

**UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL  
REPORT NUMBER 24 OF THE CAMPUS AFFAIRS COMMITTEE**

**SEPTEMBER 14, 2017**

To the Campus Council,  
University of Toronto Mississauga

Your Committee reports that it held a meeting on September 14, 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 Steven Short, Vice-Chair  
Professor Ulrich Krull, Vice-President &  
Principal  
Mr. Atif Abdullah  
Professor Lee Bailey  
Mr. Arjan Banerjee  
Mr. Arthur Birkenbergs  
Professor Elspeth Brown  
Professor Gary Crawford  
Professor Amrita Daniere, Vice-Principal  
Academic and Dean  
Mr. Paul Donoghue, Chief Administrative  
Officer  
Mr. Dario Di Censo  
Mr. Mark Overton, Dean of Student Affairs  
Mr. James Parker  
Professor Judith Poë  
Ms Noor Rahmeh  
Professor Chester Scoville  
Mr. Andy Semine  
Ms Amber Shoebridge  
Professor Jumi Shin  
Ms Joanna Szurmak  
Professor Gerhard Trippen  
Ms Mariana Villada Rivera

**Non-Voting Assessors:**

Ms Christine Capewell, Director, Business  
Services  
Ms Andrea Carter, Assistant Dean, Student  
Wellness, Support & Success  
Ms Stepanka Elias, Director, Operations, Design  
& Construction  
Mr. Dale Mullings, Assistant Dean, Students and  
International Initiatives

**Regrets:**

Shelley Hawrychuk  
Mr. Nykolaj Kuryluk  
Mr. Hans van Monsjou  
Ms Sue Prior  
Professor Anthony Wensley

**In Attendance:**

Ms Susan Senese, Director I&ITS

**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 first meeting of the Campus Affairs Committee for the 2017-18 academic year. He introduced Professor Ulrich Krull, Vice-President and Principal; and the Committee's voting assessors, Professor Amrita Daniere, Vice-Principal Academic and Dean, Mr. Paul Donoghue, the Chief Administrative Officer and Mr. Mark Overton, the Dean of Student Affairs. The Chair advised members that Mr. Paul Donoghue would be retiring by the end of the month and that Ms Susan Senese would be welcomed as the Interim Chief Administrative Officer beginning October 1<sup>st</sup>. The Committee's non-voting assessors were

also introduced: Ms. Christine Capewell, Director of Business Services, Ms Andrea Carter, Assistant Dean, Student Wellness, Support & Success, Ms Stepanka Elias, Director, Operations, Design & Construction, Facilities Management & Planning, and Mr. Dale Mullings, Assistant Dean, Students and International Initiatives.

## 2. Orientation

The Chair and Ms Cindy Ferencz-Hammond, Director of Governance, UTM and Assistant Secretary of the Governing Council presented Orientation material to members, who were also directed to Orientation Resources available on the Office of the Campus Council website. The Chair explained that the Committee would oversee matters that directly relate to the quality of student and campus life. He also gave an overview of the difference between the role of governance and administration, and talked about the roles and responsibilities of members. At the invitation of the Chair, Mr. Paul Donoghue, Chief Administrative Officer, Professor Amrita Daniere, Vice-Principal Academic and Dean, and Mr. Mark Overton, Dean of Student Affairs provided an overview of their portfolios and their priorities for 2017-18.

## 3. Capital Project: W.G. Davis Building Renovation – Phase 2 (Meeting Place)

The Chair advised members that the Committee considered project planning reports and recommended to the UTM Campus Council approval in principle of such projects as was determined by the *Policy on Capital Planning and Capital Projects*, in this case for capital projects at UTM exceeding \$20 million (Approval Level 3). The Chair reminded members that non-financial aspects of the project planning reports were considered in *open session* and financial aspects including overall costs and amounts derived from various sources were considered *in camera*. The Chair invited Mr. Donoghue to present<sup>1</sup> the item.

Mr. Donoghue informed the Committee that the project had been first proposed in 2006, and the first phase in a multi-phase approach had been completed. He noted that after the completion of the third floor renovations in the Davis building, more pressing needs for space and newly available government funding required that the remainder of the revitalization project be shelved for other priorities. Mr. Donoghue informed members that the Project Planning Committee had completed its report in March, 2017 and that the Committee membership included administrative staff, faculty and student constituencies. The renovation would include the re-configuration of the main entrance, elevation of the adjacent inner ring road and drop off area, an increase in the seating capacity from 400 to 900 seats and the development of permanent food court. Mr. Donoghue presented<sup>2</sup> a series of architectural renderings to the Committee including an overview of the phased approach for the proposed project.

In response to a member's question, Mr. Donoghue noted that an accessibility specialist consulted on the project and the design of the front entrance, which would include an extremely low grade, reduced slope, instead of a ramp.

A member inquired into food vendor locations and Mr. Donoghue advised that there were 10 outlets proposed with a selection of branded and non-branded locations. He added that certain food outlets had not been incorporated in the current Temporary Food Court due to ventilation restrictions, but that the permanent food court would allow for greater variety. Mr. Donoghue added that the Hospitality and Retail Services website would post updated information for the UTM community regarding food outlet hours and any service disruptions.

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<sup>1</sup> A copy of the presentation is attached as Attachment A.

<sup>2</sup> A copy of the presentation is attached as Attachment B.

In response to a member's question about whether there would be an increase in the number of and in the variety of washroom locations, Mr. Donoghue advised that the planning committee was currently working to address this issue and that the new space would be a vast improvement on the current situation. He added however that there were challenges related to the physical limitations and code requirements of the building.

A member inquired into what steps were being taken in order to limit construction noise disruption during class times. Mr. Donoghue advised that the Facilities, Management & Planning department had a plan in place to mitigate noise, but noted that there would be limitations to what could be done within the constraints of the budget, since construction solely outside of class hours would result in delays and greatly increased costs. In response to another member's question regarding the size of the front drop off area, Mr. Donoghue explained that the elevation of the Inner Circle Road and drop-off area would be raised about 5 feet, but that the overall area would remain the same size. He explained that there had been initial discussions regarding an outdoor renovation that would include the drop off transit area, however that could not be accommodated within the existing budget.

A member commended the project and suggested that memorabilia and floor tiles from the renovation be salvaged and auctioned off to alumni, Mr. Donoghue noted he would refer this idea to the Office of Advancement for consideration.

A member expressed enthusiasm for the project, noting that the existing space was not welcoming and that this project represented a wonderful development opportunity for the entire campus.

On motion duly moved, seconded, and carried

#### YOUR COMMITTEE RECOMMENDED

THAT the Project Planning Committee Report for the W.G. Davis Building Renovation – Phase 2 (Meeting Place) at the University of Toronto Mississauga dated August 25, 2017, be approved in principle; and,

THAT the project scope for the W.G. Davis Building Renovation – Phase 2 (Meeting Place) totaling 2,490 net assignable square metres (nasm) or 3,618 gross square metres (gsm)) be approved in principle, to be funded by UTM Capital Reserves derived from Operating and the Food Services Ancillary.

#### **4. Establishment of an Extra Departmental Unit C (EDU: C): Centre for Urban Environments (CUE)**

The Chair invited Professor Amrita Daniere to speak to the item. Professor Daniere advised members that the proposal was to establish an Extra Departmental Unit (EDU): C – Centre for Urban Environments (CUE) and explained that such EDUs were organized around emerging research and teaching areas that spanned disciplines, but did not register students. The proposed CUE would address urban environmental challenges by supporting research, collaborations, training, teaching and outreach missions and build on existing strengths at UTM, in particular the depth and breadth of talent in urban environmental studies among faculty in the Departments of Anthropology, Biology, Geography, and Political Science. Professor Daniere also noted that CUE was well aligned with the strategic goals of the University as it addressed the President's three priorities and complemented the principles identified in the UTM Vision statement. Wide consultation had been sought during the development of CUE. Faculty from the Departments of Anthropology, Biology, Geography, and Political Science at UTM as well as the Munk School of Global Affairs at UofT St. George and the MScSM Program at UTM were involved in the development of this proposal. In addition, Directors of EDUs and

Programs with an overlapping focus were consulted. Professor Daniere noted that all feedback received had been addressed and incorporated into the final proposal.

In response to a question about how the proposed EDU-C would be supported through baseline funding for faculty to teach core courses, Professor Daniere clarified there would be no courses associated with the EDU-C, but that if there was student demand for related courses and programming, her Office would consider this for future program development. Professor Marc Johnson added there was enthusiasm and discussion around the potential for the CUE to contribute to the existing Geography program through the addition of a Minor in Environmental Studies and that this would capitalize on recent hires.

A member asked what would be the benefit of an EDU-C for undergraduate students. Professor Johnson advised that there would be research opportunities, seminars and symposiums in which undergraduate students could participate.

Members noted their support and enthusiasm for the proposed item.

On motion duly moved, seconded, and carried

#### **YOUR COMMITTEE RECOMMENDED**

THAT the proposed establishment of the Centre for Urban Environments (CUE) as an Extra Departmental Unit C (EDU:C), dated April 2, 2017, be approved, effective January 1, 2018.

#### **5. Calendar of Business, 2017-18**

The Chair referred members to the Calendar of Business, and advised that the document would be updated on the Office of the Campus Council website every Friday; he encouraged members to review the Calendar on a regular basis and consult with the Secretariat if they had any questions about forthcoming items.

#### **6. Assessor's Report**

The Chair invited Mr. Donoghue to present an update to members on campus activities over the summer semester. He provided an update on capital project and renovation projects including North Phase 2, Strategic Infrastructure Fund (SIF) projects as well as classroom renovations in the Davis Building and the Kaneff Centre. He noted that the SIF projects had been very challenging; however the Facilities Management Planning team had done an excellent job to ensure that they remained on time and on budget.

In addition, Mr. Donoghue highlighted recent initiatives in the Information & Instructional Technology Services (I&ITS) division, including a significant push for security initiatives that led to a security audit completed by KPMG and assisted by Internal Audit. The recommendations from the audit included increased staff training and mandatory sessions on information security, which would be rolled out to staff, starting with the Professional Managerial group during the next several months. He also noted that a new data centre had been opened in Deerfield Hall and that a new service ticket system which had successfully been launched by I&ITS, was now being adapted for the Facilities, Management & Planning team.

#### **CONSENT AGENDA**

On motion duly moved, seconded, and carried

#### **YOUR COMMITTEE APPROVED**

THAT the consent agenda be adopted and that Item 8 - Report of the Previous Meeting, be approved.

**7. Report on Capital Projects** – as at September 1, 2017

**8. Report of the Previous Meeting:** Report 23 – April 24, 2017

Report number 23, dated April 24, 2017 was approved.

**9. Business Arising from the Report of the Previous Meeting**

**10. Date of Next Meeting** – October 31, 2017 at 4:10 p.m.

**11. Other Business**

The Chair noted to members that this was to be Mr. Paul Donoghue's last governance meeting prior to his retirement. He recognized Mr. Paul Donoghue for his contributions to governance through his role as Chief Administrative Officer and congratulated him on his retirement. The Chair noted that Mr. Donoghue had been instrumental in shaping the UTM campus and had been one of UTM's most ardent champions. On behalf of the Committee and the entire community, the Chair expressed gratitude for sharing his expertise and time with the community over his years of service to UTM and over the past four years to the Campus Affairs Committee. He thanked him for his significant contributions to the beauty of the UTM campus.

Professor Krull noted that he had the opportunity to work with Mr. Donoghue in many roles and commended him on his ability to manage one of the largest portfolios that touched every aspect of UTM. Professor Krull stated that Mr. Donoghue had always been able to build excellent teams and was a true professional. He noted that Mr. Donoghue's tenure at UTM was punctuated by an era of growth, whose projects were known for always being on time and on budget. He added that Mr. Donoghue was leaving behind a legacy not only of buildings but of skilled professionals through his astute hiring and careful mentorship.

There were no other items of other business.

**IN CAMERA SESSION**

The Committee moved *in camera*.

**12. Capital Project: W.G. Davis Building Renovation – Phase 2 (Meeting Place) – Total Project Cost and Sources of Funding**

On motion duly moved, seconded, and carried,

YOUR COMMITTEE RECOMMENDS,

THAT the recommendation regarding the Capital Project: W.G. Davis Building Renovation – Phase 2 (Meeting Place) – Total Project Cost and Sources of Funding contained in the memorandum from Mr. Paul Donoghue, Chief Administrative Officer, UTM, dated September 5, 2017, be approved.

The meeting adjourned at 6:07 p.m.

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Secretary  
September 20, 2017

Chair

**University of Toronto Mississauga  
Campus Affairs Committee  
September 14, 2017 - Orientation**



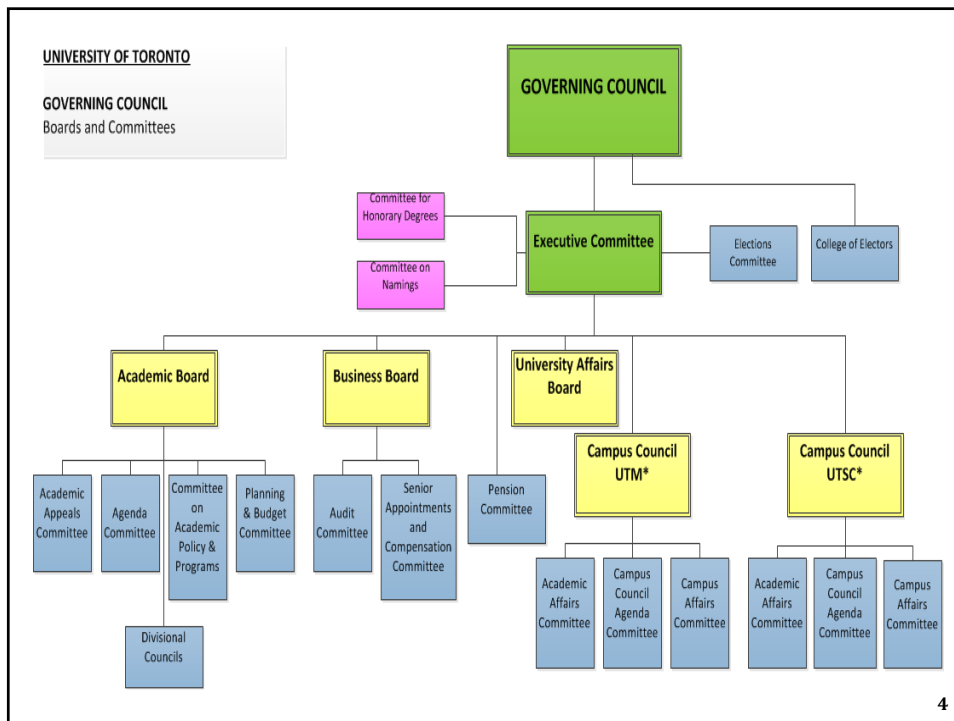
## **Agenda**

- The role of governance
- Who are we?
- What does the Assessors do?
- What do we do?
- What's expected of us?
- Types of items for consideration
- Decisions
- Resources

# Role of Governance & Administration



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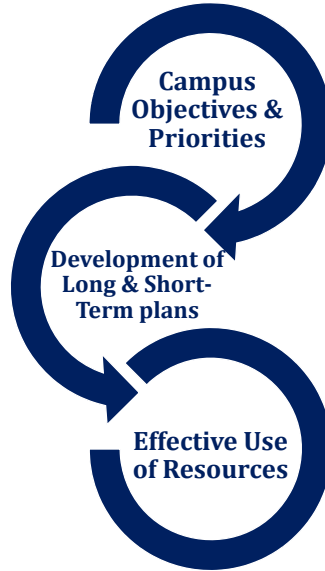


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## Mandate of the Campus Affairs Committee

On behalf of  
Campus Council,  
exercise  
governance  
oversight over  
matters that  
directly concern  
the quality of  
student and  
campus life



5

## 34 Members

9 Teaching Staff	7 Students
6 <i>Ex officio</i>	4 Administrative Staff
4 Community	1 Librarian

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## Expectations of Members

Diligence

Honesty

Good Faith

Confidentiality

Best Interests of the University

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## Assessors [voting]



**Mr. Paul Donoghue** CAO  
**Ms Susan Senese, Interim**  
**CAO (Oct. 1 - June 30)**  
[voting]



**Professor Amrita Daniere**  
Vice-Principal, Academic & Dean  
[voting]



**Mr. Mark Overton**  
Dean of Student Affairs  
[voting]

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# Assessors [non-voting]

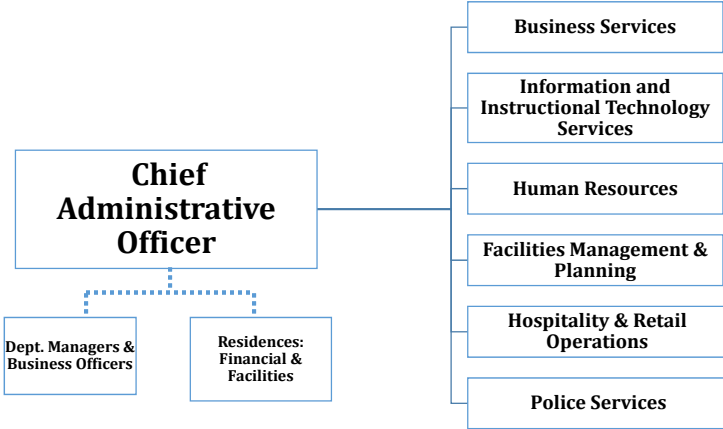
**Ms Christine Capewell**  
Director, Business Services

**Ms Andrea Carter**  
Asst. Dean, Student Wellness, Support & Success

**Ms Stepanka Elias**  
Director, Operations, Design & Construction

**Mr. Dale Mullings**  
Asst. Dean, Students & International Initiatives

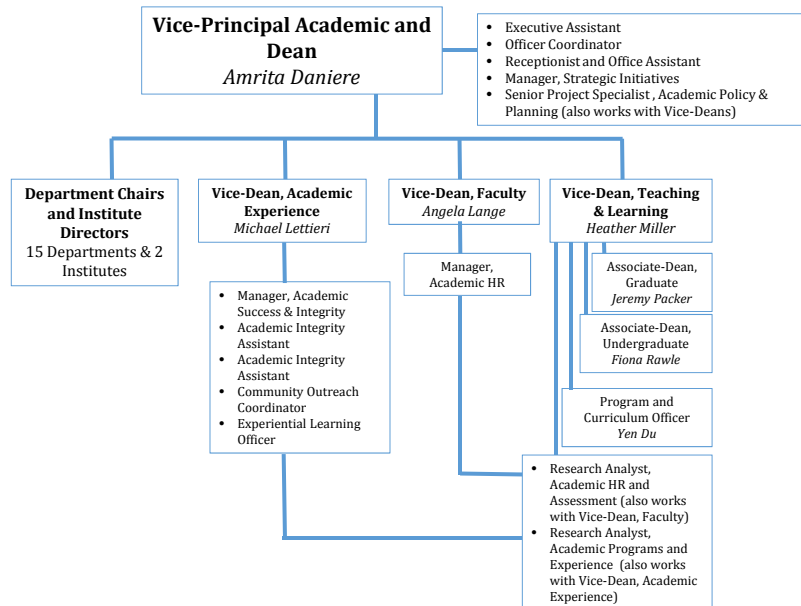
# Administrative Structure: Office of the CAO



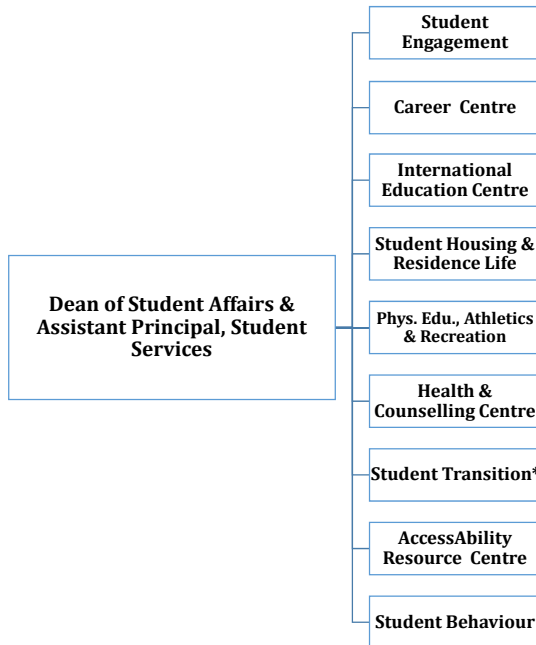
## CAO Priorities 2017-18

1. **Financial planning in support of priorities within the Academic Plan – Implementation Plan**
2. **Continued development of Information & Instructional Technology Services (I&ITS)**
  - Security
  - Network
  - High Performance Computing (Research support)
3. **Focus on Service-First enhancements for all administrative areas**
4. **Capital Projects**
  - Completion of SIF (research)
  - North2 Completion (August, 2018)
  - Davis Revitalization
  - Classroom upgrades (continuing)
  - Robotics Facility (planning/design/construction)
  - Outdoor Athletics (planning)
  - Science Building (design/construction)
  - Modular office buildings (design/construction)
  - Residences (continue renovations phase of longer term plan)
  - Student Services Plaza (planning/post-Meeting Place construction)
  - Arts & Culture Building (pre-planning consultations)

## Administrative Structure: Office of the Dean



## Administrative Structure: Student Affairs



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## Types of Items for consideration

### Consider for recommendation

Capital Projects

Compulsory Non-Academic Incidental Fees (student service fees)

Ancillary Budgets (food, residence, parking, conference)

### Oversight & Advice (items for info)

Policies (new and revisions)

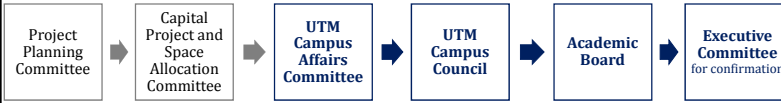
Operating Budget

Strategic Topics

1

# Approval of Capital Projects

## Level 2 (\$5 - 20 million)



## Level 3 (> \$20 million)



## Execution of Project/Borrowing



# Decisions



- Approve (occasionally clarified or amended)
- Reject
- Referred back to the administration with advice.
- Withdrawn by the administration.

## Member Resources

- <http://uoft.me/OrientationUTM201718>
- Available on the portal as well as the website – Resources section

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## Questions?

**Contact: Chair and Secretary**  
**[Council.utm@utoronto.ca](mailto:Council.utm@utoronto.ca)**

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# Davis 2: Meeting Place Re-vitalization

UTM Campus Affairs Committee  
September 14, 2017

“Tired” is an understatement





**“Tired” is an understatement**



**“Tired” is an understatement**



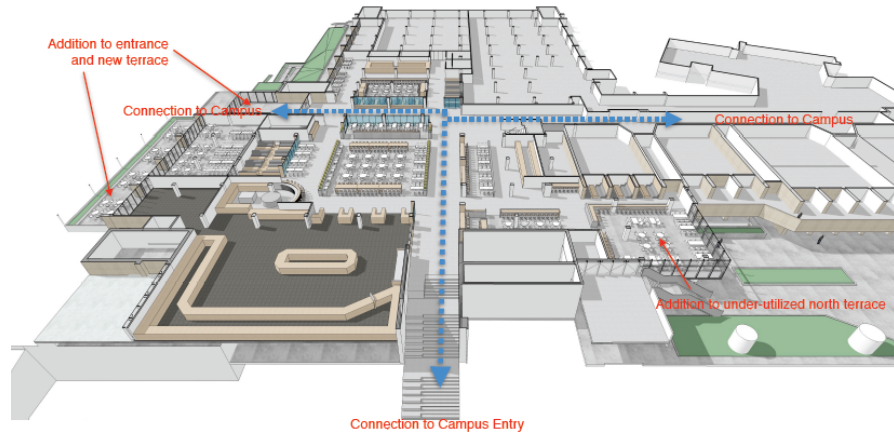
## Project Planning Committee

Paul Donoghue	CAO (UTM) (Co-Chair)
Stepanka Elias	Director, Operations, Design & Construction (UTM) (Co-Chair)
Christine Burke	Director, Campus and Facilities Planning, UPDC
Sarah Hinves	Senior Planner, Campus and Facilities Planning, UPDC
George Phelps	Director, Project Development, University Planning, Design & Construction
Nour Alideeb	Undergraduate Student; President, UTMSU
Marise Hopkins	Undergraduate Student; VP External, UTMSU
Sasha Weiditch	President, UTMAGS
Emily Kim	Undergraduate Student, Student/Resident Student Dining Committee
Jessica Latocha	Undergraduate Student, Student/Resident Student Dining Committee
Pierre Desrochers	Faculty, Department of Geography (UTM)
Lee Bailey	Faculty, Department of Economics (UTM)
Vicky Jezierski	Director, Hospitality & Retail Operations (HRO) (UTM)
Andrea DeVito	Assistant Director, Retail Services & Administration, HRO (UTM)
Sabrina Coccagne	Assistant Director, Conference & Events Services, HRO (UTM)
Anuar Rodrigues	Research Analyst, Office of the Dean (UTM)
Beth Spilchuk	Administrator, Residence Operations, Student Housing & Residence Life
Mark Overton	Dean, Student Affairs (UTM)
Yan Tam-Seguine	Project Manager, Special Projects, Student Affairs (UTM)
Rob Messacar	Manager, Campus Police Services (UTM)
Luke Barber	Manager, IT Solutions & Risk Management, I&ITS (UTM)
Carmen Brown	Administrative Assistant, FMP (UTM) (Committee Secretary)
Gregory Karavelis	Senior Facilities Planner, FMP (UTM)
Paull Goldsmith	Executive Director, FMP (UTM)
William Yasui	Assistant Director, Planning, Design & Construction, FMP (UTM)

## Davis 2: Meeting Place Re-vitalization

- First proposed: 2006
- Project Planning full committee: 13 meetings; plus numerous topic-specific working group meetings
- The Campus' "Living Room"
- Renovate: 1,922 nasm (2,814 gross square meters)
- Additional: 568 nasm (804 gsm) + outdoor terrace
- Re-configuration of main entrance and elevation of adjacent Inner Ring Road/drop-off area
- Seating Capacity from about 400 to over **900**
- Permanent Food Court
- Project cost and sources of funds; In-Camera

## Proposed Design



## Canopy and Large Glass Vestibule/Entrance

- Integration of trellis with existing building
- Integration of new massing with existing building



Original Architects: A.D. Margison & Raymond Moriyama

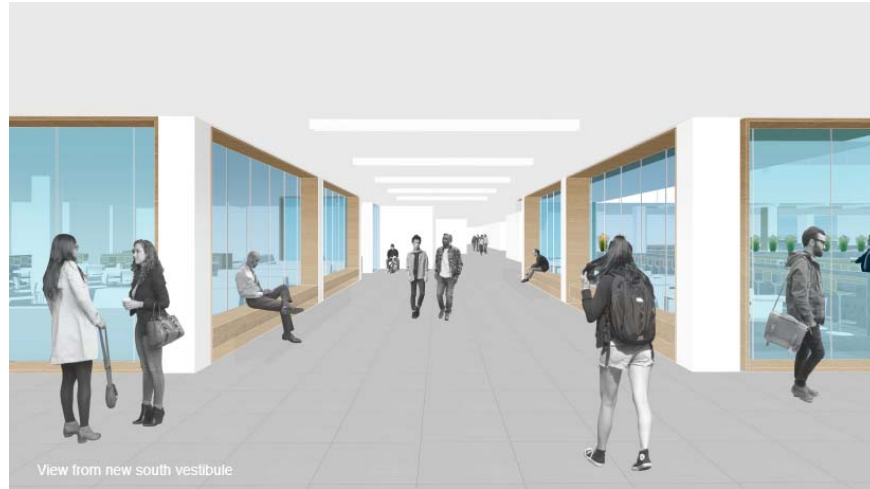
## Barrier Free Entrance



## Vestibule



## View from Vestibule



## Interior with Flexible Layout



Ignore furniture style: for illustrative purposes only.

## Interior: View from 3<sup>rd</sup> Floor



Ignore furniture style: for illustrative purposes only.

## Interior



## Rear Addition

- Integration of new massing with existing building



## Interior View of Rear Addition



## Previously Office of the Registrar



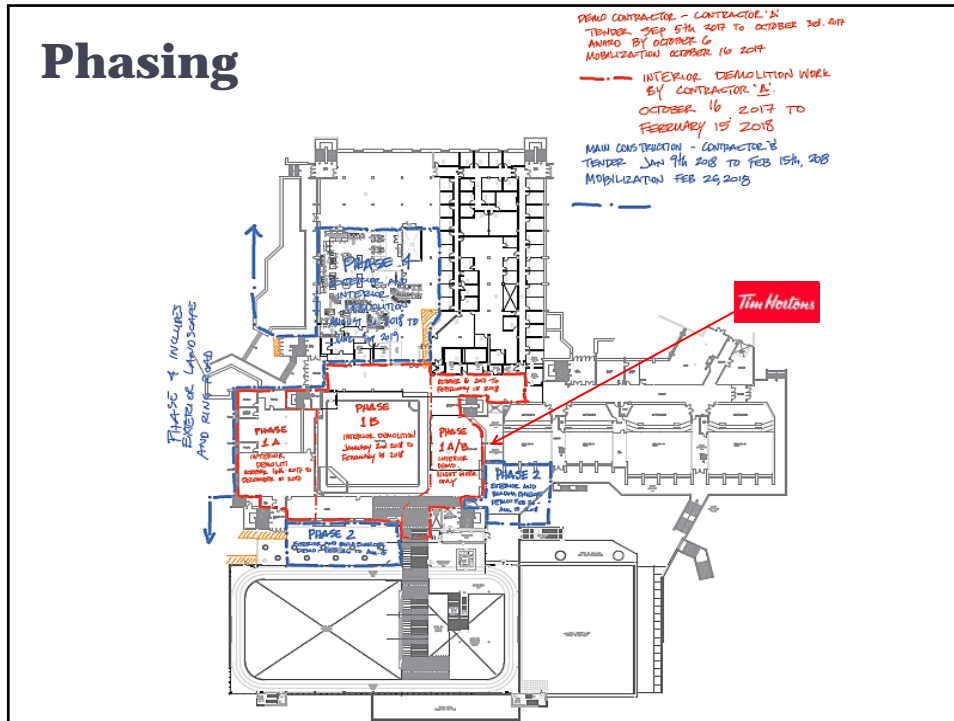
View of new south meeting space with exterior seating beyond

## Schedule

- Design Development August, 2017
- Construction Documents December, 2017
- Governing Council Approval October 26, 2017
- Tender and Award Completion February, 2018
- Construction Start March, 2018
- Substantial Completion June, 2019
- Full operational occupancy August, 2019



# Phasing



## Motion

Be It Recommended

THAT the Project Planning Committee Report for the W.G. Davis Building Renovation – Phase 2 (Meeting Place) at the University of Toronto Mississauga dated August 25, 2017, be approved in principle; and,

THAT the project scope for the W.G. Davis Building Renovation – Phase 2 (Meeting Place) totaling 2,490 net assignable square metres (nasm) or 3,618 gross square metres (gsm)) be approved in principle, to be funded by UTM Capital Reserves derived from Operating and the Food Services Ancillary.

# What We Did On Your Summer Vacation

[FMP & I&ITS]



## North 2 → On-Budget; On-Time; August 2018

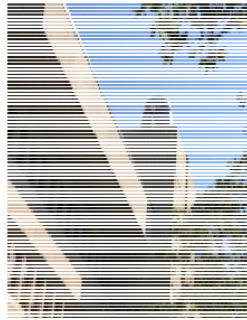


## **SIF Projects**

### **Glamorous? No – Critical? Yes**

**Total TPC: \$17.1m SIF Funds: \$ 7.6m**

1. **Research Labs: 1<sup>st</sup> Floor** (98% complete – occupancy October 2017)
2. **Research Labs: 3<sup>rd</sup> Floor** (phase A - 100% done and occupied, Phase B – completion February 2017)
3. **Back-up Power** (60% complete – completion December 2017)
4. **Electrical Distribution Network/Retrofit** (70% complete – completion December 2017)
5. **Major HVAC Retrofit** (80% complete – completion December 2017)
6. **Fume Hood Replacements** (70% complete – completion November 2017)





FM Lab retrofit

- Fume hood replacement
- New ductwork installation

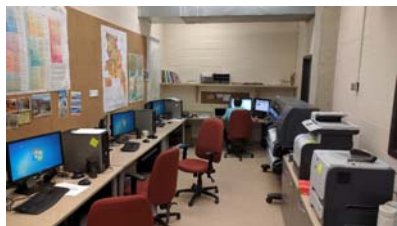


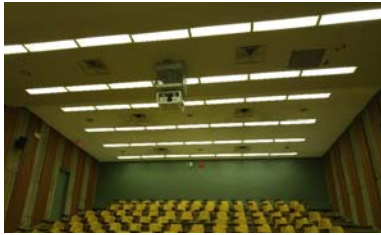
New electrical conduits  
from CUP to labs

Building wide  
normal and  
backup power  
retrofit

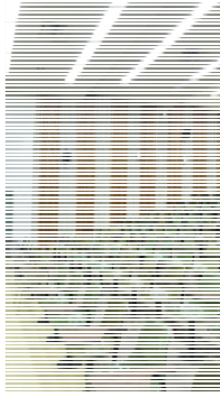


**W.G. Davis 3<sup>rd</sup> floor DV3017**  
Construction of fume hood intense organic chemistry labs





**Classroom renos:  
KN137, DV2080 & DV2080**



- New seating
- Continuous tables
- State of the art AV&IT
- HVAC retrofit

## **W.G. Davis 3<sup>rd</sup> floor Corridor Reno**

Graduate student study  
space



## **Information Technology Security Initiatives**

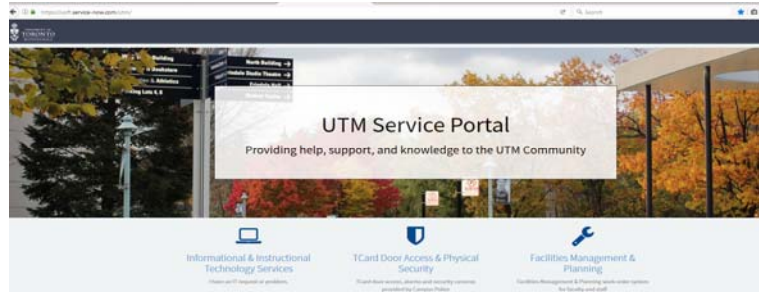
- Next Generation Firewall for UTM Data Centres
- Revamped automated Managed Desktop Service
- Procured new Backup solution
- New Door Access Control system - Campus Police
- KPMG IT Security Audit
- Launching IT Security Training

## **IT Solutions & Systems Administration**

- New Deerfield Hall Data Centre outfitted and online!
- UTM High Performance Computing Project supporting researchers launching October



# Customer Service / Service Desk



- 5,987 tickets (Incidents, Requests, Change) handled May 1 – Aug 31
- Revamped Customer Service Portal – IT, Door Access, Facilities services

## Questions?

