

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 114 OF**  
**THE UNIVERSITY AFFAIRS BOARD**

**April 29, 2003**

To the Governing Council,  
University of Toronto.

Your Board reports that it met on Tuesday, April 29, 2003 at 5:00 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Dr. John P. Nestor (In the Chair)  
Ms Durré Hanif, Vice-Chair  
Professor David Farrar, Vice Provost,  
Students  
Ms. Catherine Riggall, Assistant Vice-  
President, Facilities and Services  
Dr. Robert M. Bennett  
Dr. Shari Graham Fell  
Ms. Margaret Hancock  
Mr. Jason Hunter  
Professor Bruce Kidd  
Ms. Karen Lewis  
Professor Michael Marrus  
Mr. Sean Mullin  
Mr. Colm Murphy

Ms. Parissa Safai  
Ms. Maggy Stepanian

**Non-voting Members:**

Ms. Susan Addario, Director of Student Affairs  
Mr. Louis R. Charpentier, Secretary of the  
Governing Council  
Ms. Marilyn Van Norman, Director, Student  
Services  
Professor Ron Venter, Vice-Provost,  
Space and Facilities Planning

**Office of the Governing Council:**  
Mrs. Beverley Stefureak, Secretary

**Regrets:**

Mr. John Badowski  
Ms. Françoise Ko  
Mr. Janakan Satkunasingham

Ms. Cheryl Shook  
Dr. John Wedge  
Ms. Geeta Yadav

**In Attendance:**

Mr. Mike Foderick, Member elect, Governing Council  
Mr. Brian Burchell, Manager, CIUT  
Professor David Clandfield, Principal, New College  
Mr. Sam D'Angelo, Staff Sergeant and Operations Manager, Police Services, St. George  
Campus  
Mr. Jim Delaney, Assistant Director, Student Affairs  
Mr. Bruce Dodds, Manager of Utilities, Facilities and Services  
Mr. Paul Donoghue, Chief Administrative Officer, University of Toronto at Mississauga  
Mr. Jim Dunsdon, Manager of Student Housing, University of Toronto at Scarborough  
Mr. Phil Garment, Director, Buildings and Grounds, Facilities and Services  
Mr. Darcy Griffith, Manager, Police Services, University of Toronto at Scarborough  
Mr. Charles Helewa, Constable, Police Services, University of Toronto at Mississauga  
Mr. Dan Hutt, Manager, Police Services, St. George Campus  
Ms. Anne Lewis, Manager, Student Accounts  
Ms. Anne Macdonald, Director of Ancillaries, Facilities and Services  
Ms. Kim McLean, Associate Principal and Chief Administrative Officer, University of  
Toronto at Scarborough  
Ms. Carmella Pagniello, Accounting Analyst, University of Toronto at Scarborough

**In Attendance:** (cont'd)

Mr. Len Paris, Manager, Police Services, University of Toronto at Mississauga

Professor Paul Perron, Principal, University College

Mr. Pierre Piché, Assistant Controller

Mr. Lou Ranalli, Manager, Accounting Services

Ms. Emily Sadowski, President, Association of Part-time Undergraduate Students

Mr. Garry Spencer, Dean of Students, Innis College

Mr. Ron Swail, Director of Property Management and Maintenance, Facilities and Services

Mr. Paul Tsang, Executive Assistant, Association of Part-time Undergraduate Students

ALL ITEMS ARE REPORTED TO THE GOVERNING COUNCIL FOR INFORMATION.

The Chair said that the Secretary of Governing Council had requested an addition to the Agenda relating to the appointment of an Interim Chief Returning Officer. In accordance with section 34 of By-Law Number 2, this would be considered *in camera*.

It was duly moved and seconded,

THAT "Appointment of an Interim Chief Returning Officer" be added to the Agenda after "Other Business" and that the item be considered *in camera*.

**1. Report of the Previous Meeting**

Report Number 113 of March 25, 2003 was approved.

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

There was no business arising.

**3. Operating Plans for Service Ancillaries – 2003-04**

The Chair introduced the guests that were present for this item from the service ancillaries of all three campuses and invited Professor Farrar to introduce the item.

Professor Farrar referred to his memorandum of April 4, 2003 covering the Report of the Service Ancillaries Review Group (SARG). Page three of the Report outlined the financial objectives established for ancillaries, and the key issues for 2003-04 were summarized on pages 4 and 5 of the Report. The issue that had received particular attention at the SARG review meeting had been that of residence rates and subsidies.

In response to a member's questions, the Board was informed that there was not a deferred maintenance problem relating to residence buildings. Maintenance allowances built into annual operating plans and budgets were usually sufficient to maintain a good preventative program and to address other concerns when they arose. The model that had been used for residence operations at UTM and UTSC, in fact, had allowed for the accumulation of a reserve for replacement or expansion. However, because of rising construction costs and the pressure to keep residence rates low, the University was reaching a point where even those models would no longer work.

**3. Operating Plans for Service Ancillaries – 2003-04 (cont'd)**

On motion duly moved and seconded

YOUR BOARD APPROVED

The 2003-04 operating plans and budgets for the Service Ancillaries, as summarized in Schedule II; the service ancillary capital budgets as summarized in Schedule V; and the rates and fees in Schedule VI.

**4. Operating Plans for Hart House – 2003-04**

Professor Farrar briefly reviewed his memorandum of April 14, 2003, covering the operating plans and budget for Hart House. He noted a correction to the recommendation. In the second paragraph, the fee for a part-time student on St. George campus had been quoted for two sessions rather than one, and should read "\$11.65" rather than "\$23.20".

A member who served on the Board of Stewards of Hart House and the Governing Council assured this Board that the administration and governance at Hart House operated very well.

On motion duly moved and seconded

YOUR BOARD APPROVED

THAT the 2003-2004 operating plans and budget for Hart House, as outlined in the "Hart House Service Ancillary Operating Plan, 2003-04" and its attachment, "Hart House, Consolidated Operating Budget and 5-year Forecast" from the Warden, Margaret Hancock, be approved; and

THAT the fee for a full-time student on the St. George campus decrease to \$58.27 a session, and the fee for a part-time student decrease to \$11.65. The fee for a full-time student at UTM and UTSC will be \$1.78 a session, and for a part-time student at UTSC and UTM \$0.36.

**5. Compulsory Non-Academic Incidental Fees: Individual Requests from Student Societies for Increases**

Professor Farrar reviewed his memorandum of April 17, 2003 covering a memorandum and report from Mr. Jim Delaney. He noted that requests from student societies for fee increases came forward only after the Office of Student Affairs was satisfied that the procedures outlined in University policy and guidelines had been followed. A fee request from the Students' Administrative Council for \$0.25 for the Cinema Studies Student Union for free Friday films had been denied because SAC had failed to comply with its by-laws in meeting the procedure for a referendum. The administration, therefore, could not certify that the referendum had been held in accordance with SAC by-laws.

**5. Compulsory Non-Academic Incidental Fees: Individual Requests from Student Societies for Increases (cont'd)**

Professor Farrar noted two corrections to Schedule 1: Student Society Fees. There would be no SAC fee collected this summer (pages 4 and 5) but there would be an Erindale College Student Union fee collected this summer (page 1). Neither of these changes related to the recommendations before the Board today.

The Chair, noting low voter turnout and, in some cases, that the abstentions plus negative votes had exceeded the positive votes, asked if a majority "yes" vote were not required, i.e. that the positive votes exceeded the sum of negative votes and abstentions. Mr. Delaney was invited to reply and indicated that this was not a procedural requirement. A member who had attended the SAC meeting recalled that this had not been raised as a concern among students on that Board, though they had been aware of the matter.

On motion duly moved and seconded

YOUR BOARD APPROVED

THAT beginning in the fall 2003 session, the Association of Part-time Undergraduate Students fee be increased by \$1.96 per session, from \$30.18 to \$32.14, charged to all part-time undergraduate students.

THAT beginning in the fall 2003 session, the Engineering Society fee be decreased by \$0.95 per session, from \$88.69 to \$87.74, charged to all full-time Faculty of Applied Science and Engineering students.

THAT beginning in the fall 2003 session, the Graduate Students' Union fee be increased by \$0.89 per session, from \$101.59 to \$102.48, charged to all full-time School of Graduate Studies students and by \$0.45 per session, from \$18.27 to \$18.72, charged to all part-time School of Graduate Studies students.

THAT beginning in the fall 2003 session, the Faculty of Information Studies Students' Council technology upgrade fund fee of \$50 per session charged to all full-time Faculty of Information Studies students and \$25.00 per session charged to all part-time Faculty of Information Studies students be continued through the 2004-05 fall/winter academic period.

THAT beginning in the fall 2003 session, a new fee of \$10.00 per session be established for the University of Toronto at Mississauga Residence Council charged to undergraduate residents at the University of Toronto at Mississauga.

THAT beginning in the fall 2003 session, the Scarborough Campus Students' Union fee be increased by \$1.13 per session, from \$41.08 to \$42.21, charged to all full-time University of Toronto at Scarborough students and by \$0.28 per session, from \$10.48 to

## 5. **Compulsory Non-Academic Incidental Fees: Individual Requests from Student Societies for Increases (cont'd)**

\$10.76, charged to all part-time University of Toronto at Scarborough students; and that the student refugee program portion of the fee of \$0.75 full-time and \$0.25 part-time be continued through the 2007-08 fall/winter academic period.

THAT beginning in the fall 2003 session, the Students' Administrative Council (St. George Campus) fee be increased by \$7.72 per session, from \$109.79 to \$117.51, charged to all full-time undergraduate students on the St. George Campus.

THAT beginning in the fall 2003 session, the Students' Administrative Council (University of Toronto at Mississauga) fee be increased by \$7.72 per session, from \$110.04 to \$117.76, charged to all full-time undergraduate students on the University of Toronto at Mississauga Campus.

THAT beginning in the fall 2003 session, the Students' Administrative Council (University of Toronto at Scarborough) fee be increased by \$7.72 per session, from \$106.04 to \$115.76, charged to all full-time undergraduate students on the University of Toronto at Scarborough Campus.

THAT beginning in the fall 2003 session, a new fee of \$2.00 per session be established for the VIBE (Radio Erindale) charged to all full-time undergraduate students at the University of Toronto at Mississauga.

THAT beginning in the fall 2003 session, a new fee of \$2.50 per session on the St. George Campus and \$0.50 per session on the U of T at Mississauga and U of T at Scarborough campus be established for the University of Toronto Community Radio (CIUT-FM) charged to all full-time undergraduate students.

## 6. **Student Societies: Report on Financial Statements and Internal Auditor's Opinion**

The Chair said that receipt of this report was an important accountability mechanism required by the *Policy on Non-Academic Compulsory Fees*. Members had had the opportunity to review the opinion of the Internal Auditor and there were no questions.

## 7. **Annual Reports: 2002 Police Services**

### a. **St. George Campus**

Mr. Hutt was invited to comment on the University of Toronto Police, Annual Report, St. George Campus. He began by commenting on the positive change in which these reports were scheduled to come before the Board closer to the time period that they covered. He indicated that it had been an active year. Statistics should be treated as

## **7. Annual Reports: 2002 Police Services**

### **a. St. George Campus (cont'd)**

new rather than as comparisons to previous years, because of a change in data collection and reporting that had become fully operational in 2002. Mr. Hutt reviewed highlights of the Report and introduced his Operations Manager, Mr. Sam D'Angelo.

### **b. University of Toronto at Mississauga**

Mr. Paris was invited to introduce the 2002 Annual Report of the University of Toronto at Mississauga Campus Police. He expressed excitement about the expected growth at the Mississauga campus and was happy to hear about the SuperBuild funding. Mr. Paris reviewed highlights of his report and introduced a colleague, Corporal Charles Helewa.

### **c. University of Toronto at Scarborough**

Mr. Griffiths presented the 2002 Annual Report of the University of Toronto at Scarborough Campus Police. He said that capital expansion and growth in campus population had presented the Campus Police with new challenges. Despite those, they had been successful in keeping the incident rate low. Mr. Griffith reviewed the highlights of his report, concluding with a comment of anticipation at the launching of a link to St. George that would provide dispatch services from there, releasing officers at UTSC for police work.

## **8. Report of the Assessors**

Professor Farrar's report had been circulated electronically. He commented briefly on the item related to the Canadian Federation of Students' referendum. He recalled that members of the Board had received copies of Mr. Delaney's report, which represented the administrative position on this matter. University policy required that requests to change fees could come forward only when evidence had been presented that the request was supported and authorized by due process within the student society. The administrative review of the process supporting this request had indicated that the student societies had not met this requirement and he, therefore, had been unable to bring forward a recommendation. There had been a request that the Board consider the proposal for the new fee, notwithstanding the absence of a recommendation from the senior assessor. He had struggled with this issue but his position was the same, namely that it was not possible to bring forward a positive recommendation and it was not University practice to bring forward a negative recommendation. He closed by saying that he would ask the Agenda Planning Group to have this item on the agenda of the June 3, 2003 meeting for discussion.

Professor Farrar provided an update on the situation with respect to Severe Acute Respiratory Syndrome (SARS), referring members to the University's web page for information that was updated daily and for a Frequently Asked Questions paper.

**9. Date of Next Meeting: Tuesday, June 3, 2003**

The Chair reminded members that the next regular meeting of the Board was scheduled for Tuesday, June 3, 2003 at 5:00 p.m. in the Council Chamber.

**10. Other Business**

There was no other business.

ON MOTION DULY MOVED AND SECONDED, THE BOARD MOVED *IN CAMERA*.

**11. Appointment of Interim Chief Returning Officer**

On motion duly moved and seconded,

YOUR BOARD APPROVED

THAT Ms. Susan Girard be appointed Interim Chief Returning Officer, effective retroactive to April 28, 2003 and until a Chief Returning Officer is appointed in the fall of 2003.

ON MOTION DULY MOVED AND SECONDED, THE BOARD MOVED INTO OPEN SESSION.

The Chair announced that Ms. Susan Girard had been appointed Interim Chief Returning Officer for the period April 28, 2003 until a Chief Returning Officer is appointed later in 2003.

The meeting adjourned at 6:40 p.m.

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Secretary

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Chair

May 12, 2003