

## **New College Council**

*Meeting of Monday, April 7, 2025, 12:10 p.m. – 2:00 p.m.*

### **AGENDA:**

1. Minutes of the Meeting of March 6, 2025 ([attached](#))
2. Business Arising from the Minutes
3. Report from the Buddhism, Psychology and Mental Health (BPMH) Special Committee
4. 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 Vice Principal – A. Guerson
7. Report of the Chief Administrative Officer – R. Vander Kraats
8. Report from the Writing Centre – M. Prescott-Brown
9. Report from the Librarian – M. Redden
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 Thursday, March 6, 2025,  
12:10 p.m. – 2:00 p.m.

Present: R. Gazzale, K. Huffman, A. Guerson, T. Seburn, L. McCormack-Smith, B. Russell, H. Si, M. Redden, M. Prescott-Brown, R. Buiani, C. Ramsaroop, D. Williamson, F. Garrett, A. McGuire, W. Tran, A. Stone, Florentine Winkler (NCRC), Chloe Legel (NCRC), Janet Pham (BPSU), Nicolas Viulet (BPSU), Sophia Leung (BPSU)

Regrets: T. Walkland, A. Trotz, S. Doyle-Wood, E. Weisbaum, K. Edmonds, D. Chang, A. Rodrigues Magalhaes, F. Garrett

### Introduction

T. Seburn gave the University of Toronto [Land Acknowledgement](#).

### Agenda

K. Huffman motioned to approve the agenda.

M. Redden seconded. The motion opened for discussion and voting.

The motion carried and the agenda was approved.

### Minutes of the Meeting of January 27, 2025

B. Russell motioned to approve the minutes.

K. Huffman seconded.

The minutes were approved.

### Business Arising from the Minutes

#### **Title Purchasing Form**

T. Seburn asked if the library's title purchasing form shared in the Report from the Librarian is available for submission year-round.

M. Redden confirmed the form is open year-round. It is named "Suggest a Title!" and can be found on the D.G. Ivey Library website [here](#).

#### **Buddhism, Psychology and Mental Health (BPMH) Special Committee Volunteer Request**

T. Seburn asked for a volunteer to join the BPMH Special Committee as one of the members needed to step down. The committee's membership is to be made up of a minimum of five members, which there are currently, but a sixth member would be ideal.

F. Garrett asked if E. Weisbaum would be available to join the committee.

M. Redden confirmed E. Weisbaum had previously been asked but does not have the capacity to join the committee at this point in time.

T. Seburn shared that as there were no volunteers, the committee will proceed with five members but are open to an additional volunteer.

### Report from Student Councils

*NCSC*: Not in attendance.

*NCRC – Florentine Winkler*:

#### Council Activity Updates

- Constitution Review Committee is active, with voting for proposed revisions taking place on March 12<sup>th</sup>.
- Final committee meetings for Building, Dining, and Events committees will take place on an as-needed basis mid-to-end of March.
- Final General Assembly meeting, which will include new Director and Chief Returning Officer elections, will take place on March 26<sup>th</sup>.
- Semi-formal with NCSC was successful.

#### Concerns and Feedback

- Final decision of 2025-26 Meal Plan.
  - Once an official announcement is made for how the New College Dining Hall will be proceeding with the all-you-care-to-eat plan, the Dining Committee aims to meet with the Assistant Director of Food services to clarify any outstanding questions.

### Course Unions:

*BPSU – Janet Pham*

#### General Updates

- Two Successful Events in February
  - February 7: Envisioning EnvironMENTAL Wellness – Symposium on Mental and Planetary Health
  - February 26: Hip Hop Sound Bath “Inner Disarmament”
- Upcoming Events
  - March 20: Journal Personalization and Boba Night

- Re-launch of BPSU's Undergraduate Journal: Upaya
  - Deadline for submissions was February 1, 2025.
- EASE Lab – Contemplative Science Research in Action alongside BPMH program
  - Transdisciplinary work around mental health, planetary health, eco justice, and other interdisciplinary branches of research that blend the humanities and sciences.
    - E.g., A medical student made films as a way of collecting data came to the last meeting.
  - The idea is we hear from students that finding research and collaboration opportunities can be challenging, so this lab serves as a place where people can come hear from students and faculty about their research.
    - Monthly meeting (open to all) with 20-minute presentations on current work/research, followed by discussion and networking amongst students, researchers and faculty.
      - Next meetings: March 17th
    - Collaboration with ROM
      - Takeover to explore cont
    - 4 NCIF supported undergraduate fellows
      - 2 fellows/BPMH students invited to speak on contemplative science “young scientist” panel at international conference/retreat in France June 2025.
- Re-iteration of support for the continuation of the BPMH program.

### Report from Standing Committees

#### *Academic Affairs – A. Guerson:*

From the meeting of February 26, 2025

- Adding courses to the list of electives for CSES that were missed in the last round.
  - These courses were suggested to us when we consulted other academic units on adding their courses. They were brand new courses that were created in the most recent round of curriculum meetings.
- Policy changes passed at the Arts and Science Council on February 12:
  - Post-Admission Transfer Credits
    - One of the ways students can transfer credits they took outside the faculty is by taking courses and then, upon course completion, applying to get those credits transferred. This is the post-admission transfer credit. There has been issues with students taking courses in other institutions and later these credits not being approved.
    - Going forward, the faculty will require students to get a letter of permission before they take courses elsewhere.
    - The letter of permission system already exists and previously it was applied only to universities within Canada. Now it will extend to all cases.
  - 12.0 Distinct Credit Requirement
    - The requirement did not previously foresee the possibility of students taking 2 majors and a minor. Previously the assessment was done only across the 2 majors; now it will include all 3 programs.
  - Repeating Passed Courses

- Students could repeat courses to raise their marks for reason of program admission but there was a limit of 1 FCE for repeating courses for other reasons. They removed that distinction.
- Senior Doctoral Fellowship and Kathleen O'Connell Award
  - I have been working with R. Gazzale and the Program Directors on the call for the Senior Doctoral Fellowship, which we want to send out as soon as possible rather than waiting until the summer.
    - We are updating the call so that each program can specify what they are looking for, but we are also creating a form for submitting applications so that the process can be easier to manage administratively.
  - We had a longer discussion about the Kathleen O'Connell Award. This is a teaching award that until this year included only CUPE 3902 Unit 3 instructors — sessional lecturers and writing centre instructors.
    - We now also have a Unit 6 at the college, which are our IFP instructors. It seemed fair that they should also be eligible for this award, so we expanded the eligibility to them.
    - In our Academic Affairs meeting A. McGuire brought forward the very valid point that we have very talented Unit 1 course instructors and TAs at the college that are not fully recognized for their work. While in principle they are eligible to be nominated to the CTSI awards, the chances of even making a shortlist for those awards are very small since the pool there is in the thousands. Meanwhile, with African Studies and Caribbean Studies becoming independent, our pool of eligible instructors has shrunk.
    - Even just being nominated for an award is already an honour that can be added to a CV, and after consideration and discussions with R. Gazzale, we will expand the O'Connell award to include all our sessional instructors, whether they are Unit 1, 3, or 6 and our TAs. This may make it easier for students to know whether someone is eligible or not to be nominated since the difference between these units is not obvious to students. I am informed that since this is not an official Award record, we do not need to get NCC approval for this change, but I thought I would report it here for the minutes and for information.
    - We are finalizing a form for nomination and a reminder will be sent out, hopefully next week.

*New Student Services Committee (NEWSS) – L. McCormack-Smith*

- College-wide survey has been circulated and will be collecting responses until April 4<sup>th</sup>.
  - Prizes are available to be won for survey participants, so please encourage any New College students you may know to complete the survey.
- Focus groups will be formed next year based on the quantitative data and overall themes derived from the survey.

Report from the Principal – R. Gazzale

- University Budget Projections
  - While most of Canada's higher education system is currently unstable, the projection for U of T's future is stable, despite relatively little growth.

- The University predicts a balanced budget and is not anticipating any sort of hiring freeze.
    - Historically, the University has increased the Faculty complement by about 50 in each year across the entire institution. Next year, the complement will increase by about 15.
- Event Highlights
  - New College Mentorship Program Launch – February 13<sup>th</sup>
    - The New College Mentorship program consists of alums who wish to contribute and give back to the College — identified by Brenda Registe in Alumni Relations — who are then matched with current New College students.
  - An Evening with Author Zalika Reid-Benta – February 27<sup>th</sup>
    - Zalika discussed her debut novel *River Mumma* and award-winning story collection *Frying Plantain*, followed by a moderated discussion.
    - A collaboration between the Centre for Caribbean Studies and Victoria College as she is an alumna of both.
  - New College Award Ceremony – March 27<sup>th</sup>
    - Encouraged staff and faculty members to attend to celebrate our students.
- Re-integration of Human Biology (HMB) into New College Community
  - Met with Melody Neumann, Director of HMB, to discuss their commonalities with New College — especially in the areas of Community Engaged Learning and Social Justice Responsibility — and how to continue New College’s working relationship with them despite their move.
- Upcoming Unit 6 Contract Renewal
  - Unit 6 represents International Foundation Program (IFP) and International Summer Program (ISP) instructors.
- Staff Awards
  - Two different staff awards will be established soon.
    - The first award is for achievements an individual has made during a given year, while the second award is a lifetime achievement award.
      - The first award will be open to all non-teaching staff, while the second award will be open to all staff.
  - Rationale: Many individuals do amazing work at the College but tend not to be recognized by awards at the level of the Faculty of Arts and Science or at the University.

R. Buiani shared that HMB and New One have already been collaborating through the end of year Knowledge Fair.

A. McGuire added that BPMH also has a long-standing relationship with HMB.

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

- The Critical Studies in Equity and Solidarity (CSES) Program had its UTQAP site visit on February 10<sup>th</sup>.
  - It was a full day of meetings that starts with meeting with the Dean's Office, then coming to the college to meet with New College leadership (R. Gazzale and A.

- Guerson) and then with all stakeholders of the program, which includes different groups of instructors, students, and staff.
- By all accounts, the visit was very successful, and all the meetings went well.
    - A. McGuire added that enthusiasm from the CSES community was very high, as there was more than the minimum quota of people for each group of stakeholders (e.g., students, faculty).
  - We are now waiting for the report, which I believe the reviewers need to submit within 6 weeks. The report will come back to the program to fact check before there is a response drafted.
  - Writing Centre Subcommittee
    - We have had a couple of meetings in which we created together an outline of what we would like to see on the report commissioned by NCC.
    - In our last meeting there was a lot of concern about being able to finish the report by the last meeting of NCC in early April.
      - I have since consulted with R. Gazzale since this report is mainly meant to help him in advocating for a Writing Centre Directorship model that ensures we can keep our current levels of programing and service while continuing with our expansion plans. It looks like at his end, it would be better to have a complete report than a rushed one. The membership of council is in place until June 30, and it looks like it is more realistic for us to finish the report in early summer. If that is the case, we will still do an update to council on what we have to date in April and when council reconvenes in the Fall, we will table the full report.

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

- Write Night – March 26<sup>th</sup>
  - Will be held from 4:30 PM to 9 PM.
  - More Writing Instructors will be present than there were in the Fall offering.
  - Dinner will be timed with sundown, so students who are observing Ramadan can participate. There will also be a prayer room that is available.
  - 40 students have already registered.

#### Report from the Librarian – M. Redden

- Central Libraries' purchasing deadline for this fiscal has passed for print books but is open for electronic items.
- New College's Librarians can still take suggestions for electronic items until the end of day Monday March 10.
- New College Library is particularly interested in acquiring new serials subscriptions (i.e. journals and magazines).
- To make a suggestion: a) Email Aneta or Mikayla or b) use the [form](#) on our website (scroll down on our homepage until you see *Suggest a Title* on the left-hand side, click the *Fill out this suggestion form* button).

A. Guerson asked if submissions may be held for the next rounds of purchasing if they are submitted after the deadline since the form is always open.

M. Redden confirmed this is the case.

#### Report from the Office of the Registrar – K. Huffman

- June Convocation
  - Set for Monday, June 16<sup>th</sup> – morning and afternoon ceremony given the size of our graduating class.
  - Approximately 1,000 students graduate at June convocation
- Admissions for Fall 2025
  - About 60% of the admission round was completed in February.
  - Target is 1200 students, about the same as the last few years.

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

- Hiring
  - Don Hiring
    - Is currently under way and student staff hiring is expected to conclude next week.
  - Potential second round of hiring in the Summer.
    - Dependent on retention of current student staff.
- Residence Returner Applications.
  - Opening March 17<sup>th</sup>, waiting to finalize components for occupancy agreements.
  - Hoping to see a relatively large number of applicants this year given the lower number of applications last year.
  - Is open to any New College student in any residence across campus, which would include some of the overflow residences or students that have requested spaces elsewhere (e.g., Knox, Campus One, other Colleges).
- First round of residence offers for incoming first year students.
  - Last year in May, we held an early round offer for before the OUAC deadline for the first time, which we will be doing again this year.
  - Early round offer includes both domestic and international students but is primarily to ease the transition for international students who need to declare a month earlier than domestic ones.
  - Students will only receive an offer if they have accepted U of T.
  - We will be using New College's number of first choice College selections to inform benchmarking and help with how we will make offers.
    - We typically look at the pool of first round candidates, and then we pick, based on percentage of the building, what we typically have and make offers in line with that. We also ensure to leave ample space for students who will be confirming as of the beginning of June.



- Offers will go out in rounds and match the dates of every other College as well as ancillary division to minimize confusion for students.

A. McGuire asked if it is currently the case that students need to accept a place at the University without knowing whether they have a place in residence.

L. McCormack-Smith clarified that if they have a housing guarantee, it means they have a place in residence. However, while it means the University will offer you a place to live on campus, it does not mean you receive a place in your College or your first choice.

### Other Business

- University of Toronto Code of Student Conduct Section C and Hearing Officer Appointment
  - T. Seburn shared that each council or division is responsible for the appointment of a hearing officer for New College. If a student violates the Student Code of Conduct in some way, they could have a hearing, in which the hearing officer would be the individual who listens to their account as well as evidence and then provides recommendations on next steps.
  - R. Gazzale added that serious Code violation cases are typically handled above the College-level, but each unit is indeed responsible for having a hearing as well as an investigating officer. The approval and appointment of these officer roles would be the responsibility of New College Council.
  - The hearing officer is currently B. Russell, who will be completing their term of appointment as of June 30, 2025. They have shared they would be willing to continue with another three-year term, starting July 1, 2025.
    - L. McCormack-Smith motioned to approve this appointment.
    - K. Huffman seconded. The motion opened for discussion and voting.
    - All in favour, B. Russell has been approved to take on another term as New College's hearing officer.
- Communications and Updates from Council
  - T. Seburn observed that, given the minutes of the meeting are often released well after the contents (e.g., events and deadlines) of the meeting culminate, this information should be shared and circulated through the NCC Microsoft Teams channel.
  - T. Seburn requested Council members to share any important information, such as links, deadlines, and events, with the Teams channel directly after the meeting concludes. There will be a thread set up for each meeting.
- Tri-campus Accessibility Planning Committee
  - A. McGuire shared the committee is in the process of rolling out consultations with students, staff, and faculty who identify as having a disability across the three campuses. There are two different ways this will happen: firstly, through a survey (that closes on April 7<sup>th</sup>) that individuals can take, and secondly through a series of small group consultations (March 13, March 21).
  - A. McGuire asked if L. McCormack-Smith and K. Huffman would be able to help circulate this information to students. They both agreed.
- New course: CSE439H1F – Beyond Compliance: Disability Cultures of Access and Justice

- A. McGuire shared this is a new course she has designed and will be teaching in the first term of the upcoming 2025 Summer session. It is a hands-on, experiential learning course wherein we discuss the theory of disability and accessibility policy in Canada and the United States, the activism that led to it, as well as learning how to make things accessible. There will be guest speakers coming from various communities that are going to teach students skills such as audio description, alt text social media posts, and so on.
- A. McGuire asked if Council could help with sharing the course with students.

#### Adjournment

A. Guerson motioned to adjourn the meeting.

Seconded by B. Russell. The motion opened for discussion and voting.

All in favour. Meeting adjourned at 12:57 PM.