

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
REPORT NUMBER 170 OF
THE UNIVERSITY AFFAIRS BOARD

May 30, 2012

To the Governing Council,
University of Toronto.

Your Board reports that it met on Wednesday, May 30, 2012 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Ms B. Elizabeth Vosburgh, In the Chair
Mr. Ken Davy, Vice-Chair
Professor Jill Matus, Vice-Provost, Students
Ms Diana A.R. Alli
Mr. Richard Chambers
Mr. Andrew O.P. Drummond
Mr. Arman Hamidian
Mrs. Heather Hines
Professor Bruce Kidd
Mr. Gary P. Mooney
Mr. Samuel Oduneye
Professor Elizabeth M. Smyth
Ms Morgan Vanek

Non-Voting Assessors:

Mr. Jim Delaney, Director, Office of the Vice-Provost, Students
Ms Anne MacDonald, Director, Ancillary Services
Ms Gail Milgrom, Acting Assistant Vice-President, Campus and Facilities Planning
Mr. Mark Overton, Dean, Student Affairs, University of Toronto Mississauga
Mr. Desmond Pouyat, Dean, Student Affairs, University of Toronto Scarborough

Mr. Louis Charpentier, Secretary of the Governing Council

Regrets:

Professor Robert Baker
Ms Celina Rayonne Caesar-Chavannes
Mr. Daniel DiCenzo
Ms Lucy Fromowitz
Ms Tina Hu
Professor Ira Jacobs
Mr. Jorge Prieto
Ms Ziyang Zhang

Secretariat:

Ms Cristina Oke (Acting Secretary)

In Attendance:

Professor William Gough, Member of the Governing Council and Chair, Working Group on Tri-Campus Matters
Mr. Chirag Variawa, Member of the Governing Council
Ms Rena Kanga Fonseca, member-elect, University Affairs Board
Mr. Dario Cervani, University of Toronto Mississauga (UTM) Campus Police Services
Ms Shannon Howes, Co-ordinator, Student Policy Initiatives, Office of the Vice-Provost, Students
Mr. Dan Hutt, Director, Campus Police Services
Ms Kristina Kazandjian, Trademark Licensing
Mr. Robert Messacar, Manager, University of Toronto Scarborough (UTSC) Campus Police
Mr. Len Paris, Manager, UTM Campus Police Services
Mr. Gary Pitcher, UTSC Campus Police Services
Mr. Andrew Ursel, Vice-President University Affairs and Academics, University of Toronto Mississauga Students' Union (UTMSU)

ALL ITEMS ARE REPORTED FOR INFORMATION.

The meeting began *in camera*.

1. Report of the Striking Committee

(a) Co-Opted Membership of the University Affairs Board for 2012-2013

On a motion duly moved, seconded, and carried,

YOUR BOARD APPROVED

THAT the following be appointed as co-opted members of the University Affairs Board for one-year terms from July 1, 2012 to June 30, 2013:

Ms Denisse Albornoz	Ms Renu Kanga Fonseca
Mr. Daniel DiCenzo	Mr. Sammy Lau
Mr. Andrew Drummond	Mr. Samuel Oduneye
Ms Kimberly Elias	Ms Gina Trubiani

(b) Discipline Appeals Board: Appointment of Members for 2012-2013

On a motion duly moved, seconded, and carried,

YOUR BOARD APPROVED

THAT the following be appointed to the Discipline Appeals Board for one-year terms from July 1, 2012 to June 30, 2013:

Mr. Cary Ferguson	Ms Cheryl Shook
Dr. Joel A. Kirsh	Mr. Olivier Sorin
Miss Melvin Sert	Ms Morgan Vanek

On a motion duly moved, seconded, and carried,

The Board moved into Open Session.

2. Chair's Remarks

The Chair welcomed members and guests to the meeting. On behalf of the Board, she congratulated Professor Bruce Kidd on his appointment as Warden of Hart House.

3. Report of the Previous Meeting – Report Number 169, April 17, 2012

The report of the meeting of April 17, 2012 was approved.

4. Business Arising from the Report of the Previous Meeting

Mr. Delaney provided an update on the following issues.

- The Association of Part-Time Undergraduate Students Assembly of Class Representatives had approved the requests for increases that had been approved by the University Affairs Board at its meeting in April, 2012.
- The Engineering Society had decided not to hold new referenda on proposed fee increases that had not been approved in the March 30, 2012 referenda.
- There would not be a U-PASS for part-time undergraduate students at the University of Toronto Mississauga (UTM) for the fall-winter session. The approved fee would be put on hold until the U-PASS became available.
- The summer fee for the UTM U-PASS was lower than the fee that had been approved.

5. Tri-Campus Governance: UTM and UTSC Campus Council Terms of Reference

Introduction

The Chair welcomed Professor Gough and Mr. Charpentier to the meeting and acknowledged the work that they had done in developing the Terms of Reference. She reminded members that this item was for information only.

Professor Gough informed members that the Terms of Reference for the Campus Councils and accompanying documentation had been presented for information to the Committee on Academic Policy and Programs (AP&P) on May 15, 2012 and to the Planning and Budget Committee (P&B) on May 16, 2012, and would be presented to the Academic Board on May 31, 2012. As a result of the discussion at the Committee meetings, changes had been made to the Terms of Reference. Any additional points raised in discussion at the Boards would be considered before the Terms of Reference went to the Governing Council for approval on June 25, 2012.

Professor Gough explained that the establishment of Campus Councils had been recommended by the Task Force on Governance in October 2010. A Working Group on Tri-Campus matters had been established in the summer of 2011 to focus on the implementation of the recommendation. The Campus Councils would provide more local self-government at the University of Toronto Mississauga (UTM) and the University of Toronto Scarborough (UTSC).

Discussion

A member asked what changes had been made to the Terms of Reference as a result of the discussions at AP&P and P&B. Professor Gough replied that the number of students on the Campus Council had been increased from 3 to 4, and the Terms of Reference circulated to the University Affairs Board had included that change. He added that the membership of the Campus Council and its Standing Committees was scaled to reflect the membership of the relevant Boards and Committees of the Governing Council.

The member noted that there was only one student member on the ten-member Campus Council Executive Committee, making student representation 10% of the membership. The Executive Committee of the Governing Council included two students, which was 14% of the membership.

5. Tri-Campus Governance: UTM and UTSC Campus Council Terms of Reference (cont'd)**Discussion (cont'd)**

Professor Gough replied that one of the principles of membership on the Campus Council and its Executive Committees was equal representation of internal and external members. For the ten-member Executive Committee, there were five seats available for internal members, one of which was for the Vice-President and Principal. The remaining four seats had been allocated to 1 administrative staff, 1 student, and two teaching staff.

A member noted that UTM and UTSC had a growing number of graduate students, and that the needs and priorities of graduate students were different from those of undergraduate students. He suggested that the membership of the Campus Council Executive Committee be increased to twelve members to include an additional student and an additional administrative staff member which would ensure that the student and administrative staff voice would be heard if one of the representatives of the constituency was unable to attend a Committee meeting. Professor Gough replied that, unlike the Executive Committee of the Governing Council, the Campus Council Executive Committee did not have approval authority. Its role was to oversee the operation of the Campus Council and its Committees. The Academic Affairs (AAC) and Campus Affairs Committees (CAC) had greater student representation, and it was anticipated that the substantive debate on issues would occur at those bodies. Mr. Charpentier added that the role of the Campus Council Executive Committee was that of an agenda-setting committee.

A member noted that the areas of responsibility of the Campus Council listed under Section 5.1 included Academic Appeals and asked how graduate student appeals would be handled. Mr. Charpentier referred the member to Section 5.6 of the Terms of Reference for the Academic Affairs Committee and Appendix A of the Terms of Reference, *Campus Council Guidelines Regarding Levels of Approval*, which specified that procedures for academic appeals by graduate students were determined by the School of Graduate Studies (SGS).

One member indicated his support of increasing the number of students on the Campus Council Executive Committee from 1 to 2, and another member suggested increasing both the number of students and the number of administrative staff from 1 to 2. Professor Gough reminded them that the ten members of the Executive Committee were drawn from the twenty-six members of the Campus Council. In order to maintain the balance between internal and external members, additional members from other constituencies would have to be added, which would increase the total membership to between 16 and 20 members. A member commented that increasing the number of student members did not necessarily mean that the number of administrative staff members should be increased.

Concerns were expressed that, if a student member could not attend a particular meeting of the Campus Council Executive Committee, could he/she have an alternate attend in his/her place? It was suggested that another student member of the Campus Council be invited to attend the Executive Committee meeting if the student member of the Committee was unable to attend.

5. Tri-Campus Governance: UTM and UTSC Campus Council Terms of Reference (cont'd)

External Speaker

The Chair invited Mr. Ursel to address the Board. He raised the following points in his remarks:

- External members of the Council and its Committees would be appointed rather than elected, and the definition of external members was unclear.
- Alumni members of the Campus Council and its Committees should be alumni of UTM and be elected by UTM alumni.
- Matters such as compulsory non-academic fees, incidental fees, childcare, student services, student societies and campus organizations should continue to be dealt with at the University Affairs Board (UAB) to provide equal treatment across the three campuses.

The Chair thanked Mr. Ursel for his remarks.

At the invitation of the Chair, Professor Gough also thanked Mr. Ursel for his comments. He indicated that wording concerning the normal preference for UTM/UTSC alumni for their respective Councils would be added to the Terms of Reference. He noted that the nominating committee for the Campus Council was modeled on the Nominating Committee for Lieutenant –Governor-in-Council (LGIC) appointments of the Governing Council. Mr. Charpentier added that the Nominating Committee for UTM and for UTSC would not make decisions, but would make recommendations for membership to the Campus Council. The Nominating Committee had been created to formalize the appointment process and to make it more transparent.

Professor Gough pointed out that the Campus Affairs Committee was not directly modelled on the UAB, but included areas of responsibility from P&B and UAB. He also noted that, in some years, there had been no representation from UTSC on UAB.

Professor Gough stated that the Election Guidelines would address issues concerning the election of members to the Campus Council.

A member commented that it was the responsibility of all members of the University of Toronto community to ensure that the new governance structure was successful. Professor Gough added that UTM and UTSC were being given a tremendous opportunity for increased self-governance.

The Chair thanked Professor Gough and Mr. Charpentier for their attendance at the meeting and suggested that members with additional comments on the Terms of Reference contact them directly.

6. University of Toronto, Annual Report of Campus Police Services, 2011

The Chair welcomed representatives of the three campus police services to the meeting.

Professor Matus explained that this was an annual report to the University Affairs Board. Each year, the campuses took turns in presenting the report to the Board.

At the invitation of the Chair, Mr. Dan Hutt, Director of Campus Police, introduced his colleagues who were in attendance: Mr. Len Paris, Mr. Dario Cervani, Mr. Rob Messacar, and Mr. Gary Pitcher. Mr. Hutt commented that the report had matured over the past ten years. It provided the highlights of each campus for the past year, and was not meant to be comparative. Mr. Hutt noted that the past year had been relatively peaceful. There had been a decrease in the number of criminal reports on the St. George campus and there had been no significant increase in reported incidents at UTM and UTSC, despite their growth.

6. University of Toronto, Annual Report of Campus Police Services, 2011 (cont'd)

A member thanked the campus police for their service, and asked why the number of assaults had increased on the St. George campus. Mr. Hutt replied that assaults were the result of interaction between people and the day time size of the community on the St. George campus was approximately 60,000 – 80,000 during the academic year. The member asked whether the increase in Other Incidents at UTM was the result of a new definition of such incidents. Mr. Paris replied that drug-related and fraud charges were included in this category. A more consistent approach to the incident categories was being developed.

A member asked whether the three incidents of suicide/attempted suicide on the St. George campus referred only to on-campus incidents. Mr. Hutt replied that not all cases were related to the campus.

A member thanked the campus police for their outstanding service, and asked whether faculty and staff were surveyed about the campus police services. Mr. Hutt replied that a couple of questions on campus police services were included in the annual survey conducted by Facilities and Services.

A member asked representatives from each campus to identify the category of incidents that they would like decreased. Mr. Hutt replied that thefts of bicycles and electronic equipment were the most annoying incidents. Mr. Messacar replied that he would like assaults against people to be eliminated and thefts of electronics to be decreased. Mr. Paris replied that he would like the number of incidents related to the Mental Health Act to be reduced to zero.

The Chair thanked the campus police representatives for their attendance at the meeting.

7. Code of Conduct for Trademark Licensees: Annual Report

The Chair reminded members that this was an annual accountability report, and the Board should satisfy itself that there was appropriate compliance with the *Trademark Licensing Policy*.

Ms MacDonald informed members that the *Trademark Licensing Policy* was a well-established policy and that the University of Toronto was regarded as a leader in Canada in this area. In the past year, responsibility for Trademark Licensing had moved from the Department of University Advancement to Ancillary Services. She introduced Ms Kristina Kazandjian who was the Co-ordinator of Trademark Licensing.

A member congratulated Ms MacDonald for the Report and asked about the role of the new service provider that had been hired. Ms MacDonald explained that the external agency had augmented the activities of the University in this area, and had allowed the University to improve its monitoring of compliancy to the Code of Conduct, to provide quick approvals to licensees, and to offer quality licensed products to its constituents.

8. Recognized Campus Groups, 2011-12: Annual Report

Professor Matus explained that the Report reflected the diversity of opportunities available to students at the University and thanked Ms Shannon Howes for preparing it.

A member asked whether clubs were reviewed to determine whether they could be merged with other clubs. Mr. Delaney replied that there were nuances between clubs, and that freedom of association was a consideration in allowing similar clubs to be recognized.

8. Recognized Campus Groups, 2011-12: Annual Report (cont'd)

Professor Matus added that club involvement would in the future be included in the co-curricular record that was being developed, but that involvement would have to be validated by consistent means across the University. A member commented that it would be interesting to see how many of the students who were involved in recognized campus groups received credit for their involvement on their co-curricular record.

A member asked whether a course union could become recognized a campus group. Mr. Delaney replied that recognized campus groups had to verify that the University of Toronto was its parent association. The parent association of a course union was not the University, however the Graduate Student Union could agree to be the parent association of a course union. The member asked how clubs would be recognized in the new on-line system. Mr. Delaney replied that U-Life would recognize official campus groups.

A member asked whether the University Affairs Board would retain its responsibility for recognized campus groups. Mr. Delaney replied that the *Policy on the Recognition of Campus Groups* would be reviewed.¹ The member commented that issues of best practice would be addressed in a new way with the proposed tri-campus governance structure. Mr. Pouyat stated that an overview of the three campuses was useful, and that information should be retained.

A member stated that it was important to have accountability and transparency for campus groups. Mr. Delaney noted that groups were responsible to their members and had to meet the requirements of the *Policy on the Recognition of Campus Groups*. Student Societies were financially accountable for the fees collected on their behalf.

A member asked how office space for campus groups was managed. Mr. Delaney replied that, although not every club wanted space, there was not enough space on any of the three campuses to accommodate the requests. The Student Commons that was under construction on the St. George campus would address some of the need for space.

9. Report of the Senior Assessor

Professor Matus distributed a document to members describing the reconfiguration of the Work Study Program in light of the elimination of provincial funding for the program. The University would fund the program, beginning in Fall-Winter 2012-13. Students no longer had to be eligible for the Ontario Student Assistance Program (OSAP), and the program was now open to part-time (2 or more credits), international and out-of-province students. The employing units or faculty would contribute 20% of the funding for the program and the remaining 80% would be funded centrally.

¹ Section 1 (b) of the *Policy* states: *Responsibility for the maintenance of the policy and mechanism, where campus-wide organizations or organizations drawing members from more than one division or constituency of the University are concerned, should be vested in the University Affairs Board of the Governing Council.*

By applause, members expressed their thanks to Professor Matus for reconfiguring the program and allowing it to continue.

On a motion duly made, seconded and carried

It was Resolved

THAT the Vice-Provost, Students and her staff be thanked for reconfiguring the Work Study Program to allow it to continue.

10. Date of Next Meeting

The Chair informed members that Board's first regular meeting of the 2012-13 governance year was currently scheduled for **Wednesday, October 3, 2012** at 4:30 p.m.

11. Other Business

a) University Affairs Board Evaluation Survey

The Chair encouraged members to complete the online Board Evaluation Survey that was available on the web.

b) Words of Thanks

The Chair thanked all the members of the Board, as well as the assessors and the members of the administration, for the time and effort they had contributed over the course of the year. She also thanked the Acting Secretary for her exemplary support during the year.

She thanked the members who were completing their terms of service on the Board. She acknowledged the support she had received from the Vice-Chair, Mr. Davy. She gave special thanks to Ms Diana Alli for her several years of service on the Board, and wished Ms Alli well in her retirement.

The Chair also thanked the large number of staff and students who had volunteered to serve on the Board for the upcoming year as co-opted members. Although only a small number of appointments could be made, the Committee had once again been impressed by the depth and quality of the applications that it received.

The Chair concluded by wishing everyone a relaxing and enjoyable summer.

The meeting adjourned at 6:10 p.m.

Acting Secretary

Chair

June 15, 2012