INTERNAL RELATIONS COMMITTEE MEETING MINUTES

March 20, 2018
2:30 p.m.

Attendance: Chair: Sherry Herchak, (Human Resources); Kathy Pozihun (VP Administration & Finance); David Barnett (Acting Provost & VP Academic), Patrick Larin (Sch. II); Roy Teniuk (OPSEU); Jason Freeburn (LUTA); Gautam Das (LUFA)**;** Rob Bell (COPE); Courtney Moore (GSA); Steve Beery (CUPE);

Regrets: Adam Shaen, (Human Resources); Lindsey Kelly (LUSU); Heather Spivak (Unifor); Jack Drewes (IUOE);

Recorder: Karen Ramsdale (Human Resources)

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1. Approval of the Agenda

Moved by Roy Teniuk that the Agenda be approved.
Seconded by Courtney Moore. All in favour. ***Carried***

2. Approval of the Minutes of the previous meeting of January 16, 2017

Moved by Courtney Moore that the Minutes be approved.
Seconded by Roy Teniuk. All in favour. ***Carried***

3. 2018-19 Draft Operating Budget

Kathy Pozihun and David Barnett presented the draft 2018-19 which incorporates, aligns and supports the Strategic Plan, the Academic Plan and Strategic Enrolment Management Plan. Kathy and David answered questions from members of the Committee.

4. Business Arising from the Minutes

The Referendum regarding the Athletics Facility has been extended to March 29th. All indications are positive so far.

5. Round Table Discussion

5.1 Patrick Larin (Sch II) – Executive meeting was held and the AGM has now been set. Things have been fairly quiet.

5.2 Rob Bell (COPE) – Working through some matters with HR. COPE negotiations start March 26.

5.3 Roy Teniuk (OPSEU) – Busy working/completing: 5th floor of the Library, including 160 new network drops installed; external cameras for north & south residences; work on CASES which involves 500 network connects, wireless, stacks, phones and security cameras; rerouting multimedia cables & new wireless installations and screen as part of the Agora Beautification; installation of wireless for the entire Braun Building, as well as rebuilding network stacks and installation of exterior security cameras; upgrade of network closet for Forestry and Braun Building.

TSC has moved fully onto Remark for exams and completed the midterms on the new process successfully. Use of Log Me In Rescue remote access support has been very well received and is quite helpful for clients. Continuing to educate clients on Google Groups for mass email management and have created many email list style groups, making mass emailing much easier. Helpdesk will be open extended hours for the Exam period in April.

The Server group continues to build, configure, implement virtual and physical server solutions; manage more than 200 existing servers on both campuses; manage associated storage and backups for these server solutions; manage campus-wide servers that facilitate printing, scanning, exam marking, billing, etc. and servers related to physical and cyber security; administration of all Google services on campus.

5.4 Steve Beery (CUPE) – their Spring AGM will be held on March 29th.

5.5 Courtney Moore (GSA) – the GSA was involved in Research & Innovation Week running the 3-Minute Theses. A student formal will be held. Nominations being held for Grad Student Awards and for funding award.

5.6 Jason Freeburn (LUTA) – LUTA held their semi-annual meeting just after classes ended. They will be meeting with the AVPHR in mid-April.

5.7 Gautam Das – no report

5.8 Kathy Pozihun (Sr. Admin) – nothing further to report.

5.9 David Barnett (Sr. Admin) – nothing further to report.

5.10 Sherry Herchak (HR) – Chris Brassard has resigned effective April 6th and Adam will be recruiting to fill the vacancy.

6. Questions for Senior Administration

6.1 When asked for an update on the Starbucks installation in the Agora, Kathy indicated that Aramark is working on getting the building permit. Construction is expected to start by the end of May – to avoid the noise, they will wait for exams to be finished to start.

7. Other Business

Roy mentioned that at the last meeting there was a call for Staff Award Committee members. He mentioned that the Staff Award process is quite laborious and the criteria is not clear. He felt that clearer protocol on expectations is needed and recommended that feedback from previous committee members be reviewed and considered and perhaps

more research done to clarify the criteria. HR/Senior Admin to review the Terms of Reference.

Sherry thanked everyone who downloaded the mobile safety app.

Rob would have liked to see a notice announcing the second championship for the women's hockey team (club team, not varsity). Kathy said she would bring this suggestion forward to Tom Warden.

8. Motion to Adjourn at 3:32 p.m.

Moved by Courtney Moore.
Seconded by Jason Freeburn. All in Favour. ***Carried***