

BOARD OF GOVERNORS
Governance, Nominations & Human Resources Committee (GNHR)

January 30, 2025
2:00 p.m. – 5:00 p.m.
[Public Teams Meeting Link](#)

Members: Gaurav Singh (Chair), Frank Carnevale (Vice-Chair), Laura Elliott, Mitch Frazer, Neeraj Grotra, Steven Murphy, Kim Slade, Dwight Thompson

Staff: Kirstie Ayotte, Jamie Bruno, Nicola Crow, Krista Hester, Jennifer MacInnis, Lori Livingston, Sarah Thrush, Andrew Sunstrum

AGENDA

No.	Topic	Lead	Allocated Time	Suggested Start Time
PUBLIC SESSION				
1	Call to Order	Chair	5	2:00 p.m.
2	Agenda (M)			
3	Conflict of Interest Declaration			
4	Chair's Remarks	Chair	5	2:05 p.m.
5	President's Remarks	Steven Murphy	10	2:10 p.m.
6	Nominations			
6.1	Elections 2025: Process and Key Dates * (M)	Nicola Crow	10	2:20 p.m.
7	Governance			
7.1	23-24 Annual Consolidated Human Rights Office Report * (U)	Andrew Sunstrum	10	2:30 pm
8	Consent Agenda (M):	Chair	5	2:40 p.m.
8.1	Minutes of the Public Session of the Meeting of October 24, 2024 * (M)			
8.2	Board of Governors Meeting Dates: 2024-2025 Revisions * (I)			
8.3	Board of Governors Meeting Dates: 2025-2026; 2026-2027 * (I)			
9	Adjournment (M)	Chair		2:45 p.m.

No.	Topic	Lead	Allocated Time	Suggested Start Time
BREAK – 10 minutes				
NON-PUBLIC SESSION (material not publicly available)				
10	Call to Order	Chair	5	2:55 p.m.
11	Conflict of Interest Declaration			
12	Chair's Remarks	Chair	5	3:00 p.m.
13	President's Remarks	Steven Murphy	10	3:05 p.m.
14	Nominations			
14.1	2025-2026 Board Chair* (U)	Nicola Crow	5	3:15 p.m.
14.2	Board Appointment* (M)	Nicola Crow	5	3:20 p.m.
15	Governance			
15.1	Governance Update - ONCA Compliance* (D)	Nicola Crow Jennifer MacInnis	10	3:25 p.m.
16	Human Resources			
16.1	Strategic Conversation: Building Capacity in our Workforce* (D)	Lori Livingston Sarah Thrush	30	3:35 p.m.
16.2	Labour Relations Update* (M)	Jamie Bruno	15	4:05 p.m.
17	Consent Agenda (M):	Chair	5	4:20 p.m.
17.1	Minutes of the Non-Public Session of the Meeting of October 24, 2024* (M)			
17.2	Minutes of the Non-Public Session of the Special Meeting of December 5, 2024* (M)			
17.3	Audit and Finance Committee Terms of Reference Revisions* (I)			
17.4	GNHR 2024-2025 Work Plan & Action Points* (I)			
18	In Camera Session (M)	Chair	10	4:25 p.m.
19	Termination (M)	Chair		4:35 p.m.

Nicola Crow, University Secretary

COMMITTEE REPORT

SESSION:

Public
Non-Public

ACTION REQUESTED:

Decision
Discussion/Direction
Information

TO: Governance, Nominations and Human Resources Committee (GNHR)

DATE: January 30, 2025

FROM: Nicola Crow, University Secretary

SUBJECT: Board of Governors 2025 Election Process and Key Dates

COMMITTEE MANDATE:

- Section ii) of the [GNHR's Terms of Reference](#) provides that GNHR is responsible for “overseeing the process of recruiting, selecting and electing new governors and recommending their appointment to the Board, in accordance with the University’s Act and By-laws”

KEY CONSIDERATIONS FOR GNHR:

- A timeline for the 2025 election is presented to GNHR for approval
- A list of elected position(s) to be filled by the 2025 election is presented for information
- The Board of Governors election will run concurrently with the election for Academic Council and its Committees

MOTION:

That the Governance, Nominations and Human Resources Committee approve the proposed election process for 2025, as presented.

BACKGROUND/CONTEXT:

- The 2025 Board of Governors Election is proposed to take place from February 10 to March 28, 2025 in accordance with the Election Timeline provided
- As of August 31, 2025 the following positions will be vacant; it is expected that they will be filled for a September 1, 2025 appointment via the election:
 - 1 student Governor
 - Current Governor, Peter Marchut, is eligible for re-election should he choose to run again

PROPOSED TIMELINE/PROCESS FOR 2025 ELECTION:

- February 10, 2025: Nominations Open
- March 7, 2025: Nominations Close
- March 10-12, 2025: Review Nomination Eligibility
- March 14, 2025: Mandatory Student Candidate Information Meetings (if required)
- March 17-26, 2025: Campaign Period (if required)
- March 26-28, 2025: Online voting (if required)
- May 29, 2025: Results presented to GNHR for recommendation to the Board of Governors
 - Note that if any seat is acclaimed, the result(s) may be presented to GNHR on March 20, 2025 instead
- June 26, 2025: Board of Governors approval of GNHR recommendation
 - Note that this will take place on April 17, 2025 if all seats acclaimed

NEXT STEPS:

- The University Secretariat will share the election timelines with the Board of Governors and commence the election process.

COMMITTEE REPORT

SESSION:

Public

ACTION REQUESTED:

Decision
 Discussion/Direction
 Information

TO: Governance, Nominations and Human Resources Committee (GNHR)

DATE: January 30, 2025

FROM: Andrew Sunstrum, Director, Human Rights Office

SUBJECT: Annual Human Rights Report 2023-2024

COMMITTEE MANDATE:

- GNHR’s Terms of Reference state that the Committee’s mandate includes the establishment of human resources policy instruments.
- The Human Rights Office has oversight over the University’s Human Rights and Student Sexual Violence Programs, which includes handling human rights and student sexual violence issues in accordance with these policies.

BACKGROUND/CONTEXT & RATIONALE:

The Human Rights Office plays a significant role in advancing the strategic objective of creating a sticky campus. This work is done with a focus on initiatives to improve the culture within which students learn and employees work. The Human Rights Office focusses on how the University improves its culture by increasing its capacity to manage conflict and promote respect. The purpose of the Annual Report is to communicate dispute statistics in order to track progress and to support continuous improvement.

ALIGNMENT WITH MISSION, VISION, VALUES & STRATEGIC PLAN:

- The Annual Report supports the University’s values of integrity and respect by demonstrating the University’s commitment to establishing a safe, inclusive, and equitable culture at the institution.
- By demonstrating the seriousness in which the University places on safeguarding human rights, this report also supports the strategic pillar of creating a “sticky campus”. If we want to encourage the University community to spend time on campus, they must feel protected and confident that human rights issue are being dealt with appropriately.



Annual Report

2023-2024

Human Rights

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Appendices:

A. Student Sexual Violence Supports, Services & Programming

PART I OVERVIEW

As outlined in the University's Respectful Campus Policy and Student Sexual Violence Policy and Procedures, Ontario Tech University is committed to providing an annual report to the Board of Governors on certain information and statistics regarding the implementation of the University's human rights program and data related to human rights-based complaints and consultations. This includes data concerning the University's student sexual violence program, including a compilation of data and information from internal partners that share responsibility for addressing and responding to sexual violence at the University. This is done to assist the Board of Governors and other University Members to understand the state of the University's human rights and student sexual violence programs and identify progress and trends from year to year.

This annual report covers the period between April 1, 2023, and March 31, 2024. The report will be posted to the University's website and submitted to the Ministry of Colleges and Universities.

PART II STATUS UPDATE

1. ROLE OF THE HUMAN RIGHTS OFFICE

Ontario Tech University's Human Rights Office (HRO) serves as the cornerstone for overseeing the University's human rights and student sexual violence programs. Through its oversight, it ensures a consistent and equitable approach to addressing human rights issues raised by all members of the University community, including faculty, staff, students, and visitors and plays a pivotal role in upholding and fostering a culture of respect and inclusivity across the campus.

In alignment with the University's commitment to a "Sticky Campus" the HRO administers a comprehensive and accessible dispute resolution program that is designed to effectively address concerns related to harassment, discrimination, sexual violence, micro-aggressions, and related conflict/disputes.

The HRO plays a crucial role in prompting institutional capacity to identify, address, and resolve human rights-related disputes and conflict. It provides confidential advice and guidance to any university member to better understand their rights, obligations or responsibilities related to human rights.

The services offered by the HRO range from de-escalation and facilitated dialogue to formal investigations and tailored training/education programs. This wide array of services is designed to respond to the unique needs of individuals and the University community, fostering an environment where human rights are upheld and respected. Through its

work, the HRO promotes a culture of understanding, accountability, and mutual respect; ultimately contributing to a more inclusive and harmonious campus atmosphere.

2. INITIATIVES AND PROGRAMMING HIGHLIGHTS

Throughout the 2023-2024 period, the HRO placed a strong emphasis on expanding the reach and impact of its services across the University community. With an overarching focus on enhancing awareness, the HRO implemented several key initiatives aimed at educating and empowering students, faculty, and staff on critical human rights and sexual violence issues. These initiatives not only sought to raise visibility for the HRO's services but also addressed the evolving needs of the University community.

One of the most prominent achievements was the launch of mandatory educational modules on gender-based violence, which were made available to the entire University community. This comprehensive educational initiative marked a pivotal step in equipping students and staff with essential knowledge to recognize and respond to gender-based violence, fostering a culture of respect and accountability on campus. These modules were designed to raise awareness about the dynamics of gender-based violence, providing key resources and support systems to those who may be affected.

In addition to the educational modules, the HRO introduced a new communications initiative aimed at informing students about the role and services of the HRO. Through this initiative, the HRO worked to ensure that students are aware of the supports available to them and how to access them.

As part of its ongoing commitment to addressing issues of student sexual violence, the HRO undertook updates to its website content, specifically related to Student Sexual Violence. These updates were carefully crafted to provide up-to-date, accessible information on resources, support services, and policies, ensuring that students have clear and direct access to crucial information regarding sexual violence prevention and response. Additional information can be found about the University's Student Sexual Violence Programming in 'Appendix A.'

In further support of sexual violence awareness and prevention, the HRO launched broad consultations to review and enhance the Student Sexual Violence Policy and Procedures. These consultations involved engaging key stakeholders, including students, staff, and external experts, to gather feedback and ensure that the policies are aligned with best practices and are responsive to the needs of the University community. This collaborative approach to policy review reflects the HRO's commitment to inclusivity and continuous improvement.

To streamline access to support services, the HRO developed and launched an innovative online tool that allows students and staff to easily book consultations with the Human Rights Office. This user-friendly tool simplifies the process of scheduling

appointments, ensuring that individuals can receive timely and confidential support for any human rights-related concerns.

Together, these initiatives and programming highlights from the 2023-2024 period illustrate the HRO's proactive approach to fostering an inclusive, informed, and supportive environment at Ontario Tech University. Through strategic education, communication, and resource development, the HRO continues to play a critical role in promoting human rights and addressing sexual violence within the campus community.

3. DATA & TRENDS

Aggregate data on the resolution of issues is a key component of this report as it provides an annual snapshot of the human rights issues and concerns brought forward by University Members for resolution. In total there were 240 issues dealt with by the HRO in the last year, a 21% increase over the last reporting period, and likely due to increased education and communications initiatives. This remains below the exceptionally high volume in 2021-2022 attributable to COVID-19 Vaccine issues.

a. Issue Type

There are five (5) issue types that fall under the HRO's accountability: Discrimination, Duty to Accommodate, Harassment, Student Sexual Violence, and issues of a general nature involving Human Rights.¹

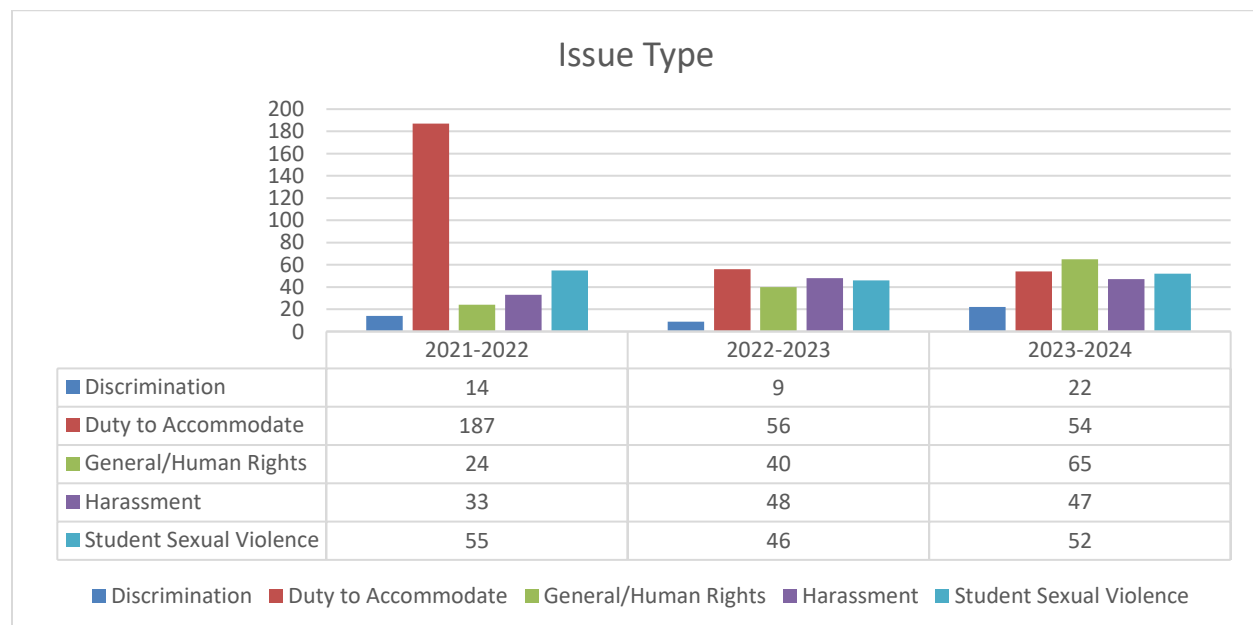


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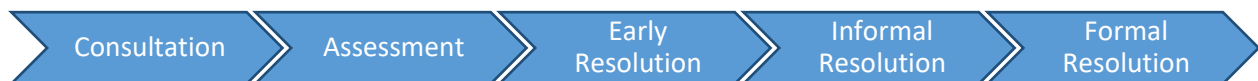
¹ The "General" category broadly includes consultations regarding human rights principles or inquiries of a programmatic nature, e.g. requests to review policy instruments or training materials to ensure human rights compliance, questions about legislative and policy interpretation, procedural inquiries, etc.

There were 52 disclosures and reports of student sexual violence in 2023-2024; an increase from the previous year which saw a total of 46, but a decrease from the 2021-2022 reporting period. An increase was expected due to the actions taken by the HRO to increase education and awareness regarding sexual violence during the year.

The disclosures and reports² were addressed as follows:

- Mental Health Services in Student Life received 41 disclosures. 11 of these incidents were classified as occurring in the last 12 months; 30 were classified as historical. 5 incidents occurred on campus; 36 incidents occurred off campus.
- The HRO received 6 disclosures (1 anonymous) and 4 reports of student sexual violence. Each of the reports were investigated and three of the investigations into alleged sexual harassment found evidence of a breach of policy.
- Residence received 1 disclosure of student sexual violence.

b. Intervention Type



The HRO records six main types of interventions applied to matters received by the office:

1. Consultation: the act of reaching out to the HRO for advice or information.
2. Assessment: An HRO analysis of an issue to determine whether the matter triggers human rights obligations and/or requires intervention.
3. Early Resolution: when the HRO works with parties to resolve complaints prior to a formal complaint, or to assist persons of authority address incidents/concerns in a manner consistent with human rights obligations.
4. Informal Resolution: when the HRO employs a structured process, such as a mediation or restorative justice process, to resolve a complaint to the satisfaction of the parties in dispute.
5. Formal Resolution: when the HRO ensures an investigation to determine whether a policy violation has occurred.
6. Disclosures: incidents of student sexual violence disclosed to obtain supports and resources.

² The University's Student Sexual Violence Policy and Procedures distinguish between a "disclosure," which is telling a trusted individual about an incident of sexual violence to access support services; and a "report," which is a request that the University intervene to resolve a complaint.

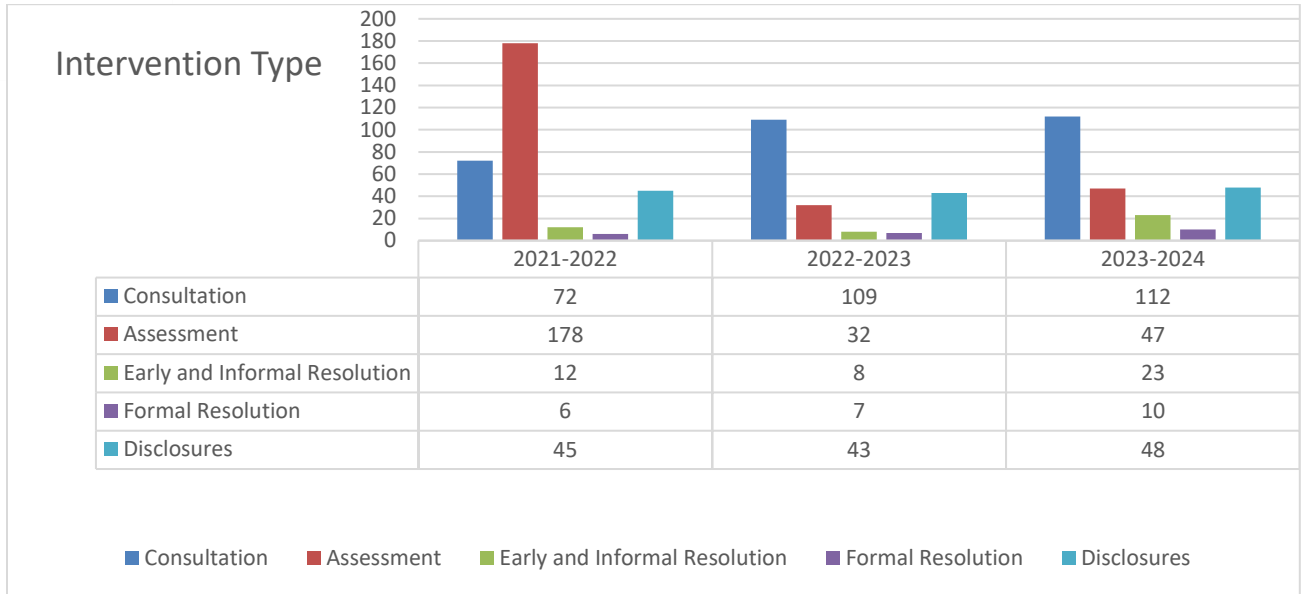


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The number of consultations undertaken by the HRO remained consistently high as a percentage of total interventions, indicating the important role the HRO plays in providing support to the university community. This is also reflected in the substantial increase in early and informal resolutions which collectively have seen a year over year increase of 75%. Combined, these trends are reflective of the HRO’s focus on efforts to prevent and resolve issues prior to dispute escalation.

c. Issue Source

The HRO provides services to all members of the University community, including faculty, staff, students, and visitors. The following table shows the source of issues that were brought forward in the reporting year. As a percentage of the total, inquires from the four groups stayed relatively consistent year over year.

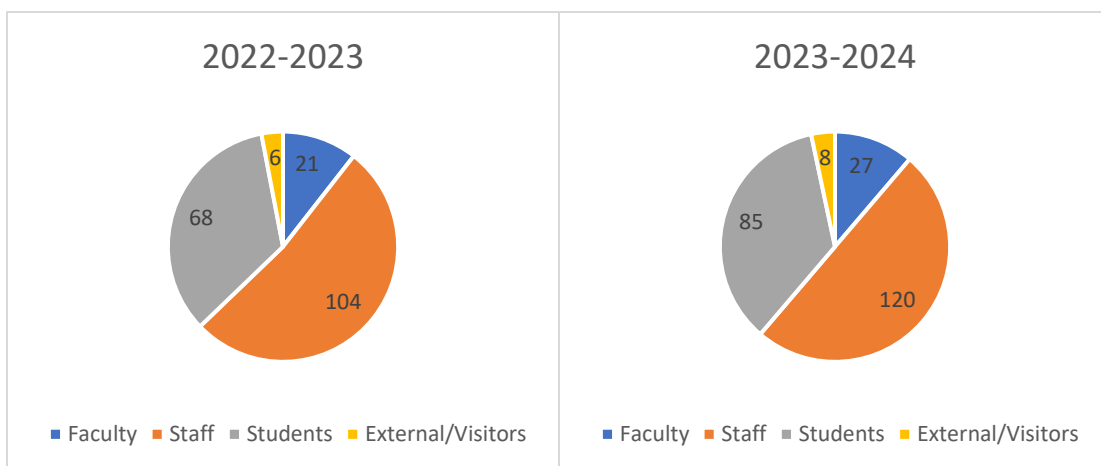


Table: 3

d. Protected Grounds

Protected Grounds are the grounds contained in the *Ontario Human Rights Code* (OHRC) under which individuals are protected against discrimination and harassment. Most, but not all, of the complaints and concerns raised to the HRO cite one or more protected grounds. Additionally, the HRO intervenes to address incidents and complaints that fall under other legislation, but overlap with the OHRC, including the *Occupational Health and Safety Act* (Workplace Sexual Harassment) and the *Ministry of Training, Colleges and Universities Act* (Student Sexual Violence).

A number of consultations completed by the HRO are of a general human rights nature in which no specific protected ground is cited – these are captured in the following table under the “unspecified” column. The HRO is also accountable for addressing incidents of workplace harassment, in which a connection to a protected ground is not required.

It should be noted that the number of protected grounds cited may not correspond directly to the number of cases received. This is because multiple protected grounds may be cited by individuals who come forward in respect of a case.

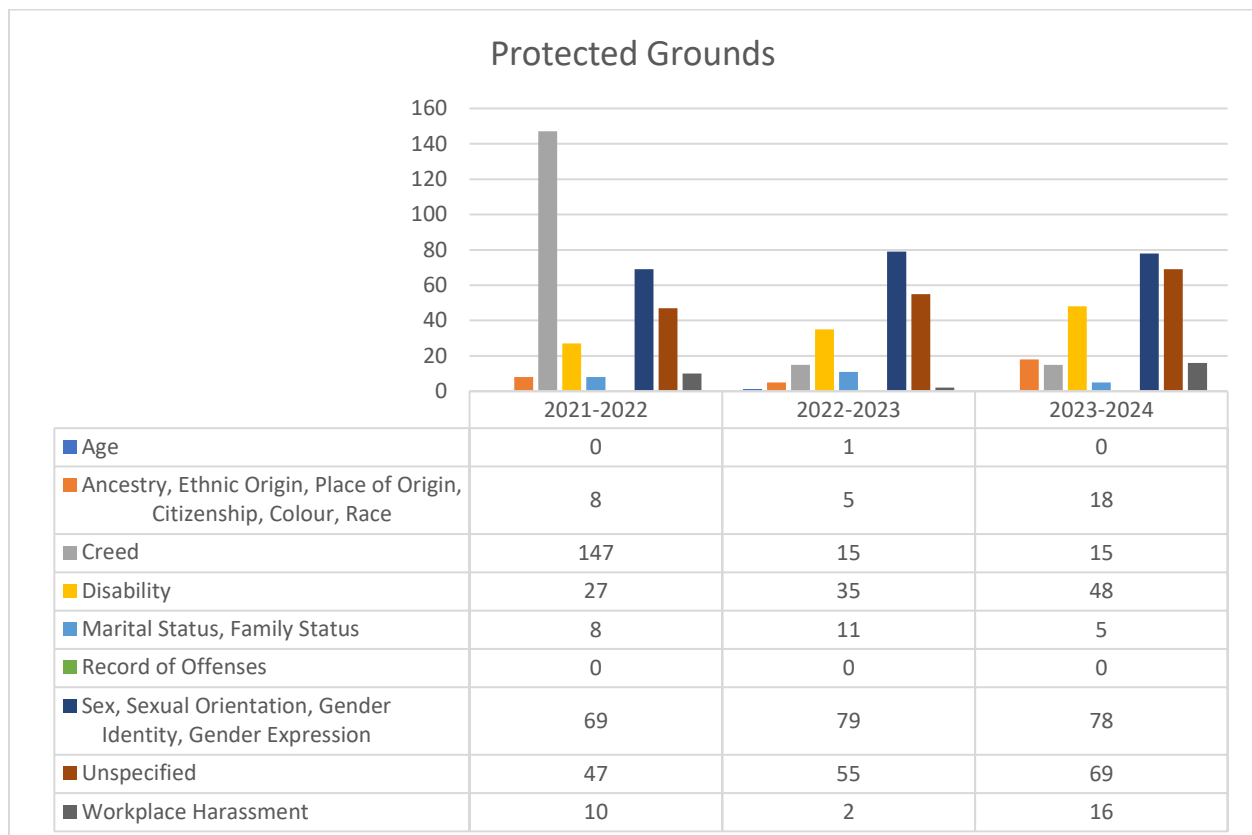


Table: 4

The spike in creed-based issues in the 2021-2022 year relate to COVID-19 and should be looked at as an anomaly. The increases seen in the protected ground of ancestry and race from last year to this year is partially reflective of the overall increase in racial tensions resulting from world conflicts. There is a steady increase in issues involving disability as a protected ground which is largely resulting from increased awareness and diagnosis of differing neuro-divergent abilities, as well as the related challenges of assessing and accommodating individuals who increasingly present with complex needs. The 3-year increase trend in the category unspecified is reflective of the positive role the HRO plays in providing general advice and guidance to the University community. The HRO will continue to monitor these trends and will direct education supports as needed.

5. CONCLUSION

We conclude by acknowledging the numerous University Members who assist the HRO in our goal to create and reinforce an inclusive campus for all. Preventing harassment, discrimination, and gender-based violence is a collective effort, and everyone at the University has a role to play. We continue to encourage all University Members to act with respect and to call out inappropriate behaviour if it occurs. Together, we can continue to ensure a positive campus environment.

APPENDIX A – STUDENT SEXUAL VIOLENCE SUPPORTS, SERVICES & PROGRAMMING³

1. **Advisory Committee on Implementation and effectiveness of the Policy & Supports**

The Advisory Committee on Student Sexual Violence Prevention and Support, established in December 2017, is mandated to ensure that the university's Policy, and the support services, programming and training that sustain these policies, are reviewed on a regular basis and continuously improved upon. This year, the Committee was composed of 6 students, 1 representative from the Ontario Tech Student Union, 8 staff from across the university, 1 community partner and 1 alumnus.

2. **Supports, services and accommodations:**

Support Workers, through the university's Student Mental Health Services, support students who have experienced sexual violence. All counsellors participate in ongoing training in trauma-informed therapy and have experience working with survivors of sexual assault. In addition, an Outreach Worker in the residence works very closely with the Support Workers in providing onsite support for students living in residence.

3. **Awareness and programming**

In 2023-2024, efforts to raise awareness and educate students about the Policy, supports and services were largely driven by the Student Engagement and Equity team in Student Life. Initiatives to raise awareness and educate on sexual violence included:

- **#WeGetConsent Awareness Week:** Once per semester in the Fall and Winter terms, Student Engagement and Equity hosts our #WeGetConsent Awareness Week which focuses on educating our campus community about sexual violence prevention and our institution's sexual violence policy. This year, 107 students interacted at the booths.
- **#WeGetConsent Online Campaign:** The #WeGetConsent online campaign continued this year with several initiatives throughout the year aimed at educating students about consent and sexual violence prevention. Programming included social media posts aimed at continuing the consent conversation online and encouraging students to share their own understanding of consent and ways they can be upstanders should they observe anyone causing harm.
- **16 Days of Activism Against Gender-Based Violence – Digital Campaign:** From November 25 to December 10, 2023, Ontario Tech hosted a digital campaign for 16 Days of Activism. The campaign helped students, staff and faculty learn more about gender-based violence prevention. The program included an online event and engaging social media content where they asked members of the university community to share what they will do to contribute to ending gender-based violence.
- **Afternoons with SEE: #WeGetConsent edition:** Afternoons with SEE is a weekly event where the Student Engagement & Equity (SEE) office opens its doors to any

³ Sections 17 (7) and (7.1) of the Ministry of Training, Colleges and Universities Act note that universities are to provide their Board of Governors with an annual report including information about their student sexual violence initiatives and programs.

students who wish to drop in and use the space to hand out throughout the fall and winter semesters. On February 13, 2024, this session was dedicated to promoting the #WeGetConsent campaign. A total of 7 students participated.

- **Women's Abuse Awareness Month:** Student Engagement and Equity is a member of the Women's Committee of Durham Region which is a group of community organizations that work together to bring awareness to women's issues. This year, the committee held an event on campus to educate students about women's issues such as human trafficking, gender-based violence and victim's services. Attendance was not taken.
- **#LetsTalkSex Workshop Series:** A series of sex-positive and sexual health workshops were offered by Student Life to help students feel more comfortable having conversations about consent. These workshops were provided through a collaboration with the AIDS Committee of Durham Region, Durham College and Trent University and included topics such as consent, sexual health and sexuality. A total of 14 students participated throughout the 2 semesters (September - November 2023 and March 2024).
- **Staff and Faculty Training:** Online training modules are available for faculty members and staff to provide information about the sexual violence policies and procedures, and the supports for employees and students who experience, or witness, sexual violence. This training was updated in 2022-2023 and was launched to all employees in May 2023, and all students in September 2023 – the training is mandatory for all University Members.
- **RISE: Sexual Violence Prevention:** The RISE (Respect Inclusivity and Support Equity) program, offered by the Student Engagement and Equity Team, is a series of workshops focusing on the development of by-stander intervention strategies. Students are encouraged to attend these workshops to earn a RISE Certificate officialised by the University. RISE Topics include: two mandatory workshops- RISE: Let's Talk Equity and RISE: First Peoples. As well, seven elective workshops- RISE: Anti-Ableism, RISE: Anti-Racism, RISE: Consent and Sexual Violence Prevention, RISE: Feminism, RISE: Health Equity, RISE: Sexual Orientation, and RISE: Trans Identities. A total of 147 students participated in the RISE workshops in 2023-2024.
- **Trans/Non-Binary Space:** A place where trans and non-binary students can meet one another to have open discussions in a space and build a sense of community at Ontario Tech. This space was offered in September and November of 2023, 27 students participated.
- **Pride Space:** In collaboration with the Ontario Tech Pride Club, Pride Space is a place for all 2SLGBTQ+ students and allies to come together and create a space of belonging within the university community. This space was offered in both Fall 2023 and Winter 2024, a total of 181 students participated.



BOARD OF GOVERNORS
Governance, Nominations and Human Resources Committee (GNHR)

Minutes of the Public Session of the Meeting of October 24, 2024
2:02 p.m. to 2:17 p.m. Videoconference

Attendees: Gaurav Singh (Chair), Frank Carnevale (Vice-Chair), Laura Elliott, Mitch Frazer, Steven Murphy, Kim Slade, Dwight Thompson,

Regrets: Neeraj Grotra

Staff: Kirstie Ayotte (Secretary), Jamie Bruno, Nicola Crow, Krista Hester

Guests: Chelsea Bauer

1. Call to Order

The Chair called the meeting to order at 2:02 p.m. and read aloud the land acknowledgement.

2. Agenda

Upon a motion duly made by F. Carnevale and seconded by L. Elliott, the October 24, 2024 GNHR Agenda, including the contents of the Consent Agenda, were approved as presented.

3. Conflict of Interest Declaration

There was none.

4. Chair's Remarks

The Chair welcomed attendees to the first GNHR Committee meeting of the year and conducted a roundtable of introductions.

5. President's Remarks

The President welcomed new Board members to the Committee and thanked the Chair for assuming a leadership role this year. He highlighted Ontario Tech's strong start to the academic year, including a successful orientation and high interest at the recent Ontario Universities' Fair, where booth attendance was high, reflecting strong domestic interest. He also noted the upcoming fall Open House across both campuses, which offers prospective students a firsthand experience

of Ontario Tech's unique culture. He concluded by commending the varsity teams' successes and the excitement of the fall sports season.

6. Governance

6.1 Review of GNHR Terms of Reference* (D)

N. Crow presented the GNHR Terms of Reference, noting that an annual review is a standard governance practice that helps Board committees align with their roles and responsibilities in supporting the Board of Governors. She mentioned that the last revision, in June 2021, involved editorial updates and the addition of a Vice-Chair role. She highlighted that the Committee's focus includes governance, nominations, and human resources, with each area scheduled for discussion throughout the year, and invited members to suggest edits or ask questions as part of this review process.

There were no questions and the Committee had no suggested amendments to the Terms of Reference.

7. Consent Agenda (M)

7.1 Minutes of the Public Session of the Meeting of May 30, 2024 (M)

7.2 2024-2025 REVISED Board of Governors Dates – 2024/2025; 2025/2026 (I)

The Chair confirmed that the contents of the Consent Agenda were approved and received under Agenda Item #2.

8. Adjournment

There being no other business, upon a motion duly made by F. Carnevale, the public session adjourned at 2:17 p.m.

Kirstie Ayotte, Assistant University Secretary

COMMITTEE REPORT

SESSION:

Public
Non-Public

ACTION REQUESTED:

Decision
Discussion/Direction
Information

TO: Governance, Nominations and Human Resources Committee (GNHR)

DATE: January 30, 2025

FROM: Nicola Crow, University Secretary

SUBJECT: Revised 2024-2025 Board and Committee Schedule

COMMITTEE MANDATE:

- In accordance with the [GNHR Terms of Reference](#) the Governance, Nominations and Human Resources Committee (GNHR) “is responsible for providing advice to the Board on its governance structure and processes”.

KEY CONSIDERATIONS FOR GNHR

- There is 1 further revision to the 2024-2025 Board and Committee Schedule
- The revision relates to another change to the A&F Committee’s June meeting date

BACKGROUND/CONTEXT & RATIONALE:

- The Board and Committee schedule for 2024-2025 was presented to the GNHR Committee on February 1, 2024 and the Board of Governors on February 22, 2024, respectively.

Audit and Finance Committee Meeting Dates:

- Due to time pressures related to the audited financial statements, the schedule was revised and further presented to the GNHR Committee on May 30, 2024 and the Board of Governors on June 27, 2024.
- A conflict with the June 2025 Audit and Finance Committee (A&F) meeting date was identified to the Interim Secretariat and was changed from June 18, 2025 to June 17, 2025. GNHR was informed of this change at its October 24, 2024 meeting.
- Subsequently another conflict was identified with the June 17, 2025 A&F Meeting date and now the date has changed from June 17, 2025 to June 19, 2025

NEXT STEPS:

- The University Secretary will submit the revised schedule to the Board for information
-

SUPPORTING REFERENCE MATERIALS:

- Revised Board Schedule 2024-2025

BOARD SCHEDULE 2024-2025

COMMITTEE	2024-2025	TIME
Audit & Finance Committee	November 21, 2024	2:00 - 5:00 p.m.
Audit & Finance Committee	February 13, 2025	2:00 - 5:00 p.m.
Audit & Finance Committee	April 10, 2025	2:00 - 5:00 p.m.
Audit & Finance Committee	June 19, 2025	2:00 - 5:00 p.m.
Board of Governors Retreat	April 3, 2025	9:00 a.m. - 12:00 noon
Board of Governors - Orientation	September 26, 2024	9:00 a.m. - 12:00 p.m.
Board of Governors	September 26, 2024	12:00 - 2:00 p.m.
Board of Governors	November 28, 2024	12:00 - 5:00 p.m.
Board of Governors	February 20, 2025	12:00 - 5:00 p.m.
Board of Governors	April 17, 2025	12:00 - 5:00 p.m.
Board of Governors - AGM	June 26, 2025	9:00 a.m. - 3:00 p.m.
Governance, Nominations & Human Resources Committee	October 24, 2024	2:00 - 5:00 p.m.
Governance, Nominations & Human Resources Committee	January 30, 2025	2:00 - 5:00 p.m.
Governance, Nominations & Human Resources Committee	March 20, 2025	2:00 - 5:00 p.m.
Governance, Nominations & Human Resources Committee	May 29, 2025	2:00 - 5:00 p.m.
Strategy & Planning Committee	November 14, 2024	2:00 - 5:00 p.m.
Strategy & Planning Committee	February 6, 2025	2:00 - 5:00 p.m.
Strategy & Planning Committee	April 3, 2025	2:00 - 5:00 p.m.
Strategy & Planning Committee	June 12, 2025	2:00 - 5:00 p.m.
OTHER DATES		
Fall Convocation	October 17, 2024	To be confirmed
Convocation	June 4 - 6, 2025	To be confirmed

DRAFT BOARD SCHEDULE 2025-2026

COMMITTEE	2025-2026	TIME
Audit & Finance Committee	November 20, 2025	2:00 - 5:00 p.m.
Audit & Finance Committee	February 12, 2026	2:00 - 5:00 p.m.
Audit & Finance Committee	April 9, 2026	2:00 - 5:00 p.m.
Audit & Finance Committee	June 11, 2026	2:00 - 5:00 p.m.
Board of Governors Retreat	April 2, 2026	9:00 a.m. - 12:00 noon
Board of Governors Orientation	October 1, 2026	
Board of Governors	October 1, 2026	12:00 - 2:00 p.m.
Board of Governors	November 27, 2025	12:00 - 5:00 p.m.
Board of Governors	February 19, 2026	12:00 - 5:00 p.m.
Board of Governors	April 16, 2026	12:00 - 5:00 p.m.
Board of Governors - AGM	June 25, 2026	9:00 a.m. - 3:00 p.m.
Governance, Nominations & Human Resources Committee	October 23, 2025	2:00 - 5:00 p.m.
Governance, Nominations & Human Resources Committee	January 29, 2026	2:00 - 5:00 p.m.
Governance, Nominations & Human Resources Committee	March 19, 2026	2:00 - 5:00 p.m.
Governance, Nominations & Human Resources Committee	May 28, 2026	2:00 - 5:00 p.m.
Strategy & Planning Committee	November 13, 2025	2:00 - 5:00 p.m.
Strategy & Planning Committee	February 5, 2026	2:00 - 5:00 p.m.
Strategy & Planning Committee	April 2, 2026	2:00 - 5:00 p.m.
Strategy & Planning Committee	June 18, 2026	2:00 - 5:00 p.m.
OTHER DATES		
Fall Convocation	October 15, 2026	To be confirmed
Convocation	June 3 - 5, 2026	To be confirmed

COMMITTEE REPORT

SESSION:

Public
Non-Public

ACTION REQUESTED:

Decision
Discussion/Direction
Information

TO: Governance, Nominations and Human Resources Committee (GNHR)

DATE: January 30, 2025

FROM: Nicola Crow, University Secretary

SUBJECT: 2025-2026 and 2026-2027 Board and Committee Meeting Schedule

COMMITTEE MANDATE:

- In accordance with the [GNHR Terms of Reference](#) the Governance, Nominations and Human Resources Committee (GNHR) “is responsible for providing advice to the Board on its governance structure and processes”.

KEY CONSIDERATIONS FOR GNHR:

- The annual Board/Committee Meeting schedule supports the University’s annual business cycle and governance pathways
- The schedule ties in with the Academic Council schedule to support any approval/information/consultation pathways between the Board of Governors and the Academic Council
- Balancing meeting frequency, availability, workload, annual business cycle and governance/compliance requirements with streamlined, effective and efficient governance pathways are key factors in determining the annual Board/Committee Meeting schedule

BACKGROUND/CONTEXT & RATIONALE:

- The proposed Board and Committee Meeting schedule for 2025-2026 was presented last year to GNHR
- A shift in timing of Board/Committee meetings is currently under review which, if determined viable, would change the 2025-2026 schedule
- In looking at a timing shift the following are under consideration:
 - Is it possible to expand some time between Committee and Board Meetings to allow for more flexibility in meeting material turnaround and to alleviate workload pressures for both Board and SLT?
 - Is it possible to expand some time between Academic Council and Board Meetings which currently fall in the same week to allow for flexibility where approvals are looked for within the same meeting cycle and provide sufficient time for the Board to review any necessary materials?
- In order to secure time in Governors’ busy calendars, a two-year calendar of dates will be provided.

NEXT STEPS:

- The University Secretary will undertake consultations on any potential timing shifts for the Board/Committee Meeting schedule
 - Once schedule confirmed, the 2025-2026 meeting invites will be distributed for Governors so those dates can be held pending sharing the calendar for information purposes with GNHR (March) and in turn the Board (April)
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SUPPORTING REFERENCE MATERIALS:

- See GNHR Agenda Item 8.2 for current schedule of 2025-2026 Board/Committee meeting dates