New College Council

Meeting of Monday, January 27, 2014, 12:10 p.m. – 2:00 p.m., Room 2007D, Wilson Hall

AGENDA:

1. Minutes of the Meeting of November 7, 2013 (attached)

2. Business Arising from the Minutes

3. Report from Standing Committees
   i) Academic Affairs
   ii) NEWSS

4. Report of the Principal – Y. Roberge

5. Presentation from the Food Systems Coordinator – L. Stahlbrand


7. Report from the Registrar’s Office – S. Walker

8. Report from ORSL – S. Wilmot

9. Report from Student Councils
   i) NCSC
   ii) NCRC
   iii) Course Unions

10. Other Business

11. Adjournment
NEW COLLEGE COUNCIL

Minutes of the meeting of Thursday, November 7, 2013
10:10 a.m., Room 2053, New College


Regrets: B. Mandelblatt, M. Newton, L. Stahlbrand, T. Toneatto

On a motion by S. Walker, seconded by S. Wilmot, the agenda for the November 7, 2013 meeting of NCC was approved.

Minutes of the Meeting of September 23, 2013

On a motion by S. Wilmot, seconded by S. Walker, the minutes of September 23, 2013 were accepted as recorded. CARRIED

Business Arising from the Minutes

There was no business arising from the minutes.

Report from Standing Committees

- **Academic Affairs**
  J. Larkin reported the following:
  ♦ The Faculty of Arts and Science Calendar changes for 2014-2015 have been submitted.
  ♦ The committee discussed the spending of discretionary funds, including the management of the “Academic Bin” part of the New College Initiatives Fund. Guidelines will be distributed shortly. A number of exciting ideas were discussed, including an activist in residence and a writer in residence.

- **NEWSS**
  S. Wilmot reported that the Committee would be meeting later today and will report at the next meeting of Council.
Report from the Principal

Y. Roberge reported the following:

- F. Zhang, Assistant to the Principal, has been seconded to the Dean’s Office for the Faculty of Arts and Science. Eris Asllani was introduced as the interim Assistant to the Principal.
- A number of searches are being conducted:
  - Vice Principal – the search committee has been constituted, and is requesting input, nominations and expressions of interest. Members of Council are encouraged to be in touch with Y. Roberge or another member of the Committee. All input will be held in strictest confidence.
  - Assistant Principal and Registrar – S. Walker is retiring after many years of service to New College and the University of Toronto. The position has been posted, and the hiring committee will meet soon to create a shortlist and conduct interviews.
  - Disability Studies position – this is a teaching stream appointment. The deadline for applications is in January 2014.
  - Dean of the Faculty of Arts and Science – Y. Roberge is on the search committee, and input is welcomed.
- Two new summer programs are being developed and worked on: a summer IFP and UTPrep.
- In November, the College Registrars will be meeting with G. Loney to discuss the new financial model.
- A Provostial Advisory Committee on Student Mental Health will be working over the course of a year and will generate a report on this issue.
- FIPPA (Freedom of Information and Protection of Privacy Act) – there will be a refresher exercise this year at the College. PAG is working on a process and will generate a 1-2 page document to ensure FIPPA compliance.
- There will be a Campaign Cabinet meeting tomorrow. The topic is the plaza project. There will be a presentation by the architect, and we hope to find funding to support this project. NCSC has committed $150,000 towards this project.

A. Guerson asked if units set their own fundraising goals, and if money raised is for the general university or the division itself. Y. Roberge replied that the process is very decentralized and the College generally sets its own priorities, such as scholarships, the 1st year program and the plaza project.

- Important upcoming dates:
  - November 8 – Principal’s Lunch
  - November 12 – New College convocation. Members are encouraged to attend; please contact the Principal’s Office should you require a gown. The College has a limited number of convocation gowns available for loan.
  - November 21 – Bronowski Lecture. This year’s speaker is Prof. Susan Oyama, and her lecture topic is “Logos and Biologos: Biology’s Language of Language”. 

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December 3 – New College Holiday Party at the Faculty Club.
January 14 – Olivia Chow will be visiting New College
The new President of the University is being installed today.

Report of the Director of Business Services

R. Vander Kraats reported the following:
- The New College Initiatives Fund is in place. Applicants are encouraged to talk to bin managers. Most bins have approximately $60,000. The applications form is on the New College website. As a reminder, the bin managers are as follows:
  - **Academic bin** – J. Larkin
  - **Contingency (“rainy day”) bin** – Y. Roberge
  - **Scholarship** – S. Walker
  - **Infrastructure** – R. Vander Kraats
  - **Student Life** – S. Wilmot
  - **Special Initiatives** – Y. Roberge
  - **Advancement** – C. Richards
- It is nearly time to start looking at the ancillary budgets, which will be presented to SARG next year.
- Still working on the 45 Willcocks funding issue, which is a $400,000 problem. The money should come from the Centre, but we have not had any luck with this yet. As such, there is a large deficit. Under the new budget model, College/academic space is paid for by the Faculty of Arts and Science. Half of the space in question at 45 Willcocks is the William Doo Auditorium. One possible partial solution to the funding issue is to have OSM take over the Doo. If this happens, the cost is spread across the University. Y. Roberge and R. Vander Kraats will meet with the OSM manager to discuss the implications for the College should OSM take over the Doo. An additional benefit to OSM taking over the Doo is increased A/V support.
- **Space Renovation Plans**
  - **Short Term**
    - Renovations for 2053 will begin in late December/early January. The architect and committee are in place and will meet to approve final designs soon. There will be new furniture, windows, lighting, a/v, widescreen TV and artwork.
  - **Medium Term**
    - New College Plaza – still need more funding, but the commitment by NCSC for $150,000 has helped tremendously. R. Vander Kraats thanked the students.
    - Former bike/pool room in the Wetmore Hall basement will be converted into a multi-purpose teaching space. Currently looking into proper ventilation, which is likely to be an expensive project.
    - The large hallway in the Wetmore Hall basement by the offices that currently house the retired professors is not well used. An architect will be invited to look at the space and suggest changes that could be made.
♦ **Long Term**

- Y. Roberge and R. Vander Kraats met with Scott Maybury, Vice President of University Operations. The northwest corner of the New College campus by the Athletic Centre could be expanded by up to 4-5 stories, depending on the foundations. This would increase the capacity of Wetmore Hall. This project is potentially 2-3 years in the future.
- The University needs more residence spaces. There is a possibility of “New College 4” being built on the land where the Faculty Club and Graduate Students Union currently are. This project is potentially 5-6 years in the future. A committee may be struck shortly to discuss both the northwest corner of Wetmore Hall and New College 4.

A. Leckie asked what the cost of renovating 2053 will be. R. Vander Kraats said it was approximately $100,000. The Wetmore basement project is much more expensive, with the HVAC alone expected to cost $400,000 - $500,000.

**Report from the Registrar’s Office**

S. Walker distributed material (attached) and reported the following:
- The November 1 figures show that enrolment is continuously increasing.
- There is a new staff member (N. Prior) in the Registrar’s Office and this will help with the pressures of dealing with such a large number of students.
- Bursaries/Grants: To date, approximately 250 applications have been received. The funding for these awards comes from UTAPS and Enrolment Services.
- Scholarships: 276 students received scholarships, totaling $265,000. This is an increase of $75,000 from last year. Awards ranged from $1,000 - $3,000.
- 162 New College students will be graduating during the November convocation period.
- First year students struggling in multiple courses will be emailed by the Faculty of Arts and Science.

Q. Ma asked how the students are identified. S. Walker replied that FAS will analyze marks posted on Blackboard. A student’s privacy will be maintained, and they will be directed to places that may help (Math Aid Centres, Writing Centres, etc.)

**Report from the Office of Residence and Student Life**

S. Wilmot reported the following:
- ORSL is finally fully staffed. J. Charnow-Burger is covering E. Reed’s position.
- Study Fest 2013 is planned for December 10. Activities are planned to support students, such as therapy dogs, yoga, massage and a coffee bar.
- A student is being hired to help with marketing and infographics promoting healthy approaches to study.
- With respect to the New College Initiatives Fund Student Life bin, some funds were used to support Orientation. There has also been a proposal received to update New College music rooms, including soundproofing in 45 Willcocks.
• Events and activities include “Home is Where the Spoon Is”, the leadership certificate and the academic rebounding communities.
• There are currently 7 spaces available in residence.
• The annual holiday dinner is coming up.
• 2/3 occupancy at 45 Willcocks is expected over the holidays.

Report from the Vice Principal on Program Enrolments

J. Larkin referred Council to the document distributed prior to the meeting containing program enrolments for New College Programs. Most programs are increasing or holding steady. It is hoped that Caribbean Studies will show growth as there are now more opportunities for students to enroll in the Program (two gateway courses instead of one).

Y. Roberge mentioned that the Paradigms and Archetypes Program has been phased out and the numbers on the chart reflect those who are still finishing their program.

U of T Communications and Marketing Resources

K. Klaas referred Council to the list of communications and marketing resources distributed prior to the meeting. A number of these resources were demonstrated to Council. Additionally, K. Klaas mentioned that the faculty/staff directory on the web will be updated and improved. Please check your entry and send updates to Kaitlin.

Report from Student Councils

• NCSC
  T. Fung reported the following:
  ♦ A general meeting is planned for November 21st from 6:30 – 8:30 p.m. Admin and ORSL have been invited. This meeting may be rescheduled due to it conflicting with the Bronowski Lecture.
  ♦ The NCSC website has been completely overhauled – http://www.ncsc.ca.
  ♦ Computer Services are being advertised by social media and posters.
  B. Parry reported the following:
  ♦ NCSC has planned a number of events for “Movember” to increase prostate cancer awareness.
  D. Hong reported the following:
  ♦ NCSC is hoping to diversify their events so that they aren’t just social events. Suggested events include reading, note-taking and time management workshops.
  ♦ There are 400 new subscribers to NCSC’s text messaging service. Additionally, the number of users of NCSC’s Facebook page has increased by 50% (375) from September – November 2013.
  J. Gabison reported the following:
  ♦ NCSC offers grants to student groups. There are two application periods (fall and winter). 8 applications were received in the fall round. 2 were from New College
groups and 6 were from University of Toronto groups. $2,500 was given out during this round, leaving $4,500 for the winter round of grants.

A. Leckie reported the following:
♦ The NCSC club program is being revised. Currently, NCSC-recognized groups are given $800. The Council needs to ensure that this money is used for the New College community.

- **NCRC**
E. Barkova reported the following:
♦ There is a full team at NCRC.
♦ A trivia night was held and was attended by 60-70 people.
♦ There were a number of Halloween activities held – “Dress a Don” was very popular. Photos from these activities will be posted in newsletters.
♦ Two events are being planned for November – intramural dodge ball on November 18 and the Holiday Dinner on November 30, which will include house decorations and a talent show.
♦ Future activities include a dessert mixer, exam snacks and exam de-stress activities.
♦ There have been no complaints from residents about the buildings.

**Other Business**

J. Gabison will be representing New College at the installation of the new President of the University of Toronto.

J. Newman advised Council that the Provost has said the University will not be renewing the Access Copyright agreement. The University will likely be audited by Access Copyright for copyright compliance. If anyone has copyrighted material posted on Blackboard, please talk to Jeff ASAP to ensure you are in compliance.

**Adjournment**

The meeting adjourned at 12:00 p.m. on a motion by A. Guerson, seconded by S. Walker.
Enrolment: November 1/13 statistics (November 1/12 figures in parentheses)

- Arts and Science: 4,904 (4,823)
- Professional Faculties: 282 (263)
Total: 5,186 (5,086)

Bursary/grant (need-based) applications

Students at New College have access to bursaries/grants from two principal sources:

i) the UTAPS program (part of the financial aid guarantee) in which the University provides top up grant assistance to students whose assessed need under the OSAP* program is greater than the maximum loan possible;
   * approximately 50% of full-time New College students have OSAP loans

ii) general bursary funds which are allocated to New College from Enrolment Services (~$600K), and college funds from private donors and base budget.

Awards made from September – November /13

- UTAPS: being paid out to students this month.
- general bursary funds/other funds: approximately 250 students have applied for grant assistance so far.

Scholarship (merit-based) awards

- 276 students received in-course awards this term, based on achievement in 2012/13. The total amount awarded was $265K, which was a significant increase over last year when we made 173 awards (total amount $191K). The additional outlay is being covered by the contribution from our intrapreneurial activities, plus other increases in our scholarship holdings over the past year, most notably the Vanneste Award of $10K.

Early alert exercise

- the OFR is collecting data re. test/assignment results for first-year courses (science in particular) in order to identify students who seem to be having difficulty in more than one course. Students thus identified will receive an email and be directed to seek help at from college registrars, instructors and TAs, MACs, ASC, etc.

06/11/13/SW