

# UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL

MARCH 5, 2015

MINUTES OF THE MEETING OF THE CAMPUS COUNCIL held on March 5, 2015 at 4:10 p.m. in the Council Chambers, William G. Davis Building, University of Toronto Mississauga.

Mr. John Switzer, Chair  
Professor Hugh Gunz, Vice-Chair  
Professor Deep Saini, Vice-President & Principal  
Ms Kelly Akers  
Mr. Lee Bailey  
Mr. Jeff Collins  
Ms Sara da Silva  
Mr. Simon Gilmartin  
Ms Paula Hannaford  
Ms Megan Jamieson  
Dr. Rav Kumar  
Professor Angela Lange  
Mr. Sheldon Leiba  
Dr. Joseph Leydon  
Ms Alice Li  
Mr. Leonard Lyn  
Ms Mariam Munawar  
Ms Judith Poë

Mr. Glenn Thompson  
Mr. Douglas Varty

**Non-Voting Assessors:**

Professor Amy Mullin, Vice-Principal Academic  
& Dean  
Mr. Paul Donoghue, Chief Administrative Officer

**Regrets:**

Mr. Nabil Arif  
Mr. Kevin Golding  
Mr. Nykolaj Kuryluk  
Mr. David Szwarc

**In Attendance:**

Mr. Hassan Havili, President, UTMSU  
Ms Menna Elnaka, The Medium  
Mr. Mark Overton, Dean, Student Affairs  
Ms Stacey-Lynn Paiva, President, UTMAGS

**Secretariat:**

Mr. Louis Charpentier, Secretary of the Governing Council  
Ms Cindy Ferencz Hammond, Director of Governance  
Ms Mariam Ali, Committee Secretary

The meeting began *in camera*.

**1. Appointments to the 2015 UTM Nominating Committee**

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED,

THAT Professor Angela Lange (teaching staff member of the Campus Council) and Ms Sara da Silva (student member of the Campus Council) be appointed to serve on the Agenda Committee when the Committee serves as a Nominating Committee of the UTM Campus Council.

The Committee moved into open session.

**2. Chair's Remarks**

The Chair welcomed members and guests to the meeting and congratulated Professor Lange and Ms da Silva on their appointments to the Nominating Committee. Referring to the previous meeting speaking requests, the Chair noted that

due to a technical error the speaking requests that were submitted were not received. He noted that the technical issue had been immediately resolved and reminded members that despite the technical problem a speaking request had been granted from the floor. The Chair also reported that the results of the 2015 Elections for the UTM Campus Council and Campus Affairs Committee for the teaching staff constituency were announced and posted on the Office of the Campus Council website on February 27, 2015. The Chair congratulated those teaching staff members who had been elected. The Chair also congratulated Professor Deep Saini, Vice-President & Principal on his re-appointment for a five-year term over five and a half years, effective July 1, 2015 and continuing to December 31, 2020.

### 3. Report of the Vice-President & Principal

Professor Saini thanked the Chair for his comments, and thanked the members of senior administration who had been essential to the success achieved during his first term. He advised members that at the end of his current term, he would take an administrative leave for a period of six months. An Interim Vice-President & Principal would be appointed and nominations would be sought shortly. Professor Saini added that the primary focus of his leave would be on triggering a re-visioning of UTM. Professor Saini advised that he would reach out to many in the UTM community in order to consult on the re-visioning, which would result in a broad strategic plan. He added that time-sensitive and significant matters would still remain within his purview while on leave.

Professor Saini briefly commented on the strike, and noted that as expected there had been operational impacts and that the administration would continue to work on these challenges. He clarified for members that the change in pick up and drop off locations was at the request of Mississauga Transit, as transit agencies will not allow their vehicles to cross picket lines.

As part of his highlight on student organizations, Professor Saini invited the UTM Association of Graduate Students (UTMAGS) and the UTM Student Union (UTMSU) to provide members with an overview of their organizations. Mr. Hassan Havili, President, UTMSU informed members of the three pillars of the Student Union, which included *Campaigns, Events* and *Services*. He stated that UTMSU worked towards information gathering and consultation with students, which was then forwarded to administration and governance. Mr. Havili noted that several campaigns were in place to raise awareness on issues such as tuition fees, ancillary fees and compulsory non-academic incidental fees, as well as student representation on governance bodies. He noted in particular, that successful campaigns included the new heated bus shelters and the sponsorship of a refugee student from the World University Service of Canada (WUSC) Student Refugee program. Mr. Havili stated that UTMSU was currently lobbying the Cities of Brampton and Oakville regarding enhancement in transit services to UTM. Other services included the UPASS, Blind Duck Pub and the multitude of services offered at the Student Centre to student societies. Mr. Havili also highlighted key events for members, such as Orientation week.

Ms Stacey-Lynn Paiva, President, UTMAGS, informed members<sup>1</sup> that the Association represented all graduate and professional masters students at UTM, with a direct link to the Graduate Student Union (GSU) at St. George Campus. Their involvement in governance included graduate student representation on advisory Committees and bodies as well as Campus Council and its Standing Committees. Ms Paiva advised Council of the collaboration between UTMAGS and the office of the Vice-Dean, Graduate which had resulted in the first research colloquium, as well as workshops for skill development. The Association held several social events throughout the year which included the Annual Orientation Dinner, monthly breakfasts, Halloween lunch, a Christmas Fundraising party and a winter retreat. Ms Paiva noted an exciting development for the Association this upcoming year was a new location for the Grad Lounge, in the Fireside Lounge on the main floor of the Davis Building.

A member inquired how both organizations interact with the external community. Mr. Havili discussed examples such as fundraising for community organizations during Orientation Week, as well as forwarding external volunteer opportunities to the student body. Ms Paiva advised that the Grad Lounge was shared with *Let's Talk Science*, a non-profit charity which strives to improve science literacy through educational programs, research and advocacy. These are based on community learning, and many graduate students had become involved in these initiatives.

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

A member asked whether the two organizations created awareness throughout the student body regarding the role of the UTM Campus Council and its Standing Committees. Mr. Havili responded that updates on student issues were regularly provided at monthly board meetings and the annual general meeting, and that students were encouraged to engage in the elections process. Ms Paiva stated that it is mandatory for the Association to hold a meeting each year which would then disseminate information to all graduate students regarding governance bodies on campus.

In response to a member's question, Mr. Havili and Ms Paiva described initiatives to create awareness towards accessibility on campus. Mr. Havili also noted the Student Centre had recently undergone an Accessibility Review and was currently working towards the implementation of recommendations from this report. Mr. Mark Overton, Dean of Student Affairs, noted that the two organizations have been very involved in mental health support, by providing training to student leaders and members and as referrals to services on campus.

A member asked the two presenters to state their top concerns based on their extensive peer consultation. Mr. Havili noted that his organizations concerns included food services on campus, study space and recently, the strike. Ms Paiva agreed that the strike was a primary concern for many graduate students as well as food on campus. She added the need for access to professional development was also a key issue for graduate students.

#### **4. Compulsory Non-Academic Incidental Fees - Student Society Fees: UTM Student Society Proposals for Fee Increases**

The Chair reminded members that Council was responsible for considering compulsory non-academic incidental fees for representative student committees and divisional student societies. 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* and guidelines noting thresholds that require the support of student referenda. On behalf of the Campus Affairs Committee, Dr. Joseph Leydon advised members that the committee recommended this item for approval at its meeting on February 12, 2015.

The Chair invited Mr. Overton to provide a brief presentation<sup>2</sup>. Mr. Overton explained that membership in student societies was automatic and based on registration, and listed the student societies at UTM.

In response to a member's question, Mr. Hassan Havili, President, UTMSU explained that the bulk of its proposed increase was due to the 9 % cost increase for the Mississauga Transit U-Pass as required by the contracts negotiated with the City of Mississauga. Upon follow up from another member, Mr. Havili explained that there were two contracts with the City of Mississauga, one that covered the U-Pass for summer, and one for fall and winter.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED,

THAT subject to confirmation by the Executive Committee,

THAT beginning in the Summer 2015 session, the Erindale College Student Union (operating as the University of Toronto Mississauga Students' Union, UTMSU) fee be increased as follows: (a) an increase of \$10.08 per session (\$10.08 part-time) (Summer Session only) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2015 session, the UTMSU fee be increased as follows: (a) an increase of \$0.26 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 (\$0.01 part-time) in the Food Bank portion of the fee; (e) an increase of \$0.02

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

per session (\$0.02 part-time) in the Student Refugee Program portion of the fee; (e) an increase of \$7.67 per session (\$7.67 part-time) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2015 session, the UTMSU fee charged to Mississauga Academic of Medicine (MAM) students in the Fall and Winter sessions be increased as follows: (a) an increase of \$4.76 per session in the Mississauga Transit Summer U-Pass portion of the fee.

## **5. 2015-16 Operating Plans: UTM Service Ancillaries 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 CAC on those plans. On behalf of the Campus Affairs Committee, Dr. Joseph Leydon advised members that the committee recommended this item for approval at its meeting on February 12, 2015. 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.

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

Mr. Overton explained that QSS was a committee of students and administrators created at Erindale College as a forum on student services broadly defined, and later charged with the additional task of consulting with students on certain categories of compulsory non-academic incidental fees to ensure a mechanism for input into specific services and fees. He noted that QSS was guided by a protocol signed by UofT and its three primary student governments, the University of Toronto Students Administrative Council (known as UTSU), the Association of Part-time Undergraduate Students (APUS) and the Graduate Student Union (GSU). To fulfill its responsibilities on consultation, QSS utilized advisory groups on the relevant services, with each advisory group open to QSS voting members and participants, as well as students at large. At these meetings, the directors or managers of the services provided the mission and vision of the program, shared the scope of operations, identified past priorities, and shared data on utilization, staffing and user feedback. They gathered feedback from the advisory group participants and, with that feedback and their professional expertise, provided a management report and proposal to QSS in early December.

Mr. Overton relayed to members the advice received from the QSS body on the following fees: Health Services, Athletics and Recreation, Student Services, and services for students enrolled in year-round programs not charged campus fees in the summer. He highlighted the following key points:

#### Physical Education and Athletics Fee:

- There was general support for the range of programs and activities provided by the Department of Physical Education, Athletics and Recreation, including UTM's new membership in the Ontario College Athletic Association (OCAA) as the Varsity Eagles, as an added varsity level sports option for UTM students;
- The majority of QSS student voters did not endorse the requested fee increase, with concerns expressed over maintenance of an operating reserve, which the Department deemed necessary in the event of major physical systems issues.

#### Health Service Fee:

- There was support for the range of medical, counselling and health promotion activities of UTM's Health and Counselling Centre;
- There had been strong interest in increasing access to mental health care, resulting in the recommendation to add a new full-time position of a mental health nurse;
- The vote was unanimously in favor of the Health Service fee increase.

#### Student Service Fee (SSF):

- Subcomponents of the Student Services Fee were discussed and voted upon at QSS

- The Shuttle Service portion, which included schedule enhancements and noted lower than anticipated expenses, was endorsed;
- The Career Centre portion, which maintained service levels and some specialized programming, was endorsed;
- The Child Care portion, which benefited from an unanticipated subsidy from the Peel Region, was endorsed;
- The Alcohol Education and Monitoring portion, which supports ‘safe server’ training, safety enhancements and alcohol inventory tracking, was endorsed;
- The Family Care portion, which supports on-campus workshops and individual consultations on students’ family care concerns, was endorsed;
- The Student Handbook and Communications portion, which supports the awareness of student services, was not endorsed, with the suggestion that it could be merged with the UTMSU handbook. Student Affairs and Student Life noted that it would reconsider opportunities and challenges related to changing the way this key information was provided to students;
- The Space Occupied by Student Societies portion, which covers the custodial, maintenance and utilities costs associated with spaces assigned to student societies and student clubs, including both UTM groups and UTM’s share of central groups like UTSU, was not endorsed. Students expressed a desire for other sources of revenue to be utilized to cover these expenses;
- The International Education Centre portion was not endorsed. Though support for the centre’s services for inbound international students and prospective outbound exchange students was strong, some students felt that costs should be covered by other sources of funding;
- UTM had proposed a specific portion be dedicated to support for Recognized Groups and the Co-curricular Record, in response to a specific request that co-curricular record support be expanded to cover more student groups. The administration proposed additional staffing to expand UTM’s support beyond its current level, to be more in line with support at St. George and UTSC, both of which funded additional staffing through a portion of their SSF. Though students were interested in further support, they felt it should be covered by other sources of funding, and did not wish to see support for student groups be expanded out of concern for overlap with student union support.

A member asked whether administration had gone back to QSS to discuss alternative funding sources for those fees that were not endorsed. Mr. Overton advised that this was the case, and provided details of possible revenue sources, which had been explored, using the Athletics fee as an example. He noted that in that instance, administration had reviewed options to increase the rental of athletic facilities to the community, such as courts. However this would have resulted in less availability for students and it was not pursued. Mr. Overton added that when reviewing alternative funding options, the intent was to balance these against potential impacts on students. The member addressed a question to Mr. Havili, and asked whether QSS student representatives had identified alternative sources of funding themselves. Mr. Havili responded that it was primarily suggested by members that the source be the operating budget, as well as the possibility of securing sponsorship from the external community.

#### **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: a permanent increase in an existing fee to the lesser of two inflation indexes known as Consumer Price Index (CPI) and University of Toronto Index (UTI) and a temporary three-year increase in an existing fee up to the greater of CPI and UTI. The Chair invited Dr. Leydon, Chair of the CAC to relay the discussion on this item at the meeting held on February 12, 2015. Dr. Leydon reported that the Career Centre faced ongoing challenges in recruiting well-qualified staff for specialized roles, which had resulted in the anticipated carrying forward of some unspent personnel funds into the coming year, offsetting the need for increased fees. Discussion at the CAC meeting also included a clarification of the Protocol and what it allowed administration to seek in fees if they were not endorsed by QSS. The discussion at the CAC meeting also included the topic of whether QSS was aware that a higher amount could be sought if the fees were not endorsed and members were informed that QSS members were aware of this possibility and were provided with the CPI and UTI eligibilities. On the request of a member, Dr. Leydon had granted speaking rights to Mr. Hassan Havili, President of UTMSU. Mr. Havili had stated that students were looking for the best possible services without increasing fees. Mr. Havili noted that although they supported the Health Services fee, it had been difficult for UTMSU to support other fees.

Dr. Leydon 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. He noted that the overall increase in the campus fees per term of enrolment for a UTM undergraduate student was 4.2%. Mr. Overton explained that the amount sought for the Student Services Fee was slightly more than what was originally proposed to QSS for support related to the Co-Curricular Record (CCR), within the allowances of the *Protocol*. He explained that the higher request off-set the additional cost to deliver the requested co-curricular record support due to the additional item of severance cost when using personnel on a limited term contract, which would not be encountered with an on-going position. Although it was recognized that having a temporary position was not ideal, administration agreed with students with respect to the value of the CCR, particularly as its popularity and use continued to expand following its introduction last year.

Mr. Havili asked whether the student handbook had been included in the Student Service Fee as it had not been endorsed by QSS. Mr. Overton responded that the handbook was a component of the St. George and UTSC Student Service fees and it therefore remained a component of the Student Service Fee at UTM. It was noted that administration was committed to exploring the other options for the handbook in the future. However, he noted that the political advocacy typically messaged in the UTMSU handbook constrained the University's ability to partner on a shared publication.

The Chair commented that the level of discussion between QSS and the administration had been healthy and robust, and that it seemed administration was committed to exploring advice from QSS.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED,

THAT subject to confirmation by the Executive Committee,

THAT the 2015-16 operating plans and budgets for the UTM Student Services (including the Health & Counselling Centre, the Department of Physical Education, Athletics & Recreation, and Student Services), recommended by Dean of Student Affairs, Mr. Mark Overton, and described in the proposals dated February 26, 2015, be approved; and

THAT the sessional Athletics & Recreation Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$171.76 (\$34.35 for a part-time student), which represents a year-over-year increase of \$3.37 (\$0.67 for a part-time student) or 2.00% (resulting from a three-year temporary increase of 2.0%); and

THAT the sessional Health Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$36.23 (\$7.25 for a part-time student), which represents a year-over-year increase of \$2.56 (\$0.52 for a part-time student) or 7.6% (resulting from a permanent increase of 7.6%); and

THAT the sessional Student Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$151.08 (\$30.22 for a part-time student), which represents a year-over-year increase of \$8.57 (\$1.72 for a part-time student) or 6.01% (resulting from a permanent increase of 2% and a three-year temporary increase of 4.01% on the eligible portion); and

THAT the sessional (Fall and Winter sessions only) Mississauga Transit Fall-Winter U-Pass Fee be increased to \$92.81 and the Summer U-Pass fee be increased to \$57.65 for a UTM-affiliated graduate student, which represent year-over-year increases of \$7.66 or 9% (resulting from a permanent increase of 9%) and \$4.76 or 9% (resulting from a permanent increase of 9%) respectively; and

THAT the sessional (Fall and Winter sessions only) Summer Shuttle Service fee for a UTM-affiliated graduate student and a UTM-affiliated undergraduate student with non-UTM home faculty/division be decreased to \$4.41, which represents a year-over-year decrease of \$0.27 or 5.77% (resulting from a permanent decrease of 5.77%).

**CONSENT AGENDA**

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the consent agenda be adopted and that Item 7 - Report of the Previous Meeting, be approved.

**6. Reports for Information**

- a. Report 10 of the Agenda Committee (February 20, 2015)
- b. Report 9 of the Campus Affairs Committee (February 12, 2015)
- c. Report 10 of the Academic Affairs Committee (February 11, 2015)

**7. Report of the Previous Meeting:** Report 9 – February 5, 2015

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

**9. Date of the Next Meeting – April 22, 2015 at 4:10 p.m.**

The Chair reminded members that the next meeting of the Council was scheduled for Wednesday, April 22, 2015 at 4:10 p.m.in the Council Chamber, William G. Davis Building.

**10. Question Period**

There were no questions.

**11. Other Business**

There were no other items of business.


The meeting adjourned at 5:53 p.m.

\_\_\_\_\_  
Secretary  
March 18, 2015

\_\_\_\_\_  
Chair

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## An Introduction To




### UTM's Campus Council

March 5, 2015

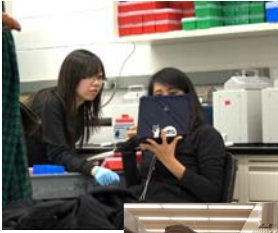
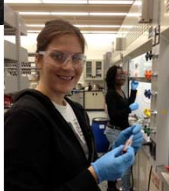
Stacey-Lynn Paiva  
President, UTMAGS

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**We are a graduate student association representing all M.Sc., M.A., M. Biotech., MMI, BMC, and Ph.D. students affiliated with UTM.**


- **Represent UTM graduate students on:**
  - UTM Campus Council, Academic Affairs Committee, Campus Affairs Committee
  - Quality to Student Services (QSS)
  - Advisory committees to the library, campus safety initiatives
  - Search and award committees
  - Direct link to **Graduate Student Union (GSU)**

We plan a variety of **social events** and help promote *professional development* for all UTM-affiliated graduate students.



UTMAGS




UTM's  
Association  
of Graduate Students

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### Graduate population @ UTM

- **Over 500 students** currently enrolled in research- and professional-stream Masters and Doctoral programs
- *Our graduate student come from a wide variety of academic departments:*



- Anthropology
- Cell & System Biology
- Chemistry
- Ecology & Evolutionary Biology
- Geography
- Geology
- History of Art
- Mathematical Sciences
- Physics
- Psychology
- Sociology

...and many more!

UTMAGS



UTM's  
Association  
of Graduate Students

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### Professional Masters Programs @ UTM

- Master of Biotechnology (M.Biotech.)
- Master of Biomedical Communication (M.Sc. BMC)
- Master of Management and Professional Accounting (MMPA)
- Master of Management of Innovation (MMI)
- Diploma in Forensic Accounting (DIFA)
- Master of Science in Sustainability Management (MScSM)





# UTMAGS

UTM's  
Association  
of Graduate Students



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## Professional Development and UTMAGS

- Graduate Research Night (Office of the Vice Dean Graduate)
- Workshops for Skills Development (Robert Gillespie Academic Skills Centre)





Membership



Programs



Contact Us

# UTMAGS

UTM's  
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## Graduate Social Events @ UTMAGS

- Annual Orientation Dinner
- Monthly Breakfasts
- Halloween Lunch
- Annual Christmas Fundraising Party
- Winter Retreat to Mt. Tremblant
- Annual Year End Party
- Summer BBQs in Erindale Park

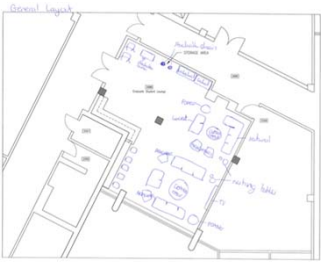







**UTMAGS** UTM's Association of Graduate Students  7




### Grad Lounge Move for September 2015

We are planning the new floor design of the grad lounge that will be replacing the Fireside Lounge in the Davis Building. It will be a great new space to host our Monthly Breakfasts and other social events. The new Grad Lounge will be a great place to hang out, study or just chat about graduate life.



**UTMAGS** UTM's Association of Graduate Students  8

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 UTMAGS Page  @ UTMAGS\_UTM  <http://utmags.sa.utoronto.ca/>