



# ST. JEROME'S UNIVERSITY

*Federated with the University of Waterloo*

## BOARD OF GOVERNORS Minutes of the Thursday, December 12, 2024 Meeting

**Present:** Michael Pautler (Board Chair), Melissa Carvalhal, Cheri Chevalier\*, Andrew Deman, Melanie Garaffa, Justin Heimpel, Anne Jamieson\*, Carol Ann MacGregor, Peter Meehan, Katrina Møller, Tamara Nugent, Ayo Owodunni, Bruce Rodrigues, Fr. Tim Uniac, Deron Waldock, Matthew Bondy, Mike Braga, Norm Klassen

**Resources:** Karen Radcliffe, Director, Finance and Administration; Grace Nandi, Recording Secretary

**Regrets:** Shannon Strauss, Melanie Garaffa

*\*Attended the meeting virtually using Zoom.*

### OPEN SESSION

#### 1. PRAYER & TERRITORIAL ACKNOWLEDGEMENT

M. Pautler provided an acknowledgement that St. Jerome's University and the University of Waterloo reside and operate on the traditional territory of the Attawandaron, Anishinaabeg, and Haudenosaunee peoples. The University is situated on the Haldimand Tract, the land Frederick Haldimand granted to the Haudenosaunee of the Six Nations of the Grand River in 1784 that includes 10 kilometers on both sides of the Grand River and extends from its source to Lake Erie.

The prayer was provided by M. Pautler.

#### 2. CHAIR'S REMARKS

The Chair welcomed all Members and noted that Katrina has officially started her maternity leave. Additionally, Grace was formally welcomed to her first board meeting. The Chair also informed the Members that the meeting package was shared last week and hoped that Members had time to go through the contents.

#### 3. PRESIDENT'S REMARKS

The President thanked the Board Members who were able to attend the Christmas Party on December 5, 2024.

P. Meehan thanked Grace for organizing the St. Jerome's University events such as the President's Party, the Board Meetings as well as the committee meetings. He also notified the Members that there are currently 3 Lectures in Catholic Experience (LCE) which have been very educative.

Saphron Moule has resigned to work at the Kids Network Organization, and the University is currently operating without an Executive Director. We are working closely with the Vice President Academic and Dean, as well as the President's Advisory Circle, to facilitate a reorganization before the end of January 2025. The University is grateful for Karen Radcliffe, the Director of Finance and Accounting, who has taken up the responsibilities from where Saphron left off from.

**4. EQUITY, DIVERSITY AND INCLUSION INITIATIVE UPDATE**

P. Meehan noted that the Human Resource Manager is involved in student recruitment efforts related to equity, diversity, and inclusion. Additionally, the committee is exploring opportunities to increase scholarships and bursaries, with the Steering Committee introducing new Terms of Reference.

**5. VICE PRESIDENT ACADEMIC AND DEAN'S REMARKS**

The VPAD reported on relevant items from her area, including:

- From the academic side, an annual celebration of the work that came in 2023 was held.
- There are currently 30 full-time tenured faculty who have a lot of interesting projects happening.
- We continue to plan for the St. Jerome's University strategic program.
- Continue to build relationships with the University of Waterloo, faculty of Arts. The dean of arts is really interested in faith-based projects.
- We have a new website under the University of Waterloo website. The previous website had issues around cyber-attacks, so we are currently looking out for the kind of information that is public.

**6. AGENDA REVIEW, DECLARE CONFLICTS, ADDITIONS, CHANGES**

No additions or changes were made to the agenda. No conflicts were declared.

**Motion:** To approve the agenda as presented.

**Moved:** T. Nugent, **Seconded:** A. Deman, **Carried**

**Consent Agenda**

**7. MINUTES OF OCTOBER 17, 2024 BOARD OF GOVERNORS MEETING**

**8. INVESTMENT POLICY COMPLIANCE REVIEW**

**9. 2024 RISK MANAGEMENT REPORT**

**10. FINANCIAL UPDATE AND FORECAST**

**11. BOARD MEMBER AT LARGE RECRUITMENT MATERIAL**

**12. COMMITTEE CHAIR REPORTS**

**Motion:** To approve and receive for information by consent items 7 to 12 above.

**Moved:** D. Waldock, **Seconded:** M. Braga, **Carried**

**Regular Agenda**

**13. STRATEGIC PLAN MIDTERM PROGRESS REPORT**

P. Meehan provided the Board with a presentation on the University's progress towards completing its 2022-2027 Strategic Plan. The presentation highlighted updates from different areas across the University as they relate to each of the strategic priority areas.

**Motion:** To approve the information as received.

**Moved:** D. Waldock, **Seconded:** J. Heimpel, **Carried.**

#### 14. NEW BUSINESS

There was no new business.

**Motion:** To adjourn Open Session and move into Confidential Session.

**Moved:** A. Deman, **Seconded:** D. Waldock, **Carried.**

*K. Radcliffe left the meeting.*

*[Secretary's note: Following the adjournment of the confidential session, the Board reopened the open session to enter into the public record notice that the motions addressing a recommendation from the Renewal, Tenure, and Promotions Committee has been resolved.]*

*The Board approved the promotion of Dr. Roberta Cauchi-Santoro to the rank of Professor effective July 1, 2025.]*

December 12, 2024  
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Michael Pautler  
Chair of the Board of Governors