



ST. JEROME'S UNIVERSITY

BOARD OF GOVERNORS

Minutes of the Thursday, December 2, 2021 Meeting

Present: Michael Pautler (Chair), Mark Wendland (Vice Chair), Frank Boerboom, Sue Brubacher, Roberta Cauchi-Santoro, Cheri Chevalier, Mary Ellen Cullen, Cynthia Davis, Ernie Doyle, Melanie Garaffa, Anne Jamieson, Carol Ann MacGregor, Ted McKechnie, Peter Meehan, Alan Rego, Bruce Rodrigues, Toni Serafini, Andrew Turczyniak, Fr. Tim Uniac, Brendan Whittle

Resources: Mike Gourlay, Executive Director, Finance and Administration; Saphron Moule, Director, Finance and Accounting; Katrina Kaczala, Recording Secretary

Regrets: Benjamin Mathew

The meeting was conducted using Zoom, a video and teleconference service.

OPEN SESSION

1. PRAYER & LAND ACKNOWLEDGEMENT

The prayer was provided by M. Pautler.

M. Pautler provided an acknowledgement that the land on which the University resides and does business is located on the traditional territory of the Attawandaron (Neutral), Anishnaabeg, and Haudenosaunee peoples. The University campus is situated on the Haldimand Tract, land promised to Six Nations, which includes six miles on each side of the Grand River.

2. CHAIR'S REMARKS

The Chair introduced new Zoom meeting protocols the University is enacting to prevent "Zoom bombing" during Board meetings.

The Chair noted that the University is planning its transition back to working on campus in January and the Board will likewise plan and discuss transitioning back to meeting in-person.

Reports by Committee Chairs have been added to the consent agenda to keep the entire Board apprised of the ongoing work happening at the Committees. The Executive Committee decided to conduct a trial run to see if this level of reporting is useful. Feedback from Board Members is welcome.

The Chair congratulated P. Meehan on his Installation Ceremony as President and Vice Chancellor, thanked the staff and faculty responsible for organizing the event, and thanked the Board Members who were able to attend and celebrate.

The Chair congratulated M. Gourlay being recognized by the Chartered Professional Accountants (CPA) of Ontario as a recipient of the 2021 Emerging Leader Award.

3. PRESIDENT'S REMARKS

P. Meehan thanked the Board Members who were about to attend his Installation as President and Vice Chancellor.

P. Meehan reported that the University is preparing for a return to normal levels of on campus activity beginning in the Winter term.

The senior leadership team recently held an in-person meeting with Dr. Vivek Goel, the newly appointed President of the University of Waterloo, and welcomed him for a tour of St. Jerome's.

St. Jerome's is preparing to take part in the Synodal process that has been initiated by Pope Francis.

4. VICE PRESIDENT ACADEMIC AND DEAN'S REMARKS

C.A. MacGregor reported that the University is planning for most teaching to take place in-person during the Winter term, with some classes still being held online.

The entire Student Affairs team recently took part in Assist Training, which focuses on suicide intervention.

Lorna Rourke, the University Librarian, will be retiring in the coming year and preparations are being made to begin recruiting to fill the role.

A final concluding report reflecting on what was and was not achieved under the current Academic Plan is underway as the University prepares to develop its new Academic Plan.

5. EQUITY, DIVERSITY AND INCLUSION (EDI) UPDATE

The President's Advisory Group on Equity, Diversity and Inclusion has concluded meeting and is now working on preparing its final report and proposed action plan with the aim of completion in January.

6. AGENDA REVIEW, DECLARE CONFLICTS, ADDITIONS, CHANGES

No conflicts were declared. No additions or changes were made to the agenda.

Motion: To approve the agenda as presented.

Moved: A. Turczyniak, **Seconded:** A. Jamieson, **Carried.**

Consent Agenda

7. MINUTES OF THE OCTOBER 7, 2021 BOARD OF GOVERNORS MEETING

8. MINUTES OF THE OCTOBER 28, 2021 AD HOC BOARD OF GOVERNORS MEETING

9. UPDATED SELF-ASSESSMENT SKILL MATRIX SUMMARY AND BOARD MEMBER RECRUITMENT MATERIAL

10. COMMITTEE CHAIR REPORTS

Motion: To approve and receive for information by consent items 7 to 10 above.

Moved: C. Davis, **Seconded:** M. Garaffa, **Carried.**

Regular Agenda

11. 2022 BOARD WORKSHOP TOPIC

Board Members discussed the proposed topic of “resiliency” for the 2022 Board workshop. The Mission Committee recommended this topic as it relates to the ongoing COVID-19 pandemic and the transition to life following the pandemic. The President has secured the services of Dr. Robyne Hanley-Dafoe to facilitate the workshop. Options for conducting the workshop in-person will be explored by administration.

Motion: To receive for information the topic for the 2022 Board of Governors workshop and discuss the possibility of holding the workshop in person.

Carried by consensus.

12. 2022-2027 STRATEGIC PLANNING UPDATE

The Board received an update from P. Meehan and C.A. MacGregor regarding the Strategic Planning process, which included an overview of the community consultation process and results of the community survey.

The Strategic Plan Steering Committee will be forming a smaller writing group which will review the feedback in more detail and update the draft plan accordingly. The Steering Committee will also be contemplating assigning metrics and accountability to the strategic priorities.

13. ANNUAL RISK MANAGEMENT REPORT

M. Gourlay and S. Moule provided an overview of the 2021 Risk Management Report. One of the top five institutional risks identified in 2019-2020/2020-2021 was the absence of a University emergency response plan. To mitigate this risk, the 2021 SJU Emergency Preparedness Plan has been created and was presented for information. It is expected that additions to this plan will be added in the future.

Motion: To receive for information the 2021 Risk Management Report.

Carried by consensus

14. FINANCIAL UPDATE AND FORECAST

M. Gourlay provided the Board with the financial update and forecast as of November 1, 2021 for the 2021-2022 fiscal year. It was noted that there has been an increase in utility costs due to

the new air filters that were installed to meet the new air quality standards resulting from the COVID-19 pandemic.

Motion: To receive for information, the financial update and forecast as of November 1, 2021 for the 2021-2022 fiscal year.

Carried by consensus.

15. NEW BUSINESS

A Board Member made an inquiry regarding conducting formal exit interviews with Members who are retiring or otherwise leaving the Board. It was agreed that the Executive Committee would add this to its next agenda for discussion and report back to the Board accordingly.

Motion: To adjourn Open Session and move into Confidential Session.

Moved: T. McKechnie, **Seconded:** A. Jamieson, **Carried.**

S. Moule left the meeting.

[Secretary's note: Following a discussion in confidential session, the Board reconvened in open session to make the below motion. Motions regarding the University's auditors usually occur within open session so they can be included within the Board's public documents.]

Motion: To approve a 1-year extension appointing PwC as the University's auditor for the fiscal year 2021-2022, subject to the stated terms and conditions and pricing as amended.

Moved: M. Wendland, **Seconded:** E. Doyle, **Carried.**

Motion: To adjourn Open Session and adjourn the meeting.

Moved: M. Wendland, **Seconded:** A. Rego, **Carried.**

Meeting Adjourned.

December 2, 2021
/kk

Michael Pautler
Chair of the Board of Governors