



ST. JEROME'S UNIVERSITY

Senate Council **Minutes of the Friday, April 20, 2018, Meeting**

Present: Katherine Bergman (Chair), Scott Kline (Vice Chair), Carol Acton, Veronica Austen, Darren Becks, Steven Bednarski, Susan Brophy, Tristanne Connolly, Andrew Deman, Fred Desroches, Ryan Devitt, Maureen Drysdale, Jolanta Komornicka, Kerry Lappin-Fortin, Gabriel Niccoli, Lorna Rourke, David Seljak, Toni Serafini, Mark Spielmacher, Myroslaw Tatarzyn, Sylvia Terzian, Bruno Tremblay, Chad Wriglesworth

Guest: Sue Brubacher

Recording Secretary: Christine Schwendinger

Absent: Chris Burris, Megan Durdle, Tessa Femia-Sebben, Stephanie Gregoire*, Norm Klassen*, Zack MacDonald*, Jane Nicholas*, David Perrin*, Viola Poletes Montgomery, Anna Purkey*, John Rempel, BJ Rye*, Ryan Touhey, Cristina Vanin*, Denise Whitehead*, Nick Zunic, Registrar (vacant)
**regrets*

On Leave: Kieran Bonner, Alysia Kolentzsis, Whitney Lackenbauer, Caitlin Mulcahy, David Williams

Open Session

1. **Prayer**

Steven Bednarski opened the meeting with a prayer.

2. **Chair's Remarks**

The Chair announced that our students raised \$43,122.31 for the Canadian Cancer Society at this year's Relay for Life on March 23, 2018 (\$10,000 over their target). In the seven years our students have held this event, they have collectively raised more than a quarter of a million dollars. Our students very much deserve our congratulations for their work. It was excellent to see the community support at the event, including the Waterloo Mayor who came to congratulate the students.

At the meeting on April 12, 2018, the Board of Governors approved the additional \$1.0 million for the library renewal bringing the total commitment to \$1.5M. Past and upcoming additional fundraising will grow that number as well.

The Chair provided an update on the Vice President Administration's (VPA) role. She took some time to look at the VPA's portfolio, which grew over his time at SJU, and to assess how to proceed after his departure. The following interim arrangement will be made for 18 months, with a formal assessment in one year in accordance with the Executive Performance Management Program:

- The Operations Project Manager will now report to the President instead of the VPA and will support the University and Board of Governors.
- The new Director of Finance and Accounting will become the Interim VPA responsible for the university's finances and oversight of University Operations.

- The Director of Facilities will become the Director of Operations and report to the Interim VPA.
- The Interim VPA will have the following direct reports; Director of Infrastructure (and his staff: one full-time, one co-op student), Senior Accounting Analyst, Accounts and Payroll Coordinator, Business Operations Coordinator, and Director of Operations (and his staff: three full-time, one becoming the Lead Hand).

If this structure works well, appointments will be formalized after one year. With SJU being a small institution, we want to give our staff opportunities to grow and, to the VPA's credit, he has done a good job of sharing his knowledge and building the competency of his staff to now take on these roles. The Chair confirmed that although many of the VPA's current duties will be distributed to other staff, the VPA position and title is indeed necessary; over the last six years since her time as President, she has been working to have decision-making at the level where the decision is best made and held accountable.

There will be some staff office changes in the coming weeks. Facilities and IT will be moving to the first floor of SJ1, into the former Philosophy wing. Finance, including the Director of Operations, will be moving to the third floor of SJ1, into the former English/History/Italian and French wing. The Interim VPA will be moving to the President's Office suite.

3. **Approval of the Agenda**

The agenda was approved as distributed. Acton and Bednarski. Carried unanimously.

4. **Declarations of Conflict of Interest**

Members of Senate Council were asked to declare any conflicts they may have in relation to the items on the agenda. No conflicts were declared.

5. **Approval of the Minutes of March 16, 2018**

- Page 4, item 8.e, *Library Committee*, 2nd paragraph, 2nd sentence: "... Because of the change of scope, the ~~timeline~~ **construction** will be delayed to next year. ..."

- The minutes of March 16, 2018, were approved as revised. Bednarski and Serafini. Carried. Five abstentions.

6. **Business Arising from the Minutes**

- Page 2, item 6, *Business Arising from the Minutes*: The Chair of the Governance Committee lifted the tabled motion from the January 19, 2018, meeting regarding reassigning the tasks of the Senate Council Finance Committee to the Governance Committee, effective this coming academic year. Those currently on the Finance Committee will complete their terms.

- **Motion:** That the SJU Senate Council Finance Committee be disbanded and its tasks be reassigned to the Senate Council Governance Committee, effective August 31, 2018. Bednarski and Drysdale. Carried unanimously.

- The Governance Committee will undertake a governance review during the 2018-2019 academic year and will report back to Senate Council.

7. Reports from Committees

a. *Governance Committee*

The Chair of the Governance Committee announced a call for nominations for three SJU committees in 2018-2019. A friendly amendment was made to the terms for the Experiential Learning Advisory Committee and the timelines will now be staggered (one member serving for one year and the second member serving for two years).

The Committee on Research and Scholarship and the Library Committee are under discussion at the bargaining table and the terms are subject to change. Therefore, the call for nominations for those committees is being delayed.

- **Motion:** That Senate Council delay the call for nominations for the Committee on Research and Scholarship and the Library Committee until the May meeting. Bednarski and Drysdale. Carried unanimously.

The May Senate Council meeting has been rescheduled to May 17, 2018, due to many members travelling to Congress.

b. *Academic Committee* – no report

c. *Committee on Research and Scholarship*

The Committee on Research and Scholarship has completed the adjudication of the 2017-2018 Additional Professional Development Fund (APDF) and the 2018-2019 Faculty Research Grant (FRG) applications. Approval letters have been sent out. The funds for the FRG have been depleted and there will be no second round of the competition.

d. *Finance Committee*

The Senate Council Finance Committee will be meeting in May to look at the 2018-2019 budget.

e. *Library Committee*

The SJU Library Commitment to Service has been revised and is coming back to Senate Council for information.

The SJU Library Collections Policy and Guidelines was discussed. In response to the comment on the importance of research being supported in the library collections, the Librarian (Rourke) replied that the SJU Library supports the disciplines we teach; what our students are taught and the research being done are very much tied together. Research is essential to what faculty do and advances teaching. The policy will be taken back to the Library Committee to rework the language to include the pursuit of scholarly activities as a whole. The Vice President Academic and Dean (VPAD) clarified that Catholic intellectual tradition is a liberal arts tradition, which is broad in scope and one that promotes academic freedom.

- **Motion 1:** That SJU Senate Council approve a first reading of the St. Jerome's University Library Collections Policy and Guidelines. Kline and Rourke. Carried. One abstention.

The SJU Library Gifts and Donations Policy and Guidelines was discussed. A recommendation was heard to tighten the language to ensure compliance.

- **Motion 2:** That SJU Senate Council approve a first reading of the St. Jerome's University Library Gifts and Donations Policy and Guidelines. Kline and Rourke. Carried unanimously.

8. Report from the Vice President Academic and Dean

Several of our programs are or will be undergoing a review as part of the UWaterloo Institutional Quality Assurance Process (IQAP): Human Sciences; Italian Studies; Catholic Studies; Medieval Studies (with UWaterloo); Master of Catholic Thought; Sexuality, Marriage, and Family Studies. This is a highly involved process and gives us the opportunity to engage in the exercise of program renewal.

The VPAD provided an update on the status of new academic programming coming out of the academic plan approved in June 2015. A working group was put together for this work and another smaller working group explored the strengths and research areas we have at SJU and possible programs. A Town Hall was held in December 2016 to discuss renewed or new programming, what it means to be a liberal arts university rooted in our mission and vision, and how to attract and engage this current group of students. Feedback from the Town Hall noted new programming should be interdisciplinary; have a flexible, modular curriculum with blended opportunities (e.g., online components); include social justice and diversity; have an experiential component that is research-based; etc. Students should be able to engage programming that leads to a variety of credentials (e.g., certificate, minor, major). The VPAD has had discussions with various UWaterloo faculties, including Environment, Mathematics, and Arts, and the initial responses have been promising, particularly around the theme of leadership. The VPAD outlined a potential leadership program with core courses, additional SJU courses, and approved UWaterloo courses to support the curriculum. Streams would be developed in conjunction with our UWaterloo and Affiliated and Federated Institutions of Waterloo (AFIW) partners. The VPAD noted there are challenges with developing a multi-faculty-SJU program, most notably with UWaterloo's new activity-based budget model and uncertainty how partnerships with the AFIW and equity would work. Also, there is currently reluctance in the Faculty of Arts to offer another direct-entry program. Discussion followed on the potential leadership program, the importance of balancing priorities with all unshared disciplines when we think of program renewal, and the faculty positions currently held in abeyance or filled by definite term appointments. Confirmation was sought from the January 24, 2014 meeting of Senate Council that the Math consolidation would provide an additional 1.5 positions, totalling five positions. The VPAD noted that definite term appointments are currently occupying Math lines in the budget; we are wanting to hold enough positions to allow for block hiring when new or renewed programming decisions are made. The President confirmed conversations with UWaterloo regarding positions created in the English for Math initiative are positive and moving forward.

The VPAD provided an update on student services. A hire has been made for the Service Learning Program Coordinator position; Michelle Metzger will be joining SJU on May 1, 2018. The search for the Director of Student Affairs continues and interviews have been happening this week; the VPAD will report again about this at the next meeting.

The VPAD will be working with the Director of Alumni Development (former Registrar) to develop a robust plan for the replacement of the Outreach and Recruitment Manager.

The Administrative Manager in the VPAD's Office has been working with Chairs to renew the academic section of our website; this work is near completion.

9. **Report from the Registrar**

The VPAD reported that recruiting for Fall 2018 is going well. Our target is approximately 120 students and we currently have roughly 40 confirmed admits. The next push comes mid-May. The Admissions and Recruitment Specialist may contact members of Senate Council to write welcome letters to prospective students; members were asked to please respond since these letters have been found to be effective in helping students make a decision for SJU and UWaterloo.

10. **Report from the Vice President Administration** – no report

11. **Report from the Director of Advancement** – no report

12. **Report from the President**

Three colleagues were congratulated on receiving tenure and/or promotion, effective July 1, 2018: Alysia Kolentsis, English, tenure and promotion to Associate Professor; Susan Brophy, Sociology and Legal Studies, tenure and promotion to Associate Professor; Maureen Drysdale, Psychology, promotion to Professor.

The President has established a President's Advisory Working Group with faculty and staff to focus on UWaterloo's report regarding student well-being. We want to be proactive with student well-being in terms of advising and student programming. Through this small group, the President will engage the community in creating a plan to build an integrative student well-being supports program and interconnecting with UWaterloo. The President thanked Maureen Drysdale for her presentation on student mental health at the recent donor reception, which was very well received.

Gabriel Niccoli, Italian and French Studies, and Myroslaw Tataryn, Religious Studies, were thanked for their contributions to SJU, their expertise, and willingness to take on hard tasks. They were wished all the very best in retirement.

Darren Becks, Vice President Administration, was thanked for his many years of service at SJU and wished well in his new role at Conestoga College.

13. **Reports from Academic Departments**

Due to time constraints, there were no reports from academic departments.

14. **Other Business**

There was no other business.

- The Chair adjourned the meeting.

Approved by SJU Senate Council
May 17, 2018