

# Innis College Council

Members' Handbook, Fall/Winter 2022/23



Innis College

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# ICC gives you an equal voice

Innis College Council (ICC) is the overarching governing body at Innis College. For over 50 years it has been the first and only U of T governing body with parity representation among students and staff.

## What is governance?

Simply put, governance means oversight and advising. ICC is responsible for overseeing the entirety of college activities,

decisions, and plans, ensuring they are consistent with the College's values and goals and responsive to the needs of the Innis community. This accountability comes in the form of reports presented by every department and student group at ICC meetings.

Council also advises college administrators. This can be formal, voted-upon recommendations for action, such as deciding leadership award recipients or spending student services funding. Or it can take the form of consensus formed during council deliberations. It is the only setting at Innis College, where the principal, student society president, registrar, dean, and CAO — to name a few — can listen to the voice of the community, via elected representatives.

## ICC CONSTITUTION AND BY-LAWS >

## Membership

The 2022/23 council is composed of the following 20 students and 20 non-students:

Ayaka Teshirogi, ICSS president; Emil Stoyanov, Eilene Su, and Cindy Yan, ICSS executive; Kyle Newcombe, IRC president; Lyda Ghernaout, residence don representative; Joty Gill, CSI graduate student representative; Mikaeel Abbas, Rhea Gosain, Ria Gupta, Elijah Gyansa, Nina Kamal, Rhonda Liu, Tony Mei, Raven Stoddart, Sanam Syed, and Victor Zheng

Karen Reid, Innis College acting principal; Dan Adleman, James Cahill, Aditi Mehta, David Roberts, Bart Testa, and Andrea Williams, teaching staff representatives; Jannie Chien, Jason Daye, Madi Frost, and Daniela Pirraglia, administrative staff representatives; Noel Simpson, alumni representative; Mike Orr, LLL president; Shayla

Anderson, Sana Imran, Denise Ing, Kimiya Karbasy, Mary Stefanidis, and Joanne Uyede, principal's appointees; Meric Gertler, university president

Senior college administrators play an advisory role on ICC as non-voting assessors. This includes the associate dean—advancement, CAO, dean of students, librarian, registrar, and vice principal. Other members of the college community are appointed to various boards and committees, where relevant (see individual board descriptions).

## Boards and committees

ICC is made up of four primary standing committees, known as boards. These are Academic Affairs, College Affairs, Community Affairs, and Student Affairs.

Boards, in turn, establish smaller committees that address more specific issues. “Standing” committees meet year after year, whereas “special” committees are convened for specific purposes and dissolve when matters are resolved. For example, Student Services Committee (SSC) is a standing committee that meets twice each year to review proposals for spending annual Student Services Fee revenues. Art Committee is a special committee that will meet as long as is required to adjudicate the three cycles of student art exhibition that it has funding for.

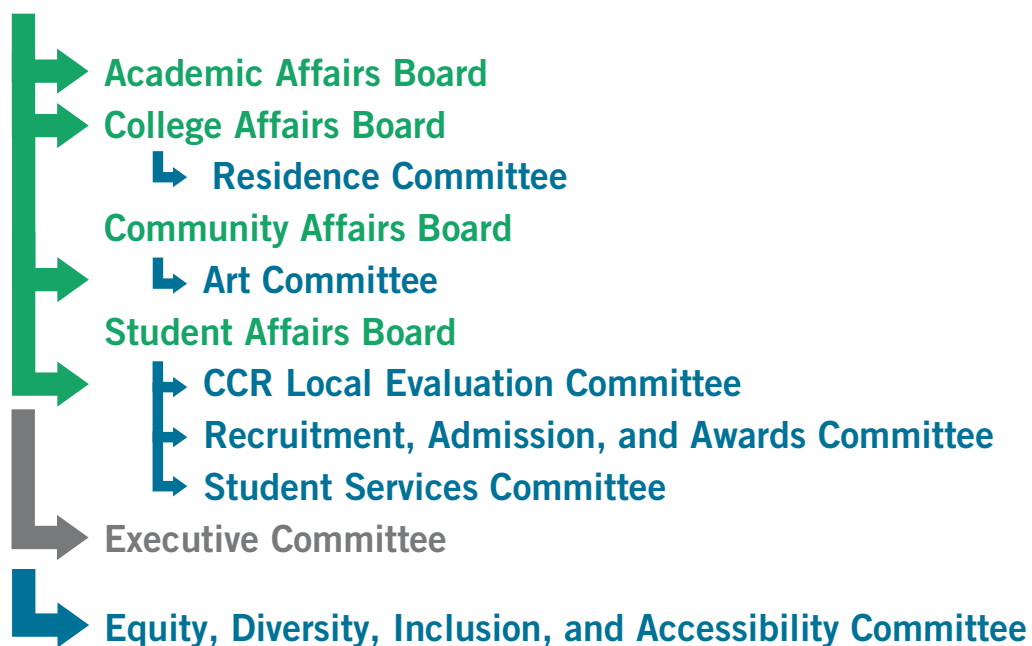
A fifth standing committee, the Executive Committee, is composed of the four board moderators, plus the principal, student society president, and council secretary and speakers. It meets prior to each general council meeting to set the agenda.

New in 2021/22 is the Equity, Diversity, Inclusion, and Accessibility (EDIA) Committee — a special committee that uniquely reports directly to ICC because of its all-encompassing scope. The EDIA Committee emerged in response to [a fall 2020 report](#) of the Working Group on the Black Student Experience at Innis College.

## Board and committee structure

Below you can see which committees presently fall under which boards. Inversely, this diagram shows which board each committee reports up to. All boards, in turn, report to ICC. For example, highlights from the January Residence Committee meeting are reported to the College Affairs Board at its typical March meeting, highlights of which are reported to ICC at its April meeting.

## Innis College Council



## Academic Affairs Board (AAB)

This board meets to discuss the operations and effectiveness of Innis College's academic programs (i.e., Cinema Studies Institute, Innis One Program, Urban Studies Program, Writing & Rhetoric Program), Innis College Library, and Innis Writing Centre. For example, AAB usually meets in mid-October to review and approve new courses and changes to course and program descriptions. Find the full AAB description on pages 4 and 5 of [the ICC Constitution & Bylaws](#).

### 2022/23 membership

Dan Adleman, Donald Boere, James Cahill, Jannie Chien, Joty Gill, Denise Ing, Eva-Lynn Jagoe, Kate Johnson, Aditi Mehta, Karen Reid, David Roberts, Ayaka Teshirogi, Bart Testa, Ben Weststrate, Andrea Williams

## College Affairs Board

This board meets to discuss the operations and effectiveness of Innis College services and facilities and services — 2 Sussex Avenue and 111 St. George Street. For example, the board discusses space use, building refurbishments, IT and audio-visual updates, ancillary services (e.g., Innis Café), and it forms the Residence Committee. Find full

board and Residence Committee descriptions on pages 7 and 8 of [the ICC Constitution & Bylaws](#).

### **2022/23 membership**

Mikaeel Abbas, Jason Daye, Ria Gupta, Kate Johnson, Kimiya Karbasy, Suzanne Macintyre, Steve Masse, Kyle Newcombe, Karen Reid, Ayaka Teshirogi, Bart Testa, Ben Weststrate

## **Community Affairs Board (CAB)**

This board meets to discuss the College's fundraising efforts and engagement (e.g., events, volunteer opportunities) with alumni, friends, and external organizations, including Later Life Learning and the Harold Innis Foundation. This board also forms the Art Committee. Find the full CAB description on pages 8 and 9 of [the ICC Constitution & Bylaws](#).

### **2022/23 membership**

Mikaeel Abbas, Shayla Anderson, Ennis Blentic, Ria Gupta, Mike Orr, Karen Reid, Raven Stoddart, Ayaka Teshirogi, Joanne Uyede, Ben Weststrate

## **Student Affairs Board (SAB)**

This board meets to discuss the operations and effectiveness of the College's non-academic services to students, including the Offices of the Registrars and Student Life. The board also oversees engagement between college administration and student organizations, including ICSS and IRC. SAB forms the Recruitment, Admissions, and Awards Committee (RAAC) that, among several functions, oversees leadership award adjudication; and the Student Services Committee (SSC) that oversees allocation of Student Services Fee revenues. Find full SAB, RAAC, and SSC descriptions on pages 5 and 6 of [the ICC Constitution & Bylaws](#).

### **2022/23 membership**

Donald Boere, Jannie Chien, Madi Frost, Ria Gupta, Sana Imran, Steve Masse, Daniela Pirraglia, Karen Reid, Noel Simpson, Raven Stoddart, Emil Stoykov, Ayaka Teshirogi, Ben Weststrate

# The commitment

ICC meets four times per academic year—typically in October, December, February, and April. Each boards meets two or three times (i.e., between ICC meetings).

Each member is expected to participate on at least one (but ideally more) of the four boards. To participate in a given committee, you should also be a member of its overarching board (e.g., RAAC members must be Student Affairs Board members too). All members are invited to sign up for boards and committees, by the secretary, at the beginning of the governance cycle.

## At a meeting

ICC meetings follow a standard agenda and rules of order—loosely based upon [Bourinot's Rules of Order](#) (available to borrow at the Innis College Library Service Desk). Common agenda items include approval of preview meeting minutes, business arising from those minutes, reports from relevant administrators and student groups, and adjournment.

The first time council and each board and committee meet, self-introductions and election of a moderator and secretary top the agenda.

The moderator guides members through the agenda, facilitating votes and calling for reports as needed.

In 2021/22, all meetings take place virtually on MS Teams. (A link to join will be issued by the ICC secretary with the meeting notice.) Voting is conducted in the meeting chat. Members are prompted to type “in favour,” “opposed,” and “abstained.”

Beyond self-introductions and voting, a typical member’s involvement can be as active or passive as they wish. Active engagement (e.g., asking clarifying questions) in discussions is highly encouraged. In fact, it is fundamental to our parity governance.

While governance is an essential function at Innis College, meetings tend to be conversational and less formal in nature. We aim to create a community atmosphere in which everyone feels comfortable listening and being heard.