



ST. JEROME'S UNIVERSITY

Senate Council Minutes of the Friday, February 8, 2019, Meeting

Present: Katherine Bergman (Chair), Carol Acton, Veronica Austen, Steven Bednarski, Kieran Bonner, Andrew Deman, Ryan Devitt, Thirstan Falconer, Stephanie Gregoire, Scott Keys, Scott Kline, Alysia Kolentsis, Kerry Lappin-Fortin, Zack MacDonald, David Perrin, Viola Poletes Montgomery, Anna Purkey, John Rempel, David Seljak, Toni Serafini, Mark Spielmacher, Andrew Stumpf, Sylvia Terzian, Bruno Tremblay, Cristina Vanin, Denise Whitehead, Chad Wriglesworth, Nikolaj Zunic

Guests: Martha Fauteux, Luke Jeffery, Katrina Kaczala, Michelle Metzger, Joel Murphy, Rebecca Rucurean, Erika Toffelmire, Jessica Vorsteveld

Resource and Recording Secretary: Christine Schwendinger

Absent: Susan Brophy*, Chris Burris, Fred Desroches*, Maureen Drysdale*, Norm Klassen*, Jolanta Komornicka*, Idiris Mahamud, Jane Nicholas*, Registrar (vacant), David Williams, Rade Zinaic*
**regrets*

On Sabbatical/Leave: Tristanne Connolly, Whitney Lackenbauer, Caitlin Mulcahy, Lorna Rourke, BJ Rye, Ryan Touhey

Open Session

- Prayer/Reflection**
Nikolaj Zunic opened the meeting with a prayer.
- Chair's Remarks**
The Honorable Murray Sinclair, Senator, will speak on the topic, "Reconciliation and the University" on February 13, 2019, 10:00-11:30 am, Conrad Grebel University College.
- Agenda Review, Declare Conflicts, Additions, Changes**
No conflicts were noted. No additions or changes to the agenda were identified.
 - **Motion:** To approve the agenda as presented. Devitt and Kolentsis. Carried. One abstention.

Consent Agenda

The Chair once again explained the purpose of a consent agenda.

- Approval of the Minutes of January 18, 2019**
 - Friendly amendment to page 3, item 9.a.ii, *Structure and Composition*, 1st bullet: The content in the brackets was removed.
Motion: To approve the minutes of January 18, 2019, as amended.
- Governance Committee Report**
Motion: To receive for information the reminders for the second call for nominations (*Ad hoc* Committee on Continuing Status Standards) and the second call for volunteers (*Ad hoc* Committee on Distinguished Service Award), both deadlines being February 13, 2019.

6. **Committee on Research and Scholarship Report**

Motion: To receive for information the update on the 2019-2020 Faculty Research Grant and reminders for the Aid to Scholarly Publications Fund and Additional Professional Development Fund, deadlines for the latter two being March 1, 2019.

- **Motion:** To approve and receive for information by consent items 4 to 6 above. Serafini and Lappin-Fortin. Carried. One abstention.

Regular Agenda

7. **Student Affairs Report: J. Vorsteveld, Director of Student Affairs**

Jessica Vorsteveld, Director of Student Affairs, introduced the members of the Student Affairs department that were present: Martha Fauteux (Director, Campus Ministry); Erika Toffelmire (Student Programs and Campus Ministry Coordinator); Jessica Huston (Student Affairs Administrative Assistant); John Arnou (Assessment Specialist); Katrina Kaczala (Administrative and Events Assistant); Luke Jeffery (Residence Manager); Michelle Metzger (Service Learning Program Coordinator); Rebecca Rucurean (Admissions and Recruitment Specialist); Joel Murphy (Student Engagement Coordinator). Each member provided a brief description of their role. Other members of the department include: Joe Varamo (Advising Specialist); Lindsay Thompson (Wellness Coordinator).

The focus of the past six months has been on communication about the new Student Affairs department, development of the new Student Affairs team, and clarification and development of new roles and responsibilities. Student Affairs has representation at Academic Committee, the Experiential Learning Advisory Committee, and with the new Foundations of Student Leadership course for dons and SJU student leaders. The next six months will primarily be focused on planning and aligning the Student Affairs' priorities with the priorities and commitments in SJU's Strategic Plan and Academic Plan.

Discussion:

- In response to a question raised about the vacant Registrar position, the Vice President Academic and Dean (VPAD) confirmed we have ensured SJU representation at every table at the University of Waterloo (UWaterloo). We are currently working on the role of Registrar and determining how that position fits into this renewed Student Affairs structure. A report on this matter will be coming to an upcoming meeting.
- Student Affairs is developing a process for students in need of counselling but who are not co-registered with SJU. In the meantime, instructors can send students to the Wellness Coordinator who will determine next steps. Student Affairs is also working on a process of what to do and possible resources when the Wellness Coordinator is not available.
- Student Affairs will be looking at programming for off-campus students in its planning work over the next few months. The President noted that the Fireplace Lounge has been designated for use by off-campus students and senior administration has been working with the SJU Students' Union to develop a variety of programming. Student Affairs will be planning and developing programming across the entire continuum of SJU's relationship with students (when they apply, through all their years at the University, to graduation, and then as alumni).

Members of Student Affairs left the meeting. Fauteux, Rucurean, and Vorsteveld remained in the meeting.

8. **Governance Committee Report**

a. **Senate Council Terms of Reference**

At the meeting on January 18, 2019, Senate Council asked for more time to consider the suggested changes to the Senate Council Terms of Reference. The changes are being

brought forward for further discussion. Senate Council was reminded that any changes to its membership, chair, and duties and responsibilities are approved by the Board of Governors.

i. *Structure and Composition:*

Full or Representative Senate Council: There was agreement on the value of continuing with a full Senate Council membership, encouraging all members to attend and engage at these meetings. This brings a diversity of voices to discussions.

Chair of Senate Council: The primary role of the chair is to facilitate conversation and ensure all members are heard. Although Senate Council is an academic body dealing with academic affairs, discussions do come up spontaneously that affect administration; with the President as chair, there have been times when they are in the position of having to participate in a discussion while also being responsible for chairing the meeting. A recommendation was heard that in these times or when there is a conflict of interest, the chair removes themselves from the discussion and another chair is appointed for that portion of the meeting. Another recommendation was heard to consider the value of having an elected chair, as SJU has past experience of an elected chair with College Council. It was noted that part of the President's role is to function as the pivot between Senate Council and the Board of Governors; if the President is not the chair of Senate Council, will this affect their ability to function as this pivot? There was no agreement on this matter.

UWaterloo Faculty and/or Board Representative: Should there be a UWaterloo faculty representative at Senate Council? Such representation is currently part of the membership. Should there be a SJU Board representative at Senate Council? What is the best way to move forward in having such representation and ensuring it is a benefit for SJU? There was no agreement on this matter.

ii. *Duties and Responsibilities:*

Senate Council discussed the current list of its duties and responsibilities and the proposed revisions. The value of the current detailed list is that it avoids possible misinterpretation. A recommendation was heard that Senate Council consider revising the duties and responsibilities to somewhere between the current list and the proposed revisions. It is important to consider the change in language regarding Senate Council's authority: the current list uses the language "Senate Council shall...develop and approve, conduct, consider and make recommendations, approve, etc." while the proposed revisions use the language "Senate Council shall have authority...over."

Senate Council was asked to provide any further feedback (specific ideas, suggestions) on the Senate Council Terms of Reference to the Chair of the Governance Committee.

9. **Library Advisory Committee Report**

- **Motion:** To give the revised Library Advisory Committee Terms of Reference a second reading and to accept the Library Advisory Committee's Terms of Reference. MacDonald and Acton. Carried unanimously.

10. **Acting Dean's Report**

The Ontario universities application deadline closed on January 16, 2019. As of January 18, 2019, numbers indicate that SJU applications are up 13% over last year; as of this week our numbers are up even further. UWaterloo Faculty of Arts' numbers are also up; UWaterloo Arts is sending out offers earlier this year. SJU has made some offers with more going out mid-March and the remainder at the end of April/early May. More students have accepted our offers than at this time last year. Offers are to be accepted by June 3, 2019. The Acting Dean asked Senate Council to help with efforts to reach out to prospective students and attend Open House on

March 9, 2019. SJU continues to send hardcopy offer and information packages with personalized notes. The liaison officers will be phoning applicants.

In response to a question about the 2019-2020 budget process, the Acting Dean replied that the VPAD is working with her and the Interim Vice President Administration (VPA) on the budget. The VPAD and VPA have met with Affiliated and Federated Institutions of Waterloo (AFIW) directors and UWaterloo Institutional Analysis and Planning (IAP) to discuss how to handle the announced 10% cuts in tuition fees and potential cuts in core provincial grant funding, which will have a significant impact on the budget. The AFIW and UWaterloo budget preparers are staying in close contact to ensure, as much as possible, that our assumptions remain fairly consistent. All signs point to a difficult budget cycle. The SJU budget timeline will continue to move forward as scheduled: presentation to the Board Finance Committee, Senate Council Governance Committee, and Senate Council in March 2019, with approval by the Board of Governors at its April 2019 meeting.

11. **President's Report**

The President was open for questions. There were none.

12. **Updates from Academic Departments**

Sr. Helen Prejean, SJ will present at the Lectures in Catholic Experience on March 1, 2019, 7:30 pm, Vanstone Lecture Hall. Sr. Prejean will be speaking about her ongoing work against the death penalty and with victims' families. SJU hopes to host an event for university and high school students that afternoon, depending on Sr. Prejean's availability.

The next Reading Series event will be held on March 8, 2019, 4:30 pm, with a reading by novelist Melanie Fishbane.

The Ninth Annual Sexuality, Marriage, and Family Studies (SMF) Research Symposium will be held on Saturday, April 6, 2019. The deadline for proposals is February 25, 2019.

The SMF program is undergoing a review in 2018-2019. The site visit with external reviewers will be on March 18-19, 2019.

The VPAD thanked everyone, and especially staff, for all of their work on the various program reviews that have been taking place this year.

13. **New Business**

There was no new business.

- **Motion:** To adjourn the Open Session and move into Confidential Session. Bergman and Seljak. Carried unanimously.

Non-members left the meeting.

- **Motion:** To move out of Confidential Session. Bonner and MacDonald. Carried unanimously.
- The Chair adjourned the meeting.

Approved by SJU Senate Council
March 29, 2019