
Council on Student Services

Minutes of the meeting held on
Wednesday, October 24, 2018
5 p.m. – 7 p.m. in SL 232, Student Centre

Members: Desmond P., Sheila J., Varsha P., Tina D., Nadia R., Nicole B., Chemi L., Anthony L., Qusai H., James R.,
Urja N., Darshana K.

Non-Members: Larry W., Hassan M., Kevin T., Delicia A., Mohsin B., Francis P., Chris B., Shawna T.,
Tasneem N (Secretary).

1. Approval of Agenda

There was a request for amendment of the agenda, prior to adjournment by Chemi L.

Chemi asked for an agenda item to be added regarding discussion on the equity and community fund. Nobody had any questions.

Moved: Chemi L.

Seconded: Qusai H.

All in favour

Item Community and Equity Fund was added to the agenda.

2. Approval of Meeting Minutes – September 19, 2018

Moved: James R.

Seconded: Qusai H.

All in favour

3. Motion from the Enhancement Fund Committee (Round 1)

Nadia began by stating that total funds of \$20,723.69 was requested in Round 1. The total funds allocated in Round 1 was \$14,114.62. She explained that some groups that didn't attend the funding frenzy workshop were declined funding. These groups are welcome to apply in the next round, once they have attended the funding frenzy workshop.

Nicole B. asked if it is retroactive, Nadia said it is a mix of both. Anthony asked for clarification between requested and allocated. Nadia said some groups ask for a lot of funding per event (example: \$1,000), but committee decides how much to reimburse and allocate the group. This round a total of \$20,723.69 was requested, \$14,114.62 allocated.

Qusai asked if \$55,000 was available to students every year for funding, why was only \$27,184.87 allocated and not completely used. Nadia said that it was a different committee last year, and it is going to change every year. There are restrictions in terms of space, for student groups (now UTSC has over 270 groups) to run events and do programming, but we are going to make it happen this year. Desmond said unused money can be used for funding for the current year.

James R. asked why TEDx was so high, Nadia explained that this was due to their AV requirements, meals, setup, etc. UTSC AV is not equipped for TEDx type of events. U of T sponsors catering (breakfast, lunch, etc.) as TEDx also applies to other funds.

Nicole called to vote to pass omnibus.
Seconded: Chemi
All in favour of approving all funding, all approved, none opposed.
Motion passed.

A request was made to the Chair, to provide the Enhancement Fund motion to the committee before the meeting, along with the agenda and meeting minutes.

4. Presentations from Portfolios of Student Affairs & Services:

•Academic Advising & Career Centre

Varsha P. introduced herself and began with the presentation about the AA&CC. Varsha said that the AA&CC helps students navigate transitions (both academic and career), support students in making informed decisions about their future, provide opportunities for students to develop skills and connect students to supportive resources.

She spoke about all their achievements in different areas such as the HEQCO Get Started Program Evaluation, Indigenous Programming, Embedded Services, Career and Disability Symposium, Acquire Career Connections, Employability Skills and Support (ACCESS) Program, Tableau (Integrated Business Intelligence Data Visualization), New Technology Platform.

For 2018-2019, some of the goals for the AA&CC are in program evaluation, providing an online suite of career offerings, developing program pathway, CLNx and also focus on experiential learning.

Qusai H. said that the AACC is helpful, but he did not know about any of the services provided when he was an undergraduate student. Qusai asked if there is a list serve, to get such information. Desmond P. and Tina D. said that there is a Student Experience App. Electronic newsletters are sent, emails are sent, but students forget by 3rd year said Qusai. He recommended that targeted emails be sent to students in second and third years asking if they want specific information.

Chemi L said that the SCSU is more than happy to spread the word and let students know about the resources available. Varsha said that we welcome anyone that can champion our services to students.

James R. asked how many Indigenous students are on campus, Varsha said self-identified less than 50 students. SA has an indigenous working committee, AA&CC has Romeo F., DSL has Juanita M., and with our Elder Wendy P., there are three people working with Indigenous students for UTSC. Romeo and Juanita will join discussions on Indigenous learning at the university level.

James asked how information is collected on walk-ins and drop-ins. Varsha said that all information is recorded through the tableau system, and the AA&CC has everything tracked.

James then asked about surveys, and Varsha said survey are sent out every day to students, at the end of the day.

•AccessAbilityServices

Tina D. began the presentation by saying that the *AccessAbility Services* does individualized assessment. Not all identify with the word disability, and there are various types of students that come through with various disabilities—mental, physical, healthy, temporary, etc. Tina said that the department has grown significantly and that there were more than 1,000 students registered last year.

Desmond P. added that it reflects the growth we have been having across all areas, with the challenge of space, etc. Tina said we look for different ways to deliver our service – by providing online note taking, using technology, using tableau etc. *AccessAbility* is also increasing drop-in times and providing various kinds of accommodations such as

academic adjustment, alternate communication, alternate testing, multiple format materials, advance preparation for courses, etc.

There has been a significant growth in exams accommodated over the years (between 2,000 exams in 2012-13 to over 7,000 exams administered last year). Tina also spoke about the *AccessAbility* Enhancement Fund and said that not all universities have access to this kind of funding, and *AccessAbility* is able to pay for items they are not legally obligated to provide (such as bottles, pencils, sharpeners). *AccessAbility* also holds transition programs for students during summer and during the school year. Socials every month. Tina said that students that volunteer and work with *AccessAbility* also are recognized on CCR as we want them to be able to build their skills and experience. There are no restrictions on hours, and they are flexible. *AccessAbility* employs and give students these opportunities.

Qusai asked if students have to be present at workshops in person, or if it can be online. Tina replied that both options are available. There are often students who don't want to be on camera, for them we do have disability modules. These are available on the AA&CC website modules.

James asked if there are phone drop-ins available. Tina said yes. James asked if there is a tutoring database system – how does that work, how is it tied to the OSAP system. Tina said that they help facilitate students trying to find tutors. They also accept transcripts and resumes, but only help facilitate or connect with the tutor/advisor.

•Department of Student Life & International Student Centre

Nadia R. began the presentation by stating that DSL and ISC are the heartbeat of the campus and that they are the information hub to start student experience. Apart from supporting the SCSU with various initiatives (such as orientation), the DSL runs transition programs, first year programs, community engagement outreach and programs, LEAD program and multi-faith engagement. They also reach out to each and every first year student with the support of the SCSU. DSL has the most activities on CCR.

Nadia said they have been doing the Indigenous outreach program for over 5 years, and now have a staff person (Junita) in that role. There is a lot of new programming in this area such as paint night, book club, cooking event, etc.

The ISC at UTSC has the most immigration advisors out of all campuses (UTSC has 3). Joseph U. works with transitions – Fair Taiwan, Green Path, English programs. The global learning program and the intercultural learning program has been also been successful.

Nadia said that the priorities for the New Year are to increase student mobility at UTSC, work with faculty to enhance the academic experience through study abroad, exchanges, and experiential trips within the curriculum, initiate Indigenous outreach in East Scarborough, and increase the number of international student records in CCR. DSL is also looking to hire new staff in different areas.

5. Equity and Community Fund

As a follow up to the previous CSS meeting, Chemi L. enquired about the next steps and the process in creating a TOR for the equity and community fund committee. She enquired whether it would be the bylaws committee. Chemi requested that the by law committee meet to update the TOR. She said they do not have the latest update of the funds, and need access to information and numbers, so that we can develop TOR and all required documentation.

Desmond P. and Nadia R. said that in the past the DSL and SCSU would meet, discuss and decide about funding allocation. Desmond said that the equity and community fund committee can meet to create and discuss TOR, and bring it back to the CSS table for discussion and approval.

Adjournment

Moved: Qusai H.

Seconded: James R.

All in favour. Meeting adjourned.