Please convey regrets to Emily Schroeder at eschroeder@uwaterloo.ca.

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## OPEN SESSION

1:30

1. Conflict of Interest  
   *Oral*  
   *Declaration*

2. Remarks from the Chair  
   *Oral*  
   *Information*

3. Agenda/Additional Agenda Items  
   *Oral*  
   *Decision*

### Consent Agenda

1:35

**Motion:** To approve or receive for information by consent items 4-10 below.

4. Minutes of the 7 April 2020 Meeting  
   *3*  
   *Decision*

5. Report of the President  
   a. Recognition and Commendation  
   *9*  
   *Information*
   b. Sabbatical and Administrative Leaves, and Administrative Appointments*  
   *To be distributed*  
   *Decision/Information*

6. Report of the Vice-President, Administration & Finance  
   a. Incidental Fee Changes  
   *15*  
   *Decision*

7. Reports from Committees  
   a. Finance & Investment  
   *21*  
   *Information*
   b. Pension & Benefits  
   *22*  
   *Information*

8. Reports from Institute for Quantum Computing  
   a. Annual Report to the Ministry of Innovation, Science, and Economic Development  
   *Link*  
   *Decision*
   b. Corporate Plan 2020-2021  
   *Link*  
   *Decision*

9. Report from the Office of Human Rights, Equity and Inclusion regarding Sexual Violence Prevention and Response  
   *23*  
   *Information*

10. Department Name Change – Waterloo Centre for Advancement of Co-operative Education  
    *33*  
    *Decision*

### Regular Agenda

1:40

11. Business Arising from the Minutes
OPEN SESSION

1:45 12. Report of the President
   a. Guest speaker: Norah McRae – The Future of Talent &
      Current Challenges and Opportunities*

   2:00  b. President’s Report*
          i. President’s Update
          ii. Communications Update
          iii. COVID-19 Research Activities Update
          iv. Campaign Update

   3:00 12. Report of the Pension & Benefits Committee

   3:10 13. Conflict of Interest Declaration Form

   3:10 14. Other Business

   3:15 BREAK

   3:25 15. Conflict of Interest

   Consent Agenda

   3:30 Motion: To approve by consent items 17 and 18 below.

   3:30 16. Minutes of the 7 April 2020 Meeting

   3:30 17. Report of the President
          a. New Appointments with Tenure

   Regular Agenda

   3:35 18. Business Arising from the Minutes

   3:40 19. Report of the President
          a. Report
          b. Financial Planning Update

   4:00 20. Other Business

   IN-CAMERA SESSION

   4:05 21. Conflict of Interest

   4:10 22. Minutes of the 7 April 2020 Meeting

   4:15 23. Business Arising from the Minutes

   4:20 24. Other Business

   4:25 Adjournment

*to be distributed

KJJ/ees
26 May 2020

Karen Jack
University Secretary
OPEN SESSION

1. CONFLICT OF INTEREST
Governors were asked to declare any conflicts they may have in relation to the items on the agenda. No conflicts were declared.

2. REMARKS FROM THE CHAIR
The chair welcomed members to the meeting and invited the secretary to speak to process adaptations due to the meeting being held virtually. The chair then offered thanks on behalf of the Board to the president and those involved with the significant work undertaken in the University’s response to the pandemic. Forbes spoke to the meeting being the last of the governance year and offered thanks to departing governors Beauchemin, Fieguth, Gorbet, Hill, Ogechi Iheme, Pristanski, Seasons, Venters, and Windsor. Members were reminded that additional agenda material for new item #9 was distributed on Friday 3 April.

3. AGENDA/ADDITIONAL AGENDA ITEMS
The Board heard a motion to approve the agenda as distributed.

Gamble and Windsor. Carried unanimously.
Consent Agenda

The Board heard a motion to approve and/or receive for information by consent, items 4-9 below.

Beauchemin and Arora.

4. MINUTES OF THE 4 FEBRUARY 2020 MEETING
The Board approved the minutes of the meeting as distributed.

5. REPORT OF THE PRESIDENT
Recognition and Commendation. The Board received the report for information.

Sabbatical and Administrative Leaves/Administrative Appointments. The Board heard a motion to approve the sabbatical and administrative leaves as presented in the report. The remaining items in the report were received for information.

6. REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST
University Professor Designation. The Board received the report for information.

Department Name Change – Waterloo Residences. The Board heard a motion to approve the name change: “Waterloo Residences” to “Campus Housing”.

7. REPORT OF THE VICE-PRESIDENT, ADMINISTRATION & FINANCE
Incidental Fee Changes. The Board heard a motion to delegate authority to the president and provost to approve a modification to the incidental fees assessed and collected during the 2020 Spring term to reflect the online method of program delivery, as outlined in the report.

8. REPORTS FROM COMMITTEES
Audit & Risk. The Board heard a motion to delegate its authority to approve the University’s audited financial statements for the fiscal year ended 30 April 2020 to the Board Executive Committee. The remaining items in the report were received for information.

Finance & Investment. The Board received the report for information.

Pension & Benefits. The Board received the report for information.

9. REPORT OF THE WATERLOO UNDERGRADUATE STUDENT ASSOCIATION PRESIDENT
The Board received the report for information.

In discussion: some student service fees have been waived in light of the pandemic; recognition that the Audit & Risk committee recently discussed the pandemic and cyber security; the Residences department name change does not affect its operation or the standing commitment for space for first-year students.

The question was called and the motion carried unanimously.

Regular Agenda

10. BUSINESS ARISING FROM THE MINUTES
There was no business arising.
11. REPORT OF THE PRESIDENT
The president provided an update on the University’s response to the pandemic. In particular, he noted: a few of the adjustments undertaken and some accomplishments; priorities and challenges; ongoing conversations with the government; research on COVID-19 being done at Waterloo; how the University is supporting the external community.

In discussion: the complexities of the decision regarding the fall term; the University’s preparedness for “shovel ready” projects in the event funding becomes available; updates regarding co-op placements and spring term registrations; and, at the president’s request, from the vice-president, advancement that her team is elevating all alumni and donor outreach in continuing its work on the campaign, and, a recent success was the launch of the student emergency support fund which generated more than $350,000 to date from more than 1000 donors; the Waterloo Undergraduate Student Association was noted as an important partner in the development of this campaign.

12. SELF ASSESSMENT SURVEY
Members understood that the survey will be distributed by email following the meeting.

13. REPORT OF THE VICE-PRESIDENT, ACADEMIC & PROVOST
Following introductory commentary regarding the Finance & Investment Committee’s consideration of the draft budget before the pandemic struck, and, that in light of current circumstances, the budget offered is provisional and a base line by which the University may assess itself in the future, Rush presented members with an overview of the 2020/21 provisional operating budget. Speaking to his slides, Rush discussed: provisional projected revenue and expenses; the sources of the uncertainty; details regarding income and expenses.

Members heard a motion to approve the 2020/21 provisional operating budget.

Schlegel and Freeman.

In discussion: the current lack of firm data regarding impacts, both in the spring and fall terms; the value of having this reference point for future planning and decisions.

The question was called and the motion carried.

14. REPORT FROM THE PRESEDENTIAL NOMINATING COMMITTEE
The chair spoke to the report distributed with the agenda. The Board heard a motion to endorse the recommendation of the Presidential Nominating Committee to appoint the next President of the University to a term of office of five years, renewable for five years, to a maximum of ten years.

Pristanski and Arora.

In discussion: matters the committee considered with respect to the recommendation; the alignment of the proposed timing with many peer institutions across Canada.

The question was called and the motion carried unanimously.

15. OTHER BUSINESS
There was no other business.

The Board convened in confidential session and the chair invited the vice-presidents, deans, and some guests to remain.

22 April 2020

Karen Jack
University Secretary
Secretary to the Board of Governors
The confidential minutes have been removed.
The confidential minutes have been removed.
IN-CAMERA SESSION

The *in-camera* minutes have been removed.
Recognition and Commendation

Athletics & Recreation celebrated the achievements of the University’s top athletes virtually this year. The top awards of the 2019-20 season went to Taytum Clairmont of women’s hockey and Tyler Ternowski of football. Clairmont was named the 2020 Marsden Trophy winner as the Female Athlete of the Year. The fifth year Masters of Business Technology student put together the best statistical season in the history of the women’s hockey program. She led the OUA in points (28) and assists (17) and was named the OUA Player of the Year, Forward of the Year and a First-Team All-Star. Clairmont is the first player in Warriors history to lead the league in scoring. She also collected a U SPORTS Second-Team All-Canadian recognition and was named the U SPORTS Athlete of the Month in November. Ternowski put together another incredible season in his fourth year with the football program. It is the second straight year a member of football has won the Totzke Trophy as Male Athlete of the Year. The fourth year Economics student was named a U SPORTS First-Team All-Canadian and First-Team OUA All-Star. He finished the season with 47 catches (4th most in U SPORTS) and 695 receiving yards (8th best in U SPORTS). His five receiving touchdowns were fourth most in the country and he was ninth with his 86.9 yards per game. Other awards included:

- WUSA Rookies of the Year Awards: Janelle Clarke (track and field) and Pavle Milic (men’s tennis)
- Team of the Year Award: Women’s Golf
- Imprint Coach of the Year: Maria Leahy (field hockey)
- Shield of Excellence Award, given to graduating student-athletes who have achieved an elite level of distinction throughout their university career with their respective teams: Tyler Ternowski, Josh Lorentz, and Larissa McLeod
- Warriors Community Service Award: Larissa McLeod and Mackenzie Strong
- Directors and J.O. Hemphill Awards presented annually to a male and female who has made a significant administrative contribution to the department: Ashley Blayney-Hoffer (track and field) and Jorden Carthy (baseball)
- Warrior Campus Service Award: Maureen Jones
- Brian Farrance Award (student therapists): Emma Hatcher (men’s volleyball) and Jacqueline Gu (women’s hockey)

(adapted from the Athletics & Recreation News, 3 April 2020)

Associate Professor of English Sarah Tolmie’s novel about the history of science, The Little Animals, was the Special Citation at the 2020 Philip K Dick Awards. The novel, published in 2019 by Aqueduct Press, is about Antoni Van Leeuwenhoek, pioneer of the single-lens microscope and one of the founders of microbiology. The Philip K. Dick Award is presented annually with the support of the Philip K. Dick Trust for distinguished science fiction published in paperback original form in the United States during the previous calendar year.

(adapted from the Daily Bulletin, 14 April 2020)
John Cherry, a distinguished professor emeritus from the Department of Earth and Environmental Sciences, Faculty of Science has been named 2020 winner of the prestigious Stockholm Water Prize. The announcement was made March 23 by the Stockholm International Water Institute (SIWI). Cherry is the first hydrogeologist and the second Canadian to win the international award, which has gone to academics and organizations worldwide, including the International Water Management Institute in Sri Lanka and Great Britain’s Water Aid. Awarded annually since 1991, the Stockholm Water Prize honours individuals and organizations whose work helps to conserve and protect water resources. Cherry is scheduled to receive the award from Princess Victoria of Sweden in late August and will address the opening session of this year’s World Water Week conference organized by the Stockholm International Water Institute (SIWI).

(adapted from the Daily Bulletin, 16 April 2020)

Professor Florian Kerschbaum has received a 2019 Outstanding Young Computer Science Researcher Award from CS-Can/Info-Can, the nation’s professional society dedicated to representing all aspects of computer science and the interests of the discipline to Canadians. Conferred since 2009, these annual awards recognize excellence in computer science research. They are awarded to top faculty members in Canadian computer science departments, schools and faculties who are within the first ten years of their career after completing their PhD. “Florian is an accomplished expert in searching and processing encrypted data — keeping data secure, private and encrypted in the cloud while still allowing it to be searched and processed,” said Mark Giesbrecht, director of the David R. Cheriton School of Computer Science. “His contributions to computer security, privacy-enhancing technologies, and database research are both respected internationally by his academic peers as well as adopted by leading high-tech companies, including SAP and Microsoft. His teaching of undergrads, supervision of graduate students at both Waterloo and SAP, and postdoctoral mentorship are exemplary.”

(adapted from the Daily Bulletin, 17 April 2020)

Norah McRae, Associate Provost for Co-operative and Experiential Education, and Judene Pretti, Director of the Waterloo Centre for the Advancement of Co-operative Education (WatCACE), have been recognized by Co-operative Education and Internship Association (CEIA) as 2020 award recipients. These awards are given out annually to recognize distinguished achievements and significant impact in the field of work-integrated learning. McRae is awarded The Dean Herman Schneider Award for her significant and comprehensive record of contributions towards the advancement of the philosophy and practice of co-operative education. This award is presented annually to those who have demonstrated great success, typically spanning more than ten years, in the practice of co-operative education and internships. McRae’s career in the field of work-integrated learning spans more than 20 years. Through her research on topics such as student engagement, community-engaged learning and intercultural competency development, her philosophy and leadership has strongly influenced experiential learning worldwide. Alongside McRae, Pretti is awarded the Ralph W. Tyler Award for her outstanding and distinguished research and publication in the field of co-operative education and internships. This award is presented to those who lead research and publications highlighting new knowledge and understanding associated with experiential learning. Pretti’s role within WatCACE involves building strong partnerships with key stakeholders in both national and international co-op and work-integrated learning communities. These relationships enable WatCACE to identify priority areas for research and discover findings that are then shared within the global work-integrated learning community.

(adapted from the Daily Bulletin, 24 April 2020)
Wes Graham (1932–1999), the first director of the University’s computing centre and the “Father of Computing” at the University of Waterloo, has been posthumously awarded the 2019 Lifetime Achievement Award from CS-Can/Info-Can. “Wes Graham provided exceptional leadership in software developed for education that has given Waterloo and Canada an international reputation. His contributions shaped computer science education worldwide. He was pivotal in acquiring some of the world’s fastest computer hardware during our early days at Waterloo,” said Mark Giesbrecht, Director of the Cheriton School of Computer Science. From the 1960s until his death in 1999, Graham’s pioneering work and leadership changed the way programming and other computer-related skills were taught at the University of Waterloo, across Canada and internationally. Thousands of copies of the software produced under his direction were used in more than 60 countries, and influenced the teaching of hundreds of thousands of students as well as encouraged dramatic improvements in software development for business and government. His impact on Canadian and international computer science education and software development practices has been dramatic.

Graham recognized that commercial software was not designed for teaching, and so, in 1965, Wes led four students and a junior faculty member in building WATFOR — Waterloo Fortran Compiler — for the IBM 7040 computer to solve the speed and error problems. This software made Waterloo a leader in teaching undergraduate students about computers. Graham led the development of other educational software, including software for COBOL, Pascal, BASIC, APL, and local area networks called Waterloo MicroNET, Waterloo JANET and MacJANET. His research also created early versions of word processors, spreadsheets and databases. As well, in the early 1960s, Wes convinced the University to invest in an IBM 7040. With the creation of the Faculty of Mathematics at Waterloo, he again provided leadership to obtain an IBM 360/75, the largest computer installed in Canada. Because of the widespread use of Waterloo software, Graham acquired over $35 million from major computer companies such as IBM, Digital Equipment and Hewlett Packard. Graham also assisted former students in starting spin-off companies including Watcom (now a division of SAP), Waterloo Maple (now Maplesoft), and OpenText.

(adapted from the Cheriton School of Computer Science News, 8 April 2020)

Professor and Nobel Laureate Donna Strickland and University Professor and Canada Research Chair Linda Nazar have been named Fellows of the Royal Society, the world’s oldest independent scientific academy. Strickland and Nazar join more than 60 exceptional scientists from around the world who have been elected as Fellows and Foreign Members of the Royal Society. The 51 new Fellows, 10 Foreign Members and one Honorary Fellow have been selected for their outstanding contributions to scientific understanding. “They embody the global nature of science, with representation from Sweden, Israel, Germany, Australia, Canada, UK-born scientists working in Europe and beyond, and researchers from around the world enriching Britain’s own research and innovation sector,” says a Royal Society news release. “Their ranks include six Nobel laureates, as well as internationally recognised leaders in industry and science policy.” New Fellows are formally admitted to the Society at the Admissions Day ceremony, traditionally in July, when they sign the Charter Book and the Obligation of the Fellows of the Royal Society. However, the Royal Society reports that, considering current circumstances, this year’s Admissions Day will take place in May 2021.

(adapted from the Daily Bulletin, 30 April 2020)

The Warriors football program saw three of their stars drafted to CFL clubs last week, tying the highest number of players drafted in one season. Tyler Ternowski, Kurtis Gray, and Dion Pellerin all got to live out their childhood dream of hearing they named called out on draft night. “I could not be more proud of these three Warriors,” said head coach Chris Bertoia. “They have all come so far in their careers and have worked so hard to earn this feeling. I know when the chance presents, they will do
everything they can to earn rosters spots on their respective clubs.”

(adapted from the *Daily Bulletin*, 6 May 2020)

Every year, six exceptional co-op students, one from each Faculty, are recognized by the University of Waterloo for their contribution to their employer, their community, and the further development of experiential education. “These exceptional individuals have shown that co-op students at the University of Waterloo have a significant impact long before graduation,” says Feridun Hamdullahpur, president and vice-chancellor. “It is wonderful to see their ability to learn, adapt to change and harness a range of essential skills that have made their employer and society better. We will continue to need the spirit and determination of these students more than ever.”

The following are the University of Waterloo’s 2019 Co-op Students of the Year:

**Yasmeen Mihad Razvi – Health Studies (Faculty of Applied Health Sciences):** Razvi served as a Clinical Research Assistant at Sunnybrook’s Odette Cancer Centre. During her time there, she initiated a study analyzing the accuracy of survival predictions for patients seen in the palliative clinic. The manuscripts were accepted into *Supportive Care in Cancer* and *Annals of Palliative Medicine*. Razvi also co-initiated a review of radiation doses to the heart and lung of approximately 5,000 patients seen at the Odette Cancer Center spanning from 2011 to 2018. In addition, she created a literature review on the lack of adherence of clinicians to treatment guidelines which were published in *Supportive Care in Cancer* and cited and shared by researchers around the world.

**Taylor Legere – Peace and Conflict Studies (Faculty of Arts):** Legere served as an Operations Coordinator at the Intact Centre on Climate Adaptation for the University of Waterloo’s Faculty of Environment. During her time there, she created a “Three Steps to Basement Flood Protection Infographic” which has been shared broadly across Canada. Legere also developed an app mock-up for her team that provided residents with a customized action list on how to reduce their flood risk. During her personal time, she promotes both co-operative education and her area of study to incoming students by participating in open houses and orientation.

**Eric Jihoon Song – Biomedical Engineering (Faculty of Engineering):** Song served as a Software Developer at Maisha Meds. During his time there he worked on a core Android Application that allowed customers in Kenya to buy pharmaceuticals. Song also improved the old application by redesigning the basic data models within the app to target user complaints, help with future scalability and ensure full backward compatibility. For his capstone project, he is studying the effects of how the sub-Saharan African climate influences the effectiveness and quality of pharmaceutical drugs in East Africa – a notable problem for the public in this region.

**David Pau – Planning (Faculty of Environment):** Pau served as a Student Planner for the Region of Waterloo’s Transportation & Environmental Services department, focused on development for Grand River Transit. During his time there, Pau helped successfully launch the largest transit infrastructure project in Waterloo Region’s history: the ION Light Rail Transit. During the launch process he identified and fixed an error, that previously inflated the number of bus riders by approximately 35 per cent, to increase the accuracy of bus rider data in an annual region-wide report. In support of co-op, he spoke to over 20 Canadian transportation professionals at the 2019 Unified Mobility Summit about his contributions to the GRT as a co-op student and the benefits of co-operative education as whole.

**Keer Liu – Computer Science (Faculty of Mathematics):** Liu served as a Software Infrastructure Intern at Slack Technologies Inc. During her time there, she performed a data migration from Slack’s old
Liu also de-provisioned the old database which saved a large amount of server maintenance money and improved the database quality, saving engineers from operational overheads. In addition, she successfully organized the 2018 UW Engineering Hackathon, hosting more than 300 students and over 10 organizations at the event’s Career Fair, promoting student-employer connections.

**Lydia Vermeer – Biochemistry (Faculty of Science):** Vermeer served as a Genetic Counsellor Assistant at Sunnybrook Health Sciences Centre in the Cancer Genetics department. During her time there, Vermeer prepared a 40-page document along with numerous supporting materials for the development of a new format of genetic counselling and testing for breast-cancer that is physician-initiated. Vermeer also helped curate a database of clinic patients with mutations which involved comparing 4,000 mutations to online databases to ensure they were entered in standard notation. To ensure a smooth transition into the workplace for future successive Waterloo co-op students, she also rewrote the student manual for the position.

In addition to the students listed above, **Emily Lam** (Applied Health Sciences), **Jonathan Lee** (Arts), **Meggin Crisp** (Engineering), **Binoy Patharwala** (Environment), **Spencer Whitehead** (Mathematics) and **Jonathan Hsu** (Science) received honourable mentions for Waterloo’s awards.

(adapted from the Co-operative and Experiential Education News, 13 May 2020)

**Kelly Grindrod** never was your traditional neighbourhood pharmacist. An educator and practicing pharmacist, Grindrod holds the OCP Professorship in Pharmacy Innovation for the University of Waterloo. The diversity of her roles and accomplishments led to her receiving the **Pharmacist of the Year Award for 2020**. This highest distinction for Canadian pharmacists is presented annually by the **Canadian Pharmacists Association**, the national advocacy body for pharmacy in Canada. As an educator, innovator, and pharmacist, Grindrod has been at the forefront of encouraging pharmacists to embrace scope changes. That’s what led her to design Pharmacy5in5, an online platform where pharmacists can learn five things about complex health topics in five minutes or less. She works with digital arts experts across the University of Waterloo and employs game theories and evidence-based health information in developing modules on topics like cannabis and pharmacy, opioids and naloxone, and, most recently, COVID-19. “I love figuring out messy problems and showing others how to navigate a similar problem,” said Grindrod. “Pharmacy can be a puzzle, where you have dozens of pieces that need to fit together. In a busy pharmacy, it can be hard to find the time to solve the puzzle. That’s why we started making our infographics and animated videos for Pharmacy5in5. Through my work, I've been able to find creative solutions to show pharmacists how to embrace these challenges and to feel empowered to help their patients.”

As faculty at the School of Pharmacy, Grindrod has been recognized for her teaching and mentorship, held several academic leadership positions, and built a research group that examines medication use and digital technologies. The focus on technology emerged in part as a response to the way new technology is disrupting traditional pharmacy practice. Grindrod continues to model that kind of assertive and evidence-based practice for her students. “I love being a pharmacist but for me, “pharmacist” has meant many different things. I love that I get to show people a different side of pharmacy, and to also show my students how rewarding an academic career can be.”

(adapted from the School of Pharmacy News, 20 May 2020)

Waterloo food security expert **Jennifer Clapp** has been awarded a **Killam fellowship** for her work on the rise of agrifood mega-companies and the implications for the global food system. During her fellowship,
Clapp will conduct research on how corporate consolidation and the financialization in the agrifood sector create new risks for the food system. Clapp will also look at the dynamics of international policy responses to these shifts. “A Killam fellowship is one of the greatest achievements a Canadian scholar can achieve in any discipline,” said Feridun Hamdullahpur, President of the University of Waterloo. “We’re incredibly proud that Dr. Clapp is again recognized as a global leader in food security — something critical to our efforts to achieve the UN Sustainable Development Goals.” Clapp’s award comes at a time when our global food system is in peril due to the COVID-19 pandemic. Her recent opinion piece published in the New York Times revealed how a trend towards corporate consolidation and commodity specialization results in the paradoxical situation in which significant amounts of food are being destroyed around the world as a growing number of people are going hungry. Clapp, a Canada Research Chair in Global Food Security and Sustainability, was also awarded a Trudeau Fellowship in 2013. In 2018 Clapp won the Innes Gérin Medal for contributions to the Social Sciences from the Royal Society of Canada.

(adapted from the *Waterloo News*, 26 May 2020)
FOR APPROVAL

Incidental Fees Spring 2020 – Assessment Update

Summary

• Incidental fees were assessed and collected for spring term 2020 to reflect the change to fully online course delivery and the services that could be offered during the term
• Fees were determined through consultation between the University and presidents/vice-presidents of the Waterloo Undergraduate Student Association (WUSA) and the Graduate Student Association – University of Waterloo (GSA)
• Approximately $3.3M of incidental fees were not assessed as follows:
  − Athletics and Recreation fee of $1.35M
  − Grand River Transit Universal Pass fee of $1.2M
  − 2 WUSA, 4 GSA, 20 student society and 11 voluntary endowment fund fees of $737k

Incidental Fees Fall 2020

General Approach to Fee Assessment

Recommendation
It is recommended that incidental fees to be assessed and collected during the fall term 2020 from full-time and part-time undergraduate and graduate students be modified to reflect the combined “online with some in-person” delivery method. The specific approach will be finalized collaboratively by the presidents/vice-presidents of the Waterloo Undergraduate Student Association (WUSA) and the Graduate Student Association – University of Waterloo (GSA), the Vice-President, Administration & Finance, and the Associate Provost, Students for approval by the President and Provost. (This is the same approach used for the spring term.)

Comments:
• In a typical fall term, there are approximately 80 incidental fees assessed to undergraduate and graduate students and approximately $20M is collected in revenue to the University, WUSA and the GSA
• Those discussions will determine how the fee assessments may be modified
• One of the primary determinants for continuing with a specific fee is student accessibility to the service during the fall term; other considerations are also under discussion
• A report summarizing fall term incidental fee assessments will be provided at the October Board meeting
Student Choice Initiative

- The Ontario government introduced the Student Choice Initiative (SCI) in February 2019, effective for fall 2019. A subsequent court ruling during fall 2019 overturned this regulation. The government stated plans to appeal the decision.
- Since the appeal is still pending and unlikely to be resolved soon, fees will be managed on the basis that the SCI regulation is no longer a limiting factor.

Undergraduate Fees – Changes subject to final Fall term Assessment Approach

WUSA Operating Fees

It is recommended that the WUSA fees, assessed and collected from all full-time on-campus undergraduate students, be increased from $78.33 to $87.66 per term effective Fall 2020. Part-time on-campus undergraduate students are assessed 30% of the full-time fee or $26.30 per term.

Comments:
- The proposed increase of $9.33 per term was approved at the WUSA Annual General Meeting on March 24, 2020.
- Increases are to support special projects, part-time paid service coordinator roles, inflation, travel for federal lobbying work, etc.
- The fee will be itemized on the fee bill as 5 optional fees totaling $27.50 and 4 compulsory fees totaling $60.16.

WUSA Administered Program Fees

WUSA Health Fee

It is recommended that the compulsory WUSA Health Fee, assessed and collected from undergraduate students, be increased from $56.38 to $66.02 for regular students and from $105.71 to $123.94 for co-op students effective Fall 2020.

Comments:
- The increase accounts for benefits coverage and administrative overhead increases.
- WUSA continues to contract with StudentCare for the health plan.
- The health fee is refundable through the service provider with proof of comparable supplementary coverage.
- During the winter term, regular students pay twice the rate for the health plan to ensure continuous coverage from May to August.

WUSA Dental Fee

It is recommended that the compulsory WUSA Dental Fee, assessed and collected from undergraduate students, be increased from $61.85 to $63.29 per term for regular students and from $115.98 to $118.65 per term for co-op students effective Fall 2020.

Comments:
- Increases are for administrative overhead.
- WUSA continues to contract with StudentCare for the dental plan.
- The dental fee is refundable through the service provider.
During the winter term, regular students pay twice the rate for the dental plan to ensure continuous coverage from May to August.

_WUSA Grand River Transit UPass Fee_
It is recommended that the compulsory WUSA Grand River Transit UPass Fee, assessed and collected from all undergraduate students enrolled full-time in on-campus courses within the Region of Waterloo, be increased from $101.07 to $110.78 per term effective Fall 2020.

_Comments:_
- The UPass fee pays for a universal transit pass with the Grand River Transit
- The fee is not refundable
- The fee includes an amount contractually arranged with Grand River Transit plus an administrative overhead charge

_WUSA Legal Service Plan Fee_
It is recommended that the compulsory Legal Service Plan Fee, assessed and collected from undergraduate students, be increased from $9.56 to $9.61 per term for regular students and from $17.94 to $18.03 per term for co-op students effective Fall 2020.

_Comments:_
- This fee is changing from optional to compulsory
- The increase accounts for benefits coverage and administrative overhead increases
- WUSA continues to contract with StudentCare for the services
- The legal service plan fee is refundable through the service provider, similar to health and dental
- During the winter term, regular students pay twice the rate for the legal plan to ensure continuous coverage from May to August

_WUSA Student Refugee Program Fee_
It is recommended that the optional Student Refugee Program Fee, assessed and collected from undergraduate students that have not opted out of the fee, be increased from $4.95 to $4.98 per term effective Fall 2020.

_WUSA Orientation Fee_
It is recommended that the optional Orientation Fee, assessed and collected from full-time on-campus first-year undergraduate students who have not opted out of the fee, be increased from $110.53 to $116.36 to be charged Fall 2020 only.

_WUSA Student Assistance Program (SAP) Fee_
It is recommended that a new compulsory Student Assistance Program Fee, be assessed and collected from all undergraduate students at $3.50 per term for co-op and $1.63 per term for regular students effective Fall 2020.

_Comments:_
- A procurement process was held jointly with WUSA, GSA and UWaterloo Campus Wellness (Health Services and Counselling Services) to expand the Student Health Plan’s mental health coverage via a “Student Assistance Program (SAP)” service modelled after the Employee Assistance Program (EAP)
Aspiria’s Empower Me SAP service was selected for best coverage, value-for-money, and ability to integrate with StudentCare’s administration of the Health Plans.

The Empower Me SAP service was approved by the WUSA and GSA Board of Directors.

The program launched on January 1, 2020 and is integrated with UWaterloo Campus Wellness.

During the winter term, regular students pay twice the per term rate to ensure continuous coverage from May to August.

The fee is not refundable.

**Student Life Endowment Fund (SLEF) Fee**

It is recommended that a new voluntary Student Life Endowment Fund Fee (SLEF), be assessed and collected from undergraduate (full-time and part-time) students who have not opted out of the fee, at $25.00 per term effective Fall 2020.

Comments:
- The SLEF Fee is a voluntary student contribution to an existing Waterloo Endowment Fund established in 1992 and administered by WUSA to support activities that improve the quality of student life at UWaterloo.
- Students will receive a charitable donation receipt each calendar year for contributions to the fund.
- The fee was approved by the SLEF Board of Directors and was ratified by the Students’ Council on February 9, 2020.

**Imprint Publications Fee**

It is recommended that the optional Imprint Publications Fee, assessed and collected from undergraduate students enrolled full-time in on-campus courses in Waterloo Region who have not opted out of the fee, be increased from $4.42 to $5.00 per term effective Fall 2020.

Comments:
- The fee increase was approved in accordance with the bylaws and procedures of the Imprint Publications and in accordance with WUSA’s policies.

**Engineering Society Fee**

It is recommended that the optional Engineering Society Fee, assessed and collected from full-time on-campus undergraduate engineering students who have not opted out of the fee, be increased from $16.75 to $17.84 per term effective Fall 2020.

Comments:
- The fee increase was approved at the Engineering Society Joint Annual meeting in accordance with WUSA’s policies.

**Math Society Fee**

It is recommended that the optional Math Society Fee, assessed and collected from full-time on-campus undergraduate mathematics students who have not opted out of the fee, be increased from $12.25 to $14.79 per term effective Fall 2020.

Comments:
- The fee increase was approved by the Math Society Council in accordance with WUSA’s policies.
Graduate Fees – Changes subject to final Fall term Assessment Approach

Grad Student Association Fees
It is recommended that the GSA fees, assessed and collected from all full-time and part-time graduate students at $22.80 per term effective Fall 2020 and become compulsory rather than partially optional.

Comments:
- The fee will be itemized as 3 compulsory fees on the fee bill namely: GSA Association, GSA Wellness Support and GSA Academic Support fees
- Previously, this fee was itemized with 7 components, 4 of them, totalling $10.80, were optional

GSA Administered Program Fees

GSA Health Fee
It is recommended that the compulsory GSA Health Fee, assessed and collected from active full-time and part-time graduate students in on-campus programs, be increased from $62.00 to $66.00 effective Fall 2020.

Comments:
- The health fee is refundable through the service provider StudentCare
- The proposed fee changes were approved by the GSA Board of Directors on May 19, 2020

GSA Dental Fee
It is recommended that the compulsory GSA Dental Fee, assessed and collected from active full-time and part-time graduate students in on-campus programs, be increased from $91.00 to $97.00 per term effective Fall 2020.

Comments:
- The dental fee is refundable through the service provider StudentCare
- The proposed fee changes were approved by the GSA Board of Directors on May 19, 2020

GSA GRT UPass
It is recommended that the compulsory GSA Grand River Transit U-Pass Fee, assessed and collected from all full-time graduate students on-campus within the Region of Waterloo, be increased from $98.60 to $105.50 per term effective Fall 2020.

Comments:
- The U-Pass fee pays for a universal transit pass with the Grand River Transit
- The fee is not refundable
- The proposed fee changes were approved by the GSA Board of Directors on May 19, 2020

GSA Legal Service Plan Fee
It is recommended that the new compulsory Legal Service Plan Fee, be assessed and collected from graduate students at $9.33 per term effective Fall 2020.
Comments:

- The cost is for benefits coverage
- GSA has contracted with StudentCare for the services
- The legal service plan fee is refundable through the service provider, similar to health and dental

Council of Graduates in Germanic and Slavic Studies (CGGSS) Fee
It is recommended that the new optional CGGSS Fee, be assessed and collected from graduate students in Germanic and Slavic Studies at $10.00 per term for full-time and $7 per term for part-time students effective Fall 2020.

Dennis Huber
Vice-President, Administration & Finance
FOR INFORMATION

1. Current Market Volatility, and Impacts on Investment Funds and University Operating Budget

With the significant market volatility that has accompanied the worldwide COVID-19 pandemic, the committee has convened two special meetings to monitor the situation and consider appropriate action to respond to the market shifts and potential impacts to the University’s financial operations.

The committee is actively engaged with university administration in maintaining a watching brief on the following items on a go-forward basis:

- Continued operations modelling/stress testing of budget scenarios
- Prospective scenarios for government funding support
- Examining the robustness and liquidity of the University’s various investment positions within the macro-level investment environment
  - Assessment of the performance of investment managers compared to relevant benchmarks, and particularly during recent and ongoing market volatility
- Examining the overall composition of the university’s cash positions, including specific instruments and counterparties
- Exploring the establishment of a credit facility, as a contingency for providing liquidity to the operating budget

The committee has resolved to convene special meetings on short notice if market conditions so require, and members maintain open and direct communication with administration to relay market insights as they emerge in real time.

/mg

James Schlegel
Chair
This report is submitted following the committee’s meeting of 15 May 2020, for inclusion in the consent agenda.

FOR INFORMATION

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1. General Oversight

The committee receives regular reports from the consulting actuary on legislative and policy changes anticipated and in force that impact public sector pensions, as well as changes implemented by other public sector pension plans. The committee discusses implications for the pension plan and takes the information into account when making decisions on matters including plan design, funding and administration.

As part of the general oversight function exercised by the committee, the committee has devoted attention to following issues: prospective actions from provincial regulator for pension funding relief due to market shifts from COVID-19; ongoing updates on holistic review of employee benefits; overview of provisional 2020-21 operating budget.

/mg

Peter Barr
Chair
Overview: Sexual Violence Prevention Task Force

In March 2015, Ontario launched the *It’s Never Okay: An Action Plan to Stop Sexual Violence and Harassment* which includes concrete actions to be taken to help change attitudes, provide better support for survivors and make workplaces and campuses safer and more responsive to complaints of sexual violence and harassment.

The University of Waterloo has taken its own actions to address sexual violence, including the creation of the Sexual Violence Response Coordinator and Director of Sexual Violence Prevention and Response staff roles; the implementation and review of Policy 42 – Prevention of, and Response to Sexual Violence; and the creation of the Sexual Violence Prevention Task Force.

The development of a sexual violence prevention framework (mobilized by the Task Force), and educational plan (created and implemented by the Director, Sexual Violence Prevention and Response, with input from the Task Force) are both additional key actions being taken on campus to raise awareness, provide education and training, and ensure comprehensive University supports and services.

The sexual violence prevention framework and accompanying educational plan are based upon the strategies included within the *Okanagan Charter: An International Charter for Health Promoting Universities and Colleges*; to which the University of Waterloo is a signatory.

Goals of the Task Force:

- To create a campus culture where the impacts of sexual violence are understood and well responded to, and
- To create a campus culture where strong efforts are made to prevent sexual violence.

Purpose of the Task Force:

- To support the implementation of the University of Waterloo’s Sexual Violence Prevention Framework, which will include the key elements of:
  - Awareness
  - Education
  - Training
  - Services & Supports
To support the Sexual Violence Prevention and Response Office in their work to develop education and training initiatives in line with the priorities established via the framework.

To assess the sufficiency of Waterloo’s sexual violence policy and the effectiveness of current programs and services to combat sexual violence on campus.

To provide recommendations on the additional steps that Waterloo may take to ensure a safe environment for all.

Evaluation

In Winter term 2020 the Task Force approved a partnership between the Director, Sexual Violence Prevention and Response with Institutional Analysis and Planning (IAP) to engage in an evaluation of sexual violence policy and programming at the University of Waterloo. The Task Force is currently working with IAP to develop the evaluation framework.

As per the direction from the Ministry, the Task Force will also undertake a process to provide recommendations on the additional steps that Waterloo may take to ensure a safe environment for all.

Sexual Violence Prevention & Response Office (SVPRO)

2019 marked the second year that this office has been a part of the University of Waterloo community. This year the SVPRO, which is located within the Human Rights, Equity and Inclusion Unit (HREI), saw an increase in service requests, both for direct service and education, and an increase in opportunities for collaboration both on and off campus. The SVPRO added capacity to meet the needs of our campus community through the hire of the Sexual Violence Response Coordinator, who joined the office in May 2019. This enhanced capacity naturally translated into an increased ability to provide comprehensive, campus-wide education and training that meets the diverse needs of staff, faculty and students, as well as continuing to ensure timely response to direct service and consultation requests from campus stakeholders. The addition of resources also allows for identifying, and collaborating around, systemic change to align with the strategic goals of both HREI and the University of Waterloo.

Sexual Violence and Gender-Based Violence Defined

The Ontario government defines sexual violence as “any sexual act or act targeting a person’s sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person’s consent, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation” (Bill 132, Sexual Violence and Harassment Action Plan Act, 2016). This definition is also reflected in University of Waterloo Policy 42 – Prevention of, and Response to, Sexual Violence.

We have included the broader language of gender-based violence in the chart below to acknowledge and capture those forms of sexual violence which are not reflected within the above definition. Gender-based violence can be defined as “any form of violence that is committed against someone based on their gender identity, gender expression or perceived gender” (Status of Women Canada). This umbrella term may include, but not be limited to: intimate partner violence, emotional abuse, human trafficking, reproductive coercion, technology-facilitated violence, forced marriage, financial abuse, stealthing or non-consensual condom removal, threats of violence to coerce sex, and others.
## 2019 Campus Initiatives

The following are examples of several initiatives undertaken in 2019:

<table>
<thead>
<tr>
<th>INITIATIVE</th>
<th>AUDIENCE AND ENGAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responding to Disclosures Training</strong></td>
<td>34 trainers</td>
</tr>
<tr>
<td><em>Train the Trainer program. Newly trained trainers provide a 1.5 – 2-hour workshop to colleagues within their Faculties and Departments.</em></td>
<td>- 169 participants</td>
</tr>
<tr>
<td><strong>Key resources and supports developed:</strong></td>
<td>Staff Trainers involved in the Responding to Disclosure Community of Practice, as well as</td>
</tr>
<tr>
<td>• Power point presentation with embedded facilitator’s guide</td>
<td>• Co-operative Education Staff</td>
</tr>
<tr>
<td>• One-page quick reference sheet and banner pens to provide to participants post-training</td>
<td>• Organizational Human Development Staff</td>
</tr>
<tr>
<td>• A Community of Practice established to support trainers</td>
<td>• Athletics and Recreation Staff</td>
</tr>
<tr>
<td></td>
<td>• GSPA staff</td>
</tr>
<tr>
<td></td>
<td>• Campus Wellness</td>
</tr>
<tr>
<td></td>
<td>• Science Undergraduate Office</td>
</tr>
<tr>
<td></td>
<td>• Co-op Harassment advisors</td>
</tr>
<tr>
<td></td>
<td>• Arts Undergraduate office</td>
</tr>
<tr>
<td><strong>Background on Train-the-Trainer Program:</strong></td>
<td>General sessions are also provided by HREI each term that encourage any member of campus to attend</td>
</tr>
<tr>
<td>Winter term 2019, 34 University staff members from diverse departments and units participated in the co-development of a campus train-the-trainer module for responding to disclosure. Developed from the responding to disclosure training created by the Centre for Research and Education on Violence Against Women &amp; Children (CREVAWC), our inaugural Train the Trainer session was facilitated by one of the creators of the CREVAWC training content, Mandy Bonisteel. It is designed to support all employees to: respond supportively &amp; effectively to disclosures of sexual violence; know where to seek tangible support &amp; resources; examine one’s own attitudes, behaviours &amp; beliefs; ensure that survivors are treated with respect and dignity and that they receive the supports needed to feel comfortable remaining a part of our campus community, as well as to continue on their path toward healing.</td>
<td></td>
</tr>
</tbody>
</table>

| **Meet and Greet Presentations**                | **265 campus community members**                            |
| *Overview of Sexual Violence Resources on and off Campus, Best Practices for Responding to Disclosures, and Review of Policy 42 Roles and Responsibilities provided* | • Academic Leadership Forum                                   |
|                                                 | • Women in Engineering                                        |
|                                                 | • Committee on Student Mental Health                          |
|                                                 | • New Manager Orientation                                     |
|                                                 | • University of Waterloo Board of Governors                   |
|                                                 | • University of Waterloo Graduate Operations Committee        |
|                                                 | • University of Waterloo Undergraduate Operations Committee   |


<table>
<thead>
<tr>
<th>INITIATIVE</th>
<th>AUDIENCE AND ENGAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Creating a Consent Culture with Student Leaders</strong>&lt;br&gt; <em>Provided trainings on Unpacking Rape Culture on Campus, Responding to Disclosures and Creating a Consent Culture</em></td>
<td>• All University of Waterloo Special Constables&lt;br&gt; • St. Jerome’s Student Affairs Staff&lt;br&gt; • Academic Advisors (and related roles)&lt;br&gt; • 322 student leaders&lt;br&gt; • Peer Health Educators Volunteers&lt;br&gt; • Women’s Centre Volunteers&lt;br&gt; • RAISE Volunteers&lt;br&gt; • Affiliated Colleges Residence Dons&lt;br&gt; • Orientation Leaders (via inaugural online module)&lt;br&gt; • Orientation Planners</td>
</tr>
<tr>
<td><strong>Guest Lectures</strong></td>
<td>• Women’s Studies Courses – Unpacking Sexual Violence and Creating a Consent Culture&lt;br&gt; • Senior Women in Academic Leadership Conference (SWAAC) – Understanding Sexual Violence on Campus&lt;br&gt; • National Athletics, Intramurals and Recreation Conference (NIRSA) – Understanding Sexual Violence on Campus&lt;br&gt; • Waterloo Regional Sexual Assault Review Team (SART) – Campus Based Sexual Violence Prevention and Response Services&lt;br&gt; • Bachelor of Social Work Annual Orientation – Campus Based Sexual Violence Prevention and Response Services as well as services, projects, and work of the Office of HREI&lt;br&gt; • 198 attendees&lt;br&gt; • Senior administration and other relevant decision makers on campus were invited to attend a full day workshop on the impacts of trauma on the brain, the body’s defense</td>
</tr>
<tr>
<td><strong>Inaugural Consent Week</strong></td>
<td>• 11 Events&lt;br&gt; • Campus-wide initiatives to increase awareness and knowledge around consent</td>
</tr>
<tr>
<td><strong>16 Days of Activism Against Gender-Based Violence</strong>&lt;br&gt;<a href="https://uwaterloo.ca/16-days-of-activism-against-gender-based-violence/about">https://uwaterloo.ca/16-days-of-activism-against-gender-based-violence/about</a></td>
<td>• 14 Events&lt;br&gt; • Campus-wide initiatives to support gender-based violence survivors&lt;br&gt; • 17 attendees&lt;br&gt; • Senior administration and other relevant decision makers on campus were invited to attend a full day workshop on the impacts of trauma on the brain, the body’s defense</td>
</tr>
<tr>
<td><strong>External Facilitator:</strong> Dr. Lori Haskell, PhD&lt;br&gt;“Neurobiology of Trauma and Sexual Violence”</td>
<td>• 17 attendees&lt;br&gt; • Senior administration and other relevant decision makers on campus were invited to attend a full day workshop on the impacts of trauma on the brain, the body’s defense</td>
</tr>
<tr>
<td>INITIATIVE</td>
<td>AUDIENCE AND ENGAGEMENT</td>
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<tr>
<td>----------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Clinical psychologist specializing in trauma, revictimization, violence prevention, sexual abuse and sexual violence in relation to psychological development</td>
<td>circuitry, and impact on memory for survivors to better understand potential responses and reactions of those proceeding through complaint processes.</td>
</tr>
<tr>
<td>External Facilitator: Steph Guthrie</td>
<td>• SVPRO co-sponsored this public Sexual Assault Support Centre of Waterloo Region event, which was hosted in Fed Hall</td>
</tr>
<tr>
<td>&quot;Redefining the ‘trolling’ and ‘cyberbullying’ narratives&quot;</td>
<td></td>
</tr>
<tr>
<td>Feminist advocate, organizer and analyst focusing on the intersection of gender, culture, and technology.</td>
<td></td>
</tr>
<tr>
<td>Campus Wellness Peer Health Educators</td>
<td>• Peer Health Educators on the sexual health team focused their student engagement activities entirely around consent and sexual violence campaigns. This included engagement activities surrounding healthy relationships, consent and substance use, and healthy sexuality.</td>
</tr>
<tr>
<td>SVPRO Education and Awareness Videos</td>
<td>• The SVPRO created two promotional videos in collaboration with several campus stakeholders, found <a href="#">here</a>. The first highlights how campus stakeholders across campus embed discourse on addressing sexual violence in their everyday work; the second highlights how one can access support through the SVPRO office, as well as the partners the SVPRO works with on campus to ensure needs are met.</td>
</tr>
<tr>
<td>Public Education Agreement with Sexual Assault Support Centre of Waterloo Region (SASC)</td>
<td>• Beginning Fall 2019, a public education agreement was established between the Public Education Program of SASC and the SVPRO to provide 7 hours/month of education on campus as well as assistance and guidance on events run through the SVPRO. SASC is regularly welcomed into classes, student services, student clubs, and so on to provide interactive learning on ending sexual violence, practicing consent, bystander intervention, male allyship and more.</td>
</tr>
</tbody>
</table>
2018-2019 Services & Statistics

<table>
<thead>
<tr>
<th>Student Supports and Services</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Direct Service Provision (unique individuals) - survivors</td>
<td>68</td>
<td>123</td>
</tr>
<tr>
<td>Carry over*</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>Consultations with others on campus</td>
<td>50</td>
<td>71</td>
</tr>
<tr>
<td>Formal Complaints under Policy 42</td>
<td>3</td>
<td>2</td>
</tr>
</tbody>
</table>

*Carry over refers to the number of students who “carried over” from the prior year(s) and continued to access services and support from SVPRO.

<table>
<thead>
<tr>
<th>Student Experiences of Sexual Violence</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault</td>
<td>36</td>
<td>65</td>
</tr>
<tr>
<td>Sexual Harassment</td>
<td>18</td>
<td>33</td>
</tr>
<tr>
<td>Other forms of Gender Based Violence</td>
<td>6</td>
<td>15</td>
</tr>
<tr>
<td>Undisclosed</td>
<td>2</td>
<td>10</td>
</tr>
</tbody>
</table>

*Some survivors may have sought support for more than one type of harm

2018-2019 Accommodations & Support

Accommodation options are available to anyone that we are supporting and are determined on a case-by-case basis. The top three accommodation requests (outside of a formal policy complaint) in 2019 include:

- Academic accommodations (supported through AccessAbility and facilitated by a referral form from the SVPRO to an AccessAbility advisor)
- Letter of support from SVPRO for academic petitions
- Safety planning and/or plan for navigating campus

Other supports and accommodations discussed and offered (when appropriate):

- Alternate office space
- Alternate parking space
- Change in residence room, building and/or emergency housing
- Coping and managing strategies, grounding techniques
- Support in preparing Policy 42 complaints
- Support in preparing Criminal Injuries Compensation Board applications
Referrals for continued support are always provided as an option. This is not an exhaustive list and depends on individual needs. The top three referral requests where a warm hand-off is provided include:

- UW Counselling Services
- Conflict Management and Human Rights Office
- Victim Services of Waterloo Region

**Other services often discussed and offered (when appropriate):**

- Sexual Assault Support Centre of Waterloo Region
- Off-campus counselling services
- Peer Support Groups on Campus (Women’s Centre, Glow, RAISE)
- Emergency housing through Campus Housing
- Sexual Assault/Domestic Violence Treatment Centre
- Community Justice Initiatives
- UW Police or Waterloo Regional Police Service (where appropriate)

### 2020 Winter Term – Statistics

SVPRO saw an increase in direct service requests between Winter Term 2018 and Winter Term 2019 and were on track to continue to see an increase in direct service requests again in Winter Term 2020. SVPRO saw no direct service requests between March 4 and April 16, 2020, which we believe can be attributed to COVID-19 impacts. Without the impacts of COVID-19, our assumption would be that the new direct service needs for Winter Term 2020 would have surpassed those of last year.

<table>
<thead>
<tr>
<th>Direct Service: Jan - April</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carry Over</td>
<td>23</td>
<td>30</td>
<td>28</td>
</tr>
<tr>
<td>Consultations</td>
<td>13</td>
<td>21</td>
<td>23</td>
</tr>
</tbody>
</table>

| Formal Complaints           | 2    | 1    | 0    |

<table>
<thead>
<tr>
<th>Student Experiences of Sexual Violence</th>
<th>Winter Term 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault</td>
<td>15</td>
</tr>
<tr>
<td>Sexual Harassment</td>
<td>3</td>
</tr>
<tr>
<td>Other forms of Gender Based Violence</td>
<td>6</td>
</tr>
<tr>
<td>Undisclosed</td>
<td>5</td>
</tr>
</tbody>
</table>

*Some individuals may have sought support for more than one type of harm*
Understanding the Numbers

Direct Service Requests

Direct service requests have increased year over year since this office was created in 2017, which we believe should be considered a positive trend. This is not an indication of an increase in incidents of sexual or gender-based violence, but rather due to a greater awareness of the policy and supports available because of initiatives facilitated by the SVPRO. It is our belief that the number of individuals seeking support from the SVPRO is not indicative of the true number of incidents occurring – this number is likely much higher. While greater attention has been brought to understanding and combatting sexual violence within society, there is still much work to be done to help breakdown the myths that surround sexual violence, understand the differential impacts of trauma, and acknowledge how marginalized communities are disproportionately impacted by sexual violence.

Further, some individuals seeking support may only come to our office one time, where many others may require continued support and case management. Our office seeks to center survivors and prioritize direct service requests to remain as responsive as possible to our campus community.

Consultations

Consultations are provided to those in our campus community who are aware of an incident of sexual violence and are seeking support and/or guidance. Consultations may include: debriefing a disclosure that was received or an incident that was witnessed, discussing how to navigate next steps when a complaint has come forward, sharing resources and supports available to both the person who received the disclosure as well as the person who disclosed, and so on.

Formal Policy Complaints

The formal complaint process through Policy 42 is not often pursued by a survivor for many reasons. In many instances, survivors seek to mitigate the impacts they are experiencing solely through means that relate to themselves, such as workplace and/or academic accommodations and referrals to supports and services. In other circumstances, our policy may not apply (for example, if the person who caused harm is not a part of our campus community). In yet other instances, an informal process has been pursued and met the needs of the survivor which did not necessitate the need for a formal complaint (for example, support provided to the survivor to communicate the impacts of the harm they experienced to the person who allegedly caused harm). In some cases, a joint complaint has been put forward by more than one survivor regarding the same individual of concern.
2020 Winter Term Campus Initiatives
The following are examples of several initiatives undertaken in Winter Term 2020:

<table>
<thead>
<tr>
<th>INITIATIVE</th>
<th>AUDIENCE AND ENGAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responding to Disclosures Training</td>
<td>110 attendees&lt;br&gt;• French Studies&lt;br&gt;• Centre for Career Action&lt;br&gt;• IST Management&lt;br&gt;• Arts Computing Office&lt;br&gt;• New Managers Extended Learning Program&lt;br&gt;• Athletics and Recreation staff&lt;br&gt;• Science Advisors&lt;br&gt;• Graduate Student Association</td>
</tr>
<tr>
<td>Creating a Consent Culture with Student Leaders</td>
<td>48 student leaders&lt;br&gt;• Peer Health Educators Volunteers&lt;br&gt;• Women’s Centre Volunteers&lt;br&gt;• Affiliated Colleges Residence Dons</td>
</tr>
<tr>
<td>Guest Lectures</td>
<td>11 attendees&lt;br&gt;• Athletics Weight Room Staff – Bystander Intervention Training</td>
</tr>
<tr>
<td>Consent Week 2020</td>
<td>11 events&lt;br&gt;• Campus-wide initiatives to increase awareness and knowledge around consent</td>
</tr>
<tr>
<td>External Facilitator</td>
<td>69 attendees&lt;br&gt;• Campus stakeholders in forward-facing roles with students were invited to attend a full day workshop in February on the impacts of trauma on the brain, the body’s defense circuitry, and impact on memory for survivors to better understand potential responses and reactions of those proceeding through complaint processes.</td>
</tr>
</tbody>
</table>

Provided trainings on Unpacking Rape Culture on Campus, Responding to Disclosures and Creating a Consent Culture
Responses to COVID-19

As a result of physical distancing measures, SVPRO has endeavored to be as responsive as possible to the shifted landscape of service and education provision on campus. While we have been able to shift most of our interactions with campus community members to a virtual space, we know that it is not ideal to solely provide direct support and learning opportunities regarding sexual violence in this way. SVPRO will continue to collaborate with on and off campus partners to ensure our campus community members continue to have access to comprehensive support and education opportunities during this time, and beyond. Some of the ways that SVPRO has pivoted to meet these needs include:

- Sought out and identified a new virtual care platform for HREI, Medeo Virtual Care, which is PHIPA compliant and offers a greater degree of security when engaging in confidential meetings with those seeking support.
- Increasing our social media engagement with #ConsentConversations, a weekly #uwaterloo series on consent to collectively learn and share.
- Participating in the Ask Us Anything series with Human Rights, Equity and Inclusion
- Participating in the Community Connects series with Organizational and Human Development with a week of activities bringing attention to Sexual Assault Prevention Month (May)
- Providing several learning opportunities in collaboration with SASC and Community Justice Initiatives through online workshops. Topics include: maintaining healthy relationships during physical distancing, online harassment, workplace harassment, surviving social media as a survivor, and restorative justice practices.
- Revamping the responding to disclosure training to an online format, taking into consideration potential impacts on participants as well as facilitators, and maintaining safety in the learning environment.
FOR APPROVAL

Waterloo Centre for the Advancement of Co-operative Education (WatCACE) Name Change

Motion: That the Board of Governors approves the following name change: from “Waterloo Centre for the Advancement of Co-operative Education (WatCACE)” to “Work-Learn Institute (WxL).”

Rationale:
WatCACE has as its primary focus conducting, facilitating, and disseminating the results of research into cooperative education and work integrated learning. By making this research available internally, WatCACE contributes to the practice of Co-op and Work Integrated Learning at Waterloo, but as a research unit it publishes its results and so has a role in the research contribution Waterloo makes to Canada and the world.

The suggested name change has two main purposes. First, since its launch the remit of WatCACE has broadened beyond Cooperative Education to inform other sorts of Work Integrated Learning, and the new name will better reflect existing practice; secondly, the new name better reflects the role WatCACE might play in expanding the University’s role as a thought leader in the development of all forms of Work Integrated Learning, as envisioned in the 2020-25 Strategic Plan (for instance in its commitment to develop talent for a complex future).

Background:
WatCACE was established in 2002 by UW past-president James Downey. Downey found that in his time as president there were many occasions when he was required to justify the existence of the co-operative education program in national and international forums. Moreover, he recognized the importance of co-op to the brand of Waterloo, and that research into the most effective ways of delivering co-op would be valuable for advancing the acceptance, understanding and practice of co-op.

Since its inception WatCACE has grown to become a world leader in research into co-operative education and work-integrated learning. WatCACE has engaged with faculty members at Waterloo, and with researchers elsewhere in Canada and internationally, in collaborative research projects. Though it remains a small research team, it has been successful in securing grant funding from provincial and association sources, and consistently publishes in high impact, peer-reviewed venues. WatCACE has also been an incubator for pilot projects that emerged from the 2013-18 strategic plan, testing ways to continue to advance the co-op model and to develop new models of work-integrated learning, such as the EDGE program.

While a significant focus for WatCACE’s research and development will always be co-op, with the national and international focus on work-integrated learning, and the fact of its research already being broader than co-op, there is a strategic advantage in its name being broader than the ‘advancement of co-op’ as well. This should open up new audiences for its work and new potential sources of funding, such as, government and industry leaders who are interested in many models of work-integrated learning, not just co-op. Our aim is to position WatCACE as the world’s leading research and development institute for co-operative education and work-integrated learning.

The proposed new name is a result of consultation with University Relations. We feel the new name sets us apart as innovative and fresh, eliminates jargon, and encompasses work happening in WatCACE already and likely to happen in the future.

If approved, the proposed name change would be implemented in the Spring 2020 academic term. Senate recommended the name change to the Board at its meeting on 19 May 2020.

Dr. Judene Pretti
Director, WatCACE

Dr. David DeVidi
Associate Vice-President, Academic

Dr. Norah McRae
Associate Provost, Co-operative and Experiential Education
University of Waterloo  
PENSION & BENEFITS COMMITTEE  
Report to the Board of Governors  
2 June 2020

This report is submitted following the committee’s meeting of 15 May 2020, for including in the regular agenda.

FOR APPROVAL

1. Actuarial Valuation of the Pension Plan as at 1 January 2020

Motion: To approve the filing of the actuarial valuation report as at 1 January 2020 with the Financial Services Regulatory Authority of Ontario (FSRA) and the Canada Revenue Agency (CRA).

Background: The University of Waterloo pension plan is an inflation-linked defined-benefit plan. The plan is funded by contributions from the employees and the University, and by investment returns. The total annual contribution is determined by applying actuarial methods with assumptions about investment returns, mortality, inflation and salaries. An actuarial valuation report is required to be filed at least every three years; notwithstanding this, in practice the committee commissions a report on an annual basis for its planning and the University’s budgeting purposes.

The 1 January 2020 report shows that the registered pension plan (the “Registered Plan”) is in a deficit position; however, the going concern deficit position has improved since the 1 January 2018 filed valuation report both in terms of overall deficit and deficit as a percentage of total plan assets. See Attachment #1 of this report for a summary of the actuarial valuation results.

The University continues to make additional contributions to meet the unfunded liability. Filing of this valuation will allow the plan to continue to direct a large portion of the annual contributions to improve the going concern financial position of the plan. See Attachment #1 for a detailed summary of the actuarial valuation results for the Registered Plan. A complete copy of the report can be requested through the committee’s secretary at extension 38990.

/mg
Peter Barr
Chair
Attachment #1 - Summary of the Actuarial Valuation Results as at 1 January 2020

1. Financial Position of the Registered Plan

   a. **Going Concern Basis.** A valuation conducted on a going-concern basis is to determine the relationship between the respective values of the Registered Plan’s assets and accumulated liabilities, assuming the Registered Plan will be maintained indefinitely.

<table>
<thead>
<tr>
<th></th>
<th>01.01.2018</th>
<th>01.01.2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actuarial (Market) value of assets</td>
<td>$1,675,862,000</td>
<td>$1,938,502,000</td>
</tr>
<tr>
<td>Actuarial liability</td>
<td>$(1,653,560,000)</td>
<td>$(1,868,707,000)</td>
</tr>
<tr>
<td>Going Concern Position</td>
<td>$22,302,000</td>
<td>$69,795,000</td>
</tr>
<tr>
<td>Adjustment, Provision for Adverse Deviation</td>
<td>$(98,514,000)</td>
<td>$(145,837,000)</td>
</tr>
<tr>
<td>Funding excess (unfunded liability)</td>
<td>$(76,212,000)</td>
<td>$(76,042,000)</td>
</tr>
<tr>
<td>Market value of assets</td>
<td>$1,675,862,000</td>
<td>$1,938,502,000</td>
</tr>
</tbody>
</table>

   b. **Solvency Basis.** A valuation conducted on a solvency basis is used to determine the relationship between the respective values of the Registered Plan’s assets and its liabilities assuming the Registered Plan was wound up and settled on the valuation date by the purchase of annuities or the payment of lump-sum values. In accordance with the Pension Benefits Act, solvency liabilities exclude certain contractual benefits (e.g., indexing) in order to limit the magnitude of additional funding requirements for solvency purposes. Ignoring these obligations for solvency funding purposes does not alter the contractual obligation with respect to indexing in place under the terms of the Registered Plan (the liability for indexation benefits is reflected in the going concern valuation position and funding requirements).

<table>
<thead>
<tr>
<th></th>
<th>01.01.2018</th>
<th>01.01.2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solvency assets$^5$</td>
<td>$1,675,362,000</td>
<td>$1,938,002,000</td>
</tr>
<tr>
<td>Solvency liability</td>
<td>$1,857,556,000</td>
<td>$2,146,037,000</td>
</tr>
<tr>
<td>Solvency position excess / (deficiency)</td>
<td>$(182,194,000)</td>
<td>$(208,035,000)</td>
</tr>
</tbody>
</table>

The additional wind-up liability for indexation benefits is approximately $763.7 million at 1 January 2020, resulting in a hypothetical wind-up deficit of approximately $971.7 million at 1 January 2020 (including indexation). The solvency ratio is essentially unchanged since January 1, 2018 at 90%.

2. Funding Requirements. Member contributions for 2020 are approximately $39.9 million, or 7.89% of pensionable earnings. The University’s current service cost is approximately $49.6 million or 9.82% of pensionable earnings. The University is also making mandatory special payments of $8.8 million in 2020 ($9.26 million in 2021 and 2022) as well as additional payments to maintain its commitment to contribute 12.45% of pensionable earnings. This brings the University’s total contribution for 2020 to $63.0 million.

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1 2018 figures reflect discount rate of 5.60% (CPI + 3.60%) and provision for adverse deviation equaling 6.95% of non-indexed liabilities and current service cost
2 2020 figures reflect discount rate of 5.60% (CPI + 3.60%), and provision for adverse deviation equaling 9.00% of non-indexed liabilities and current service cost
3 The 2018 liability figures reflect an increase arising from the adoption of the 2014 Canadian Pensioners’ Combined Mortality Table with improvement Scale MI-2017
4 The 2020 liability figures reflect the adoption of the 2014 Canadian Pensioners’ Public Sector Mortality Table (CPM2014Publ)
5 Solvency assets are net of $500,000 in estimated wind-up expenses
3. Asset Mix

<table>
<thead>
<tr>
<th>Asset Mix (% of Total Market Value)</th>
<th>01.01.2018</th>
<th>01.01.2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real Return Bonds</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>Fixed Income, Cash</td>
<td>49%</td>
<td>46%</td>
</tr>
<tr>
<td>Equities</td>
<td>40%</td>
<td>45%</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>8%</td>
<td>6%</td>
</tr>
<tr>
<td>Real Estate</td>
<td>3%</td>
<td>3%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

4. Membership Data

<table>
<thead>
<tr>
<th>Membership Data</th>
<th>01.01.2018</th>
<th>01.01.2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Members</td>
<td>4476</td>
<td>4891</td>
</tr>
<tr>
<td>LTD Members</td>
<td>86</td>
<td>90</td>
</tr>
<tr>
<td>Suspended Members</td>
<td>9</td>
<td>2</td>
</tr>
<tr>
<td>Current Pensioners</td>
<td>1932</td>
<td>2092</td>
</tr>
<tr>
<td>Deferred Pensioners</td>
<td>534</td>
<td>584</td>
</tr>
<tr>
<td>Total</td>
<td>7037</td>
<td>7659</td>
</tr>
</tbody>
</table>

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6 Asset mix is based on the underlying assets excluding in-transit contributions and payments.