

**University of Waterloo
BOARD OF GOVERNORS
Minutes of the Tuesday 2 June 2020 Meeting**

Present: Nyla Ahmad, Upkar Arora, Mike Ashmore, Peter Barr, Anne Bordeleau, Paul Fieguth, Cindy Forbes (chair), George Freeman, Murray Gamble, Martha George, Tony Giovinazzo, Julia Goyal, Susan Grant, Feridun Hamdullahpur, Russell Hiscock, Karen Jack (secretary), Sheryl Kennedy, Sabrina Khandakar, Ian Milligan, Neil Randall, John Saabas, Max Salman, James Schlegel, Abbie Simpson, Jagdeep Singh Bachher, Jeremy Steffler, Stanley Woo, En-Hui Yang

Guests: Sheila Ager, Christiana Alkiviades, Jean Andrey, Agata Antkiewicz, Suman Armitage, Emma Arppe-Robertson, Sandra Banks, Dipali Batabyal, Kathy Becker, Cathy Bolger, Alison Boyd, Bruce Campbell, Aldo Caputo, Jeff Casello, MaryAnn Chan, Mario Coniglio, Amanda Cook, Adrien Côté, Ingrid Cowan, Richard Culham, Kate Dal Castel, Nike Dattani, Charmaine Dean, David DeVidi, Yufei Du, Rob Esselment, Lawrence Folland, Barbara Forrest, Beth Gallagher, Matthew Grant, Mike Grivicic, Sarah Hadley, Kevin Hare, Candace Harrington, Michael Herz, Michelle Hollis, Lee Hornberger, Dennis Huber, Glenn Ives, Ross Johnston, Andrea Kelman, Jennifer Kieffer, Meagan Lai, Maryam Latifpoor-Keparoutis, Robert Lemieux, Lili Liu, Peter Lowe, Carrie MacKinnon Molson, Nick Manning, Kelly McManus, Norah McRae, Christine McWebb, Bessma Momani, Beth Namachchivaya, Cathy Newell Kelly, Caitlin Old, Leanne Perrault, Judene Pretti, Alice Raynard, Kevin Resch, Chris Read, James Rush, Emily Schroeder, Karl Schuett, Mark Seasons, Daniela Seskar-Hencic, Joanne Shoveller, Andrea Sotak, Gail Spencer, Siobhan Stables, Allan Starr, Kerry Stryker, Sherri Sutherland, Brandon Sweet, Sean Thomas, Susan Tighe, David Timms, Rebecca Wickens, Kate Windsor

Regrets: Dominic Barton, Dave Jaworsky, Karen Redman, Berry Vrbanovic

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

Opening Remarks. The chair welcomed the Board to the first meeting of the governance year and invited the secretary to speak to process adaptations due to the meeting being held virtually.

Governors' First Meeting

A number of governors were attending their first meeting or were returning for a second term. The chair acknowledged them as follows: community-at-large representatives: Cindy Forbes, Sheryl Kennedy, and John Saabas; lieutenant governor in council representatives: Nyla Ahmad and Peter Barr; staff representative: Susan Grant; faculty representatives: Paul Fieguth, Ian Milligan, Stanley Woo, and En-Hui Yang; undergraduate student representative: Abbie Simpson; and graduate student representative: Julia Goyal.

3. AGENDA/ADDITIONAL AGENDA ITEMS

The Board heard a motion to approve the agenda as distributed.

Barr and Steffler. Carried unanimously.

Consent Agenda

The Board heard a motion to approve and/or receive for information by consent items 4-10 below.

Arora and Ahmad.

4. MINUTES OF THE 7 APRIL 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 and Administrative Appointments. The Board heard a motion to approve the sabbatical leaves and changes, and administrative leaves, as presented in the report.

The remaining items in the report were received for information.

6. REPORT OF THE VICE-PRESIDENT, ADMINISTRATION & FINANCE

Incidental Fees. The Board heard a motion to approve incidental fee changes as follows:

Motion 1: To approve the general approach to fee assessment as presented in the report, 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.

Motion 2: To approve the Waterloo Undergraduate Student Association (WUSA) operating fees as presented in the report.

Motion 3: To approve the compulsory WUSA health fee as presented in the report.

Motion 4: To approve the compulsory WUSA dental fee as presented in the report.

Motion 5: To approve the compulsory WUSA Grand River Transit U-Pass Fee as presented in the report.

Motion 6: To approve the compulsory WUSA Legal Service Plan Fee as presented in the report.

Motion 7: To approve the optional WUSA Student Refugee Program Fee as presented in the report.

Motion 8: To approve the optional WUSA Orientation Fee as presented in the report.

Motion 9: To approve the new, compulsory Student Assistance Program Fee as presented in the report.

Motion 10: To approve the new, voluntary Student Life Endowment Fund Fee as presented in the report.

Motion 11: To approve the optional Imprint Publications Fee as presented in the report.

Motion 12: To approve the optional Engineering Society Fee as presented in the report.

Motion 13: To approve the optional Mathematics Society Fee as presented in the report.

Motion 14: To approve the Graduate Student Association (GSA) Fees as presented in the report.

Motion 15: To approve the compulsory GSA Health Fee as presented in the report.

Motion 16: To approve the compulsory GSA Dental Fee as presented in the report.

Motion 17: To approve the compulsory GSA Grand River Transit U-Pass Fee as presented in the report.

Motion 18: To approve the new, compulsory GSA Legal Service Plan Fee as presented in the report.

Motion 19: To approve the new, optional Council of Graduates in Germanic and Slavic Studies Fee to be assessed and collected from graduate students in Germanic and Slavic Studies as presented in the report.

7. REPORTS FROM COMMITTEES

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

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

8. REPORTS FROM INSTITUTE FOR QUANTUM COMPUTING

Annual Report to the Ministry of Innovation, Science and Economic Development. The Board heard a motion to approve the IQC annual report to ISED as presented in the report.

Corporate Plan 2020-21. The Board heard a motion to approve the IQC corporate plan as presented in the report.

9. REPORT FROM THE OFFICE OF HUMAN RIGHTS, EQUITY AND INCLUSION REGARDING SEXUAL VIOLENCE PREVENTION AND RESPONSE

The Board received the report for information.

10. DEPARTMENT NAME CHANGE – WATERLOO CENTRE FOR THE ADVANCEMENT OF CO-OPERATIVE EDUCATION

The Board heard a motion to approve the following name change: from “Waterloo Centre for the Advancement of Co-operative Education (WatCACE)” to “Work-Learn Institute (WxL).”

In response to a question regarding the incidental fee approvals, governors heard that some are provisional, the University has made a recent change to bring all incidental fees forward at once, and the distinction between University incidental fees and those levied by the student associations and societies. Diana Parry, Associate Vice-President, Human Rights, Equity & Inclusion, and Amanda Cook, Director, Sexual Violence Prevention and Response spoke to work being done with individuals from marginalized communities and groups.

The question was called and the motion carried unanimously.

Regular Agenda

11. BUSINESS ARISING FROM THE MINUTES

There was no business arising.

12. REPORT OF THE PRESIDENT

The president spoke to the recent deaths of former Chancellor Dr. Sylvia Ostry and former President Dr. Douglas Wright. The Board observed a moment of silence in their honour.

The president acknowledged the community’s deep sadness about recent events and spoke to his belief that there is more that we can all do to work against racism and discrimination. He reiterated the message that there is no room in our community for racism and referred governors to his recent statement regarding standing together against racism at Waterloo.

Following an announcement of some recent leadership appointments and awards received by members of the community, the president introduced Norah McRae, Associate Provost, Co-operative and Experiential Education. Dr. McRae spoke about the future of talent, and current challenges and opportunities. Members heard: an update regarding the impact of COVID-19 on co-op student employment; about labour market disruptions; recent survey results which included expressions of concern about the availability of co-op positions; employment rates for the winter and spring terms and what is known about the fall; details regarding the CEE response and adaptations for the future of work.

In discussion: how the University has deployed roughly half of its co-op hires in its pandemic response; that many employers have enabled remote work for co-op positions; ways the University is engaging its alumni with respect to co-op hiring; the “Waterloo Ready” program is considering ways to support students who will be undertaking their first co-op term next winter.

President’s Report. The president provided the Board with a recap of the impact of the global pandemic. He spoke to: insights from recent surveys; what is being done with respect to the return to campus and reopening of facilities; some of the longer term considerations (reimagined strategic plan; greater focus on remote work and remote teaching and learning; finding the right balance for productivity, flexibility, social aspects and costs); what the fall term will look like with respect to instruction and campus facilities. At the president’s request, Registrar Cathy Newell Kelly informed governors about revised convocation plans for the June ceremonies.

In discussion: finding the balance between speed *vs* perfection; that safety drives all decisions regarding return to campus; ensuring the best quality in online instruction; the role of the Faculties in informing decisions about the fall term; considerations and plans to operate the residences safely; initiatives in the “Waterloo Ready” program to enable and encourage safe social and orientation activities so students may feel a part of the Waterloo community and less isolated.

University Relations Update. Sandra Banks, Vice-President, University Relations provided governors with an update on: federal, provincial and municipal activities; media coverage and social media engagement; adaptations to move to “virtual everywhere”; shifts in focus for marketing; the communications framework. In discussion: ways government is being engaged; the even greater significance of the message “Waterloo is built for change”.

President’s Report. The president informed members about the establishment of the Integrated Coordination and Planning Committee which is responsible for the next stage of pandemic response. Governors heard about priority focus areas, including plans for the fall and the return to campus.

Research Update. Charmaine Dean, Vice-President, Research and International provided governors with: plans regarding the safe opening of research spaces; an overview of COVID-19 related research being undertaken by Waterloo researchers; other research updates, including the good news that University researchers generated \$250M in funding for the year, which is very much in line with last year.

Advancement Update. Joanne Shoveller, Vice-President, Advancement informed governors about: what she’s learned from an environmental scan of the status of philanthropy; the Campaign’s three to six month plans; engagement with CEOs at roundtables and what is being heard; the phases of the Campaign. In discussion: the benefits found in virtual meetings without the need for travel; planned financial targets.

Strategic Plan Update. The president provided members of the Board with an update on the new context for the University’s Strategic Plan. He spoke to: opportunities that have arisen, and a refocus for some goals; what has been accomplished to date; key outcomes and initiatives from the signature

commitments. Members understood that an update about the implementation of the Strategic Plan will be provided to the Board in October.

On behalf of the Board, the chair offered thanks to the president and vice-presidents for the helpful information and updates.

13. REPORT OF THE PENSION & BENEFITS COMMITTEE

The Board heard a 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).

Barr and Kennedy. Carried unanimously.

14. CONFLICT OF INTEREST DECLARATION FORM

Governors were asked to complete the form linked to the agenda and available on the Secretariat website, and return it to the Secretariat by 30 June 2020.

15. OTHER BUSINESS

There was no other business.

The Board convened in confidential session.

10 June 2020

Karen Jack
University Secretary