



NOVEMBER 16, 2018

**MINUTES**  
MCGREER 100

**Chair:** Nadia Martel

**Present:** Anthony Di Mascio, Michael Goldbloom, Alexandra Medalsy,  
Daniel Miller, Scott Stoddard, James Sweeny

**Remotely:** Jane Brydges, Michel Marleau, Cathy McLean, Andrew Stritch,  
Tova White

**Regrets:** Robert Hall, Brian Levitt, Pierre Cossette

**Senior Administration:** Nick Andrews, Marie-Josée Dufour, Isabelle Goyette, Corinne  
Haigh, Denise Lauzière, Stine Linden-Andersen, Michele  
Murray, Jacque Scott, Francine Turmel, Miles Turnbull

**Guests:** Dan Seneker, Maxime Trempe

**Secretary:** Trygve Ugland

**ITEM 1: CHAIR'S WELCOME**

The Chair called the meeting to order at 3:30 p.m.

**ITEM 2: APPROVAL OF AGENDA**

Michel Marleau moved approval of the agenda. Alexandra Medalsy seconded the motion.

**Motion carried.**

**ITEM 3: APPROVAL OF MINUTES SEPTEMBER 28, 2018**

Michel Marleau noted that the title of the Resolution 2018-1-05 should be *For the Approval of Desjardins Procurement Card Administrator*.

Daniel Miller moved approval of the minutes of the September 28, 2018 meeting subject to integrating the requested corrections. Tova White seconded the motion.

**Motion carried.**

**ITEM 4: BUSINESS ARISING**

There was no business arising from prior meetings.

**ITEM 5: PRINCIPAL'S REPORT**

The Principal reported on the event held to honour Garth Smith at The Old Lennoxville Golf Club. Bishop's has named the clubhouse "The Garth Smith Clubhouse", as a tribute to his contribution to the Bishop's community.

New locker rooms were inaugurated for the men's and women's basketball teams. The student athletes present for the inauguration were wonderful Bishop's ambassadors, greeting alumni and donors. Later on the same day, the men's and women's basketball teams both won their games in an impressive way.

London Green, former professor of Drama, and Robert MacGregor, former professor in the Williams School of Business, passed way in October. Members of faculty will read memorial-minutes in their honour. The memorial-minute texts will be included in the Senate minutes.

The Donald Lecture by former Chief Justice the Right Honourable Beverley McLachlin, P.C., DCL., was very well attended. Prior to her talk on "*Living with Diversity in Canada*", she met with the pre-law students and later met a small group of faculty, students and staff to discuss her new book, a thriller called *Full Disclosure*.

The Acting Chair thanked the Principal for his report and noted that she had attended the former Chief Justice's Lecture and found it very interesting.

**ITEM 6: ENROLMENT REPORT**

Vice-Principal Academic, Miles Turnbull, reported that the Fall 2018 Enrolment numbers were positive. He then invited Dan Seneker to present a more detailed breakdown of the Enrolment numbers and of where we stand with regards to the targets set in 2017.

Dan Seneker reported that Fall 2018 had 925 incoming new students, including a record 92 new graduate students. He explained that the international student body is very diverse, with no single country or region accounting for more than 10% of international enrolment.

Discussion ensued about why specific programs admitted fewer students than previously. The reasons vary from higher admission requirements to changes in immigration procedures to a strike impeding Ontario students from obtaining their diplomas in time to register for the Fall. There were 150 admission deferrals by international students due to Canada's new biometric visa requirements.

One of the recruitment challenges is the lack of a Customer Relationship Management (CRM) tool. A CRM tool tracks and automates communications with prospective students and parents. Without a CRM tool the recruiting department has relied on maintaining spreadsheets and conducting manual follow-ups, which are time consuming.

Looking ahead, Dan Seneker informed the Board that two recruiters and an admissions team member have been hired and new Campus Tours software has been purchased.

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

Vice-Principal Academic, Miles Turnbull, presented the Academic report. Bishop's participation in The Conversation Canada was highlighted. Posting on The Conversation, has allowed our researchers' and professors' work to be easily accessed and shared. Some articles have more than 50,000 reads. The re-sharing of these articles means exposure on additional third-party sites and may contribute to enhancing Bishop's academic reputation.

Miles Turnbull encouraged everyone to attend Dr. Matthew Peros' exhibit on the fossilized remains of sloths found in underwater caves off the coast of Cuba. The exhibit will be at the Musée de la nature et des sciences de Sherbrooke from the 20<sup>th</sup> of December, 2018 to the 7<sup>th</sup> of January, 2019.

Bishop's has been awarded two new Canada Research Chair (CRC) positions. The first CRC position is for Social Sciences and Humanities, and the second position is open. Senate has approved a selection process which will be applied to all submissions received for these CRC positions.

Miles Turnbull explained the tenure-stream application process and the recommendations made to the Principal after consulting with the Finance Committee.

#### **ITEM 8: REPORT OF THE FINANCE COMMITTEE – FACULTY TENURE STREAM POSITIONS**

Michel Marleau, Chair of the Finance Committee, presented the report which covered the 2019-20 faculty tenure-stream positions hiring.

At their November 1, 2018 meeting, the Finance Committee members discussed the content of the memo relating to tenure-stream and sessional positions drafted by the Vice-Principal Academic for the November Board meeting.

Based on the financial projections known at the time for 2019-20, the Finance Committee members agreed with recommendations made by the Senate Planning Committee's (SPC) and approved by Senate at the October 22<sup>nd</sup>, 2018 meeting.

RESOLUTION 2018-02-01  
FOR THE  
APPROVAL OF TENURE-STREAM POSITIONS 2019-20 BUDGET

WHEREAS Senate adopted a new resource allocation policy 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 Senate approved that the Sports Studies program shall retain a tenure-stream position allocated but unfilled during the 2017-18 year;

WHEREAS Senate Planning Committee reported to Senate at its October 22<sup>nd</sup>, 2018 meeting that nine 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. Department of Computer Sciences;
2. Département d'Études françaises et québécoises;
3. Department of Psychology;
4. Sports Studies program;
5. William School of Business;
6. Department of Environment and Geography;
7. School of Education;
8. Department of Sociology;
9. Department of Physics.

WHEREAS Senate approved the recommendation of Senate Planning Committee in relation to the Sports Studies program and to the nine positions, and the disciplinary priorities among those positions;

WHEREAS the senior administration has produced a projection for 2018-19 that includes funding for these positions;

AND WHEREAS the Finance Committee has discussed the University's current financial projections within the parameters of a financial recovery plan and has supported the Senate's

recommendations for:

- ♦ the Sports Studies position in Sports Business allocated but unfilled in 2017-18;
- ♦ the first four tenure-stream positions, in rank order, beginning July 1<sup>st</sup> 2019, without conditions;
- ♦ the remaining tenure stream positions recommended by Senate to begin July 1<sup>st</sup> 2019, in rank order, conditional on confirmation of resignations or retirements from the University before June 30, 2019;

BE IT RESOLVED THAT the Board of Governors approves:

- ♦ that five tenure-stream positions be allocated as of 2019-20 in accordance with the priorities established by Senate, one to the Sports Studies program, one to the Department of Computer Science, one to the Département d'Études françaises et québécoises, one to the Department of Psychology, and a second position to the Sports Studies program;
- ♦ that additional tenure-stream positions be allocated as of 2019-20, conditional on confirmation that additional professors retire or resign from the university before June 30, 2019.

Moved by: Michael Goldbloom

Seconded by: Michel Marleau

**Motion carried.**

#### **ITEM 9: SPORT STUDIES PROGRAM PRESENTATION**

Maxime Trempe, Department of Sport Studies Chair, presented an overview of the department – from enrolment numbers to profitability. He explained that the meteoric rise of the program could not have happened without the steadfast support of the Vice-Principal Academic and the Dean of Arts and Sciences.

Maxime Trempe explained that the new governmental funding formula gives more weight to Natural Sciences courses than Social Sciences courses – due primarily to additional laboratory or supply requirements. He remarked that half of the Sports Studies courses are Natural Science courses and the other half are Social Science courses.

This year there are 170 full-time students with Sports Studies majors. Dr. Trempe feels that part of the attraction of Bishop's Sports Studies program is its focus on two specific branches that many universities neglect, namely Athletic Development and Sports Business Management.

Maxime Trempe said that there is an emphasis on hands-on learning, where theories are evaluated on the courts and in the fields. The Sports Studies program has partnered with the Sports Centre to create interesting internships for students.

The Sports Studies Program will celebrate its 10-year anniversary in 2019 and on April 10<sup>th</sup>, 2019, the Sports Studies program will be hosting the third edition of the Congress of Sports Studies. The keynote speaker will be Alex Hutchison and all senior or graduate Sports Studies students will present posters at this event. Maxime Trempe feels that the Congress is an excellent platform for showcasing students' knowledge and an excellent venue for networking.

The Board members asked questions about the program and complimented Dr. Trempe on its success. Dr. Trempe concluded his presentation by thanking the Board and the Principal for having granted the Sports Studies program two much needed tenure positions.

**ITEM 10: GOVERNANCE AND ETHICS COMMITTEE REPORT**

Nadia Martel, Chair of the Governance and Ethics Committee, presented the committee's upcoming objectives and the target delivery dates. She commented on the Board Portal, remarking that ITS had done an excellent job making the documents available online.

**ITEM 11: AD HOC COMMITTEE - SIF PROJECTS REPORT**

Nadia Martel, Chair of the Ad Hoc Oversight Committee for the Renovation of the Labs in the Andrew S. Johnson Science Building and the Library Learning Commons Construction Project, presented the status of each of the ongoing projects.

The Library Learning Commons project is at the finalization stage, where the renovation is complete and any work being undertaken is of an operational nature. The Library Learning Commons looks beautiful and has been fully embraced by our students.

The re-opening of the Johnson Labs is delayed by approximately six weeks, due to extra work resulting from flooding. However, all risks have been mitigated and the budget is on-track.

**ITEM 12: HYDRO-QUÉBEC SIGNING AUTHORITY**

The Secretary General, Trygve Ugland, explained that Hydro-Québec requires the Board to name an individual who is mandated to sign and respond on behalf of Bishop's with respect to the granting of a servitude to install two new power poles on land owned by the University. The Vice-Principal of Finance and Administration, Isabelle Goyette, is proposed to be this person.

**RESOLUTION 2018-02-02**

**FOR THE APPROVAL OF SERVITUDE  
OF BISHOP'S UNIVERSITY LAND  
TO HYDRO-QUÉBEC**

WHEREAS the University was approached by Hydro-Québec to be granted an easement and servitude of 190.5 m<sup>2</sup> from lots 2 444 506 (20.5 m<sup>2</sup>) and 5 785 296 (170 m<sup>2</sup>) required to support the expansion of the 410 Autoroute;

AND WHEREAS Hydro-Québec requires a resolution to appoint a representative to act on behalf of the University;

AND WHEREAS the University's Signing Authority Policy, s. 12.2.2, 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 the servitude requested;

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

Moved by: James Sweeny  
Seconded by: Scott Stoddard

**Motion carried.**

**ITEM 13: AD HOC OVERSIGHT COMMITTEE FOR THE HOUSING PLAN REPORT**

Cathy McLean, Chair of the Ad Hoc Oversight Committee for the Housing Plan, presented the status of each of the ongoing projects. She noted that the Kuehner renovation is essentially complete, with no risk of project delay or cost overruns.

Cathy McLean reported that the Munster renovation began on the 13<sup>th</sup> of August, 2018 and is scheduled to finish on May 3<sup>rd</sup>, 2019. She explained that one of the subcontractors, a plumbing firm, is taking more time than expected, which is why this project has a Medium

risk of project delay. The committee will be better able to evaluate the full impact of the potential delays as time moves forward.

Cathy McLean said that the Norton-Pollack residence feasibility study is underway as is a proposal to phase-in a new residence. She added that the Ad Hoc Committee for the Housing Plan is reviewing the results of the Dining Hall Needs Assessment Study.

**ITEM 14: REVENU QUÉBEC SIGNING AUTHORITY**

The Vice-Principal of Finance and Administration, Isabelle Goyette, explained that Revenu Québec requires the Board name an individual who is mandated to sign and respond on behalf of Bishop's with respect to Revenu Québec. The Secretary General, Trygve Ugland, is proposed to be this person.

**RESOLUTION 2018-02-03**

**FOR THE APPOINTMENT OF THE SECRETARY GENERAL AS BISHOP'S UNIVERSITY'S  
REPRESENTATIVE FOR CLICÉQUUR BISHOP'S UNIVERSITY  
RQ IDENTIFICATION NUMBER: NEQ: 1144890390 - ID#: 1006150736**

**IT IS RESOLVED THAT:**

Trygve Ugland, Secretary General  
Last three digits of SIN: 710

(Hereinafter the "representative") be authorized to:

- View the Bishop's University's file and act on behalf of the University for all periods and taxation years (past, present and future), including participating in any negotiations with Revenu Québec involving any information Revenu Québec holds about the University for the administration and enforcement of tax legislation, the Excise Tax Act and the Act facilitating the Payment of Support by communicating with Revenu Québec over the phone, in person or in writing via online services;
- Register the University with Revenu Québec;
- Sign, renounce or revoke authorizations and powers of attorney on behalf of the University, as applicable;
- Register the University for clicSÉQur – Entreprises and My Account for businesses;



- View the University's file and act on behalf of the University, in accordance with the conditions for use for My Account for businesses, which are available on the Revenu Québec website and to which you must consent.

The Governors consent to having the Minister of Revenu Québec discuss, with the representative, the information it holds about the University that is relevant to the business's registration for My Account for businesses and registration with Revenu Québec, be it over the phone, in person or in writing via online services.

Moved by: Michel Marleau

Seconded by: Jane Brydges

**Motion carried.**

#### **ITEM 15: SRC PRESIDENT'S REPORT**

The SRC President, Alexandra Medalsy, presented the report as well as the SRC Strategic Plan for 2018-2019. She mentioned that the November Blood Drive had 180 student donors and that the goal for the next Blood Drive was 200 donors. The Principal thanked the SRC President for her report and congratulated her on the quality of the SRC's Strategic Plan.

#### **ITEM 16: THE POLICY FOR THE PREVENTION OF SEXUAL VIOLENCE**

The Dean of Student Affairs, Stine Lindén-Andersen, and the General Counsel, Marie-Josée Dufour, gave a presentation which provided context for the development of the policy and outlined the main elements the policy must address. Stine Lindén-Andersen explained that a multidisciplinary group had been working on defining Bishop's policy for the prevention of sexual violence since 2015, so many public consultations have been held already. The Québec government has stated that each university should adopt a Policy for the Prevention of Sexual Violence by January 1<sup>st</sup>, 2019. Discussion ensued and the Acting Chair expressed a desire to receive a final draft of the policy which could be reviewed at a special December Board meeting.

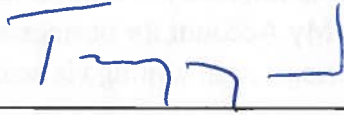
#### **ITEM 17: OTHER BUSINESS**

The Principal gave an update of the telephone meeting he had with the Minister of Education, Mr. Jean-François Roberge, on the issue of unpaid internships for students. There are indications that some students at other universities may stage a one-day protest. The Minister wanted to tell students that government is taking this issue seriously and encouraged them to be patient. The Minister also expressed hopes of having close cooperation with the universities and CEGEPs on this issue.

The Vice-Principal Academic, Miles Turnbull, added that the Ministry of Education has requested each university submit a list of all stages, internships and experiential learning activities and whether or not these are remunerated.

Open session ended at 5:17 p.m.

  
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Nadia Martel, Chair

  
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Trygve Ugland, Secretary