UNIVERSITY OF TORONTO

THE UNIVERSITY OF TORONTO SCARBOROUGH CAMPUS COUNCIL

REPORT NUMBER 20 OF THE CAMPUS COUNCIL

October 5, 2016

Ms Shirley Hoy, Chair of the **Governing Council** Professor Paul Kingston, Chair Professor Bruce Kidd, Vice-President and Principal, UTSC Mr. Andrew Arifuzzaman, Chief Administrative Officer, UTSC Professor William A. Gough, Vice-Principal (Academic) & Dean Ms Hira Ashraf Dr. Catherine Bragg Professor Tarun Dewan Mr. George Fadel* Ms Kathy Fellowes Ms Sue Graham-Nutter Mr. John Kapageridis* Dr. Elaine Khoo Ms Lydia V.E. Lampers-Wallner Mr. Andrew C. Leung Ms Brenda Librecz

Ms Yasmin Rajabi Dr. Tayyab Rashid Mr. Mark Henry Rowswell Ms Amina Shabeen Mr. Larry Whatmore

Secretariat:

Ms Sheree Drummond Ms Amorell Saunders N'Daw Ms Rena Prashad

Regrets:

Mr. Preet Banerjee Professor Leslie Chan Dr. Brian Harrington Dr. Jennifer McKelvie Ms Lynn Tucker

*Telephone Participants

In attendance:

Professor Cheryl Regehr, Vice-President and Provost & Chief Budget Officer

Ms Liza Arnason, Director, Student Life and International Student Centre Dr. Curtis Cole, Registrar & Assistant Dean, Enrolment Management Dr. Nicholas Dion, Senior Projects Officer, Office of the Vice-President and Provost Ms Sally Garner, Executive Director, Planning and Budget Ms Holly Fraser, Manager, Campus Communications Ms Jessica Kirk, President, Scarborough Campus Students' Union (SCSU)

1. Chair's Remarks

The Chair introduced himself and welcomed members and guests to the first Council meeting of the 2016-17 governance year. He also welcomed the Secretary of the Governing Council, Ms Sheree Drummond, and the Chair of the Governing Council, Ms Shirley Hoy to the meeting.

He invited Ms Hoy to make remarks. Ms Hoy thanked members for committing their time to serving on the Council and provided a brief history on the establishment of the UTM/UTSC Campus Councils and their Standing Committees. She reported that since 2013, the UTM/UTSC Campus Councils have fulfilled their responsibilities delegated by the Governing Council, and that a follow-up review on the tri-campus governance model was planned for 2017-18.

To conclude, the Chair invited members to introduce themselves.

2. Orientation of Members

The Chair, Secretary of the Governing Council, and Committee Secretary, provided an Orientation presentation. The presentation¹ included the follow key points:

- An overview and the structure of the Governing Council and its Boards and Committees;
- The role and responsibilities of the Council, expectations of members, and conflict of interest;
- The role of Administration/Assessors and the Secretariat;
- Reflections from a member and voting Assessor;
- The Calendar of Business; and
- Meeting preparation, meeting types, agendas, cover sheets, and the Diligent Boards governance portal

3. Report of the Vice-President & Principal

The Chair introduced and invited Professor Bruce Kidd, Vice-President and Principal, UTSC to present his report.

a. Student Presentation

Professor Kidd invited the Scarborough Campus Students' Union (SCSU) President, Ms Jessica Kirk, to present an overview of the SCSU and its priorities for the year.

b. Principal's Report

¹ Presentation- Orientation of Members

Professor Kidd provided the Council with an update on plans and priorities for the campus. His report included the following highlights:

- UTSC was on target to reach enrolment growth plans by 2019-20. Current undergraduate student enrolment was 12,743; graduate student enrolment 289;
- Construction was in progress for the Highland Hall project and there were future plans for a new residence structure on the north campus;
- A new Vice-Dean, Equity was being recruited;
- A UTSC working group on sexual violence had been created to provide advice on support, prevention, and education on sexual violence matters; and
- Continued lobbying efforts to improve transit were being made.

4. Strategic Topic: Update on the University's Sexual Violence Action Plan

The Chair invited Professor Regehr to present the update on the University's Sexual Violence action plan to the Council. The presentation² included the following highlights:

- In November 2014, the University created the *Presidential and Provostial Advisory Committee on Preventing and Responding to Sexual Violence.* The Committee met over an 18 month period to produce a final report, which was presented to the President and Vice-President and Provost in February 2016. In April 2016 the President and Vice-President and Provost accepted the recommendations from the report including the creation of a proposed policy on sexual violence;
- Ontario Bill 132 (Sexual Violence and Harassment Action Plan) was passed in March 2016 requiring all publicly funded Ontario colleges and universities to have a sexual violence policy that addressed sexual violence involving students and set out the process for how the university would respond to and address incidents and complaints of sexual violence, and to provide awareness training on the sexual violence policy to faculty, staff, students, and other members of the University community;
- Building upon the work of the *Presidential and Provostial Advisory Committee on Preventing and Responding to Sexual Violence* and the requirements under Bill 132, the University developed a sexual violence action plan, which included four pillars: a new sexual violence policy, a climate survey, an education and prevention training component, the creation of a new tri-campus Sexual Violence Prevention and Support Centre, and the hiring of a new Executive Director. For support and implementation of the pillars, three expert panels were established (i.e. the Climate Survey Advisory Board; the Expert Panel on Education and Prevention of Sexual Violence; and the Expert Panel on Sexual Violence Policies).
- The legislation required the Policy to be in place by January 1, 2017, and as a result the draft Policy on Sexual Violence was being presented for information in Cycle 1 governance meetings and for approval in Cycle 2. The draft Policy was released to students, staff and faculty for consultation on September 5th. The consultation period was expected to run until mid-October 2016;

² Presentation- Update on the University's Sexual Violence Action Plan

- Professor Regehr discussed some of the highlights of the draft Policy, which included the following:
 - The definition of sexual violence included sexual harassment;
 - The Policy would apply to faculty, staff, and students;
 - The Policy would apply to incidents on-campus, off-campus, and online;
 - The Policy presented complainants with clear options on how to proceed following an event of sexual violence;
 - The Policy eliminated mandatory mediation; and
 - The Policy safeguarded procedural fairness for the respondent.

A member commented on whether consideration would be given to strengthen the language used to define and describe sexual assault in the Policy, and Professor Regehr reported that further consideration would be given to the matter.

A member asked whether support would be provided to a claimant who ceased to be a student. Professor Regehr replied that the University would be in a position to assist the claimant at the outset and then make referrals to community services for further support.

5. Current-year Campus and Institutional Operating Budget, UTSC

The Chair invited Professor Cheryl Regehr and Ms Sally Garner, Executive Director, Planning and Budget, to present the UTSC current year campus and institutional operating budget to the Council. The presentation³ included the following highlights:

- The UofT budget planning exercise was primarily a bottom-up process driven by the priorities of academic divisions. The budget was approved annually by the Governing Council in April and planning for the next year's budget began soon after;
- The 2016-17 balanced budget at the institutional level was \$ 2.318B, which was an increase of \$158M from the 2015-16 budget. The sources of funding for the new \$158M was generated mainly from increases in tuition fees (\$74M) and new enrolment (\$65M);
- There were plans for 11 percent undergraduate enrolment growth at UTSC over the next 5 years. International students made up 16 percent of total undergraduate enrolment, and the ratio was expected to remain the same over the planning period;
- The provincial operating grant, as a source of revenue, continued to decline, representing 28 percent of total revenue in 2016-17;
- At UTSC, there were preliminary plans to hire an additional 49 faculty and librarians and 36 administrative staff by 2020-21;
- University-wide costs (UWC) include shared service portfolio operations, nondiscretionary expenses such as utilities and municipal taxes, academic initiative funds such as the Undergraduate Course Development Fund, and pension special payments. UTSC paid into some shared services, but operated others, such as facilities and student services, separately;

³ Presentation- Current-year Campus and Institutional Operating Budget, UTSC

- The University spent \$58M on need-based student aid in 2014-15. Of the \$58M, \$20M was required under the *Student Access Guarantee* policy and an additional \$35M was discretionary spending;
- In 2016-17, UTSC received \$3.3M in University Fund (UF) allocations for: capital matching, a Dean's Fund, and three positions to address student academic progress. In addition, all divisions were eligible to apply to pooled funds for diversity hiring, faculty start-up, interdivisional teaching, data science, and graduate program innovation. Since 2007-08, UTSC had received 16 percent of the total UF.

In response to a comment regarding lobbying the Provincial government for a higher operating grant, Professor Regehr remarked that UofT's differentiated status as described in the Higher Education Quality Council of Ontario (HEQCO) report titled *The Differentiation of the Ontario University System* could be leveraged to obtain funding.

A member asked what the University considered to be the ideal percentage of international students, and Professor Regehr replied that the number of international students was related to the needs and aspirations of each academic department, which varied across the University.

CONSENT AGENDA

On motion duly made, seconded and carried,

YOUR COUNCIL APPROVED,

THAT the consent agenda be adopted and that the item requiring approval (item 6) be approved.

- 6. Report of the Previous Meeting: Report Number 19 Thursday, May 26, 2016
- 7. Business Arising from the Minutes of the Previous Meeting

8. Reports for Information

a) Report Number 20 of the UTSC Agenda Committee (Wednesday, September 21, 2016)

b) Report Number 19 of the UTSC Academic Affairs Committee (Wednesday, June 15, 2016)

c) Report Number 18 of the UTSC Campus Affairs Committee (Tuesday, September 20, 2016)

9. Date of the Next Meeting – Wednesday, December 14, 2016 at 4:10 p.m.

10. Question Period

No questions were raised.

11. Other Business

No other business was raised.

IN CAMERA

12. Appointments: 2016-17 UTSC Campus Council Nominating Committee

On motion duly made, seconded, and carried

YOUR COUNCIL APPROVED,

THAT Professor Tarun Dewan (teaching staff member of the UTSC Campus Council) and Ms Amina Shabeen (student member of the UTSC Campus Council) be appointed to serve on the UTSC Nominating Committee for the 2016-17 governance year.

The meeting adjourned at 6:25 p.m.

Secretary

Chair









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Council decision-making Council members provide approval, oversight and advice on items of business. The UTSC Campus Council is the final body of consideration at the campus level. Subsequent approvals are made by other Governing Council bodies (e.g. Business Board, Academic Board, Executive Committee, Governing Council).

Council decision-making

Proposals may be:

- Approved
- Rejected
- Referred back to the administration with advice.

Motions may be:

- For Approval
- Recommendation for approval
- For Confirmation

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Expectations of Members

- Represent the perspective of your constituency in debate but, in the end, act in the best interests of the institution as a whole.
- Read documentation in advance to facilitate informed participation.
- Alert assessors through the Secretariat of substantive questions to be asked at the meeting.
- Actively engage: prepare, participate, pose questions.

Conflict of Interest

- Vote on all matters requiring a decision, except where a conflict of interest may exist.
- Act ethically and in good faith; declare all conflicts of interest.
- Be transparent: disclose any actual, potential or appearance of a conflict.
- If in doubt, please contact the Secretariat.

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Administration & Governance

- Administration manages the University.
- Governance is a receiver of proposals and reports from the administration.
- Function of governance is to sustain and advance the University's mission.

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Bringing business to Council

- Business normally brought forward from a Standing Committee.
- Standing Committee & Council receive proposals for consideration by Assessors.
- Assessors are senior administrators appointed by the President and serve as subject-matter experts to governance bodies.
- Assessors bring forward proposals from the administration for consideration.
- They also provide reports for information.







Meeting Agendas **Cover Sheets** - Chair's Remarks - Approval items General - Items for discussion and information Header Information - Reports/Presentations Sponsor & Presenter - Assessor reports Consent agenda Jurisdictional Information · Items for which there may be little or no discussion/debate • routine or transactional in nature (e.g. minutes); O Previous Action Taken Members may request that a Consent agenda item be placed on the regular Agenda in advance of the meeting. Highlights - Other business Recommendation - In camera items UNIVERSITY OF TORONTO SCARBOROUGH 1265 Military Trail, Toronto, Ontario M1C 1A4





- the UTSC Campus Council website: http://www.utsc.utoronto.ca/governance/
- Members are informed of substantive updates to packages.

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Description Meeting Types Open to members of the University, the public, the media, up to form capacity. Most Council, Board and Committee meetings meet in open session. Define Constraints Restricted to members of the Council, Board or Committee and individuals whose presence is considered by the Committee to be necessary (normally members of the administration). Motion needed to move from open to closed session. Define Constraints A meeting or part of a meeting may be held in camera where "initiate financial or personal matters of any person may be disclosed." (By-law Number 2) Motion needed to go into in camera session.

The Role of the Secretariat

- Provides support to Committee/Council Chairs and Committees:
 - Advises members on all governance matters related to UTSC Campus Council
 - Coordinates meeting logistics
 - Communicates Council/Committee decisions to affected parties
 - Manages governance records and maintain Council and Committee membership

Contacting the Secretariat

Ms Amorell Saunders N'Daw Director of Governance & Assistant Secretary of the Governing Council saunders@utsc.utoronto.ca 416-287-5639

Ms Rena Prashad Committee Secretary rparsan@utsc.utoronto.ca 416-208-5063



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More Information

U of T Home http://www.utoronto.ca/

Governing Council http://www.governingcouncil.utoronto.ca/site3.aspx

> UTSC Governance http://www.utsc.utoronto.ca/governance/

About U of T http://www.utoronto.ca/about-uoft.htm

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Your Governance IQ 1. How many members serve on the UTSC Campus Council? a. 34, b. 28, c. 61, d. 15 2. Which individuals bring business items forward to the Council and/or Committees for consideration? a. Students, b. Secretariat, c. Administrative Staff, d. Assessors 3. How often is the Calendar of Business updated? a. Annually, b. Monthly, c. Weekly, d. Daily



	Cont.		Co
 7. What Committee sets the agenda for the UT: a. Agenda Committee, b. Academic Affairs Com Affairs Committee, d. All of the above 	•	10. Diligent Boards is the UTSC gover	
 What information is included on governance a. Assessor information , b. Governance path, c above 		b. online resource for meeting docur c. the teleconference company used d. a new governance Committee for	nentation by the Secretariat
9. The Agenda Committee and Agenda Plannin in:	g Meetings take place		
a. open session, b. closed session , c. in-camera	, d. none of the above		
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The University of Toronto's Sexual Violence Action Plan

University of Toronto Scarborough Campus Council

October 5, 2016





Response to Advisory Committee

- ✓ Endorsed all Principles
- ✓ Accepted all Recommendations...
 - 1. New tri-campus centre
 - 2. New policy
 - 3. Review of existing policies
 - 4. Coordinated education
 - 5. Campus climate survey















New Executive Director Hired

Dr. Terry McQuaid

Executive Director, Personal Safety, High Risk and Sexual Violence Prevention and Support





Expert Panel on Sexual Violence Policies

- Mayo Moran (Chair), Professor, Faculty of Law, and Provost, Trinity College
- Saagarika Coleman (Undergraduate Student), Victoria College, Faculty of Arts & Science
- Lahoma Thomas (Graduate Student), Department of Political Science, Faculty of Arts & Science
- Mark Overton (Administrative Staff Member), Dean of Student Affairs, and Assistant Principal, Student Services, University of Toronto Mississauga (UTM)
- Brenda Cossman (Faculty Member), Professor, Faculty of Law, and Director, Mark S. Bonham Centre for Sexual Diversity Studies

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Recommendations released in August

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- 40 recommendations in six categories:
 - General
 - Definitions
 - Confidentiality
 - Statement of Purpose
 - Elements
 - Companion Guide

Some changes required by September 8

- "Workplace harassment" includes "workplace sexual harassment" in:
 - Policy with Respect to Workplace Harassment
 - Human Resources Guideline on Civil Conduct
 - Guideline for Employees on Concerns and Complaints Regarding Prohibited Discrimination and Discriminatory Harassment
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Consultation underway on draft Policy

- Draft policy complete and in consultation
- Consultation to run until mid-October
 - Students, staff and faculty at all three campuses
- Governing Council
 - Information sessions in cycle 1 (Sept/Oct)
 - Seek approval in cycle 2 (Nov/Dec)
 - Policy must come into force by January 1
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Governing Council timeline For information (cycle 1)

Meeting	Date
UTM Campus Affairs Committee	September 15
UTSC Campus Affairs Committee	September 20
Business Board	September 22
UTSC Campus Council	October 5
University Affairs Board	October 5
Special Governors' Session	October 5
Academic Board	October 6
UTM Campus Council	October 6
Executive Committee	October 19
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Governing Council timeline Approvals (cycle 2)

Meeting	Date
Business Board (for information)	November 17
Academic Board (for information)	November 24
University Affairs Board	November 28
Executive Committee	December 5
Governing Council	December 15

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UofT and UTSC 2016-17 Budgets ([\$m]
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2317.8	2711
	271.1
641.3	34.8
80.8	36.6
190.7	10.3
n/a	15.8
1405.0	173.6
	80.8 190.7 n/a





Total FTE	2015 Actual	2016 Plan	2020 Plan	5-year Growth Plan	~ % Growth
St George*	39,011	38,668	38,325	(686)	(2%)
UTM	11,405	11,904	12,791	1,386	12%
UTSC	10,486	10,841	11,686	1,200	11%
TOTAL	60,902	61,413	62,802	1,900	3%

* Full time UG enrolment in the Faculty of A&S at St. George will remain above current level until returning to original plans in 2019-20.

% Int'l	Total Enro	lment
Division	2015 Actual	2020 Plan
APSE	28%	27%
A&S	21%	25%
UTM	18%	19%
UTSC	16%	16%



Program Type	2015-16 FTE	Projected 2020-21
Prof Masters (Env. Sci)	88	95
DS Masters UTSC (Psych & Behavioural Sci)	10	20
DS Masters tri-campus *	32	n/a
PhD UTSC (Psych & Env. Sci)	56	70
PhD tri-campus *	93	n/a
TOTAL	279	









Preliminary Faculty and Staff Hiring Plans at UTSC

	Faculty & Librarians	Staff
2015-16	351	504
2016-17	+9	+4
2017-18	+10	+8
2018-19	+10	+8
2019-20	+10	+8
2020-21	+10	+8







2016-17 UF Allocations to	UTSC: \$3.3m
Capital matching	\$2.0m
Dean's fund	\$1.0m
Student academic progress (3 positions)	\$300k
Access to pooled funds: Diversity hiring Start-up funds Interdivisional teaching Data science Graduate innovation	

Year	UF Base	OTO Capital	
2007-08	\$1.0		
2008-09 Re-l	palancing - \$1.4		UF allocations to
2009-10	\$1.1		UTSC to date are
2010-11	\$2.2		16% of total UF since 2007-08;
2011-12	\$1.0		UTSC's revenue
2012-13	\$1.7		is 12% of the
2013-14	\$0.8		total university
2014-15	\$0.2	\$2.0	
2015-16	\$0.5	\$2.0	
2016-17	\$1.3	\$2.0	



