

HOSTING SUMMER CONFERENCES:

Council of Deans Minutes of the Meeting of October 6, 1999

Assistant Provost Hunter engaged the Council in a discussion regarding summer conferences. Data on current conferences is provided in Appendix B. Issues raised were:

- a) Do we want to continue to have summer conferences?
- b) What are our reasons for having summer conferences? Among the reasons discussed were: enhancing revenue; keeping housekeepers and dining service employees occupied and earning; recruiting students; serving important constituencies. The reasons to avoid conferences include: wear and tear on facilities; liability issues; extra effort involved, conflicts; and control of buildings.
- c) Should we discount for some groups, and if so for which groups?
- d) What are the concerns about facility use? And who determines whether the facility can be used?

The Council believes that we should continue to engage in summer conferences. It is difficult to make large-scale policy decisions, and cases must be decided on an individual basis.

However, certain guidelines can be set. These include:

- a) When dealing with any group, even internal ones, we should see that there is no additional financial cost to the University when both direct and indirect costs (and depreciation) are factored. The exception to this policy would be those internal programs that benefit our students, and that directly benefit the University, as with Focus.
- b) Internal programs will have priority over external ones.
- c) With external conferences, in no way should the University have to subsidize the conference. In general, we should look to enhance revenue, although with some non-profit groups exceptions may be necessary.
- d) Even with internal conferences, prioritizing may be required. Through review and assessment, undertaken with the help of the Advisory Committee, such priorities should be clarified. The current first-come-first-served basis is inadequate.
- e) Because some units avoid making facilities available by claiming that the space is being used when this may not be true, such decisions should be taken away from the units. The Campus Planning and Space Committee is a good vehicle for adjudicating these decisions. In some instances, there may be good reasons to refuse use of certain areas.