

**Residence Committee  
College Affairs Board, Innis College Council  
Wednesday 19 January 2017 at 10:00 am  
Innis Residence Events Room**

**Minutes**

**Present:**

Elspeth Arbow, Shaun Brail, Joel Colby, Charlie Keil, Lukas Granger (Assessor: Innis Resident), Ethan Kim, Miranda Lees, William Luke (Assessor: IRC Executive), Jordan MacQuarrie (Assessor: Assistant Dean, Admissions & Administration), Patrick Meredith-Karam (Assessor: Innis Residence Don), Tony Pi, Sonja Smiljanic (Assessor: Residence Life Coordinator), Tim Worgan (Assessor: Dean of Students), Joe Yule, Julian Zhang

**Regrets:**

Donald Boere, Brianne Katz-Griffin, Lesli Ransom

**1. ELECTION OF MODERATOR**

A Motion to elect Joel Colby as Moderator of the Residence Committee was moved (Worgan), seconded (Lees), and carried.

**2. APPROVAL PREVIOUS MEETING MINUTES**

A Motion to approve the Minutes of the meeting of January 16, 2016 was moved (Lees), seconded (Yule), and carried.

**3. BUSINESS ARISING FROM THE MINUTES**

None reported.

**4. RESIDENCE LIFE REPORT**

**A. General**

- Overall, the residence community is doing really well
- Winter inspections were completed before the break, the building was in good shape
- This year the Don team is comprised of 7 Dons, 4 of which are Returning Dons, which has meant that there have been a lot of opportunities for mentorship and role modelling within the team

**B. Residence Life Programming**

- While the Dons don't run area of focus programs like the OSL committees, the Dons have been regularly running house meetings, updating their calendars, and running "iPromote" events where they take their students out into the community. This year some iPromote highlights have included Free Friday Films, visits to TIFF and the AGO, and promoting lecture series on campus. Last semester the Dons also put together midterm de-stress kits

for students in the building. The Dons also act as formal support roles for others running programs in residence.

- Each Don is contractually required to be a lead support for one IRC program per year by acting as a liaison between the IRC Executive and Don team, providing general support with whatever the Social Convener needs in planning and executing the program, and attending the program the day of to help on site.
- Each Don is also contractually required to formally sit on and support one OSL Committee. The Dons are assigned a committee by the ADSL and their preference is taken into account as well. In this role the Don must regularly communicate with their committee chair, attend meetings as needed, provide support to the planning and implementation phases of the programs run by the committee, report to ADSL if any issues arise, and act as a liaison between their committee and the Don team.
- In an effort to bring the Don team and the IRC executive closer together as a team the IRC was invited to attend parts of training and attended a team-building focused social day at the Toronto Island; and participated in a professional panel presentation held with campus partners like the Registrar's Office, CIE, Central Student Life and more.
- IRC and Don social opportunities have included dinner with the Principal of Innis College in November, a trip to the Toronto Christmas market, and a social night out.
- Dons attend all IRC Exec meetings, and once a semester Dons and IRC Execs meet to discuss larger scale programming in the building.
- By the end of the Fall term each Don has run at least : 7 house meetings, 4 engagement opportunities, 4 iPromotes, 5 passive programs, supported IRC programming, and 1 OSL committee. This will repeat in the Winter Term as a base for their contractual programming requirements.

### **C. Feedback**

- Community surveys were sent out in December and the data has been compiled and shared with Dons individually in formal 1 on 1 performance evaluations. The data showed that students were overall very satisfied with their residence experience; specifically noting the support from Dons, IRC, and the Office of Student Life as being particularly helpful to their experience.

### **D. Training**

- Dons completed pre-service training for 2 weeks in August and also attended a collaborative training with all of the other Dons on campus and Student Life
- Their January in-service training offered both professional and student-led sessions on topics varying from working with Health and Wellness, Vicarious Trauma, Compassion Fatigue and Burnout, how to creatively program, and how to add meaning to community building. Patrick and Graham co-presented on the Transition & Support Don role here at Innis, and Lakota presented on a successful collaborative program she ran with IRC at the end of last semester.

### **E. Hiring**

- Hiring has now opened for the 2017-2018 Don team.

## 5. IRC PRESIDENT'S REPORT

### A. General

- During the Fall term the IRC put a lot of emphasis on transferring all documents to an online drive, as opposed to a physical CD from 207 that's been used till present.
- Dedicated emails were setup for each executive position which should make the yearly transition more efficient as well as make the execs more accessible to the students.
- The IRC has drafted a new mission statement: "The mission of the Innis Residence Council is to advocate for, and foster community between, all students of Innis Residence, in an upstanding and transparent manner".
- With unanimous support for the IRC, a lending library will be established in the 4th floor Fishbowl in an effort to increase use of the space. If the lending library is successful a similar project will be pursued in the second floor TV room with films.
- The IRC is considering moving its referendums to U of T's online voting system. Any logistical issues will hopefully be remedied over the next few months and this year referendum can be carried out online.
- The IRC is also hoping to move elections to an online platform and are working with Mike LeSage, Coordinator, Student Policy Initiatives, in an attempt to urge U of T to support multiple voting systems on the U of T voting website. Until U of T supports some kind of transferable voting system, the IRC will continue to conduct physical ballot elections.
- This year's IRC Elections have been scheduled for early March. The Senior House Representative selection process will follow shortly after the elections.

### B. Upcoming Events

- Chinese New Year Potluck, Passport Party, and Valentine's Day Karaoke.
- Semi-Formal in March
- Three House Olympics, which will occur on the last Sunday of each month.

## 6. DEAN OF STUDENTS REPORT

### A. Administration

- Hiring process for 2016-17 is beginning. Residence Dons, Front Desk staff, On-Call and Summer Staff, Communications Work-Study positions have been posted. Call for OSL portfolio Committee Heads are forthcoming.
- Suite #127 will continue to be held for faculty/staff offices for the coming year. Currently we host the offices for Past Principal Janet Paterson; Vice-Principal, Academic, Roger Riendeau; the Later Life Learning administration; and two Innis Alumni, Marta Switzer and Carol Ye, both of whom are working on special projects for the Principal.

### B. Budget

- SARG budget was presented to Simcoe Hall back in November. We succeeded in meeting our goal to hold any residence fee increase to below 3.75%. We have now lost our provincial bed subsidy, as the Residence heads towards being mortgage-free by 2019.

- Budget will now be presented formally to the University Affairs Board at their next meeting, but at this date, we don't anticipate any changes.
- Our current reserves are substantially funded to the point that, without impact to student fees, scholarships, operating budget, or student life programming, we will continue to build our reserves to facilitate the renovation of our first floor lobby and event room.

### **C. Amenities**

- There are still a fair number of events being held in the Events Room through the month of March. It will be converted into a 24/7 study space as of the last day of classes in April.
- WiFi installation for the building will commence in the next month. We should have WiFi throughout the building by the end of the summer, depending on any obstacles with the installation.

### **D. Admissions**

- At the start of this past academic year, we managed to satisfy our First Year Housing Guarantee for all our Innis students with 18 of our students living at the Chestnut Residence. Even with the Guarantee, and the increased numbers of international students choosing our residence, we managed to reduce our ratio of first-year to upper-year students from 80:20 to 75:25 allowing for more upper year student leaders to be housed here.
- A Reapplication Information session is tentatively scheduled for Friday March 3, 2017. Reapplication selection process includes peer-to-peer endorsement, Dons qualifying comments, and participation in community events, portfolios and committees this past year.
- Admission cycle for 2017-18 has now begun, with offers now going out to National Scholars, and other high achieving students across Canada. Ontario and out-of-province offers begin mid-to-end of March.

### **E. Summer Operations**

- The full summer rate will be \$3,000 for Innis and other U of T students who apply before March 31st and \$3,100 for all other residents. Half summer cost will be \$2,200, which works out to approximately \$36.50/day. Applications for summer accommodation are now available on the Residence website.
- First & Taddle (Third) Houses are scheduled for painting and renewal.
- We will be hosting 40 UCLA Berkeley students at Innis this coming summer.

### **F. Residence Lobby Renovation & Refurbishment Project**

- Student space is at a premium at Innis, both at the College and in the Residence. We continue to modify and adapt the usage of our communal Events Room, which was originally built with the needs of the resident students in mind. However, our Events Room is widely used by a number of constituencies, including our Later Life Learning (LLL) group; our First Year Learning Communities (FLC); both local and central student life activities and events; and IRC and ICSS events, all while still maintaining access as a study space for our commuter students between classes. With the increasing promotion of collaborative team or group work, both in academic and student life curricula, there is less use of the small

study rooms throughout the building which encourage individual study, and a heavier reliance on the larger lounge spaces.

- With 2,000 students at Innis College, and only 330 able to access the Innis Residence directly, both buildings are in need of additional student life space, dedicated to the abundance of student life activities, events, workshops and seminars, as well as study space for our large cohort of commuter students.
- With the Residence reserves being built up over the next 3 years, concomitant with the advent of being mortgage-free in 2019, we should have sufficient funds available to potentially refurbish and renovate our Innis Residence lobby to provide better service and access to our diverse community.
- We are now looking to form a working group from the Residence Committee to better engage the community in dialogue and to begin work on conceptual plans, providing advice and direction to the architect and designer, before they're presented to the full Residence Committee.
- The proposed committee composition:
  - Chair (Principal)
  - Dean of Students
  - 1 Residence Staff person (as determined by the Dean)
  - President of the IRC
  - President of the ICSS (or 1 commuter student)
  - 1 current resident
  - 1 member of the Front Desk staff
  - 1 Registrarial staff (as determined by the Registrar)
  - 1 Teaching Staff
  - CAO
  - Facilities & Services Property Manager

## 7. ICSS PRESIDENT'S REPORT

Elspeth presented the President's report in Brianne's absence:

- Applications for orientation coordinator positions are now active, and are on the ICSS's website
- Highlights:
  - Several amendments were passed at the Annual General Meeting
  - The structure of the ICSS elections has been changed, the timeline for the election and hiring is now over the course of 2 months
  - Innis Formal will take place in early March
  - Budget reopening meeting will take place January 25th, and will allocate any unused funds from the Fall term to the Winter term to maximize the budget.
- The Dean invited the Commuter Reps and the ICSS to have a commuter event at the residence.

## 8. OTHER BUSINESS

### A. Hiring:

- There were some issues brought forward by the IRC President, Joel Colby, concerning commuter students work at the Residence Front Desk, as well as the low number of International Students coming forward or showing interest in working at the Front Desk.
- It was noted that the Commuter Students have difficulty effectively communicating with the residents in regards to current events in the residence; that they don't like to work overnight shifts; and there have been concerns about their approachability.
- There is also a concern regarding the lack of International Student representation among the Front Desk Staff.
- The hiring committee have noted these issues and will take them under advisement during the current recruitment and hiring cycle.

## 9. ADJOURNMENT

A Motion to adjourn the meeting was moved (Kim), seconded (Granger), and carried.  
The meeting adjourned at 12:00pm.