

**UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL  
REPORT NUMBER 21 OF THE CAMPUS AFFAIRS COMMITTEE**

**FEBRUARY 9, 2017**

To the Campus Council,  
University of Toronto Mississauga

Your Committee reports that it held a meeting on February 9, 2017 at 4:10 p.m. in the Council Chambers, William G. Davis Building, at which the following were present:

Professor Joseph Leydon, Chair  
Professor Ulrich Krull, Interim Vice-  
President & Principal  
Ms Megan Alekson  
Ms Nour Alideeb  
Professor Lee Bailey  
Mr. Arthur Birkenbergs  
Professor Elspeth Brown  
Professor Amrita Daniere, Vice-Principal  
Academic and Dean  
Mr. Paul Donoghue, Chief Administrative  
Officer  
Dr. Giovanni Facciponte  
Professor Hugh Gunz  
Ms Sue Prior  
Mr. Mark Overton, Dean of Student Affairs  
Professor Chester Scoville  
Mr. Andy Semine  
Professor Jumi Shin  
Professor Steven Short  
Professor Gerhard Trippen  
Mr. Nate Van Beilen

Ms Christine Capewell, Director, Business  
Services  
Mr. Dale Mullings, Assistant Dean, Students  
& International Initiatives

**Regrets:**

Ms Sharmeen Abedi  
Ms Teresa Bai  
Mr. Dario Di Censo  
Mr. Tarique Khan  
Ms Pam King  
Mr. Nykolaj Kuryluk  
Professor Judith Poë  
Ms Amber Shoebridge  
Professor Anthony Wensley  
Ms Raqshanda Khan  
Mr. Mohamed Mohamud

**Non-Voting Assessors:**

**In Attendance:**

Mr. Alex Paquette, President, UTMAGS

**Secretariat:**

Ms Cindy Ferencz Hammond, Director of Governance, Assistant Secretary of the Governing Council  
Ms Mariam Ali, Governance Coordinator, UTM

**1. Chair's Remarks**

The Chair welcomed members to the meeting and provided an overview of the available positions during the 2017 Elections, noting that the voting period would begin on Monday, February 6, 2017 and close on Friday, February 17, 2017. The Chair encouraged members to vote and participate in the elections.

## **2. Compulsory Non-Academic Incidental Fees – Report and Analysis: 2016-17**

The Chair noted that this item was for information and that the Committee had been provided with an inventory of all compulsory non-academic incidental fees approved by governance and collected by the University for 2016-17. He noted that these fees provided a considerable amount of the funding for each of the Student Services units and were mandatory for all UTM students pursuant to the *Policy for Compulsory Non-Academic Incidental Fees*, subject to the terms and conditions of the University's *Protocol on Non-Tuition Related Fees*. There were no questions.

## **3. Compulsory Non-Academic Incidental Fees - Student Society Fees: UTM Student Society Proposals for Fee Increases (UTMAGS & UTMSU)**

The Chair noted that 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 invited Mr. Overton to provide a brief overview. Mr. Overton gave an overview of the fees increases requested by student societies.

On motion duly moved, seconded, and carried

YOUR COMMITTEE RECOMMENDED

Be it Recommended,

THAT beginning in the Fall 2017 session, the University of Toronto Mississauga Association of Graduate Students (UTMAGS) fee be increased as follows: (a) an increase of \$7.08 per session (full-time only) (Fall and Winter sessions) in the Mississauga U-Pass portion of the fee; and (b) an increase of \$3.78 per session (full-time only) (Fall and Winter sessions) in the Mississauga Summer Transit U-Pass portion of the fee; and

THAT beginning in the Summer 2017 session, the University of Toronto Mississauga Student Union (legally, the Erindale College Student Union) fee be increased as follows: (a) an increase of \$11.98 per session (\$11.98 part-time) (Summer session only) in the Mississauga Transit U-Pass portion of the fee;

THAT beginning in the Fall 2017 session, the UTMSU fee be increased as follows: (a) an increase of \$0.29 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 On Campus First Aid Emergency Response/Erindale College Special Response Team (ECSPERT) portion of the fee; (c) an increase of \$0.02 per session (\$0.02 part-time) in the Academic Societies portion of the fee; (d) an increase of \$0.01 per session (Fall and Winter sessions) (\$0.01 part-time) in the Food Bank portion of the fee; (e) an increase of \$0.02 per session (\$0.02 part-time) in the Student Refugee Program portion of the fee; (f) an increase of \$7.11 per session (Fall and Winter sessions) (\$7.11 part-time) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2017 session, the UTMSU fee charged to Mississauga Academy of Medicine (MAM) students in the Fall and Winter sessions be increased as follows: (s) an increase of \$3.81 per session in the Mississauga Transit Summer U-Pass portion of the fee.

#### **4. Operating Plans and Fees: UTM Student Services\***

The Chair 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. The Chair invited Mr. Overton to speak to Item 4a 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. 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 a mechanism to receive student advice in decisions on non-tuition related fees. The Chair invited Mr. Overton to present the item.

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

Mr. Overton advised members that QSS was a committee of students and administrators created as a forum on student services and consulted students on certain categories of compulsory non-academic incidental fees to ensure a mechanism for input into specified services and fees. Mr. Overton noted to members that the campus fees for consideration included the Health & Counselling fee, the Physical Education, Athletics and Recreation Fee and the Student Services fee. Mr. Overton provided an overview of the factors that drove costs for the campus fees, which included operating cost estimates such as compensation, space costs and third party services. Other drivers included extraordinary expenses such as major maintenance, borrowing requirements and debt retirement as well as service demand and revenue projections based primarily on enrolment. Mr. Overton explained that the Health & Counselling and Physical Education, Athletics and Recreation Fees were endorsed by QSS, while the Student Services Fee had not been endorsed.

Mr. Chris Thompson, Chair of QSS, was invited to provide an overview of advice from that body. Mr. Thompson advised that the child care support component was opposed by many students because the total amount of fees collected was out of proportion with the number of students who used that service. He noted that several students had abstained from various items on the Student Services Fee, specifically the student life component, as they believed that there was duplication in resources with other groups on campus providing similar or overlapping services. The alcohol education monitoring, space occupied by students and the student handbook components were also not supported by students through straw polling. Mr. Thompson explained to members that student members of QSS had expressed appreciation for the work of the QSS, and they had abstained in cases where they believed that administration could find synergies with student societies offering similar services.

A member asked why there were more abstentions, than there were votes in favour or in opposition to some components of fees. Mr. Thompson advised that QSS members felt that by abstaining, they had indicated their wish to continue discussions, but not oppose the actual fee. Mr. Overton commented that he understood the precarious nature that student leaders were placed in as they were sensitive to

fee increases. Ms Nour Alideeb, member of CAC and QSS, explained that voting on the child care services component was a difficult decision as members were not against the service itself, but wished that administration would look into different funding models. Mr. Alex Paquette, President, UTMAGS further explained that QSS discussions led to more in depth dialogue with the Student Services administration team and ensured that graduate students were better able to utilize the services for which they were charged. Ms Alideeb added that QSS had established a working group to review the terms of reference in order to improve the existing process.

In response to a member seeking clarification on vote counts, Mr. Overton explained that the overall Student Services fee had not been endorsed due to the double majority that would have been required of student and QSS members for the endorsement.

In response to a member's question, Mr. Overton advised that one example of a perceived duplication of services was in the student life area, where both the university and UTMSU have different recognition criteria and different benefits. Mr. Overton explained that the University and UTMSU encouraged clubs and societies to pursue recognition by both groups to maximize their benefits.

In response to a question, Mr. Overton explained that U of T operated three early learning centres and all were identified in their regions as model operators offering high quality programming. The cost for parents who paid the regular user rate, typically faculty and staff and community users, was higher than comparable rates in Peel, however the Region of Peel provided subsidies to provide the lowest possible cost for students and employees who qualified based on family income. Mr. Overton explained that since excellent school-based daycare options were available in Peel, the number of children enrolled at UTM's centre had decreased over the years and would likely continue to do so. Due to the challenge of declining enrolment, QSS had agreed to convene an advisory group to explore options. In response to a member's question, Mr. Overton clarified that childcare was subsidized by both the university as well as by the student services fee.

A member noted that it had been beneficial to the process that QSS had met and functioned well, providing valuable advice on student services. He applauded the efforts of all those involved. The Chair agreed and added that this had been the best year for QSS involvement and participation thus far and expressed his hope that that it would continue.

### **b) Operating Plans and Fees**

The Chair noted with respect to decisions made by QSS, 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 Consumer Price Index (CPI) and University of Toronto Index (UTI) and temporary three year increases in existing fees of less than or equal to the greater of CPI and UTI.

The Chair invited Mr. Overton to present the item. Mr. Overton provided an overview of the three campus fees along with the subcomponents within the student services fee. In response to a member's question regarding credentials and qualifications of staff at the International Centre, Mr. Overton noted that the Centre offered a broad range of services, specifically noting specialized international immigration advising requiring government-mandated training. UTM's international immigration

advisor assisted students with regards to permanent residence and permits for post-graduation work, as well as more complex cases. He added that program officer roles focused on assisting students with inbound and outbound international opportunities, partnered with the Health and Counselling Centre to offer targeted workshops that aimed to reduce stress for inbound international students, and other transition and support activities.

On motion duly moved, seconded, and carried

YOUR COMMITTEE RECOMMENDED

Be it Recommended,

THAT the 2017-18 operating plans and budgets for the UTM Health & Counselling Centre; the UTM Department of Physical Education, Athletics & Recreation; and the UTM Student Services under the Student Services Fee, recommended by the Dean of Student Affairs, Mark Overton, and described in the attached proposals, be approved; and

THAT the sessional Health Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$44.72 per session (\$8.94 for a part-time student), which represents a year-over-year increase of \$6.28 per session (\$1.25 for a part-time student) or 16.34% (resulting from the elimination of 2014-15 three-year temporary increase, and a permanent increase of 18.37%); and

THAT the sessional Athletics & Recreation Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$178.71 per session (\$35.74 for a part-time student), which represents a year-over-year increase of \$3.51 per session (\$0.70 for a part-time student) or 2.0% (resulting from the elimination of a 2014-15 three-year temporary increase, and a permanent increase of 3.95%); and

THAT the sessional Student Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$167.66 per session (\$33.53 for a part-time student), which represents a year-over-year increase of \$10.21 per session (\$2.04 for a part-time student) or 6.48% (resulting from the elimination of a 2014-15 three-year temporary increase, and a permanent increase of 2% and a three-year temporary increase of 6.31%).

Three members abstained.

## **5. Capital Project: University of Toronto Mississauga Parking Deck Expansion – Total Project Cost and Sources of Funding**

The Chair informed members that the project planning report for this capital project was recommended for approval by this Committee on January 8, 2015 and by UTM Campus Council on February 5, 2015. It was approved in principle by the Academic Board, and confirmed by the Executive Committee at its meeting on March 25, 2015. The total project cost had since increased and according to *The Policy on Capital Planning and Capital Projects*, the same authority, which provided the

original authorization, must approve the revised budget. The Chair reminded members that the financial aspects of the project would be considered in the *In Camera* session. He then invited Mr. Gilbert Delgado, Chief of University, Planning, Design & Construction, to present the item. Mr. Delgado informed members that there had been no changes to the space plan for the project and that the increase in the total project cost was largely due to site conditions, City of Mississauga requirements, which were not known at the time of construction award, and the associated delays and costs of acceleration.

## **6. Revisions to the University of Toronto *Policy on Capital Planning and Capital Projects***

The Chair noted that this item was for information. He then invited Mr. Gilbert Delgado, Chief of University, Planning, Design & Construction to present the item to members. Mr. Delgado provided an overview of the proposed changes to the policy which included a change in the threshold levels due to inflationary changes to infrastructure costs, clarifications to changes in scope to include changes that represented a cardinal deviation from the project's stated purpose, and that all projects be managed according to standardized processes under the authority of the Vice-President of University Operations (VPUO). Mr. Delgado further emphasized that the proposed changes would allow for a more efficient, though no less accountable, governance review process for capital projects.

In response to a member's question, Mr. Delgado clarified that the revisions would not affect current projects and that the *Policy* would take effect on May 18, 2017. A member sought to clarify that the proposed change regarding the standardized management of projects under the authority of the Vice-President of University Operations did not change the organizational structure of how projects were currently managed locally at UTM and UTSC. The member asked Mr. Paul Donoghue, Chief Administrative Officer to comment. Mr. Donoghue advised the Committee that he was looking forward to the opportunity to participate in the design of the overall protocol which would standardize capital projects. Mr. Donoghue noted that there had been recent discussions related to the management of capital projects above \$5M and that those would be completely managed by the Office of the VPUO. Mr. Donoghue noted that there were still details that would need to be clarified on a project-by-project basis, for example whether internal university staff would be managing projects or whether project managers were to be hired as external consultants.

## **7. Assessor's Report**

Assessors advised there was no new business to report.

## **CONSENT AGENDA**

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and that Item 9 - Report of the Previous Meeting, be approved.

- 8. **Report on Capital Projects** – as at January 31, 2017
- 9. **Report of the Previous Meeting:** Report 20 – January 11, 2017
- 10. **Business Arising from the Report of the Previous Meeting**
- 11. **Date of Next Meeting** – Monday, March 20, 2017, 4:10 p.m.

**12. Other Business**

There were no items of other business.

The Committee moved *IN CAMERA*.

**13. Capital Project: University of Toronto Mississauga Parking Deck Expansion – Total Project Cost and Sources of Funding**

On motion duly moved, seconded, and carried,

YOUR COMMITTEE RECOMMENDS,

THAT the recommendation regarding the University of Toronto Mississauga Parking Deck Expansion – Total Project Cost and Sources of Funding, contained in the memorandum from Mr. Paul Donoghue, Chief Administrative Officer, UTM, dated February 2, 2017, be approved.

The Committee returned to open session.

The meeting adjourned at 5:25 p.m.

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Secretary  
February 17, 2017

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Chair