

UNIVERSITY OF TORONTO

THE UNIVERSITY OF TORONTO SCARBOROUGH CAMPUS COUNCIL

REPORT NUMBER 23 OF THE CAMPUS COUNCIL

March 1, 2017

Professor Paul Kingston, Chair
Professor Bruce Kidd, Vice-
President and Principal, UTSC
Mr. Andrew Arifuzzaman, Chief
Administrative Officer, UTSC
Professor William Gough, Vice-
Principal, Academic and Dean
Ms Hira Ashraf
Dr. Catherine Bragg*
Professor Tarun Dewan*
Mr. George Fadel*
Ms Sue Graham-Nutter
Mr. John Kapageridis*
Dr. Elaine Khoo
Ms Lydia V.E. Lampers-Wallner
Mr. Andrew C. Leung
Ms Brenda Librecz
Dr. Jennifer McKelvie
Ms Yasmin Rajabi

Dr. Tayyab Rashid
Ms Amina Shabeen
Ms Lynn Tucker
Mr. Larry Whatmore

Secretariat:

Ms Kathy Fellowes
Ms Rena Prashad

Regrets:

Mr. Preet Banerjee
Professor Leslie Chan
Dr. Brian Harrington
Mr. Mark Henry Rowswell

*Telephone Participants

In attendance:

Ms Liza Arnason, Assistant Dean, Student Life, Community Outreach & International
Experience
Mr. Fatah Awil, Vice-President Communications, UTSC Muslim Students' Association
(MSA)
Ms. Laura Boyko, Director, Health & Wellness Centre
Dr. Curtis Cole, Registrar & Assistant Dean (Enrolment Management)
Mr. Gilbert Delgado, Chief University Planning, Design and Construction
Ms Deborah Hahn, Assistant Director, Retail & Conference Services
Ms Joyce Hahn, Assistant Director, Capital & Business Operations, Financial. Services
Ms Tebat Kadhem, President, University of Toronto Syrian Refugee Association
Mr. Marc Laurin, Manager, Fusion Radio

Ms. Nazia Mohsin, Vice-President Religious Affairs, MSA
Ms Helen Morissette, Director, Financial Services
Mr. Frank Peruzzi, Assistant Director, Food Partnerships
Mr. Gary Pitcher, Director, Campus Safety, Issue and Emergency Management
Ms. Ruxandra (Iulia) Pop, Student Life Coordinator, Department of Student Life (DSL)
Mr. Desmond Pouyat, Dean, Student Affairs
Mr. Abdul Rehman Qureshi, Acting President, MSA
Ms Ramisa Tasfia, President, Fusion Radio
Ms Jen Tigno, Interim Director, Academic Advising & Career Centre
Ms Michelle Verbrugghe, Director, Student Housing & Residence Life
Mr. Frank Villiva, Manager, Conference and Event, Retail & Conference Services
Ms Fran Wdowczyk, Director, Business Development & Special Advisor to the CAO
Operations and Special Projects

1. Chair's Remarks

The Chair welcomed members and guests to the meeting and introduced the members who participated in the meeting by teleconference.

He congratulated the Faculty and Administrative Staff winners of the recent governance elections who were declared elected on February 24th. He announced that Student winners would be declared elected on April 11, 2017.

The Chair reported that a Call for Application for Community Members to serve on the UTSC Campus Council and its Standing Committees would be accepted by the Office of the UTSC Campus Council until March 14th. He encouraged community members whose terms were ending on June 30th to consider re-applying

2. Report of the Vice-President and Principal

The Chair invited Professor Bruce Kidd, Vice-President and Principal to introduce the two student presentations.

a. Student Presentation - Muslim Students' Association (MSA)

Mr. Fatah Awil, Vice- President, Communications, Ms Nazia Mohsin, Vice President, Religious Affairs, and Mr. Abdul Rehman Qureshi, Acting President, explained that MSA promoted the spiritual, non-spiritual and academic interests of students. The Association held a number of interfaith events for the UTSC community including: the distribution of Care packages to the most vulnerable members of the community, fundraising events, breaking fast after Ramadan, welcome day for incoming students, and graduate school application seminars.

A member commented on the feasibility of extra prayer space on campus, and referenced the large spaces available on the St. George campus in the Multifaith Centre. Mr. Andrew Arifuzzaman, Chief Administrative Officer, responded that the University created multi-purpose space, which could be used for prayer. Mr. Desmond Pouyat, Dean of Student Affairs indicated that the Multi-Faith Centre had external donor support and that faith base initiatives were not funded by the University.

b. University of Toronto Syrian Refugee Association

Ms Tebat Kadhem, President, University of Toronto Syrian Refugee Association explained that the Association was in its infancy and that their purpose was to educate the University community on the Syrian refugee crisis through organizing panels, debates, and providing a forum for discussion.

c. Principal's Report

Professor Kidd announced that in 2017 Canada was celebrating 150 years of confederation. He indicated that year-long celebrations and reflective events were underway at UTSC, in an effort to critically examine the Canadian and University's experience. He remarked that in particular, Canadians needed to rethink what it meant to be Canadian in the context of recent reports on Truth and Reconciliation, and to consider how we acknowledged and respectfully engaged with the Indigenous communities to learn about their history and forge new, more beneficial ways of living together.

He also reported that Professor William Gough, Vice-Principal, Academic and Dean, had established an Indigenous Working Group with a purpose to identify how Indigenous content could be embedded into curriculum.

To conclude, Professor Kidd expressed concern regarding the USA travel ban, which (at the time of the meeting) was suspended. He expressed deep concern at some of the recent actions of the new US administration which had impacted the University community. He reinforced that supports were in place to assist faculty, staff, and students through the Department of Student Life (DSL) and Employee Self-Serve, and he read an excerpt from [President Meric Gertler's statement on Diversity and Inclusion](#). He encouraged members to attend the Political Science Town Hall: "Trump and Travel" which was to be held on March 2nd.

3. Revisions to the University of Toronto Policy on Capital Planning and Capital Projects

The Chair welcomed Mr. Gilbert Delgado, Chief, University Planning, Design, and Construction, to present the revisions to the *Policy on Capital Planning and Capital Projects*. At its meeting on February 7th, the UTSC Campus Council received, for information, the revisions to the *Policy*, which would be considered for approval by the Governing Council on May 18th. Mr. Delgado reported that the proposed revisions to the *Policy* included the following:

- The threshold for consideration of a Level 1 project be increased from \$3M to \$5M;
- The threshold for consideration of a Level 2 project be increased to include any projects with a value between \$5M and \$20M;
- Total project increases less than 10 percent could be approved by the Vice-President, University Operations, providing that the additional increase kept the project below the threshold of the original project authority;
- The Vice-President, University Operations, could approve any change in scope to a project within the framework of allowable cost increases (i.e. less than 10 percent), if it was determined that the change would provide efficiencies in cost and time and remain within the framework of the original purpose of the project as outlined in the project planning report; and
- All projects to be managed according to standardized processes instituted and maintained under the authority of the Vice-President, University Operations, as a tri-campus capital program initiative.

In response to a question regarding project leadership, Mr. Delgado explained that his Office would provide oversight on all projects to ensure standardization of processes

4. Compulsory Non-Academic Incidental Fees – Student Society Fees: UTSC Student Society Proposals for Fee Increases

The Chair invited Mr. Larry Whatmore, Chair of the UTSC Campus Affairs Committee, provide a summary of the deliberations that took place at the February 7th UTSC Campus Affairs Committee meeting.

Mr. Pouyat provided a brief summary¹ on Student Society requirements and the process for proposing Student Society Fee Increases.

The Chair informed members that he had received a speaking request from two student representatives from Fusion Radio, Ms Ramisa Tasfia, President, and Mr. Marc Laurin, Station Manager, who wished to address the Council and respond to any questions or concerns raised in relation to the proposed fee increase.

A member asked which students were eligible to vote in the Referendum, and the Fusion Radio representatives reported that it was open to all full-time undergraduate students at UTSC.

A member expressed concern regarding the low voter turnout and suggested better advertising efforts could have brought out more voters. The member commented that students may have been unaware of the Referendum.

¹ Presentation: Student Society Fees: Request for Fee Increase & Operating Plans and Fees: Student Affairs and Services

Professor Kidd expressed support for the fee increase, but was disappointed with the low voter turnout. He reinforced that the underlying issue was unrelated to the Fusion Radio proposal, which was ambitious and exciting, but was associated to limited student engagement in democratic voting on campus.

In response to a question regarding the Fusion Radio listenership, the Fusion Radio representatives indicated that there was approximately 300 listeners per month.

A member expressed concern for the absence of a threshold for Referendum voting results and suggested that the procedures be reviewed by the administration. Mr. Pouyat took the suggestion under consideration and would share it with the Office of the Vice-Provost Students.

A member commented on the absence of student engagement in the Referendum. At the request of the Council, Mr Pouyat agreed to provide information on student engagement strategies and initiatives at a future meeting.

On motion duly made, seconded, and carried²,

YOUR COUNCIL APPROVED,

THAT subject to confirmation by the Executive Committee;

THAT beginning in the summer 2017 session, the Scarborough Campus Community Radio (operating as Fusion Radio) fee be increased as follows: (a) an increase of \$8.00 in the society portion of the fee.

If approved, the total Fusion Radio fee will be \$12.85 per session (summer, fall, and winter), charged to full-time undergraduate students at UTSC (full-time only).

On motion duly made, seconded, and carried,

YOUR COUNCIL APPROVED,

THAT subject to confirmation by the Executive Committee;

THAT beginning in the Summer 2017 session, the SCSU fee be increased as follows: an increase of \$6.06 per session (\$1.21 part-time) in the UTSC Sports and Recreation Centre Levy portion of the fee; and

² The motion for item #4, Compulsory Non-Academic Incidental Fees – Student Society Fees: UTSC Student Society Proposals for Fee Increases was severed into two separate motions, which the Council was in agreement on.

Subject to confirmation of approval of the following fee increase proposals by the Scarborough Campus Students' Union (SCSU) Board of Directors on February 27, 2017,

THAT beginning in the Fall 2017 session, the SCSU fee be increased as follows: (a) an increase of \$0.52 per session in the Society membership portion of the fee (\$0.03 part-time), (b) an increase of \$0.77 per session in the Student Centre portion of the fee (\$0.23 part-time), (c) an increase of \$0.15 per session (full-time only) in the CFS/CFS-O portion of the fee, (d) an increase of up to \$7.13 (full-time only) per session in the Accident & Prescription Drug Insurance Plan portion of the fee, and (e) an increase of up to \$8.60 (full-time only) per session in the Dental Plan portion of the fee, and (f) continuation of the Student Refugee Program portion of the fee through the 2017-18 academic period.

If approved, the total Fall/Winter SCSU fee will be up to \$410.24 per session (\$45.25 part-time), charged to all UTSC undergraduate students.

5. Operating Plans and Fees: Student Affairs and Services, UTSC

The Chair invited Mr. Larry Whatmore, Chair of the UTSC Campus Affairs Committee, to introduce the item and to provide a summary of the deliberations that took place at the February 7th meeting of the UTSC Campus Affairs Committee (CAC).

- a) Advice from the UTSC Council on Student Services (CSS)**
- b) Operating Plans and Fees**

Mr. Desmond Pouyat outlined the proposal made to CSS, who had voted in favour of the Operating Plans and Fees, and the CSS voting results. He added that the decisions made by CSS were considered advice to the UTSC Campus Affairs Committee and UTSC Campus Council.

On motion duly made, seconded, and carried,

YOUR COUNCIL APPROVED,

THAT, subject to confirmation by the Executive Committee;

THAT, the 2017-18 operating plans and budgets for the UTSC Student Affairs and Services (including the Health & Wellness Centre, Athletics & Recreation, and Student Services), as presented in the documentation from Mr. Desmond Pouyat, Dean of Student Affairs, be approved; and

THAT the sessional Health & Wellness Fee for a UTSC-registered or UTSC-affiliated full-time student be increased to \$67.31 (\$13.46 for a part-time student), which represents a year over year increase of \$1.96 (\$0.31 for a part-time student) or 3%;

THAT the sessional Athletics & Recreation Fee for a UTSC-registered or UTSC-affiliated full-time student be increased to \$137.57 (\$27.51 for a part-time student), which represents a year over year increase of \$3.36 (\$0.67 for a part-time student) or 2.5%;

THAT the sessional Student Services Fee for a UTSC-registered or UTSC-affiliated full-time undergraduate student be increased to \$177.60 (\$35.52 for a part-time student), which represents a year over year increase of \$4.52 (\$0.98 for a part time student) or 2.61%.

6. Operating Plans: Service Ancillaries, UTSC

The Chair invited Mr. Whatmore, Chair of the UTSC Campus Affairs Committee, to introduce the Operating Plans for the UTSC Service Ancillaries (i.e. Student Housing & Residence Life, Conference Services, Food and Beverage Services and Parking Services) and to provide a summary of the deliberations that took place at the February 7th meeting of the UTSC Campus Affairs Committee (CAC).

Mr. Arifuzzaman provided a presentation³ on the UTSC ancillary portfolios, which included information on their current and future objectives and user fee increases.

On motion duly made, seconded, and carried,

YOUR COUNCIL APPROVED,

THAT, subject to confirmation by the Executive Committee;

THAT the 2017-18 operating plans and budgets for the UTSC Service Ancillary, as summarized in Schedule 1; the Service Ancillary capital budgets as summarized in Schedule 5; and the rates and fees in Schedule 6, as presented in the documentation dated January 02, 2017, be approved effective May 1, 2017.

7. Report of the Previous Meeting: Report Number 22– Thursday, February 2, 2017 (for approval)

The report of the previous meeting was approved.

8. Business Arising from the Report of the Previous Meeting

³ Operating Plans: Service Ancillaries, UTSC

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

9. Reports for Information

Members received the following reports for information:

- a) Report Number 23 of the UTSC Agenda Committee (Wednesday, February 15, 2017)
- b) Report Number 22 of the UTSC Academic Affairs Committee (Wednesday, January 25, 2017)
- c) Report Number 22 of the UTSC Campus Affairs Committee (Tuesday, February 7, 2017)

10. Date of the Next Meeting – Tuesday, April 18, 2017 at 4:10 p.m.

The Chair reminded members that the next scheduled meeting of the Campus Council would be held on Tuesday, April 18, 2017 at 4:10 p.m.

11. Question Period

No questions were raised.

12. Other Business

No other business was raised.

The meeting adjourned at 6:13 p.m.

Secretary

Chair



**Presentation to Campus Council:
Student Society Fees: Request for Fee Increase**

March 1, 2017



Leading the student experience of choice

Office of Student
Affairs & Services

Society Requirements

- To operate in an open, accessible and democratic manner
- To have constitutions and/or by-laws including provisions for:
 - regular financial reports
 - annual audits
 - appropriate accounting and financial procedures
 - procedures for complaints from members



Office of Student
Affairs & Services

Process for Fee Changes

- The Office of the Vice Provost Student's office, in coordination with the Department of Student Life & Office of Student Affairs, reviews the student society documentation for governance to ensure that the requests are in compliance with the Society's by-laws, as well as with University and Ministry Policy relating to student society fees.
- The administration relies on the assurances of student societies that due constitutional processes and fair procedures have been followed.
- Many student society fees are increased by CPI which for student societies are defined by Year-over-year change in consumer prices for Ontario as measured by Statistics Canada (December-over- December) as of December 31 of the previous year.
- Where the amount of an increase in the fee charged is greater than the year over year change in consumer prices for Ontario, the request must be supported by a majority of society members voting in the recent referendum.



**Advice from CSS
Operating Plans : Student Affairs and Services**



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Summary of Changes

Description	2016-2017 Fee		2017-2018 Fee		Change from Previous Year			
	Full-time	Part-time	Full-time	Part-time	% FT	\$ FT	% PT	\$ PT
Health and Wellness	\$65.35	\$13.07	\$67.31	\$13.46	3%	\$1.96	3%	\$0.31
Athletics & Recreation	\$134.21	\$26.84	\$137.57	\$27.51	2.5%	\$3.36	2.5%	\$0.67
Student Services	\$173.08	\$34.62	\$177.60	\$35.52	2.61%	\$4.52	2.61%	\$0.98



Office of Student
Affairs & Services

Outcome/Voting Results

Health & Wellness	Resolution: Passed	✓
Yes :	14	Students: 9, Admin: 5
No :	1	Students: 1, Admin: 0
Abstain :	1	Students: 1, Admin: 0
Athletics & Recreation	Resolution: Passed	✓
Yes :	12	Students: 7, Admin: 5
No :	2	Students: 2, Admin: 0
Abstain :	2	Students: 2, Admin: 0
Student Service Fee	Resolution: Passed	✓
Yes :	13	Students: 8, Admin: 5
No :	1	Students: 1, Admin: 0
Abstain :	2	Students: 2, Admin: 0

- All three budgets (Health and Wellness, Athletics and Recreation, Student Services Fee)
- Passed by CSS on **January 18, 2017**
- Recommended by Campus Affairs Committee on **February 7, 2017**



Office of Student
Affairs & Services

Service Ancillary Operating Plans

Campus Council Meeting
March 1, 2017

Budgets

Operating Fund Budget

- Student tuition and Government grants

Student Fees

- For Student programming

Ancillary Budgets

- Funded exclusively by the users of the service

Ancillary Budgets

Must be self sufficient

- ✓ Operating Expenses
- ✓ Capital Renewal and Deferred Maintenance
- ✓ Maintain Reserves

Provide services to all internal users as well as
external users

Service Ancillary Guidelines

- 1) Operate without subsidy from the operating budget;
- 2) Provide for all costs of capital renewal;
- 3) Create and maintain an operating reserve;
- 4) Contribute net revenue to the operating budget.

Service Ancillary Proposal

2017-18

	Residence	Conference Services	Food and Beverage	Parking Services
Revenue	\$ 6,973,129	\$ 1,403,455	\$ 1,099,356	\$ 3,339,209
Expense	6,343,213	1,399,505	793,743	2,406,410
Net Income	629,916	3,950	305,612	932,799
Investment in Cap. Assets	2,876,317	8,891	499,949	604,997
Capital Renewal	660,041	1,000	6,600	280,901
Operating	715,739	701,727	171,874	243,993
New Construction	40,295	807,936	376,348	4,896,220
Unrestricted	-	-	-	-
Net Assets	\$ 4,292,392	\$ 1,519,554	\$ 1,054,772	\$ 6,026,111

Ancillary Units at UTSC

- Student Housing and Residence Life
Michelle Verbrugge
- Retail and Conference Services
Fran Wdowczyk
- Food and Beverage Services
Fran Wdowczyk
- Parking Services
Gary Pitcher

Student Housing and Residence Life

"To provide the residence experience; a transition to independence in a vibrant on-campus community that supports academic achievement and personal growth"

- Housing Master Planning exercise; Reviews of admin structure, program, procedures; cost containment practices
- Planning and Consultation Practices and Processes
- Launching 5 working groups to drive a student informed program: Learning Communities, Equity, Safety, Wellbeing, Communications
- 3.8% fee increase

Student Housing and Residence Life

Achievement: Contribution to reserves

Challenge: Prioritize capital renewal; maintain adequate pricing while not pricing students out of residence



	2017-18		2016-17	
	Budget	Forecast	v. Budget	v. Prior Yr
Revenue	\$ 6,973	\$ 6,861	1%	6%
Expenses	6,343	6,048	-3%	11%
Net Income	630	813	47%	-18%
Net Assets	\$ 4,292	\$ 3,662	21%	29%



Retail and Conference Services

To provide quality service that satisfies the multi-faceted needs of our external clients, students, faculty and staff"

- CODE Conference (May 12 – 13)
- Wheelchair Basketball Training Camps (May – Aug)
- Animal Behaviour Society Annual Meeting (Jun 12 – 16)
- Swim Canada Provincial meet (July 24 – Aug 3)

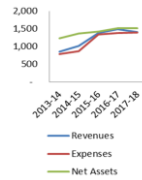
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Retail and Conference Services

Achievement: Summer camp for community children

Challenge: Reduced conference spaces on campus



	(000's)	2017-18		2016-17	
		Budget	Forecast	v. Budget	v. Prior Yr
Revenue	\$ 1,403	\$ 1,484	6%	7%	
Expenses	1,400	1,382	-1%	4%	
Net Income	3	102	4406%	113%	
Net Assets	\$ 1,520	\$ 1,516	10%	7%	

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Food and Beverage Services

"Enhance student life experience and client experience while seeking opportunities for growth"

- New client feedback site, "Gimme the Dish"
- New menu additions – Healthy Kitchen
- Expansion "Feature Table" initiative
- Completion of cafeteria seating renovation

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Food and Beverage Services

Achievement: 10% increase in revenue

Challenge: Adjust service and hours of operation to meet campus needs



	(000's)	2017-18		2016-17	
		Budget	Forecast	v. Budget	v. Prior Yr
Revenue	\$ 1,099	\$ 1,036	3%	10%	
Expenses	794	748	3%	12%	
Net Income	305	288	2%	6%	
Net Assets	\$ 1,055	\$ 939	-3%	15%	

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Parking Services

"Providing quality parking facilities and services in a safe, effective environment"

- Ancillary's first parking structure, North Campus – Status
- 3% permit fee increase, all permit categories

Parking Services

Achievement: Maintenance and renewal of facilities while containing costs

Challenge: Providing sufficient user-friendly facilities optimally located to meet the changing needs of our campus population



(000's)	2017-18		2016-17	
	Budget	Forecast	v. Budget	v. Prior Yr
Revenue	\$ 3,339	\$ 3,212	0%	-4%
Expenses	2,406	2,369	0%	6%
Net Income	933	843	-2%	-24%
Net Assets	\$ 6,026	\$ 5,422	1%	11%

Recommendation

Be It Recommended to the UTSC Campus Council,

THAT the 2017-18 operating plans and budgets for the UTSC service ancillaries, as summarized in Schedule 1; the service ancillary capital budgets as summarized in Schedule 5; and the rates and fees in Schedule 6, as presented in the documentation provided by Andrew Arifuzzaman, Chief Administrative Officer, be approved, effective May 1, 2017.

Discussion