



# University of Toronto

OFFICE OF THE VICE-PRESIDENT AND PROVOST

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Architect, OAA

## FOR INFORMATION:

TO: Planning and Budget Committee

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DATE: October 19, 2005 for November 1, 2005

AGENDA ITEM: 5

## ITEM IDENTIFICATION:

Project Planning Committee for the Senior Scholar / Retiree Centre - St George Campus

## JURISDICTIONAL INFORMATION:

Under the *Policy on Capital Planning and Capital Projects*, Section 5.A the membership and terms of reference of Project Committees shall be reported to the Planning and Budget Committee.

## BACKGROUND INFORMATION:

The *Agreement between the Governing Council of the University of Toronto and the University of Toronto Faculty Association on Retirement Matters* was approved by Governing Council on April 13, 2005. As part of the agreement, the University committed to establishing Senior Scholars / Retiree Centres on all three of its campuses. These Centres will develop and administer a range of programs and facilities to support retired Faculty Members and Librarians in continuing their intellectual activities and to retain their connection with the University. The *Statement of Commitment to Retired Faculty and Librarians*, approved by Governing Council on June 29<sup>th</sup> 2005 states that Retired Faculty Members and Librarians should have reasonable access to shared office space at the University allowing for desk space, mail, e-mail, a networked computer and lockable filing cabinets. In the event that there is not space available within the retiree's department or college, these facilities may be provided in the Senior Scholar / Retiree Centres.

## **PROPOSED COMMITTEE MEMBERSHIP:**

Professor Edith Hillan, Vice Provost Academic (Co-Chair)  
Ms Elizabeth Sisam, Assistant Vice President Space and Facilities Planning (Co-Chair)  
Dr Sara-Jane Finlay, Director of Faculty Renewal  
Professor David Cook, Principal, Victoria College  
Professor Brian Corman, Chair, Department of English, Faculty of Arts & Science  
Professor Esme Fuller-Thomson, Faculty of Social Work  
Professor Wayne Hindmarsh, Faculty of Pharmacy  
Ms Leanne Pepper, Manager, Faculty Club  
Professor Tom Alloway, UTM, VP (Salaries, Benefits & Pensions) UTFA  
Professor Douglas Creelman, President RALUT  
Professor Lino Grima, RALUT Executive Member  
Professor Allan Jacobs, Retired faculty member UTSC  
Professor Peter Russell, Executive Member RALUT, Council Member UTFA  
Mr. David Bateman, Treasurer, Graduate Student Union

## **Principles:**

1. Requests for the allocation of resources for retired faculty will be considered in accordance with existing policies and in the context of balancing competing needs, giving priority to the University's objectives as outlined in its strategic plans.
2. The provision of office space will comply with the Policy on Assignment and Usage of Academic Offices.

## **Terms of Reference:**

1. Determine the most appropriate model for Senior Scholar / Retiree Centres at the University of Toronto.
2. Propose an appropriate management and reporting structure for the Centres.
3. Determine the range of functions and facilities to be provided.
4. Recommend space programs to accommodate Senior Scholar / Retiree Centres on each of the University's three campuses that are in compliance with the Council of Ontario Universities and the University of Toronto's space standards.
5. Provide a Total Project Cost estimate to include all equipment, and furnishings for each Centre.
6. Identify the operating costs, including building maintenance and operations, and support services required for each Centre.
7. Identify the source of funding for capital improvements and to support the ongoing activities of the Centres.
8. Report by 30<sup>th</sup> March 2006.