

**Public Session Minutes for the Meeting of March 29, 2017**  
**12:10 p.m. to 1:30 p.m., ERC 3023**

**Attendees:** Karyn Brearley (Chair), Adele Imrie, Tim McTiernan,

**Staff:** Robert Bailey, Becky Dinwoodie, Craig Elliott, Cheryl Foy, Douglas Holdway, Susan McGovern

**Guests:** Mikael Eklund

**Regrets:** Dan Borowec, Andrew Elrick, Jay Lefton, Mike Snow

**1. Call to Order**

The Chair called the public session to order at 12:23 p.m.

**2. Agenda**

The Agenda was approved, as presented.

**3. Conflict of Interest Declaration**

There was none.

**4. Approval of Minutes of the Meeting of January 25, 2017**

A typo was noted in the time of the end of the meeting – it ended at 12:30 p.m. and not 2:30 p.m.

*Upon a motion duly made by A. Imrie and seconded by T. McTiernan, the Minutes were approved, as amended.*

**5. Chair's Remarks**

The Chair welcomed Francis Garwe, a new governor, to the GNHR Committee and she looks forward to his active participation.

## **6. President's Remarks**

The President advised that the Canada Foundation for Innovation announced its new President, Roseann O'Reilly Runte, effective August 1, 2017. R. Runte recently resigned as President of Carleton.

He also reported on the Academic Award Luncheon for UOIT's student athletes. They celebrated 47 student athletes who also have exceptional academic achievements. He informed the Committee of the success of the UOIT team that participated in McMaster's Life Sciences Challenge and received the award for best presentation.

## **7. Governance**

### **7.1 Annual Board Practices Assessment Review**

The Chair provided the background to the Annual Board Practices Assessment Review and introduced S. Van Nuland and J. Bradbury, who conducted a substantive review of the assessment form.

S. Van Nuland identified the main concern with the questions, which was that they were double-barreled. She and J. Bradbury separated out the questions to ensure that each question focuses on single area.

S. Van Nuland walked through the proposed changes with the Committee. No changes were required to the section regarding the structure of the Board.

It was recommended to send the form out to individual Board members as a link as opposed to performing the assessment collectively in order to make the best use of Board members' time.

There was a discussion regarding the difference between "neither agree/disagree" and "no response". S. Van Nuland also suggested running it through "google docs".

Concern was expressed about the participation rate if we move away from the online poll method. The response rate via e-mail will be monitored. The consensus of the Committee was to use the amended assessment form going forward.

*Upon a motion duly made by T. McTiernan and seconded by A. Imrie, the Committee approved the amended Board Practices Assessment Form, as presented.*

### **7.2 By-Law Review Project**

C. Foy provided an update on the By-Law Review Project. The working group will be recommending two by-laws: 1 general by-law and a second by-law dedicated to Academic Council. At the next meeting of the working group, the group will be reviewing the initial draft of By-law Number 1. C. Foy asked the Committee to consider whether it will be an appropriate time for the governor members of the working group to begin attending meetings as most of the groundwork has been laid. The Committee supported this approach.

### **7.3 Risk Management**

C. Foy provided an update on the progress being made on the risk register over the past year. After reviewing all of the risks, the risks have been grouped and will be assigned to specific departments. She used the example of a common risk of space constraints and advised that that it will be assigned to the Space Working Group. The next step will be taking the compiled risk registers to the risk owners. The goal is to bring it forward to the Board at the AGM. There was a general discussion regarding the progress made so far and the work being done on changing the culture of the institution.

## **7.4 Policy**

### **(a) Student Sexual Violence Policy Review**

M. Bowman provided an update on the steps taken since the Board meeting in December. He listed the engagement efforts undertaken over the last 3 months, including:

- the development of the website
- training of staff/faculty
- Healthy Sexuality Committee - 30 staff volunteers and 80 student volunteers
- classroom visits, online student survey (approximately 650 respondents)

He also discussed several of the challenges, including:

- delivering, developing & selecting training
- cancellation of Healthy Sexuality Summit due to lack of participation
- discrepancy between intention & action

M. Bowman summarized the consultation history since December, as well as the feedback received. There is positive support for the policy documents. There has been active engagement from staff members following the training sessions. The proposed changes to the policy documents are largely formatting and not substantive. They are also building an awareness strategy with Communications & Marketing, as well as developing online training.

There was discussion regarding whether they will try to reschedule the Summit or organize another event. M. Bowman advised that they will try to schedule the event in September. The Committee was supportive of the Summit idea. M. Bowman will review how best to organize the Summit while maintaining the student focus.

### **(b) Workplace Violence Policy Review**

C. Foy reported on the Workplace Violence Policy review. She provided a summary of the consultation conducted prior to the approval of the policy and procedures in December. They committed to an additional three month period for the community to provide comments and feedback. All of the comments were included in the Committee's materials for reference.

She highlighted the key comments received and how they are being addressed. She discussed the process of implementing a single policy library with one person managing them to remove outdated policies from the website. She walked through the proposed changes to the policy documents. She clarified that the Workplace Violence Policy only supersedes the Harassment and Discrimination Policy in part, as it currently still applies to students.

*Upon a motion duly made by A. Imrie and seconded by T. McTiernan, the Governance, Nominations and Human Resources Committee recommended the proposed amendments to the Policy Against Violence, Harassment and Discrimination in the Workplace and Procedures to Prevent and Address Violence, Harassment and Discrimination in the Workplace, as presented, for approval by the Board of Governors.*

## **8. Other Business**

## **9. Termination**

*There being no other business, upon a motion duly made by T. McTiernan and seconded by A. Imrie, the meeting terminated at 1:15 p.m.*