

**UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL
REPORT NUMBER 26 OF THE CAMPUS AFFAIRS COMMITTEE**

JANUARY 9, 2018

To the Campus Council,
University of Toronto Mississauga

Your Committee reports that it held a meeting on January 9, 2018 at 4:10 p.m. in the Council Chambers, William G. Davis Building, at which the following were present:

Joseph Leydon, Chair
Steven Short, Vice-Chair
Ulrich Krull, Vice-President & Principal
Atif Abdullah
Arjan Banerjee
Lee Bailey
Arthur Birkenbergs
David Boshra
Elspeth Brown
Gary Crawford
Amrita Daniere, Vice-Principal Academic and
Dean
Nykolaj Kuryluk
Hans van Monsjou
Mark Overton, Dean of Student Affairs
James Parker
Sue Prior
Noor Rahmeh
Susan Senese, Interim Chief Administrative
Officer
Joanna Szurmak
Gerhard Trippen
Mariana Villada Rivera
Anthony Wensley

Non-Voting Assessors:

Christine Capewell, Director, Business
Services
Stepanka Elias, Director, Operations, Design
& Construction
Dale Mullings, Assistant Dean, Students and
International Initiatives

Regrets:

Dario Di Censo
Shelley Hawrychuk
Judith Poë
Chester Scoville
Andy Semine
Amber Shoebridge
Jumi Shin

In Attendance:

Sonia Borg, Assistant Director Ancillary & Student Services
Andrea DeVito, Assistant Director, Retail Services & Administration
Megan Evans, Manager, Parking & Transportation
Vicky Jezierski, Director, Hospitality & Retail Operations
Chris Lengyell, Assistant Director, Residence Life
Terry McQuaid, Executive Director, Sexual Violence Prevention & Support Centre
Chad Nuttall, Director, Student Housing & Residence Life

Secretariat:

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

1. Chair's Remarks

The Chair welcomed members to the first meeting of the year and noted that the nominations for elected positions on Campus Affairs Committee opened on Thursday, January 4, 2018 and would close on Friday, January 12, 2018. The Chair reviewed the available positions for each constituency on the Committee and encouraged those who were interested to submit nominations by the deadline. The Chair advised members to contact Ms Cindy Ferencz Hammond, Deputy Returning Officer if they had any inquiries about the available positions and the nominations and elections process.

2. Developments in Tri-Campus Sexual Violence Prevention & Support Initiatives

The Chair invited Dr. Terry McQuaid, Executive Director, Sexual Violence Prevention & Support Centre to present¹ an update to members on recent developments in this area. Ms McQuaid informed members that the Tri-Campus Sexual Violence Prevention and Support Centre had established a Tri-Campus Sexual Violence Advisory Committee, with Education Advisory and Implementation Groups that would receive advice from Local Advisory Committees on each campus. These groups worked to identify themes and priorities for educational material and to promote collaboration on each campus to support Sexual Violence Centre initiatives. Dr. McQuaid reported that a foundational online education module had been developed for members of the University of Toronto community and was to be released in the coming week. This module would introduce the Sexual Violence Action Plan, share relevant information about reporting options, processes aimed at complainants and respondents, as well as the resources and supports available. In response to a member's question, Dr. McQuaid advised that those staff who did not have regular computer access, such as Facilities or Custodial staff, would be given time during their shift to review the modules. She also clarified that the module was not mandatory, and therefore students and other members of the University community were not required to complete the online module, but that it was highly encouraged.

3. 2018-19 Operating Plans: UTM Service Ancillaries

The Chair informed members that the Committee considered operating plans for all UTM service ancillaries on an annual basis. These plans included a Management Report that described the proposed services and programs offered within the financial parameters of the University's operating budget and financial policies set by the Business Board. The plan also included each ancillary's annual operating budget, as well as changes to programs and levels of service, categories of users, accessibility, and compulsory or optional fees. Only the proposed budget for 2018-19 was presented for approval.

The Chair invited Ms Susan Senese, Interim Chief Administrative Officer, to present the item². Ms Senese reminded members of the university's four financial objectives for service ancillaries: operate without subsidy; provide for capital renewal; maintain a 10 percent operating reserve; and, having achieved all of these objectives, to contribute to the operating budget. Ms Senese noted that prior to being submitted to the CAC, a number of bodies were consulted and provided input into the budgets, which included the review of Residence and Meal plans, Food Services and Parking with their respective advisory committees. She summarized that the 2018-19 parking budget proposed a 3%

¹ A copy of this Presentation is attached as Attachment A.

² A copy of this Presentation is attached as Attachment B.

permit price increase and Pay & Display daily maximum rates would increase by \$1. Residence rates were set to increase between 3.75 to 9% in 2018-19, and meal plan rates included a 4% increase.

During discussion, the following points were made:

- Regarding Food Services, the potential impact of the increase in minimum wage was discussed. Ms Jeziarski, Director, Hospitality Services advised that UTM had taken on a different approach than most other universities who had raised prices in anticipation of increased costs. The proposed 4% increase would offset the current increase in food prices only and management would continue to monitor the impact of an increased minimum wage. She added that there were ongoing discussions with the service provider (Chartwells) to ensure that pricing for non-branded outlets would not increase and that hours of operation or service levels were not negatively impacted during this period.
- A member inquired into the rationale behind differentiated rates for residence housing. Mr. Chad Nuttall, Director, Student Housing & Residence Life responded that the primary guiding principle included detailed analysis conducted by an external consultant of market pricing, and student surveys that were obtained for the development of the residence master plan. This data was the impetus for undertaking a more involved annual review of residences, which resulted in a deeper analysis and comparison with peers at University of Toronto and other universities. Extensive consultation during this period had also indicated higher student demand for the Oscar Petersen Hall residences and resulted in differentiated pricing between different residence types. Mr. Nuttall added that the proposed 2018-19 increases were an indication of this reset in prices.
- In response to a question regarding ranking preferences, Ms. Nuttall explained that this was the first year that ranking preferences would be utilized.

On motion duly moved, seconded, and carried

YOUR COMMITTEE RECOMMENDED

THAT, the proposed 2018-19 Operating Plans and Budgets for the UTM Service Ancillaries, as summarized in Schedule 1, the service ancillary capital budgets as summarized in Schedule 5, and the rates and fees in Schedule 6, as recommended by Ms Susan Senese, Interim Chief Administrative Officer, in the proposal dated December 1, 2017 be approved, effective May 1, 2018.

3. Assessor's Report

a. Update on the development of the 2018-19 Compulsory Non-Academic Incidental Fees (Student Services Fees)

The Chair invited Mr. Mark Overton, Dean of Student Affairs & Assistant Principal, Student Services to provide a preparatory presentation for the proposal of mandatory non-academic incidental fees increases, which will be considered by this Committee at its meeting on February 13, 2018. The protocol between U of T and its major student governments on this matter was briefly reviewed, which assures that students' advice on these fees is collected and shared appropriately. Mr. Overton explained that UTM's Quality Service to Students committee, QSS, would vote on these proposals at

its January meeting(s), and the feedback from those votes would be shared with CAC members at the Committee's next meeting. Mr. Overton added that a working group would be undertaking the review of the QSS Terms of Reference in the near future.

b. Update on the Meeting Place Revitalization

Ms Senese provided members with a brief update on the Meeting Place revitalization capital project, noting to members that construction had begun and that the main corridor remained open and regular operations continued for Tim Hortons.

CONSENT AGENDA

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and that Item 6 - Report of the Previous Meeting, be approved.

- 4. Report on Capital Projects** – as at November 30, 2017
- 5. Report of the Previous Meeting:** Report 25 – October 31, 2017

Report number 25, dated October 31, 2017 was approved.

- 6. Business Arising from the Report of the Previous Meeting**
- 7. Date of Next Meeting** – Tuesday, February 13, 4:10 p.m.

8. Other Business

There was no other business.

The meeting adjourned at 4:58 p.m.

Secretary
January 11, 2018

Chair







Developments in Tri-Campus Sexual Violence Prevention & Support Initiatives

Presented to UTM Campus Affairs Committee

Terry McQuaid, Psy.D., C.Psych.
Executive Director
Sexual Violence Prevention & Support Centre



Bill 132 Legislation

-  Sexual Violence Policy
-  Education and Prevention
-  Other Policy Revisions
-  Climate Survey

*Sexual Violence and Harassment Action Plan Act
(Supporting Survivors and Challenging Sexual Violence and Harassment), 2016*

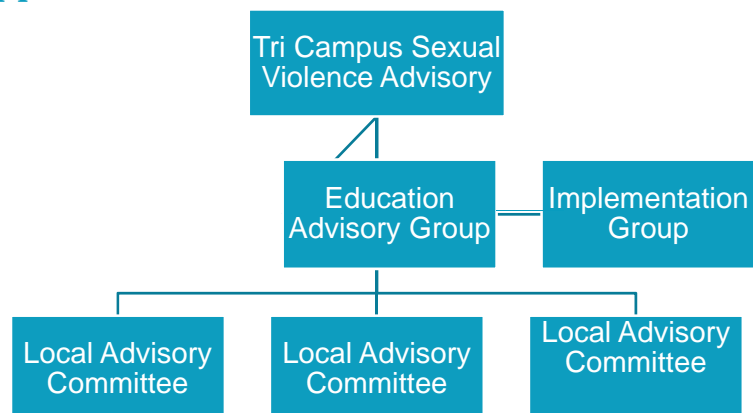


SVEP Guiding Principles

- SVEP activities from June 2016 to May 2017:
 - Review of research and academic literature
 - Campus engagement
 - Circulation of draft SVEP including an online feedback option
 - Revision of draft with final submission to Provost
- SVEP
http://www.provost.utoronto.ca/Assets/Provost+Digital+Assets/SVEP-Principles_FinalReport.pdf



Tri-Campus Sexual Violence Prevention and Support Centre





Tri-Campus Sexual Violence Advisory

- All functions of the Centre
- Case Issues
- Policy Clarification
- Approval of Education and Prevention Activities
- Staffing Resources



Education Advisory Group

- Training Content Approval
 - Representatives from three campuses
 - Representatives from various stakeholder groups





Training Implementation Group

- Training Development
 - Content
 - Online Portal
 - Delivery Tracking



Training Implementation ...cont'd

- Research & Related Activities
 - Literature Review
 - Climate Survey (Lead Sandy Welsh) The Campus Climate Survey will be implemented sometime in late February through early April 2018. CCI Research will administer the survey, analyze the findings and report the results. In the lead up to implementation, CCI Research will work with the Ministry, students and institutions on the survey, including testing the survey and developing communications to promote the survey.
For more information https://www.cci-research.ca/CCS/602bc380_4e4d_4628_b3b8_2e137dc35589/Sexual_Violence_Campus_Climate_Survey_Info_Webinar_university.mp4
- Requests for Centre Participation in Research





Local Liaison Group SVP

- Collaboration with the Centre on the following initiatives
 - Local implementation of the SVP
 - Foundational Programming
 - Advanced Programming
 - Issues raised at Campus level in terms of supports needed



Draft Plan for Implementation of SVP

- Foundational Online Education: The Policy
 - Notions of Embedded Power and Intersectionality
 - Introduction: Sexual Violence Action Plan
 - Social Context of Sexual Violence – Creating a Culture of Consent
 - Policy Pathway: Reporting Options and Process
 - Bystander Intervention Techniques
 - Responding to Disclosures
 - Resources and Supports
 - Climate Survey 2018





Draft Plan for Implementation of SVP...cont'd

- **Advanced Education Modules**
 - Respectful Interactions
 - Consent Education
 - Advanced Bystander Interventions within a Consent Culture
 - Advanced Responding to a Disclosure (trauma informed approaches and supports)



Online Policy & Memorandum Changes Underway

- Workplace Harassment
- Workplace Violence
- Sexual Harassment
- Sexual Violence Policy - Federated Colleges
- Sexual Violence Policy - Affiliated Hospitals
- Code of Student Conduct
- Conflict of Interest and Close Personal Relationships
- Policy on Conflict of Interest – Academic Guideline on Close Personal Relations Between Senior University Administrators
- Conflict of Interest and Close Personal Relations Protocols for Chairs and Academic Administrators
- Conflict of Interest and Close Personal Relationships
- Standards of Professional Practice
- Standards of Professional Practice Behaviour for All Health Professional Students





Contact Info

Sexual Violence Prevention & Support Centre

416-978-2266

thesvpcentre@utoronto.ca

UofT Downtown Location: 702 Spadina Avenue

UofT Mississauga Location: RM 3094G, Davis Building

UofT Scarborough Location: RM 141, Environmental
Science & Chemistry Building



UTM Ancillary Budgets

Campus Affairs Committee
January 9, 2018



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Four Financial Objectives

Objective	Residence	Hospitality	Parking
Operate without subsidy	Yes	Yes	Yes
Provide for capital renewal	Yes	Yes	n/a
10% operating reserve	Yes	Yes	Yes
Contribute to operating	No	No	No

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Ancillary Consultation Process for Proposed Operating Plans/Budgets

Student Housing Advisory Committee

September 21st, 28th
October 5th, 19th

Food Services Advisory Committee

November 15th

Resident Housing Dining Committee

November 8th

Transportation & Parking Advisory Committee

October 6th
November 2nd

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Projected Revenues/Expenses 2017-18

(\$000's)

	<u>Residence</u>	<u>Conference</u>	<u>Hospitality</u>	<u>Parking</u>
Revenue	14,013	1,572	2,314	4,308
Expenses	13,594	1,202	2,050	3,737
Net income (loss)	419	370	264	571
Transfer *	982	-	208	(1,717)
Net income (loss) after transfer	1,401	370	472	(1,146)
Net income (loss) after transfer 2016-17	3,058	63	813	407

Notes:

* Residence transfer is for lost residence revenues related to the Erindale Hall rooms that have been re-purposed to office space.
Hospitality transfer is for lost meal plan revenues related to the Erindale Hall rooms.
Parking transfer relates to repayment of loan from UTM for the Parking Deck.

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Student Housing & Residence Life

- 1,569 beds
- Mix of styles, sizes
- 2017-18 = \$14.0M



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Proposed Residence Rate Change

- Differentiated residence rates by residence building based on value
- 2018-19 standard rate increases between 3.75% - 4%
 - exceptions OPH 9% increase, MaGrath 1.73% decrease
- Student Housing Residence Rate Ranges
 - Undergrad Housing \$6,842 to \$10,526
 - Graduate Housing \$8,292 to \$8,715
 - Medical Housing \$9,328 to \$9,804
 - Family Housing \$1,667 to \$1,793 per month
- Competitive Rates
 - Less than UTSC Apartment, New College, St. Michael's College, Trinity College, University College, Victoria College, Woodsworth
 - More than UTSC Townhouse, McMaster, York, Brock, Guelph
- "All-in" pricing competitive with local, off-campus alternatives

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Residence

Summary Statement of Operating Results

(\$000's)

	<u>2016-17</u> Actual	<u>2017-18</u> Forecast	<u>2018-19</u> Budget
Total Revenue	13,511	14,013	14,970
Total Expense	<u>11,388</u>	<u>13,594</u>	<u>14,430</u>
Operating Results before Transfers	<u>2,123</u>	419	540

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Hospitality Services



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Hospitality Services Budget Considerations

- Food Prices
 - Anticipated 3% increase for all of Canada
 - Minimum wage increases in Ontario to impact prices

- Meal Plans
 - Budgeted Meal Plans increase on average under 4%

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Hospitality Summary Statement of Operating Results

(in \$000's)

	Food 2016-17 Actual	Food 2017-18 Forecast	Hospitality 2018-19 Budget
Total Revenue	11,358	11,840	12,503
Total Cost of Sales & Service	9,017	9,530	10,297
Contribution Margin-Net Revenue	2,341	2,310	2,206
Other Revenue	24	4	803
Total Revenues	2,365	2,314	3,009
Total Expense	1,795	2,050	2,766
Operating Results before Transfers	570	264	243

Note: Hospitality is the combining of Food Services and Conference Services, commencing May 1, 2018

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Conference Services



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Conference Summary Statement of Operating Results

(\$000's)

	2016-17 Actual	2017-18 Forecast	2018-19 Budget
Total Revenue	1,228	1,572	-
Total Expense	1,114	1,202	-
Operating Results before Transfers	114	370	-

Note: Hospitality is the combining of Food Services and Conference Services, commencing May 1, 2018

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Parking



2,662 Spaces (Gross)
at September 2017

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Proposed Parking Rate

- Permits will increase 3%, (annual 3% increase implemented 2010/11)
- Premium unreserved no longer offered
- Reserved \$1,082.69 (\$31.53 increase over 2017-18)
- Unreserved
 - Annual \$747.65 (\$21.78 increase over 2017-18)
 - 8-month \$623 (\$9.14 increase over 2017-18)
- Pay & Display maximum daily rate increasing \$1 to \$15

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Parking Summary Statement of Operating Results

(\$000's)

	2016-17 Actual	2017-18 Forecast	2018-19 Budget
Total Revenue	3,949	4,308	4,479
Total Expense	3,116	3,737	3,725
Operating Results before Transfers	833	571	754

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Summary



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SCHEDULE 1

**University of Toronto Mississauga
Service Ancillary Operations Budget Summary
Projected Operating Results for the year ending April 30, 2019**
(with comparative projected surplus for the year ending April 30, 2018)
(thousands of dollars)

Service Ancillary	Revenue	Expense	Net Operating Results before Transfers		Transfers in/(out)	Net Operating Results after Transfers 2019	Net Operating Results after Transfers 2018
			Transfers				
Residence	14,970	14,430	540		-	540	1,401
Conference	-	-	-		(799)	(799)	370
Hospitality	3,009	2,766	243		799	1,042	472
Parking	4,479	3,725	754		(1,185)	(431)	(1,146)
Total	22,458	20,921	1,537		(1,185)	352	1,097

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SCHEDULE 5

**University of Toronto Mississauga
Service Ancillaries Operations Budget Summary
Summary of 2018-19 Capital Budgets**
with comparative figures for 2017-18
(thousands of dollars)

Service Ancillary	2018-19	2017-18
Residence	590	1,214
Conference	-	-
Hospitality	882	180
Parking	-	25
Total	1,472	1,419

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SCHEDULE 6

University of Toronto Mississauga
Schedule of 2018-19 Ancillary Rates

	2017-18 \$	2018-19 \$	Increase \$	Increase %	Prior Year Increase %
Parking					
Reserved & CCT Garage (annual)	1,051.16	1,082.69	31.53	3.0%	3.0%
Premium Unreserved (annual - Lots 4,8,9)	750.19	n/a	n/a	n/a	n/a
Unreserved (annual - Lots 4 & 8 only)	725.87	747.65	21.78	3.0%	3.0%
Student Unreserved (sessional - Lots 4 & 8 only)	302.43	311.50	9.07	3.0%	3.0%
Unreserved Afternoon (annual - after 3:30pm)	210.00	220.00	10.00	4.8%	5.6%
Commercial (annual - Lots 4,8,9)	1,216.10	1,252.58	36.48	3.0%	3.0%
Pay & Display (daily maximum) <i>(6:30am to 8:00am next day)</i>	14.00	15.00	1.00	7.1%	-
Pay & Display (evening/weekend) <i>(5:00pm to 8:00am next day)</i>	6.00	6.00	-	-	-
Pay & Display (per half hour) <i>(6:30am to 5:00pm)</i>	2.50	2.50	-	-	-
Pay & Display (per half hour) <i>(weekdays 5:00pm to 8:00am next day; weekends & holidays)</i>	1.00	1.00	-	-	-

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SCHEDULE 6, continued

University of Toronto Mississauga
Schedule of 2018-19 Ancillary Rates

	2017-18 \$	2018-19 \$	Increase \$	Increase %	Prior Year Increase %
Food					
Group A					
Regular+500	4,325	4,500	175	4.0%	n/a
Regular+250	4,075	4,250	175	4.3%	n/a
Regular+100	3,925	4,100	175	4.5%	n/a
Small+500	3,925	4,050	125	3.2%	n/a
Small+250	3,675	3,800	125	3.4%	n/a
Small+100	3,525	3,650	125	3.5%	n/a
Group B					
Regular+500	2,825	2,925	100	3.5%	n/a
Regular+250	2,575	2,675	100	3.9%	n/a
Regular+100	2,425	2,525	100	4.1%	n/a
Small+500	2,500	2,600	100	4.0%	n/a
Small+250	2,250	2,350	100	4.4%	n/a
Small+100	2,100	2,200	100	4.8%	n/a

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SHRL 2018-19 Rates

	Period	2017/18	% Change	2018/19
Undergraduate Student Housing				
Roy Ivor Hall & Erindale Hall	Sept 1 - Apr 30	10,121	4.00%	10,526
Erindale Hall - Double	Sept 1 - Apr 30	6,579	4.00%	6,842
Oscar Peterson Hall	Sept 1 - Apr 30	9,125	9.00%	9,946
MaGrath Valley	Sept 1 - Apr 30	10,121	-1.73%	9,946
MaGrath Valley - Double	Sept 1 - Apr 30	6,579	-1.73%	6,465
Schreiberwood	Sept 1 - Apr 30	9,125	3.75%	9,467
McLuhan Court	Sept 1 - Apr 30	9,125	3.75%	9,467
Putnam Place	Sept 1 - Apr 30	9,125	3.75%	9,467
Leacock Lane	Sept 1 - Apr 30	9,125	3.75%	9,467
Graduate Student Housing				
Schreiberwood - Small Bachelor	Sept 1 - Apr 30	7,992	3.75%	8,292
Schreiberwood - Large Bachelor	Sept 1 - Apr 30	8,400	3.75%	8,715
Medical Student Housing				
Schreiberwood - Small Bachelor	Sept 1 - May 30	8,991	3.75%	9,328
Schreiberwood - Large Bachelor	Sept 1 - May 30	9,450	3.75%	9,804
Family Student Housing - Monthly Rate				
Schreiberwood - 3 bedroom	May 1 - Aug 31	1,588		1,667
Schreiberwood - 3 bedroom	Sept 1 - Apr 30	1,667	3.75%	1,730
Schreiberwood - 4 bedroom	May 1 - Aug 31	1,646		1,728
Schreiberwood - 4 bedroom	Sept 1 - Apr 30	1,728	3.75%	1,793

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Thank You

Motion

Discussion & Questions

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