

Nipissing University
Minutes of the Special Academic Senate Meeting

July 21, 2020

10:00 a.m.

Zoom Conference:

<https://us02web.zoom.us/j/85273937685?pwd=TjZ4REhRU2lvdHhWdFdtM3hEV3NnQT09>

MEMBERS PRESENT:

C. Sutton (Interim Chair), A. Vainio-Mattila, J. McAuliffe, P. Maher, P. Radia, C. Richardson, D. lafrate, N. Black

A. Ackerman, A. Burk, D. Campbell, L. Chen, N. Colborne (Speaker), A. Hatef, M. Litalien, K. Lucas, C. McFarlane, S. Renshaw, M. Saari, R. Vernescu, S. Winters

J. Allison, C. Anyinam, K. Ferguson, C. Greco, D. Hay, R. Hoffman, D. Lafrance Horning, T. McParland, L. Peachey, P. Ravi, G. Raymer, A. Schinkel-Ivy, T. Sibbald, A. Wagner, P. Zou

C. Irwin

S. Kidd, B. Ray

M. King

ABSENT WITH REGRETS:

S. Connor, H. Earl, L. Hoehn, N. Kozuskanich, S. Srigley, M. Tuncali, H. Zhu

T. Horton, A. Kociolek

O. Pokorny

E. Lougheed

H. Mackie, W. Loveday, C. Foster, S. Pecoskie-Schweir

CONFIRMATION OF QUORUM

APPROVAL OF THE AGENDA OF THE SPECIAL SENATE MEETING OF: July 21, 2020

The July 21, 2020 Special Senate Agenda was approved with the addition of a Question Period following the Financial Update.

The minutes of the Senate meeting of May 22, 2020 will be approved and adopted at the September 11, 2020 Senate meeting.

The Speaker opened the meeting with a welcome to the traditional territory: As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robinson-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishnabek. We respect and are grateful to hold this event on these lands with all our relatives.

REPORT OF SENATE EXECUTIVE COMMITTEE

The Report of the Senate Executive Committee dated July 14, 2020 was received.

The Interim President, Cheryl Sutton, thanked Senators for their attendance. Following the July 9 virtual Town Hall Meeting, it was felt that further internal communication and input by way of Senate meetings over the summer months would be beneficial. Following discussion at the July 14, 2020 Senate Executive meeting, it was agreed that two special meetings of Senate be called. Also, as in-person Senate meetings will not be possible for some time, it was agreed that all scheduled Senate meetings be held virtually. The Interim President requested that the following motion that was approved at the July 14, 2020 Senate Executive meeting be read out and voted on by Senators:

Moved by A. Vainio-Mattila, seconded A. Ackerman that Senate approves that all scheduled meetings of the Academic Senate for 2020-2021 will be held by Zoom conferencing.

CARRIED

ANNUAL ACADEMIC ACTION PLAN 2020-2021

The Provost provided an academic planning update. A Power Point presentation was provided and is included in the minutes. The update covers the Academic Plan 2017-2022 (approved at Senate in May 12, 2017), and the Annual Academic Action Plans 2018-2021, 2019-2022 and 2020-2023. Discussion included, Growing the University, Engagement in Scholarship and Program Sustainability. The Provost reported that preparation for the third annual academic action plan is under way. Many initiatives were started but not finished. The new plan will look a lot like this one with some new initiatives. The goal is to give a quick overview of where we are at the moment. The full document will be brought to the September Senate meeting for discussion.

The Provost highlighted a number of ongoing initiatives: reorganization of the Senate policies; an SEM plan for student recruitment; a strategy for Indigenous Education; the creation of a university-wide plan for Indigenization; the development of Indigenous Studies; the development of an Internationalization strategy; the Data Monitoring Dashboard (IOAP process); and the establishment of processes for the Strategic Academic Plan for 2023-2027. Teaching Chair positions will continue and the Library continues to do work to expand and strengthen the Information Literacy Instruction Program. Faculty renewal, new program development, Quality Assurance and preparation for the SMA3 are all ongoing. The Provost advised that she is looking forward to providing updates on these initiatives at the September Senate meeting.

Winter 2021 Term

The Provost advised that it had been decided that all courses would move on-line for fall 2020, but a decision has not yet been made regarding winter 2021. Ontario has now moved to Stage 3 of the re-opening framework, and will remain in Stage 3 until a vaccine is widely available or a cure is found. Physical distance regulations will be in effect for this period and enhanced cleaning will be in place. A decision must be made as courses cannot be delivered as they are normally delivered. Only 30% of a class can be used with a maximum of 50 people in an instructional space. As well, an enhanced cleaning period must be undertaken before new classes come in. In the near future, further discussion will be held in NU conversations and Faculty Council meetings to weigh the parameters.

The Provost reported that our enrolment numbers are better than expected, but students are registering in fewer courses than in the past. In Stage 3 the narrative is very much about only bringing people together when absolutely necessary. We must determine if there are students (i.e. first year students) that should be prioritized to be on campus. Are there groups of students whose programs could be entirely on-line, or programs that could be further modularized? To cut down on the cleaning in between classes, could courses be offered in three hour blocks instead of one hour blocks? Can spaces be identified that are only used by certain groups? Any courses offered on-site should also be offered on-line. The Provost asked that over the next few weeks, we try and identify more questions we need to ask. Most universities have not made decisions about the winter term, so we are in sync with the rest of the sector. It is hoped that a decision will be made in late August or early September. Participation is encouraged to answer these questions.

Financial Update

The Director of Finance, Renee Hacquard, provided a financial update. The year to date reports for the period ending April 30, 2020 and June 30, 2020 are attached to the Minutes. Revenues are down 7% in total, and expenses are down 10% over last year. Salaries and benefits also saw some savings. It is hoped that COVID-19 funding will be received. We are cautiously optimistic that some of the costs can be absorbed.

Question Period

In response to a question whether the gym could be used to hold classes, the Provost advised that only 50 students are allowed in any classroom regardless of the size of the room.

In response to a request to identify issues faced by the closure, the Provost advised that some students, faculty and staff don't have internet access. Requests have been made to access the university or residences for internet access. As we are allowed to have more people in the building, could there be more opportunities for smaller groups to meet? We need to consider whether it is in the best interest to have anyone come into campus, as we don't want to risk students, faculty and staff.

In reply to a question as to whether synchronous classes would assist to maintain testing and exams, the Provost responded that the position on synchronous and asynchronous

classes has not changed. The streaming content must be available for students asynchronously. The goal is to remove as many barriers as possible for students to learn at NU. This is an issue that will be discussed further.

A question was asked whether students on waiting lists could sit in on on-line class until a student withdraws and a spot becomes available, the same way students attend an on-site course. Students miss a lot of content and then have to play catch up. The Provost directed the question to the Registrar and the Dean of Teaching for response.

In response to a question as to whether the Scholar Practitioner program will deliver on-line courses, the Dean of Teaching responded that as an institution we use Blackboard and Blackboard Collaborate as we must ensure that students are using the same platform.

Concerns were raised that students moving back on campus in January in poor weather conditions is an important consideration. The Provost agreed that it would be significantly easier for students to attend on-site classes in May than January, and that we need to provide as many choices to students as possible. It was suggested that this issue be discussed further in the NU conversations.

In response to a question as to whether the timing of the spring budget would be moved, the Provost advised that courses can be offered no matter what the term is, and that many things will have to be rebalanced.

ADJOURNMENT

The Special Senate meeting was adjourned at 10:45 a.m.


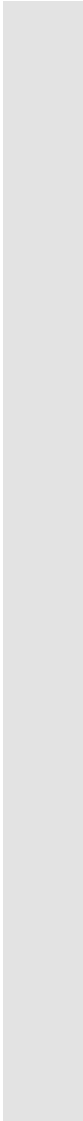



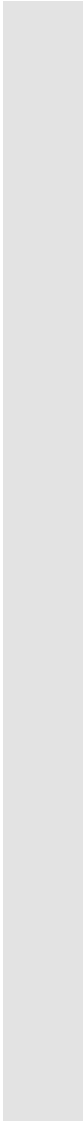
.....
C. Sutton (Interim Chair)



.....
S. Landriault (Senate Secretary)

Academic Planning

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- Academic Plan 2017-2022 (Senate May 12, 2017)
 - Annual Academic Action Plan 2018-2021, 2019-2022
 - **Annual Academic Action Plan 2020-2023**

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- **I Growing the University**
 - **II Engagement in Scholarship**
 - **III Programme Sustainability**
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Growing the University

- A ***Addressing Academic Policy Deficits***
 - 1. Re-organize Senate Policies
 - 2. Revision of Senate Policies
- B ***Student Recruitment***
 - 1. Create a SEM Plan
- C ***Strategy for Indigenous Education***
 - 1. University-wide Plan for Indigenization
 - 2. Development of Indigenous Studies
- D ***Internationalization***
 - 1. Internationalization Strategy
 - 2. Internal response to international recruitment
 - 3. External response to international recruitment
 - 4. Review International Exchanges Agreement processes
 - 5. Outbound Student Mobility
- E ***Data Monitoring Dashboards***
 - 1. Dashboards for monitoring
- F. ***Develop the process for Strategic Academic Plan for 2023-2027***

Engagement in Scholarship

A **Research**

1. Strategic Research Plan
2. Equity, Diversity and Inclusion
3. Canada Research Chairs
4. Research Communication Plan
5. Innovation
6. Research Success
7. Centres and Institutes

B **Teaching**

1. Dean of Teaching
2. Teaching Hub
3. Teaching Chairs
4. Strategic Plan for Teaching

C **Library**

1. Expand and strengthen Information Literacy Instruction Program
2. Assess learning outcomes of IL instruction sessions
3. Information Literacy Course

Programme Sustainability

- A ***Faculty Renewal***
 - 1. Tenure Track Faculty Positions
 - 2. Sabbaticals
 - 3. Teaching releases: Administrative
 - 4. Teaching releases: Research
 - 5. Non-Faculty Positions
- B ***New Programme Development***
 - 1. New Programme Development Fund
 - 2. New Programme Marketing Initiative
 - 3. Strategic Plan for Graduate Studies
 - 4. Degree architecture
- C ***Quality Assurance***
 - 1. NU-IQAP roll-out
 - 2. New Programme Proposals
 - 3. Cyclical Reviews
- D. ***SMA III Preparation***
 - 1. Establish SMA III Working Group

Winter 2021

Where are we at?

- Decision was made re Fall of 2020, no decision has been made on Winter 2021. It has been scheduled as per usual.
- Ontario is in Stage 3, and will remain in Stage 3 until either a vaccine is widely available, or a cure is found:
 - Physical distancing
 - Enhanced cleaning protocols
- Cannot deliver the schedule we have!
- Decision August/September?

Things to consider

- 6 credit courses that started on line, will finish on-line.
- 2nd year BEd electives will be on-line
- Classrooms will be at 30% capacity
- Indoors max. 50 people in an instructional space
 - Our classrooms:
 - Less than 10 > 21
 - 11-20 > 26
 - 21-30 > 9
 - 31-40 > 5
 - 41-50 > 0
 - More than 50 > 9
- Course registrations cause concern


Things to consider (cont.)

- Anything offered on-site should also be offered on-line.
- Issues with streaming and/or recording

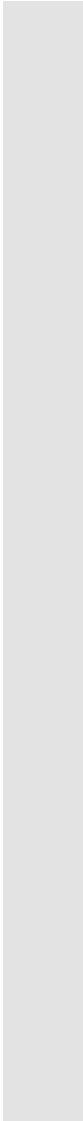
Possible decisions

- Are there students whose on-site participation should be prioritized? For example, 1st year students
- Are there groups of students who could be entirely on-line? For example, all education students? Is it a priority that all students have an opportunity for some on-site learning? Or is it a priority to keep as many as possible away?
- Should we identify one core course in each programme that is offered on-site?
- In order to lessen the frequency of classroom cleaning, can we identify more courses that can be offered once a week in a three hour block?
- Are there programmes that can be further modulized? Eg. Some graduate programmes.

	A decision on Winter Term?	If yes, what is it?	If no, when will you have a decision made?
Nipissing	no		late August, early September
Windsor	no		August 25th
Carleton	yes	Online	
York	no		Hopefully, by the August long weekend
Trent	no		
Guelph	no	Expect it to be similar to fall	
Algoma	no		Sept 11
Ottawa	no		no
Queens	no		During fall term
Waterloo	no		Hoping for early August
Ryerson	no		
Laurier	no		Early September
Brock	no		Early September when Senate is back
Laurentian	no		By October Senate meeting
MacMaster	no		Late August, early September
Ont. Tech	yes	Blended learning	
Western	yes	Mixture of online & in person	



NU Conversations on
Winter 2021
28th July at noon!



BOARD REPORT
As at 07/13/20
For the period ended 04/30/2020

	Updated projected Year End	Annual Budget	Variance \$ (Actual YTD - Annual Budget)	YTD Actual as a % of Annual Budget	Actual PYR	Annual Budget (Previous Year)	PYR Actual as a % of PYR Annual Budget	Variance \$ CY to PY	Variance % CY to PY
Revenue									
Government Grants	\$ 38,857,582	\$ 37,301,609	\$ 1,555,973	104%	\$ 38,585,683	\$ 38,802,090	99%	\$ 271,900	1%
Student Fees - Tuition	\$ 25,986,387	\$ 27,741,324	\$ (1,754,937)	94%	\$ 26,749,480	\$ 25,943,362	103%	\$ (763,094)	-3%
Student Fees - Other	\$ 2,642,797	\$ 2,355,450	\$ 287,347	112%	\$ 2,194,604	\$ 2,057,150	107%	\$ 448,193	20%
Other	\$ 2,040,523	\$ 1,995,621	\$ 44,902	97%	\$ 2,027,629	\$ 1,890,694	107%	\$ 12,894	1%
Investment Income	\$ 259,084	\$ 230,000	\$ 29,084	92%	\$ 380,171	\$ 160,000	238%	\$ (121,087)	-32%
Donations	\$ 42,819	\$ 39,000	\$ 3,819	110%	\$ 40,467	\$ 39,000	104%	\$ 2,352	0%
Revenue Total	\$ 69,829,191	\$ 69,663,004	\$ 166,187	100%	\$ 69,978,034	\$ 68,892,296	102%	\$ (148,843)	0%
Expenses									
Salaries and Benefits	\$ 53,156,795	\$ 54,801,488	\$ (1,644,693)	99%	\$ 53,593,904	\$ 53,898,992	99%	\$ (437,109)	-1%
Operating	\$ 9,538,455	\$ 10,200,309	\$ (661,854)	95%	\$ 10,068,679	\$ 9,648,661	104%	\$ (530,224)	-5%
Scholarships and Bursaries	\$ 4,063,790	\$ 3,808,400	\$ 255,390	108%	\$ 3,937,502	\$ 3,929,482	100%	\$ 126,288	3%
Occupancy Costs	\$ 3,719,438	\$ 4,240,775	\$ (521,337)	84%	\$ 5,764,864	\$ 5,426,350	106%	\$ (2,045,426)	-35%
Principal and Interest on Long Term Debt	\$ 956,944	\$ 1,005,940	\$ (48,996)	95%	\$ 1,186,334	\$ 1,135,739	104%	\$ (229,390)	-19%
Expenses Total	\$ 71,435,422	\$ 74,056,912	\$ (2,621,489)	98%	\$ 74,551,284	\$ 74,039,224	101%	\$ (3,115,861)	-4%
Surplus (Deficit) Before Undernoted	\$ (1,606,231)	\$ (4,393,908)	\$ 2,787,677	67%	\$ (4,573,250)	\$ (5,146,928)	89%	\$ 2,967,018	-65%
Transfers									
Transfers to (from) other funds	\$ (2,061,822)	\$ (1,892,903)	\$ (168,919)	130%	\$ (1,860,075)	\$ (1,818,288)	102%	\$ (201,747)	11%
Transfers to (from) Internally Restricted	\$ 409,799	\$ 469,150	\$ (59,351)	110%	\$ 550,188	\$ 530,867	104%	\$ (140,388)	-26%
Transfers Total	\$ (1,652,022)	\$ (1,423,753)	\$ (228,270)	136%	\$ (1,309,887)	\$ (1,287,421)	102%	\$ (342,135)	26%
Total	\$ 45,791	\$ (2,970,155)	\$ 3,015,946	34%	\$ (3,263,363)	\$ (3,859,507)	85%	\$ 3,309,154	-101%

BOARD REPORT

7/14/20

For the period ended 06/30/2020

	Actual YTD	Annual Budget	Variance \$ (Actual YTD - Annual Budget)	YTD Actual as a % of Annual Budget	Actual PYR	Annual Budget (Previous Year)	PYR Actual as a % of PYR	Variance \$ CY to PY	Variance % CY to PY
Revenue									
Government Grants	\$ 5,194,721	\$ 35,655,369	\$ (30,460,648)	15%	\$ 5,473,492	\$ 37,301,609	15%	\$ (278,771)	-5%
Student Fees - Tuition	\$ 3,275,609	\$ 29,409,835	\$ (26,134,226)	11%	\$ 3,494,940	\$ 27,741,324	13%	\$ (219,331)	-6%
Student Fees - Other	\$ 517,965	\$ 2,805,862	\$ (2,287,897)	18%	\$ 556,361	\$ 2,355,450	24%	\$ (38,397)	-7%
Other	\$ 13,425	\$ 1,993,252	\$ (1,979,827)	1%	\$ 104,136	\$ 1,995,621	5%	\$ (90,711)	-87%
Investment Income	\$ 11,334	\$ 190,000	\$ (178,666)	6%	\$ 28,118	\$ 230,000	12%	\$ (16,784)	-60%
Donations	\$ -	\$ 100,000	\$ (100,000)	0%	\$ -	\$ 39,000	0%	\$ -	0%
Revenue Total	\$ 9,013,055	\$ 70,154,318	\$ (61,141,263)	13%	\$ 9,657,048	\$ 69,663,004	14%	\$ (643,994)	-7%
Expenses									
Salaries and Benefits	\$ 7,600,851	\$ 55,400,290	\$ (47,799,439)	14%	\$ 7,979,632	\$ 54,801,488	15%	\$ (378,782)	-5%
Operating	\$ 1,162,517	\$ 9,611,933	\$ (8,449,416)	12%	\$ 1,755,984	\$ 10,200,309	17%	\$ (593,467)	-34%
Scholarships and Bursaries	\$ 57,879	\$ 3,788,400	\$ (3,730,521)	2%	\$ 103,880	\$ 3,808,400	3%	\$ (46,001)	-44%
Occupancy Costs	\$ 205,546	\$ 4,090,850	\$ (3,885,304)	5%	\$ 224,018	\$ 4,240,775	5%	\$ (18,473)	-8%
Principal and Interest on Long Term Debt	\$ 168,119	\$ 1,005,940	\$ (837,821)	17%	\$ 172,303	\$ 1,005,940	17%	\$ (4,184)	-2%
Expenses Total	\$ 9,194,911	\$ 73,897,413	\$ (64,702,502)	12%	\$ 10,235,818	\$ 74,056,912	14%	\$ (1,040,907)	-10%
Surplus (Deficit) Before Undernoted	\$ (181,857)	\$ (3,743,095)	\$ 3,561,238	5%	\$ (578,769)	\$ (4,393,908)	13%	\$ 396,913	-69%
Transfers									
Transfers to (from) other funds	\$ -	\$ (1,730,000)	\$ 1,730,000	0%	\$ 6,991	\$ (1,892,903)	0%	\$ (6,991)	-100%
Transfers to (from) Internally Restricted	\$ 398,367	\$ 500,500	\$ (102,133)	80%	\$ 391,400	\$ 469,150	83%	\$ 6,967	2%
Transfers Total	\$ 398,367	\$ (1,229,500)	\$ 1,627,867	-32%	\$ 398,391	\$ (1,423,753)	-28%	\$ (24)	0%
Total	\$ (580,223)	\$ (2,513,595)	\$ 1,933,372	23%	\$ (977,160)	\$ (2,970,155)	33%	\$ 396,937	-41%