

UNIVERSITY OF TORONTO MISSISSAUGA CAMPUS COUNCIL

MARCH 5, 2014

MINUTES OF THE MEETING OF THE CAMPUS COUNCIL held on March 5, 2014 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. Jeff Collins
Professor Shay Fuchs
Mr. Simon Gilmartin
Mr. Kevin Golding
Ms Pam King
Dr. Rav Kumar
Mr. Nykolaj Kuryluk
Dr. Joseph Leydon
Ms Alice Li
Ms Judith Poë
Mr. Ron Racioppo
Mr. Masood Samim
Mr. David Szwarc

Non-Voting Assessors:

Mr. Paul Donoghue, Chief

Mr. Mark Overton, Dean of Student Aff

Regrets:

Ms Melissa Berger
Mr. Neil Davis
Dr. Rav Kumar
Mr. Sheldon Leiba
Mr. Muhammed Mahmood
Professor Kathy Pichora-Fuller
Professor Mihaela Pirvulescu
Dr. Karima Velji

In Attendance:

Mr. Lee Bailey
Mr. Arthur Birkenbergs
Ms Sonia Borg, Assistant Director Ancillary & Student Services, Business Services
Ms Alison Burnett, Director, Health & Counselling Centre, Health & Counselling Centre
Ms Christine Capewell, Director, Business Services
Ms Diane Crocker, Registrar
Professor Amrita Daniere, Vice-Dean Graduate
Ms Sally Garner, Executive Director, Planning & Budget Office
Mr. Hassan Havili
Ms. Megan Jamieson
Mr. Walied Khogali, Executive Director, UTMSU
Ms Peili Liu, Financial Officer-Student Services, Business Services
Professor Scott Mabury, Vice-President, University Operations
Professor Heather Miller
Ms Jeanette Dias D'Souza, Director Operations, Management
Professor Sasa Stefanovic
Ms Melissa Theodore, Vice-President External, UTMSU
Professor Anthony Wensley

Secretariat:

Mr. Louis Charpentier, Secretary of the Governing Council

Mr. Jim Delaney, Acting Assistant Secretary of the Governing Council
Ms Cindy Ferencz Hammond, Director of Governance
Ms Mariam Ali, Committee Secretary

1. Chair's Remarks

The Chair advised members of Council that members of the Standing Committees had been invited to hear Item 4, a presentation on the University of Toronto Operating Budget. He also noted the change in governance practice to include the phrase "subject to confirmation by the Executive Committee" where applicable, in addition to the governance path outlined in the cover sheets.

IN CAMERA SESSION

The Committee moved in camera.

2. Appointments to the 2014 UTM Nominating Committee (for approval)+

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED,

THAT Professor Mihaela Pirvulescu (teaching staff member of the Campus Council) and Ms Alice Li (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 Council.

The Committee returned to open session.

3. Report of the Vice-President & Principal

Due to the number of items on the agenda, the Chair advised members Professor Saini, Vice President and Principal would forego his Report.

4. University of Toronto Operating Budget – Highlighting the UTM Budget: Presentation from Professor Scott Mabury, Vice-President, University Operations and Ms Sally Garner, Executive Director, Planning & Budget Office (for information)

The Chair advised members that both CAC and Campus Council play a role in the UTM Campus operating budget prior to consideration of the University's operating budget by the Governing Council. The University's operating budget was being taken through the appropriate bodies of Governing Council for consideration, and the Vice-President University Operations Professor Scott Mabury, as well as Ms Sally Garner, Executive Director, Planning and Budget Office would highlight UTM's budget within that of the University. The Chair also noted there would be an expanded Budget Presentation held on March 25, 2014 at 4:00 p.m. in Rm. 3130, W.G. Davis Building, for all members. Professor Mabury and Ms. Sally Garner's presentation¹ included the following key points:

¹A copy of the presentation is attached as Attachment A.

- Ms. Garner explained the context within which the Budget is set involves several factors, including low interest rates, declining Canadian dollar, differentiation, tuition framework, declining public investment, internationalization and a provincial deficit of approximately \$12 billion;
- In 2014a balanced budget was projected at the institutional level (\$2.0 billion) in 2014-15;
- There has been strong undergraduate growth at UTM and UTSC, focus in the future will be on graduate enrolment expansion;
- Provincial operating grant as a share of total operating revenue has decreased from 44 percent in 2006-07 to 32 percent in 2014-15;
- Budget assumptions related to revenue: value of Basic Income Unit (BIU); enrolment growth; endowment income and indirect costs of research;
- \$164 million in financial assistance had been provided by the University to its students in 2012-2013 and \$147 in external funding and employment income for graduate students;
- 46 percent of UofT students are eligible for OSAP;
- OSAP-eligible undergraduate students at UofT paid an average of 48% net tuition in 2012-13 after accounting for OSAP, University bursaries and the Ontario Tuition Grant;
- The Canadian student debt service has declined as a percentage of after-tax income;
- Academic Division priorities for 2014-15 include UTM and UTSC expansion in positions, space, services; tenure and teaching stream hiring, curriculum changes, online course delivery, capital projects (law, engineering, architecture) and experiential learning;
- University Fund allocations totaled \$10.5 million;
- Shared Service priorities for 2014-15 include Student Services, deferred maintenance, divisional campaign support, library collections, copyright compliance and IT upgrades;
- Pension Special Payments and other related costs cumulative for 2014-15 - \$97 million;
- Structural budget challenge: Weighted average increase in revenue is 2.6% and weighted average increase in expense is 2.6%;
- New categories for reporting divisional reserves include infrastructure reserve, endowment matching, operating contingency, research support and student aid;

In response to a member's question, Ms. Garner responded the budget presented is not an integrated budget between capital and academic, as capital expenditures are not included.

A member asked if the 5 percent increase in compensation was due to increases in starting offers for faculty, which Ms. Garner clarified was not the case as that figure relates specifically to year over year increases in compensation in a steady state and did not take into account a period of expansion.

Professor Saini commented on ineligible graduate domestic students, stating once a PhD student has been enrolled for more than 5 years, the funding commitment from the government is cut off, and limits the capacity of the university to accept more students. In response to a member's question, Professor Mabury responded the University is looking into ways to mitigate this, as it is more an institutional challenge than an academic decision. Many students stay past the 5 years as it is difficult to enter the job market, exploring how enhanced job skills for graduate students would facilitate smoother transitions especially for non-academic careers.

A member asked if the St. George campus' growth had flattened due to concerns of physical space and capacity. Professor Mabury responded the Faculty of Arts and Science has reached a faculty/student ratio they were comfortable with and were moving towards graduate enrolment expansion, and that the issue was not only of capacity but of academic integrity. A member asked how the decision is made as to where growth should begin to taper off at UTM. Professor Mabury responded that was the decision of the

Deans and senior administration. The Chair also noted that such decisions were made within the framework of the Towards 2030 strategic plan.

A member commented regarding the decrease in planned international student intake (from 19 percent in 2013-14 to 17 percent in 2014-15) and asked if this were due to a planned decrease in enrolment. Professor Saini responded the tuition framework would reduce the delta of incremental increases from enrolment increases and that the campus is reaching its saturation point for international students intake which would be capped at 20 percent in steady state.

Ms Diane Crocker, Registrar noted that almost 60 percent of students at UTM who receive student financial aid are not eligible for student aid.

A guest asked for the net tuition for UTM, which Professor Mabury advised would be provided at the Budget presentation on March 25.

5. Operating Plans and Fees: UTM Student Services

a. Advice from the Quality Service to Students Committee (QSS) (for information)

The Chair invited Professor Joseph Leydon, Chair of Campus Affairs Committee to speak to the item. Professor Leydon 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 Committee on those plans. He also noted that QSS while not formally part of the University's governance system, was created by University policy and accountable to the Governing Council, and provided for a mechanism to receive student advice in decisions on non-tuition related fees. Professor Leydon reported of discussion at the Campus Affairs Committee meeting including discussion on the presentation of the Student Service Fee as a single fee in one motion rather than as separated fees and motions as was considered by QSS. It was explained the administration was acting in accordance with the Protocol which does explicitly provide that the Student services fees falls under its jurisdiction, that it had always been considered in governance by the University Affairs Board in the same form and that the Student Services fee has been charged on ROSI as a single fee. Mr. Overton, Dean, Student Affairs had stated during this discussion that the advice and input from advisory bodies including QSS was received, acknowledged and incorporated to the degree reflected in the proposals, but that appropriate governance processes and increases in fees sought were compliant with *The Protocol*.

Professor Leydon also noted that the history of the consideration of the Student Services fee in available documentation was reviewed by the Governing Council Secretariat for the relevant QSS meetings. With the exception of 2013 and 2014, nearly all years for which records were available, QSS ultimately considered a combined Student Services Fee, and in many of the years also considered one or more subcomponents of the Fee.

The Chair invited Mr. Overton to speak to Item 5a 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. Mr. Overton noted that QSS met from October to December of 2013 and received reports from a number of advisory groups representing various student services. He explained that in instances where QSS endorsed a budget, the administration moved forward with its original recommendation to the UTM CAC; in the event that a budget was not endorsed, *The Protocol* provided an option for administration to seek increases from the Campus Affairs Committee and the Campus Council, using the University of Toronto Index (UTI) and the Consumer Price Index (CPI).

A member asked whether putting forward a reduced level of fee increase would result in the level of service to be altered. Mr. Overton advised it would have an impact, however efforts were made to minimize that impact for example cutting program evening hours and shifting funds elsewhere.

b. Operating Plans and Fees (for approval)

The Chair invited Professor Leydon to present the item for approval. Professor Leydon stated that responsibility to approve Compulsory Non-Academic Incidental Fees had been delegated to the UTM Campus Council upon recommendation of the Campus Affairs Committee. He noted with respect to decision 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: permanent increases in existing fees of less than or equal to the lesser of two inflation indexes known as CPI and UTI and temporary three year increases in existing fees of less than or equal to the greater of CPI and UTI.

Professor Leydon also reported on discussion at the CAC level, where University of Toronto Mississauga Student Union (UTMSU) had indicated concern about proposals and the process. These included the administration's inclusion of priorities which were beyond those endorsed by QSS as discussed earlier; the absence of a permanent secretariat for QSS; transparency in administrative processes; governance timelines; and, specifically, the Shuttle Bus ticket machine, as well as the amalgamation of the Sheridan and St. George shuttle operations. In response to these concerns, the assessor explained that the governance timelines had been provided to QSS in July, 2013, and members of QSS agreed to the meeting schedule in early Fall, 2013. This resulted in QSS adjusting the meeting schedules of the relevant advisory bodies so that consultation could be completed within the appropriate governance timelines. It was also explained that the largest driver of the increases in these fees was the University's obligation with respect to salaries and the necessity to meet collective agreement commitments. With respect to the shuttle bus amalgamation, it was explained that that decision was reviewed by QSS and by the University Affairs Board in 2009 and was made to achieve greater economies of scale.

The Chair invited Mr. Overton to present the item and make the motion². Mr. Overton provided an overview of all proposed fees individually. He noted that the overall increase in fees per term of enrolment for a UTM full-time undergraduate student would total \$8.10, for a UTM part-time undergraduate student, this same number was \$1.62 and for a UTM affiliated graduate student, the increase was \$31.50.

Members asked for clarification regarding the maximum ceiling that could be implemented by the administration and whether it had been sought. Mr. Overton responded *The Protocol* allows administration to seek a permanent increase for the lower of the UTI/CPI and the highest of the UTI/CPI index for a temporary increase. However, the administration was not seeking the maximum rate increase, despite challenges that would arise once the temporary increase has fallen off.

A member asked if endorsement was ever received by the QSS on Compulsory Non-Academic Incidental Fees, to which Mr. Overton responded that students though happy with the services provided were not inclined to vote in favor of fee increases.

Professor Saini remarked that a significant portion of the increase in the UPass fee was due to a 9 percent increase imposed by Mississauga Transit. Mr. Overton thanked staff present for their administration of the UPass.

²A copy of the Presentation is attached as Attachment C.

Though no request to speak had been submitted to the Secretariat, the Chair granted Ms. Melissa Theodore, VP External, UTMSU, speaking rights. Ms. Theodore expressed concern that the QSS advice was not considered in the proposal and that tuition fees continue to rise for students. A member asked for clarification on the role of the QSS as an advisory body from Mr. Overton. Mr. Overton noted that the advice of QSS shaped the proposal that was brought forward by the administration. The Chair noted that student input had been heard both through the process and as speakers of the meeting.

A member asked whether the fee increases were to cover costs or to enhance the level of service to which Mr. Overton responded it was cost recovery.

A member noted the fees were reasonable, however believed the governance process has not found a way to include student input sufficiently. Another member noted that this were a transitional year in governance and this could be addressed going forward. Mr. Overton noted the timelines were different this year, however that had no impact on the Fee increases. Professor Saini remarked that though the procedures have changed (devolution of approval to UTM Campus Council from UAB), it remains that the University is committed to providing a certain level of service, and that the proposals have included moderate increases that reflect the real cost of services, and are not increases for profit. The Chair also noted that the process for providing advice from QSS was the same as before the establishment of the Campus Councils.

A member asked that the university administration seek other sources of funds and for members of Council to lobby for subsidized costs of services.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT, subject to confirmation by the Executive Committee,

THAT the 2014-15 operating plans and budgets for the UTM Student Affairs and Services (including the Health & Counselling Centre, the Department of Physical Education, Athletics & Recreation, and Student Services), as presented in the documentation from Mr. Mark Overton, Dean of Student Affairs, be approved; and

THAT the sessional Athletics & Recreation Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$168.39 (\$33.68 for a part-time student), which represents a year-over-year increase of \$4.19 (\$0.84 for a part-time student) or 2.55% (resulting from a permanent increase of 1.94%, and a three-year temporary increase of 0.61%); and

THAT the sessional Health Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$33.67 (\$6.73 for a part-time student), which represents a year-over-year increase of \$0.66 (\$0.13 for a part-time student) or 2% (resulting from a three-year temporary increase of 2%); and

THAT the sessional Student Services Fee for a UTM-registered or UTM-affiliated full-time student be increased to \$142.51 (\$28.50 for a part-time student), which represents a year-over-year increase of \$3.25 (\$0.65 for a part-time student) or 2.33% (resulting from the elimination of a 2011-12 three-year temporary increase, a permanent increase of 2% and a three-year temporary increase of 1.94%); and

THAT the sessional (Fall and Winter sessions only) Mississauga Transit Fall-Winter U-Pass Fee be increased to \$85.15 and the Summer U-Pass fee be increased to \$52.89 for a UTM-affiliated graduate student, which represent year-over-year increases of \$7.03 or 9% (resulting from a permanent increase of 9%) and \$4.36 or 8.98% (resulting from a permanent increase of 8.98%) 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 increased to \$4.68, which represents a year-over-year increase of \$0.02 or 0.43% (resulting from a permanent increase of 0.43%).

6. Compulsory Non-Academic Incidental Fees - Student Society Fees: UTM Student Society Proposals for Fee Increases* (for approval)

The Chair invited Professor Leydon to present the item and make the motion. Professor Leydon noted 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*. He also noted that increases which were greater than the cost of living would require support by referendum. Other increases must have been supported by a previous referendum which approved the concept of annual increases by the cost of living or an explicit inflation factor. The Chair invited Mr. Overton, who provided a definition of the student society fees and the groups which had requested a Fee increase.

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT, subject to confirmation by the Executive Committee,

THAT beginning in the Summer 2014 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 \$9.25 per session (\$9.25 part-time) (Summer Session only) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2014 session, the UTMSU fee be increased as follows: (a) an increase of \$0.20 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 Food Bank portion of the fee, (c) 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, (d) an increase of \$0.02 per session (\$0.02 part-time) in the Student Refugee Program portion of the fee, (e) an increase of \$7.03 per session (\$7.03 part-time) in the Mississauga Transit U-Pass portion of the fee; and

THAT beginning in the Fall 2014 session, the UTMSU fee charged to Mississauga Academy of Medicine (MAM) students in the Fall and Winter sessions be increased as follows: (a) an increase of \$1.50 per session in the Mississauga Transit Summer U-Pass portion of the fee; and

THAT beginning in the Fall 2014 session, the University of Toronto Mississauga Residence Council (UTMRC) fee be increased as follows: (a) an increase of \$1.00 per session in the society portion of the fee.

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.

7. Report of the Previous Meeting: Report 3 of the UTM Campus Council, February 6, 2014

8. Reports of Information

The following items for information were received by Council.

- a) Report 4 of the Agenda Committee (February 20, 2014)
- b) Report 4 of the Academic Affairs Committee (February 12, 2014)
- c) Report 4 of the Campus Affairs Committee (February 10, 2014)

9. Date of the Next Meeting – April 23, 2014 at 4:10 p.m.

The Chair reminded members that the next meeting of the Council was scheduled for Wednesday, April 23, 2014 at 4:10 p.m. in the Council Chamber, William G. Davis Building.

10. Question Period

There were no questions.

11. Other Business

The Chair provided an update on the UTM Biology Greenhouse Project, which was approved by Campus Council and recommended to Academic Board on December 9, 2013. Subject to confirmation by the Executive Committee, the Academic Board approved the Project on January 30, 2014 and the he Business Board approved execution and expenditures related to the Project on January 27th. At its meeting on February 12th, the Executive Committee considered confirmation of the Academic Board's approval in principle of the project. A member of the Executive Committee raised concerns regarding the project cost. The Executive Committee decided to defer its decision about the Project Planning Committee Report for the Biology Greenhouse until the next Executive Committee meeting to be held on March 27, 2014. Both Professor Mabury and Mr. Donoghue were informed of the documentation distribution date should the administration wish to provide additional information for the total project cost.

The meeting adjourned at 6:28 p.m.

Secretary
March 11, 2014

Chair