

**University of Waterloo**  
**STAFF RELATIONS COMMITTEE**  
**Minutes of the 6 March 2015 Meeting**  
**[in agenda order]**

**Present:** Theresa Bauer, Jason Gorrie, Michelle Hollis, Beth Jewkes, Stephen Markan, Terry McMahon, Carlos Mendes, Kenton Needham, Laurie Peloquin, Jack Rehder, Kathleen St. Laurent

**Secretariat:** Mike Grivicic

**Guests:** Ray Darling (3), Stephanie Filsinger, Lawrence Folland, Tim Ireland, Rebecca Wickens (2)

**Regrets:** Michael Herz, Ian Orchard, Marilyn Thompson

**Organization of Meeting:** Stephen Markan, co-chair of the committee, took the chair, and Mike Grivicic, secretary of the committee, acted as secretary. The secretary advised that due notice of the meeting had been given, a quorum was present, and the meeting was properly constituted.

**1. APPROVAL OF 6 FEBRUARY 2015 MINUTES AND BUSINESS ARISING**

By consensus, the minutes were approved as distributed without a formal motion.

**2. POLICY 11 – UNIVERSITY RISK MANAGEMENT**

Rebecca Wickens provided an overview of the draft policy and members clarified: repeat wording in sections 5.1 and 6.6; definition of senior administration will come out of exercise to set common definitions in the project; two year review will allow time to develop tools and educate the community on the policy.

**3. UPDATE ON RECRUITMENT FOR 2015-16**

Ray Darling provided an update on recruitment for the incoming class of Fall 2015: target of 6200 new undergraduates; able to make 3-4 year projections with deans; reduced demand for arts programs across all universities, though Waterloo is better positioned than many other universities; demographics in catchment areas are flat or falling through 2021, with a return to 2010 levels in 2030; applications are up significantly since 2010, with continuing solid quality of applicants. Members clarified: specific targets are established for each faculty and the strategic enrollment management initiatives aim to further refine that process; perceived heavier workload on staff due to increases in enrollment that are not always matched with staffing increases; some mathematics and computer science programs have strong demand; more aggressive admission techniques are being seen in the marketplace; long strikes at York appear to have had some impact on enrollment; Waterloo is top 5 in student retention in Canada; college pathways have not grown as quickly as anticipated, and are not necessarily congruous for all programs/faculties.

**4. OTHER BUSINESS**

There was no other business.

**5. MOVE INTO CONFIDENTIAL SESSION**

With no additional business for the open session, the committee moved into confidential session.

6 April 2015

Mike Grivicic  
Assistant University Secretary