

UNIVERSITY OF TORONTO
THE GOVERNING COUNCIL
**REPORT NUMBER 197 OF
THE UNIVERSITY AFFAIRS BOARD**

January 30, 2017

To the Governing Council,
University of Toronto

Your Board reports that it met on Monday, January 30, 2017 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Mr. Andrew Szende, Chair
Ms Catherine Riddell, Vice-Chair
Professor Sandy Welsh, Vice-Provost,
Students
Ms Lucy Fromowitz, Assistant Vice-
President, Student Life
Mr. Vikram Sainadh Chadalawada
Mr. Nathan Chan
Ms Sandy Chang
Ms Katharine Dunlop
Mr. Adam Fox
Professor Ira Jacobs
Professor Mark Lautens
Mr. Joseph Leydon
Ms Christine Moon
Ms Sylvia Mwangi
Mr. David Alex I. Nyikos
Mr. Mark Henry Rowswell

Professor Salvatore Spadafora
Professor Elizabeth Smyth
Mr. W. Keith Thomas
Mr. Larry Whatmore

Non-Voting Assessors:

Mr. John F. Monahan, Warden, Hart House
Mr. Mark Overton, Dean of Student Affairs,
University of Toronto Mississauga (UTM)
Mr. Desmond Pouyat, Dean of Student Affairs,
UTSC
Ms Meredith Strong, Director, Office of the
Vice-Provost, Students and Student Policy
Advisor

Secretariat:

Mr. David Walders, Secretary

Regrets:

Mr. Aidan Fishman
Mr. Modele Kuforiji
Mr. Jorge May
Ms Sherice Robertson

In Attendance:

Chef Jaco Lokker, Director of Culinary Operations and Executive Chef, Food Services
Mr. Todd Baril, Director of Business Operations for Food Services
Mr. Paul Fraumeni Director, Research Communications & Editor, Edge Magazine
Ms Joan Griffin, Assistant Director, Office of the Vice-Provost, Students and First-Entry Programs
Mr. Mike LeSage, Coordinator, Student Policy Initiatives, Office of the Vice-Provost,
Students and First-Entry Programs

ALL ITEMS ARE REPORTED FOR INFORMATION

The Chair welcomed members and guests to the meeting, and noted that there would be three interesting and important academic presentations during the meeting.

Mr. Szende expressed shock and sadness at the recent events in Quebec and noted that the thoughts of the University community were with the families of the victims. Professor Welsh apprised the Board of upcoming vigils that would be held on campus in response to the tragedy.

On motion duly made, seconded and carried

IT WAS RESOLVED

THAT the University condemn the violence that took place in Quebec on January 29, 2017 and express support for the families of the victims involved.

1. Academic Presentations

(a) University Budget Process Overview

Ms Sally Garner, Executive Director of Planning and Budget offered a presentation, appended here, on the University Budget Process.

Members asked questions on the following topics: the challenges associated with developing budgets in a year when the University would be engaged in collective bargaining with employee groups; whether divisional budgets were adjusted in the event that actual needs varied from the projected budgets, and; contributions that were made from the University's endowment fund.

In reply, Ms Garner advised that, since each division was responsible for internal salary increases, divisions were strongly encouraged to maintain adequate reserves to cover any such increases. If there were shortfalls, divisions were responsible for reprioritizing their budgets to accommodate this shortfall. It was also the case that the University adjusted divisional funding in June of each year to account for variances in projected budgets for things such as enrolment and utility costs. Finally, Ms Garner noted that estimated payments from the endowment fund, which were part of the budget; and largely provided funding for student aid and endowed Chairs, tended to be fairly conservative.

The Chair thanked Ms Garner for her presentation.

(b) St. George Campus Food Services: Update on the New Operation

Ms Anne MacDonald, Director of Ancillary Services, offered a presentation, appended here, which provided an update on the new operations related to the St. George Campus Food Services. She also introduced Chef Jaco Lokker, Director of Culinary Operations, Food Services and Mr. Todd Baril, Director of Business Operations, Food Services, and thanked both of them for their work in implementing the new operation. Her presentation focussed on the transition, which occurred during the summer of 2016, whereby the University began a self-operating food services program. She reported on the success of the program and the overwhelmingly positive reaction from students, staff and faculty to both the food as well as the food services staff, and that the staff hired from the former service provider (Aramark) made a very successful transition. She also noted that a Campus Advisory Committee would be established to provide insight and feedback and promote continuous improvement.

Members congratulated Ms MacDonald and the food services team for their work in developing a program that offered better, healthier food, a more collegial environment for food service workers and a greater sense of ownership for the University over food services.

Questions from members covered the following topics:

- Financial projections for food services;
- Food waste;
- Nutritional information of food;
- Data collection from students;
- The status of the employees who were formerly employed by Aramark.

In reply to the above queries, Ms MacDonald commented that it was expected that actual budgets would be very close to the projected budgets for the next two years. While there had been larger than anticipated start-up costs for the new program and reserve balances that were built up prior to the transition were completely exhausted as a result, it was expected that these costs would be recouped in the next two years. With respect to food waste, Chef Jaco and Ms MacDonald noted that, since there was little batch cooking and that most food was made to order, there was very little food waste. Regarding pre-packaged food, Chef Jaco noted that there was also very little unconsumed pre-packaged food and any that did exist was moved, within one day of its preparation, to a different food services locations around the campus.

With respect to nutritional information, Chef Jaco confirmed that it was planned that nutritional information would be provided on pre-packaged food in the near future. With respect to fresh food, the feasibility of providing nutritional information online was being examined. This would be examined by the Campus Advisory Committee, as would data collection from students relating to patterns of food purchase and consumption. Finally, Ms MacDonald advised the Board that all of the former Aramark employees had been offered positions within the new food services program. These employees, who were now unionized employees at the University, received increased salaries and more comprehensive benefits versus their previous employment with Aramark.

The Chair thanked Ms MacDonald, Chef Jaco and Mr. Baril for their presentation and congratulated them on their work.

(c) Hart House Strategic Plan

The Warden of Hart House, Mr. John Monahan, offered a presentation, appended here, on the Hart House Strategic Plan. Mr. Monahan noted that the 5-year plan, which was developed with external consultants, was focussed on four “truths”: The Human Truth, reflecting the experiences and aspirations of students; The Market Truth, reflecting the realities of the labour market as well as the broader political and economic landscape; The Social Truth, which focussed on the interaction among people as their connection to their social environment; and; The Business Truth, which reflected the programming and operational mandates of Hart House. He also discussed challenges facing Hart House and opportunities for growth. Finally, he advised that the goal of the Strategic Plan was to achieve experiential excellence for students, operational excellence for Hart House, and reputational excellence for the University as a whole.

The Chair thanked Mr. Monahan for his presentation. There were no questions from members.

2. Annual Report: Compulsory Non-Academic Incidental Fees

The Chair informed the Board that Professor Welsh had to leave the meeting to represent the University administration at a campus vigil for the victims of the Quebec City massacre.

Ms Fromowitz informed members that this annual report was prepared for the information of board members in advance of the consideration of increases to compulsory non-academic incidental fees at the next two meetings. The report contained an inventory of all compulsory non-academic incidental fees, and designated portions thereof, approved by the University Affairs Board (UAB) and collected by the University. It also provided the fee data for the 2015-2016 and 2016-2017 academic years.

For the St. George campus, the 2017-2018 student services fees would be considered at the next UAB meeting. St. George student society fee changes would be considered at the subsequent meeting of the board. The 2017-2018 UTM and UTSC student services fees and the student society fees would be considered at the respective Campus Affairs Committee meetings. The Campus Affairs Committees had also received a copy of this Annual Report for information.

Ms Strong, Director of the Office of the Vice-Provost, Students and Student Policy Advisor, offered a presentation, appended here, that provided a brief overview of the annual report¹. She reminded members that Student Service Fees and Student Society Fees were subject to the *Policy for Compulsory Non-Academic Incidental Fees*. This policy specified the requirements and conditions associated with the fees and the manner in which these are charged. The report highlighted the range of fees across the University, which was reflective of the local needs of the various divisions and any special programs within those divisions.

The Chair thanked Ms Fromowitz for her Report and thanked Ms Strong for her presentation. There were no questions from members.

¹ Members were advised of a correction that would be made to the Report on page seven. Once the correction was made, a revised Report would be posted to the UAB website.

3. Report of the Previous Meeting: Report 197 – November 28, 2016

The Report of the Previous Meeting was approved.

4. Business Arising from the Report of the Previous Meeting

There was no business arising from the Report of the previous meeting.

5. Date of Next Meeting – March 6, 2017 at 4:30 p.m.

The Chair confirmed that the date of the next meeting would be March 6, 2017 at 4:30 p.m.

6. Reports of the Administrative Assessors

Ms Fromowitz reported on the following matters:

United States Travel Restrictions

- The University expressed concern regarding the travel restrictions and supports international students, faculty and staff that may be affected by this order. The University was working collectively with Universities Canada on this matter.
- The University was also considering ways to support visiting faculty or students whose mobility had been impeded by this order.

Truth and Reconciliation Commission

- On January 13th, the final report of the University of Toronto's Truth and Reconciliation Steering Committee was presented to the president and provost during an entrustment ceremony at Hart House.

The report included 34 calls to action for U of T in the following areas:

- Indigenous spaces
- Indigenous faculty and staff
- Indigenous curriculum
- Indigenous research ethics and community relationships
- Indigenous students and co-curricular education
- Institutional leadership and implementation

She encouraged members to read the report which was available on-line.

Student Engagement in the Arts Awards

- The University would celebrate student engagement and leadership in art related initiatives with the University of Toronto Student Engagement in the Arts Awards (SEAA).
- This annual Award recognized undergraduate and graduate students who had made significant leadership and/or volunteer contributions to co-curricular arts activities at the University.
- Previous recipients were awarded for contributions through a wide range of areas: dance, theatre, Curation, visual arts, and arts administration activities.
- Students from all three U of T campuses were eligible for these awards, and the deadline for nominations was February 10, 2017. Award information and a new online application form could be found on the arts.utoronto.ca website.

Graduate and Undergraduate Award for Scholarly Achievement in the Area of Gender-Based Violence

- Each year on December 6, the University of Toronto community marked the National Day of Remembrance & Action on Violence Against Women with events across the institution.
- The University was thrilled to have launched a new Award this year to recognize students who had made distinctive contributions in the area of gender-based violence research and prevention.
- The two awards of \$1,500 each were available annually – one for a graduate student and one for an undergraduate student.
- The Award was funded jointly by the Office of the Vice-President & Provost and the Office of the Vice-President, Human Resources & Equity. The deadline for applying was April 1, 2017.²

National Survey of Student Engagement (NSSE)

- In the coming weeks, the University of Toronto, along with all Ontario universities and Canadian peer institutions, would participate in the National Survey of Student Engagement (NSSE).
- NSSE begins February 8, 2017 and would invite all first year and all senior year undergraduates to participate from the following faculties:
 - Arts & Science
 - Architecture, Landscape & Design
 - Music
 - Kinesiology & Physical Education
 - Applied Science and Engineering
 - University of Toronto Mississauga
 - University of Toronto Scarborough
 - This survey is run every three years and provides the University with value data on student campus life.

² Detailed information and online application form could be found online on the U of T scholarships page on Future Students website (<http://www.future.utoronto.ca/content/award-scholarly-achievement-area-gender-based-violence>).

