

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 176 OF**  
**THE UNIVERSITY AFFAIRS BOARD**

**May 28, 2013**

To the Governing Council,  
University of Toronto.

Your Board reports that it met on Tuesday, May 28, 2013 at 4:30 p.m. in the Council Chamber, Simcoe Hall, with the following members present:

Ms B. Elizabeth Vosburgh, In the Chair  
Mr. Chirag Variawa, Vice-Chair  
Professor Jill Matus, Vice-Provost,  
Students & First-Entry Divisions\*  
Professor Mark McGowan, Acting Vice  
Provost, Students  
Ms Lucy Fromowitz, Assistant Vice-  
President, Student Life  
Mr. Andrew O.P. Drummond  
Ms Kimberly Elias  
Mr. Aidan Fishman  
Mrs. Renu Kanga Fonseca  
Professor Ira Jacobs  
Mr. Sammy Lau  
Ms Rita O'Brien, Chief Administrative  
Officer, Hart House  
Professor Elizabeth M. Smyth  
Mr. Andrew Szende

**Non-Voting Assessors:**

Ms. Anne E. MacDonald, Director,  
Ancillary Services  
Ms Gail Milgrom, Director, Campus and  
Facilities Planning  
Professor Cheryl Misak, Vice-President  
and Provost  
Mr. David Newman, Acting Director,  
Office of the Vice-Provost, Students and  
First Entry Divisions  
Dr. Mark Overton, Dean of Student Affairs,  
University of Toronto Mississauga  
(UTM)

**Secretariat:**

Mr. David Walders, Acting Secretary

**Regrets:**

Ms Denisse Albornoz  
Ms Alexis Archbold  
Professor Robert L. Baker  
Mr. Daniel CiCenzo  
Professor Bruce Kidd  
Dr. Gary P. Mooney  
Mr. Samuel Oduneye  
Ms Arlen Orellana  
Mr. Desmond Pouyat  
Ms Gina Trubiani

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\*participated by telephone

**In Attendance:**

Mr. Harvey Botting, Governing Council Member-Elect  
Ms Archana Sridhar, Assistant Provost  
Mr. Steve Moate, Senior Legal Counsel  
Ms Shannon Howes, Manager, Student Policy Initiatives & High Risk  
Mr. Dan Hutt, Director, Campus Police Services, U of T St. George  
Mr. Mike Lesage, Coordinator, Student Policy Initiatives in the Office of the Vice-Provost, Students and First-Entry Divisions  
Mr. Rob Messacar, Manager, UTSC Campus Police  
Mr. Adnan Najmi, Operations Coordinator, UTSU  
Mr. Len Paris, Manager, UTM Campus Police  
Mr. Gary Pitcher, Director, Campus Safety & Security UTSC  
Mr. Munib Sajjad, President, University of Toronto Students' Union

ALL ITEMS ARE REPORTED FOR INFORMATION

**The meeting began *in camera***

**1. Appointments: Chair, Council on Student Services (COSS)**

On motion duly made, seconded and carried,

IT WAS RESOLVED,

THAT the appointment of Mr. Brad Evoy as chair of the Council on Student Services, to be effective immediately until April 30, 2014, be approved.

**2. Annual Report: Striking Committee – University Affairs Board**

On motion duly made, seconded and carried

IT WAS RESOLVED,

THAT the following be appointed as co-opted members of the University Affairs Board for one-year terms from July 1, 2013 to June 30, 2014:

Mr. Marc Arnold  
Ms. Roxanne Wright  
Ms Rita O'Brien  
Mr. Chirag Variawa  
Ms Eleni Patsakos

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Ms Rida Ali  
Ms Aislin Flynn  
Ms Stephanie Wang

AND

THAT the following be appointed to the Discipline Appeals Board for one-year terms from July 1, 2013 to June 30, 2014:

Professor Joel Kirsh  
Ms Cheryl Shook  
Mr. Sammy Lau  
Ms Morgan Vanek,  
Ms Maina Rambali  
Mr. Chirag Variawa

**The meeting moved into open session**

The Chair introduced Professor Mark McGowan, Acting Vice Provost, Students while Professor Matus is on leave. A former Principal and Vice President (Academic) of St. Michael's College from 2002-2011, he has been assisting as a Special Advisor to the Vice Provost students in 2012-2013.

The Chair then invited Professor Cheryl Misak, Vice-President and Provost, to speak briefly to the Board and answer questions on the fee diversion matter that had been raised at the May 23, 2013 Governing Council Meeting<sup>1</sup> The Chair explained that this would be a follow-up to the memorandum from the Provost on May 24, 2013, entitled *Fee Diversion Referenda: Governance and Policy Context*.

The Provost's comments addressed the following matters:

- The issue of fee diversion had been raised in the past by various student societies, though the issue gained momentum in 2012 when three student societies, the Engineering Society (EngSoc), the Trinity College Meeting (TCM), and the Victoria University Students' Administrative Council (VUSAC) held referenda to divert fees from the University of Toronto Student Union (UTSU) to their respective societies.
- While not binding according to policy, these referenda had moral force and reflected the will of a large number of students to divert fees from UTSU to their respective student societies. As such, this matter required careful and serious attention.
- The Office of the Vice-President and Provost had encouraged several conversations between the involved student societies over the course of the past year to try to resolve the issues in contention. Progress had been made with respect to electoral reform, specifically with respect to online voting, and renewed discussions, facilitated by Professor Brian

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<sup>1</sup> Members had been alerted in advance that the Vice-President and Provost would be invited to address the Board.

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- Langille from the Faculty of Law, an impartial third party with vast experience in mediation, would commence June 6<sup>th</sup>.
- The student societies, through their leaders, would be encouraged to resolve the conflict on their own, as one important principle in play was that, within certain parameters, the autonomy of student societies should be upheld. While it was within the purview of the Provost, according to the *Policy for Compulsory Non-Academic Incidental Fees*, to withhold fees from student societies that did not operate in an open and democratic fashion, it was beyond the purview of the Provost to divert fees from one student society to another. Similarly, it was beyond the scope of the University Affairs Board to approve fee diversion, since this would run counter to the *Policy*. Governing Council might ask the administration to revise policy, but under current policy, fee diversion was not possible.

A member inquired, hypothetically, whether these matters would adversely affect UTSU's ability to operate the planned Student Commons at 230 College Street. The Provost replied that she was optimistic that the student societies could come to an agreement that would make that question moot.

### **3. Governance Pathways for Capital Projects and Infrastructure Renewal Projects**

The Chair reviewed the consultation draft of the Governance Pathways for Capital Projects and Infrastructure Renewal Projects. She addressed the following points:

- The intent of the document was to outline some proposed changes to the procedures through which capital and infrastructural renewal project reports would be brought forward for governance approval. The purpose of these changes was to enhance the University's ability and ongoing efforts to allocate its resources prudently and effectively, to maximize opportunities for cost containment and to ensure the value and integrity of the public procurement process.
- Normally, most capital projects would not be considered by UAB, however, the Terms of Reference of the Board stipulated that it consider capital projects within its areas of responsibility (quality of student and campus life), advise Governing Council on their implications, and concur with the prospective recommendations for approval of the Academic Board.
- In these cases, the proposed approach would be for the non-financial aspects to be considered in open session and for the financial aspects to be considered *in camera*. This meant that discussion of the site, space plan, and source of funds for the project would take place in the open session of the meetings of the appropriate governance body.
- Following a full discussion, a motion to approve the project in principle, subject to the *in camera* consideration of funding, would be made in the open session.
- The overall cost of the project, as well as the delineation of amounts derived from the various sources of funds, would be considered in the *in camera* session of the same meeting. Following a full discussion, a motion to approve the total project cost and the sources of funding would be made in the *in camera* session.

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- Complete documentation (i.e., all details – non-financial and financial) would be made publicly available on the Governing Council website at a later date once the bids for the project were received and finalized, and the Governing Council Office is notified.

The Chair invited Mr. Louis Charpentier, Secretary of the Governing Council, to make additional comments. Mr. Charpentier noted that while the procedure would not have a significant impact on the University Affairs Board, it was important to make the Board aware of the changes. He concluded that there was endorsement from the other Boards and Committees of this process and that the capital projects considered in the previous cycle had been dealt with following this approach and that it had worked well.

**4. Update on Possible Revisions to the Terms of Reference of the University Affairs Board**

The Chair explained that, in light of the areas of responsibility of the governance bodies of UTM and UTSC, as provided for in their Terms of Reference, it would be necessary to make revisions to the UAB Terms of Reference. These revisions would be examined in the coming weeks and would be brought forth to the Board in the fall.

The Chair asked Mr. Charpentier to make further comments. Mr. Charpentier added only that the ultimate approval of Terms of Reference resided with the Governing Council and would likely come forth in the first Governance Cycle of next fall.

**5. Agreement for the Student Commons at 230 College Street**

The Chair reminded the Board that Section 4 of the UAB terms of reference stated that the Board “is responsible for... matters that directly concern the quality of student and campus life,” and section 5.7 stated that the Board “considers capital projects within its areas of responsibility, advises Governing Council on their implications, and concurs with the recommendations for approval of the Academic Board.”

The Chair informed members that, on October 25, 2007, the University entered into a Letter of Intent with the University of Toronto Students’ Union that established the basic framework of the principles that would govern the creation of an Operating Agreement pertaining to the Student Commons, and committed the parties to negotiate in accordance with the Letter of Intent with a view to reaching a final Agreement. The Agreement being submitted was the successful end product of those negotiations.

The Chair noted that a speaking request from Mr. Munib Sajjad, President of UTSU, had been granted and invited Mr. Sajjad to address the Board. His comments addressed the following points:

- The Student Commons, which was the culmination of a 60-year vision and a seven-year dialogue, would be a home for all students.
- It would be open to all students, 24 hours a day, and would provide new services to students as well as expand on existing services. Some of these services included: printing services, health and dental centres, book exchange office, food bank, student garden, affordable student-run food services, as well as study, design and multi-faith spaces.

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- Special thanks were owed to Mr. Alan Webb, Professor David Naylor, Professor Cheryl Misak and Ms Gail Milgrom.

A member asked several questions relating to the following matters: why the Management Committee of the student commons was appointed, not elected, the amount of space that would be given to levy groups and whether there would be a licenced section of the Student Commons. Mr. Sajjad replied that UTSU, the levy groups and campus groups were all elected and were then appointed to the Management Committee. Further, he noted that levy groups were given space since they offered valuable services to students and that, while there will not be a bar, alcohol would be served by U of T beverage services.

On motion duly made, seconded and carried,

IT WAS RECOMMENDED,

THAT the University Affairs Board concur with the prospective recommendation of the Academic Board, THAT the proposed Student Commons Agreement, as outlined in the memorandum dated April 30, 2013, from the Vice-President and Provost, be approved.

**6. Capital Project: Report of the Project Planning Committee for the Student Commons at 230 College Street**

Ms Gail Milgrom introduced the *Report*, and highlighted the following points:

- The St. George campus was one of the few Canadian university campuses without a large student centre and that the proposal for the Student Commons at 230 College Street came forward in 2007.
- The project, which would combine major and minor renovations, would contain approximately 3440 nasm of program space, including two outdoor spaces, and be fully managed and operated by students.
- The earliest possible occupancy date would be September 2015.

In response to a member's question as to whether the renovation would be completed to meet LEED standards or whether LEED certification was the goal, Ms Milgrom noted that there was strong input from students to reach LEED certification. She noted that LEED certification was a costly process and the costs would be examined as the project progressed.

On motion duly made, seconded and carried

IT WAS RECOMMENDED,

THAT the Board concur with the prospective recommendation of the Academic Board, THAT the Project Planning Committee Report for the Student Commons at 230 College Street, dated April 16, 2013, be approved in principle; and

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THAT the project scope to accommodate the Student Commons in a renovation comprising 6,735 gross square metres and an addition of approximately 600 gross square meters (approximately 3,439 nasm) be approved in principle, to be funded from the Student Commons Capital Cost Student Levy support already collected and debt to be repaid with interest over a period of approximately 25 years with payment of required principal and interest payments to be funded from the planned student levy income, with that student levy income continuing until the debt is fully repaid.

**7. Annual Report: Recognized Campus Groups**

Professor McGowan noted that this was the fourth annual report of recognized campus groups and that the list of groups was a reflection of the wide variety of ways in which students were involved in student life. He further noted that there were many groups not included on the list which nevertheless contributed positively to university life and to the community at large.

Ms Lucy Fromowitz, Assistant Vice- President, Student Life, commented that the implementation of the Co-Curricular Record would bring more robust information on student participation, beyond the numbers provided in this Annual Report.

**8. Annual Report: Police Services**

Mr. Len Paris, Manager, Campus Police Services, UTM, remarked that the Campus Police Reports from all three campuses showed that the campuses were very safe communities. He noted that theft of computers and mobile devices remained the number one crime on all three campuses. Finally, he highlighted the comprehensive programs for officer training and development present on each campus.

The Campus Police Services were thanked by the Chair and by several members for their work in ensuring campus safety.

**9. Annual Report: Code of Conduct for Trademark Licensees**

The Chair noted that the Board's areas of responsibility included use of the University of Toronto name, and that *The University of Toronto Trademark Licensing Policy* mandated that the Board receive annual reports, for information, on the operation of and issues connected with the trademark licensing program.

The Chair introduced Ms. Anne McDonald, Director, Ancillary Services, to make further comments. Her comments addressed the following points:

- Recent disasters in Bangladesh in the garment industry were highlighted, and it was observed that these disasters brought to the forefront issues surrounding working conditions.
- It was noted that none of the affected factories were involved in collegiate licensing and U of T was actively involved in promoting worker's rights and worked with the Fair Labour Association and the Worker's Rights Consortium.
- Overall, the Office of Ancillary Services accomplished a number of important goals in the past year.

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In response to an inquiry from a member, Ms. McDonald noted that anyone with concerns about working conditions can contact the Fair Labour Association and the Worker's Rights Consortium directly.

**CONSENT AGENDA**

**10. Report of the Previous Meeting: Report Number 175, April 30, 2013**

The report of the previous meeting was approved

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

There was no business arising from the report

**12. Report of the Senior Assessor**

The report of the senior assessor covered the following three points:

- The Office of the Vice-Provost, Students & First-Entry Divisions Students, in collaboration with the Office of Appeals, Discipline, and Faculty Grievances developed a series of training sessions for Investigating Officers under the *Code of Student Conduct*. The office had ensured that all divisions arranged for both Investigating Officers and Hearing Officers to participate. Following completion of the training of the Investigating Officers, similar training for Hearing Officers would begin. In addition, resource guides for Investigating Officers, Hearing Officers, and Division Heads were being developed, which would allow those individuals to know their responsibilities and the resources available to support them through the process.
- Following the elimination of the provincial work study program a year ago, the University piloted its own version of the work study program over the past year. Some highlights from the updated program included an expansion of the program that extended eligibility to include all part time and full time undergraduate and graduate students, including international and out of province students, who were previously not eligible under the provincial program due to its tie to OSAP eligibility. Following a post-program assessment, there were some encouraging findings. For example, 90% of students felt that their position provided them with a meaningful work experience, 77% felt that their experience better prepared them for work opportunities beyond graduation, and 88% would apply for work study positions again in the future. The work study program would continue into the 2013-14 academic year with a few minor modifications, based on reported findings. The number of allowable vacancies per position title would be increased, pending budget availability; attempts would be made to change the pay frequency for these positions from monthly to biweekly; and the program would allow for more hours than the allotted 180 hours per year; however all costs beyond these hours would be covered completely by the local unit. These changes would hopefully further improve the success of the program and continual monitoring and modification would take place to allow for meaningful employment opportunities for students on campus.



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- Finally, the Office of the Vice-Provost, Students & First-Entry Divisions was aware of the increasing need for support in the various writing centres throughout the University. Earlier in the year, the Provost had made a commitment to flow additional funding to these centres to support students seeking support with their writing. Over the past several months, the Acting Vice-Provost, Students & First-Entry Divisions had worked with the divisions affected and developed a formula to provide the necessary supports. Each of the division heads had been informed of the funding they would receive, and feedback, thus far, indicated that the funding was appreciated and they had already begun their respective processes to ensure that their resources were used to effectively support student needs.

**13. Date of Next Meeting: Tuesday, October 1, 2013 at 4:30 p.m.**

**14. Other Business**

The Chair notified members that the annual survey for the University Affairs Board was available. The Chair then thanked several people for their work over the past year. The list included the following:

- All members for their service on the Board over the past year: for their careful review of agenda material and for their thoughtful and efficient participation in the Board's business.
- Professor Jill Matus, the senior assessor, for her excellent presentations of items of business and for her overall leadership. The Chair wished her good luck in her newly expanded role as Vice-Provost Students & First-Entry Divisions.
- Chirag Variawa, the Vice-Chair, for his hard work and advice.
- David Newman, Acting Director, Office of the Vice-Provost, Students, and to Shannon Howes Manager, Student Policy Initiatives & High Risk, who played a key role in coordinating the flow of business for the Board.
- The Acting Secretary, David Walders, who has supported the Board so well

The Chair wished everyone a very relaxing and enjoyable summer, and the meeting adjourned at 6:15 p.m.

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Acting Secretary

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Chair

June 3, 2013