

**UNIVERSITY OF WATERLOO  
SENATE LONG RANGE PLANNING COMMITTEE  
NOTICE OF MEETING**

DATE: Thursday 27 October 2022  
TIME: 10:30 a.m. – 12 noon  
PLACE: NH 3318

Chair – V. Goel

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**AGENDA**

<u>Item</u>	<u>Action</u>
1. Declarations of Conflict of Interest a. Excerpt from Bylaw 1, section 8*	Information
2. Minutes of 29 September 2022* and Business Arising	Decision
3. Teaching Innovation Incubator (DeVidi)	Input/Discussion
4. Space Inventory & Deferred Maintenance (Elias)	Input/Discussion
5. Other Business	Information
6. Next Meeting: Thursday 26 January 2023 from 10:30 a.m. – 12:00 p.m.; NH 3318	Information

\* material attached

21 October 2022

Sarah Willey-Thomas  
Associate University Secretary

# Excerpt from Senate Bylaw 1

## 8. Declarations of conflict of interest

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8.01	At the beginning of each meeting of Senate or any of Senate’s committees or councils, the chair will call for members to declare any conflicts of interest with regard to any agenda item. For agenda items to be discussed in closed session, the chair will call for declarations of conflict of interest at the beginning of the closed portion of the meeting. Members may nonetheless declare conflicts at any time during a meeting.
8.02	A member shall be considered to have an actual, perceived or potential conflict of interest, when the opportunity exists for the member to use confidential information gained as a member of Senate, or any of Senate’s committees or councils, for the personal profit or advantage of any person, or use the authority, knowledge or influence of the Senate, or a committee or council thereof, to further her/his personal, familial or corporate interests or the interests of an employee of the university with whom the member has a marital, familial or sexual relationship.
8.03	Members who declare conflicts of interest shall not enter into debate nor vote upon the specified item upon which they have declared a conflict of interest. The chair will determine whether it is appropriate for said member to remove themselves from the meeting for the duration of debate on the specified item(s).
8.04	Where Senate or a committee or council of Senate is of the opinion that a conflict of interest exists that has not been declared, the body may declare by a resolution carried by two-thirds of its members present at the meeting that a conflict of interest exists and a member thus found to be in conflict shall not enter into debate on the specified item upon which they have declared a conflict of interest. The chair will determine whether it is appropriate for said member to remove themselves from the meeting for the duration of debate on the specified item(s).

**University of Waterloo**  
**SENATE LONG RANGE PLANNING COMMITTEE**  
**Minutes of the meeting held 29 September 2022**  
**[in agenda order]**

**Present:** Jeff Casello, Trevor Charles Neil Craik, Charmaine Dean, Bruce Frayne, Mark Giesbrecht, Vivek Goel, Kevin Hare, Narveen Jandu, Jennifer Kieffer, Lili Liu, Daniel O'Connor, James Rush (chair), Chao Tan, Ceileigh McAllister, Diana Vangelisti, Mary Wells, Sarah Willey-Thomas (secretary)

**Resources:** Jean Becker, Aldo Caputo (4), David DeVidi, Anne Galang, Fayaz Noormohamed, Daniela Seskarc-Hencic, Johanna Wandel (4)

**Regrets:** Sheila Ager, Joel Dubin, Dennis Huber, Robert Lemieux, Naima Samuel, Matthew Schwarze

**Organization of Meeting:** Jim Rush, chair of the committee, took the chair, and Sarah Willey-Thomas 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. DECLARATIONS OF CONFLICT OF INTEREST**

No conflicts of interest were declared.

**2. MINUTES OF THE 13 MAY 2022 MEETING AND BUSINESS ARISING**

The minutes were approved as amended, noting a correction to those listed as present for the meeting. O'Connor and Craik. Carried.

**3. WATERLOO AT 100 VISIONING**

The Committee engaged in a discussion around the Waterloo at 100 Discussion Paper. The discussion included emphasizing the interconnectedness of the various futures; addition of financial futures; technological futures as enabling agent for all other futures; ensuring a breadth of education for students; dynamic digital presentation format for the final Waterloo at 100 report; use of futures as pathway for students as well as an administrative structure; funding community engagement opportunities for students; policy innovation and knowledge transfer opportunities; structures around professional training and lifelong learning for faculty; leveraging community partnerships; strategic plan around for the physical campus and use of lands; and administrative and faculty structures at other institutions.

Narveen Jandu, Anne Galang and Fayaz Noormohamed left the meeting. Aldo Caputo and Johanna Wandel joined the meeting.

**4. DIGITAL LEARNING STRATEGY**

Aldo Caputo presented the Digital Learning Strategy, including the rationale for the project; representatives on the Committee; project timelines; overview of feedback; emerging themes, values and principles as well as emerging recommendations; experiences of students in digital courses; and experiences of faculty when developing content for digital courses. The Committee discussed instructor needs post-pandemic; development of courses inside and outside of the Centre for Extended Learning (CEL); need for understanding of the holistic learner experience at the University; and relationship between the Digital Learning Strategy and larger digital strategy for the university, including for non-traditional forms of learning.

Vivek Goel and Charmaine Dean left the meeting.

**5. OTHER BUSINESS**

There was no other business.

**6. NEXT MEETING:** Thursday, 27 October 2022 from 10:30 a.m. – 12:00 p.m.; Microsoft Teams.

29 September 2022

Sarah Willey-Thomas,  
Assistant University Secretary