**Colleges and Student Services Committee**

2021-22

Meeting date: December 8

Location: Zoom

# Agenda

1. Chair’s Welcome (Melanie Buddle)
2. Approval of agenda
3. Approval of September 29th meeting minutes
4. University Budget (Cheryl Turk, AVP Finance)
5. Budget Training (Nona Robinson)
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), Wendy Walker (TCSA), Ally Speed (TCSA), Mark Murdoch (Foodservices), Sebastian Johnston-Lindsay (TGSA), Johanna Hart (Campus Programs), Thashnika Hettiarachchi (TISA), Adyan Ehtesham (TISA), Jessica Evans (TI), Fiona McKenna (TUNA) and Kevin Whitmore (Careerspace).

**Regrets:** Stewart Engelberg (Wellness)

**Absent:** Cameron Ewing (Traill), Julia VanDerhorst (EC), Shay Surujnarain (OC), Jaden Gray (GC), Clara Sonnemann (CC).

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

Introduction of members

**2.** Approval of Agenda

Motioned by Mark Murdoch. Seconded by Sebastian Johnston-Lindsay. All in Favour.

3. **Approval of September 29th meeting minutes**

Motioned by Fiona McKenna. Seconded by Wendy Walker. Three abstentions, motion passed.

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

* Seeing growth in enrollment in graduate and undergraduate programs (especially in Durham.
* Concerned about being able to bring in International students for the winter term due to the pandemic.
* Some of the fiscal environmental factors include, COVID related expenses, 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.
* Housing, Conferences and ESL suffered financially last year.
* At the beginning of December, templates were 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.
* There is a freeze on the current tuition rate for domestic students. It expires on the next budget year. We currently have the third lowest fees in Ontario.
* Must look at balancing enrollment growth with student supports. For International students, there is a need to balance affordability and student supports.
* Currently reviewing scholarship programs. Continuing to look for donations for scholarships.
* Ministry funding will now be 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.

Question: How is the rising cost of living going to affect student ancillary fees?

* 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 CPI will be the most recent available at the time of budgeting. Requests for compulsory fee increases which go above the calculated CPI increase must be referred to CASSC for approval. CASSC may approve an annual budget increase up to 20%; beyond this threshold the fee increase will go to referendum.*

5. Budget Training **–** Nona Robinson

Please read the budget-training handout. Will go through it at the next meeting when we have more people.

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

* Best of luck finishing the fall term.
* The Omicron variant could result in a spike of cases over the holidays.
* We have had a good fall and we have had no community spread of the virus.
* Robyn Ocean (Sexual Violence Prevention & Peer Support Coordinator) is leaving. We will miss her.
* The Student Experience Survey included questions about how the pandemic is affecting students. We will be sharing these findings with faculty and student services.
* Check the [Trent Forward FAQ page](https://www.trentu.ca/coronavirus/faq) for information about holding events, etc.

# 7. Round table Updates

**Careerspace** (Kevin Whitmore)

* Careerspace has resources for helping students become career ready: <https://www.trentu.ca/careerspace/>.
* The Careers and Experiential subcommittee with be re-starting and we are looking at reaching out for feedback and collaboration with students and the wider Trent community.
* Hosting a Virtual Career Fair running on 4 days beginning January 26. Will be information about post graduation employment and summer employment. For more information: <https://www.trentu.ca/careerspace/get-career-ready/planning-your-career/career-experiences-expo>

**Food Services –** Have posted the exam and holiday hours on the website. Will be open for international students who are staying over the holidays, but will open for everyone else on January 5th. Wish everyone happy holidays!

**Trent International:** Miguel Capilla Bagatella, the International Student Programs Assistant, will be attending CASSC for the winter term.

**TUNA –** Our first newsletter went out. Fiona is now representative on the TCSA as well. Still hoping to hold our Powwow.

**TCSA –** Tracy Milne, the TCSA Operations and Services Manager, has won the Spirit of Trent Award, which is presented to an alum who has made a difference, through contribution to the university or community.

**TISA –** Care packages were distributed to students. Had our first meeting with risk management about our “Cultural Outreach” event. We are open to any collaborations for the New Year.

**Student Affairs –** Johanna Hart is on leave for the winter term. Krista Kermer and Amelia Munday will be replacing her on CASSC.

**TGSA –** We gave out exam packages. The attendance for our Grad school event was not great.

**Colleges -** The Colleges can help promote events such as the Grad school event in our College newspapers and on social media. The Colleges are open over the exam period. Academic Advising and Academic Skills are open but very busy.

**8. Other business –** No other business.

**9. Adjournment**

Motioned by Sebastian Johnston-Lindsay