**Colleges and Student Services Committee**

2022-23

Meeting date: Wednesday November 9, 2022

Location: Zoom

# Agenda

1. Chair’s Welcome (Melanie Buddle)
2. Approval of agenda
3. Approval of October 12th meeting minutes
4. University Budget (Cheryl Turk, AVP Finance)
5. Budget Training (Lawrence Lam)
6. Student Affairs Senior Director Update (Lawrence Lam)
7. Round Table Updates
8. Other business
9. Adjournment

In attendance**:** Melanie Buddle (Chair), Lawrence Lam (Senior Student Affairs Director), Lesley Hulcoop (Secretary), Deondre Thompson (EC), Shay Surujnarain (TCSA), Krista Kartick (Traill), Emma Kaszecki (TGSA), Miguel Capilla Bagatella (TI), Johanna Hart (Student Affairs), Melissa Martin (Campus Safety), Stewart Engelberg (Wellness), Campbell Deck (CC), Maeve Virgo (CC), Kevin Whitmore (Careerspace) and Meaghan Kemp (OC)

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

**Absent:** TISA, TUNA and 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

Motion to move Cheryl Turk to beginning of Agenda.

Motioned by Johanna Hart. Seconded by Maeve Virgo. All in Favor.

**3. Approval of October 12th meeting minutes**

Motioned by Shay Surujnarain. Seconded by Campbell Deck. Two abstentions, motion passed.

**4. University Budget (Cheryl Turk, AVP Finance)**

* Seeing growth in enrollment in graduate and undergraduate programs.
* Estimating that we will meet fall enrollment estimates. Projecting that we will be on budget
* For International students are experiencing Visa delays.
* Some of the fiscal environment factors include increasing inflation, increasing salary, benefits & pension costs, increasing utilities costs, and deferred maintenance (repair and renovation costs). Salaries are the biggest cost in the budget. Bill 124 places a 1% limit on salary increases.
* Expecting to continue to be in-person, which will increase costs.
* In November, templates will be sent out to budget developers for PVP’s (President and Vice-Presidents) consideration in February, and the Board of Governors (BOG) approval by March, before the University’s fiscal year end of March 31.
* The University develops a three-year budget plan that accounts for enrollment growth.
* Must look at balancing enrollment growth with student support. For International students, there is a need to balance affordability and student support.
* Ministry funding is dependent on “Performance Based Metrics”. These identified metrics (such as how many graduates are employed) have been incorporated into the University’s Strategic Mandate Agreement. We can lose up to 45% of funding if these metrics are not met.

# 5. Budget Training (Lawrence Lam)

# \* Please see the attached budget-training handout.

# Ancillary budgets are the main concern of CASSC. Ancillary services were significantly affected by the pandemic – particularly housing and food services.

# Cost of living has gone up a lot this year (6.9%). This is above the 3% increase threshold of the ancillary fee protocol. Budgets asking for more than a 3% increase will have to be approved at CASSC. If the increase is more than 20%, it will need to go to a referendum.

# There will be some budgets asking for CPI, so it is important for student group representatives to attend meetings where a vote will take place.

1. **Student Affairs Senior Director Update (Lawrence Lam)**

* Would like to thank all the folks involved with Open House.
* The student representative for the CASSC Terms of Reference review is Deondrae Thompson. The draft with any changes will be brought to CASSC.
* Working on a draft of our ‘Assistance Animal Policy’. This refers to emotional support and service animals. Once this next draft is complete and consultation with campus partners is complete it will go to public consultation as part of the university policy process.
* There are opportunities to get involved with “Bell Let’s Talk” so please contact [studentaffairs@trentu.ca](mailto:studentaffairs@trentu.ca) if you would more information about this.
* The Fall Student Engagement survey has been launched. Check your email for your link to the survey. It should take 10 to 15 minutes to complete, and you can enter to win an iPad and other awesome prizes such as Trent cash and wireless speakers. Your feedback will help provide us with a guide point on how things are going this year so that we can review and improve student support.

1. **RoundTable Updates**

**Colleges:**

* The Gzowski College/Ten Thousand Villages Holiday pop-up shop is returning for an in-person sale this year. It takes place on Tuesday Dec 6 and Wednesday Dec 7, 11 am to 5 pm in the Ernest and Florence Benedict Gathering Space, Level 1, Enwayaang building.
* A Remembrance Day ceremony will take place in the Great Hall.
* OPSEU made contributions to each College and some of the Colleges have purchased grocery gift cards for students.
* GC had their fall election and they will be donating to the TCSA foodbank.

**Careerspace:**

* Planning for a Careers Open House at the end of the month. There will be light refreshments.
* We are having a clothing drive for gently used business clothing.
* Having a career expos series which will link students with employers. Contact Kevin Whitmore if you know an organization you want at this expo, and we can do the outreach.
* There are still some great community-based research projects available.

**Traill –** Started our exam packages. Holding study groups for Swansea law students and TC students.

**TGSA** – We are working on the by-laws. Working on getting our budget ready for Graduate Studies and planning our Christmas party. Just had our elections and now have 4 new members on the board.

**Campus Safety -** TUEFRT has 7 new members. Hopefully will have another 12 in January. Walk home is now up to nine volunteers who mostly volunteer at nighttime and TUEFRT and Security have been handling the daytime.

**Lady Eaton** – LEC is going to collaborate with the TCSA on their ‘Excaliburnt Out’ event.

**TCSA –** Still working on Transit issues. Will be reaching out to Cabinet for collaboration.

**Student Affairs**

* Black History Month activities information should be coming out soon.
* Settlers Taking Action and Responsibility at Trent (START) is a group of settlers who are committed to decentering settler colonialism, sharing information with other settlers, and amplifying Indigenous voices and perspectives. A partnership between the Kawartha World Issues Centre (KWIC) and the Office of Student Affairs, START hosts bi-weekly discussion groups and events throughout the school year. Email for more information: [settlerstakingresponsibility@gmail.com](mailto:settlerstakingresponsibility@gmail.com).Treaty Week Film Screening of the film "Inaakonigewin Andaada Aki: Michi Saagig Treaties", by Curve Lake First Nation, on Wed, 9 Nov 2022, 7:00 PM
* Sexual Violence Prevention week is on January 23-27. Please see the schedule of events on instragrams @consentattrent and on their linktree: https://linktr.ee/consentattrent
* **Champlain** – We held our by-elections. On the 19th and 20th of January we’re holding our ball hockey tournament. On the 28th we’re having a town hall and social.

**Wellness:**

**Counselling**

* Number of active clients 968 compared to 844 same period in 2019 (pre-COIVD; 14.6% increase)
* We are now opening intakes 3 weeks at a time and they book up over two week period.
* Crisis schedule has open appointments every day.
* Recruitment Challenges: 1) Chisomo Msosa: Racialized Therapist started this week (posted the position twice) 2) Posted for contract using in-year surplus due to vacancies over the spring/summer and went back to market twice and did not receive any qualified candidates.  Currently problem-solving next steps. 3) Hired a Mental Health Educator and Wellness Strategist a few weeks back
* Groups/Workshops: Anxiety groups; ASD group; Depression not enough interest; Survivors Group in January (KSAC); Peer Trans Support (CMHA**)**

**SAS**

* Access Fund for Students with Disabilities funding should be announced shortly: 511K last year of our total budget of 829K (62%). Provincial group has lobbied for a significant increase in funding as caseloads have exceeded established benchmarks.
* Other interesting stats:  In 2009-10 6.47% of the student body accessed SAS compared to 12.99% last year
* 1345 Active Clients who have a current accommodation plan compared to 1177 in 2019; 14% increase.
* Both enrolment and the percentage of students accessing SAS is increasing
* Working through a process for ADHD assessments (demand created by Tik Tok)
* ADHD/HW Accountability/SASA

**Health Services**

* Dr.  Kathleen Gibson joined the team this September working three days a week
* Migrated to a new Electronic Medical Record this September
* After over two years of not one member of the team missing a shift/clinic, we’ve had several staff members and physicians cancel clinics due to illness; very challenging given how busy the clinic is.  Wait times for new appointments for psychiatry is several weeks however wait time for primary care is same day for urgent needs or a few days for non-urgent appointments.
* The reserve budget remains at 390K; we would like to support the TCSA pantry with a $5,000.00 contribution.  Food insecurity demands have been putting a strain on their budget.

1. **Other Business**

No other business

**9. Adjournment**

Motioned by Shay Surujnarain and Deondrae Thompson