

Innis College Council
Minutes of the 301st Meeting
Wednesday 30 September 2015 at 3:00 pm
Innis Residence Event Room

Present: Yolanda Alfaro, Elspeth Arbow, Ennis Blentic (assessor), Donald Boere (assessor), James Cahill, Jannie Chien, Cameron Clairmont (assessor), Jason Daye, Jennifer DiMarco, Lorne Freeman, Sarah Hollow, Brianne Katz-Griffin, Charlie Keil, Sherman Kwok, Daniel Laurin, Miranda Lees, Varun Malik, Cynthia Messenger, Donna Pan, Tony Pi, Ceta Ramkhalawansingh, Lesli Ransom, Roger Riendeau (Secretary), David Roberts, Sonja Smiljanic, Amy Sullivan, Bart Testa, Maitri Vosko, Ben Weststrate, Tim Worgan (assessor), Khrystyna Zhuk

Regrets: Kass Banning, Karissa Cheung, Tiffany Coleiguodala, Victoria DeVito, Khuong Doan, Angelica Fenner, Hilary Hager, Marilyn Linton, Kathleen McCarthy, Troy Peschke, Christian Ramirez, Marta Switzer, Isabel Tang, Nicole Thompson, Joanne Uyede, Xindi Zhang

1. Speaker's Remarks

Tony Pi served as Speaker and reminded members to fill out their Board Selection Form and to submit it to the Secretary after the meeting.

2. Introduction of Principal's Appointees

Principal Charlie Keil introduced the Principal's Appointees: Ceta Ramkhalawansingh, former Manager of Diversity Management and Community Engagement for the City of Toronto; Maitri Vosko, Administrative Assistant to the Principal of Innis College; Varun Malik, Business Services Coordinator at Innis College, Sonja Smiljanic, Residence Life Coordinator in the Innis Residence, Ben Weststraete, Administrative Assistant in the Registrar's Office, and Lorne Freeman of Later Life Learning.

A Motion to welcome the Principal's Appointees was moved (Keil), seconded (Zhuk), and carried.

3. Introduction of Members

Roger Riendeau indicated that Council now has a full membership.

4. Election of Speakers

Tony Pi was acclaimed as Speaker representing the staff constituency, while Elspeth Arbow was acclaimed as Speaker representing the student constituency. Tony Pi assumed the Speaker's role for this meeting.

5. Minutes of the previous meeting

A motion to approve the Minutes of the meeting of 8 April 2015 was moved (Ramkhalawansingh), seconded (Zhuk), and carried.

6. Business arising from the Minutes

None.

7. Principal's Report

Principal Charlie Keil welcomed Council members, particularly those serving on Council for the first time, and extended a special welcome the new President of Later Life Learning, Marilyn Linton and an additional Later Life Learning member Lorne Freeman.

Principal Keil noted new Urban Studies faculty members: John Brodhead, Abigail Friendly, Heather Grey-Wolf, and Emily Paradis. New Cinema Studies Institute faculty members include: Dru Jeffries, Chris Rowe, Niels Niessen, Brian Jacobson, and Sara Saljoughi. Two new positions will be posted for this coming year to teach Digital Media (CSI 100%) and Italian Cinema (ITA and CSI). Shauna Brail has been appointed to serve as Presidential Advisor on Urban Engagement

New administrative staff are Varun Malik who replaces Maryanne McCormick as Business Officer and Sonja Smiljanic serving as Residence Life Coordinator. Claudia Li Tang, Associate Registrar, Academic, will be on parental leave come November. The College plans to hire a new Communications Officer by end of term.

Principal Keil commented on how impressed he has been by his encounters with the students since July 1. He has met the students from three of six houses in the Innis Residence thus far, through a series of Principal's dinners, coordinated with the IRC initiatives—these have been illuminating and enriching experiences.

He outlined three major priorities for this year: redesign of an integrated College website; the formation of a special committee to address signage/wayfinding; consultation with the entire College community about space expansion.

8. Presentation of Board Reports

(a) Academic Affairs

James Cahill reported that the Board will be meeting on October 21 to deal with the customary amendments to the Faculty of Arts and Science for the 2016-17 academic year.

(i) Cinema Studies Institute

Corinn Columpar has returned as the Director of the Institute.

(ii) Urban Studies Program

Vice Principal Roger Riendeau is serving as Acting Director of the Program for 2015-16.

(iii) Writing and Rhetoric Program

Director Cynthia Messenger reported on the continuing progress of negotiations with the Faculty of Arts and Science and the Provost's Office to establish a Major Program in Writing and Rhetoric.

(b) Student Affairs

Donald Boere reviewed the functions of the Student Affairs Board.

(i) Recruitment, Admissions, and Awards

Donald Boere noted the scholarships and awards that were decided upon over the summer months and which are being given out in two upcoming award ceremonies.

(ii) Office of Student Life

Sarah Burley reported on the following matters pertaining to student life in the College.

The Innis Office of Student Life worked closely with Orientation Coordinators Marta Switzer and Brianne Katz-Griffin, as well as all the student leaders who generously gave their time, to provide a very successful Orientation Week and Orientation Training. The week had a wonderful balance of Academic Orientation events to Innis College and faculties across campus, Student Life Programming (including sessions on Inclusivity and Sexual Violence) and strong community building opportunities via the many and varied social activities.

In our continued attempts to better engage first year commuter students, the Residence again partnered with ICSS and off-campus representatives Zak and Lucas to provide on campus billeting during Orientation Week. We had room for up to 85 commuters in residence over the week where they were able to take part in events that they may have missed if they were commuting. The experience also provided heightened bonding opportunities for Innis students and increased awareness of the Innis College Student Life scene!

The Residence Dons completed 2 weeks straight of training in August. Dons have been in trained in areas such as conflict resolution, safeTALK (suicide awareness), first aid, communications, inclusivity, sexual violence, healthy behaviours etc. We have an amazing team this year! Dons continued to be trained throughout the year including sessions upcoming on October 3 and January 16.

Residence and Student Life Programming were generally tweaked this year with the focus of Dons being specifically directed to individual students goals and learning objectives outside of the classroom, while also supporting our programming chairs, and promoting IRC and ICSS events and socials. Sonja Smiljanic as the Residence Life Coordinator will be able to advise and support the Innis Residence Council this year, while Sarah will provide resources and work with the ICSS while providing leadership to the overall Student Life curriculum for Innis College.

Numbers from last year's Co-Curricular Record summary indicate that 270 students were validated within 60 positions – in only the second year of the CCR!

The Office of Student Life has changed software providers from eRez to Star Rez for tracking of student engagement, student behavior, persons of concern and programming/event planning.

Embedded advisor relationships continue with the Career Centre (Kate Bowers available Monday evenings at Innis Residence) and Centre of International Experience (Asim Ashraf, available Tuesday evenings at Innis Residence).

The OSL is working with Arts and Science again this year to support the Global Perspectives Symposium. Dean Tim Worgan is on the organizing committee and Innis will host one of the

World Cafes.

Programming Portfolios for Innis this year include:

- Mentorship – Innis Insight: Completed event: Mentor/Mentee Orientation; Upcoming event: iStudy October 21st
- Leadership: Upcoming event: IN2U Leadership Day – Pathways to Leadership October 24
- Engineering: Completed event: Innis Engineering Welcome Event
- Arts Culture and Diversity: Upcoming Events: Trip to the ROM Oct 6, Screening of elections coverage Oct 19
- Academic Success: Upcoming event: Grad Expo with Woodsworth, week of Nov 16-20
- Health and Wellness – Upcoming Event: Mental Health Awareness month
- Career Engagement – Upcoming Event: Exploring Your Degree Oct 26
- International Transition Program - Initiatives in both the Office of Student Life and the Registrars' office have received funding from Arts and Science (\$7500). Upcoming events: Canadian Conversations Oct 2 – academic integrity, skills for success, overall wellness. Canadian Conversations Oct 15 - Elections, democracy, politics.

(iii) Student Services Committee

Khrystyna Zhuk outlined plans for a student trophy case to be located on the first floor of the College building.

(iv) ICSS

President Khrystyna Zhuk introduced new ICSS Executive members. She also reported on the recently completed ICSS elections, and she thanked the Orientation Coordinators for their work in September.

(v) IRC

No report.

(c) College Affairs

Jason Day reviewed the function of the College Affairs Board.

(i) College Facilities and Infrastructure

Cameron Clairmont outlined the various facilities improvements during the summer of 2015.

Working with ICSS and with funding provided through Student Services Committee, the following rooms received repair, painting, cleaning of the wood trim, varnished woodwork, and installation of new carpeting and hard flooring surfaces:

- 107 – ICSS, CINSSU & Innis Herald
- 108 – ICSS office
- 105 – Commuter Lounge

Improvements to classrooms include:

- 109 currently under repair to address wall surfaces and leaking pipe.
- 313 roof leak repaired, walls repaired, room painted, HVAC metalwork completed.
- 223 received new carpet.

- Town Hall construction elements finished and dealing with final construction deficiencies.

Office improvements include:

- 302, 305, and 306 (old house) wall finishes repaired and painted.
- Old house main stairwell (front) wall finishes and railings repaired/painted.
- Old house kitchenette received new microwave & refrigerator. Teapot on order.
- With the financial support from CSI the third floor office area (St George side) received repair, painting and new magnetic bulletin boards installed.

Library received new HVAC duct coverings to reduce “whistle noise” to a more subdued ambient noise. This is part of an ongoing attempt to address noise and maintain the atmospheric conditions in the library to recommended levels.

New Bluetooth enabled electronic security locks were installed in FIPPA sensitive areas of the college. They are the first of their kind in Canada. The hardware donated by Sargent (locks) and HID Systems (card readers) to the college at \$1100 value per door with 14 units donated; it successfully went live in September.

Other general improvements include:

- Bathroom renovations are now complete.
- St George and Sussex entrance vestibule floors received a fresh coat of paint.
- New photocopier installed on the second floor, north end of the student lounge.
- New plantscape installed in main lobby and elevator area. More improvements to come, such as better seating in the elevator area.

(ii) Residence Operations

Tim Worgan reported on the following residence operations matters:

Administration:

- Pleased to announce Sonja Smiljanic as the new Residence Life Coordinator at the Innis Residence, effective August 1, 2015. She will work directly with the Residence Dons, with programming oversight and staff development assistance from Sarah Burley. Sonja will be advisor and resource for the IRC.
- Sarah Burley, as Assistant Dean, Student Life, will focus on development and implementation of the Student Life curricula: leadership and mentorship programming; international orientation and transition; resource for community outreach initiatives; commuter programs, services & amenities; student success (career exploration & academic skills); the CCR and any STEP programming from the Faculty of Arts & Science. She will be advisor and resource for ICSS.
- Paul Day continues as Assistant Dean, Admissions and Operations. Currently experiencing some issues with StarRez modules, but continues to be the campus-wide “go-to” person to assist both Housing and EASI teams. We are currently replacing a few Front Desk members and maintenance/IT On-Call staff vacancies. We were successful in getting approval for 4 Work-Study positions for our Communications team.

Admissions:

- We managed to satisfy our First Year Housing Guarantee for all our Innis students with 25 of our students choosing to live at the Chestnut Residence. Due to over-enrollment in FAS and ENG, we had about 12 Innis students slated for temporary housing at the hotel, but managed to get them placed in residence by move-in day.
- With the Guarantee, and the increased numbers of international students choosing our residence, we continue to see an 80:20 ratio of first-year to upper-year students.
- We have limited our Engineering students to 6 upper-year ENG students mentoring 47 first-year ENG students, for a total of 53. As well, we currently house 4 Architecture students. Within our current enrollment, we have 107 international students, which is 32% of our residence population. Due to the over-enrollment figures, we are unable to house any international exchange students this year.

Summer Operations:

- Had a successful summer with no major incidents, and filled our full-summer floors with 200 guests. We closed off the 2nd and 4th floors for regular maintenance, and still managed to house short-term and ½ summer groups.
- Summer to Fall transition and Move-In Day was again flawless, as we spread our move-in logistics over a number of days, rather than on a single day. We managed to house our student staff, IRC & ICSS leaders, and the international early arrivals as part of the CIE program.

Maintenance/IT:

Major maintenance projects from the summer were all completed on time and within budget, with no outstanding issues. IT Network security cameras are still scheduled for replacement this year.

(iii) Technical Facilities and Town Hall

No report

(iv) Innis Library

No report

(v) Innis Café

No report

(d) Community Affairs

Roger Riendeau reviewed the function of the Community Affairs Board

(i) Advancement and Alumni Development

Ennis Blentic reported on the upcoming Installation of Charlie Keil as Principal on October 13.

(ii) Innis College Alumni Network

No report.

(iii) Later Life Learning Program

On behalf of Marilyn Linton, President of the Later Life Learning Program for 2015-16, Lorne Freeman reported on the 2015-16 courses on post-war America, folk music, and archaeology.

(iv) Harold Innis Foundation

No report.

10. Executive Committee

No report

11. Other Business

None.

The meeting adjourned at 4:30 pm.