

**BOARD OF GOVERNORS MEETING****April 25, 2019****9:00am – 12:00pm****Thunder Bay Location – UC1001 (Senate Chambers)****Orillia Location - OA2005****AGENDA**

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**Board of Governors Members:** Mr. Robert Arnone; Dr. Michel Beaulieu; Ms. Ann Dumyn; Dr. Christine Gottardo; Ms. Angela Maltese; Mr. Brian McKinnon; Dr. Moira McPherson; Mr. Ross Murray (Chair); Ms. Kathryn Rippey; Ms. Catherine Siemieniuk; Mr. Sean Speer; Mr. David Tamblyn; Ms. Cathy Tuckwell; Ms. Maria Vasanelli; Mr. Nathan Wainwright; Ms. Wendy Walberg

**Administrative Resources:** Ms. Barbara Eccles (Secretary) - General Counsel & University Secretary;  
Marcie Morrison (Recorder) - Assistant University Secretary

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|-----|---|-------|
| 1.  | <u>Approval of Agenda</u>   | 2min  |
|     | MOVED that the agenda be approved.  |       |
| 2.  | Need for In Camera Items to be Declared   |       |
|     | Members are reminded that items arising that need in camera attention should be declared at the point of discovery.                     |       |
| 3.  | Declaration of Conflict of Interest   |       |
|     | Members are reminded of their duty to declare a conflict of interest should awareness of conflict arise at any time during the meeting. |       |
| 4.  | <u>Approval of the March 7, 2019 Minutes</u>  | 2min  |
| 5.  | Business Arising from the Minutes (not on the Agenda elsewhere)   |       |
| 6.  | Chair's Report (Mr. Ross Murray)  | 10min |
| 7.  | <u>President's Report</u> (Dr. Moira McPherson)   | 10min |
| 7.1 | <u>Report on Appointments</u> – <i>for information</i>  |       |

8. Board Standing Committee Reports

8.1 External Relations Committee Report (Mr. Brian McKinnon)

*The External Relations Committee discussed items of business that were sensitive or confidential in nature at the meeting on April 11, 2019. An in camera report was circulated with the in camera meeting materials.*

8.2 Finance & Operations Committee Report (Ms. Angela Maltese)

*The Finance & Operations Committee discussed items of business that were sensitive or confidential in nature at the meeting on March 26, 2019 and April 12, 2019. In camera reports were circulated with the in camera meeting materials.*

8.3 Governance & Nominating Committee Report (Ms. Kathryn Rippey) 5min

8.3.1 Approval of 2019-20 Board and Standing Committee Meeting Dates 10min

MOVED that the 2019-20 Board of Governors and Standing Committee meeting dates be approved.

8.3.2 Report on Board Vacancies 10min

- Resignation of Elder Gerry Martin
- Expiration of Ms. Kathryn Rippey's Term

8.3.3 Proposed Amendments to the Removal of Inactive Board Members Policy 10min

MOVED that the proposed amendments to the Removal of Inactive Board Members Policy be approved as presented.

8.3.4 Draft Board of Governors Guidelines for In Camera Meetings – for information 10min

9. Other Reports for Information

9.1 Senate (Dr. Christine Gottardo) 10min

10. In Camera Meeting

MOVED to adjourn to an in camera meeting to discuss items of a personnel, legal, or real estate nature, and other sensitive or confidential matters, and that only members of and others approved by the Board may be present.

11. Motions Arising from the In Camera Meeting

12. Items for Information

12.1 Next Meeting: June 7, 2019, Orillia Campus

12.2 Convocation Ceremonies:

*For information: Watch your email for invitation/RSVP from Lakehead Events. RSVP IS REQUIRED.*

Thunder Bay Campus

- Chancellor's Dinner: Friday, May 31, 2019
- Convocation: Friday, May 31 & Saturday, June 1, 2019

Orillia Campus

- Chancellor's Dinner: Friday, June 7, 2019
- Convocation: Saturday, June 8, 2019

13. Other Business

Adjournment

**BOARD OF GOVERNORS MEETING****March 7, 2019****9:00am – 2:00pm****Thunder Bay Location – UC1001 (Senate Chambers)****Orillia Location - OA3007****DRAFT MINUTES**

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**Board of Governors Members in Attendance:** Mr. Robert Arnone; Ms. Ann Dumyn; Dr. Christine Gottardo; Ms. Angela Maltese; Mr. Brian McKinnon; Dr. Moira McPherson; Mr. Ross Murray (Chair); Ms. Kathryn Rippey; Mr. David Tamblyn; Ms. Cathy Tuckwell; Ms. Maria Vasanelli; Mr. Nathan Wainwright  
**Regrets:** Dr. Michel Beaulieu; Mr. Gerry Martin; Ms. Catherine Siemieniuk; Mr. Sean Speer; Ms. Wendy Walberg

**Administrative Resources in Attendance:** Ms. Barbara Eccles (Secretary) - General Counsel & University Secretary; Marcie Morrison (Recorder) - Assistant University Secretary

**Invited Guests in Attendance:**

Dr. David Barnett - Provost and Vice President (Academic) (Lakehead University)  
Ms. Rita Blais - Associate Vice President, Financial Services (Lakehead University)  
Ms. Deb Comuzzi - Vice President, External Relations (Lakehead University)  
Dr. Andrew P. Dean – Vice President, Research & Innovation (Lakehead University)  
Mr. Toby Goodfellow - Chief of Staff, Office of the President (Lakehead University)  
Dr. Dean Jobin-Bevans\* - Principal, Orillia Campus (Lakehead University)  
Dr. Heather Murchison – Vice Provost, Institutional Planning & Analysis (Lakehead University)  
Mrs. Kathy Pozihun - Vice President, Administration & Finance (Lakehead University)  
Dr. Millo Shaw – Director, Risk Management and Access to Information (Lakehead University)  
Mr. Adam Shaen - Associate Vice President, Human Resources (Lakehead University)  
Ms. Andrea Tarsitano, Vice Provost (Students) & Registrar (Lakehead University)

*\*Teleconference*

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The meeting was called to order at 9:07am.

The Chair opened the meeting by acknowledging the Indigenous territories of Thunder Bay and Orillia.

1. Approval of Agenda

MOVED (K. Rippey) that the agenda be approved.  
CARRIED

2. Need for In Camera Items to be Declared

Members were reminded that items arising that need in camera attention should be declared at the point of discovery.

3. Declaration of Conflict of Interest

Members were reminded of their duty to declare a conflict of interest should awareness of conflict arise at any time during the meeting.

4. Approval of the February 1, 2019 Minutes

The minutes of the February 1, 2019 meeting were circulated in advance with the meeting materials.

MOVED (M. Vasanelli) that the minutes of the February 1, 2019 meeting be approved as presented.

CARRIED

5. Business Arising from the Minutes (not on the Agenda elsewhere)

There was no business arising from the minutes.

6. Board Executive Committee Report

A report of the February 14, 2019 Board Executive Committee meeting was circulated in advance with the meeting materials for information.

The Board Executive Committee discussed items of business that were sensitive or confidential in nature. The approved minutes of the February 14, 2019 Board Executive Committee meeting were circulated to the Board of Governors for information with the in camera meeting package.

7. Chair's Report

The Chair provided a debrief of some of the recent university events that he attended:

- Joint Meeting of the Council of Chairs of Universities of Ontario (CCOU) and Executive Heads (February 7, 2019 in Toronto)
- Leaders Luncheon with Mayor Mauro & Norm Gale (February 15, 2019)
- Lakehead University Research and Innovation Week events (February 22-28, 2019)
- MOU signing between Lakehead, Confederation College and the Canadian Forest

Service

- Prospectors and Developers Association of Canada (PDAC) Conference (March 4, 2019 in Toronto)

8. President's Report

The March 2019 President's Report was distributed in advance with the meeting materials and can be found on the Lakehead website at [www.lakeheadu.ca](http://www.lakeheadu.ca).

Dr. McPherson provided a debrief of some university events that she attended recently:

- Thunder Bay Anti-Racism and Inclusion Coalition event at City Hall (March 1, 2019)
- Prospectors and Developers Association of Canada (PDAC) Conference (March 4, 2019 in Toronto)
- Meetings with government officials at Queens Park (March 4, 2019)
- Lakehead Research and Innovation Week events (Orillia campus March 4-6, 2019)
- Signing of funding agreement with Mitacs (March 1, 2019)

The Board Chair acknowledged some Board members for their recent accomplishments.

8.1 Report on Appointment – for information

- Dr. Baoqiang Liao was appointed as an Internal Adjunct Professor in the Faculty of Natural Resources Management effective November 1, 2018 to October 31, 2022.

9. Board Standing Committee Reports

9.1 Audit & Risk Committee Report

The Audit & Risk Committee discussed items of business that were sensitive or confidential in nature at the meeting on February 14, 2019. An in camera report was circulated to the Board of Governors with the in camera meeting materials.

9.2 External Relations Committee Report

A report of the February 13, 2019 External Relations Committee meeting was circulated in advance with the meeting materials.

9.3 Finance & Operations Committee Report

A report of the February 14, 2019 Finance and Operations Committee meeting was circulated in advance with the meeting materials.

### 9.3.1 Tuition Fees

A memo from the Vice President, Finance and Administration and the Associate Vice President, Financial Services outlining the proposed tuition and miscellaneous fees for 2019-20 was circulated in advance with the meeting materials.

Highlights from the tuition presentation included:

- Background information – overview of new tuition fee framework and how it will effect Lakehead
- Proposed domestic tuition fees
- Proposed undergrad International tuition fees
- Proposed Masters International Tuition Fees: engineering; business; international
- Proposed PhD International Tuition fees: engineering; international – discussion ensued
- Proposed ancillary fees
- Changes to OSAP
- Scholarships, bursaries and awards totals

Following the presentation, discussion ensued on the following topics:

- how the increase to International tuition fees may affect enrolment at Lakehead
- alternative options
- the financial implications that the increase may have on International students
- financial assistance available to International students
- how the new government tuition framework that allows students to opt out of certain student fees could affect the Lakehead University Student Union (LUSU)
- grant funding
- mitigation strategies

It was noted that the Finance and Operations Committee is planning to hold a special meeting in March 2019 regarding budget development.

MOVED (A. Maltese) to approve the proposed tuition fees for 2019-20.  
CARRIED

9.4 Governance & Nominating Committee Report

A report of the February 13, 2019 Governance and Nominating Committee meeting was circulated in advance with the meeting materials.

The Committee Chair provided a summary of the report and highlighted the “Continuing Education for Board Members” paragraph. Members were encouraged to send feedback/comments to the Committee Chair regarding the financial literacy session scheduled to go forward to the Board of Governors Committee of the Whole on April 25, 2019.

9.5 Learning & Research Committee Report

A report of the February 13, 2019 Learning and Research Committee meeting was circulated in advance with the meeting materials.

The Secretary provided an update on the Lakehead University Student Union outreach event (the People’s Potato). Members were encouraged to participate.

10. Other Reports for Information

10.1 Ogimaawin-Aboriginal Governance Council

There was no report.

10.2 Senate

A report of the February 11, 2019 Senate meeting was circulated in advance with the meeting materials.

Dr. Gottardo highlighted the Senate’s approval of the 2019-24 Academic Plan. Discussion ensued.

11. In Camera Meeting

MOVED (A. Dumyn) to adjourn to an in camera meeting to discuss items of a personnel, legal, or real estate nature, and other sensitive or confidential matters, and that only members of the Board and others approved by the Board may be present.

CARRIED

Dr. Barnett, Ms. Comuzzi, Dr. Dean, Ms. Eccles, Mr. Goodfellow, Dr. Jobin-Bevans, Ms. Morrison, Dr. Murchison, Mrs. Pozihun and Mr. Shaw were invited to remain for parts of the in camera session.



The Board recessed briefly at 10:06am before the in camera meeting was called to order at 10:20am. Ms. Blais and Mr. Tamblyn left during the recess.

At the request of the Board Chair, a private session of the Board of Governors that excluded the President, the Secretary and Secretariat staff took place during the in camera meeting. There was no agenda, and minutes were not recorded during this session.

Mr. Wainwright left during the in camera meeting.

Mr. Shaen and Ms. Tarsitano joined for a portion of the in camera meeting.

The Board returned to the regular meeting at 1:30pm.

## 12. Motions Arising from the In Camera Meeting

There were no motions arising from the in camera meeting to be reported to the regular meeting.

## 13. Items for Information

### 13.1 Northern Ontario School of Medicine (NOSM)

- Read the latest issue of Northern Passages  
[<https://www.nosm.ca/wp-content/uploads/2018/07/Northern-Passages-Summer2018-web.pdf>]
- 5th Indigenous Community Partnership Gathering Report  
[<https://www.nosm.ca/wp-content/uploads/2019/02/Gathering-Report-Gididaa-Bimaadiziwin-Wenji-Maamoobiiding.pdf>]
- Northern Constellations - May 3-4, 2019 in Sudbury - Register Now  
[<https://www.nosm.ca/education/cepd/northern-constellations>]
- CampMed Now Open [https://www.nosm.ca/our-community/community-engagement/youth-engagement/campmed]

### 13.2 Next Meeting

Members were reminded of the next meeting on April 25, 2019 from 9:00am to 12:00pm.

## 14. Other Business

There was no other business.

The meeting adjourned at 1:31pm.

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Mr. Ross Murray, Chair

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Ms. Barbara Eccles, Secretary

April 2019



# President's Report to Board of Governors



Lakehead  
UNIVERSITY





## Office of the President

### Town Hall with Prime Minister Justin Trudeau

On March 22, the public was invited to Lakehead Thunder Bay's Fieldhouse to attend a public town hall with Prime Minister Justin Trudeau, as hosted by MPs Patty Hajdu and Don Rusnak.

Since 2017, the Prime Minister has hosted town halls across the country to hear directly from Canadians on the issues that matter to them and their communities. Supporting the economic and social well-being of the communities and regions we serve is one of Lakehead's core priorities, and we were excited that he chose to host this event at Lakehead University in Thunder Bay.



Hundreds of members of our University and local communities attended the live-streamed, 2-hour event.

### Diversity Thunder Bay welcomes Tanya Talaga

On March 21, I, along with members of my President's Task Force on Equity, Diversity, and Inclusion, as well as other Lakehead University representatives, including students, faculty, and staff, attended *Diversity Thunder Bay's* 13<sup>th</sup> annual celebration breakfast at Thunder Bay's Victoria Inn.

The open-to-the-community event, which occurred on the United Nations' International Day for the Elimination of Racial Discrimination, featured keynote speaker, Tanya Talaga, the acclaimed author of *Seven Fallen Feathers*. Her inspirational talk touched on how all members of the Thunder Bay community have a responsibility, and all can have a hand in a new way forward. She also spoke about the positive changes that have already taken place in Thunder Bay, and the ways in which each community member can support a safer, more welcoming community.



## Local and Global Partnerships

### *Partnering Towards Discovery at Lakehead's 2019's PDAC Breakfast*

Our 8th Annual Lakehead University PDAC Breakfast in support of the Centre of Excellence for Sustainable Mining and Exploration (CESME) was held in Toronto on March 4 at the Intercontinental Toronto Centre. Hosted as part of the Prospectors and Developers Association of Canada Conference (PDAC), this annual event brings together Lakehead University community partners, alumni, friends, donors and students during the world's premier exploration and mining convention.

Our keynote speaker was John Mullally, *Goldcorp's* Vice-President, Government Affairs and Energy Regulation, who spoke about connecting the mining history in the north to Goldcorp's present partnerships with both Indigenous communities and Lakehead University.

This annual event continues to enhance key networking and relationship-building opportunities with our mining and exploration industry partners. The event also allows us to showcase the impact of our generous partners and donors through an annual update on Lakehead's Geology Department and the Centre of Excellence for Sustainable Mining and Exploration.





## Big names headline Third Age Learning Lakehead lecture series

The *Toronto Star*'s **Kevin Donovan**, the CBC's **Litsa Sourtzis**, and former executive producer **Dan Dunsky** are just a few of the speakers set to present during Third Age Learning Lakehead's (TALL) second five-part lecture series, *Uncovering the Truth: Investigative Journalism in the Age of 'Fake News'*. Over 200 people have subscribed to this series, which involves lectures followed by a coffee break and interactive question period.



Lakehead Orillia's Dr. Linda Rodenburg, through our Office of Community Engagement and Lifelong Learning, worked with a group of TALL Learners to organize the event. TALL offers non-degree educational opportunities for senior learners in Orillia and surrounding areas.

[Click here to view media release...](#)

## LUNSA's 31st annual Powwow



On Saturday, March 9, I had the pleasure of speaking at the Lakehead University Native Student Association's (LUNSA) 31<sup>st</sup> annual Powwow at the CJ Sanders Fieldhouse.

The annual Powwow is LUNSA's signature event that reinforces traditional aspects of Indigenous culture such as drumming, dancing, singing, and giving thanks. LUNSA is a volunteer Lakehead University Student Union club.

Its goals are to promote the spirit of unity among Indigenous students at Lakehead University through social, cultural, and recreational events, in addition to promoting cultural awareness between club members and the greater Lakehead University student population.





## Lakehead University Signs MOU with University of Benin University

A delegation from the University of Benin (Nigeria) came to Lakehead Thunder Bay on March 25 to sign a five-year Memorandum of Understanding.

The delegation, including **Professor F.F.O Orumwense**, the University of Benin's Vice-Chancellor, and Dr. Edeaghe (Eddy) Ehikhamenor, Project Coordinator of the Center for Forensic Programs and DNA Studies, met with members of Lakehead's Paleo-DNA Laboratory to explore potential areas of collaboration, including establishing forensic DNA training programs at the University of Benin.

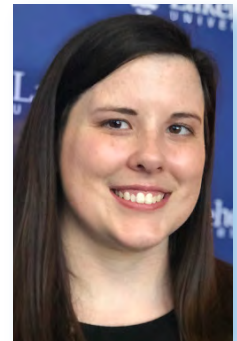


## Academic Excellence

### Jenna Kirker chosen as Lakehead's TD Insurance Meloche Monnex Fellow

External Relations and the Alumni Association of Lakehead University were very pleased to announce that – for the first time in over two decades – Lakehead University had been selected to receive a TD Insurance Meloche Monnex Fellowship through the Canadian Council for the Advancement of Education. This is an incredibly competitive process and only two recipients are selected from the post-secondary sector each year.

Lakehead's Fellow is **Jenna Kirker**, who has a long-standing relationship with the University, External Relations and the Alumni Association. Over the course of her year-long fellowship, Jenna will work on projects within the alumni engagement, annual giving, and legacy giving portfolios.



[\*Click here to view the full Communications Bulletin notice...\*](#)



## Lakehead University receiving more than \$1.2 million from SSHRC

Lakehead University researchers from both our campuses are receiving more than \$140,000 in SSHRC Indigenous Research Capacity and Reconciliation – Connection Grants for important studies that will have a profound impact on the relationships between Indigenous and non-Indigenous people.

[Click here to view media release...](#)

## Spiropoulos and Rodger named Lakehead Orillia athletes of the year

Lakehead University Orillia celebrated a successful 2018-19 athletics season on Friday, April 5 by handing out their awards at the annual Athletic Awards Banquet held at Hawk Ridge Golf and Country Club.

**Gia Spiropoulos** (Women's Basketball) walked away with the Female Athlete of the Year, with **Ryan Rodger** (Men's Hockey) claiming Male Athlete of the Year.

Awards were also presented to top student athletes in each of the University's sports teams: varsity golf, equestrian, men's and women's hockey, dance, men's and women's varsity indoor soccer, and men's and women's basketball. Most valuable player and rookie of the year were announced and presented by the team coaches, who were also recognized and thanked by the University.

[Click here to view media release and a complete list of award winners...](#)







## Groundbreaking new research into oil spills at the world's freshwater laboratory

On Monday, April 15, scientists explained how they are rolling out the second stage of groundbreaking new research into the impact of oil spills on lakes and shorelines.

The scientists are conducting this research just six hours west of Thunder Bay at IISD Experimental Lakes Area (IISD-ELA), the world's freshwater laboratory.

**Vince Palace**, IISD-ELA's head research scientist, presented the research and explained why we can always understand more about the impact of pipeline spills on bodies of fresh water.

The presentation welcomed members of the public and our University community.



## Social Responsibility

### LUSU celebrates International Women's Day

On International Women's Day (Friday, March 8), the Lakehead University Student Union's Gender Equity Centre, as well as its Sustainability Centre, organized an all-women panel, and speakers, to discuss their experiences. The panel of five Thunder Bay-area women entrepreneurs talked about their stories of building and managing their own businesses, while LUSU Sustainability Centre's Shadiya Aidid spoke about Gendered Islamophobia.



*Photo: Matt Vis, tbnewswatch*



## **‘Shelter access for women’ first recipient of *Community-Engaged Research Award***

The research team behind the project, “Shelter access for all women: Creating a harm reduction framework” was presented Lakehead University’s inaugural Community-Engaged Research Award during Research & Innovation Week in Thunder Bay and Orillia. The award was created by the Office of Research Services in 2018 to recognize our community’s social innovators –those researchers, students and partners in the social sector who are working together to positively impact the wellbeing of the people they serve in our region and beyond.

The winning project, “Shelter access for all women” examines the implementation of harm reduction approaches in domestic violence shelters across Ontario. The purpose is to develop a flexible framework that supports the varied needs of shelters, and ensures access for all women regardless of substance use status. The research team implemented a survey, completed case studies, and hosted a conference with the support of the provincial domestic violence shelter association. The project includes significant involvement from students with opportunities for related projects in the Masters of Social Work program.

The recipients of this award include faculty members, community partners, and students:

- Angela Hovey, School of Social Work
- Susan Scott, School of Social Work
- Lori Chambers, Department of Women’s Studies
- Marlene Ham, Executive Director of the Ontario Association of Interval and Transition Houses
- Silvia Samsa, Executive Director, Women’s Habitat
- Liz Westcott, Executive Director, Green Haven Shelter for Women
- Charlotte Scott, Carly Roberts, Sarah Tilley, Shelby Thompson, Kaitlin Wilmshurst, Students





## Lakehead University formally adopts the Okanagan Charter

Lakehead University is placing the health and well-being of students, faculty and staff at the forefront with the formal adoption of the *Okanagan Charter: An International Charter for Health Promoting Universities and Colleges*. The Charter was signed by **Dr. Moira McPherson**, Lakehead's President and Vice-Chancellor, during a special event held at our Thunder Bay campus, and by Lakehead Orillia Principal, **Dr. Dean Jobin-Bevans**, at our Orillia campus.

An outcome of the 2015 International Conference on Health Promoting Universities and Colleges, the Charter calls on post-secondary institutions to embed health and well-being into all aspects of campus culture, including the development of policies, procedures and practices.

[Click here to view media release...](#)



## Office of Sustainability's Land Acknowledgement Walk

Lakehead University Office of Sustainability's Coordinator, Ledah McKellar, will hire an Indigenous student to develop land acknowledgement walk to explore the history of the land our Thunder Bay campus is on and encourage dialogue about decolonization. The Walk grew from talking circles with Indigenous elders and advisers while preparing the school's Sustainability Plan. The goal for the new employee will be to engage in conversations with area elders, traditional knowledge keepers, and other Indigenous people to discuss and determine the details of the project.





## Capacity Development

### State-of-the-Art TEM and XPS Installed in CASES

New specialized equipment has been installed in the Centre for Advanced Studies in Engineering and Sciences (CASES). The Lakehead University Instrumentation Laboratory is now home to a Transmission Electron Microscope (TEM) and an X-Ray Photoelectron Spectroscopy (XPS) (pictured below). The \$1.25 million TEM uses energetic electrons to provide information on biological and medical samples. The XPS, valued at \$1.22 million, will be used to analyze the elemental composition of materials, including bio-materials.

The purchase of these state-of-the-art pieces of equipment was made possible through the support of the Federal and Provincial governments, FedNor, and the Northern Ontario Heritage Fund Corporation (NOHFC). Through the use of this equipment, Lakehead will broaden our research capacity and increase our ability to provide extension services to our industry partners.

Funding from the Federal Government of Canada and the Province of Ontario have also been confirmed for the purchase of a Nuclear Magnetic Resonance Spectroscopy (NMR).



*Transmission Electron Microscope (TEM)*



*X-Ray Photoelectron Spectroscopy (XPS)*

## MEMORANDUM

**Date:** April 25, 2019

**From:** Moira McPherson – President and Vice Chancellor

**To:** The Board of Governors

**Meeting Date:** April 25, 2019

**Agenda Item:** 7.1 – Report on Appointments

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### Chair and Director Appointments

- Dr. Kristin Burnett was appointed as Acting Chair of the Department of Indigenous Learning effective July 1, 2019 to June 30, 2020.
- Dr. Patrick Cain was appointed as Chair of the Department of Political Science effective July 1, 2019 to June 30, 2022.
- Dr. Aristocles Carastathis was appointed as Chair of the Department of Music effective July 1, 2019 to June 30, 2022.
- Dr. Carlos Christoffersen was appointed as Chair of the Department of Electrical Engineering effective July 1, 2019 to June 30, 2022.
- Dr. Isaam Dawood was appointed as Chair of Business Programs in Orillia effective July 1, 2019 to June 30, 2022.
- Dr. Kristy Holmes was appointed as Chair of the Department of Visual Arts effective July 1, 2019 to June 30, 2022.
- Dr. Douglas Ivison was appointed as Chair of the Department of English effective July 1, 2019 to June 30, 2022.
- Dr. Jennifer Jarman was appointed as Chair of the Department of Interdisciplinary Studies effective July 1, 2019 to June 30, 2022.
- Dr. Karen McQueen was appointed as Director of the School of Nursing effective July 1, 2019 to June 30, 2022.
- Dr. Tianxuan Miao was appointed as Chair of the Department of Mathematical Sciences effective July 1, 2019 to June 30, 2021.
- Dr. Sudip Rakshit was appointed as Chair of the Department of Chemical Engineering

effective July 1, 2019 to June 30, 2022.

- Dr. Robert Robson was appointed as Chair of the Department of Indigenous Learning effective July 1, 2019 to June 30, 2022.
- Dr. Natalya Timoshkina was appointed as Director of the School of Social Work effective July 1, 2019 to June 30, 2022.

### **Adjunct Professor Appointments**

- Dr. Taslim Alani-Verjee was appointed as an External Adjunct Professor in the Department of Psychology effective July 1, 2019 to June 30, 2023.
- Ms. Rita Deverell was appointed as an External Adjunct Professor in the Faculty of Education effective January 1, 2019 to December 31, 2022.
- Dr. Rafaela Jobbitt was appointed as an External Adjunct Professor in the Department of History effective July 1, 2019 to June 30, 2023.
- Dr. Seth Moore was appointed as an External Adjunct Professor in the Faculty of Natural Resources Management effective February 1, 2019 to January 31, 2023.
- Dr. David Ratz was appointed as an External Adjunct Professor in the Department of History effective July 1, 2019 to June 30, 2023.
- Dr. Doron Yosef-Haddidim was appointed as an External Adjunct Professor in the Faculty of Education effective January 1, 2019 to December 31, 2022.



## REPORT TO THE BOARD OF GOVERNORS – April 25, 2019

**From:** Kathryn Rippey - Chair, Governance & Nominating Committee

**Subject:** Governance & Nominating Committee Report

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**Committee Members:** Ms. Angela Maltese; Dr. Moira McPherson; Mr. Ross Murray; Ms. Kathryn Rippey (Chair); Ms. Catherine Siemieniuk; Mr. David Tamblyn; Ms. Cathy Tuckwell; Ms. Maria Vasanelli; Ms. Wendy Walberg

**Administrative Resources:** Ms. Barbara Eccles (Secretary) – General Counsel & University Secretary; Ms. Marcie Morrison (Recorder) – Assistant University Secretary; Dr. Heather Murchison – Vice Provost, Institutional Planning & Analysis

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The Governance & Nominating Committee met on April 11, 2019. Items of business included:

### Board In Camera Meeting Process

At the request of the Committee on February 13, 2019, the Secretary drafted potential guidelines for Board of Governors in camera meetings. Following deliberation, the Committee agreed to share the draft guidelines with the Board of Governors, and that it be used as a reference for the conduct of the pilot project for in camera/private sessions. The Committee agreed not to officially implement the guidelines at this time, and that the Board should continue to test the new in camera/private session format until they are comfortable with how the sessions are working. The draft document was circulated with the April 25, 2019 Board of Governors meeting package.

### Evaluation of Board Chair Succession Planning

As follow up to the “Report to the Board of Governors on Governance Best Practises” (Benchmark 15.6) that was circulated to the Board on September 27, 2018, the Secretary drafted a potential Board of Governors Board Chair, Vice Chair and Past Chair Selection Procedures document. Further discussion will follow the Standing Committee Preference Survey as it includes a question concerning willingness to serve as Board Chair.

### Board of Governors Surveys

Dr. Murchison was invited to the meeting as a resource related to the Committee’s concerns regarding the annual Board surveys content and implementation. The Committee made several suggestions that would shorten the length of the surveys, compact them into one survey, ensure anonymity and increase participation. Administration will consider the feedback and report back to the Committee. The Committee agreed that the Standing Committee Preference Form should be circulated as scheduled, as is.

**Board Composition Review**

The Secretary and Dr. Murchison prepared a presentation that compared Lakehead's board size and number of meetings per term with a several other Canadian Universities. Following discussion, the Secretary was asked to prepare a brief summary of the pros and cons of adding two external board members.

**2019-20 Board of Governors and Standing Committee Meeting Schedule**

The Committee agreed to recommend the proposed meeting schedule to the Board of Governors for approval.

**Board of Governors Bylaw Review**

The Committee initiated a Board of Governors Bylaw review. The Secretary was delegated to prepare the first draft of proposed amendments for the September 11, 2019 Governance and Nominating Committee meeting.

**Continuing Education Opportunities for Board Members**

The Board of Governors Committee of the Whole Topics list was provided for information. The Committee passed a motion that Lakehead University become a member of the Institute of Corporate Directors.

**Board Minutes Archiving Process**

The University Librarian has suggested to the University Secretariat, the digitization of Board documents. Following discussion, the Committee agreed that public Board meeting materials may be archived on the Lakehead University website, or as otherwise determined by the Secretariat, to ensure ongoing transparency.

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**Motion for consideration by the Board of Governors on April 25, 2019:**

MOVE that the Board of Governors approves the 2019-20 Board of Governors and Standing Committee meeting dates.





## Office of the University Secretariat

(807) 346-7929    univsec@lakeheadu.ca

### **DRAFT** – 2019/20 Board Meeting Schedule - **DRAFT**

Date	Time	Event	Location
Friday, October 4, 2019	All Day & Evening	Board Orientation & LUSU, Alumni, Board Event	TBD
Wednesday, November 6, 2019	All Day	Board Committee Meetings	Governance Conference room
Thursday, November 7, 2019	All Day	Board Committee Meetings	Governance Conference room
Friday, November 22, 2019	All Day	Board of Governors Meeting & Committee of the Whole	Senate Chambers & Governance Conference Room
Wednesday, December 18, 2019	12:00pm- 2:00pm	Board Executive Committee Meeting	Governance Conference Room
Wednesday, January 8, 2020	All Day	Board Committee Meetings	Governance Conference Room
Thursday, January 9, 2020	All Day	Board Committee Meetings	Governance Conference Room
Friday, January 31, 2020	All Day	Board of Governors & Committee of the Whole Meeting	Senate Chambers & Governance Conference Room
Saturday, February 1, 2020	All Day & Evening	Board of Governors Retreat	TBD

Wednesday, February 12, 2020	All Day	Board Committee Meetings	Governance Conference Room
Thursday, February 13, 2020	All Day	Board Committee Meetings	Governance Conference Room
Thursday, March 12, 2020	All Day	Board of Governors Meeting & Committee of the Whole	Senate Chambers & Governance Conference Room
Wednesday, April 8, 2020	All Day	Board Committee Meetings	Governance Conference Room
Thursday, April 9, 2020	All Day	Board Committee Meetings	Governance Conference Room
Friday, April 24, 2020	All Day	Board of Governors Meeting & Committee of the Whole	Senate Chambers & Governance Conference Room
Wednesday, May 20, 2020	All Day	Board Committee Meetings	Governance Conference Room
Thursday, May 21, 2020	All Day	Board Committee Meetings	Governance Conference Room
Friday, June 5, 2020	All Day	Board of Governors Meeting & Committee of the Whole	Orillia
Wednesday, September 16, 2020	All Day	Board Committee Meetings	Governance Conference Room
Thursday, September 17, 2020	All Day	Board Committee Meetings	Governance Conference Room

Thursday, October 1, 2020	All Day & Evening	Board of Governors Meeting, Committee of the Whole and Annual Dinner or Lunch	Senate Chambers & Governance Conference Room
Friday, October 2, 2020	All Day & Evening	Board Orientation & Board/LUSU/Alumni Event	TBD



## Removal of Inactive Board Members

**Category:** Governance;

**Jurisdiction:** [General Counsel and University Secretary; Board Governance & Nominating Committee](#);

**Approval Authority:** Board of Governors;

**Established on:** September 28, 2017;

**Amendments:** ~~None~~ [\[Proposed 11 April 2019\]](#).

### Background:

Paragraph 8(b) of the Board Bylaws indicates that the Board has the right and discretion to declare a member's position on the Board vacant in certain circumstances, including the following:

- where a member of the Board has not acted honestly, in good faith or in the best interests of the University, or of any part thereof;
- where, within any previous membership year, a member of the Board fails to contribute significantly in the estimation of the Board to the work of the Board and/or its committees; or
- where a member does not act in good faith or exercise due diligence, or respect the principles and practices of any Board of Governors Bylaws.

Lakehead University's Board Governance & Nominating Committee (BGNC) makes recommendations to the Board related to a term that ends or expires as above.

**Purpose:**

The purpose of this policy is to ensure that under any of these circumstances above, a board member does not continue to occupy seat on the Board of Governors.

**Policy:**

The Board of Governors will normally exercise its discretion under paragraph 8(b) of the Board Bylaws and declare vacant the seat of a Board member who has been inactive. For greater certainty, this Policy in no way restricts or limits the discretion of the Board more particularly set out in paragraph 8(b) of the Board Bylaws.

Inactive is defined as the absence of the Board member for:

- three consecutive [regular](#) meetings of the Board of Governors, or
- three consecutive [regular](#) meetings of a Board Committee on which the Board member is a voting member.

**Procedures:**

A record of attendance is prepared by the Secretary to the Board (Board Secretary) and provided periodically to the Board Chair and Chair of BGNC for monitoring on behalf of the Board.

Following the absence of a Board member from two consecutive [regular](#) meetings of the Board or two consecutive [regular](#) meetings of a Board Committee, the Board Secretary shall notify the relevant Chair. The relevant Chair may contact the board member to discuss the absence and review the policy implications of a further absence.

Following the absence of a Board member from a third consecutive [regular](#) meetings of the Board or a Board Committee, the Board Secretary shall notify the relevant Chair and the Chair of BGNC. The relevant Chair, at the request of the BGNC, will write to the absent member outlining that a recommendation to declare the seat vacant will be made to the Board unless notification of special circumstances that prevented the member from attending is received.

- If the member does not respond to this communication within 30 days, the relevant Chair will advise the Board Chair with a copy to the Board Secretary. The Board Chair, or Board Secretary acting under direction of the Board Chair, shall advise the member in writing of the Board's intention to entertain a motion to declare that individual's seat vacant, including the reasons for such recommendation.
- If the member does respond to this communication, such communication will be considered by the BGNC. In the absence of satisfactory response, the BGNC may recommend that the Board, at its next meeting, declare the seat vacant. In this event, the Chair of BGNC shall advise the Board Chair with a copy to the Board Secretary. The Board Chair, or Board Secretary acting under direction of the Board Chair, shall advise the member in writing of the Board's intention to entertain a motion to declare that individual's seat vacant, including the reasons for such recommendation.

The Board's declaration that a member's membership in the Board is vacated shall be made by a resolution of the Board carried by two-thirds of the total voting membership of the Board not less than 30 days after written notice of the proposed declaration of the Board and the reasons therefore have been delivered by ordinary mail to the address of the member as it appears in the records of the Board.

The Policy may be waived at the discretion of the Board or BGNC, including in the case of illness or other special or extenuating circumstances.

**Review Period:** [3 years](#);

**Date for Next Review:** To be determined;

**Related Policies and Procedures:** None;

**Policy Superseded by this Policy:** None.

The University Secretariat manages the development of policies through an impartial, fair governance process, and in accordance with the Policy Governance Framework. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-346-7929 or Email: [univsec@lakeheadu.ca](mailto:univsec@lakeheadu.ca).

## **DRAFT LAKEHEAD UNIVERSITY BOARD OF GOVERNORS**

### **GUIDELINES FOR IN CAMERA MEETINGS**

#### **Background and Authority**

The transparency principles in the Board Bylaws require that Board of Governors meetings are open to the public unless closed for permitted reasons set out in the Board By-laws or some other legal enactment. (Article 20(a), Board Bylaws)

Although not exclusively, In Camera Sessions may take place regarding items of a personnel, legal or real estate nature, or any other item of a sensitive or confidential nature which the Chair deems must be discussed, recorded and permanently archived confidentially so as to protect nondisclosure and prevent unintended disclosure. (Article 21(a), Board Bylaws)

Only persons entitled to be present at In Camera Sessions may be informed of the proceedings that transpire therein. (Article 21(d), Board Bylaws)

Currently accepted principles of good governance provide that all boards should regularly hold scheduled sessions for board members only and also that boards should regularly meet without senior management present.

#### **Definitions:**

- **In Camera Session** includes Confidential Sessions, Board Only Sessions, and Private Sessions;
  - **Confidential Session:** has an agenda, and Minutes are recorded and kept. Governors, all Board Officers, and University Secretariat Staff attend and senior members of Administration sometimes attend as necessary at the discretion of the Board.
  - **Board Only Session:** Has no agenda, decisions may not be made, and the proceedings are not recorded or minuted. All Governors may attend.
  - **Private Session:** Has no agenda, decisions may not be made, and the proceedings are not recorded or minuted. All Governors may attend, except for the President.
- **Board Officers:** Board Chair, Vice-Chair, Past Chair, President, and Board Secretary;
- **Governors:** any voting member of the Board, including internal and external members and the President.

#### **Purpose of Board Only and Private Sessions**

The purpose of Board Only Sessions and Private Sessions are:



- ◆ to provide an opportunity for the board to discuss particularly sensitive matters within the jurisdiction of the board (such as litigation or management performance)
- ◆ to provide an opportunity for the board to discuss sensitive internal board governance matters
- ◆ to provide an opportunity for the board to review the performance and compensation of the president, in the absence of resource officers or others who are not members of the board
- ◆ to provide a forum in which board members who are reticent or reluctant to speak may indicate this and seek advice on the appropriate way to raise issues of concern
- ◆ in the case of auditors, to safeguard the independence of such auditors by providing direct access to the board without members of the administration in attendance
- ◆ to provide an opportunity to assess the success of the meeting and the materials provided in support of the meeting, what could have been improved, whether the time was used productively, and to address any issues of dissent or chair or board member performance.

Not all matters that individual Governors wish to raise are appropriate to discuss in Board Only Sessions or Private Sessions. Such sessions are not designed as a forum to raise personal agendas or special interests, nor to alter a decision that has been presented by Administration and approved. Board Only Sessions and Private Sessions are designed to address specific sensitive matters that are better initially discussed without notes being taken.

## **Principles**

*Participation:* All members of the Board of Governors, whether internal or external, are full voting members and should not be excluded from discussions of the board except where a conflict of interest is declared or is identified. However, members of the board should have a regular opportunity to meet in the absence of the President, as the chief executive officer of the university.

*Making in camera meetings routine:* Boards should not wait until there is a crisis before calling Board Only or Private Sessions; opportunities for discussions without resource officers present should be built into regular meetings.

*Decisions and Records:* No decisions should be taken at any Board Only or Private Session, nor should there be any set agenda or any record kept of such sessions. Board decisions should always be recorded in formal minutes in order to provide a legal record and audit trail. Separate notes taken by the chair or a board member do not constitute a legal record as they are not approved, though they may be discoverable by opposition counsel in litigation. Board members should not maintain personal notes of Board Only Sessions or Private Sessions. In the event that anything transpires during a Board Only or Private Session that should be considered and recorded in the record of proceedings of the Board, the Board should enter an Open or Confidential Session with all Governors and Board Officers allowed to attend (subject to conflicts of interest), to allow questions,

answers, and debate to occur, decisions to be taken, and the Board Secretary to ensure such proceedings are properly recorded.

### **Guidelines:**

Subject to applicable law, declared conflicts of interest, and the Board Bylaws, at or near the end of each regular Board of Governors meeting, an In Camera Session will be held as follows:

- a Confidential Session with all Governors and Board Officers entitled to attend, and including other members of Administration and guests invited by the Board for the purposes of assisting the Board with its deliberations, unless there are no items of business on the agenda for such Confidential Session;
- a Board Only Session with all Governors entitled to attend, and
- a Private Session with all Governors except the President entitled to attend, provided that the President consents to departing the meeting.

Subsequent to the adjournment of the In Camera Session, the Board should return to the open session pursuant to Article 21(f) of the Board Bylaws.

Care must be exercised by the chair to ensure that Board Only and Private Sessions remain focussed on appropriate items and do not digress into areas that should be discussed in the presence of all Governors, Board Officers, and/or Administration. The Board Chair must exercise authority as chair to determine the appropriateness and relevance of issues raised in Board Only and Private Sessions, and to provide opportunities for all Governors to contribute meaningfully to the discussion.

Following any Board Only or Private Session of the Board, the Board Chair and/or the Vice Chair should meet with the President and/or Secretary to de-brief matters raised at such session, but should take care not to attribute comments to particular Governors.

Immediately upon adjourning an In Camera Session and returning to the open meeting, pursuant to Article 21(f) of the Board Bylaws, where appropriate, the action taken at such In Camera Meeting shall be stated for the minutes in a manner that does not release confidential information and prevents disclosure.

**In Camera Meeting**  
**Sample Agenda Outline**

*Confidential Session*

1. Agenda approval
2. Declaration of Conflicts
3. Confidentiality Clause
4. BEC Minutes *[or perhaps in Closed session?]*
5. Approval of previous minutes
6. Business Arising
7. Standing Committee In-Camera Reports
8. [list other Confidential business here]
9. [list other Confidential business here]

*Board Only Session (Governors only)*

*Private Session (All Governors except the President)*

*Return to Confidential Session (All Board Officers return, other Administration Returns as determined by the Board)*

13 Other Business

14 In Camera Meeting Termination

*Return to Open Session (Anyone who wishes may return, including media and members of the public)*

X. Report of Actions during In-Camera Session

Y. Open Session other business

Z. Meeting Adjournment



## REPORT TO THE BOARD OF GOVERNORS

From: Dr. Christine Gottardo

Board Meeting Date: April 25, 2019

Subject: Senate Report

The Senate met twice since the last Board of Governors meeting.

### 1. March 18, 2019 Senate Meeting

The Senate referred changes to academic programs, academic regulations and academic admission requirements (known as “calendar changes”) to the appropriate Senate committees for consideration. Before appearing on the Senate agenda for referral to a committee, each calendar change has already been approved by a Faculty Council and the appropriate Dean(s). If the proposed calendar changes are approved by the Senate committees, they will be brought back to Senate for final approval. This is a very thorough vetting process that includes input from academic units and the Registrar’s office as well as consideration of potential budgetary implications. The establishment and revision of academic programs, regulations and admission requirements is a primary function of Senate as set out in the Lakehead University Act, 1965. The Senate also granted final approval to calendar changes that had been recommended for approval through the vetting process.

The reports of the Senate Academic Committee, Senate Budget Committee, Faculty of Graduate Studies Council, Senate Nominations Committee, Senate Organization Committee, Senate Research Committee, Senate Teaching and Learning Committee, and Senate Undergraduate Studies Committee were circulated in advance of the meeting.

The following Senate Standing Committee recommendations were approved:

- MOVED that the Senate, effective as of May 1, 2019:
  - approves the new Student Code of Conduct – Academic Integrity Code
  - approved the Student Code of Conduct – Appeal Policy as it relates to the Student Code of Conduct – Academic Integrity Code
  - rescinds the Code of Student Behaviour and Disciplinary Procedures, conditional upon the Board also approving the rescission of the Code of Student Behaviour and Disciplinary Procedures and the establishment of the Student Code of Conduct – Non-Academic Policy, and the Student Code of Conduct – Appeal Policy as it relates thereto.
- MOVED that the proposed amendments to the Senate Organization Committee Terms of Reference be approved.
- MOVED that the attached list of faculty appointments to Senate Standing Committees be approved.

- MOVED that the proposed amendments to the Senate Executive Committee Terms of Reference be approved.
- MOVED that the proposed amendments to the “Contribution to Teaching Award” policy be approved.

Interim Provost and Vice President,

The Vice President, Administration and Finance and Academic provided a 2019/20 Budget presentation to the Senate. Following the presentation and discussion, the Senate considered the Senate Budget Committee’s (SBC) recommendation to endorse the 2019-20 Lakehead University Operating Budget. Following further discussion, the Senate voted to postpone the consideration of the SBC recommendation.

The Senate approved the appointment of four new Adjunct Professors.

The Senate was provided with the following items for information:

- Truth and Reconciliation Update
- Adjunct Professor Renewals
- President’s Report,
- Interim Provost & Vice-President (Academic) Report
- Board of Governors Report
- Council of Ontario Universities Academic Colleague Report
- Northern Ontario School of Medicine Updates

## **2. April 15, 2019 Senate Meeting**

The Senate referred and approved changes to academic programs, academic regulations and academic admission requirements (known as “calendar changes”).

The reports of the Senate Academic Committee, Senate Budget Committee, Faculty of Graduate Studies Council, Joint Senate Committee for NOSM, Senate Organization Committee, Senate Research Committee, Senate Teaching and Learning Committee, and Senate Undergraduate Studies Committee were circulated in advance of the meeting.

The following Senate Standing Committee recommendations were approved:

- MOVED that the following faculty members be appointed to the Senate Nominations Committee for the terms indicated:
  - Dr. Seth Agbo for the term commencing July 1, 2019 to June 30, 2021
  - Dr. Amanda Diochon for the term commencing July 1, 2019 to June 30, 2021
  - Dr. Rebecca Schiff for the term commencing July 1, 2019 to June 30, 2021
  - Dr. Qiang Wei for the term commencing July 1, 2019 to June 30, 2021
- MOVED that the Senate approves the addition of a fifth (optional) year to the NOSM Undergraduate Medical Education (UME) Program by approving the revised 2019-2020 UME Calendar of Academic Events, and the MEDS 5885 course description, as attached.
- MOVED that the proposed amendments to the Senate Budget Committee Terms of Reference be approved.

The Senate Research Committee provided notice that a motion to approve the 2019-2024 Research Plan will be brought forward to the May 13, 2019 Senate meeting.

The Senate approved the appointment of two new adjunct professors in the Faculty of Social Sciences and Humanities

The Interim Provost and Vice President, Academic, and the Vice President, Administration and Finance provided a presentation to the Senate regarding an update on the draft 2019/20 Operating Budget. The presentation included the following topics:

- Proposed Full Time Equivalent
- Proposed Operating Revenue and Expenses
- Proposed Balanced Budget
- Considerations, including a summary of proposed mitigation strategies
- Enrolment Focused Opportunities in 2019/20

It was noted that the Senate was presented with a deficit budget at the previous meeting, and since then mitigation strategies have been developed in order to present a balanced budget, which was included in the meeting materials.

Following the presentation the Senate adopted the following postponed motion:

MOVED that the Lakehead University Operating Budget 2019-20 be endorsed.

By consensus, the Senate agreed to consider the amended balanced budget rather than the budget presented in March.

The Senate was provided with the following items for information:

- 2019/20 Draft Senate and Senate Executive Committee Meeting Schedule (will be coming forward for approval at the May 13, 2019 Senate meeting)
- Faculty Senator Election Results
- President's Report
- Interim Provost & Vice-President (Academic) Report
- Council of Ontario Universities Academic Colleague Report