of the Agreement had also raised many concerns with student societies on the St. George campus, notably that St. George students would not have a representative voice in the management of the Student Commons - a facility financially supported by St. George undergraduate full-time students. The original agreement was silent on the participation of student societies at St. George such as the Engineering Society or College Societies in the management committee or other management functions.

Professor Matus stated that the approved agreement enshrined St. George campus representation as well as divisional representation. In order to ensure members that the Management Committee would represent the interests of students on the St. George campus, the amendments to the agreement required that all but one of the voting members of the Management Committee be Students as defined in the agreement - that is full time undergraduate students registered in programs at the St. George campus. These would be the students who had been contributing through a levy to the student commons and who would continue in the future to do so. The one exception is that one member of the SAC executive, or its Executive Director could be a member of the management committee even if not a registered student.

Seven of the voting members, constituting the majority of the members of the Management Committee, would be appointed by the elected divisional, college and professional faculty representatives on the SAC Board of Directors. The remaining 6 members would be nominated by SAC, with only one of these being a non-student.

Professor Matus said she looked forward to the opening.

**(b) Policy Consultations**

Professor Matus reminded members, that due to disagreements between student societies, the Student Commons was halted at Executive Committee in 2013. This had led to the creation of the Student Societies Summit, followed by a report with recommendations by the faculty members leading the Summit, and then an administrative response to the Report from the Provost. The Provost's response had recommended the development of two policies. The first addressed the principles of democratic functioning of student societies. Consultation with student groups to discuss the principles and factors on a proposed policy on open, democratic and accessible operation of student organizations would be underway. The second policy recommendation related to the recognition, restructuring and evolution of student societies would be a longer term discussion.

**10. Other Business**

There were no matters of other business.

The meeting adjourned at 6:03 p.m.

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Acting Secretary

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Chair

Wednesday, March 18, 2015