



ST. JEROME'S UNIVERSITY

Senate Council Minutes of the Friday, October 26, 2018, Meeting

Present: Katherine Bergman (Chair), Carol Acton, Veronica Austen, Steven Bednarski, Kieran Bonner, Oliver Campbell, Tristanne Connolly, Ryan Devitt, Maureen Drysdale, Thirstan Falconer, Norm Klassen, Jolanta Komornicka, Kerry Lappin-Fortin, Zack MacDonald, Viola Poletes Montgomery, BJ Rye, David Seljak, Toni Serafini, Andrew Stumpf, Sylvia Terzian, Denise Whitehead

Guests: Sue Brubacher, Saphron Moule

Resource and Recording Secretary: Christine Schwendinger

Absent: Susan Brophy, Chris Burris, Andrew Deman*, Fred Desroches, Stephanie Gregoire*, Lorna Kelly* (Recording Secretary), Scott Keys*, Alysia Kolentsis*, Jane Nicholas*, David Perrin*, Anna Purkey*, Registrar (vacant), Mark Spielmacher*, Ryan Touhey, Cristina Vanin*, David Williams, Chad Wriglesworth*, Rade Zinaic, Nikolaj Zunic

**regrets*

On Sabbatical/Leave: Scott Kline, Whitney Lackenbauer, Caitlin Mulcahy, John Rempel, Lorna Rourke, Bruno Tremblay

Open Session

1. **Prayer/Reflection**

Steven Bednarski opened the meeting with a prayer.

2. **Chair's Remarks**

There were no remarks from the Chair.

3. **Approval of the Agenda**

The Chair moved the *in camera* session to follow item #3 (Approval of the Agenda). Two items were added to the *in camera* session.

- **Motion:** The agenda was approved as revised. Seljak and Serafini. Carried unanimously.
- **Motion to move in camera:** Bergman and Seljak. Carried unanimously.
The guests of Senate Council left the meeting.
- **Motion to adjourn in camera session:** Bergman and Klassen. Carried unanimously.
The guests of Senate Council returned to the meeting.

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 regular agenda. No conflicts were declared.

5. a. **Approval of the Minutes of May 17, 2018**

- Page 5, item 9, *Report from the Registrar*: Since we currently do not have a Registrar, the title for this item was changed to Registrarial Report.

➤ **Motion**: The minutes of May 17, 2018, were approved as revised. Komornicka and Acton. Carried. Three abstentions.

b. **Approval of the Minutes of September 21, 2018**

- Page 1, *Guests*: Geoff Malleck's name was added as one of the guests.
- Page 1, item 1, *Prayer*: "...with a reflection **on Edith Stein**."
- Pages 1-2, item 3, *Presentation by Geoff Malleck*: The motion at the end of this item was moved up to after the sentence "G. Malleck left the room." and was revised to "Motion to suspend **the** regular open agenda and move **into in camera session**. ..." The sentence "Non-members ~~were asked to leave~~**left the meeting**." was moved up to follow this motion. The remaining portion of the minutes was moved into the confidential session.

➤ **Motion**: Minutes of the open session as identified were moved into the confidential session. Terzian and Austen. Carried unanimously.

➤ **Motion**: The minutes of September 21, 2018, were approved as revised. Drysdale and Seljak. Carried. One abstention.

6. **Business Arising from the Minutes**

May 17, 2018

- Page 6, item 12, *Report from the President*: Service is an integral part of a faculty member's workload and is difficult to acknowledge. A proposal was put forward at the May 17, 2018 meeting for the creation of a Distinguished Service Award. It was clarified that the motion for this item was to approve for a committee to be established to create terms of reference for such an award; this will not be the committee deciding on award winners.
 - Senate Council agreed for this to be an *ad hoc* committee of Senate Council. The Chair of the Governance Committee will send out a call for volunteers.

➤ **Motion to reopen in camera session**: Bergman and Seljak. Carried unanimously. The guests of Senate Council left the meeting.

➤ **Motion to adjourn in camera session**: Bonner and Serafini. Carried unanimously. The guests of Senate Council returned to the meeting.

7. **Reports from Committees**

a. *Governance Committee*

- Governance Review*: The Governance Committee will undertake a governance review of Senate Council during the 2018-2019 academic year. The Chair of the Governance Committee had previously distributed an email reminder and call for feedback on renewal and reform. Presently, the Chair of the Governance Committee offered several possibilities to consider for future discussion:

1. Should Senate Council be a representative body or a committee-of-the-whole?
2. Should the President continue to chair Senate Council (ex officio), or should Senate Council recommend to the Board of Governors an elected Chair?
3. Should Senate Council recommend to the Board of Governors that it send a representative to attend Senate Council meetings?
4. Should the two faculty representatives on the Board of Governors provide reports to Senate Council (to help with communication between the two bodies)?

It was emphasized that changes to the Senate Council membership and the Chair of Senate Council require Board approval. In response to a concern raised about why some members do not attend Senate Council, the ensuing conversation highlighted the desire for clarity on the distinctions between the various bodies that determine, structure, and inform university governance. Clarification is needed on bicameral governance between the Board of Governors and Senate Council and other bodies that structure or inform relations such as the SJU Academic Staff Association, which negotiates working conditions including the duties and composition of some committees. The Chair of the Governance Committee noted this discussion affirms the timely need to revisit and clarify governance structures.

- ii. *Senate Council Meeting Time*: The change of the meeting time to 1:30-3:00 can be revisited for 2019-2020 and the Recording Secretary will send out a survey to members.
- iii. *Audited Financial Statements ending April 30, 2018*: The Governance Committee met last week and reviewed a condensed version of the audited financial statements for the 2017-2018 fiscal year; the full statements are posted on our website. The Chair of the Governance Committee invited Saphron Moule, Interim Director of Finance and Accounting, to speak to this item. The Director noted the audit was completed in June with no significant concerns. The financial statements were presented to the Board Finance Committee and then approved and signed at the Board of Governors meeting on October 4, 2018. The Director gave a high-level review of the financial statements. Income is slightly up from last year with donations and academic fees. Expenses are pretty much on point. In response to a question regarding investments, the President replied that SJU has a socially responsible investment policy and we benchmark our investments on ESG (environmental, social, governance) scores; we are targeting A in the ESG scores. The Director confirmed that to pay for scholarships and bursaries a significant amount is taken from the spendable portion of interest earned in endowed investments; if depleted, we then use operating funds. The President noted we are still waiting to see what the new provincial government will do with provincial funding for universities. The President also noted that Ontario universities are required to submit a policy on freedom of speech and SJU will be working closely with UWaterloo on this.

The Chair of the Governance thanked the Interim Director of Finance and Accounting for her report and noted it was a transparent and thorough explanation. He noted academic revenues sustain university operations and allow for stability; at the same time, ancillary operations now account for a net profit of \$1,000,000, though they required a significant upfront investment and substantial ongoing overhead. The Chair stressed it was desirable for administration to continue to explore additional revenue streams through ancillary services to build on the modest profit seen this year and last, and that it is important for Senate Council to monitor ancillary expenditures and profits in relation to academic resources.

Moule left the meeting.

- iv. *2018-2019 Committee Membership Update*: According to Article 19.2.4: Continuing Appointments - Lecturer (Collective Agreement, full-time unit), standards for continuing status for Lecturers need to be developed. In light of this, an *ad hoc* committee needs to be established, similar to the *ad hoc* committee established in 2014 to develop standards for tenure and promotion.
 - The Governance Committee will draft terms of reference for the committee, which will be distributed with a call for nominations.
 - **Motion**: That SJU Senate Council establish the *Ad hoc* Committee on Continuing Status Standards and that this *ad hoc* committee develop standards for continuing status for Lecturers. Bednarski and Connolly. Carried unanimously.
- b. *Academic Committee* – no report
- c. *Committee on Research and Scholarship*

The Research Officer reminded full-time academic staff that applications to the fall competition of the Aid to Scholarly Publications Fund (ASPF) are due November 1, 2018.

- d. *Library Advisory Committee* – no report

8. **Report from the Acting Dean**

The Acting Dean's September 21, 2018 and October 26, 2018 written reports had been distributed with the agenda package. A member asked the Chair of Sociology and Legal Studies to speak to the two Legal Studies hirings (October 26, 2018 report). The Chair noted we are advertising for two positions, one at the Associate rank and one at the Assistant rank, both beginning July 1, 2019. The application deadline is January 15, 2019. The two positions will bring Legal Studies into a regular faculty complement allowing us to offer all Legal Studies courses we are required to offer.

Discussion followed on why our graduation and investiture ceremonies are held at venues off campus or recently at UWaterloo (i.e., has the number of students coming to ceremonies increased and/or are they allowed to bring more guests?).

- A recommendation was heard for Student Affairs to request feedback on the investiture ceremony.

9. **Report from the Interim Vice President Administration**

There were no comments on the Interim Vice President Administration (VPA)'s written report. On behalf of the Interim VPA, the President noted the 2019-2020 budget process will be a more consultative process to better understand the direction we want to go, based on the University's Strategic Plan and Academic Plan. The goal is for the final budget to be completed and approved at the April Board meeting.

10. **Report from the Director of Advancement**

The Director of Advancement was thanked for her efforts as outlined in the Office of Advancement Report distributed with the agenda package. The President applauded the Director on the considerable work that has been done to address the donor database. The Director asked to be kept informed of those who express the desire of keeping connected to the University (e.g., retired faculty and staff members). The Director noted she feels it is important to share with donors what their funds are going towards and we have changed how we report back to donors on

their endowment (e.g., asking students who receive scholarships to write thank you notes to the donors or even to meet them). Donor interest has been increased by inviting them to attend lectures and events at SJU.

As part of our fundraising appeal (through mail, email, call centres, crowdfunding), we have received some significant gifts specifically noted for the library renewal, including two planned gifts. The Director suggested that perhaps a student travel fund could be created to support, for example, students going to Peru or to Italy as part of an upcoming course. The Director noted the hope with crowdfunding is to help millennials develop their altruism and habit of philanthropy.

The President noted that the Director of Alumni Development has been working on developing the connection with our alumni; a newly formed alumni committee (with recent graduates) will be holding a beer and wine tasting event this coming weekend. The President reminded Senate Council that SJU can offer our own Honorary Doctorates, another good way to help us celebrate who we are.

MacDonald and Falconer entered the meeting.

11. **Report from the President**

The President noted that the library will be relocated to the basement floor of Finn during construction. The move will begin mid-April 2019 with the main library remaining open until May 1, 2019. The temporary location will include a circulation area, library staff offices, and limited study space, allowing for basic library functions and services. The research labs in SJ1 will be relocated to the upper floor of Finn. The Assistant Librarian noted we need to plan ahead for reference materials to be available in Finn during the renovations and for faculty to sign out needed materials before May; otherwise, the collection will be put in storage. The Assistant Librarian will be giving a presentation at the next Senate Council meeting regarding the library renewal.

- A recommendation was heard to advertise the library expansion on the main page of our website, connecting the importance of this expansion with academic programming.

12. **Reports from Academic Departments**

- The second Soirées Ciné will be held on October 29, 2018, with the movie *Maurice Richard* (2005).

13. **Other Business**

There was no other business.

- The Chair adjourned the meeting.

Approved by SJU Senate Council
November 23, 2018