

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 325 OF
THE EXECUTIVE COMMITTEE

Monday, June 19, 2000

To the Governing Council,
University of Toronto.

Your Committee reports that it held a meeting on Monday, June 19, 2000 at 6:00 p.m. in the Board Room, Simcoe Hall, with the following members present:

Ms Wendy M. Cecil-Cockwell (In the Chair)	Mr. John H. Tory
Mrs. Mary Anne V. Chambers (Vice-Chair)	Ms Nancy L. Watson
Professor J. Robert S. Prichard, President**	Dr. Alexander R. Waugh
Professor Jack Carr	
Dr. Robert J. Kyle	Mr. Louis R. Charpentier
Professor Brian Langille	
Dr. John P. Nestor	Secretariat:
Professor Wendy Rolph	
Dr. Joseph L. Rotman	Ms Margaret McKone

Regrets:

Ms Shruti Dev-Nayyar
Mrs. Susan M. Scace

In Attendance:

Mr. Brian Burchell, Chair, University Affairs Board
Professor John T. Mayhall, Chair, Academic Board
Mr. Amir Shalaby, Chair, Business Board
Mr. Gerald A. Lokash, member, Governing Council*
Professor Adel S. Sedra, member, Governing Council, and Vice-President and Provost
Ms Wendy Talfourd-Jones, member, Governing Council*
Professor Michael G. Finlayson, Vice-President, Administration and Human Resources
Mr. Kasi Rao, Director of the Office of the President and Director of Government Relations**

* Not present for items 11 through 16.

** Not present for items 14 through 16.

1. Report of the Previous Meeting

Report Number 324 (May 1, 2000) was approved.

2. Business Arising from the Report of the Previous Meeting

There were no items of business arising from the Report of the previous meeting.

3. Minutes of Governing Council Meeting held on May 11, 2000

The Chairman noted that the minutes had not yet been finalized. Copies would be distributed with members' agenda packages for the next Governing Council meeting.

4. Business Arising from the May 11, 2000 Meeting of the Governing Council

(a) Notice of Motion

The Chairman recalled that at the May 11 meeting of the Governing Council, a member had provided notice of motion that the matter of Dr. Kin-Yip Chun appear as a separate item on the agenda for the June 29, 2000 meeting of the Governing Council. She noted that By-Law Number 2 of the Governing Council, section 54, provided that a member may give notice of a motion to be presented at a subsequent meeting of the Council. These motions were to be considered by the Executive Committee for inclusion on the agenda of a subsequent meeting, or for other action as it deemed appropriate. The Committee reported to the Council the action that it had taken with respect to the motion. Given that this was a matter which was currently before the Ontario Human Rights Commission and which was the subject of a civil suit, the Chairman asked the President to comment on the appropriateness of the member's request.

The President provided members with a detailed update of the matter. Following discussion, in which it was noted that members of the Governing Council had previously received briefing books and many oral briefings from the President on the matter, it was the sense of the meeting that no useful purpose would be served at this time by placing the matter on the agenda of the Governing Council.

It was duly moved and seconded,

THAT the matter of Dr. Kin-Yip Chun be placed on the agenda of the Governing Council's June 29, 2000 meeting.

The motion was defeated.

5. Board Items for Endorsement and Forwarding to the Governing Council

The Chairman noted that there were a number of items arising from the Academic Board meeting held on Wednesday, June 14, 2000. Documentation for these items had been distributed with members' agenda packages. A draft copy of the Report of the Meeting had been placed on the table.

(a) Capital Project: Munk Centre for International Studies - Funding Allocation

Professor Mayhall noted that this capital project had originally been approved in 1997 at a cost of \$10 million, to be funded from a private donation and an advance from the Capital Renewal Fund (CRF), pending receipt of expected government funding or further donations. It had been noted at that time that in the event additional funding was not received, a recommendation would be brought forward for an allocation from the CRF. The cost of the project had increased in 1999 to \$11.98 million and was now expected to be \$13.03 million. The sources of funding were laid out in Professor McCammond's memorandum. Since government funding was not forthcoming, the second part of the motion was that \$6.095 million be allocated to this project from the CRF.

The President reported that the Munk Centre had recently won the Association of Universities and Colleges of Canada / Scotia Bank Innovation Award. He continued that,

5. Board Items for Endorsement and Forwarding to the Governing Council (cont'd)**(a) Capital Project: Munk Centre for International Studies - Funding Allocation** (cont'd)

while the government funding previously contemplated had not been fully realized, the University had received significant government funding in support of almost \$80 million for its priority capital projects.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

- (a) THAT the increased project cost of \$13.03 million for the Munk Centre for International Studies be approved, funded from the sources as outlined in Professor McCammond's memorandum dated April 12, 2000, a copy of which is attached to Report Number 100 of the Academic Board as Appendix "A"; and
- (b) THAT a \$6.095 million allocation from the Capital Renewal Fund to the Munk Centre for International Studies capital project be approved.

(b) Canada Research Chairs Program: Framework for Allocating Chairs – Discussion Paper

Professor Mayhall reported that the Provost had provided the Board with a detailed presentation of the Canada Research Chairs Program and the fund the University was establishing to administer the Program's funding allocations. Members had engaged in a lengthy discussion of the Program and its funding aspects. The topics discussed had included the appointment process, the steering effect of the chairs, the planning process and the contracted timelines, the research supplement, the coverage of overhead costs, diversity in new faculty appointments and interdisciplinary research clusters.

In response to a member's query, Professors Mayhall and Sedra confirmed that the *Discussion Paper* contained an explicit statement with respect to diversity in hiring of new chair holders.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

THAT A *Framework for Allocating Canada Research Chairs at the University of Toronto: Discussion Paper*, dated June 1, 2000, a copy of which is attached to Report Number 100 of the Academic Board as Appendix "C", be endorsed.

5. Board Items for Endorsement and Forwarding to the Governing Council (cont'd)**(c) Budget Report 2000-2001**

The Chairman noted that both the Academic Board and the Business Board considered the Budget Report before it was forwarded to the Governing Council for approval. The Academic Board was primarily responsible for the allocation of resources contained in the Budget Report. The Academic Board's Planning and Budget Committee had reviewed the budget in detail, and following the Committee's recommendation, the Academic Board had recommended the Budget Report for approval. The Business Board was the source of the Governing Council's advice about financial matters. It was asked to concur with the recommendation of the Academic Board that the Budget be approved. The Business Board's concurrence would indicate its view that the Budget was a fiscally responsible one. The Business Board was scheduled to review the Budget Report at its June 22 meeting. Therefore, the Chairman suggested that the Executive Committee endorse and forward the Budget on the recommendation of the Academic Board and its Planning and Budget Committee, subject to the concurrence of the Business Board. She clarified however, that should the Business Board have significant concerns, she would ask Mr. Shalaby to report on the matter at the Executive Committee's meeting, immediately prior to the next Governing Council meeting. The Committee agreed to proceed as outlined.

Professor Mayhall reported that the Provost had provided the Academic Board with a brief presentation of the Budget Report in which he had highlighted three items - there were no new base budget reductions, there was a substantial increase in graduate student aid and the Canada Research Chairs (CRC) Fund had been introduced. Budget projections for the end of the 2000-2001 fiscal year showed a small deficit of \$3 million on the year. Comments had been made at the Academic Board on graduate student funding, the research supplement for chair holders and the allocation in support of student residences. In conclusion, Professor Mayhall noted that the lack of significant discussion and debate of the Budget Report to date was a testament to the thoroughness and presentation of the Report. He commended Professor Sedra and members of his team for their outstanding work.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

THAT, subject to the concurrence of the Business Board at its June 22 meeting, the Budget Report, 2000-2001, dated May 30, 2000, a copy of which is attached to Report Number 100 of the Academic Board as Appendix "E", be approved.

The Chairman noted that the administration had provided Power Point presentations to the Academic Board on the Budget Report and on the Canada Research Chairs Program: Framework for Allocating Chairs – Discussion Paper. She sought members' advice on the appropriateness of repeating these presentations to the Governing Council. Following discussion, and on the advice of the Chairs of the Business and Academic Boards, it was **AGREED** that brief Power Point presentations would be made to the Council for both the Budget Report and the Canada Research Chairs Program: Framework for Allocating Chairs – Discussion Paper.

5. Board Items for Endorsement and Forwarding to the Governing Council (cont'd)**(d) Policy on Research Involving Human Subjects**

Professor Mayhall noted that the proposed *Policy on Research Involving Human Subjects* had been created in response to the Tri-Council Policy Statement: Ethical Conduct of Research Involving Human Subjects, which required the University to institute such a policy in the year 2000. The proposed *Policy* was based on broad consultation within the University community. It covered all research at the University, whether funded or un-funded, and would be accompanied by guidelines and operating procedures which were being drafted by the administration. There had been no questions on the *Policy* itself, rather discussion at the Committee level had focused on the administrative guidelines.

A member asked to what extent human subjects were involved in decisions regarding the termination of research. Professor Mayhall responded that it was his understanding that subjects could withdraw from the research projects at any time. Subjects were informed of risks and benefits throughout the projects. Professor Rolph added that the Committee for Academic Policy and Programs had discussed this matter and had been informed that the many of the issues raised would be addressed in the guidelines, which had not yet been drafted.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

THAT the Policy on Research Involving Human Subjects, dated April 19, 2000, a copy of which is attached to Report Number 100 of the Academic Board as Appendix "F", be approved.

6. Governing Council/Executive Committee Meeting Dates, 2000-2001

The Chairman noted that Section 11 of By-Law Number 2 required that at least five regular meetings of the Governing Council be held during the period between September 1 and the following June 30 in each academic year. The dates and times of such meetings were to be determined annually in advance by the Executive Committee. The Executive Committee was also asked to approve its own meeting schedule.

Mr. Charpentier introduced the proposed meeting schedule and drew members' attention to the following highlights.

Two-year schedule. It was proposed that the meeting dates be determined for a two-year period. Given that the By-Law required annual approval of the schedule, one year's schedule would be presented for approval and the following year's schedule would be provided for information. The objective of the two-year schedule was to give everyone the opportunity to plan their time well into the future in full knowledge of their commitments to Governing Council, Board and Committee meetings.

Executive Committee and Business Board. Meetings of the Executive Committee had for a number of years followed immediately upon the adjournment of the Business Board on Monday evenings. This practice had been initiated for the benefit of two members who resided out of the country and who served on both bodies. It was also convenient to other off-campus members, who could discharge two commitments to the University on

6. Governing Council/Executive Committee Meeting Dates, 2000-2001 (cont'd)

the same trip. There was no longer the special situation of Business Board and Executive Committee members from outside of the Greater Toronto Area. The practice of consecutive meetings had, moreover, been unsatisfactory in a number of respects. The Business Board had frequently been unable to complete its agenda by the 7:00 p.m. scheduled starting time for the Executive Committee. This had caused problems both for the Business Board, which had to rush to complete its agenda, and for members of the Executive Committee who did not serve on the Business Board, who had frequently been kept waiting for their meeting to begin. Meetings of the Executive Committee had then often continued until very late in the evening. Business Board items that required Governing Council approval had been placed on a fast track for approval, with the item coming to the Executive Committee immediately after its consideration by the Business Board. As a result, Executive Committee members had not been able to peruse the Business Board's report and satisfy themselves that various aspects of the proposal had received consideration in the Board's discussion. This could lead to a prolonged Executive Committee consideration of these items and a re-discussion of issues covered at the Business Board.

The proposed schedule, therefore, proposed a reversion to the older arrangement whereby Business Board meetings would precede Executive Committee meetings, usually by two weeks. Executive Committee meetings would now be held usually at 5:00 p.m.

Seven meeting cycles. One additional meeting cycle had been added to the second term (January - June) schedule. Recent experience with only four cycles of meetings in the second term had proven unsatisfactory. Agendas had often been too long. Special meetings had been necessary. The availability of an extra cycle of scheduled meetings would provide the flexibility for assessors to feed business to the governance structure, minimizing the need to call special meetings or to make late changes to the meeting schedule. It was always easier to cancel scheduled meetings that were not required than to seek to add them on short notice.

Orientation and accountability meetings. It was proposed again to have an orientation and accountability cycle at the beginning of the academic year. A Governing Council orientation session was proposed to be held late in August, concentrating on the governance process and the duties and accountabilities of Governors. A second meeting, which would be a formal meeting of the Council, would concentrate not on process but on accountability reports and on information to bring members up to speed on the business to come before Council.

A member indicated his support for the divorce of Business Board and Executive Committee meetings, which had previously been held on the same evening.

6. Governing Council/Executive Committee Meeting Dates, 2000-2001 (cont'd)

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

The following meeting dates for the Executive Committee and the Governing Council:

Executive Committee, 2000-2001 Governing Council, 2000-2001

Tuesday , September 5, 2000	Tuesday, August 29, 2000 (Orientation)
Monday, October 16, 2000	Thursday, September 14, 2000
Monday, December 4, 2000	Thursday, October 26, 2000
Monday, January 29, 2001	Thursday, December 14, 2000
Monday, March 12, 2001	Thursday, February 8, 2001
Monday, April 16, 2001	Thursday, March 22, 2001
Tuesday , May 22, 2001	Thursday, April 26, 2001
Monday, June 18, 2001	Thursday, May 31, 2001
Thursday , June 28, 2001	Thursday, June 28, 2001

Members received for information the following proposed schedule for 2001-2002.

Executive Committee, 2001-2002 Governing Council, 2001-2002

Tuesday , September 4, 2001	Wednesday , August 29, 2001 (Orientation)
Monday, October 15, 2001	Thursday, September 13, 2001
Monday, December 3, 2001	Thursday, October 25, 2001
Monday, January 28, 2002	Thursday, December 13, 2001
Monday, March 11, 2002	Thursday, February 7, 2002
Monday, April 15, 2002	Thursday, March 21, 2002
Tuesday , May 21, 2002	Thursday, April 25, 2002
Monday, June 17, 2002	Thursday, May 30, 2002
Thursday , June 27, 2002	Thursday, June 27, 2002

7. Summer Executive Authority

The Chairman noted that each June the Governing Council was asked to delegate to the President authority to take any necessary actions on its behalf during the summer months. The Chair would countersign individual authorizations. In September, these actions would be reported for information to the appropriate committee. Items not regarded as urgent would be held for consideration in the usual manner.

7. Summer Executive Authority (cont'd)

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

- (1) THAT until the next regular meeting of the Governing Council or its appropriate committee or board, authority be granted to the President for:
 - (i) appointments to categories 2, 3, and 4 of the Policy on Appointments and Remuneration approved by the Governing Council of the University of Toronto, dated May 13, 1999;
 - (ii) approval of such additional curriculum changes as may arise for the summer and September 2000;
 - (iii) decisions on other matters the urgency of which does not permit their deferral until the next regular meeting of the Governing Council or its appropriate standing committee or board.
- (2) THAT all actions taken under this authority be approved by the Chairman of the Governing Council prior to implementation and reported to the appropriate committee or board for information.

8. Reports for Information

The Committee received the following Reports for information.

Report Number 105 of the Business Board (May 1, 2000)
Report Number 91 of the University Affairs Board (April 18, 2000)
Report Number 92 of the University Affairs Board (May 23, 2000)

9. Report of the President

The President reported briefly on the following matters.

(a) Vice-President, Government and Institutional Relations

The President recalled that he had previously briefed the Executive Committee and the Governing Council on the need to create the new position of Vice-President, Government and Institutional Relations. An advisory committee was undertaking a search process and it was hoped that a recommendation would be brought forward to the June 29 meetings of the Executive Committee and the Governing Council. In the event that this was not possible, approval of the appointment would be sought under summer executive authority.

(b) Personnel Matters

The President briefed members on two personnel matters. The Chairman also sought members' counsel on a personnel matter.

9. Report of the President (cont'd)**(c) Convocation Ceremonies**

The June convocation ceremonies had gone very well and had been well attended. The acceptance speeches of the honorary degree recipients had been stellar and there had been significant media coverage of the ceremonies.

(d) Preparation of the Budget Report and the Canada Research Chairs Program: Framework for Allocating Chairs – Discussion Paper

The President commended the work of Professor Sedra and his colleagues for their efforts in preparing the Budget Report and the Canada Research Chairs Program: Framework for Allocating Chairs – Discussion Paper.

(e) Major Gifts / Campaign

The President briefed members on the status of four major gifts to the University.

- The Trustees of the R. Samuel McLaughlin Foundation had agreed to make a capital grant of \$50 million to the University for the creation of the R. Samuel McLaughlin Centre, the fundamental purpose of which would be the advancement of human health. This gift would be matched by the Ontario Innovation Trust (OIT) to support labs and equipment for the Centre's research areas. In addition, the University of Toronto and its hospital partners would match the income from the McLaughlin endowment as well as the OIT funds, creating a resource base of more than \$150 million for the new centre.
- The President briefed the Executive Committee on an imminent gift to the Department of Electrical and Computer Engineering.
- Members of the Business Board had been briefed in closed session with respect to an imminent gift, which had to remain confidential until approved. It was expected that the proposed gift would be brought to the Business Board for approval at its June 22 meeting. The President indicated that he would be pleased to brief members in private on this major gift.
- The President briefed members of the Executive Committee on the Campaign progress at the Joseph L. Rotman School of Management..

The President then briefed members on the status of the University's Campaign. He recalled that the original Campaign goal had been \$300 million. That had been raised to \$400 million in 1997 and to \$575 million in 1999. It was expected that this goal would be exceeded by the end of June, 2000. The Campaign executive would consider whether it would be strategically advantageous to further extend the Campaign goal and end date.

(f) Provincial Government Relations

The University continued to advocate that it be eligible for enrolment growth funding. The President had appeared in late May at the provincial government's consultation process regarding private universities in Ontario. A recent announcement had indicated the provincial government's desire to increase the number of places in universities for teacher education for the next five years as a result of increased class sizes in Ontario's high schools. The University

9. Report of the President (cont'd)

would consider carefully this and other government initiatives, which provided funding to enable the University to increase its enrolment but only for finite periods of time.

(g) Transition to New President

The Secretary of the Cabinet and the Deputy Minister of Training, Colleges and Universities had co-hosted a dinner in early June to introduce President-Designate Birgeneau to other deputy ministers from key ministries. Professors Prichard and Munroe-Blum had also participated at this working dinner. President-Designate Birgeneau would be attending a retreat of executive heads of the Council of Ontario Universities later in the week.

(h) President's Thank-you

In conclusion, the President extended his gratitude to current and past members of the Executive Committee for their considered, frank and thoughtful advice provided in this forum during his presidency.

10. Date of Next Meeting

The Chairman reminded members of the next meeting on Thursday, June 29, 2000, at 2:30 p.m.

The following items were considered by the Executive Committee *in camera*.

11. Committee for Honorary Degrees: Membership

Professor Mayhall noted that at the Academic Board meeting held on June 14, 2000, several of the names presented for membership had been tentative, pending the individuals' agreement to serve. He invited the President to report on further information on the status of the membership and the status of the yet to be filled position.

The President noted that he hoped to be in a position to recommend the missing appointment by the next meeting of the Executive Committee.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration the recommendation

THAT the following be recommended to the Governing Council for membership on the Committee for Honorary Degrees for 2000-2001:

Administrative Staff

Dr. C. Alleyne

Lay Members

Ms S. Scace
Mr. L. Schipper
To Be Announced

11. Committee for Honorary Degrees: Membership (cont'd)*Students*

- * Mr. T. Burgess, f/t undergraduate, University College
- Ms J. Carson, graduate, Faculty of Arts and Science (History)

Teaching Staff

- University Professor M. Collins, Applied Science and Engineering (Civil)
- * University Professor L. Hutcheon, Faculty of Arts and Science (English)
- Professor B. Langille, Faculty of Law
- University Professor T. Mak, Faculty of Medicine (Medical Biophysics)

12. External Appointment: Sunnybrook and Women's College Health Sciences Centre

The Chairman noted that members had received information on the proposed appointments in their agenda packages.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

THAT Ms Judith Wolfson be appointed to the Board of Sunnybrook and Women's College Health Sciences Centre to complete the un-expired term created as a result of a recent resignation; and

THAT Dr. Martin Barkin be re-appointed Chair of the Board of Directors of Sunnybrook and Women's College Health Sciences Centre, from June 30, 2000 to June 30, 2003.

13. Governors' Board and Committee Assignments, 2000-2001

The Chair explained that Council's By-Laws required that the Governing Council appoint Governors to the Boards and to the Standing Committees reporting to those Boards. Also, the Governing Council was required to appoint the Chair and Vice-Chair of a Board from among the members of the Governing Council on that Board. The body to which those Committees reported appointed chairs and Vice-Chairs of standing Committees.

A discussion ensued on the nomination process and the responsibilities of the Executive Committee in endorsing and forwarding the recommendations to the Governing Council.

Following discussion, it was AGREED that consideration of the proposed board and committee assignments be adjourned to the next meeting so that further advice could be sought.

14. Governing Council Secretariat Plan (Oral Report)

Mr. Louis Charpentier provided an oral report on an organizational and financial plan for the Governing Council Secretariat. A discussion followed during which members indicated their support of the proposed plan.

15. Naming Proposals

The Chairman drew attention to documentation on this matter that had been included in members' agenda packages. She drew specific attention to a correction in the memorandum that had originally been distributed to members of the Governing Council.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

That the gate markers located at St. George Street and College Street and at St. George Street and Bloor Street be named the Wilson Gate and Perly Rae Gate, respectively

The Committee considered an additional naming proposal that had been included in members' agenda packages.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

The naming proposal attached to the Committee Secretary's memorandum dated June 12, 2000.

16. Senior Appointment

The Committee considered a recommendation from the Chairman concerning a senior appointment.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED

to the Governing Council for consideration

THAT the recommendation contained in the Chairman's memorandum of June 12, 2000 be approved.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

THAT pursuant to Section 39 of By-Law Number 2, the recommendation concerning a senior appointment be considered by the Governing Council *in camera*.

The meeting adjourned at 9:10 p.m.

Secretary

Chairman

June 22, 2000