



DECEMBER 18, 2020
MINUTES
VIDEOCONFERENCE

Chair: Robert Hall

Present: Abel Bosum, Jane Brydges, Kent Carson, Pierre Cossette, Enzo Evangelisti, Michael Goldbloom, Daniel Fournier, Brian Levitt, Charlene Marion, Michel Marleau, Heather McKeen-Edwards, Cathy McLean, Jessica Riddell, Scott Stoddard, Calin Valsan, Tova White

Senior Administration: Nick Andrews, Reena Atanasiadis, Marie-Josée Dufour, Isabelle Goyette, Claire Grogan, Corinne Haigh, Kerry Hull, Denise Lauzière, Stine Linden-Andersen, Michele Murray, Jacqueline Scott, Miles Turnbull

Guest: Jenn Cianca

Secretary: Trygve Ugland

ITEM 1: CHAIR'S WELCOME

The Chair called the meeting to order at 3:05 p.m.

ITEM 2: APPROVAL OF AGENDA

The agenda was approved as presented.

Moved by: Michel Marleau

Seconded by: Kent Carson

Motion carried.

ITEM 3: APPROVAL OF MINUTES

The minutes of the November 6, 2020, meeting were approved as presented.

Moved by: Brian Levitt

Seconded by: Cathy McLean

Motion carried.

ITEM 4: BUSINESS ARISING

There was no business arising from prior meetings.

ITEM 5: PRINCIPAL'S REPORT

Principal Goldbloom reported that Governor Patricia Pleszczynska had passed away on November 26, 2020. He said that although she had only joined the Board in May 2020, her thoughtful contributions would be missed. The Principal said that due to the pandemic there will not be a memorial service at this time. Chair Robert Hall said that he had spoken with Ms. Pleszczynska's husband who mentioned that she had been excited about joining the Board of Governors and had looked forward to contributing to the University's governance.

Principal Goldbloom said that under Mr. Pierre Cossette's leadership, the *Bureau de coopération interuniversitaire* (BCI) has held regular meetings between the heads of the universities and senior Quebec government officials. The Executive Committee of the BCI will meet with the Quebec Minister of Finance, Mr. Éric Girard, in early January 2021 to discuss the needs of the universities.

The extension of the 410 Autoroute was completed on December 17, 2020, almost 35 years after the University was first approached about the project.

ITEM 6: COVID-19 UPDATE

Principal Goldbloom said that at this last meeting of 2020, he thought it would be appropriate to update the Board on the how the University has been dealing with the pandemic. He said that the University community has risen to this unprecedented challenge through good planning, good behaviour, exceptional dedication, adaptability, resilience and good luck.

On March 9th, the University established a COVID-19 Task Force under the leadership of the Dean of Student Affairs, Dr. Stine Linden-Andersen. On March 14th, following the Quebec government's restrictions on in-person learning activities, the University implemented the protocols established by the COVID-19 Task Force and all classes pivoted online. Spring and Summer 2020 courses were offered exclusively online, and Fall 2020 courses were offered in a blended model which included in-person, remote and hybrid classes. The Principal reported that in Fall 2020, approximately 42% of students were enrolled in at least one class in-person. On November 13th, the Eastern Townships became a 'red zone' and almost all Fall 2020 classes were delivered remotely.

Principal Goldbloom said the main financial risks for 2020-21 were decreased tuition revenue and decreased ancillary revenue. Travel restrictions affected international student enrolment for Fall 2020 and COVID-19 regulations limited the number of students who could be accommodated in residence. The Fall 2020 increase in students from Quebec and the rest of Canada was not sufficient to cover the loss of international tuition fees. At its September 25th 2020 Board meeting the University forecast an overall loss in revenue of \$6.3M for 2020-21, summarized as:

- \$2.8M less in student fees (mainly international tuition),
- \$5.4M less in ancillary revenue (mainly residences), and
- a gain of \$1.9M resulting from the removal of the “cap” imposed by the new government funding formula which was adopted in 2018-19.

From March to mid-November, the University did not have a COVID-19 case amongst its students, faculty or staff. On November 11th, the University was advised that a student in residence had contracted the virus and had spread it to others in his ‘pod’. The protocols established by the University’s COVID-19 Task Force were immediately put in place. At its peak, the outbreak included 24 cases in residence and an additional 35 cases off-campus. There were no new cases reported as of mid-November and by December 18th all students who had contracted the virus were out of quarantine and no longer symptomatic.

For two days during the outbreak, a mobile testing unit from the local public health authorities was present on campus. The University has been in discussions with public health to establish a testing site on campus which would be run by the University’s Health Clinic and which would serve Bishop’s and Champlain students, staff and faculty.

The Principal said that an extension of the ‘red zone’ measures into 2021 could reduce the number of international students enrolling in Winter 2021 and would continue to affect revenue from ancillary services due to fewer students in residence and on campus. He said that Winter 2021 courses will be offered remotely until public health directives change the region’s pandemic alert state from ‘red’ to ‘orange’ which would allow in-person activities as long as health and safety guidelines are followed.

The Principal reported that Senate had adopted a series of measures intended to reduce student stress during the Fall 2020 and Winter 2021 semesters, including providing students with the option to convert their numerical grades to a Pass/Fail and changing the ‘Withdraw with Permission’ date to the last day of classes.

The Principal said that the University will need to make some mid-term decisions in the next few months, such as determining which activities can be permitted in the Sports Centre and whether to plan for conference services to be promoted for Summer 2021.

Many of the decisions the University will need to make for the longer term are based on lessons learned from the past nine months, including online learning options, staff working

remotely, University services offered virtually and the technology required to support remote activities. During its retreat in June 2021, the Board will explore and discuss the lessons learned since the beginning of the pandemic.

The Principal said that one of the main takeaways from the past nine months was the value of Bishop's in-person, relationship-rich model of higher education.

Ms. Cathy McLean asked if the University anticipated making the vaccine mandatory for students returning to campus in Fall 2021. The Principal said that the University had not discussed this.

ITEM 7: REPORT OF THE FINANCE AND AUDIT COMMITTEE

The Chair of the Finance and Audit Committee, Mr. Michel Marleau, reported that the Committee met on December 4th, 2020, to discuss the 2020-21 cash flow update, the 2020-21 financial risks update and the 2020-21 Forecast presented to the Board on September 25, 2020.

Mr. Marleau said the updated 2020-21 cash flow revealed that the University's maximum needs will be approximately \$7.1M, peaking in May 2021.

Mr. Marleau invited Vice-Principal Finance and Administration Isabelle Goyette to speak to the 2020-21 COVID-19 budget. Ms. Goyette said that the *Ministère de l'Enseignement Supérieur* required universities to provide it with a 2020-21 budget which accounted for the impact of the COVID-19 pandemic and which was approved by their Board of Governors in Fall 2020.

The 2020-21 Forecast, which was presented to the Board at its meeting on September 25th, 2020 is considered by the *Ministère de l'Enseignement Supérieur* to be a COVID-19 budget.

RESOLUTION 2020-05-01 APPROVING THE 2020-21 COVID-19 BUDGET

WHEREAS the Ministère de l'Enseignement Supérieur requires the Board of Governors to approve an operating budget which accounts for the impact of the COVID-19 pandemic;

WHEREAS the 2020-21 COVID-19 Budget was presented to the Board of Governors at its September 25, 2020, meeting;

AND WHEREAS the Finance and Audit Committee reviewed and discussed the 2020-21 Operating Budget at its meetings on September 9, 2020, and December 4, 2020;

BE IT RESOLVED THAT the Board of Governors approves the 2020-21 COVID-19 Budget as presented by the Vice-Principal Finance and Administration at the September 25, 2020, Board meeting and set out in the 2020-21 Forecast presentation (document 2020-05-07i).

Moved by: Heather McKeen-Edwards

Seconded by: Jessica Riddell

Motion carried.

ITEM 8: ACADEMIC REPORT

Vice-Principal Academic and Research Miles Turnbull said that his report contained details about Winter 2021 enrolment, progress on the Canada Research Chair search and an update on research at the University.

ITEM 9: JOINT BOARD AND SENATE TASK FORCE ON EQUITY, DIVERSITY AND INCLUSION
Chair Robert Hall invited the Chair of the Joint Board and Senate Task Force in Equity, Diversity and Inclusion (EDI), Dr. Jenn Cianca, to present the EDI Task Force's preliminary report.

Dr. Cianca said the EDI Task Force was mandated to identify structural or systemic barriers, injustices and biases at the University and to make recommendations about any actions which it deems appropriate to dismantle these barriers and advance equity, diversity and inclusion at Bishop's. The EDI Task Force was required to present a preliminary report to Senate and to the Board of Governors at their first meetings after November 30, 2020.

Senate received the preliminary report of the EDI Task Force on December 11, 2020.

Dr. Cianca said the EDI Task Force had decided to divide into nine sub-groups in order to address particular areas of concern:

- Visible Minorities and Racialized Persons;
- Gender/LGBTQIA2S+;
- Indigenous Persons;
- Persons Living with Disabilities;
- Student Life;
- Training;
- Curriculum & Research;
- Athletics; and
- Recruitment and Retention.

Each sub-group met frequently and the entire EDI Task Force met as a group five times beginning in September 2020.

Dr. Cianca said that the report contained recommendations from each of the sub-groups. Three priority recommendations were submitted and the EDI Task Force:

- 1) The creation of an Office of Equity, Diversity and Inclusion;
- 2) Mandatory EDI training for all employees of the University; and
- 3) A review of hiring practices.

Dr. Cianca said that the members of the EDI Task Force had worked tirelessly to address a wide range of significant issues and thanked them for their efforts.

Principal Goldbloom said that the production and presentation of the preliminary report was an important step for the University. He said that the EDI Task Force had been given a very

short deadline to undertake a very important and demanding mandate. He thanked Dr. Cianca and the EDI Task Force for their efforts.

On behalf of the EDI Task Force, Dr. Jenn Cianca presented four motions to the Board of Governors for its approval. She noted that Senate had approved these motions at its meeting on December 11, 2020.

RESOLUTION 2020-05-02
FOR THE ENDORSEMENT OF THE HIRING OF AN
EQUITY, DIVERSITY AND INCLUSION SPECIALIST

WHEREAS the Joint Board and Senate Task Force on Equity, Diversity and Inclusion recommends that the Board of Governors endorse the hiring of an Equity, Diversity and Inclusion (EDI) Specialist, as per General Recommendation 1 in the Preliminary Report (document 2020-05-09i);

AND WHEREAS on December 11, 2020, Senate endorsed the Joint Board and Senate Task Force on Equity, Diversity and Inclusion's recommendation for the hiring of an EDI Specialist;

BE IT RESOLVED THAT the Board of Governors endorses the hiring of an Equity, Diversity and Inclusion Specialist.

Moved by: Jessica Riddell
Seconded by: Cathy McLean
Motion carried.

Ms. Tova White, a member of the EDI Task Force, suggested that the Search Committee for an EDI Specialist should take the necessary time to find the right person.

RESOLUTION 2020-05-03
FOR THE PRIORITIES OF THE EQUITY, DIVERSITY AND INCLUSION SPECIALIST

WHEREAS the Joint Board and Senate Task Force on Equity, Diversity and Inclusion has recommended that upon hiring of an EDI Specialist, their first priority be to implement General Recommendations 2 and 3, namely: the introduction of mandatory EDI training for all employees of the University and a review of hiring practices (document 2020-05-09i);

AND WHEREAS on December 11, 2020, Senate endorsed the recommendation that upon hiring of an EDI Specialist, their first priority would be to implement General Recommendations 2 and 3, namely: the introduction of mandatory EDI training for all employees of the University and a review of hiring practices;

BE IT RESOLVED THAT the Board of Governors endorses that the EDI Specialist's first priority be to implement General Recommendations 2 and 3, namely: the introduction of mandatory EDI training for all employees of the University and a review of hiring practices.

Moved by: Enzo Evangelisti

Seconded by: Abel Bosum

Motion carried.

RESOLUTION 2020-05-04

FOR AN EXTENSION OF THE MANDATE OF THE JOINT BOARD AND SENATE TASK FORCE ON EQUITY, DIVERSITY AND INCLUSION

WHEREAS the Joint Board and Senate Task Force on Equity, Diversity and Inclusion believes that it should continue its work for at least a full academic year after the hiring of an EDI Specialist;

WHEREAS the Task Force recommends its mandate be extended to July 1, 2022;

AND WHEREAS on December 11, 2020, Senate endorsed the extension of the mandate of the Joint Board and Senate Task Force on Equity, Diversity and Inclusion to July 1, 2022;

BE IT RESOLVED THAT the Board of Governors endorses the extension of the mandate of the Joint Board and Senate Task Force on Equity, Diversity and Inclusion to July 1, 2022.

Moved by: Jane Brydges

Seconded by: Michel Marleau

Motion carried.

Mr. Scott Stoddard asked for clarification on the EDI Task Force's resolution that it be allowed to modify its composition in response to the changing needs of the group. He asked if the motion would allow for a current Black, Indigenous and People of Colour (BIPOC) member to be removed and not replaced by another BIPOC individual.

Chair Robert Hall said that he did not believe this was the intent of the resolution.

Dr. Heather McKeen-Edwards asked if the resolution was referring to the structure or the membership of the EDI Task Force.

Dr. Cianca said that the resolution was referring to both the composition and the membership of the EDI Task Force. She said that some of the membership had been determined via democratic process, and that the EDI Task Force would like to be able to add members of the BIPOC community who had not been elected. Her opinion was that the intent of the motion was to increase BIPOC representation and not to decrease it.

Dr. Jessica Riddell said that she commended Dr. Cianca and the entire EDI Task Force for their frank discussions and hard work. She said that best practices in committee governance

suggest that an anonymous survey be carried out for all members, including members who decide to continue on the EDI Task Force and those stepping down. She also suggested that it could be helpful for an external consultant to support the EDI Task Force.

Chair Robert Hall asked if anyone wanted to propose a change to the wording of the resolution. There were no requests for changes to the resolution.

RESOLUTION 2020-05-05
FOR THE
JOINT BOARD AND SENATE TASK FORCE ON EQUITY, DIVERSITY AND INCLUSION
COMPOSITION AND MEMBERSHIP

WHEREAS the Joint Board and Senate Task Force on Equity, Diversity and Inclusion has recommended that it be empowered to modify its own composition in response to the changing needs of the group's work, particularly with regard to increasing Black, Indigenous and People of Colour (BIPOC) representation on the Task Force;

WHEREAS the Task Force commits to keeping student representation at a minimum of five representatives, as outlined in the original mandate;

AND WHEREAS on December 11, 2020, Senate endorsed the recommendation of the Joint Board and Senate Task Force on Equity, Diversity and Inclusion that it be empowered to modify its own composition in response to the changing needs of the group's work, particularly with regard to increasing BIPOC representation on the Task Force;

BE IT RESOLVED THAT the Board of Governors approves the recommendation that the Joint Board and Senate Task Force on Equity, Diversity and Inclusion be empowered to modify its composition in response to the changing needs of the group's work, particularly with regard to increasing BIPOC representation on the Task Force, while committing to keeping student representation at a minimum of five representatives, as outlined in its original mandate.

Moved by: Charlene Marion

Seconded by: Brian Levitt

Motion carried.

ITEM 10: INFORMATION RESOURCES COMMITTEE

The Chair of the Committee, Mr. Kent Carson, reported that the Committee met for the first time on November 30th 2020, to discuss its mandate, trends in higher education and their impact on IT resources, the IT Services Evolution Plan which included a change in how IT portfolios are handled, and cybersecurity.

ITEM 11: RÉSEAU D'INFORMATIONS SCIENTIFIQUES DU QUÉBEC

Vice-Principal Finance and Administration Isabelle Goyette presented a contract for the Board's approval. The University is a member of the *Réseau d'informations scientifiques du Québec* (RISQ) and relies on the high-performance network to meet its specific needs, including the exchange of large amounts of information at an exceptional speed, access to high-quality databases and high-speed surfing on the Internet.

In April 2020, the previous 20-year contract between RISQ and Quebec university and CEGEP members expired and a temporary extension was granted to allow for time to finalize a new agreement. On December 2, 2020, the University received the new contract.

RESOLUTION 2020-05-06

FOR THE APPROVAL OF THE RÉSEAU D'INFORMATIONS SCIENTIFIQUES DU QUÉBEC
CONTRACT AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the University's Signing Authority Policy requires approval by the Board of Governors for any contract obligating the University where the total amount involved exceeds \$500,000;

BE IT RESOLVED that the Board of Governors approves the contract with the *Réseau d'informations scientifiques du Québec* (RISQ);

AND BE IT FURTHER RESOLVED that the Board of Governors authorizes two of the following signing officers (Michael Goldbloom, Principal and Vice Chancellor, Miles Turnbull, Vice-Principal Academic & Research and Isabelle Goyette, Vice-Principal Finance and Administration), to co-sign the contract with the RISQ.

Moved by: Jane Brydges
Seconded by: Scott Stoddard
Motion carried.

ITEM 12: HYDRO-QUÉBEC /BELL CANADA SERVITUDE

Vice-Principal Finance and Administration Isabelle Goyette said that on November 16, 2018, the Board of Governors granted Hydro-Québec an easement and servitude of 190.5 m² from lots 2 444 506 (20.5 m²) and 5 785 296 (170 m²) required to support the expansion of the 410 Autoroute.

Ms. Goyette said that in October 2020, the University was contacted to conclude the paperwork associated with the servitude. Hydro-Québec and Bell Canada have requested a servitude contract of 231.3 m² from lots 2 444 506 (15.0 m²) and 5 785 296 (216.3 m²).

RESOLUTION 2020-05-07

FOR THE APPROVAL OF AN EASEMENT AND SERVITUDE
AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the University was approached by Hydro-Québec and Bell Canada to be granted

an easement and servitude of 231.3 m² from lots 2 444 506 (15.0 m²) and 5 785 296 (216.3 m²) required to support the expansion of the 410 Autoroute;

AND WHEREAS the University's Signing Authority Policy requires that real estate transactions be approved by the Board of Governors;

BE IT RESOLVED THAT the Board of Governors authorizes the University to grant Hydro-Québec and Bell Canada the easement and servitude requested;

AND BE IT FURTHER RESOLVED THAT Isabelle Goyette, Vice-Principal Finance and Administration is authorized to sign the necessary paperwork to complete the servitude.

Moved by: Scott Stoddard

Seconded by: Michel Marleau

Motion carried.

ITEM 13: REPORT OF THE STUDENTS' REPRESENTATIVE COUNCIL PRESIDENT

The President of the Students' Representative Council (SRC), Mr. Enzo Evangelisti, reported that the Winter 2021 Orientation will be held virtually. He said that in November 2020, over 800 exam care packages had been distributed and that the SRC had received many grateful emails from students.

Mr. Evangelisti thanked the Dean of Arts, Dr. Michele Murray, and the Dean of Science, Dr. Kerry Hull, for their departments' contributions which will allow the SRC to offer additional tutoring sessions.

Principal Goldbloom thanked everyone for their dedication and support.

The open session ended at 4:40 p.m.

The meeting ended at 5:07 p.m.



Robert Hall, Chair



Trygve Ugland, Secretary