

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 132 OF
THE UNIVERSITY AFFAIRS BOARD

January 17, 2006

To the Governing Council,
University of Toronto.

Your Board reports that it met on Tuesday, January 17, 2006 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Dr. Robert M. Bennett, In the Chair
Dr. Claude S. Davis, Vice-Chair
Professor David Farrar, Deputy Provost
and Vice-Provost, Students
Ms Anne E. Macdonald,
Director, Ancillary Services
Mr. Husain Aboghodieh
Mr. Christopher M. Collins
Miss Coralie D'Souza
Ms Margaret Hancock
Dr. Joel A. Kirsh
Professor Larry Leith
Dr. John P. Nestor
Mr. Sam Rahimi
Mr. Faraz Rahim Siddiqui
Professor John Wedge

Ms Susan Addario, Director, Student Affairs
Professor Tony Chambers, Associate Vice-
Provost, Students
Mr. Jim Delaney, Assistant Director, Student
Affairs
Mr. Tom Nowers, Assistant Principal, Student
Affairs, University of Toronto at Scarborough
Mr. Mark Overton, Dean of Student Affairs,
University of Toronto at Mississauga
Ms Elizabeth Sisam, Assistant Vice-President,
Space and Facilities Planning
Mr. Ron Swail, Assistant Vice-President,
Facilities and Services
Ms Marilyn Van Norman, Director, Student Services

Secretariat:

Mr. Neil H. Dobbs
Ms Margaret McKone, Acting Secretary

Regrets:

Ms Katherine Anne Boyd
Mr. Shaun Chen
Mr. Brian Davis
Professor Ian R. McDonald

Mr. Chris McGrath
Ms Marvi Ricker
Ms Rebecca Spagnolo
Mr. Mahadeo Sukhai

In Attendance:

Miss Maureen Somerville, member, the Governing Council
Ms Murphy Browne, President, Association of Part-time Undergraduate Students and
former member of the Governing Council
Mr. Chris Ramsaroop, former member, the Governing Council

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In Attendance (cont'd):

Ms Oriel Varga, former member, the Governing Council
Professor Sylvia Bashevkin, Principal, University College
Mr. Kent Buchanan, President, University College Literary and Athletic Society
Mr. Terry Buckland, Executive Assistant, Arts and Science Student Union
Mr. Yaser Habeeb, President, Arts and Science Student Union
Mr. Pedram Kaya, Finance Commissioner, University College Literary and Athletic Society
Mr. Jim Linley, Chief Administrative Officer, University College
Ms Nona Robinson, Dean of Students, University College
Rick Telfer, General Manager, Association of Part-time Undergraduate Students
Ms Estefania Toledo, Vice-President, University Affairs, Association of Part-time Undergraduate Students
Mr. Paul Tsang, Executive Director, Association of Part-time Undergraduate Students

ALL ITEMS ARE REPORTED TO THE GOVERNING COUNCIL FOR INFORMATION.

The Chair welcomed Professor Anthony Chambers, who had recently been appointed Associate Vice-Provost, Students, and a non-voting assessor to the Board.

1. Report of the Previous Meeting

Report Number 131 (November 15, 2005) was approved.

2. Business Arising from the Report of the Previous Meeting

Item 5 – Report of the Equity Officers

The Chair extended his appreciation to those who had participated in the presentations on equity at the Board's previous meeting. It has been particularly valuable for the Board to hear directly from the Officers who administered the equity programs. He encouraged members to let him know of other matters within the Board's purview that could be discussed in a similar format.

3. Compulsory Non-Academic Incidental Fees. 2005-06

(a) Annual Report and Analysis

The Chair noted that the Board was responsible for the approval of non-academic incidental fees. To provide context for considering requests, the administration provided an annual report on the full set of fees charged.

Professor Farrar introduced the item. He noted that the report, which provided detailed information on the components of non-academic incidental fees, should prove as a helpful reference for members when considering future agenda items, including requests for increases by student societies and approval of operating plans for student services. He commended Mr. Jim Delaney, who had compiled the data.

REPORT NUMBER 132 OF THE UNIVERSITY AFFAIRS BOARD – January 17, 2006**3. Compulsory Non-Academic Incidental Fees. 2005-06 (cont'd)****(a) Annual Report and Analysis (cont'd)**

A member asked about the level of fees in comparison to those charged by other Canadian universities. Professor Farrar responded that the student society fees were typical of those charged by Canadian universities; however the service related fees were probably higher at the University of Toronto. An analysis had been completed two years ago and could be made available to members upon request.

(b) Student Society Proposals for Fee Increases

The Chair welcomed the student society representatives who were in attendance for this item.

Professor Farrar introduced the proposed fee increases. The Board was responsible for approving the establishment of and changes to compulsory non-academic incidental fees including those collected on behalf of student societies. Such requests were brought forward to the Board on one or more occasions each year. This was the first set of requests on behalf of student societies for the current academic year. The requests had been reviewed by the Office of Student Affairs and were being recommended for approval. No complaints had been received regarding referendum procedures or compliance with relevant portions of the societies' constitution and/or bylaws.

Discussion ensued on the following aspects of the proposed fee increases.

Rationale for the Fee Increase for the Association of Part-time Undergraduate Students (APUS). A member drew attention to the proposed fee increase, from \$10.00 to \$13.65, for the society portion of the Association of part-time Undergraduate (APUS) students fee. The referendum, held by mail-in ballot in November 2005, had included in its wording that APUS was seeking member consent “for a small cost of living increase”. The proposed new fee however amounted to a 36.5% increase over the existing fee. Invited to respond, Mr. Paul Tsang, Executive Director of APUS, clarified that this fee had not increased since 1997 and another referendum was not anticipated for five years. The proposed fee increase represented a modest cost of living increase -- Consumer Price index for Toronto had increased by slightly under 2.1% per year—since 1997 and would no doubt increase over the next few years.

Involvement of Administration in Reviewing Referendum Questions. Referencing the APUS fee increase and the wording used on the referendum, a member asked about the involvement of the administration in reviewing the wording for referendum questions. Mr. Delaney responded that usually, the administration was involved at two points. Initially student societies consulted with the Office of Student Affairs on the wording of referendum questions (with respect to clarity and technical language). The second point occurred after the referendum when the student society made the formal request for a fee increase. While APUS had sought Mr. Delaney's advice regarding the fee increase, the wording that had been used on the referendum had not been

REPORT NUMBER 132 OF THE UNIVERSITY AFFAIRS BOARD – January 17, 2006**3. Compulsory Non-Academic Incidental Fees. 2005-06 (cont'd)****(b) Student Society Proposals for Fee Increases (cont'd)**

seen by the Office of Student Affairs prior to the referendum. Had this been the case, he would have advised that the reference, “for a small cost of living increase,” be removed. Mr. Delaney continued that of the 6,242 eligible voters, 413 students had participated in the referendum, with 296 students voting in favour of the increase. No complaints had been received by his office concerning the referendum or the request for an increase.

Students’ Administrative Council (SAC): Benefit Plans. A member noted that while SAC was authorized to charge \$59.28 per session for the portion of the SAC fee designated for the Dental Fee, SAC had elected to charge only \$38.13 (including the administration fee and PST) per session in fall/winter 2005-06. SAC had also elected not to charge the portions designated for the Health Plan and Dental Plan in the summer session. Mr. Delaney clarified that most of SAC’s members registered in only the fall and winter sessions. The benefit plans were for a twelve month period. They were therefore charged in two installments.

Voter Turnout. Members expressed concern that the participation rates for the referenda averaged only slightly higher than 5%. A discussion followed in which members discussed various ways in which voter turnout could be further encouraged, for example, provision of web-based voting. The Chair stressed strongly the importance of improving participation rates for Governing Council and student-government elections as well as referenda in order to protect the exemplary democratic processes at the University of Toronto.

Several members cautioned that such initiatives should in no way interfere with the student societies’ rights to conduct their own referenda as long as they were supported by due constitutional and fair processes.

On the recommendation of the Deputy Provost and Vice-Provost, Students,

YOUR BOARD APPROVED

THAT beginning in the summer 2006 session, the society portion of the **Arts & Science Student Union fee** be increased by \$2.00 per session, from \$5.50 to \$7.50, charged to all full-time Faculty of Arts & Science students.

THAT beginning in the summer 2006 session, the society portion of the **Association of Part-time Undergraduate Students fee** be increased by \$3.65 per session, from \$10.00 to \$13.65, charged to all part-time undergraduate students. (Note: the total APUS fee charged, including portions designated for specific purposes, will increase from \$67.33 to \$70.98).

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3. Compulsory Non-Academic Incidental Fees. 2005-06 (cont'd)

(b) Student Society Proposals for Fee Increases (cont'd)

THAT beginning in the summer 2006 session, the society portion of the **Students' Administrative Council (St. George Campus) fee** be increased by \$3.82 per session, from \$11.46 to \$15.28, charged to all full-time undergraduate students on the St. George Campus. (Note: the total SAC-St. George fee charged, including portions designated for specific purposes, will increase from \$129.09 to \$130.91).

THAT beginning in the summer 2006 session, the society portion of the **Students' Administrative Council (U of T at Mississauga) fee** be increased by \$3.82 per session, from \$11.46 to \$15.28, charged to all full-time undergraduate University of Toronto at Mississauga students. (Note: the total SAC-UTM fee charged, including portions designated for specific purposes, will increase from \$124.84 to \$128.66).

During discussion on this matter, the Chair commented on the low participation rates in electoral processes for governance at the University, responsibility for which was an issue for the Governing Council, within the province of the University Affairs Board's Elections Committee. The Chair planned to address this issue with the Council's leadership group. Communicating the role that all members of the community played in the University's unique governance process should be recognized as an integral part of the "Student Experience."

4. University College Literary and Athletic Society: Incorporation

Professor Farrar introduced the proposal to endorse incorporation of the University College Literary and Athletic Society, noting that the Board was responsible for approving articles of incorporation and corporate by-laws for the four representative student committees (the Students' Administrative Council, the Association of Part-time Undergraduate Students, the Graduate Students' Union and the Scarborough Campus Students' Union) and for any other incorporated student societies and campus organizations for which the University charged compulsory non-academic fees. Such consideration occurred infrequently. He continued that legal counsel, who had reviewed the application for letters patent and the draft by-laws, had no objection to approval of the application and the draft by-laws subject to the normal conditions applied in these circumstances.

A member commended those involved in drafting the letters patent and the by-laws, noting that the proposal was the culmination of a great deal of work.

REPORT NUMBER 132 OF THE UNIVERSITY AFFAIRS BOARD – January 17, 2006**4. University College Literary and Athletic Society: Incorporation (cont'd)**

On the recommendation of the Deputy Provost and Vice-Provost, Students,

YOUR BOARD APPROVED

THAT, subject to fulfillment of the conditions set out in Professor Farrar's memorandum of January 9, 2006,¹

- (a) the application for letters patent of the University College Literary and Athletics Society of the University of Toronto be approved;
- (b) the use of the words "University College" and "University of Toronto" in the corporate name of the "University College Literary and Athletics Society of the University of Toronto" be approved; and
- (c) the draft by-laws of the University College Literary and Athletics Society of the University of Toronto be approved replacing any and all previous Governing Council approved constitutions of the Society.

5. Senior Assessor's Report

Professor Farrar drew attention to his written report, which had been included in members' agenda packages. That report included the following.

- (a) **International Student Centre** had held a lunch for students on Christmas Day, which saw fifty students attending. The event had been a huge success and the students had been most appreciative of the staff taking time out of their own Christmas celebrations to host the lunch.

5. Senior Assessor's Report (cont'd)

¹ The conditions of the foregoing approvals are that the University College Literary and Athletics Society of the University of Toronto:

- (a) recognizes that the Governing Council reserves the right to approve changes to certain sections of the corporate by-laws (as stipulated in the draft by-laws) and agrees that the corporation will inform the Office of the Vice-President & Provost of any and all changes to sections of the by-laws not reserved for approval by the Governing Council;
- (b) agrees to eliminate the words "University College" and "University of Toronto" in the corporate name of the University College Literary and Athletics Society of the University of Toronto upon the corporation's ceasing to be recognized by the University in accordance with applicable policies; and
- (c) agrees to enter into an agreement in form and substance satisfactory to the Vice-Provost, Students, regarding the use University space by the corporation.

Note: With respect to first condition, a provision reserving the right for the Governing Council to approve changes to certain sections of the by-laws is included in the draft by-laws. Three officers of the Society have signed an undertaking (attached) agreeing to the second condition. The third condition will be the subject of discussion and negotiation among the Society, University College, and Student Affairs in the coming months.

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(b) **Student Portal.** The initial phase of the project had been completed. In November, the new Student Web architecture had been unveiled with the new University of Toronto home page collection. The student site was prominent in the University's home page redesign and had received positive feedback from students. Much of this was the outcome of the time spent listening to students, faculty and staff over the last year, and incorporating feedback into the architecture. Phase 1 had accomplished much in the way of re-organising the presentation of information around the life cycle of a student at the University rather than around the organisational structure. Phase 1 resolved many of the "Find:Get:Do" objectives of the portal project. The next phase of the project would move deeply into personalising the content and messaging and providing a broader set of services to students. Concurrent with the portal project was a search for a Learning Management System (LMS). Learning management systems facilitated the organisation of course-related material, student collaboration, student-faculty communication, and administrative tasks around a common platform and interface. The LMS working group had realised that Learning Management Systems and portals had many similarities of function and purpose. Co-ordination of the student portal and LMS initiatives had commenced, and the result had been the selection of an LMS with an integrated portal — the BlackBoard Academic Suite. The BlackBoard Academic Suite had three primary components:

- Learning Management System - course content, class management, quizzing, grading, messaging;
- Community System - personalised communication, discussion boards, clubs, document and project collaboration, forming and managing groups, e-commerce - building communities; and
- Content System - syndicating and repurposing content; document management.

The Community System was the portal interface. It was the personal space for individual students, containing the content they wanted to see organised in the way they found most appropriate. It was role-based, that is, services and content were made available based on the role or roles a person had in the University community. The Community System provided the framework for deploying single (or reduced) sign-on to University systems and services.

(c) **Hart House Update:**

(i) **World University Debating Championships (WUDC)**

The Hart House Debating Club/Debates Committee had a stellar showing at the WUDC 2006. The University had sent four teams to the tournament, all of which had made the octo-finals, and three of which, had made the quarterfinals. The Hart House team of Ms Joanna Nairn and Mr. Michael Kotrly had won the tournament, competing against 324 teams from more than 40 nations. Mr. Kotrly was a third year law student and Ms Nairn was in her final year of Political Science. They had competed against teams from Yale, University of Chicago and Inner Temple in the final round. The tournament was the largest non-

REPORT NUMBER 132 OF THE UNIVERSITY AFFAIRS BOARD – January 17, 2006**5. Senior Assessor's Report (cont'd)****(i) World University Debating Championships (WUDC) (cont'd)**

athletic international student competition in the world. This year it had been hosted by University College in Dublin from December 27 – January 3. The Hart House debaters had consistently maintained their presence on the international debating scene. Ranked as one of the top 10 schools of all time at the World championships, Hart House debaters had reliably reached elimination rounds year in and year out. Ms Nairn and Mr. Kotrly had also made the Grand Finals at the world championships in 2005, competing against Oxford, Cambridge and the University of Ottawa.

(ii) Accessible Events Planning

Working with Ms Julia Munk of the University of Toronto Access Centre, two workshops on planning accessible events would be offered to interested University of Toronto students, particularly those who had leadership roles in campus groups. The workshops were scheduled for January 17 and January 18. The workshops were designed both to raise awareness about issues of accessibility, and to provide information about strategies and resources for planning accessible events. Each participant would also receive a copy of the new guide to an accessible University of Toronto, which was being produced by Students for Barrier Free Access and the Access Centre.

(d) Federal Election

The Hart House Debates Committee and the Hart House Social Justice Committee were working with two non-partisan national youth organizations (Canada 25 and Get Your Vote On) to deliver a variety of pre-election programming designed to encourage voter turnout among youth, to educate students on the process of voting, and to provide opportunities for potential voters to learn more about the various party platforms.

Upcoming events included:

January 10/12 - Get Your Vote On and the Social Justice Committee would be staffing tables at Sidney Smith Hall, carrying out voter education and handing out voter information cards

January 11/18 - The Social Justice Committee would use the Hart House 5-buck lunches to distribute voter information cards.

January 16 - 6:30-8:30 pm - All Candidates Forum featuring all of the candidates for Trinity-Spadina, the St. George Campus's main riding.

January 18 – 2:00-4:00 pm - Partisan affiliated on-campus groups (U of T NDP, Greens, Conservatives, Liberals etc), had been invited to Hart House's weekly Buzzword to talk to interested students about the various platforms.

REPORT NUMBER 132 OF THE UNIVERSITY AFFAIRS BOARD – January 17, 2006**6. Recognized Campus Groups, 2005-06 - Report Number 1**

Professor Farrar noted that the *Policy on the Recognition of Campus Groups* provided that the administration be responsible for the implementation of the *Policy*, including the granting, denying or withdrawing of recognition. Such administrative decisions were to be reported regularly to the University Affairs Board for information.

The report of administrative decisions to grant, deny or withdraw recognition in the current academic year was the first report of two reports that would be presented to the Board for information.

In response to members' questions, Mr. Delaney clarified the following aspects of the report. The campus groups listed had been granted recognition until September 30, 2006. All groups granted recognition by the Office of Student Affairs for the 2005-06 academic year were listed. For a group to be recognized, it must be open to any member of the University community. While discriminatory membership practices were not allowed, it was acknowledged that certain groups could well be homogeneous in nature without being discriminatory. The University would not attempt to censor, control or interfere with any group on the basis of its philosophy, beliefs, interests or opinions expressed unless and until those factors led to any activities that were illegal or infringed upon the rights and freedoms of others within the community.

7. Capital Project Update

By means of a PowerPoint presentation, Ms Sisam updated members on the progress of two capital projects that had been reviewed previously by the Board and approved by the Governing Council.

a) Multi-faith Centre for Study and Spiritual Practice

Preliminary design had been completed and a cost estimate prepared at the end of September 2005. On October 17, the preliminary design had been presented by the Implementation Committee and the architects in a Town Hall meeting to interested on-campus organizations, agencies and individuals. The preliminary design had then been presented to the Design Review Committee on November 2 and the proposed plans had again been well received.

The project was now well into its design development phase and a cost estimate had been prepared. The construction cost estimate had come in slightly over (less than 1%) the approved budget. The design and cost estimates were currently being reconciled and refined to ensure that the approved budget would be met.

It was anticipated that the construction would commence in April, 2006, with the building being occupied by September, 2006. It was noted that the construction start date was dependent on AMS Training Facilities and the Faculty of Pharmacy relocation from the Koffler Institute.

7. Capital Project Update (cont'd)

REPORT NUMBER 132 OF THE UNIVERSITY AFFAIRS BOARD – January 17, 2006**a) Multi-faith Centre for Study and Spiritual Practice (cont'd)**

The Multi-faith Centre had an approved total project budget of \$3,389,400 of which \$2,245,400 had been allocated to the Center's renovations in the Koffler Institute. The remaining amount of \$1,144,000 had been assigned to renovations to the ground floor of 256 McCaul Street that were required to accommodate the AMS Training Facilities that would need to be moved out of the Koffler Institute before Centre renovations could begin. The architectural firm for the project was Moriyama & Teshima Architects.

b) Varsity Centre for Physical Activity and Health

The preliminary design for Phase I had been presented to the Design Review Committee at its meetings of October 24 and November 21, 2005. The plan had been well received. The excavation tender package and the cast-in-place and pre-cast concrete tender packages for the grandstand had just closed or would have closed by January 11, 2006. These tenders would be analyzed and the financial status of Phase 1 would be reviewed along with a current costing completed by Curran McCabe Mavirdran Ross and another prepared by Ellis Don. The Consultants were working on a draft of the RFP for the field and the track.

Site Plan approval was required. The University, its consultants and City planning staff were working together to expedite this process. The consultants were working on the building permit application and on the Committee of Adjustment application for variances that would require C of A approval. Variances were: encroachment into the 5 metre Bloor Street setback, encroachment into the 4 metre setback at the east property line at the Royal Conservatory of Music and the height of the phase 2 bubble.

It was anticipated that the opening date for phase 1A of the new facility would be September 2006. The capital cost estimate had been determined to be approximately \$56 million for all phases of this project. Only Phase 1 had been approved thus far, in terms of budget; the remaining phases had been approved in principle, subject to successful fundraising.

The architectural firm for the project was Diamond and Schmitt Architects Incorporated.

8. Date of Next Meeting

The Chair reminded members that the next regular meeting was scheduled for Tuesday, February 14, 2006 at 4:30 p.m.

The key item on the agenda for this meeting would be the annual report on the work to improve the campus-life aspects of the student experience. He encouraged members to make every effort to attend this very important meeting.

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9. Other Business

The Chair noted that the 2006 Elections Guidelines provided for the appointment of a Deputy Returning Officer. The appointment was made by the Secretary of the Governing Council and reported to the Board for information. The Secretary had advised that he had appointed Ms Cristina Oke, Assistant Secretary of the Governing Council. As the past Chief Returning Officer, Ms Oke had extensive knowledge of the elections process.

The meeting adjourned at 5:55 p.m.

Secretary

Chair

February 13, 2006

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