AGENDA:

1. Minutes of the Meeting of February 4, 2015 (attached)

2. Business Arising from the Minutes
   i) Toilet Paper in Residence
   ii) Elevators
   iii) Laundry Facilities

3. Report from Standing Committees
   i) Building Committee – R. Vander Kraats

4. Report of the Principal – Y. Roberge


6. Report from the Registrar’s Office – K. Huffman

7. Report from ORSL – S. Wilmot

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

9. Other Business

10. Adjournment
NEW COLLEGE COUNCIL

Minutes of the meeting of Wednesday, February 4, 2015
12:10 p.m., Sally J. Walker Council Chamber, New College


Agenda

On a motion by S. Wilmot, seconded by B. Russell, the agenda for the meeting was accepted. CARRIED

Minutes of the Meeting of February 4, 2015

The minutes of the meeting of February 4, 2015 were accepted as recorded. CARRIED

Business Arising from the Minutes

Regarding the issue of the quality of toilet paper in residence, R. Vander Kraats reported that several investigations have been made. It is recommended that the discussion surrounding the results be held at the next meeting of the Facilities Committee, with the assurance that there will be wide consultation.

On a motion by R. Vander Kraats, seconded by B. Parry, the issue of the quality of toilet paper in residence is referred to the Facilities Committee.

Report from Standing Committees

• NEWSS
  S. Wilmot reported the following:
  • The committee is currently reviewing documents regarding the structure of the Orientation Committee. A comprehensive orientation charter is now in place (found here: http://www.newcollege.utoronto.ca/wp-content/uploads/2015/02/Orientation-Project-Charter-2015-FN.pdf). It details the
objectives, aims and process around orientation. Students and staff will design the orientation program together. The “Orientation Chairs” are now “Orientation Coordinators, and the roles of executives, directors and orientation coordinators are clearly defined. The application turnaround time is very tight, but the application process has been simplified. NEWSS and the subcommittee that worked on the orientation charter were thanked for their hard work.

Report from the Principal

Y. Roberge reported the following:

- **Senior Doctoral Fellow (SDF) Speakers Series**
  This year’s speakers series will begin in March. The talks will be held every Wednesday at lunch.

- **Curriculum Committee Update**
  The changes in Caribbean Studies and the proposal for the creation of the Equity Studies Minor program have gone through Curriculum Committee and Faculty of Arts & Science Council. All that is left is approval at the Academic Board of Governing Council.

- **Welcomes**
  Kate Johnson is the College Librarian while J. Newman is on sabbatical. Alison Liddell was introduced as the new Associate Director of Advancement. Stan Doyle-Wood was welcomed as the Acting Program Director of Equity Studies, filling in for J. Larkin while she is on sabbatical.

- B. Russell and H. Si have been working on developing a business model for UTPrep. APSE has indicated an interest in developing a similar program.

- The report on student mental health has been posted on the Provost’s website.

- FAS has announced OTO cuts – not just to base budgets, but also to carry-forwards.

- **NCIF/PIF**
  The committee that was formed at the last meeting of NCC to discuss the restructuring of these two funds has met and has recommended the following:
  1. PIF be phased out.
  2. PIF funds to be repurposed in consultation with the donors, possibly for student aid, international experience, etc.
  3. NCIF be continued in its current form.
  4. Recognize that the NCIF is still fairly new, and the committee may recommend improvements in the future.

The Principal reminded Council that NCIF bin managers will report in the fall, and indicated that the above committee will meet following the presentation of these reports.

- The next Principal's Lunch is scheduled for Friday, February 6, 2015.

- The holiday reception at the Faculty Club was well attended. F. Zhang and L. Silmer were thanked for their work organizing the event.
Report from Business Services

R. Vander Kraats reported the following:

- **College Finances**
  - Good news for the operating budget. The office is currently working on the financial forecast for the end of April 2015, and so far, everything looks good. There will be money for all planned projects. The NCIF will be funded again.
  - There will be a budget cut, and the College will be paying a substantial amount from its carry-forward. Some funds will be earmarked as reserves instead of leaving them as surplus. These could be used as donor matching funds, building expansion funds and a large contingency fund ($1.5 million) so that the College would be able to continue to offer all programming and student services in the event of a financial catastrophe.
  - The ancillary budgets are also in good shape. Both residence and food services will make a small contribution to the residence accumulated deficit (surplus from food services can be shifted to the residence budget to help pay down the large deficit).
  - Labour negotiations resulted in a very minor salary increase.
  - $1.7 million has been allocated to continue facility renewal.
  - Food services (Aramark – an external vendor) has a new management group. Contractually, they are permitted to increase their rates by 3.5% per year; they are proposing a 2.7% increase next year.

S. Wilmot commented that the College has been able to negotiate good deals for high quality food, as well as lower cost meals for special events (e.g. ReOrientation). The new management team has shown they are willing to work with the College. R. Vander Kraats noted that Aramark is in year eight of a ten-year contract, and New College is the anchor of Aramark’s operation on campus.

J. Charnaw-Burger asked if there were any updates to the situation with the space funding issue at 45 Willcocks and the possibility of turning control of the William Doo Auditorium to ACE. R. Vander Kraats said that the College is maintaining complete control for the moment, and it is bookable space until (for the moment) September 14, 2015. The College is currently negotiating with ACE to turn it into a collaborative teaching space. However, this will only work if they deal with the space funding issue at 45 Willcocks.

- **IT**
  - A six-month contract position (Help Desk) started yesterday. This person will be supporting D. Banh’s work.
  - The student computing facility will be updated.

- **Construction**
  - The Wetmore basement bathroom project is scheduled to be completed in March.
  - The Wilson basement bathroom renovations will be completed in the summer.
• **Plaza Project**
  ♦ This project (the development of the southeast corner of the New College campus) is a 50th Anniversary capital project. The University's Design Review Committee approved the project with comments/suggestions for minor modifications. The Project Design team was assembled, with a goal to start the project in May 2015 and complete it by Labour Day. The Community Liaison Group met with local community groups, and received very positive feedback, and commended the College for beautifying city property. When the College approached the Design Review Committee for final approval, it was discovered there was nearly a complete membership turnover. The “new” DRC has a much grander vision of what the College plans to do. They want the east-west traffic in front of the College to see a much more inviting College view than they would have in the current plan. Given the increased scope of the project, we cannot meet the May 1 start date, so the project will be deferred until May 2016. The College will work with the DRC to see exactly what they want and bring it back to the Building Committee.

**Report of the Registrar**

K. Huffman distributed material ([attached](#)) and reported the following:

- **Academic Advising Appointments**
  It has been a very busy year, with 6154 individual academic advising appointments in 2014, up from 6084 in 2013. Of these, 5179 appointments were with returning students, and 975 were new admits. The numbers peak in April, September and November/December.

- **Late Withdrawals**
  299 late withdrawals (up from 290 in 2013) were processed by the Registrar’s Office for students who did not drop courses by the November deadline. Each late withdrawal requires a counselling appointment.

- **Petitions**
  Since September, 212 petitions have been forwarded to the Faculty of Arts & Science.

- **Admissions for September 2015**
  The first round of offers will go out next week. Local applications (GTA) are up this year. We expect the same number of new admits this year.

Y. Roberge asked about the division between Humanities and the Sciences. K. Huffman said that applications for the Humanities stream are up slightly; Life Sciences continue to grow; and Computer Science is up significantly.

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

S. Wilmot reported the following:

- 219 students stayed in residence at 45 Willcocks over the holidays.
- The office is working on 2015-2016 residence space allotment. It is expected that there will be approximately the same number of returning students.
• **ReOrientation**
   ReOrientation was held January 12 – 16. Overall, the program received mixed reviews. The Ripley’s Aquarium social event started the week and was very well received, with over 1,000 students in attendance. New College provided dinner for non-residents. Tuesday featured a research and experiential learning event, with approximately 40-60 in attendance. The event that discussed writing grant and research proposals had low attendance. Wednesday’s events culminated with a talk at dinner by Dr. Gregg Wells “Biohacking Your Way to Better Grades”. 200-300 students were in attendance. Thursday’s career and resume clinic was well attended, while the other events were not. Overall, New College had the most successful events compared to other Colleges.

J. Charnaw-Burger reported the following:

• **Alternative Reading Week**
   Activities are planned during Reading Week that will allow students to gain leadership skills. 25 students will participate in the Camp Kawartha Outdoor Education and Leadership program. The other activity is the “Student Voice Project”. Last year, there were 13 participants. The College has partnered with Health & Wellness for this project. It is a tri-campus program with, so far, 30 registered participants. There will be 15 trained peer facilitators. Students will learn about mental health issues facing young people today as well as the resources available to them, especially those on campus. Areas of focus include debunking myths, advocacy, empowering students to voice their concerns and support others.

S. Wilmot reported the following:

• With respect to the provostial mental health framework, deans and students have been working together to come up with recommendations based on both this framework and their own experiences. A number of concerns have been raised, including a lack of support available after 5pm. Right now, the only option is to call Campus Police. Deans are recommending better after-hours services and better integration of services. Additionally, it is recommended that the name “Crisis Support” be changed. Reducing stigma encourages help-seeking behaviour. Principals, Deans, the Vice Provost, and CAPS will meet.

• Don hiring is underway. Applications close on Friday. Commuter don applications open on Friday.

• **Athletics and Intramurals**
   Students are interested in promoting athletics and intramurals. NCIF funding ($5,000) has been set aside for sports teams. Teams will have to apply (the form will be posted on the New College website) for this funding. It is important to note that this money would not be for social trips, but to support team activities and supplies. Additionally, in an attempt to promote athletics and intramurals, a new page will be created on the New College website, which will link to the intramurals page on the NCSC website. Athletics directors will consult with S. Wilmot over the summer and discuss how we can support students being active and healthy. One idea is to take advantage of the active staff complement. Sports activities are a great way for students and staff/faculty to interact.
Y. Roberge asked about the Commuter Don program went this year. J. Charnaw-Burger said that there were strengths and learning points. Our commuter don program is unique from other Colleges. Instead of assuming all commuters are the same, “houses” were created based on the transportation line used. The program was very successful in having students meet other students they can commute with instead of always travelling alone. Commuter events held at New were very successful, but a New College event held in Vaughan (lots of students commuting from that area) was not. There has been a somewhat better response to an event planned in Mississauga. The strength of the program has been in the connections students make and the advising. S. Wilmot said that due to timing, there was no formal integration of the commuter dons into orientation. That will be worked on in the future.

Report from Student Councils

- **NCSC**
  NCSC reported the following:
  - New 2.0 (which included a carnival, dessert mixer and a series of seminars) was very successful.
  - Off-Campus week will be held in March.
  - The Semi-Formal was held January 23 and went very well.
  - The spring round of the grants program has started, with applications due February 23. There is $7,000 available in this round. Additionally, $8,000 has been given out in special funding to date.
  - The Blue Mountain ski trip will be held during Reading Week. 105 students will be going on the trip.
  - Raptors tickets will be going on sale next week.
  - A formal is planned for the end of the school year.
  - Currently working with Business Services regarding updating the NCSC board room to include A/V and wireless internet. This would make it a more attractive room for student groups to use.
  - UTSU may be dissolved in the future. A new “St. George Student Union” (much like UTM and UTSC have their own student unions) is being discussed. This union would include all students from all faculties.
  - Currently considering restructuring NCSC. Right now, the Council is quite large, with 33 students, and collects twice as much in student fees as any other College student council.
  - Transition changes are being discussed with the goal being that new people coming on to NCSC are aware of the things that happened during previous years.

S. Wilmot asked what the executive of UTSU think about the proposed St. George Student Union. B. Parry said that UTSU isn’t aware of it yet, but it will be made public soon, and they do expect UTSU to have a strong opinion about it. J. Charnaw-Burger asked if the proposed diversity framework for UTSU is still on the table. The response was that there were students at the most recent UTSU town hall that were very concerned about the election process for the proposed new structure, as well as concerns about equity in the
It is felt that the process for the proposed new structure would be even less equitable than the current process. It seems that UTSU is no longer considering the diversity framework. For now, they will continue with the current structure, which consists of College and Professional Faculty representatives. Y. Roberge asked if there is an update on the “student commons”. B. Parry explained that the current Daniels (Faculty of Architecture) Building on College Street will be turned into a student commons once the Faculty of Architecture moves to its new home at 1 Spadina Circle. Construction was to start May 1. The governing body of the project was to be UTSU. However, with the concerns surrounding UTSU, the Provost has indicated it would prefer a different governing body for the project. Those involved in the project are looking for an alternate form of governance, while still planning for fairly rapid progress on the project.

- **NCRC**
  - B. Ing reported the following:
    - **Elevators at 45 Willcocks**
      - One of the elevators at 45 Willcocks has been broken for weeks, while the other elevator breaks down frequently

R. Vander Kraats replied that the University has been having problems with the elevator contractors. There are approximately 200 elevators on campus, and the University wanted to identify reputable vendors and went through a tendering process. The vendor responsible for 45 Willcocks (Otis) was “uninvited” from this process. The company selected, after bidding on the contract, decided they were not going to honour the contract. The University’s lawyers are dealing with this. We now have a different vendor that will be coming to do a full site inspection. On the elevator in question, we are looking at a complete refurbishment. It would seem that Otis was not performing proper maintenance on the elevators at 45 Willcocks. The company responsible for the Wilson and Wetmore elevators has been doing a much better job, and they will be taking over the 45 Willcocks elevators.

A. Edam Afenu reported the following:
- **Washers & Dryers**
  - There aren’t enough washers and dryers in the residence. Can we consider adding more machines?

_D. Rodericks moved, seconded by L. Manicom, that this issue be referred to the Facilities Committee._ CARRIED

**Other Business**

L. Manicom announced that New College and Human Biology will be hosting an event that will provide resources for students wanting to pursue careers or volunteering in mental health areas. The event will be on February 25th, and there will be mental health professionals and representatives from the Career Centre in attendance. The event is scheduled during the Introduction to Buddhist Psychology class to ensure those students...
can attend. P. Bastan Hagh asked if the event was open only to those students. L. Manicom said that the event is open to everyone.

**Adjournment**

The meeting adjourned at 1:50 p.m. on a motion by B. Russell, seconded by A. Guerson.
New College – Registrar’s Office


Academic Advising Appointments

The yearly total of academic advising appointments (including those who attended drop-in times) in 2014 was 6154 (6084 in 2013). Of these, 5179 were returning students, 975 were new-admits. The numbers are high most months, with peaks in April, September and November/December.

Late Withdrawals

As of the end of December the Registrar’s Office has processed 299 Late Withdrawals (LWDs) for students who did not drop courses by the November deadline (290 in 2013). In order to obtain an LWD, or CR/NCR, students must have a meeting with an academic advisor in the RO.

Petitions

Since September, 212 (280 in 2013) petitions have been forwarded to the Faculty. These include petitions for deferred exams, late withdrawal and extension of time to submit course work.

Admissions for Sept. 2015

The Admission process for fall 2015 is well underway - the first round of offers and scholarship decisions will be sent out next week. Applications are up from the 101 area, and we expect to be steady in terms of admissions for this fall.