

## **New College Council**

*Meeting of Wednesday, November 13, 2024, 12:10 p.m. – 2:00 p.m.*

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### **AGENDA:**

1. Minutes of the Meeting of Sep. 23, 2024 ([attached](#))
2. Business Arising from the Minutes
3. Report from Student Councils
  - i) NCSC
  - ii) NCRC
  - iii) Course Unions
4. Report from Standing Committees
5. Report of the Principal – R. Gazzale
6. Report of the Chief Administrative Officer – R. Vander Kraats
7. Report from the Writing Centre – M. Prescott-Brown
8. Report from the Librarian – M. Redden
9. Report of the Vice Principal – A. Guerson
10. Report from the Registrar's Office – K. Huffman
11. Report from the Office of Residence and Student Life – L. McCormack-Smith
12. Other Business

## **NEW COLLEGE COUNCIL**

Minutes of the meeting of Monday, September 23, 2024, 12:10  
p.m. – 2:00 p.m.

Present: R. Gazzale, K. Huffman, A. Guerson, T. Seburn, L. McCormack-Smith, M. Redden, T. Walkland, W. Tran, C. Argiropoulos, D. Williamson, B. Russell, A. McGuire, E. Weisbaum, S. Doyle-Wood, A. Stone, D. Racelis, A. Rodrigues Magalhaes, D. Chang, F. Garrett, C. Ramsaroop, F. Zhang, K. Edmonds, B. Registe, R. Buiani, Noé Coffin (NCSC), Anna Li (NCSC), Tiffany Yang (NCSC), Florentine Winkler (NCRC), Janet Pham (BPSU)

Regrets: H. Si, S. Aidid

### Introduction

K. Huffman gave the official [University of Toronto Land Acknowledgement Statement](#).

### Minutes of the Meeting of April 4, 2024

No comments or amendments proposed.

K. Huffman motioned to approve the minutes.

W. Tran seconded. The motion opened for discussion and voting.

All in favour of approving the minutes. The motion carried with all in favour and the minutes from the April 4, 2024 meeting was approved.

### Business Arising from the Minutes

No business arose from the minutes.

### Agenda

K. Huffman motioned to approve the agenda.

A. McGuire seconded. The motion opened for discussion and voting.

All in favour of approving the meeting agenda. The motion carried and the agenda was approved.

### Welcome from the Principal

R. Gazzale shared they have appreciated the reception they have received and the work everyone has done. They will share more in the Report from the Principal.

All attendees present introduced themselves due to changes in New College Council membership.

#### Report from the Striking Committee

K. Huffman explained that the Striking Committee is a group of representatives from New College Council who meet over the Summer to nominate membership for College Council for the coming year. K. Huffman shared membership has been confirmed as shown [here](#).

K. Huffman shared there are also a number of subcommittees that report into College Council: Academic Affairs, New Student Service Group, Building Committee, Priority, Planning and Budget, and the Library Committee. Membership for Academic Affairs and the New Student Service Group can be [here](#) while membership for the remaining committees will be confirmed at a subsequent meeting.

K. Huffman motioned to approve the membership nominations from the Striking Committee.

A. Guerson seconded. The motion opened for discussion and voting.

All in favour of approving the Striking Committee membership nominations. The motion carried with all in favour.

K. Huffman then introduced the topic of nominating a Chair of College Council for the year and asked the Council for nominations.

A. Guerson nominated T. Seburn.

There were no further nominations.

K. Huffman motioned to nominate T. Seburn for Chair of College Council.

M. Prescott-Brown seconded. The motion opened for discussion and voting.

C. Ramsaroop asked to clarify if there would be any conflicts that could potentially arise from T. Seburn being both the Chair of College Council as well as the USWA representative simultaneously.

K. Huffman responded that it would be possible to hold both positions at once and that K. Huffman could temporarily step into the role as Chair should the need arise.

All in favour for T. Seburn to be the Chair of College Council. Motion carried. T. Seburn was elected to be the new Chair.

## Report from Student Councils

### *NCSC - Noé Coffin:*

#### General updates

- Elections will begin around the beginning of October and end the beginning of November.
  - K. Huffman offered to have the New College Registrar's Office support the elections via outreach to Registered students.
- Wonderland trip for New College students on Friday, September 27, 2024.

### *NCRC – Florentine Winkler:*

#### General updates

- The executive team is almost fully staffed with the last elections and training sessions taking place September 29.
- NCRC's committees' operations and programming will begin October and run to December for the Fall term.
- New residents are very interested in starting discussions around improvements to the Dining Hall as well as building facilities, with the laundry room being a particular point of focus.
- Head Chef will be on Dining Hall Committee to streamline feedback and discussions about student experience.

#### Questions for Council

- Information about the building representative that can be contacted to facilitate dialogue with student representatives about the experience of the residents and to provide feedback.
  - T. Seburn responded it would most likely be R. Vander Kraats.
  - K. Huffman shared that conversation about residence experience can also be conducted via New College Council meetings and that there is a possibility of having a representative from NCRC on the Building Subcommittee.
    - L. McCormack-Smith added that they will check in with R. Vander Kraats about the Building Committee meeting schedule.

## Course Unions:

### *BPSU – Janet Pham:*

#### Questions

- Possibility of providing a status update on the Buddhism, Psychology and Mental Health (BPMH) program with respect to the Dean's proposal.
- Transparency surrounding the consultation process and if students will be included in the conversations given it was difficult to include students last session.
- Steps the College is taking to preserve and protect the program.
  - R. Gazzale responded that these questions will be addressed in the Report from the Principal.

## Report from Standing Committees

### *Academic Affairs – A. Guerson:*

- A. Guerson shared there are not many new updates since the last Academic Affairs meeting was on April 8, 2024, and most of the news from it was shared at the New College Council meeting that happened on April 15, 2024.
- A. Guerson provided a summary of Academic Affairs for new members of Council:
  - Governance subcommittee for the College that is responsible for reviewing academic programming — such as changes to programs (e.g., requirements, curriculum) and courses (e.g., descriptions), creation of new courses, and the retirement of courses — before it is submitted to the Faculty of Arts and Science.
    - Meeting schedule is aligned with the timeline of the Arts and Science Curriculum Committee meetings as a result.
    - The deadline for submitting curriculum changes is in early October, so the first meeting of Academic Affairs for the session is on October 2, 2024.
  - Meeting schedule for Academic Affairs:
    - October 2, 2024
    - November 25, 2024
    - February 26, 2025
    - March 31, 2025
- News from the Arts and Science Curriculum Committee meeting
  - The first meeting of the Joint Undergraduate Curriculum Committee is usually an introduction to the works of that committee and an overview of the deadlines since there always several new members. Deadlines can be found [here](#).
  - Randy Boyagoda, the Vice-Dean Undergraduate, reported on off-cycle approvals as well as items that were passed during the Summer when the committee was unable to meet.
  - Changes to the Research Opportunity Program (ROP).
    - ROPs are now available as a half-year course whereas previously they were exclusively full-year courses.

No other Standing Committees had a report for this meeting.

## Report from the Principal – R. Gazzale

- R. Gazzale provided a recap of the various New College departments and offices showing another successful year has been launched.
  - R. Gazzale noted the Registrar's Office's expanded advising services and resources to meet the demand for start-of-year advising, how well the Office of Residence and Student Life handled and improved upon the College's Orientation given an earlier start date for the session, and the College's social media presence.
- International Foundation Program (IFP).
  - R. Gazzale shared that while enrolment numbers have decreased relative to the College's goals, it is not by a significant amount.
  - IFP has undergone a program review and feedback has been positive.
  - The Faculty of Arts and Science has reiterated their commitment to the IFP with respect to the number of first-year student slots they are willing to give to students

who complete IFP. While the number of slots is likely going to decrease from past provisions, it will be higher than current enrolment.

- Snapshot of current points of discussion at the University.
  - International student enrolment.
    - A point of concern from last Spring was the possibility of a sharp decrease in international student enrolment at the University the following Fall/Winter. This was due to a combination of drastic cuts to the number of Study Permits issued as well as diplomatic tensions at the Federal level.
      - International student enrolment for Fall/Winter 2024-2025 is roughly the same as the year before within the Faculty of Arts and Science.
  - Artificial Intelligence (AI).
    - University task force has been formed to examine how AI may impact various facets at the institution, such as teaching, learning, and student services. Working groups were formed for each topic.
      - R. Gazzale is the Co-Chair of the working group for the student services component of the AI task force.
      - Over the Fall semester, the various working groups will be investigating their portfolios as well as liaising with many different constituents to collect information and aim to reconvene in January to compile a report.
        - The report should be available early 2025.
  - Status of Buddhism, Psychology and Mental Health.
    - R. Gazzale shared information they received from conversations with the Faculty of Arts and Science about the BPMH program as well as provided an update on the current situation of the program.
      - According to the Faculty of Arts and Science, there are two main issues with the BPMH program:
        - The uncertain long-term viability of the program due to the small number of permanent Faculty associated with it.
          - The fear is one or two losses in staffing will mean the program is no longer sustainable.
        - The lack of consistent engagement students have with permanent Faculty across the program's completion.
          - Many students could complete the program with very little contact with permanent University Faculty, which means the University would not be fulfilling its promise to students when they enroll that the courses they take come from Faculty, research, and teaching fully invested in a long-term project associated with the field.
      - As such, the Faculty of Arts and Science requires official and material support from cognate departments, similar to other College programs such as Cognitive Science.
    - R. Gazzale and F. Garrett met on September 20, 2024, to discuss an initial list of three cognate departments that the former will be connecting with and assessing the extent to which they are willing and able to support the BPMH program.
    - R. Gazzale invited questions from the Council.

- K. Huffman brought up the question asked by the BPSU in their report from this meeting about receiving information pertaining to the consultation conducted by the Dean's Office and the involvement of students in this process.
    - R. Gazzale shared that the Dean's Office will most likely not plan any further consultations with students.
  - Janet Pham (BPSU) asked if New College itself planned on holding any student consultations as well as for information on the steps the College was taking to protect the BPMH program.
    - R. Gazzale responded that the information they have shared so far, such as how steps were currently being taken to identify and connect with cognate units, provided a general outline of how New College is currently navigating the BPMH program's situation. R. Gazzale also shared they would like to meet with the BPSU and any other interested students in the near future to hear their thoughts on the state of the program.
    - E. Weisbaum added that the consultations conducted by the Dean's Office last session were very last minute and, as such, many students were not able to attend and share their lived experiences.
- Human Biology Relocation and Amendments to the New College Constitution
  - Over the 2024 Summer, the Human Biology program relocated out of New College and to the Stuart Building as it offered more space and was more centrally located with respect to Health Sciences opportunities and entrepreneurship.
  - R. Gazzale acknowledged the program's contributions to the New College community over the years. However, as they are no longer hosted in New College, the New College Council Constitution needs to be amended.
    - R. Gazzale motioned to amend section VI of the New College Constitution to remove the Director of the Human Biology program as an ex-officio member of the New College Council.
      - K. Huffman seconded. Motion opened for discussion and voting.
      - All in favour. Motion carried with all in favour and the Director of the Human Biology program was removed as an ex-officio member of the New College Council as per section VI of the New College Constitution.
- Discussion about relocation of office space
  - T. Seburn asked how the now vacant office spaces will be used by the College.
    - R. Gazzale responded that the Registrar's Office will be the recipient of most of the space due to the increased number of staff hired to meet the student demand for their services. The space will primarily be used for the purposes of one-on-one consultations with students. The Office of Residence and Student Life will also get some more space due to office reshuffling.
    - L. McCormack-Smith added that the Human Biology Student Union, which had a permanent office space in the New College Student Center, will no longer be guaranteed space. However, they will not be removed from the space and would simply need to re-apply for the space every two years. Given their current status as model community members, the hope is to

- keep them here and, as such, they will not be required to re-apply this cycle.
- F. Garrett asked if there would be any financial implications to New College for losing the Human Biology and BPMH programs.
    - R. Gazzale replied that Human Biology was not an official New College program and just used the space at the College, and their students were not always New College students per se, so there were no material budgetary impacts resulting from their relocation. As for the BPMH program, this would be something that needs to be further calculated.
  - A. McGuire asked if there was discussion about keeping the vacant Human Biology space as academic program space as opposed to shifting it towards administrative use.
    - R. Gazzale responded that there have been many rooming changes for academic programs at New College, such as New One. In particular, the main beneficiaries have been the Centres for African and Caribbean Studies, as they have gained two to three more offices in the 45 Willcocks building that will allow them to house graduate students and Postdoctoral Fellows as well as the two new Faculty members they will hire under the generous donation from Richard Rooney.
  - K. Edmonds asked if there were updates on the renovation progress for the 45 Willcocks building to address issues such as ventilation and temperature.
    - R. Gazzale answered that while a lot of renovation, such as insulation, is a work in progress, concerns about safety have been mitigated.
    - Many Council members shared sentiments around the inconsistent temperature control — and concerns that it may be a health risk — around the College, as at any given point some offices may sit between 28 to 30 degrees Celsius while others are incredibly cold.
      - L. McCormack-Smith added that if individuals experience building issues, they should submit a service request via the form at the front desk as it sometimes expedites the response.
        - Council members shared that the response to completing service request forms have been very inconsistent. The process will be re-examined.

#### Report from the Vice Principal – A. Guerson

- Updates for Program Office for the Fall Term
  - The main business of the Program Office during the Summer was getting ready for Fall/Winter. This includes posting jobs and hiring TAs and Course Instructors.
    - TA Portal
      - A tool designed by Arts & Science in consultation with Labour Relations to ensure collective agreement rules are observed. The TA Portal allow us to receive applications for TA jobs, track subsequent appointments for those who have a guaranteed number of hours with us, make offers, receive replies, and track DDAHs for each contract. The only thing it does not do is issue the formal letter of offer, which is still drafted manually.



- Timeline of TA Portal Use
  - A. Guerson connected with the staff behind the TA Portal, and last Winter they agreed to onboard us into their system.
    - We spent the Winter importing our information and familiarizing ourselves with the system, such as preparing spreadsheets with all the TAs that have subsequent appointments with us and faculty that routinely supervise TAs. We trialed it in the Summer due to the smaller number of TAs that were hired.
  - In terms of hiring, we have now fully moved onto the TA Portal as of this Fall/Winter session,
- Thanked the Program Directors this Summer for responding quickly and stepping up when it came to hire for their programs as we worked hard to have all the hiring completed by early August so folks would be in place and have ample time to have their courses ready by September.
  - This was particularly important considering the earlier start day of the term.
- The main issue we had to deal with at the beginning of the term had to do with classroom space with a number of courses in both CSES and BPMH having specific requirements either for pedagogical reasons or, and these were the more delicate cases, accessibility reasons.
  - In one case, the instructor had accessibility needs and the accessible classroom booked turned out not to be accessible for that particular instructor, and in another case a class had so many students with different kinds of accessibility needs that the accessible classroom assigned did not meet their needs.
  - We will try to work with LSM to identify classrooms that are more universally accessible and see if we can lock them in for some of our classes that have these specific needs.
- College Programs Update
  - We are revisiting the Senior Doctoral Fellowship program and having some conversations around possibly creating a teaching fellowship that would allow us to attract senior doctoral students to our program to teach or co-teach a course in our programs. We are still working out what this will look like, and I hope to have more to report in the next New College Council meeting.
  - Investigating to what extent we can academically support our STEM students, who form the bulk of our student population.
    - K. Edmonds is putting effort to find the type of placements that would draw some of those students into the Community Engaged Learning program.
    - Discussions with R. Buiani to see what we can offer as part of New One but I also have been thinking that might be something we could offer as part of our First Year Foundations offerings.
    - E. Weisbaum added that the BPMH program will be receiving grants that will allow them to provide work-study opportunities to undergraduate students through the research stream.
  - We have also started a review of our Independent Studies courses, but I will report more on that as we have more data.

- External reviewers site visit to CSES has been confirmed for February 10, 2025. We will have more details on that as the date gets closer
  - A. McGuire has been incredibly busy with the self-study in a year where she has one faculty member on leave and another on reduced load. We have been trying to support where we can such as with the hiring of a research assistant to help with elements of the report that seem appropriate.
    - A. Guerson thanked A. McGuire for all the work she has been doing on the self-study.

### Report from the Office of Residence and Student Life – L. McCormack-Smith

#### **Student Life and Leadership Updates**

##### Orientation:

- Traditional (Newstaglia) Orientation:
  - Student Leaders:
    - 70 Student leaders (volunteers)
    - 2 Orientation Coordinators (paid), 2 Graphic Designers, 8 Executives, 1 Photographer (honarium)
  - NewCs ticket sales: 535
  - 5 days of full day programming (social, developmental, academic focuses) including food and multiple collaborations with central services, other Colleges, Student Councils, and student groups
- IGNITE Academic Orientation
  - 180 attendees
  - 10 SPROUT Mentors supporting programming
  - Day long free alternative orientation program in collaboration with the Registrar's Office, Writing Centre, Library, and Learning Strategist
- New Journeys International Orientation:
  - 250 students
  - 3 events alongside regular orientation programming
    - Intro social with prizes and speed friending, city tour bus trips, student staff Q&A panel with an ice cream truck
- BIPOC Resource Fair:
  - 30 student groups participated
  - Over 200 students attended with strong attendance from many other Colleges

##### Programming:

- SPROUT Mentorship: program is enjoying an increase in enrollment of both Mentees and Mentors, and we are still receiving requests to join in both roles.
  - Sprout Mentors:
    - 45 SMs
  - Community Wellness Mentors:
    - 13 CWMs
    - New program under SPROUT Mentorship designed to respond to student feedback indicating primary goal of mentorship is to make friends and build community.
    - CWMs will design and facilitate 5-6 small group experiences for a designated group

- Mentees:
  - 71 and counting!
  - Increased direct engagement from NewCs requested mentorship early in the year (directly emailing Student Life to ask if they can still join versus referrals from other offices)
- SPROUT eMentorship:
  - SPROUT eMentors: 9
  - Mentees: 100+ tracked unique interactions between mentors and mentees
  - Students placed in mentor groups, received biweekly newsletters from SL on a range of topics (academics, engagement, orientation, preparing for their first weeks, etc.)
    - 7 newsletters total through Campaign Monitor

#### Wellness:

- ORSL Program Interest Survey: exploring student interest in programs, priorities, and areas of distress. Will be rolled out across ORSL programming from 2024/2025 and will help inform development of ORSL curriculum in 2025/2026.
- SWELL Pop-ups:
  - SWELL Pop-Up Sept 5<sup>th</sup>
    - 160+ students attended
    - 48 ORSL Program Interest Surveys completed
    - Lots of conversations welcoming students and providing info about ORSL
  - Res Life Pop-Up on Sept 12<sup>th</sup>
    - Good attendance (though it was not tracked so there are no exact numbers), and folks were engaged
  - Admin and General ORSL pop-up on Sept 19<sup>th</sup>
    - Approximately 160 attended
    - Got attendance from classes around the Wilson Lounge, as well as students attending the Community Hours by the CAs
    - Lots of students interested in coming to the final pop up of September on September 24<sup>th</sup> in the Doo
  - Monthly pop-ups to occur throughout the year

#### Residence Updates

##### Move-In:

- Smoothest move-in to date, and first week of residence (during orientation) was not too busy in terms of incidents/student cases
  - Keep upper year move-in at a later date if sticking to current academic/sessional date structure
- IKEA trip had around 40 students attend walk or bus tours to IKEA and have requested additional trips

##### Programming:

- High engagement throughout all programming in residence thus far – seems we may have turned a corner from pandemic students in terms of engagement
- Living Learning Communities (LLC) Re-Launch & Curriculum
  - Kevin has been busy getting everything off the ground, and we just had our first LLC programs on Sept 17<sup>th</sup> – Coffee with A Prof

- Future planning: field trips, including to the Swap Shop (being rebranded as the Free Store) on Campus with focus on sustainability; working with the Office of Indigenous Initiatives for October programming and planning trip to the Medicine Garden near Hart House

## **Administration**

### **Residence Occupancy:**

- Currently at just over 97% occupancy.
- We were almost 100% before move-in but have had a lot of cancellations and no-shows; most of which were international students and due to issues with obtaining their VISAs on time.
- Campus Waiting list is very short, and divisions across campus are seeing higher no-show and late drop rate than is typical

S. Doyle-Wood shared there have been mixed reactions by the community to the response of law enforcement as well as campus safety when called and asked what steps would be taken by the College to respond to crises around its vicinity.

L. McCormack-Smith responded that ORSL would not have staff go to investigate external situations due to a combination of not knowing who the individual in question may be, if assistance may be welcome, and taking into account the safety of the staff members themselves as many of them are young and not professionally trained. Things may become complicated when it comes to community members entering campus as the onus of responsibility for intervention is murky. We may try a conversation first to see if they are receptive to it, with campus safety being a last step.

If the situation is internal, the preference would be for one of the staff that are trained to go in and have the initial conversations with the involved parties and determine if more help is needed. If more help is needed, the trained staff member would work with the involved parties to determine and agree upon next steps through a consultation conversation with them, which may sometimes be referrals to resources or a visit to a hospital. Our capacity to provide support should additionally be bolstered by the inclusion of Shari Chan, who is our new Assistant Dean for Wellness and Engagement and a registered Social Worker. Prior to her joining us, she was the BIPOC Counsellor at Health and Wellness and prior to that she was working at Regent Park, so her focus is on providing wellness-informed responses to student support, which aligns with ORSL's goal to provide student support that centers on community engagement, wellness, and people's lived experiences.

S. Doyle-Wood asked if there would be any further training provided to the 40 Willcocks Front Desk with respect to responding to crises.

L. McCormack-Smith shared there will be more training shortly for the Front Desk, where this will be addressed. However, the preference would still be they contact a professional staff member first to make the assessment because there are three live-in staff as well as the staff in ORSL who have been trained to make an assessment as to what additional help is necessary.

### Report from the Office of the Registrar – K. Huffman (report [here](#))

#### Enrolment Report

- Of note – admissions are consistent, slightly up from last year
- International student of 1<sup>st</sup> year 33%/ A&S overall 35% - so slightly down
- Overall enrolment about the same as last year
- Still largest college by almost 675 students (UC – 5797 next largest)
- Program enrolment numbers – will bring to next meeting.
  - However, typically many New College students are enrolled in Math, Statistics, Computer Science, Commerce and Economics

#### Bursary/Award Information

- All students (including international) are eligible to apply for bursary/grant support through their College Registrar's Office.
- Grant applications open October 1<sup>st</sup>.
- The grant application is available online at: <https://future.utoronto.ca/finances/financial-aid-old/emergency-assistance-grants/>

#### Other Items of Note

- As enabled by new positions:
  - Enhanced communications including monthly newsletter
  - Great turnout for Summer course enrolment numbers.
    - These are online course enrolment sessions for incoming students to help them navigate the process.
    - Tripled engagement relative to the previous year.
  - Streamlined awards applications process

### Report from the Office of Advancement – C. Argiropoulos

Two awards were brought forward for approval.

#### **Dr. Wayne Roberts Memorial Scholarship**

- Background: Dr. Wayne Roberts was an important scholar at New College; He supported the development of the Equity Studies Program and taught the first courses in Food Equity at New College.
  - Dr. Roberts was a prominent scholar in Food Equity issues across Toronto and was known internationally.
  - Sadly, Dr. Roberts passed away in 2021 and his partner and community came together to raise support for a scholarship in his memory. Over 120 people donated.
  - Almost \$50,000 has been raised and this will be matched by New College, creating an endowment of \$100,000, generating approximately 4%/\$4,000 annually in investment income.
- Conditions: To be awarded to an upper year student(s) (3<sup>rd</sup> and 4<sup>th</sup> year) enrolled in the Critical Studies in Equity and Solidarity Program who has shown excellence in Food Equity scholarship and/or leadership in Food Equity initiatives. Academic merit will be considered.
- Donor: Lori Stahlbrand and various donors

### **New College Student Council Innovators Scholarship**

- Background: NCSC has been annually supporting two expendable awards – F.E. Wetmore Honour Award (established 1965) and the Audrey Taylor Award (established 1989).
  - Both awards were created to recognize the extra-curricular contributions of New College students to the College community.
  - NCSC expressed interest in creating a new, endowed award that would continue to recognize student contributions and which would replace the two expendable awards, creating a long-term endowment and efficiencies in annual awarding.
  - This new award was approved by NCSC in spring 2024. The donation of \$50,000 will be matched by New College, creating an endowment of \$100,000, generating approximately 4%/\$4,000 annually in investment income.
- Conditions: To be awarded to New College students in any year who have made significant contributions to the extra-curricular life of the College. Preference will be for students who demonstrate initiative and innovation in their contributions. The recipient must be in good academic standing.
- Donor: New College Student Council

C. Argiropoulos motioned to approve the two new awards listed above.

K. Huffman seconded. The motion opened for discussion and voting.

All in favour. Motion carried with all in favour and the two new awards have been approved.

### **Alumni Development Fall Activities**

- Fall planning is underway with some wonderful opportunities for alumni and student engagement. Two Dinner@NEWs are planned in October, which include alumni speaking about their career experience and offering mentorship in a group dinner setting of around 20 students. This fall we have Dr. Leah Thompson (focus in Law) and Dr. Alex Hudek (focus on Computer Science) joining us.
- The Advancement Office has also been very active in organizing the upcoming Installation of Principal Gazzale, taking place on Thursday, September 26.

### **Report from the New College Writing Centre – M. Prescott-Brown**

- Lost a faculty position.
  - Substantial revisions to current programming made with this in mind.
- Presented at the IGNITE academic orientation.
- First STEM Specialist Writing Instructor hired.
  - Long term plan is to develop a STEM Specialist Team.
- Increasing access as students can now change appointments booked in person to online on their own (increasing access = increasing usage).
- VoIP phone system in use now.
- Creating Knowledge — will be released as a series of workshops instead of a one-day event
  - Held online via Zoom from October 28 to 31, 2024

- Intended to help upper-year students prepare for upper-year courses and assignments, as well as for graduate or professional school applications.
- Trying to increase usage by starting hours at 10 AM instead of 9 AM and will also increase availability of evening hours for students in the last six weeks of each term.
- Upcoming goals:
  - Last year, got all instructors to post pictures alongside their biographies and pronouns on the New College website.
  - This year:
    - Having instructors add any languages they know and indicate degree of fluency (creating a centre that is multilingual-friendly).
    - Creating a faculty page on the NCWC website with resources (links to a workshop request form--currently, done by emailing M. Prescott-Brown or the centre directly). All the ways we support faculty will be there and accessible by QR code.
- Still running the following: Writing Room, CAESS Writing Group, QT Write Ins, Write Now!
- New addition: Wine and Write (evening writing group—will start in October)
- Writing Plus (currently rehabilitating the program; serves New College students but also students across Arts and Science)

### Report from the Librarian – M. Redden

August and September proved busier than usual this year but are slowing down as we approach October. Aneta Kwak and M. Redden (New College Librarians) are co-administrating the library. Any library related questions can be sent to both Librarians or the library email address, which we both monitor

- We have hired and trained our 10 student library assistants for the semester, so circulation desk services at the library are up and running smoothly.
- We are processing course reading lists from all New College academic programs, linking course readings to Quercus courses and digitizing where possible, and processing those items through fair dealing and copyright licensing and AODA for searchability and screen reader compatibility

Last week Central Libraries alerted us to possible [voice biometrics \(cybersecurity\)](#) theft attempts that have happened over the past three weeks. Voice biometrics are susceptible to deepfakes and can be used for unauthorized access to systems (e.g. Voice authentication to access banking information).

- A person has called Robarts and asks for help searching the catalogue for titles. The titles are:
  - Ensure protection of sensitive client data
  - We are not considering 5G services

- Simplify mobile device management complicity (or maybe complexity?)
  - Yes, robust failover plan is in place
  - improve HR analytics
  - by email
  - 6-12 months
- These are not real titles, so the staff member does not find them in the catalogue.
  - The caller asks the staff member to repeat back each title and for their full name.

So far these phishing attempts have been isolated to Robarts and Central ITS is investigating, but as a precaution, we have advised our library staff to not give their name to callers.

### Adjournment

T. Walkland moved to adjourn.

A. McGuire seconded.

All in favour.

The meeting was adjourned at 2:01 PM. CARRIED.



## MEMBERSHIP OF COUNCIL

### ***Ex Officio* members:**

- President (or designate)
- Vice-President and Provost (or designate)
- Principal
- Vice-Principal
- Assistant Principal & Registrar
- Dean of Students
- Chief Administrative Officer
- Associate Director, Advancement
- Alumni Development Officer
- Director, International Programs
- Librarian (Mikayla Redden)
- Director, the Writing Centre
- One Associate Registrar (Donna Chang)
- Director of each academic program
- Director, WGS
- Director, Caribbean Studies
- Director, African Studies
- President, NCSC
- One Vice-President, NCSC (VP Admin)
- Two Presidents, NCRC

### **6 elected members of the teaching staff (2-year terms)**

#### *Nomination -*

#### *- Serving the second of a two-year term:*

- Safia Aidid
- S. Trimble
- Christopher Ramsaroop

#### *Serving the first of a 2-year term*

- Stanley Doyle-Wood
- Eleanor Weisbaum

### **6 Student Reps:**

NCSC Reps (4)  
VP Finance  
VP Student Services

### **Course Union Reps**

African Studies Student Union  
Buddhism, Psychology & Mental Health Student Union  
Caribbean Studies Student Union  
Equity Studies Student Union  
Women & Gender Studies Student Union

**Dons Rep**  
**TA/WC Instructors Rep**  
**4 Alumni Reps**

AJ Stone  
Ty Walkland

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**USWA Rep**

Tyson Seburn

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**CUPE Rep**

Daniel Racelis

## ACADEMIC AFFAIRS MEMBERSHIP

*Ex Officio:* Robert Gazzale (Principal), Kerri Huffman (Assistant Principal & Registrar), Marieme Lo (African Studies), Conrad James (Caribbean Studies), Alexandra Guerson (Vice Principal), Anne McGuire (Equity Studies), Alissa Trotz (Women and Gender Studies), Marci Prescott-Brown (Writing Centre), Frances Garrett (Buddhism, Psychology and Mental Health), Bruce Russell (International Foundation Program), Mikayla Redden (Librarian), Roberta Buiani (New One)

*To be elected:* 5 members of Council

<p><i>Nominations:</i></p> <ol style="list-style-type: none"> <li>1. NCSC rep</li> <li>2. CSES rep</li> <li>3. Eleanor Weisbaum</li> <li>4. Tyson Seburn</li> <li>5. Catherine Argiropoulos</li> </ol>
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## NEW STUDENT SERVICE

*Ex officio:* Robert Gazzale (Principal), Kerri Huffman (Assistant Principal and Registrar), Donna Chang (Associate Registrar), Leah McCormack-Smith (Dean of Students), Mikayla Redden (Librarian), Marci Prescott-Brown (Director, Writing Centre), Brenda Registe (Alumni Development Officer).

<p><b><i>Nominations: 4 NCSC Reps (including President, Orientation Co-ordinators, Commuter Rep)</i></b>  <b><i>2 NCRC Reps</i></b></p>
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<p><b><i>Co-opted:</i></b></p> <ul style="list-style-type: none"> <li>Trish Starling</li> <li>Dylan Williamson</li> <li>Lily Kwiatkowski</li> </ul>
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## Overview of the 2024-25 Curriculum Cycle

Cycle	Meeting Dates and CM Submission Deadlines	Types of Submissions to Prioritize
<b>November 2024</b>	<i>Social Sciences:</i> November 18, 2024 <i>Humanities:</i> November 20, 2024 <i>Sciences:</i> November 22, 2024  <b>CM Submission Deadline:</b> October 11, 2024	<ul style="list-style-type: none"> <li>• 150+-enrolment courses (new, modifications, retirements)</li> <li>• Other new courses, course modifications, course retirements</li> <li>• Program modifications to take effect in Degree Explorer in Spring 2026</li> </ul>
<b>January 2025</b>	<i>Social Sciences:</i> January 21, 2025 <i>Humanities:</i> January 22, 2025 <i>Sciences:</i> January 24, 2025  <b>CM Submission Deadline:</b> December 6, 2024	<ul style="list-style-type: none"> <li>• <b>Final opportunity</b> for any new courses (incl. renumbering, reweighting, conversion of special topics to permanent offerings)</li> <li>• Course modifications and retirements</li> <li>• Program modifications to take effect in Degree Explorer in Spring 2026</li> </ul>
<b>March 2025</b>	<i>Joint Meeting:</i> March 26, 2025  <b>CM Submission Deadline:</b> March 7, 2025	<ul style="list-style-type: none"> <li>• <b>Final opportunity</b> for minor course modifications</li> <li>• <b>Final opportunity</b> for minor program modifications to take effect in Spring 2026</li> </ul>

	A	B	C	D	E
1	<b>New College Enrolment Data</b>				
2					
3	<b>Year-to-Year Enrolment</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
4	Year 1	1749	1795	1920	1814
5	Year 2	1628	1682	1528	1531
6	Year 3	1466	1398	1388	1386
7	Year 4	1607	1591	1590	1613
8	Other/Unknown	18	13	20	37
9	<b>Total New College Enrolment</b>	<b>6468</b>	<b>6479</b>	<b>6446</b>	<b>6381</b>
10	Total Arts & Science Enrolment	32490	31981	31326	30246
11	Percentage of Faculty Total	20%	20%	21%	22%
12					
13					
14	<b>Enrolment Demographics</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
15	English first language	39%	39%	37%	37%
16	Other as first language	61%	61%	63%	63%
17					
18	Canadian Citizen	46%	44%	43%	44%
19	Permanent Resident	9%	9%	9%	10%
20	Study Permit	44%	42%	41%	43%
21	other	1%	5%	6%	3%
22					
23	<b>First Year Enrolment</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
24	New Admits	1320	1290	1382	1337
25	IFP Admits	153	171	228	226
26	<b>Total New College Enrolment</b>	<b>1473</b>	<b>1461</b>	<b>1610</b>	<b>1563</b>