

**Innis College Council  
307th Meeting  
Thursday 9 March 2017 at 10:30 am  
Innis Residence Events Room**

**Minutes**

**Present:** James An, Elspeth Arbow (Speaker), Ennis Blentic (Assessor), Sarah Burley Hollows, Cameron Clairmont (Assessor), Corinn Columpar, Jason Daye, Moa Hedlund, Brianne Katz-Griffin, Charlie Keil, Miranda Lees, Alice Liu, Patrick Marshall, Tory Peschke, Tony Pi (Speaker), Daniela Pirraglia, Marta Switzer, Becky Vogan, Maitri Vosko, Ben Weststrate (Secretary), Ethan Wong, Tim Worgan (Assessor), Julian Zhang

**Regrets:** Donald Boere (Assessor), Shauna Brail, James Cahill, Rita Chen, Jannie Chien, Joel Colby, Sharon English, Webnesh Haile, Fraser Kelly, Alyssa Kerr, Ethan Kim, Lanxin Li, Vincy Lu, Cove MacDonald, Varun Malik, Teodora Pasca, Ceta Ramkhalawansingh, Lesli Ransom, Bart Testa, Joanne Uyede, Joe Yule,

## **1. SPEAKER'S REMARKS**

Elspeth Arbow chaired the meeting, and Ben Weststrate recorded the Minutes.

## **2. MINUTES OF THE MEETING OF DECEMBER 14, 2016**

[Click here to view the Minutes](#)

A Motion to approve the Minutes of the previous meeting was moved (Pirraglia), seconded (Peschke), and carried.

## **3. BUSINESS ARISING FROM THE MINUTES**

None reported.

## **4. PRINCIPAL'S REPORT**

Principal Charlie Keil reported the following:

- **Kate Johnson**, the new Innis College Librarian, is now in place. Kate has been doing her utmost to familiarize herself. We look forward to her plans for re-engagement with student community, and for re-positioning the library as a hub for learning.
- **David Roberts** has been awarded 2017 UofT Early Career Teaching Award (ECTA). This award, "recognizes faculty members who demonstrate an exceptional commitment to student learning, pedagogical engagement, and teaching innovation." Only four are awarded annually. This accomplishment is especially gratifying considering how small the Innis academic community is.
- **Sarah Burley Hollows** was selected to be on the faculty of the 2017 Association of College and University Housing Officers - International (ACUHO-I) Professional Standards Institute. This branch of the organization provides training to ACUHO-I members on how to conduct self-assessments with respect to professional standards compliance. Only five positions are awarded annually.
- **Ceta Ramkhalawansingh**, honorary Innis alumna and ICC member, and **Ishita Aggarwal** (Innis 2015) were both named YWCA Women of Distinction. Congratulations to them!
- The **Project Planning Committee** continues to meet regularly (3 meetings to date: Jan 20, Feb 9 and Mar 8), with the objective to move toward a building plan. Once approved, this plan allows for the

design and fundraising phases of the project. Therefore, we are getting ever closer to a point where we can think about what the building will “look like.”

3 student stakeholder focus groups were held on Mar 7 with Alan Webb (Planner, Campus and Facilities Planning) alongside Principal Keil and Cameron Clairmont. Alan is engaging with all groups of stakeholders in the Innis community, specifically addressing two topics: spatial deficiency, and spatial need.

Cameron Clairmont added that the aim is for the Project Planning Report to be complete in late spring/early summer, after which design and development may begin. Relative to Council of Ontario Universities (COU) standards, Innis College is below the standard by ~400 net assignable square metres (NASM) -- i.e., about twice the physical size of the Innis Café. Capacity for expansion has been identified within the envelope of the east wing of the College and encroaching upon the Green, all while staying within three-story limit.

Principal Keil stressed the importance of planning beyond current needs (i.e., we must build with an eye to the future). The presently identified NASM deficiency is heartening because it reinforces the case for need. This expansion, alongside the revitalization of the Innis Library, plays to the heart of the student experience at Innis – in the way that the Innis Residence currently does.

- **Later Life Learning (LLL)** has demonstrated a renewed commitment to supporting the College in new ways, emerging from this year’s LLL leadership. Funding will be allocated in two new ways:
  - \$5500 toward the support a refugee student at Innis College in his second year of study. The student is currently supported, in his first year, through the WUSC program.
  - Investment in the lobby renovation project. They will be one of several additional funding sources, including student levy funds allocated via the Student Services Committee.

## 5. BOARD REPORTS

### A. Academic Affairs

Ben Weststrate noted, on behalf of Sharon English, that the Academic Affairs Board had not convened since the last ICC meeting.

Tony Pi reported one pertinent update. A new course scheduling process is being implemented by the Faculty of Arts and Science, which may have implications on Innis and CSI faculty and staff. This process uses a computer algorithm to determine an optimal allocation of rooms. This applies to graduate and undergraduate students from every faculty that uses shared rooms on campus. Tony has represented Innis College’s unique needs to these administrators.

### B. College Affairs

Jason Daye noted that the College Affairs Board had not convened since last ICC meeting. Jason reported upon the following recent Board-related developments:

- **Printer Release Station:** We are pleased to announce the completion of this project. The station, located in Room 234E of the College (i.e., adjacent to the elevator), can be operated by TCard. Kate Johnson will provide onsite support during operating hours. The College is currently rolling out communications re: instructions for use student use.

Cameron Clairmont added that his team is exploring the viability of a drop-in IT helpdesk at the

College. This service would support students, faculty, and staff. It could potentially operate in 3-5 hour windows of time during peak periods and be staffed by workstudy students. The goal is to launch this service in fall 2017.

- **First Floor Lobby Renovation:** Jason reported that the new flooring was installed over the winter break. A contract for the lobby renovation was secured with WilliamsCraig Design Inc., and design schematic has been approved.  
[A schematic drawing of the design proposal is available here](#) (JPEG).

Tim Worgan reported the following highlights from a **Residence Committee** meeting on January 19, 2017:  
[Click here to access the meeting Minutes](#) (PDF).

- The SARG budget was presented to Simcoe Hall in Nov 2016. We succeeded in meeting our goal to hold any residence fee increase to below 3.75%. This was less of a fee increase than has been seen in a decade. The budget will next be presented formally to the University Affairs Board at the end of Mar 2017.
- Residence reserves are being built up over the next 3 years, and we anticipate being mortgage-free in 2019. Therefore, we are better able to begin a series of renovations to furniture, etc. Renovations are currently slated for the first and third floors of the building. Money is also available to put toward reserve funds (e.g., scholarships).
- Sufficient funds should also be available to potentially refurbish the Residence lobby to provide better service and access to our diverse community. A working group has formed to engage the community in dialogue and to begin work on conceptual planning, advising, and directing the architect and designer, before being presented to the Residence Committee. The first meeting of the group was on March 7.
- WIFI installation deferred to May 2017 so as not to disturb student exam period, but it will be done by the end of summer.
- Admissions have begun: aiming for 25:75 ratio of upper to first year students. We are trying to migrate the ratio down from the 20:80 ratio of recent history. There is value in having more upper year students to mentor and create community among the Residence population. 80 current residents recently attended a re-application info session.

## C. Community Affairs

Marta Switzer reported the following highlights:

- The Community Affairs Board convened on March 3, 2017.  
[The Minutes of this meeting will be made available here.](#)
- The Advancement Office has received two recent bequests to the College.
- Two new student **scholarship funds** are emerging:
  - *Established* -- The Wendy Rolph Memorial Scholarship: named in honour of the late Wendy Rolph, past Acting Principal of Innis College. [The online giving webpage can be accessed here.](#)
  - *Proposed* -- Principal Peter Russell Scholarship: named in celebration of Innis's second Principal. This proposal is part of a wider scholarship initiative related to all past Innis Principals.
- **Past events:**
  - Two Canadian Film Forum (CFF) instalments in the winter term: Feb 14 and Feb 28
  - Innis One-Urban Studies Program book launch: Mar 7
- **Upcoming events:**
  - CFF: Mar 20 -- *The Stairs*

- Writing & Rhetoric-sponsored panel: Mar 28 – *Writing in a Time of Ecological Unravelling*
- **Class of '67 Reunion** developments:
  - Planning committee has been established. It is volunteer-driven, consisting of members of the original class in collaboration with the Advancement Office.
  - A “Medal Ceremony” will be hosted in Convocation Hall on June 2. Such events are hosted for the 50 year anniversary of every division’s graduating classes. This event is hosted by DUA.
  - A local celebration/reception will be hosted at the Innis Residence following the ceremony.
  - The establishment of a class fund is being considered.
- **Later Life Learning:**
  - The 2017 “Week of Giving” took place on March 3 & 6, with much of the funds-raised being directed toward the lobby renovation project.

## D. Student Affairs

Sarah Burley Hollows reported the following highlights from a meeting of the Board on February 10, 2017. [Click here to access the meeting minutes](#) (PDF).

- **Fall Orientation** planning is underway, and the ICSS will be announcing the Orientation Coordinators soon. Orientation “Week” will be truncated in 2017. However, the overall programming may be expanded across several weeks. Planning is being conducted to deliver student life-specific modules to orient students during the summer (e.g., wayfinding on campus, Health and Wellness).
- **Career employment program:** A career panel, featuring several Innis alumni, will take place on Mar 10. This is the final instalment in a 6-week program, in partnership with Woodsworth College.
- **Next Steps Employment Conference:** On Apr 28-29, this two-day conference will feature Innis alumni Morgan and Jackson Wyatt as keynote speakers. The event targets fourth-year and new grads from across the University. Tim Worgan is involved in a planning capacity.
- **Alumni mentorship program:** A mentor appreciation gala took place at the Four Seasons on Feb 13. A mentee check-in event is scheduled for later today.
- **OSL Programming:**
  - The *IN2U Transitions to Leadership* event will be held on Apr 8, providing an opportunity to orient incoming leaders and acknowledge outgoing leaders.
  - Sexual Violence Education, Prevention, and Response: the Innis OSL is highly involved with central administrators in the local implications of the recent policies that have been put in place (i.e., from the Ministry of Education)
- **Hiring:** Currently in the hiring period for front desk staff, Dons (Residence), and the OSL communications team
- **Innis Residence Council:** Currently in election season. A semi-formal event is approaching.
- **Student Award Record Changes:** RAAC has proposed, and SAB has approved, a series of amendments (i.e., updates) to the existing student award records. The most substantive changes are to the Taddle Creek Residence Life Award. [Documentation describing these is available here.](#)

A Motion to approve the complete list of student award record changes was moved (Katz-Griffin), seconded (Lees), and carried.

**Student Award Applications:** Daniela Pirraglia reported that application forms are now fillable PDFs. The deadline to apply to Innis-based leadership awards is Apr 6, 2017, and all Innis students will soon receive a targeted email orienting them to this, in addition to communications from the Registrar’s and Student Life Offices, the Residence Dons (house meetings), and student group social media.

Charlie Keil advised that if sufficient uptake by prospective applicants is not achieved, we ought to consider more targeted, individual, word-of-mouth recommendations to apply.

**Innis College Student Society:** Brianne Katz-Griffin reported the following highlights:

- **Events:** A successful Formal event was held on Mar 3; a first-year rep “Escape Room” event will happen later today; the Grad Gala is scheduled for Mar 30; an end-of-first-year social will take place at Chestnut Residence (opportunity to engage the Innis-Chestnut community); the ICSS Athletics Banquet will take place on Apr 6; and an end-of-year pub night is scheduled for Apr 7.
- **UTSU election** campaigning is underway with an unprecedented four slates of candidates.
- A new **Centre for Sexual Violence Support and Education** has been established, as well as an impending companion guide for referrals and support. The ICSS is working with Vice-Provost – Students on the delivery of these resources.
- **ICSS elections** will be held on Mar 29-31.
- The ICSS is currently investigating the CINSSU budget, based upon an approved motion at the ICSS AGM. The motivation behind this is student desire for transparency in how the money is spent. Katz-Griffin made an appeal for all members of the Innis community to actively involve the ICSS in student-related initiatives, as they are the elected representatives of the student body.

## 6. EXECUTIVE COMMITTEE

None reported.

## 7. OTHER BUSINESS

None reported.

## 8. ADJOURNMENT

A Motion to adjourn was moved (Katz-Griffin), seconded (Pirraglia), and carried.