**Colleges and Student Services Committee**

2021-22

Meeting date: February 16, 2022

Location: Zoom

# Agenda

1. Chair’s Welcome (Melanie Buddle)
2. Approval of agenda
3. Approval of January 19th meeting minutes
4. Housing Services (Jen Coulter, Director of Student Housing & Residence, Housing Services)
5. The College Budget (Christine Freeman Roth, College Principal, Lady Eaton College)
6. AVP Students Update (Nona Robinson)
7. Round Table Updates
8. Other business
9. Adjournment

In attendance**:** Melanie Buddle (Chair), Nona Robinson (AVP Students), Lesley Hulcoop (Secretary), Bella Laflamme (EC), Ally Speed (TCSA), Sebastian Johnston-Lindsay (TGSA), Krista Kermer (OSA), Rashmi Thakur (TISA), Miguel Capilla (TI), Kevin Whitmore (Careerspace),Taylor Hoggarth (TUNA), Stewart Engelberg (Wellness), Cameron Ewing (TC), Emma Phillips (CC), Wendy Walker (TCSA), Lilian Raus (EC), Alyssa Robinson (GC) and Shay Surujnarain (OC)

**Regrets:** Mark Murdoch (Food Services)

**1.** Chair’s Welcome **–** Melanie Buddle

[Land acknowledgement](https://www.trentu.ca/fphl/): “We respectfully acknowledge that we are on the treaty and traditional territory of the Michi Saagiig Anishinaabeg.  We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations.  May we honour those teachings.”

[The Elders & Traditonal Peoples gathering](https://www.trentu.ca/fphl/46th-annual-elders-traditional-peoples-gathering) is this weekend and it is free to students who would like to attend. They also plan to record the sessions so that you can listen to them later.

**2.** Approval of Agenda

Motioned by Sebastian Johnston-Lindsay. Seconded by Stewart Engelberg. All in Favour.

3. **Approval of January 19th meeting minutes**

Motioned by Krista Kermer. Seconded by Sebastian Johnston-Lindsay. One abstention, motion passed.

**4. Housing Services (**Jen Coulter, Director of Student Housing & Residence, Housing

Services)

* Due to the pandemic, Housing Services used the reserves to absorb the losses.
* Will work on rebuilding the reserves over the next 3 years before funding large-scale renovations.
* Ensure that fees can support renovations and repairs.
* Trent sits in the middle of the Ontario residence rates. Premium Suite singles still sit a little low, but that is because of less maintenance fees for those residences.
* Utility costs have increased.
* Will be having an off-campus referendum.
* Asking for a fee of $5 per student, per semester in Peterborough and Durham. This is to help support hiring a permanent employee to provide support for students for off-campus housing.
* Currently running a pilot program that is assisting a great many students with leases and the Landlord Tenancy Act.
* The Off-Campus Coordinator has been talking to landlords about price and occupancy and providing education about housing issues (e.g. International students are at risk of scams).
* There has been a significant increase in off-campus housing costs and Trent has been working with the city to try to get more affordable housing.
* In 2026, we are hoping to have a new residence built which should free up some of the demand for upper year students and first year students.

**5. The College Budget** (Christine Freeman Roth, College Principal, Lady Eaton College)

* We work with Trent’s enrollment projections to estimate total ancillary fees for undergraduate and graduate students.
* There are a number of non-negotiable ‘expenses’ for ancillary services including contributions to overhead, utilities and facilities management.
* The colleges ancillary budget covers staffing costs in common for all 5 colleges and makes contributions to Academic Advising and Academic Skills services located in the colleges. The ancillary budget also contributes some funding for academic peer support, Wellness and Orientation.

Highlights of 2022/2023 Budget:

* Regularizing Academic Skills Projects and Supports Coordinator.

The following are pending approval from the University’s budget process:

* Request for 1 additional Academic Advisor (pending operating budget approval)
* Additional hours for Math Academic Skills Support
* Extend position at Traill for Academic Skills
* Increased transfers to individual colleges for programming and student jobs

Current Ancillary Fees:

* Full time undergraduate students pay $133.67 per term during the fall and winter
* Part time undergraduate students pay $53.47 per credit
* Students in the summer term pay per credit based on the previous year’s fee structure.
* Graduate students in full time programs pay $61.57 per year.
* Graduate students in part time programs pay $30.78 per year.
* We are proposing an increase of 3% equally on Colleges Ancillary Fees. This is below the Consumer Price Index of 4.7% (cost of living).

**Question:** Does the student staff budget line account for raising student staff wages by CPI?

**Discussion:** The University determines wages based on the provincial minimum wage. It went up to $15.00 an hour on January 1st. We are allowed to offer two levels of wages. If you are a returning student staff member, you receive the second level of $15.50 an hour. In the last ten years, there has been an increase in the student job rate and of transferable skills.

**6. AVP Students Update – Nona Robinson**

* Shout-out to student leaders, faculty, and Office of Student Affairs Staff for listening to and supporting students who had anxiety about the return to in-person classes.
* Also heard from students who were happy to be back due to a number of reasons (e.g. seeing friends, better Wi-Fi, and a preference for in-person learning).
* Students who are immunocompromised may be eligible to register at Student Accessibility Services: <https://www.trentu.ca/wellness/sas>
* For other issues, speak directly with faculty. Faculty members are aware that students may need to miss class due to health or personal reasons related to COVID-19 and have been encouraged to be flexible.

**Question:** Is there any way to retrofit lecture room for faculty to be able to record lectures for apprehensive students?

**Discussion:** Justrecordings are not ideal, as there is a lack of engagement. In-person is a richer experience. However, recordings might be a good idea for those who have to miss classes due to illness or having to isolate. Also recording classes, in-terms of Universal design principles helps many students.

* The Ontario Postsecondary Access and Inclusion Program funding helps support students less likely to come to University. Currently working on summer programming. If you have any suggestions please email [nonarobinson@trentu.ca](mailto:nonarobinson@trentu.ca) and [kristakermer@trentu.ca](mailto:kristakermer@trentu.ca).

# 7. Round table Updates

# Trent International: On Wednesdays, having extended office hours from 5-7 pm. There is a tax clinics for International students on March 10. Starting to plan for the Trent International Gala.

**Champlain College**: Bon temps weekend is coming up. Events will include a virtual escape room and broomball. The Formal is being planned and will take place downtown. West Bank Love is coming up.

**Lady Eaton College:** Looking at doing an outdoor formal. Working with LEC College Office on our festive College Weekend.

**Traill College:** Collaborating on “West Bank Love” with LEC and CC. Got great new Cabinet sweaters.

**Gzowski College**: Currently planning our winter College weekend. Holding a intercollegiate trivia night at the Ceilie with Champlain.

**TUNA –** Events are in development and we are holding reading circles.

**TCSA** – Elections are coming up. Doing staff planning.

**TISA –** We recently had a Valentine’s Day event, where we gave out sweet treats and goodies. We are currently working around a banger in-person event, as there will be a change in capacity restrictions.

**Student Affairs:** Summer Connect UP is a summer online transition program designed to support the transitions of students to university. It supports first year students, marginalized students, mature students, second year students who may never have been on campus. It helps to connect students to other people and with University services such as Academic Advising and Academic Skills.

Arwen Sweet and Caitlin Jacobs have been working together on some sessions that focus on learning about the Sexual Violence Prevention Policy and Student Charter and topics such as “how to have to have difficult conversations”.

**TGSA:**The Annual General Meeting is tomorrow. Still looking for more nominations. Nicole Sullivan is coming to speak about the off-campus housing referendum. The “blind date with a book” event was successful and had a good turn out.

**Careerspace:** Haveopened applications for Trent summer work-study positions. Applicants need to identify the learning outcomes and the benefits for their position. Upcoming workshops on job searches, job interviews, summer job search, and LinkedIn. Working on a series of videos focused on career planning, summer jobs, and so on. These will be posted on the [Careers website](https://www.trentu.ca/careerspace/). There has been six more Co-Ops approved, with more in plans to be approved.

**Colleges:** Seeing capacity numbers increasing. During Reading Break the indoor capacity goes up to 50 with social distancing and outdoors is 100. Check for updates on the [Trent Forward site](https://www.trentu.ca/coronavirus/) and [Event Planning & Risk Assessment site](https://www.trentu.ca/currentstudents/work-lead/event-planning-risk-assessment). Now hiring for summer positions and some fall 2022 positions. Orientation week Leader positions are also open. Calling on people and who are interested to participate in the Painted Paddle Project. Painted paddles will be auctioned off to raise funds for the Peterborough Downtown Business Improvement Area (DBIA) and One City’s Employment Program partnership.

**Wellness Centre:**

* Wellness Subcommittee met on Jan 20th 2022:  Reviewed TOR, org structure, key updates; draft budget proposal to CASSC (Scheduled for March 16th); and the proposed referendum question to merge the three separate fees into a single Wellness Services fee.
* SAS: Developed process and procedure for accommodating student who are immunocompromised and/or who are on immunosuppressant medications.
* Counselling: LGBTQ (Jeffery Reffo) Counsellor brought on in January has accepted seven referrals; proving the demand and need for such specialized resources.
* Health Services: New clinic nurse started this week; recruitment of another physician for September from McMaster University – interest in mental health & trans care; revisions are forthcoming to RAT and PCR testing; exploring purchasing a new EMR and to this end we need to upgrade most if not all of our computers to the tune of 25K which will likely be funded out the HS reserve. Budget has been under strain this year due to COVID however Trent Admin recently approved the costs associated with two of our nurses who were specifically hired to conduct covid related clinical functions (ie:  RAT and PCR testing; immunization clinics)
* FPHL:  Back to full staffing after hiring two new counsellors - Lorraine Hale (Fleming) and Schuyler Webster (Laurentian).  Also hired a Student Success Advisor.  – working with the FPHL team on how to reduce barriers for Indigenous students in accessing HS and psychiatric services more specifically.

**8. Other business –**

The next two CASSC meetings we are expecting on having two notices of motion to take back to your groups for consideration. On March 30th we will be voting on these. Please ensure that you have a representative attend in order to vote.

**9. Adjournment**

Motioned by Lilian Raus