UNIVERSITY COLLEGE COUNCIL

Minutes of the University College Council meeting held on
Friday, October 14, 2011 at 1:30pm in Croft Chapter House, University College

Present:

Donald Ainslie       Paulo Bettencourt       Shelley Cornack
Nuria Elkout         Margaret Fulford         Mike Galang
Antoinette Handley   Naomi Hood              Victoria Hurlihey
Liisa Hyyrylainen    Alana Johns              Andrew Johnson
Thomas Keymer        Donghee Kim              Nishi Kumar
Alexander Leggatt    John Marshall           Rebecca McNeil
Michael Moore        Linda Nauman              Niamh O’Laoghaire
Jerry Plotnick       Ian Radforth             Nona Robinson
Walid Saleh          Dushyaaan Sri Renganathan Philip Sohm
Margot Thomaidis     Tamara Trojanowska       Kate Wilkes

Regrets:

Michael Cobb         Ken Green                Paul Hamel
Joseph Heath         Jeffrey Kopstein          Mike Lorimer
Lorne Tepperman

Guests:

Leah Getchell        Emily Gilbert            Pia Kleber

I  Welcome and Introductions
Speaker Alexander Leggatt welcomed Council members and called the meeting to order. As this was the first meeting of the academic year Council members each introduced themselves.

II.  MINUTES
On a motion duly moved by Nona Robinson and seconded by Mike Galang, it was resolved that the minutes of the March 11, 2011 meeting be approved as distributed to members.

III. BUSINESS ARISING
There was no business arising from the March 11, 2011 meeting.
IV. REPORTS

Report of the Principal

Principal Donald Ainslie updated Council members on his first few months as Principal at the College. The Principal has been familiarizing himself with the College and its members. The Principal updated members on changes in the senior staff. Ms. Naomi Hood is now the Director of UC Advancement, a search is currently underway for a new CAO as well as a new Vice-Principal as Professor Philip Sohm’s term as Vice-Principal will be ending on December 31, 2011. The Canadian Studies Program, UC Drama Program and Sexual Diversity Studies Directors’ terms will be ending as of June 30, 2011. Discussions are already underway about succession and/or continuity in the leadership of these programs. Changes have also been made to the Executive Committee. The Principal is using this committee to assist him in improved management of the College.

UC One Engaging Toronto is currently underway with approximately 65 students enrolled in one of four streams associated with the four College programs. This initiative helps give first year students the small class experience and provides them with interactions with the professors as well as other students.

Funding ran out for the Curatorial/academic position in the University of Toronto Art Centre but working with Museum Studies and the Provost’s Office we managed to come up with the funding to extend this position for one more year. A task force will be struck in the new year to review the University of Toronto Art Centre and will report back to the Principal and the Art Centre Academic Advisory Committee.

The Principal informed members that there will be a task force struck to revise the UC Constitution to conform with new program governance stemming from the Towards 2030 report. We will also create a By-laws section so that we have the power to make changes without requiring Governing Council approval.

Principal Ainslie announced that there would be a Council Retreat on November 8th at the Verity Club. The purpose of the Retreat is to get together as a group and establish what our vision is and what it is we want to communicate about UC. A vision statement would come back to Council for approval. The Principal indicated that he hopes this would be a very productive day and that it would help set the agenda for his term as Principal.

The Principal noted that with the departure of the Trudeau Centre from the H-wing and CUHI from the south-west corner of the second floor as well as many vacant offices in the Laidlaw wing, the College has an abundance of empty spaces at the moment. The Principal indicated that the College needs to think strategically on how best to use these spaces. Some possibilities might be to rent out space – Commerce is currently looking for space. Another possibility is to offer office space to graduate students who need the space to give them that final push to finish their dissertation.
Report of the Vice-Principal

Vice-Principal Philip Sohm reported that UC One has had a fantastic start, thanks to UC One Co-ordinator Andrew Lesk and Emily Gilbert. The Vice-Principal invited members to view the website for a list of guest speakers as well as the library research guide that Margaret Fulford has set up for the course.

Vice-Principal Sohm was pleased to share that applications to the University Curriculum Development Fund by the Health Studies Program with the Dalla Lana School of Public Health and SDS program with the Faculty of Social Work were both successful.

The Vice-Principal informed members of the changes to the Curriculum stemming from the Program Committee. He discussed the two documents previously circulated to members; the first document - Curriculum Renewal, 2012-13 UC programs [to comply with new content and distribution standards set by FAS] was for Council’s information only. The second document was for Council’s approval and included the following proposed program changes:

**Canadian Studies:**
1. New Minor in Asian Canadian Studies; with collaborations with Asian-Pacific Studies, East Asian Studies and South Asian Studies. New Minor fills unique niche.
2. UNI220Y to be split into UNI 267H (Canadian Nationalisms) and UNI 268H (Canada and Globalization). Greater flexibility for students and faculty.
3. UNI 320Y to be split into UNI 367H (Canadian Pluralism) and UNI 368H (Canada’s Borders).
4. Two new Independent studies courses:
   - UNI395H (Independent Study in Asian Canadian Studies)
   - UNI 495H (Independent Study in Canadian Studies)

**Drama:**
1. DRM 401Y to be split into DRM 401H (Voice for the Actor II) and DRM 411H (Movement for the Actor II).

**SDS**
1. New course: UNI 470H (Sexual Aesthetics / Sexual Representations)

On a motion duly moved by the Vice-Principal and seconded by Nona Robinson, members unanimously approved the program changes as proposed in the Report of the Program Committee.

Report of the Registrar

UC Registrar, Ms. Shelley Cornack, informed members that the UC student population was still at 4500 and that the Admissions and Enrollments statistics as well as the Scholarship and Bursary reports will be available at the November Council meeting.

The Registrar informed members that her Office, along with the staff from the Dean of Students Office and the UC Lit held two Welcome events with approximately 800 students in attendance. This year’s format was a huge success as parents and students were separated into different sessions in East and West Halls. UC Day was also a huge success with
approximately 950 students in attendance. Fewer students attended the initial course enrollment sessions in July due to a messaging problem with the new Admissions Platform. The Registrar hopes that the problem will be resolved this year.

The Registrar noted that the Faculty of Arts and Science Recruitment Office, Faculty Registrar’s Office and several College Associate Registrars including UC’s Linda Nauman who chaired the group, worked together to create short information video clips of important “next steps” for entering students who were unable to come to various academic sessions.

The Registrar was also pleased to note that this year’s International student reception was again very well-attended with Suying Hugh from the Center for International Experience leading an introductory transition workshop. The Registrar shared that UC will now have Suying Hugh in the UC Union twice a week to assist students. We also have a staff member from CAPS on Mondays and will hopefully have someone from the Career Centre on site in the near future.

The Registrar concluded her report by reminding members that UC’s Fall Convocation is on November 7th at 6pm where we expect to see another 150 students graduate. We had approximately 650+ students graduate in June. The Registrar’s Office will be closed on Wednesday October 19th for their annual retreat.

Report of the Acting Chief Administrative Officer
Acting Chief Administrative Officer Michael Moore reiterated for members components of UC’s budget and funding which was explained by the former CAO at the last meeting in March. Mr. Moore noted that the UC operating budget flows through the Faculty of Arts & Science (FAS) and is divided into two main components: Academic and Administration. Mr. Moore noted that this year UC was spared a 2% budget cut but that we should expect to see a one-time only budget cut next year. Mr. Moore provided members with a handout of the Academic and Administrative Budget [attached].

Mr. Moore noted that for the 2011/12 budget year, UC’s net operating budget from FAS is $2.9 million; $1.2 million for the Academic component and $1.7 million for the Administration component and that these funds fall short of the planned $4.3 million in operating expenditures by approximately $1.4 million.

The Acting CAO noted that this shortfall is made up from:
• One-time-only transfers from FAS (most always to the Academic Programs) and a one-time-only transfer from the Provost’s Office in the case of the UC One Program.
• Transfers from other academic departments (e.g. to fund TA’s).
• Endowments and expendable gifts, both Program specific and UC Discretionary endowments.
• Recoveries from UC’s two ancillaries (Residence and Food Services).
• Other sundry income including late registration fees, library fines, space rental income and locker rentals.

Mr. Moore noted that for the UC One Program, UC has received a one-time-only allocation from the Provost’s Office of $500,000. This amount is expected to fund the Program for the
next 3 years, after which time it is expected that donations (endowed and expendable) will be raised to support the Program.

Mr. Moore reported that the University received a grant from Parks Canada as part of a federal government program for restoring National Heritage sites. As a result, Facilities and Services began a restoration of the west wing of the College and included improvements to the Cloister wing and Bissell House roofs, waterproofing foundation walls and removing mould in the basement and staff room. Mr. Moore indicated that next year Facilities and Services plans to address the east side of the building.

The Acting CAO concluded his report by updating member on a series of thefts from faculty member’s offices in the Cloister wing that occurred in September. Temporary measures to improve the security of locked offices in that wing have been undertaken and a Security Audit will be performed by the Locksmiths in the near future. Further security improvements in the Cloister Wing will be made based on this Audit.

Report of the Director of UC Advancement
Ms. Naomi Hood reported that since her arrival at the College she has been conducting a historical audit of advancement activities at UC and has also been trying to determine the advancement needs of the college. The mandate of the newly created Advancement office is: to build a strong profile and culture for the college, celebrate successes, maintain lifelong relationships with College stakeholders and diversify revenue streams for UC. Ms. Hood noted that major projects for this year include the launch of the UofT Campaign on November 20th, where the University hopes to raise $2B and the College hopes to raise $40M – with $20M raised by next spring.

Ms. Hood noted that the communications unit at the College has been amalgamated with Advancement and will be updating the website, reviewing the College’s branding to ensure consistency and strong brand identity and providing more service to the UC programs.

The Director indicated that regarding alumni relations, the UC Mentorship program would be launching on October 20, with an opening reception to be held in the Croft Chapter House. The Advancement office will also be starting telephone surveys and focus groups to determine the needs of UC alumni. The information gathered from these surveys and focus groups will inform the direction UC alumni activities and communications will take at the College.

Ms. Hood concluded her report by updating members on the development side of advancement operations, stating new funds had been recently attracted to support student scholarship and renovations to the JCR and Rotunda. A major goal of the office was to identify volunteer cabinet members to support fund raising efforts and fund raising prospects to support the $40M fund raising campaign.

UCAA Mentorship Program
Ms. Victoria Hurlihey, President of the University College Alumni Association discussed what the UCAA Mentorship Program is and how it works. Ms. Hurlihey indicated that students must submit applications and attend interviews to assess which alumni they will be matched
with. Students and mentors have several meetings during the course of the year. The Program ends with a Closing Reception in March.

Ms. Hurlihey noted that she had recently attended a University of Toronto Alumni Association meeting where mentorship programs were discussed and she was pleased to note that UC has one of the most successful alumni/student mentorship programs in the University.

Report of the Dean of Students
Dean of Students Dr. Nona Robinson reported to members that we had another successful summer residence session, with good occupancy and almost no behavioural issues. Building patrol was reduced from two people to one, as summers are increasingly quiet.

The Dean introduced Leah Getchell, the Student Life Co-ordinator, who is replacing Renu Kanga Fonseca during her maternity leave.

The Dean informed Council that she attended the national student affairs conference (Canadian Association of College and University Student Services), and presented a session on dealing with values conflicts in student issues. The Dean re-presented this for staff at the University of Toronto, and also presented two sessions to Ontario residence life staff on conduct and mental health, and preventative techniques around student misconduct.

The Dean noted that partnerships are being developed with different student services to have staff regularly “embedded” at UC, to provide local support for our students. The Centre for International Experience is providing an advisor for a day and a half a week, we are expecting to re-initiate having a counselor available once a week, and are also hoping to have Career Services provide a regular advisor. These services are available in the UC Union.

Across the University, staff continue to work on communicating and implementing proposals developed by the working groups of the Council on the Student Experience. The Dean noted that it is exciting to see people engaging in the different projects, including the development of a co-curricular transcript.

The Dean indicated that both residence and commuter mentor programs are running strongly, as are the commuter and residence don teams. The Dean also noted that new “program don” positions were recently launched, which residence dons can take on in addition to their existing responsibilities. This is producing a gratifying level of additional programming for this year in the following areas: Environment and sustainability, international student support, mental health, sex and sexuality, academic skills, and equity and diversity.

The Dean was delighted to report that so far this year everything is running very smoothly with the student life student programs and activities.

The Dean concluded her report by congratulating the UC Lit on an extremely successful My Definition and new student orientation. The Dean was pleased that there were no major incidents, and noted that we received lots of positive feedback from participants.
Participants also provided useful information via a survey which will be very useful in planning for next year.

On a motion duly moved by Dean Robinson and seconded by Ms. Shelley Cornack, members approved a motion of thanks to all the student leaders, staff and faculty members who planned and participated in My Definition and orientation this year, both of which have helped provide our new students with a positive transition into first year, and a strong welcome to the University College community. Approved nem.com.

Discussion ensued.

Report of the President, UC Lit
Mr. Michael Galang reported that they have received lots of positive feedback on My Definition and Orientation Week and thanked Leah Getchell for her support and assistance as well as all the students who helped make these events so successful.

Mr. Galang was pleased to report that there were 23 first year candidates for the Lit and that voting turnout had doubled from previous years. The President noted that he believes this was in part due to such a successful orientation program.

Mr. Galang noted that there were several successful events held during the past few weeks including Fair Trade week, coffee house, Homecoming party and Lit talks.

Mr. Galang concluded his report by informing members that the UC Lit would be holding a budget meeting soon and that UC Grad photos will being taken in November.

V. MOTIONS

- Be it resolved that University College Council approves the revised Public Lectures Committee policy as distributed [see attached].

After discussion and consultation amongst members the revised Public Lectures Committee policy was approved except for the Priestly lectures which will be re-worked at the Executive Committee and brought forward for approval at the next Council meeting.

On a motion duly moved by Principal Donald Ainslie and seconded by Mr. Michael Moore, members approved the changes as proposed in the Public Lectures Committee policy minus the changes to the Priestly Lectures. Approved nem.com.

VI. OTHER BUSINESS

The Principal informed council members that he welcomed suggestions on how members thought that Council could be better run and invited members to email him directly.
VII. ADJOURNMENT

On a motion moved by Nuria Elkout and seconded by Andrew Johnson, the meeting was adjourned.

Next College Council Meeting – Friday, November 25, 2011, 1:30pm – Croft Chapter House

Recording Secretary: Carla Vitoria