

UNIVERSITY OF TORONTO

UNIVERSITY OF TORONTO SCARBOROUGH CAMPUS COUNCIL

REPORT NUMBER 3 OF THE CAMPUS AFFAIRS COMMITTEE

January 7, 2014

To the University of Toronto Scarborough Campus Council, University of Toronto Scarborough

Your committee reports that it met on Tuesday, January 7, 2014 at 4:00 p.m. in the Council Chamber, Arts and Administration Building, with the following members present:

Present:

Ms Sue Graham-Nutter (Chair)
Ms Marilyn Kwan (Vice-Chair)
Professor Rick Halpern, Dean and Vice-Principal (Academic)
Mr. Andrew Arifuzzaman, Chief Administrative Officer
Mr. Desmond Pouyat, Dean of Student Affairs
Ms Erin Bradford
Ms Precia Darshan
Dr. Tarun Dewan
Ms Nicole Dionisio
Ms Sarah Fedko
Ms Kathy Fellowes
Mr. Roger Francis
Professor William A. Gough
Ms Hannah Yukari Hori
Professor Ken W.F. Howard
Ms Lydia V.E. Lampers-Wallner
Mr. Tony Rupnaraine
Dr. Effie Sauer
Dr. Zohreb Shahbazi

Professor Lucan Way
Professor Erin L. Webster

Non-Voting Assessors:

Ms Helen Morissette
Ms Kim Richard

Secretariat:

Mr. Louis Charpentier
Ms Amorell Saunders N'Daw
Ms Rena Parsan

Regrets:

Ms Hivin Alarashi
Ms Sara Allain
Professor Jonathan S. Cant
Mr. Ommer Chohan
Ms Nancy Carolyn Lee
Mr. Kevin Ramlal
Mr. Filippo Raso
Professor Stephen G. Reid

In attendance:

Ms Liza Arnason, Director, Student Life

Mr. Gary Pitcher, Director, Campus Safety, Issue and Emergency Management

Ms Michelle Verbrugge, Director, Student Housing and Residence Life

Ms Frances Wdowczyk, Director, Business Development & Special Advisor to the CAO

1. Chair's Remarks

The Chair welcomed members to the first Campus Affairs Committee meeting of the New Year. She reported that she was not able to attend the University Affairs Board meeting on November 19, 2013, but was informed by Acting Secretary, Mr. David Walders, that a Tri-Campus Student Mental Health Framework and Strategy was recommended by the Provostial Advisory Committee on Student Mental Health in order to develop an institutional strategy that supported students with mental health needs.

2. Assessor Reports

The Chair reported that in governance cycles five and six several business items would be brought before the committee for consideration and that the background information to be provided in the Assessors' presentations would provide members with some context for those items. She invited Mr. Andrew Arifuzzaman, Chief Administrative Officer, and Mr. Desmond Pouyat, Dean of Student Affairs, to present their reports.

In his presentation¹, Mr. Arifuzzman addressed the topic of Ancillary Operations in preparation for the Committee's impending consideration of the Ancillary Operating Plan, 2014-2015, at the February 12, 2014 meeting for recommendation to Campus Council. He explained that an Ancillary Operation was funded exclusively by the users of the service, and that the operations must be self-sufficient. The four Ancillary units at UTSC included: Parking Services; Food and Beverage Services; Retail and Conference Services; and, Student Housing Services. Mr. Arifuzzman invited the Director of each Ancillary unit to briefly describe their portfolio and provide highlights.

In his presentation², Mr. Pouyat outlined the budgets that were subject to the Council on Student Services (CSS) process and that would be considered by the Committee at the February 12, 2014 meeting for recommendation to Campus Council. He explained that the CSS was comprised of 32 members, and for budgets to pass they must achieve a majority vote from the 12 student members present at the meeting. The body meets between September and March with a vote on the budgets in January. He indicated that the budgets that were subject to the CSS process included: Student Services Fees; Health and Wellness; and, Athletics and Recreation. Mr. Pouyat

¹See Presentation Attached

² See Presentation Attached

highlighted how the CSS process would occur prior to consideration of the units' operating plans and fees by the Committee and the Campus Council, where previously these plans and fees were considered by the University Affairs Board after CSS. He also emphasized that this process was strongly supported by the UTSC Financial Services team and Departmental and Student Affairs Business Officers.

A member asked whether the proposed budget could be sent back to the Administration for further review, and Mr. Arifuzzaman replied and Mr. Louis Charpentier confirmed by stating that the Committee can approve an item, reject it or refer it back to the administration. A member requested further information regarding the definition of an Ancillary, and Mr. Arifuzzaman responded by explaining that an Ancillary must be self-funded, and should not draw upon the operating budget as defined in the Service Ancillary Review Group (SARG) guidelines. Ms Frances Wdowczyk, Director, Business Development & Special Advisor to the CAO, commented that the Ancillary units had reserve funding to draw upon if necessary. A member asked Mr. Pouyat whether the CSS had a seat for a part-time student, and he replied that there was a seat and that the Scarborough Campus Students' Union (SCSU) chooses the individual.

3. Capital Projects Update

The Chair reminded members that the consideration of project planning reports was an area of responsibility for the Committee as described in the Terms of Reference. She explained that the Committee was considering the R-Wing renovation for recommendation to Campus Council at a future meeting, and invited Mr. Arifuzzaman to provide the Committee with an overview of the UTSC's capital plan and the projects it encompasses.

Mr. Arifuzzaman described the current capital projects on campus and their status: Toronto Pan Am Sports Centre; Environmental Sciences and Chemistry Building; and, the Bladen elevator project. He also discussed future long term projects that included: The Athletics Building Renovation (R-Wing); S-Wing Renovation; a new parking structure; a new residence; a Pedestrian Bridge connecting the north and south campus; and, deferred maintenance projects. He explained the governance approval process for capital projects, and concluded by outlining the components of a project planning report, which were as follows: executive summary; project background; project description; resource implications; and, the recommendation.

CONSENT AGENDA

4. Report of the Previous Meeting: Report 2- November 12, 2013 *(for approval)*

5. Business Arising from the Report of the Previous Meeting

6. Date of the Next Meeting- Wednesday, February 12, 2014, 4:00 p.m. - 6:00 p.m.

On motion duly made, seconded and carried,

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and the item requiring approval be approved.

The Chair reminded members that the next scheduled meeting of the Committee was Wednesday, February 12, 2014 at 4:00 p.m.

7. Other Business

Mr. Arifuzzaman provided the committee with an update on the ice storm power outage that occurred over the holiday break. He reported that emergency power was lost for 20 hours, and that there were flooded areas in the library, art gallery and the Information & Instructional Technology Services office as a result of pipe ruptures. He thanked and congratulated staff who worked throughout the holiday break to resolve the issues.

The Chair reported that the UTSC Campus Council and Committees' nomination election period was open and encouraged members to consider putting their name forward for a seat on the UTSC Campus Council or its Committees.

The meeting adjourned at 5:33 p.m.

Secretary

Chair