I. Welcome New Members

The five new members of the committee were welcomed and roundtable introductions were made.

II. Round table discussion

Suggestions for possible guest speakers were discussed for the next meeting:
- Anca Constantinescu, Dean’s Office – an overview of the new budget model
- Marilyn Thompson, Vice-Provost, Human Resources – HR Changes

Action: The DSAC Chair will invite a guest speaker for the next meeting.

III. Round table discussion

Some staff issues were raised:
- Performance appraisals. Discussed changing how we do them; over inflated merit ratings and inconsistency; stellar ratings leading to re-classification; reviewing job descriptions as some are outdated; positions are constantly evolving.
- A handout concerning performance appraisals was distributed to the Committee requesting a more standard rating system across units.

Decision: Invite the Vice-Provost of Human Resources to speak to these issues.

IV. Report from the Dean

The Dean summarized what she reported at the last Engineering Faculty Council and invited DSAC members to attend EFC meetings. The Dean reported on 5 items:

i) Dr. Ian Orchard is the new Vice-President Academic and Provost starting July 1, 2014. Orchard was the Principal of UofT’s Mississauga campus and the Dean remarked on two strengths that Orchard brought/contributed to UofT: activity-based budgeting and transparency; and improved graduate funding.
ii) The Dean briefly reported that the Provost summarized the 2013/14 Operating Budget to the Senate Finance Committee which saw a 2.5% budget cut and a $2.15 M budget reduction in income from the province. To avoid a deficit, the provost instituted a hiring freeze last month and Sullivan clarified that we can recruit but not hire. The Provost also reported a small surplus of $312 K at the end of the of the 2013/14 fiscal year.

iii) The Dean reviewed the tuition fee increases for UW programs including the co-op fees, and explained how tuition fees are set and how fee increases are justified.

iv) The Dean did not provide information on Honours and Awards but announced that Outstanding Staff Performance Awards will be discussed at the next DSAC meeting.

v) The Dean reported on her visit to California last week and identified an article about UW in Venture Beat by the C100 group, that UW’s engineering program was recognized and has a strong reputation in the bay area. She also covered some events that were hosted by Twitter and LinkedIn where UW alumni attended. While there, the Dean and the EC&E Chair met with start-up founders hoping to develop global entrepreneurial networks for UW.

VI. Other Business

Various issues were raised by DSAC members concerning topics such as: acquiring space for building projects and storage; plans for E7; explanation of activity-based budgeting; explanation of co-op fees; consistency for FOE regarding performance evaluation ratings; job descriptions being imperfect; deteriorating morale due to inequitable workloads; and lack of professional development courses for technical staff. The Dean suggested speaking with their Director or Chair to invite someone especially to teach those courses to technical staff.

Adjoined at 3:35 p.m. 

Dawn Cheng
Recording Secretary