INTERNAL RELATIONS COMMITTEE MEETING MINUTES

February 21, 2023
2:30 to 3:30 p.m.

GCR (UC 2001) and Zoom Meeting

Attendance: Chair: Roshni Antony (AVP, Human Resources); David Barnett (Provost & VP Academic); Kathy Pozihun (VP Administration & Finance); Gautam Das (LUFA); Pat Larin (SchII); Jack Drewes (IUOE); Siavash Hosseini (CUPE); Dave Andreason (OPSEU); Yamandeep Malhi for Lahama Naeem (LUSU); Rob Bell for Alexis Paulusma (COPE)

Regrets: Heather Spivak (Unifor); Greg Croft (USW) Jason Freeburn (LUTA); Rahul Parameswaran (GSA)

Guests: Mike Den Haan & Andrew Brigham

Recorder: Kylie Williams (Human Resources)

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1. **Approval of the Agenda**

   Moved by Dave Andreason that the agenda been approved.
   Seconded by Yaman Malhi.   All in favour.   *Carried*

2. **Approval of the Minutes of the previous meeting of January 17, 2023**

   Moved by Kathy Pozihun that the minutes be approved.
   Seconded by David Barnett. All in favour.   *Carried*

3. **Update from the VP External Relations (Mike Den Haan)**

   Mike presented the committee with an update from external relations. He emphasized the role of philanthropy in supporting the core mission of Lakehead, advancing transformative projects and fostering meaningful engagement within the Lakehead family. At present, the University is in the leveraging phase of fundraising for the 10-year campaign (2020-2030) that is underway. This campaign has set the goal of raising $70,000,000 and tripling engaged alumni from 11,000 to 33,000. There was discussion on the list of priorities that fundraising efforts would support, with the understanding that we need to show stability but the list could evolve as new leaders are appointed.

4. **Migration to the Cloud - Andrew Brigham**

Andrew advised the committee of the imminent migration of Lakeheads database to the cloud in an AWS data centre in Montreal. In addition myServices is being rolled out and will replace many of the transactional services of Web Advisor. A product called Ellucian Experience, we are naming myPortal, will be the eventual replacement for myInfo. myPortal will have the added feature of being mobile friendly. These changes are needed to ensure ongoing support from the vendor, many of the webtools are no longer supported by Ellucian. A shutdown of these existing services is planned for March 15th with services restored on March 20th.

Dave asked what is in place for training and triage during this transition. Andrew confirmed that myInfo would still run, and demonstrations and training guides are being put in place by the various departments.

The committee asked if D2L would be part of this change over. Andrew confirmed that D2L would not be impacted, although it would receive a tool to support the back end and connectivity would be increased.

5. **Business Arising from the Minutes**

There was no business arising from the minutes.

6. **Questions for Senior Administration**

Deferred

7. **Roundtable**

Deferred

8. **Other Business**

Jack asked the committee to consider looking into progressive retirement. With a strategy in place to allow full time positions to drop down to part-time and mentor new employees, the retention of institutional knowledge could be passed on.

9. **Adjournment**

Meeting was adjourned at 3:30 p.m.