



# ST. JEROME'S UNIVERSITY

## BOARD OF GOVERNORS

### Minutes of the Thursday, April 2, 2020 Meeting

**Present:** Mark Wendland (Vice Chair), Mary Ellen Cullen (Chair)\*, Steven Bednarski, Frank Boerboom\*, Cheri Chevalier, Ernie Doyle, Anne Jamieson, Scott Kline, Ken Lavigne, Tony MacKinnon, Ted McKechnie\*, Murray McDermott, Michael Pautler, Lauren Pazzano, Bruce Rodrigues, Chris Roehrig, Toni Serafini, Kathy Smidt, Joe Varamo

**Resources:** Mike Gourlay, Executive Director, Finance and Administration; Cristina Vanin, Interim Vice President Academic and Dean; Katrina Kaczala, Recording Secretary

**Regrets:** Laura Zilney

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

*\*attended the meeting via phone*

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## OPEN SESSION

M. Wendland noted to Board members that M. Cullen could not attend the meeting using a computer, and instead was attending the meeting by phone. As a result, M. Wendland would be chairing the meeting.

In order to manage the discussion, a roll call would be held following the Covid-19 presentation to ensure everyone had the opportunity to speak and ask questions.

*A roll call was performed to confirm who was in attendance.*

### 1. PRAYER

The prayer was provided by M. Wendland.

### 2. COVID-19 PRESENTATION

S. Kline provided the Board an update about the steps the university was and is taking in the wake of the COVID-19 pandemic situation:

Board members were given the opportunity to discuss further and ask S. Kline, M. Gourlay, and C. Vanin questions following the presentation. Highlights from the discussion is as follows:

Decisions about closing campus, working from home, etc. have largely been made in consultation with the University of Waterloo and the Affiliated and Federated Institutions of Waterloo (AFIW).

There is no government funding that SJU currently qualifies for, but further clarification is needed from the government. The government has also named that 25 million dollars will be distributed to universities, but further information as to how these funds will be distributed is still pending.

The SJU Graduation Ceremony and Green and Gold Gala can not be held this year. Staff are currently looking for a way to honour the students who will be graduating, and staff are working with Students' Union to determine the best way to acknowledge award winners (of graduating student awards).

In conjunction with UW and the AFIW, staff are working with students who were contracted to stay in residence in the Spring that still require a place to live to find them alternative accommodations.

Administration would like to consider staff layoffs as a last resort.

The Finance team is already looking to the future and a five year budget plan, and taking into account the University's risk management program in their planning.

SJU is working closely with UW's communications department to keep the SJU community informed. Many of the communications released affirm UW's messaging with an SJU specific emphasis.

### **3. COMMITTEE CHAIR SELECTION PROCESS**

T. Mackinnon provided the Board with an overview of a draft Board policy regarding Nomination and Appointment of Chairs for Board Committees. The policy came before the Governance Committee in March and will go before the Board at the June meeting. There is currently no policy in place that outlines the procedures for selecting Board committee chairs. As such, it was purposed that the Board follow the spirit of the draft Nomination and Appointment of Chairs for Board Committees policy to assist in selecting committee chairs for the upcoming Board year.

Further discussion regarding draft policy will be discussed at the June Board meeting when the policy is brought forward for approval.

T. MacKinnon, as the Chair of the Governance Committee, will place a call to the Board for nominations for the committee chair positions that are available. The nomination period will remain open until May 1, 2020.

### **4. NEXT STEPS**

Committees will still conduct their meetings using the SJU conference line, Zoom or other online conference platforms.

The next Board meeting scheduled for June 4, 2020 at 6:00pm will take place using Zoom.

**Meeting Adjourned.**

April 2, 2020  
/kk

Mary Ellen Cullen  
Chair of the Board of Governors