New College Council

Meeting of Monday, January 18, 2021, 12:10 p.m. – 2:00 p.m.

AGENDA:

1. Introduction and Welcome to New Members

2. Minutes of the Meeting of November 26, 2020  (attached)

3. Business Arising from the Minutes


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

6. Report from the Communications Office – N. Cahill
   i) Update on communications project

7. Report from Standing Committees

8. Report of the Principal – B. McElhinny

   i) Program Director Searches
      a. Critical Studies in Equity and Solidarity
   ii) NEW Research at Noon
   iii) UTQAP Program Reviews
      a. Buddhism, Psychology and Mental Health
      b. African Studies

    i) Virtual Tour of the Project 1 Renovations at 45 Willcocks

11. Report from the Registrar’s Office – K. Huffman
    i) Annual Fund Grant – Award Proposal
    ii) Ask an Advisor session overview

12. Report from the Office of Residence and Student Life – L. McCormack-Smith
13. Report from the Writing Centre – L. Newbery

14. Report from the Advancement Office – C. Argiropoulos  (notes attached)

15. Other Business

16. Adjournment
New College Council

Meeting of Thursday, November 26, 2020, 12:10p.m. – 2:00p.m.

Present: J. Newman (Chair), B. McElhinny, T. Goldstein, A. Guerson, A. Bruce, B. Registe, B. Russell, C. Argiropoulos, H. Si, K. Huffman, K. Edmonds, L. McCormack-Smith, N. Crawley, N. Dragicevic (Secretary), N. Rodriguez, R. Vander Kraats, N. Cahill, S. Stewart, A. Wasike, S. Mojab, S. Tecle (Saron), N. Butler

Regrets: B. Hambly, M. Lo, M. Levin, K. Bingham


Introduction and Welcome to New Members

Minutes of the Meeting of October 19, 2020

The minutes of the meeting of October 19, 2020 were accepted as recorded.

Business Arising from the Minutes

There was no business arising from the minutes.

Report of the Striking Committee

K. Huffman reported the following (updated Striking Committee worksheet with further details is attached here):

- Elected and nominated positions: six elected members are representative of the teaching staff, three return as part of a two-year term, three return for the second year of their term, three are serving the first of a two-year term, there are six student representatives, comprised of reps from NCSC and all of the course union reps and the program student union reps have representation.
- Waiting for a Don rep but could be open to having a rotating representation.
- We have a TA rep for this year, an USWA rep, and a returning CUPE rep.
- Standing committees - the nominations have gone out for the following committees but not all are confirmed: Academic Affairs, the building committee, the library committee, the new student service committee and the priority, planning and budget committee.
- A nomination call was sent out for a new NCC chair. No new nominations were received. J. Newman was willing to stand. K. Huffman was happy to nominate J. Newman. K. Huffman put forward the nomination. T. Goldstein seconded the motion and noted J. Newman's great work. The floor was opened for discussion. No discussion. Approvals were received through the chat. No negative votes. The motion was carried.

Report of the Student Councils

- NCSC – Nobody present.
- NCRC – Nobody present.
- Course Unions: S. Tecle (Saron Tecle) of ASCU – Just finished elections and now have the executive team. S. Tecle is currently the President. Any questions can be sent to S. Tecle. J. Newman congratulated S. Tecle on election to President.

J. Newman congratulated S. Tecle on election to President.
Report of the Standing Committees

- **NewSS**
  L. McCormack-Smith reported the following:
  
  - A final report has been provided from the orientation co-chairs, and this year was successful. More hours were done with the incoming class than in the past and the format seemed to work. However, there is lower attendance in general participation in activities this semester. L. McCormack-Smith asked anyone in a teaching role, hearing of students feeling challenges or looking to connect, to refer them to ORSL.
  - A yearly ratification of NewSS is happening in December, then a move to hiring for next year. Decided for this year to push hiring back a little bit.
  - L. McCormack-Smith commended orientation planning team. T. Seburn was also thanked for doing a huge piece of the work for IFP orientation.
  - A. Guerson offered to collaborate to do programming within New One. Have been doing work with learning strategist in class so students don’t have to go to something separate. Students have found this useful.
  - L. McCormack-Smith is looking for suggestions on how to further connect with students.

Report of the Principal

B. McElhinny reported the following:

B. McElhinny held a moment of silence to honour New College student Keshav Mayya, who passed away recently.

- **Mental Health:**
  - People are asking what work the university is doing to act on the twenty-two calls for action that emerged out of the presidential and provostial task force on mental health. A fair amount of work has been done but it has not been widely communicated. A dashboard on implementation was shared: [https://www.provost.utoronto.ca/planning-policy/student-mental-health/](https://www.provost.utoronto.ca/planning-policy/student-mental-health/). It was encouraging to hear that there was action moving forward on these items, but discouraging to hear that this information wasn’t being widely shared. The seven principals didn’t know the amount of work that had been done. Communication and continuing consultation are key parts of the implementation. B. McElhinny, L. McCormack-Smith and K. Huffman are meeting soon with Joe Desloges, former Principal of Woodsworth College who is leading this work, and will think through in more detail the work that has happened and what work needs to be done.
  - B. McElhinny asked if it would be helpful to have a town hall in the new year. Enough people showed hands and B. McElhinny determined it would be helpful.

- **Winter term/break:**
  - Winter term has been extended to start January 11, to support mental health of all. Staff will have received three additional days off.

- **Calls for action and accountability:**
  - The work continues. One note is the training sessions that have been requested, in challenging anti-black racism, challenging institutional racism and thinking about microaggressions. A needs assessment is being put together and coming out in the next week. There will be workshops for all, some specifically for staff, faculty and students who identify as BIPOC. B. McElhinny asked for people to respond to the survey as the info will be used to set up training.
  - B. McElhinny noted that participation is not the end goal, but rather the impact.

- **Food provision at New College:**
  - New College in the past had an all you can eat program. Over the summer this moved to a declining card balance program, due to public health concerns. All colleges except St. Mikes
have this. We were not consulted by food services. Concerns have come up about the quality of food, whether the food is affordable, etc. R. Vander Kraats, L. McCormack-Smith and B. McElhinny met recently to develop a more robust and positive set of actions going forward with food services. R. Vander Kraats noted that we will be hiring an external consultant to review the situation. That is in process and we hope to go to tender in December.

B. McElhinny asked if the move to declining balance was permanent. R. Vander Kraats noted that this was not necessarily the case.

K. Edmonds had a question from the last council meeting, regarding one-year job opportunities for students and recent grads with Steel. B. McElhinny has followed up three times with the HR Director for FAS and is now moving up to their supervisor. Once B. McElhinny gets a response she will come back with information.

B. McElhinny noted that there has been a positive response from HR for reviewing our hiring practices with respect to strategic recruitment. This has been part of our work to think about hiring of black and indigenous staff.

- **TYP Motion:**
  - B. McElhinny brought a motion forward that the director of the Transitional Year Program, who is currently Lance McCready, participate Ex Officio in Academic Affairs for this year and perhaps next. The program is under review. The review will help identify the support moving forward. The sense however is that it as an immediate need that TYP be more robustly involved in ongoing, on the ground discussion of academic issues and that participating in Academic Affairs at New College would be an opportunity to have that kind of discussion.

K. Huffman clarified that we are moving that the membership of both NCC and Academic Affairs be amended to include the chair of the Transitional Year Program or their designate, and that this arrangement be reviewed annually and any changes be proposed by the striking committee. S. Mojab supported the motion and seconded. Floor was opened for discussion.

T. Goldstein put forward that it should be a non-voting role and noted that at this moment it is only about being a participant in conversations. S. Mojab agreed. T. Goldstein made a motion to amend the motion to participation being non-voting, seconded by S. Mojab. The amendment was put on the table and the floor was open for discussion.

Amended vote – twelve affirmative votes. No votes against. Amendment carries.

Motion on the table to add TYP to NCC and AA, with a one-year review to be carried out by the striking committee and this role be a non-voting rule. There were no votes against. Motion was carried.

Our bylaws will be amended. Striking committee was tasked to review on annual basis.

**Report of the Vice Principal**

T. Goldstein reported the following:

- **T. Goldstein announced the Interim Program Director for Buddhism, Psychology and Mental Health, Michel Ferrari, from Nov 1, 2020 to the end of June 2021. The first task for M. Ferrari will be to get the self-study review back on track. M. Ferrari will work on the final draft. A meet and greet will be held Friday, November 27 from 2-3pm for M. Ferrari, to meet folks working in the program, to identify needs, have conversations and become aware of the challenges of BPMH students. That information will inform the self-study.**
• Program reviews:
  ♦ Buddhism, Psychology and Mental Health: Work is being done on the self-study and planning the site visit.
  ♦ African Studies: A lot of work is being done right now on the self study and the most important piece is to get the list of external reviewers to be accepted by the provost’s office.

• Work is being done every day on timetabling and hiring for the winter.

• NEW Research at Noon:
  ♦ The first Friday of every month, Senior Doctoral Fellows and TA’s will be interviewed by T. Goldstein, discussing their work in a casual setting.
  ♦ The October 2 theme was “Research on Institutions: International Aid and Policing.” Nisha Toomey talked about settler colonialism, white supremacy, international aid and humanitarianism and Elaine Cagulada talked about the understandings of disability, race and difference in policing.
  ♦ The November 6 theme was “Research from Human Biology.” Jonathon Chio talked about treating spinal cord injury and Alex Santos talked about treating epilepsy.
  ♦ On December 11, BPMH folks will talk about their research. Juensung Kim will talk about aspirations to self-transformation and Elli Weisbaum will talk about the impact of mindfulness.
  ♦ February 2021 brings research with LGBTQ families. March brings research with youth. April finishes the series with morality and social justice work through literature and poetry.

    T. Goldstein notes that interviews are recorded and posted on the NC site.

• Learning Together: December sessions will be held for preparing for Winter courses. December 14, 3-5 pm and December 16, 3-5 pm.

    S. Mojab expressed appreciation for the work being done through the Learning Together sessions.

Report of the Chief Administrative Officer
R. Vander Kraats reported the following:

• R. Vander Kraats reminded everyone that we are now back to only essential work on campus. The expectation is that staff are working from home when they can. Staff are to do a self-assessment every time they do go to campus. This can be done through the app or by filling out a form.
• IT changes – D. Bahn and J. Stronghill have done a wonderful job transitioning everyone to work from home.
• We have a very old file server in the basement and would like to retire it. The university now has an agreement with Microsoft for SharePoint. We would like to move all of our data to SharePoint in a proper centre. D. Bahn and J. Stronghill are working on convenient time to do this and aiming for it to be done by April. Access to SharePoint will be by UTORid and will be mandatory across the University in 2021.
• Capital projects – despite the current situation, everything is moving forward. 45 Willcocks Project 2 is moving into final stage of approval process with the University’s design review committee. There will be a discussion with PP&B to determine if we should actually move forward.
• Wilson and Wetmore projects are proceeding well. Have had focus group meetings and will have designs and renderings and can move forward from there.
• November is the month we prepare budgets for our residence ancillary. We will have significant loss in ancillary residence operations this year, however R. Vander Kraats was pleased to report that the university is providing line of credit and our 5-year plan shows we will be back in positive territory in fiscal 2023/2024.
• Service Ancillary Group process for next year – most other colleges are raising rates next year by 5%. R. Vander Kraats thinks we’re going to hold the line at inflation. At 45 Willcocks there will be
a 3% increase. In Wilson, we have economy doubles, the least expensive beds in residence on the St. George campus, we’re holding that to 2.6%. With Wilson and Wetmore, we’re at 4.6%, part of a multi-year plan to make the rates at Wilson and Wetmore the same as 45 Willcocks.

- The operating budget is in very good shape. Will have carryforward at the end of fiscal year 2021. All planned items for fiscal 2021 are funded. Business as usual.

There were no questions.

**Report of the Registrar’s Office**

K. Huffman reported the following:

- Deadlines for LWD/CR have been extended. LWD is a late withdrawal. Students have an opportunity under our normal guidelines for three full credit equivalents of a late withdrawal from a course. Students can make this choice up until January 15. That extension has been granted for adding a CR (credit) notation, where a CR is added to the academic transcript in place of a mark. For F courses the deadline is January 15, and for both full year Y courses and winter courses, that date is May 7.
- K. Huffman noted that the other rules and regulations that go along with both the LWD and CR remain the same.
- Classes will be starting January 11, 2021.
- Last day of classes will be April 9, a week later.
- Reading week remains the same.
- Drop dates and tuition refunds are likely to be pushed back a week. We are waiting for the faculty registrar for information.

A. Guerson asked if New one classes can be CR’d. K. Huffman thinks they cannot be, and will confirm.

- The registrar’s office is working on a number of Quercus pages, which they are calling the academic hub for new incoming students, helping support first year students. This was expanded to create a Quercus site for all registered students, and it has information about the NC registrar’s office, the services the office provides, some information about the other academic and student supports at the college, the library, the writing centre, math aid, etc. There is also a section just for COVID-19 updates. K. Huffman thanked D. Chang, B. Alvarez Guajardo and T. Thomas for putting this together. There is also a Quercus site specifically for students who are graduating.
- The Registrar’s Office has been running group advising sessions on Quercus.
- Next meeting K. Huffman will bring forward a report, as the volume of emails in the office has tripled. Usually emails are 8,500, close to 9,000 per year, but anticipating up to 20,000 for 2020.
- The College Registrar’s Offices received additional funding for student bursary support this year through the dean’s office at A&S, related to COVID needs. Particularly now in another lockdown, many stores are closed and are primary employer for students. K. Huffman encouraged people to refer students, whether NC or other, to apply for the grant through their college registrar’s office.
- We have a new award this year, from donor Alan Greenberg. This is an expendable award, with a value of $500 to be released in 60 installments.

K. Huffman moved for NCC to approve the Alan Greenberg bursary. A. Guerson seconded the motion. The floor was opened for discussion. There were no votes against. With a majority, the motion was approved.

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

L. McCormack-Smith reported the following:

- New College is one of two places supporting international students over the winter break. Anticipating about 200 students. Have extended program to help support students, worked with dining hall to develop exciting meal program over break.
- L. McCormack-Smith thanked N. Butler, D. Rodricks and K. Nitiema for volunteering to not take winter break.
• There will be some programming sent out for “Let’s Talk” which will run differently.

Report of the Writing Centre
S. Stewart reported the following:

• The centre is continuing with synchronous and asynchronous appointments, different groups and drop ins. There have been some late cancellations – are students overwhelmed? The centre is trying to encourage students to keep appointments. S. Stewart requested for students to be sent to her for any help.
• CAES writing group was well attended this term.
• L. Newbery is returning to work December 1. S. Stewart enjoyed her term as interim director and acknowledged the amazing work of Writing Centre staff.
  B. McElhinny acknowledged S. Stewart’s great work and calm approach.

Report of the Advancement Office
C. Argiropoulos reported the following:

• Update on campaign planning for the next public campaign: thanks were given to program directors, faculty, staff and members of PAG for feedback on priorities of college, with an emphasis on student support, needing additional bursaries and improvement to our physical spaces.
• Major gift news covered by K. Huffman earlier in meeting (We have a new award this year, from donor Alan Greenberg. This is an expendable award, with a value of $500 to be released in 60 installments).
• Stewardship and annual reporting happens around this time year. Donors who have given to establish awards and scholarships, receive a fund endowment report to advise on the impact of their donations, to go out right before the holidays.
• Next Tuesday is giving Tuesday, which encourages donors to give, a push for holiday donations. Send anyone to C. Argiropoulos and she can help them donate online.
• Alumni development – B. Registe and C. Argiropoulos have been working on a virtual “Dinner at NEW” series this fall. There have been three successful events, each with 25-30 students.
• New faces, a drama club in the 80’s, will be bringing about 20 of these members to meet B. McElhinny and see our work.
• Mentorship program – B. Registe has been busy figuring out how to do this in our virtual space. We are shifting to an online orientation reception and applications are launching very soon. If there are interested students, please connect with B. Registe and she will connect them with a mentor.

Report of the Communications Office
N. Cahill reported the following:

• Update on organization identify and website redesign project – Digital Echidna wrapped up the first 2 stages:
  1. Research - they’ve taken results and put together a long and thorough report of how they see our current identity, what we need, and what our new identify should encompass. There was a great deal of consistency through all groups about what should be the foundation of our new organization identity. They were terms like: inclusion, support, welcoming, community, wellness and home.
  2. Technical discovery stage – we wanted Digital Echidna to suggest digital content management systems, and after having worked with D. Bahn and J. Stronghill, we will be staying with WordPress, although a more updated version.
• New website – S. Atkinson and N. Cahill are doing a content audit. They are going through about 800 pages and will be reaching out to various departments for help with this.
• Work is being done to standardize some college communications. One of those are staff announcements. If there are changes within a department, contact S. Atkinson and N. Cahill and they will facilitate the announcement.
• The last newsletter is December 7.

There were no questions.

**Other Business**
There was no other business.

**Adjournment**
On a motion by S. Stewart, seconded by K. Huffman, the meeting was adjourned at 2:03pm. CARRIED.
Striking Committee – Nominations for 2019/20 NCC

Striking Committee 2020 Members:  Bonnie McElhinny, NCSC President, Kerri Huffman, Ron Vander Kraats, Aggrey Wasike, Shahrzad Mojab

MEMBERSHIP OF COUNCIL

*Ex Officio members:*
- President (or designate)
- Vice-President and Provost (or designate)
- Principal
- Vice-Principal
- Assistant Principal & Registrar
- Director, Residence and Student Life
- Chief Administrative Officer
- Associate Director, Advancement
- Alumni Development Officer
- Director, International Programs
- Librarian
- Director, the Writing Centre
- One Associate Registrar (Tricia Patel)
- Director of each academic program
- Director, WGSI
- Director, Human Biology
- President, NCSC
- One Vice-President, NCSC (VP Admin)
- Two Presidents, NCRC

- **6 elected members of the teaching staff (2 year terms)**
  - serving the second of a 2 year term:  
    - Kevin Edmonds
    - Aggrey Wasike
    - Melissa Levin
  
  - serving the first of a 2 year term: 3 teaching staff members
    - Khalid Ahmed
    - Chandni Desai
    - Anderson Todd
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<tr>
<th>Position</th>
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<td>6 Student Reps:</td>
<td>NCSC Reps (4)</td>
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<td>VP Finance</td>
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<td>VP Student Services</td>
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<td>Course Union Reps</td>
<td>African Studies Student Union</td>
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<td>Buddhism, Psychology &amp; Mental Health Student Union</td>
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<td>Caribbean Studies Student Union</td>
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<td>Human Biology Student Union</td>
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<td>Women &amp; Gender Studies Student Union</td>
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<td>Dons Rep</td>
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<td>TA/WC Instructors Rep</td>
<td>Juensung Kim</td>
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<td>4 Alumni Reps</td>
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<td>USWA Rep</td>
<td>Dirk Rodricks</td>
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<td>CUPE Rep</td>
<td>Gerardo Correa</td>
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**Chair of Council**

*Nomination: Jeff Newman*
STANDING COMMITTEES OF COUNCIL:

ACADEMIC AFFAIRS COMMITTEE

*Ex Officio:* Bonnie McElhinny (Principal), Kerri Huffman (Asst. Principal & Registrar), Marieme Lo (African Studies), Nestor Rodriguez (Caribbean Studies), Tara Goldstein (VP), Sharzad Mojab (Equity Studies), Alissa Trotz (WGSI), Ashley Bruce (Human Biology), Liz Newbery (Writing Centre), Michel Ferrari (BP&MH), Bruce Russell (IFP), Jeff Newman (Librarian) Alexandra Guerson (New One) Sam Tecle (CEL)

*To be elected:* 5 members of Council

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<th>Nominations:</th>
<th>1. President, ESSU</th>
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<td>2. President, BPMH</td>
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<td>3. Tricia Patel</td>
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<td>4. Dirk Rodricks</td>
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<td>5. Aggrey Wasike</td>
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BUILDING COMMITTEE

*Ex Officio:* Bonnie McElhinny (Principal), Ron Vander Kraats (Chief Administrative Officer), Leah McCormack-Smith (Director, Residence and Student Life), Adam Lucas (Property Manager)

*To be elected:* - 1 member of teaching staff  
- 2 students  
- 1 residence don  
- 1 of head stewards

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<td><strong>WGSI Director (or rep)</strong></td>
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<td>ESSU</td>
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<td><strong>NCSC Rep</strong></td>
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<td>Residence Don – Lead Don</td>
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<td>Steward: Rachel Reinoso (rep for head steward)</td>
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<td>Co-opt: Hong Si, Karen Spence, Dirk Roderick, Ashley Bruce</td>
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LIBRARY COMMITTEE

*Ex Officio:* Jeff Newman (Librarian), Bonnie McElhinny (Principal)

*To be elected:* four members of Council

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<th>Nominations:</th>
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<tr>
<td>Alexandra Guerson</td>
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<td>Khalid Ahmed</td>
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<td>Chandni Desai</td>
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<td>NCSC rep</td>
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NEW STUDENT SERVICE

*Ex officio:* Bonnie McElhinny (Principal), Kerri Huffman (Registrar), Tricia Patel (Associate Registrar), Leah McCormack-Smith (Director, Residence and Student Life), Jeff Newman (Librarian), Liz Newbery (Director, WC), Brenda Registe (ADO).

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<th>Nominations: 4 NCSC Reps (including President, Orientation Co-ordinators, Commuter Rep)</th>
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<td>2 NCRC Reps</td>
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<th>Co-opted:</th>
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<tr>
<td>Todd LeBlanc</td>
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<td>Dirk Rodricks</td>
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<td>Lily Kwiatkowski</td>
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PRIORITY, PLANNING AND BUDGET COMMITTEE

*Ex Officio:* Bonnie McElhinny (Principal), Lucy Zuo (President, NCSC), Kerri Huffman (Asst. Principal & Registrar), Ron Vander Kraats (Chief Administrative Officer), Leah McCormack-Smith (Director, Residence and Student Life), Jeff Newman (Librarian), Ashley Bruce (Director, Human Biology), Alissa Trotz (Director, WGSI), Catherine Argiriopoulous (ADO)

*To be elected:* 4 members of Council

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<th>President, NCRC</th>
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<td>Director, African Studies</td>
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<td>Admin Director, IFP</td>
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<td>Director, Writing Centre</td>
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Advancement Office Update – New College Council

January 18, 2021

Advancement and Alumni Development

- New College Advancement Campaign planning update
- Online giving and Holiday Giving update
  http://www.newcollege.utoronto.ca/alumni-speaker-series-jan-19-2021/
- Comfort Food Cooking with Canadian culinary personality and cookbook author Bonnie Stern – Feb. 9
  http://www.newcollege.utoronto.ca/alumni-speaker-series-feb-9-2021/
- New College Career Mentorship Program launches virtually