**Colleges and Student Services Committee**

2021-22

Meeting date: March 16, 2022

Location: Zoom

# Agenda

1. Chair’s Welcome (Melanie Buddle)
2. Approval of agenda
3. Approval of February 16th meeting minutes
4. Update on the 2022/2023 University Operating Budget (Cheryl Turk, AVP Finance)
5. Wellness Budget & Notice of Motion (Stewart Engelberg, Director of Student Wellness Centre)
6. Orientation Budget & Notice of Motion (Amelia Munday, Orientation Coordinator, Office Of Student Affairs)
7. AVP Students Update (Nona Robinson)
8. Round Table Updates
9. Other business
10. Adjournment

In attendance**:** Melanie Buddle (Chair), Nona Robinson (AVP Students), Lesley Hulcoop (Secretary), Ally Speed (TCSA), Sebastian Johnston-Lindsay (TGSA), Krista Kermer (OSA), , Kevin Whitmore (Careerspace),Taylor Hoggarth (TUNA), Stewart Engelberg (Wellness), Mark Murdoch (Food Services), Emma Phillips (CC), Wendy Walker (TCSA), Lilian Raus (EC), and Miguel Capilla (TI)

**Absent:** Rashmi Thakur (TISA), Shay Surujnarain (OC), Cameron Ewing (TC), and Alyssa Robinson (GC)

**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.”

**2.** Approval of Agenda

Motioned by Wendy Walker. Seconded by Sebastian Johnston-Lindsay. All in Favour.

3. **Approval of February 16th meeting minutes**

Motioned by Lilian Raus. Seconded by Sebastian Johnston-Lindsay. All in Favour, motion passed.

**4. Update on the 2022/2023 University Operating Budget (**Cheryl Turk, AVP Finance)

* Enrollment increased by 2.6% from 2020/2021, which helped mitigate the excess expenditures and ancillary service losses caused by the pandemic.
* May 1st is the start of the new fiscal year. Budget assumptions for 2022/2023 operating budget based on in-person teaching and resuming of on-campus activities at pre-pandemic levels. It excludes COVID-related costs, which will be mitigated by remaining operating contingency appropriation established April 2021. Also based on government special purposes grants continuing at current rates.
* Projecting conservative undergraduate growth on the Durham and the Peterborough campuses. An increase of 2.7% from 2021/2022 (which is the equivalent of an increase of 303 full time students).
* Enrollment growth of 60 new full time students in graduate and certificate programs is based on high demand programs.
* There is no increased government funding for enrolment growth. Funding is still based on the 2016/17 funding corridor.
* Funding is now to be contingent on Universities meeting performance metrics such as graduate employment rates, experiential learning, and community/local impact.
* Domestic tuition fees assumed frozen in absence of Ministry announcement on expiring Tuition Fee Framework (exception is out-of-province domestic tuition fees, which are allowed to increase by 3%)
* International tuition fees are non-regulated. Proposing increases while balancing quality/competitiveness with affordability in alignment with internationalization strategy. Trent’s international fees are still third lowest in the province
* Student financial aid and scholarships use 3-year historical averages for budget purposes
* Salary increases based on collective agreements. Need to be mindful of Bill 124 that restricts general salary increases to 1.0%. Also increases in benefits costs and pension costs.
* Utilities and Insurance increases estimated by energy consultants and insurance carriers.
* Strategic Priorities:
  + Maintain financial sustainability through balanced budget
  + Grow enrolment, with particular emphasis on international
  + Build co-op and experiential learning
  + Maintain or enhance institutional capacity
  + Support growth in Durham GTA
  + Enhance research opportunities
  + Philanthropic campaign
* Proposed new strategic investments (for approval by Board of Governors at end of March):
  + Academic and academic supports
  + Supports to enhance on-line learning and grow co-op/experiential learning
  + Research activities
  + Library acquisitions
  + Student supports
  + Strengthening indigenous relations
  + Increase philanthropic supports

**5. Wellness Budget & Notice of** Motion (Stewart Engelberg, Director of Student

Wellness Centre)

* There is referendum underway to consolidate the three separate fees (SAS, Health Services and Counselling), into one Wellness fee. This will allow for more transparency and efficient budgeting processes.
* The mental health grants were renewed.
* We hired two new physicians in January and hoping to hire one more in September.
* The Health Services reserve is still in good shape because due to the pandemic we were cautious and did not commit to any special projects. Examples of past special projects were collaborating with the TCSA to reduce the cost of Gardasil for students and holding sexual health clinics for students.
* We budget to support sexual violence prevention services (SVPS). There is University wide support with the Colleges, Housing, Health Services and the Office of Student Affairs contributing toward it. Now starting to see more grant money coming in for it.
* In Counselling Services we have done a lot of innovative things to streamline processes so that we can still see as many clients. However, demands on Counselling Services continue to increase.
* The Consumer Price Index is 4.7% however; the Ancillary protocol mandates: *Automatic fee increases up to the level of the Canadian Consumer Price Index (CPI), or 3%, whichever is lesser, will be permitted without a referendum or approval of CASSC.*
* Since the CPI is higher than 3% this year, CASSC must vote to approve any budget that is asking for CPI.
* We are asking for a CPI increase as it:
* Will allow the wellness budget to keep up with the increased cost of living.
* Will assist with the hiring of a Student Accessibility Services Advisor with a specialization in mental health, as there has been a large increase in students with mental health accessibility needs.
* Will help Wellness Centre services to keep pace with increase in demand.
* Please discuss this motion with your groups for the vote that will take place at the next CASSC meeting on March 30th.  If you have any questions regarding the notice of motion for the Wellness Centre budget, email ([lhulcoop@trentu.ca](mailto:lhulcoop@trentu.ca)), and/or Steward Engelberg ([stewartengelberg@trentu.ca](mailto:stewartengelberg@trentu.ca))

**Notice of Motion:**

Move that the Wellness Services Ancillary fees be increased by the Consumer Price Index (CPI) (4.7%).

**6. Orientation Budget & Notice of Motion** (Amelia Munday, Orientation Coordinator, Office of Student Affairs)

* Due to the pandemic, we purchased software to make Orientation programming accessible to students who live far away. Very successful and will maintain virtual as well as in-person programming.
* Have standardized College orientation week t-shirts so that we can use t-shirts that are leftover in following years.
* ‘Bring it On’ is a weekend where students can experience residence and explore resources and supports before they come in the fall.
* Student Leader Volunteers have about four days of training before Orientation week on how to support students and includes crisis intervention training, university resources and support services, including those for mental health assistance and support.
* The Consumer Price Index is 4.7% however; the Ancillary protocol mandates: *Automatic fee increases up to the level of the Canadian Consumer Price Index (CPI), or 3%, whichever is lesser, will be permitted without a referendum or approval of CASSC.*
* The current orientation fee is $91.75 and asking for CPI would increase it to $96.06 for an increase of $4.31 per new student. Increasing the Orientation fee by 4.7% will:
  + allow for the orientation budget to keep up with the increase in cost of living and the increase in minimum wage.
  + allow for the hiring of more orientation student staff members to help with the increased number of new students.
  + help to cover the increased cost of food and parking for the Student Leader volunteers.
* Please discuss this motion with your groups for the vote that will take place at the next CASSC meeting on March 30th. If you have any questions regarding the notice of motion for the Orientation budget, email (lhulcoop@trentu.ca), and/or Amelia Munday (amunday@trentu.ca).

**Notice of Motion:**

Move that the Orientation Ancillary fee be increased by the Consumer Price Index (CPI) (4.7%).

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

* As of March 21, you do not need to complete Trent’s daily screening tool. If you have symptoms, you should continue to use the [Ontario COVID-19 Self-Assessment](https://covid-19.ontario.ca/self-assessment/) to determine your next steps.
* Proof of vaccination (QR code) will no longer be required to access the Trent Athletics Centre as of March 22. Bookings will continue to be required for fitness classes and use of the squash courts and climbing wall. Be sure to [check the Athletics Centre website](https://www.trentu.ca/athletics/) for full details.
* Through the end of the winter term, the University will continue with the vaccination requirement and masks continue to be required in all indoor spaces on campus.
* Please complete the [online self-reporting tool](https://trentu.qualtrics.com/jfe/form/SV_brWed33fEjWqtUy) if you test positive and have attended in-person classes.
* The Housing Strategy Committee is currently looking what can go into a new building (residence rooms, College space, academic space, student services, etc.)
* Looking into having a general student leader training, in conjunction with the TCSA board training. Due to the pandemic, new student leaders may have limited experience.
* The potential Colleges Strike may affect student in the joint George Brown Nursing program and students transferring from College to Trent through articulation agreements.

# 8. Round table Updates

**Student Affairs:**

**TGSA:** A number of students are testing positive and there seems to be some confusion with the recent changes. Discussed that students should be following the [Ontario COVID-19 Self-Assessment](https://covid-19.ontario.ca/self-assessment/)and can reach out to [studentaffairs@trentu.ca](mailto:studentaffairs@trentu.ca) and [covid19info@trentu.ca](mailto:covid19info@trentu.ca) for assistance.

**Careerspace:** Sending out approvals shortly for summer work programs. Level of experience and learning outcomes guided the approval process. Monitor the job board on the [Student Experience Portal](https://ccr.trentu.ca/home.htm) for employment opportunities.

Some of the funding from the Ontario Access and Inclusion Program (OPAIP) will be used for career outreach, workshops student ambassadors, etc.

**Colleges:** There will be an electricity shut-down on March 19th. If you are not living in residence, it is probably a good day not to come on campus.

**Food Services:** There will be food available from 7 a.m. to 7 p.m. on the day of the electrical shut down.

Starbucks reopened after a 2-day closure to facilitate cleaning.

**9. Other business -** none

**10. Adjournment**

Motioned by Sebastian Johnston-Lindsay