



UNIVERSITY OF
TORONTO
SCARBOROUGH

Council on Student Services
Minutes of the meeting held on Monday, January 9, 2017
5:00 p.m. – 7:00 pm in room SL232

Members: Desmond P., Laura B., Jenn T., Liza A., Jessica K., Thomas W., Nafisa M., Sitharsana S., Annie S., Caitlin C., Andrew L., Raymond D., Nikita R., Conor A., Joyce H., Trina J., Yasmin R.,

Non-Members: Chris B., Tasneem L., Kevin T., Kavita S., Megan L. (Secretary)

1. Approval of Agenda

Moved: Thomas W.
Seconded: Sana S.

2. Approval of Minutes – December 1, 2016

Moved: Annie S.
Seconded: Nikita R.

3. Pre-Budget Operation Plans Presentations

Desmond began by reminding the group of the intentions of the pre-budget meeting, which is to inform the student voters and provide an additional opportunity before the final vote to ask questions. He stated that the entire budget package will be sent to voting members five business days before the CSS voting meeting, as per the Constitution.

Thomas W. said it is important to have the budget package before the pre-budget meeting in order to come up with questions and ensure the pre-budget meeting is a good use of time. He asked that the by-laws be reconsidered to include providing the budget package earlier.

Desmond agreed to have discussions on a go-forward basis, but reminded the group that CSS operates according to Governance's very tight timelines. It needs to be remembered that whatever changes get decided must be able to adhere to the Governance guidelines.

Thomas suggested that since the pre-budget meeting isn't part of the CSS structure, the bylaws be changed to include the pre-budget meeting.

Liza A. added that as Chair of the Bylaws Committee, she's happy to start a conversation now, and look at St. George's timelines to consider adding it.

Jessica K. asked Thomas if he wanted to make a motion or just start a conversation.

Thomas said just starting the conversation and having a Bylaws Committee meeting before reading week would be ideal.

Desmond said he was happy to enshrine it in the bylaws as long as it doesn't commit us to timelines we can't meet.

Liza said Tasneem can set up a Bylaws Committee meeting.

Athletics and Recreation

Laura B began by stating Athletics & Recreation accomplishments (e.g. new fields, team building, member services, tri-party relationship), followed by its challenges (e.g. revenue generation, campus events space, staff changes, university culture at TPASC). Laura also described plans and projects for 2017-18, including hiring, programming, leadership reach across campus, tri-campus leverage, Harbutt House, and field house.

Proposed budget investment is:

\$134.21 → \$137.57

\$3.36 = 2.5%

Proposed increase is for:

1 FTE Equity/Student Engagement Facilitator position.

Unanimous vote in favour of increase at Athletics & Recreation advisory committee.

Desmond commented on the proposed facilitator role, that equity is working with student groups across campus to build the programs that will get them involved and active. He wants to ensure TPASC is being accessed by as broad a range of students as possible. The old Athletics building was in the centre of campus, only operated by UTSC, and had a different feel. The new role is meant to work with different campus groups and build connections.

Thomas was concerned as some solutions aren't just about outreach, especially when it comes to equity. He wanted to know if the role will be able to substantively address TPASC policies.

Laura said that Athletics staff has been running programs, but since equity is one of the pillar programs, it is being weaved into all actions. The new role will connect and build relationships that haven't been built yet.

Desmond added that the role will flag issues to the Dean's office that can be taken up in another forum, since difficult issues may not be able to find solutions within Athletics

Annie wanted to know how this job description will differ from the current roles in Athletics.

Laura said most of the current roles are connected to athletics and physical fitness programming. The job description is currently in very early draft form and she would be happy to have student input when the time comes.

Jessica added that with existing equity and diversity role, many students thought the role was meant to audit the structure and policies of the university, but mostly became about student engagement. Putting equity on an ambassador title warrants an assurance that there are structural responsibilities and not just engagement.

Desmond thanked everyone for the comments and said that the role needs to be looked at closely, especially surrounding equity issues, so that difficult things can be identified and tackled.

Jessica agreed it's important to engage students but the work being done on the back end also has to be examined to ensure best practice at the front.

Raymond D. asked if the equity role would be sitting on the CSS Athletics advisory committee.

Laura said they would sit at a number of different tables and stressed again that the job description was not yet written.

Raymond added that it is important for them to understand the structures and barriers they face. He also asked where the turf field house would be located.

Laura answered while still in the early planning stages, for now it is the Morningside Field.

Health and Wellness

Laura B began by discussing Health & Wellness' successes (e.g. embedded counselling, process improvements, maximized OHIP revenues, trauma-trained counsellors), and the challenges (e.g. increasing service volumes,

space, funding, timely mental health responses). Before stating the proposed budget investment, Laura looked at projected numbers until 2019-20 and estimated an 8% increase in visits per year.

Proposed budget investment is:

\$65.35 → \$67.31

\$1.96 or 3%

Proposed budget increase is for:

0.6 FTE Mental Health Nurse (3xweek)

0.5 Trauma & Sexual Violence Counsellor (sessional, Sept-Apr)

Unanimous vote in favour of increase at Health & Wellness Advisory Committee.

Academic Advising & Career Centre

Jenn T. began by discussing the highlights (e.g. Lean Process Improvement event, new social media strategy, highest Get Started attendance), and challenges (e.g. growing population, space, operating costs, increased Get Started attendance). She then described some of the priorities moving forward, including increasing student access, boosting in-class participation, and expanding current WIL opportunities. Jenn also discussed some revenue sources, such as AA&CC fairs, Greenpath and Fair Taiwan, Seneca agreement, Get Hired funds from TD.

Proposed budget investment is:

\$58.64 → \$59.87

\$1.23 or 2.1%

Proposed budget increase is for Get Started program funding.

Department of Student Life and International Student Centre

Liza A. started with the DSL highlights (e.g. collaboration across Student Affairs departments for Orientation and 6 Week Transition events, increased student leader participation in CCR, increased FG participation with >3.0 GPA, expanded multifaith program to include 15 chaplains), and continued with ISC highlights (e.g. increase in 1st year international students in e-Buddy Program, increase in Study Abroad Fair and info sessions participation, 39% increase in advising appointments). Liza then stated priorities including: increasing student mobility, working with Academic Dean to enhance academic experience abroad, hire indigenous programmer to work with community outside UTSC, strengthen equity and inclusion training for campus groups.

Proposed budget investment is:

DSL

\$28.89 → \$30.61

\$1.72

ISC

\$16.02 → \$16.45

\$0.43 (cost of living)

Proposed DSL increase is for 0.5FTE for Leadership Program Facilitator. Liza stated 10 students voted unanimously in favour of increase.

4. SSF Schedule

Desmond began by providing a brief overview of Student Affairs and its responsibilities, including: representing students’ interest at tri-campus table, oversight of student services, and being key member of UTSC campus executive team.

Proposed budget investment is:

\$17.00 → \$18.53
\$1.53

Liza clarified that DSL and AA&CC fall under the SSF.

Thomas said at the previous meeting (December 1, 2016) Desmond stated he would not be asking for an increase this year.

Desmond clarified the question was about increasing fees for the Student Affairs restructuring. There will be no increase for the restructuring. Desmond added that this investment is to support intercultural programming. Yasmin R. questioned the percentage increase, as she had calculated it to be 9%. (After much discussion it was determined that the increase does calculate to 9%.)

Liza stated that talking about intercultural programming means we can start a dialogue between international and domestic. This money is not for a role, but to ensure all departments within Student Affairs are able to incorporate intercultural into their programs.

Desmond added since not everyone will go abroad, this funding will allow students to build community in a different way. He added it’s a great investment for getting more out of the student experience.

Desmond then explained the vote process to be held at the next meeting. He reminded all present that all members (15) have a vote, however, only the student vote determines the outcome. A simple majority of student votes is required to pass the budget.

Desmond then reminded the group what happens when a vote fails: the Assessor is permitted to recommend a fee increase based on calculated UTI and CPI, with the recommended increase not to be greater than UTI and CPI. The Protocol provisions are in place to ensure services/operations can be maintained but not grow.

CPI – Consumer Price Index (2% this year)

UTI – University of Toronto Index (calculated separately for each fee)

Desmond then showed an example of how CPI/UTI would be employed.

	2016/17	2017/18	UTI	CPI
TOTAL	\$372.64	\$382.48	3.9%	2.0%

Recap of proposed budget investments:

Health & Wellness: 0.6FTE mental health nurse

Health & Wellness: 0.5FTE sessional counsellor

Student Life: 0.5FTE Leadership Program Facilitator

Athletics: 1.0FTE equity outreach facilitator

AA&CC: \$15,000 for Get Started programming

Student Affairs: \$20,000 for intercultural programming

Desmond reminded everyone the slide presentation can be sent, which will be followed by the entire budget package 5 business days before the budget vote.

Jessica asked whether the hard copies were available for pick up yet.

Desmond said not just yet, as he wanted to make sure there were no last-minute changes to be made.

5. Adjournment

Moved: Nafisa M.

Seconded: Nikita R.