



NOVEMBER 6, 2020  
**MINUTES**  
VIDEOCONFERENCE

- Chair:** Robert Hall
- Present:** Jane Brydges, Kent Carson, Pierre Cossette, Michael Goldbloom, Daniel Fournier, Brian Levitt, Charlene Marion, Michel Marleau, Heather McKeen-Edwards, Cathy McLean, Jessica Riddell, Calin Valsan, Tova White
- Regrets:** Abel Bosum, Enzo Evangelisti, Patricia Pleszczynska, Scott Stoddard
- 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
- Guests:** Nicole Riley, Hans Rouleau
- Secretary:** Trygve Ugland

**ITEM 1: CHAIR'S WELCOME**

The Chair called the meeting to order at 3:00 p.m.

**ITEM 2: APPROVAL OF AGENDA**

The agenda was approved as presented.

Moved by: Tova White

Seconded by: Michel Marleau

**Motion carried.**

**ITEMS 3 AND 3I: APPROVAL OF MINUTES**

The minutes of the August 31<sup>st</sup> 2020 meeting were approved as presented.

Moved by: Michel Marleau

Seconded by: Cathy McLean

**Motion carried.**

The minutes of the September 25<sup>th</sup> 2020 meeting were approved as presented.

Moved by: Cathy McLean

Seconded by: Charlene Marion

**Motion carried.**

**ITEM 4: BUSINESS ARISING**

There was no business arising from prior meetings.

**ITEM 5: PRINCIPAL'S REPORT**

Principal Goldbloom reported that Senate had deliberated over two meetings on the Student Representatives' Council's (SRC) request that students be allowed to choose a Pass/Fail grade rather than a numerical grade for their Fall 2020 courses. During the discussions, the SRC presented recent survey results which highlighted the mental health challenges Bishop's students are facing. Following a healthy and robust discussion, Senate voted to allow students to choose a Pass/Fail grade as one of several initiatives to support students through these challenging times. Senate also approved delaying the start of the 2021 Winter Semester by one week to give students an extended break, to facilitate any required quarantining, and to allow faculty and staff more time to prepare for the Winter Semester.

The first Donald Lecture of 2020-21 will be presented by Marie Wilson, one of three commissioners of the Truth and Reconciliation Commission of Canada, on November 10, 2020, via live stream.

Bishop's alumnus Norman Webster '62, Rhodes Scholar, Canada's first foreign correspondent in China and former editor of *The Globe and Mail* and *The Gazette* in Montreal, has published a collection of his articles called *'Newspapering: 50 years of Reporting from Canada and Around the World'*. His virtual book launch will be held on November 26, 2020.

The Principal announced that the Dean of the School of Education, Dr. Corinne Haigh, has accepted the position of Dean of Professional Studies at Acadia University, as of May 1, 2020. He said thanked Dr. Haigh for her contributions to Bishop's and said that although he was sorry that she will be leaving, he was pleased she will still be a part of the Maple League.

**ITEM 6: COVID-19 TASK FORCE UPDATE**

The Chair of the COVID-19 Task Force, Dean of Student Affairs Stine Linden-Andersen, reported that as of November 6<sup>th</sup> 2020, there were still no COVID-19 cases on campus.

Dr. Linden-Andersen said that on October 21<sup>st</sup> 2020, Immigration, Refugees and Citizenship Canada added the University to the list of approved Learning Institutions based on the University's plan for safely integrating international students onto campus. She said that some international students with a valid study permit and a *Certificat d'admissibilité québécoise* (CAQ) granted after March 18, 2020, have started to arrive on campus.

The University is still waiting for approval from Public Health authorities for the establishment of a COVID-19 test centre on campus.

Dr. Linden-Andersen said that she had heard anecdotally that some students may choose to remain in their homes rather than move to Lennoxville for the Winter session. She said that Student Services is monitoring to see whether this is growing trend.

Mr. Brian Levitt asked what percentage of students were following in-person classes versus online in the Fall 2020 semester. Vice-Principal Academic and Research Miles Turnbull said that approximately 50% of students are taking a portion of their Fall 2020 classes in-person.

Mr. Levitt asked how the University compared with other universities in Quebec and Canada for offering in-person courses. The Recteur of Université de Sherbrooke, Mr. Pierre Cossette, said that Bishop's University and the Université de Sherbrooke were unique among Quebec universities for the high number of in-person courses that were offered.

Ms. Cathy McLean said that normally there are almost 700 students in residence and that this semester there were 360.

#### **ITEM 7: ACADEMIC REPORT**

Vice-Principal Academic and Research Miles Turnbull spoke of two research projects: the discovery of the first planet to orbit a burned out core of a dead star by Dr. Lorne Nelson of the Department of Physics and Astronomy in conjunction with collaborators from around the world; and Dr. Vicki Chartrand's Unearthing Justices, a resource collection of 500+ Indigenous grassroots initiatives.

#### Fall 2020 Enrolment Analysis

Dr. Turnbull invited the Registrar, Mr. Hans Rouleau, and the Associate Registrar – Student Records, Dr. Nicole Riley, to present an analysis of the Fall 2020 enrolment. Dr. Riley presented the Fall 2020 data for new students, incoming students, and total student body with the target values as well as the actual enrolment data of the last four years.

The Fall 2020 admission targets were set before the impact of the pandemic was known. Admissions for new graduate students and full-time undergraduate students are under target, but the number of part-time undergraduate students seeking degrees has surpassed target.

Dr. Riley noted that the increase in part-time students appeared to be due to full-time undergraduate students choosing to study part-time given the current pandemic situation. She said that the impact of international travel restrictions was most felt by programs which habitually have a higher proportion of international students, for example graduate studies in Education or in Computer Science.

Dr. Riley said the retention rate for first-year full-time undergraduate degree seeking students has remained consistently close to 83% since Fall 2013 and that COVID-19 did not have a significant impact on the retention rate from Fall 2019 to Fall 2020 (83.7%).

The Fall 2020 'New student enrolment by tuition' analysis showed an increase in Quebec enrolment, stable levels of Canadian enrolment and a decrease in International enrolment. Dr. Riley said that the final Fall 2020 headcount was 2814 students.

Mr. Levitt said that the first few months of the pandemic were spent just coping with the changes, but that several institutions he has been in contact with have started evaluating the positives and negatives of the experience in order to make plans and policies for the future.

Ms. McLean congratulated the University for the positive enrolment. She asked if the in-person courses were ready to pivot online if required by pandemic measures. Dr. Turnbull said that all professors were asked to be ready to deliver their courses online if the need arose.

Registrar Hans Rouleau said that the Registrar's and Admissions offices have seen an increase in email requests while in-person requests have decreased significantly.

#### Faculty Tenure-stream hiring

Dr. Turnbull explained the process undertaken by Senate to arrive at its recommendations for the 2021-22 tenure-stream positions.

#### **ITEM 8: REPORT OF THE FINANCE AND AUDIT COMMITTEE**

The Chair of the Finance and Audit Committee, Mr. Michel Marleau, reported that the Committee met on October 27, 2020, to discuss the 2021-22 Faculty tenure-stream hiring and long-term projections; the University's debt management strategy; Doolittle's Co-op sales; and government reporting for procurement activities.

Mr. Marleau said that the Doolittle's Co-op's sales continue to be low and that the University has decided to forgo rent collection for 2020-21. He said that this is in line with support that other universities are offering their cooperatives during this difficult financial time.

Mr. Marleau invited Vice-Principal Finance and Administration Isabelle Goyette to present the long-term projections and how this might affect the University's ability to support Senate's recommendation for tenure-stream hiring. Ms. Goyette said that the updated Fall 2020

enrolment figures were higher than expected and, combined with the savings in expenses, have resulted in a revenue shortfall of \$5.4M versus the \$6.3M revenue shortfall that was estimated in September.

Ms. Goyette presented the main variances between the pre-COVID budget and the updated long-term projections.

Ms. Cathy McLean asked if the projected increased cumulative deficit would impact the University's recovery plan.

Ms. Goyette said that the five-year recovery plan ended in 2019-20. She said that to continue to receive the MES conditional grant, the University needs to present balanced annual budgets.

RESOLUTION 2020-04-01  
TENURE-STREAM POSITIONS  
FOR THE 2021-22 BUDGET

WHEREAS Senate adopted a resource allocation policy (RAM: the Resource Allocation Model) at its meeting on September 19<sup>th</sup> 2016 and revised this policy at its meeting on September 17<sup>th</sup> 2018, to govern the setting of priorities among requests for tenure-stream and sessional positions and the allocation of part-time credits;

WHEREAS the Senate Planning Committee reported to Senate at its October 23<sup>rd</sup> 2020 meeting that ten of the tenure-stream positions requested by Departments, Schools and programs met the criteria established for a position, and established the following priority among the positions:

1. Sports Studies
2. Chemistry (Organic position)
3. Biology
4. Environment & Geography
5. Education
6. Business
7. Politics & International Studies (Canadian position)
8. English
9. Drama
10. Classical Studies

WHEREAS the senior administration has produced a projection for 2021-22 that includes funding for these positions;

AND WHEREAS the Finance and Audit Committee has discussed the University's current financial projections and has supported the Senate's recommendations for:

- The first five tenure-stream positions, in rank order, beginning July 1<sup>st</sup> 2021, without conditions;
- The remaining tenure stream positions recommended by Senate to begin July 1st 2021, in rank order, conditional on confirmation of resignations or retirements from the University before June 30, 2021;

BE IT RESOLVED THAT the Board of Governors approves:

- that five tenure-stream positions be allocated as of 2020-21 in accordance with the priorities established by Senate; and
- that additional tenure-stream positions be allocated as of 2021-22, conditional on confirmation that additional professors retire or resign from the University before June 30, 2021.

Moved by: Pierre Cossette

Seconded by: Jane Brydges

**Motion carried.**

**ITEM 9: AD HOC OVERSIGHT COMMITTEE FOR THE STUDENT CENTRE**

The Chair of the Committee, Mr. Kent Carson, reported that the completion date for the renovation of the Student Centre had been moved to February 28, 2021. He said that there had been no change in risk levels since the last report made to the Board in May 2020, however he cautioned that the contractor may request additional amounts to compensate for COVID-19 compliance measures. Ms. Goyette said that the Ministry of Higher Education had indicated it would support the University if the initial project grant is insufficient due to the contractor's COVID-19 extra expenses.

**ITEM 10: AD HOC OVERSIGHT COMMITTEE FOR KWIGW8MNA**

The Chair of the Committee, Ms. Charlene Marion, reported that the date for the completion of the project had been changed to August 2022 to allow for time to complete the consultation process with stakeholders and to account for additional delays due to the pandemic.

**ITEM 11: LONG-TERM DEBT**

Vice-Principal Finance and Administration Isabelle Goyette presented a long-term debt agreement for the Board's approval.

RESOLUTION 2020-04-02  
2020-21 LONG-TERM DEBT

WHEREAS Bishop's University has been authorized by the MES (*Ministère de l'Enseignement supérieur*) to borrow up to \$10,260,130 for the purpose of refinancing matured debts and financing capital expenditures under the PQI not yet funded by long-term borrowing;

AND WHEREAS the terms and conditions of the long-term borrowing are set out in the motion contained in the *RÉGIME D'EMPRUNTS À LONG TERME (Document 2020-04-11ii)*;

BE IT RESOLVED THAT the Board of Governors approves the borrowing of \$10,260,130 in accordance with the terms set out in the *RÉGIME D'EMPRUNTS À LONG TERME*;

BE IT FURTHER RESOLVED THAT the Board of Governors authorizes two of the signing officers of Bishop's University (Principal and Vice-Chancellor, Vice-Principal Finance and Administration or Vice-Principal Academic and Research) to co-sign any and all documents required to complete this transaction, as outlined in paragraph 6 of the *RÉGIME D'EMPRUNTS À LONG TERME*.

Moved by: Kent Carson

Seconded by: Brian Levitt

**Motion carried.**

**ITEM 12: AD HOC OVERSIGHT COMMITTEE FOR THE HOUSING PLAN FINAL REPORT**

The Chair of the Committee, Ms. Cathy McLean, reported that the planning and design phase of the New Residence was complete. She said that a call for tenders would be made soon and that construction was scheduled to begin in May 2021.

**ITEM 13: CAMPUS LANDSCAPE AND BUILT ENVIRONMENT DEVELOPMENT COMMITTEE**

The Chair of the Committee, Ms. Cathy McLean, reported that the Committee met for the first time on October 16, 2020. The Committee recommended the mandate of the Ad hoc Oversight Committee for the Housing Plan be integrated into its mandate. Ms. McLean said that the committee also recommended adding Mr. Michel Marleau to its membership due to his extensive participation on the Ad hoc Oversight Committee for the Housing Plan.

RESOLUTION 2020-04-03  
FOR THE AMENDMENT OF THE MANDATE AND COMPOSITION OF THE  
CAMPUS LANDSCAPE AND BUILT ENVIRONMENT DEVELOPMENT COMMITTEE

WHEREAS the Statutes of Bishop's University provide in section 3.1 of Division I that the Board may also of its own motion from time to time create, merge or abolish such committees and delegate to them such mandates and powers as it may deem appropriate;

WHEREAS the members of the Campus Landscape and Built Environment Development Committee unanimously supported the amendment of its mandate and composition to include key tasks of the Ad hoc Oversight Committee for the Housing Plan and to add an additional External member;

BE IT RESOLVED THAT the Campus Landscape and Built Environment Development Committee's revised mandate is:

- Examining the orientation of the Campus Master Plan and the Architectural Guide and recommending changes and updates before they are presented to the Board of Governors for approval;
- Examining and recommending the approval of the University Capital Plan to ensure its contribution to the strategic priorities of the University and its compliance with the orientations of the Campus Master Plan;
- Overseeing major building and landscape projects (value of \$5,000,000 and more), including but not limited to project risks, budget, timeline and ensuring that the concept respects the Architectural Guide and the Campus Master Plan of the University;
- Recommending to the Board of Governors the delegation for the oversight of one or more projects to separate Ad Hoc Oversight Committees when it deems it necessary;
- Oversight of the overall Housing Plan including financing of and ownership structure for the different phases of the Housing Plan;
- Oversight of the New Residence project and possible future projects within the Housing Plan; and
- Examining strategic off-campus opportunities in support of the University's mission and program requirements.

BE IT FURTHER RESOLVED THAT the composition of the Campus Landscape and Built Environment Development Committee be revised to include an additional External Governor and that Mr. Michel Marleau be appointed to the Committee for 2020-21;

Moved by: Cathy McLean

Seconded by: Jane Brydges

**Motion carried.**

**ITEM 14: REPORT OF THE STUDENT REPRESENTATIVES' COUNCIL PRESIDENT**

The President of the Student Representatives' Council (SRC), Mr. Enzo Evangelisti, was unable to attend the meeting and the Dean of Student Affairs, Dr. Stine Linden-Andersen, presented his report.

Dr. Linden-Andersen reported that the SRC had conducted a survey in October 2020 which was completed by 595 students. The survey was sent out to evaluate how students were coping and to determine which support tools would be most beneficial.

The SRC supported initiatives, such as Lennsgiving, which encouraged students to remain on campus instead of returning to their homes for Thanksgiving. Dr. Linden-Andersen said that the SRC had received over 700 requests for an exam care package. The University's alumni



have donated funds so the care packages can be sent to students regardless of where they are located.

**ITEM 15: AD HOC REVIEW FOR THE DEAN OF STUDENT AFFAIRS**

Principal Michael Goldbloom said that the University has several executive positions which require a formal review after a predetermined time. The review of the Dean of Student Affairs is scheduled to be undertaken before her contract expires in June 2021.

RESOLUTION 2020-04-04  
FOR THE ESTABLISHMENT OF AN AD HOC REVIEW COMMITTEE  
FOR THE DEAN OF STUDENT AFFAIRS

WHEREAS the Principal and Vice-Chancellor recommends the establishment of an Ad Hoc Review Committee for the Dean of Student Affairs in accordance with Division V of the Statutes of Bishop's University;

BE IT RESOLVED THAT an Ad Hoc Committee be established with the mandate and composition set out in the appendix of Document 2020-04-15.

AND BE IT FURTHER RESOLVED THAT Nadia Martel be named as the External Community member on the Ad Hoc Review Committee for the Dean of Student Affairs.

Moved by: Michael Goldbloom

Seconded by: Cathy McLean

**Motion carried.**

**ITEM 16: JOINT BOARD AND SENATE TASK FORCE ON EQUITY, DIVERSITY AND INCLUSION**

Dr. Stine Linden-Andersen presented a request on behalf of the Joint Board and Senate Task Force on Equity, Diversity and Inclusion for an additional Indigenous student member on the Task Force.

RESOLUTION 2020-04-05  
MODIFICATION OF THE COMPOSITION  
OF THE

JOINT BOARD AND SENATE TASK FORCE ON EQUITY, DIVERSITY AND INCLUSION

WHEREAS the Board of Governors adopted the composition of the Equity, Diversity and Inclusion (EDI) Task Force on July 29, 2020;

WHEREAS the Joint Board and Senate Task Force on Equity, Diversity and Inclusion has requested that an additional Indigenous student representative be added to its composition;

AND WHEREAS on October 23, 2020, Senate approved the modification of the composition of the Joint Board and Senate Task Force on Equity, Diversity and Inclusion to include an additional Indigenous student representative;

BE IT RESOLVED THAT the Board of Governors approves the revision of the composition of the Joint Board and Senate Task Force on Equity, Inclusion and Diversity to include an additional Indigenous student representative.

Moved by: Cathy McLean

Seconded by: Jessica Riddell

**Motion carried.**

The open session ended at 4:35 p.m.

A handwritten signature in blue ink, appearing to be 'R. Hall', written over a horizontal line.

Robert Hall, Chair

A handwritten signature in blue ink, appearing to be 'Trygve Ugland', written over a horizontal line.

Trygve Ugland, Secretary