MINUTES OF THE MEETING OF THE CAMPUS COUNCIL held on September 30, 2013 at 4:10 p.m. in the Council Chambers, William G. Davis Building, University of Toronto Mississauga.

Mr. John Switzer, Chair
Professor Hugh Gunz, Vice-Chair
Professor Deep Saini, Vice-President & Principal
Ms Kelly Akers
Ms Melissa Berger
Mr. Jeff Collins
Mr. Neil Davis
Professor Shay Fuchs
Mr. Simon Gilmartin
Mr. Kevin Golding
Ms Pam King
Dr. Rav Kumar
Mr. Nykolaj Kuryluk
Dr. Joseph Leydon
Ms Alice Li
Mr. Muhammed Mahmood
Professor Kathy Pichora-Fuller
Professor Mihaela Pirvulescu

Ms Judith Poë
Mr. Ron Raciopo
Mr. Masood Samim
Dr. Karima Velji

Regrets:
Mr. Sheldon Leiba
Mr. David Szwarc

Non-Voting Assessors:
Professor Amy Mullin, Vice-Principal Academic & Dean
Mr. Paul Donoghue, Chief Administrative Officer

In Attendance:
Professor Meric Gertler, President-designate
Professor Amrita Daniere, Vice-Dean Graduate
Mr. Mark Overton, Dean of Student Affairs
Mr. Raymond Noronha, President, University of Toronto Mississauga Students’ Union (UTMSU)
Mr. Hamza Ansari, VP University Affairs & Academics, UTMSU
Ms Ro’a Saafan, VP Equity, UTMSU
Ms Melissa Theodore, VP External, UTMSU
Ms Sara da Silva, Co-President, UTM’s Association of Graduate Students (UTMAGS)
Mr. Daniel Ball, Co-President, UTMAGS

Secretariat:
Mr. Louis Charpentier, Secretary of the Governing Council
Ms Cindy Ferencz Hammond, Director of Governance
Ms Mariam Ali, Committee Secretary
Mr. Jim Delaney, Acting Assistant Secretary of the Governing Council

1. Chair’s Remarks

The Chair welcomed new members to the inaugural meeting of the Campus Council for the 2013-14 academic year. The Chair also welcomed Professor Meric Gertler, President-designate, who spoke about
the significance of this momentous occasion in the life of UTM. He noted UTM’s ongoing developments in infrastructure, specialized programs, and remarked upon its vibrant faculty, staff and student body.

The Chair then introduced Professor Hugh Gunz, Vice-Chair of the Campus Council, and Professor Saini, Vice-President and Principal, the Voting Assessor to Council. The Council’s Non-Voting Assessors were also introduced: Professor Amy Mullin, Vice-Principal Academic & Dean and Mr. Paul Donoghue, Chief Administrative Officer. The Chair acknowledged the members of the Secretariat who were present: Mr. Louis Charpentier, Secretary of the Governing Council, Mr. Jim Delaney, Acting Assistant Secretary of the Governing Council, Ms Cindy Ferencz Hammond, Director of Governance (UTM) and Assistant Secretary of the Governing Council, and Ms Mariam Ali, Committee Secretary (UTM).

2. Orientation

The Chair and Mr. Charpentier gave an Orientation presentation, which included the following key points:

- The essential role of governance was to provide guidance on the University’s long-term strategic directions and to provide active oversight of the University’s management;
- Good governance principles began with appropriate disclosure, transparency and clear lines of accountability between governance and administration;
- Governance responsibilities were conducted through a set of committees with clear accountability and delegated authority for advice, oversight and/or approval;
- While each member might be informed by concerns of his or her individual constituency, the expectation was that members would act in the best interests of the institution as a whole;
- Members should commit to participate actively in meetings and attend at least 75% of all meetings;
- Governance was a receiver of proposals and reports from administration and the primary functions of governance were to approve, provide oversight or advice on proposals

The presentation included a visual representation of the governance path of a new graduate program, the establishment of an Academic Unit (Extra Departmental Unit A and B), approval of Capital Projects (Level 3) and compulsory non-academic incidental fees (services). The Chair noted that the process for how UTM governance consideration of budget matters had not yet been finalized and that he would report back when the process was clarified.

Mr. Charpentier drew members’ attention to the handout, Quick Reference Guide to the Use of Cover Sheets. He explained that cover sheets were designed to enhance the focus of members on the major elements of proposals and that they were a valuable tool in providing guidance with respect to the responsibilities of the relevant governance body for each item of business.

The Chair gave an overview of the agenda planning process. The Agenda Committee differed from the agenda planning groups of the AAC and CAC in two respects: it was formally constituted; and its membership included the Chairs and Vice-Chairs of the standing committees. Otherwise, the guiding principle was the same: agenda planning was a technical process whereby consideration was given to whether an item was ready for consideration.

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1 A copy of the Orientation Presentation is attached as Attachment A.
The Chair closed the Orientation presentation with an explanation of Consent Agendas. He explained that the intent of the “consent” portion of governance agendas was to streamline meetings, allowing more time for items where more discussion and debate was required and less time for items of a routine nature. Items on the consent agenda would not be given individual consideration unless requested in advance by a member.

A member asked if it was appropriate to speak more than once to an item. The Chair responded that it is the Chair’s right to recognize a speaker a second time, and the object of a time limit was not to curtail discussion, but to ensure that all members who wished to speak were given the opportunity to be heard.

In response to a member’s question, the Chair reviewed the membership of the Agenda Committee. The member noted that the student representative on the Agenda Committee for the current year, was a graduate student, and therefore might not be able to identify issues pertaining to the undergraduate population. The Chair advised that the student may discuss agenda items with other student members of various governance bodies and in that process identify issues particular to undergraduate students.²

3. Report of the Vice-President & Principal

Professor Saini noted that this meeting represented a moment of historical significance in the evolution of UTM. He thanked the large number of individuals involved in the planning and implementation of the new governance model. He also thanked all members of the Campus Council for being engaged in UTM’s governance processes. Professor Saini introduced presenters Mr. Raymond Noronha, President of the UTM Student Union (UTMSU), and Sara da Silva and Daniel Ball, Co-Presidents of the UTM Association of Graduate Students (UTMAGS).

a. Presentation by Student Government Leaders:

Mr. Noronha presented an overview of the UTMSU³, including its organizational structure, the Student Centre and Blind Duck pub, current campaigns, and an overview of FroshWeek participation.

Ms da Silva and Mr. Ball presented an overview of the UTMAGS⁴. They highlighted their leadership in representing UTM graduate students on a variety of committees on campus, serving as the link to the University’s Graduate Student Union, and providing networking opportunities to graduate students by organizing annual events.

The Chair then invited Professor Saini to present an overview of the Campus and his role as Voting Assessor to Campus Council⁵. The presentation outlined UTM’s role in the community, as a driver of regional innovation and economic development in a strategically important city and region, including UTM’s economic impact. Professor Saini highlighted the diversity of students at UTM, provided

² Secretary’s Note: Such issues, however, would properly be discussed at the Campus Council itself when it is considering item and the merits of the proposal in question, not at the Agenda Committee. The Agenda Committee’s discussion is meant to focus on readiness and completeness of documentation, not the merits of the proposal.
³ A copy of the UTMSU Presentation is linked here.
⁴ A copy of the UTMAGS Presentation is attached as Attachment B
⁵ A copy of the Vice-President and Principal’s Presentation and the Assessor Handout is attached as Attachment C and D respectively.
information on domestic and international student enrollment, and the student population’s commitment to volunteerism. He also gave an overview of the senior administrative structure of the campus, including that of the Office of the Dean, Office of the Chief Administrative Officer and Student Affairs. Professor Saini also highlighted the Institute for Management and Innovation, an amalgamation of unique management programs that were tailored to combine the study of management with those of key disciplines, professions or particular industrial sectors.

The Chair commented that the level of connectivity and engagement with the community - the City of Mississauga and the Region of Peel - was a great source of pride for UTM, and that this would continue as a model for broader engagement within the university community.

4. Calendar of Business

The Chair referred members to the Calendar of Business, and advised that the document would be updated on the Office of the Campus Council website every Friday; he encouraged members to review the Calendar on a regular basis.

5. Revision to the Policy on Capital Planning and Capital Projects

The Chair invited Mr. Charpentier to outline the governance path for the proposed revision to the Policy on Capital Planning and Capital Projects. Mr. Charpentier explained that in May 2012, Governing Council had approved revisions arising from recommendations of the Task Force on Governance. The revisions involved: streamlined consideration of capital planning and capital projects; increased minimum thresholds for consideration by various bodies; the separation of policy and procedure; and strengthened coordination and integration of project review between and among central and divisional offices.

Mr. Charpentier noted that the proposed revision to the Policy increased delegated authority at the campus level as the Campus Affairs Committee, rather than the Planning and Budget Committee, would consider capital projects in the $3 – 10 million dollar range before proceeding to the Academic Board for final consideration. For projects over $10 million, the same process would occur except that projects would proceed to the Governing Council for final consideration.

He also explained that consideration of capital projects was divided into two components: discussion regarding non-financial aspects of the project would be considered in open session, while financial details such as projected total projects costs would be discussed in camera. Mr. Charpentier emphasized that in keeping with the governance principles of openness and transparency, once the bids for the project were received and finalized, complete documentation would be made publicly available.

A member asked for clarification on the role of Campus Council with respect to capital projects under $3 million and whether reports related to these projects would be coming to CC as items for information. Mr. Charpentier explained that projects in that range were the responsibility of administration. He added that accountability reports on capital projects would be brought forth as items for information to Campus Council on an annual basis. He noted that the Business Board of the Governing Council had clear responsibility for approval of capital expenditures for, and the execution of, approved projects, as required by approved policies. He added that each governance body’s responsibility would be respected. He further noted that the annual accountability reports to Campus Council would include information on project timelines and progress reports.
The Chair commented that UTM was well known for its ability to complete projects on time and usually under budget.

CONSENT AGENDA

6. Reports of Information

The following items for information were received by Council.

b. Report 1 of the Academic Affairs Committee (September 11, 2013)
c. Report 1 of the Campus Affairs Committee (September 9, 2013)

7. Date of Next Meeting – Monday, December 9, 2013, 4:10 p.m.

The Chair reminded members that the next meeting of the Council was scheduled for Monday, December 9, 2013 at 4:10 p.m. in the Council Chamber, William G. Davis Building.

8. Other Business

Professor Saini introduced a matter regarding the naming of the North Building Phase II. In June of 2013, the Vice-President and Principal’s office launched a campus-wide naming contest to seek the advice of the UTM community for a working name for Phase 1 of the North Building Re-construction. This new building was a free-standing structure linked at two levels to the remainder of the old North Building and remained on schedule for occupancy in August, 2014. The main floor would include new and expanded food services, open and bookable study spaces, and rehearsal facilities for the Theater and Drama program. The remaining three floors would have several classrooms, dry research laboratories and provide new homes for the Department of Mathematical and Computational Sciences and a large portion of the Department of Psychology. The communication for the naming contest asked that submissions avoid naming suggestions that were after an individual, family or company, in order to protect a possible future opportunity to permanently name the building.

Professor Saini noted that the naming contest had a tremendous response and had reinforced the excitement and anticipation that surrounded this project. Out of a total of 185 submissions, almost half were from students. He announced that a naming committee, consisting of the senior administrative team of the campus, carefully reviewed all of the submissions and would be recommending to the Governing Council’s Sub-Committee on Namings the following name for Phase I of the North Building Re-construction: Deerfield Hall.

When the senior administrative team considered the recommendation, it was noted that one of the defining characteristics of the UTM campus was its natural, almost bucolic setting and the wildlife that surrounded it. While UTM has gone through a period of tremendous growth in the recent past, in both student numbers and capital expansion, the campus had maintained its reputation for growing sustainably, protecting its natural areas and strengthening the overall image of being physically defined by its surroundings. Many of the suggestions received through the naming contest reflected that image.
Professor Saini remarked that he hoped members of Council were satisfied with his recommendation and explained that he would be submitting the name “Deerfield Hall” to the Governing Council’s Subcommittee on Namings for final approval.

The Chair invited all members and guests to remain for a celebratory reception immediately following the meeting to mark the occasion of the inaugural Campus Council meeting.

The meeting adjourned at 6:15 p.m.

_________________________________________  __________________________
Secretary                                      Chair
October 7, 2013
University of Toronto Mississauga
Campus Council
Orientation

September 30, 2013
The Origin of the Campus Council and its Standing Committees

• Task Force on Governance, Phase One:
  – Representation of the five key estates should be preserved.
  – Essential role of governance is to provide guidance on long-term strategic directions and to provide oversight of management, not to duplicate that of the administration.
  – Governance must address the complexity of decision-making and improve governance oversight of all three campuses.
The Origin of the Campus Council and its Standing Committees

• Task Force on Governance, Phase Two
  – Recommended the establishment of campus affairs committees for each of the three campuses to focus on campus, staff and student life matters specific to those campuses.

• Working Group on Tri-Campus Matters
  – Processes developed for the UTM and UTSC campuses should be expected to enhance campus-based decision-making and ensure accountability.
The Origin of the Campus Council and its Standing Committees

- **Campus Councils**: comparable to the Boards of Governing Council and comprise representatives of the five estates.
- **Academic Affairs Committees**: relatively large reflecting the structure of Academic Board.
- **Campus Affairs Committees**: include a majority of members from the internal community.
- **Agenda Committees**: have agenda setting role and delegated responsibilities.
UTM Campus Council - Report of the Previous Meeting
What is the function of the Campus Council?

- On behalf of the Governing Council has governance oversight of campus specific matters
- Concerned with matters affecting the Campus’ objectives and priorities, development of long-term and short-term plans and the effective use of resources in the course of these pursuits
What is the Role of CC in Relation to Other Governing Council Bodies?

• Final body of consideration at campus level with GC Executive Committee confirmation
• Recommends certain items to Academic Board and the Governing Council
How is Business Brought to the Campus Council?

• Normally recommended by one of its Standing Committees

• “Assessors” bring forward proposals from the administration for consideration. They also provide reports for information.

• The roles of the assessors to this Council reflect the terms of reference.

• Strategic Topics
How is the CC Agenda Set?

• Agenda planning is the “hand-off” from the administration to governance.
• Calendar of Business
• Setting the agenda for Campus Council is the responsibility of the Agenda Committee
What is a Consent Agenda?

• Items for which it is anticipated that there will be little or no discussion or debate because they are more routine or transactional are put on the Consent Agenda.

• Any member may request to have an item removed from the Consent Agenda and placed on the regular Agenda by contacting the secretary in advance of the meeting.
What is the Distinction between Administration and Governance?

• Administration manages the University.
• Governance is a receiver of proposals and reports from the administration.
• Governance provides oversight of administrative initiatives
  – Approve (possibly, albeit rarely, with amendment)
  – Reject
  – Refer Back
• Function of governance is to sustain and advance the University’s mission.
What are the Responsibilities of CC Members?

• Principles and Expectations
  – Represent the perspective of your constituency in debate but, in the end, *act in the best interests of the institution* as a whole.
  – Read meeting documentation in advance to facilitate informed participation. Read beyond the Cover Sheets.
  – When possible alert assessors to substantive questions to be asked at the meeting.
  – Act ethically and in good faith; declare all conflicts of interest.
# Cover Sheets

1. **General**

2. **Header Information**

3. **Sponsor & Presenter**

4. **Jurisdictional Information**

5. **Previous Action Taken**

6. **Highlights**

7. **Recommendation**

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## FOR RECOMMENDATION

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<tr>
<th>TO:</th>
<th>Name of Governance Body</th>
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<tr>
<td>SPONSOR: CONTACT INFO:</td>
<td>Name, Position, Division/Department/Unit Phone Number, Email Address</td>
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<tr>
<td>PRESENTER: CONTACT INFO:</td>
<td>Name, Position, Division/Department/Unit Phone Number, Email Address</td>
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## CONFIDENTIAL

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<th>Date Prepared for Date of Meeting</th>
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## CLOSED SESSION

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<th>Item Number</th>
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### ITEM IDENTIFICATION:

The full name of item as listed on the agenda appears here.

### JURISDICTIONAL INFORMATION:

Jurisdictional information related to the item and the Governance Body's role is specified here.

### GOVERNANCE PATH:

1. Entry Point Governance Body (Date of Meeting)
2. This Governance Body (Date of Meeting)
3. Next Governance Body (Date of Meeting)
   + Governance Body (Date of Meeting)
   + Governance Body [For Information] (Date of Meeting)
4. Final Governance Body (Date of Meeting)

### PREVIOUS ACTION TAKEN:

Previous action taken is delineated here.

### HIGHLIGHTS:

In respect of the Body's terms of reference, the highlights of the proposal are summarized here.

### FINANCIAL IMPLICATIONS:

The financial implications of the proposal are outlined in this section.

### RECOMMENDATION:

Be It Recommended to the Next Governance Body:

THAT the action be taken, to be effective on the date specified.

### DOCUMENTATION PROVIDED:

- First Document Name
- Second Document Name
Conduct of Meetings

• The Governing Council and its Boards and Committees use a modified version of Bourinot’s Rules of Order which are included in the Governing Council’s By-Law Number 2.
  – Meetings are normally open.
  – Members may speak once in a debate for up to 5 minutes.
  – Only members and voting assessors may participate in debate and vote.
  – Non-members who wish to speak must request to do so in advance of the meeting.
What Business Will Be Brought to the CC This Year?

• The Calendar of Business is an overview of all anticipated business to be transacted in the year.

• New items will be added as they arise from the administration.

• The Calendar of Business will be updated every Friday.
Questions
An Introduction To

Campus Council Orientation Meeting
September 30, 2013

Daniel P. Ball and Sara da Silva
Presidents, UTMAGS
We are a graduate student association representing all M.Sc., M.A., M. Biotech., MMI, BMC, and Ph.D. students affiliated with UTM.

- Represent UTM graduate students on:
  - UTM Campus Council, Academic Affairs Committee, Campus Affairs Committee
  - Quality to Student Services (QSS)
  - Advisory committees to the library, campus safety initiatives
  - Search and award committees
  - Direct link to Graduate Student Union (GSU)

We plan a variety of social events and help promote professional development for all UTM-affiliated graduate students.
Graduate population @ UTM

- **Over 500 students** currently enrolled in research- and professional-stream Masters and Doctoral programs

- **Our graduate student come from a wide variety of academic departments:**
  - Anthropology
  - Cell & System Biology
  - Chemistry
  - Ecology & Evolutionary Biology
  - Geography
  - Geology
  - History of Art
  - Mathematical Sciences
  - Physics
  - Psychology
  - Sociology
  - ...and many more!
Professional Masters Programs @ UTM

- Master of Biotechnology (M.Biotech.)
- Master of Biomedical Communication (M.Sc. BMC)
- Master of Management and Professional Accounting (MMPA)
- Master of Management of Innovation (MMI)
- Diploma in Forensic Accounting (DIFA)
- Master of Science in Sustainability Management
Professional Development and UTMAGS

• Graduate Research Night (Office of the Vice Dean Graduate)

• Workshops for Skills Development (Robert Gillespie Academic Skills Centre)

• Venture
Networking @ UTM

Graduate Students Networking Night

Wednesday, May 15
6:00-8:30PM
Council Chambers (DV3130)

Masters & Ph.D. students only
In collaboration with the Office of the Vice-Dean Graduate and UTMAGS

Sign up on our Events Calendar:
www.utm.utoronto.ca/careers

Students are encouraged to register for the one-hour “Learn to Network for Grad Students” workshop on either May 6th at 10am or 7th at 1pm.
Graduate Social Events @ UTMAGS

• Annual Orientation Dinner
• Halloween Party
• Secret Santa
• St. Patrick’s Day Celebrations
• Winter Retreat to Mt. Tremblant
• GradWars
• Pumpkin carving contests
• Costume contests

UTMAGS Presents
2ND ANNUAL GRAD WINTER ESCAPE
Jan 10 - 13th 2014

$220 for skiers/boarders*
$120 for non-skiers/boarders*
$50 extra/guest**

Includes:
• 3-day/First Track lift tickets for skiers/boarders
• Condo style rooms with full kitchen, outdoor hot tub, and ski-in/ski-out!
• Round Trip Transportation via Deluxe Coach bus!
• Free skiing and rentals!
• Access to Mont Tremblant’s Shopping Village, Casino, and other winter activities!!

UTM’s Grads, Post Docs and Med Students are all welcome!!
UTM Campus Council - Report of the Previous Meeting
Keep tabs on us via UTMAGS Page @ UTMAGS_UTM http://utmags.sa.utoronto.ca/
UNIVERSITY OF TORONTO MISSISSAUGA
Campus Snapshot
Campus Council Inaugural Meeting
September 30, 2013
UNIVERSITIES ARE CATALYSTS FOR INNOVATION

• Universities are drivers of regional innovation and economic development
LOCATED IN CANADA’S 6TH LARGEST CITY IN A REGION THAT PRODUCES 1/5 OF CANADA’S GDP
MEASURING U OF T MISSISSAUGA’S ECONOMIC IMPACT

$1 billion
Additional earned income of alumni

$272.7 million
Spending by students, faculty, staff & visitors

$44.7 million
Capital spending
STUDENTS FROM MORE THAN 125 COUNTRIES
Total Head Count (International & Domestic) 2004-2013

*2013 DATA AS OF 2013/09/05
International Student New Intake at UTM 2007-2013

*2013 DATA AS OF 2013/09/25*
U of T IS RANKED AMONG THE WORLD’S TOP 25 UNIVERSITIES

U of T MISSISSAUGA IS THE 2nd LARGEST DIVISION
FACTS & FIGURES

15 DISTINCT ACADEMIC DEPARTMENTS
AN INSTITUTE OF COMMUNICATION, CULTURE AND INFORMATION TECHNOLOGY, AN INSTITUTE FOR MANAGEMENT AND INNOVATION & THE MISSISSAUGA ACADEMY OF MEDICINE

OFFERING 125 PROGRAMS AND 70 AREAS OF STUDY

OVER 13000 STUDENTS (UNDERGRADUATE + GRADUATE)
800 FACULTY & STAFF OVER 44000 ALUMNI

U OF TORONTO IS RANKED FIRST IN CANADA FOR ITS RESEARCH - UTM IS A VITAL PART OF THAT SUCCESS

SITS ON ABOUT 225 ACRES ALONG THE CREDIT RIVER AND INCLUDES 49 BUILDINGS TOTALING OVER 2.5 MILLION GROSS SQUARE FEET OF BUILT SPACE

NET OPERATING BUDGET: $150M (+$50M IN ANCILLARIES & STUDENT SERVICES)
Student volunteerism in the community amounts to 45,000 hours, or approximately $1.1 million per year.
THE U OF T SYSTEM: A CRUCIBLE FOR CREATIVITY, DISCOVERY AND INNOVATION
$200,000 A WEEK IN RESEARCH

600 RESEARCH PROJECTS

$10 MILLION IN EXTERNAL GRANTS
Senior Administration

Vice-President & Principal

- Vice-Principal Academic & Dean
- Vice-Principal Research
- Vice-Principal Special Initiatives
- Chief Administrative Officer
- Dean of Student Affairs
- Registrar and Director of Enrolment Management
- Chief Librarian
- Executive Director, Office of Advancement
COMMUNITY ENGAGEMENT

• Research Innovation and Commercialization Centre (RIC), Peel Region
• Mississauga Summit Higher Education Task Force
• Advantage Mississauga
• City of Mississauga Economic Development Advisory Council
• Healthy City Stewardship Initiative
ADMINISTRATIVE ASSESSORS SUMMARY OF RESPONSIBILITIES
AND HIGHLIGHTS FOR 2013-14

Prof. Deep Saini, Vice-President & Principal, Voting Assessor, Campus Council

The Vice-President and Principal (VP&P) is the chief executive officer of the University of Toronto Mississauga, whose role is to provide overall leadership, particularly in the areas of academic and campus planning, student, faculty and staff affairs, budgeting and fiscal management, internal and external relations, and fundraising. The role of VP&P is integrative in nature, crossing and bringing together various portfolios to advance the mission of the University of Toronto Mississauga specifically, and the success of the University of Toronto generally. The VP&P reports to the President of the University of Toronto on matters of overall campus management and external relations, and to the Vice-President and Provost on academic matters. The VP&P is also a member of the University's senior executive team, and as such participates with the President and other Vice-Presidents in the overall administration of the University of Toronto.

The VP&P leads the senior administration team – “the Principal's Table” – at the University of Toronto Mississauga The team includes the Vice-Principal Academic & Dean, Vice-Principal Research, Vice-Principal Special Initiatives, Chief Administrative Officer, Dean of Student Affairs, Executive Director of Advancement, Registrar & Director of Enrolment Management, Director of Marketing & Communications, and Chief Librarian. In addition, the Equity & Diversity Office for the campus also reports to the VP&P.

Prof. Amy Mullin, Vice-Principal, Academic and Dean (VPA), Non-Voting Assessor, Campus Council

The role of the Vice Principal and Academic with respect to campus governance includes oversight of the academic departments, engaging in periodic external review of those departments, and evaluating and supporting their plans for curricular innovations, along with developing initiatives that support the research, teaching and learning on our campus.

For consideration by the Academic Affairs Committee in the 2013-14 academic year, the Office of the Dean will sponsor program mergers, a program closure, new minor programs, development of a combined program, the introduction of new courses to serve our existing programs, and the development of a new centre to support research and teaching in the area of professional accounting. Most of these items sponsored by the Office of the Dean will be submitted for Academic Affairs Committee consideration. The planning and resource implications of the establishment, termination or restructuring of academic units and proposals for Extra-Departmental Units are within the responsibility of the Campus Affairs Committee and will be submitted to that committee.
Paul Donoghue, Chief Administrative Officer (CAO), Non-Voting Assessor, Campus Council

The Chief Administrative Officer is responsible for providing leadership to a broad range of non-academic functions in support of UTM’s academic mission of teaching, research and scholarship. Principal areas include: budgeting, finance and accounting; parking & transportation; facilities management & planning; capital construction; information and instructional technology; human resources; hospitality & retail operations; occupational health & safety; and, security and emergency management. The CAO also supports the VP & Principal, Principal’s Table and academic colleagues in the design and implementation of new initiatives.

As an administrative assessor to the Campus Affairs Committee, the CAO will be sponsoring UTM’s integrated, 5-year financial plan and operating budget for 2014-15 (including ancillary operating plans/fees); the multi-year capital plan; and, several major capital project reports during the 2013-14 academic year.

Key objectives include:

- Ensuring that UTM continues to meet its fiscal objective of balanced budgets during a period of enrolment/facilities expansion and continuing to develop break-even fiscal strategies in response to changing financial constraints and evolving priorities/new initiatives.
- Managing, from planning to completion, major capital projects arising from UTM’s multi-year construction plan, ensuring all projects are completed on-time and on-budget.
- Continuing to raise the bar for professionalism among UTM staff based upon the principles of tolerance and mutual respect with a focus toward customer service and the public image of UTM.