



---

## INTERNAL RELATIONS COMMITTEE MEETING MINUTES

**May 21, 2019  
2:30 – 3:30 p.m.**

---

**Attendance:** Chair: Sherry Herchak, (Human Resources); Adam Shaen, (Human Resources); Kathy Pozihun (VP Administration & Finance); Jason Freeburn (LUTA); Gautam Das (LUFA); Rob Bell (COPE); Connor Jones (GSA); Leanne Smith (SchII); David Barnett (Interim Provost & VP Academic)

**Regrets:** Cristina Ross-Caicedo (CUPE); Jack Drewes (IUOE); Dave Andreason (OPSEU); TBD (LUSU); TBD (USW); TBD (UNIFOR);

**Recorder:** Kylie Williams (Human Resources)

---

### 1. Approval of the Agenda

Moved by Jason Freeburn that the Agenda be approved  
Seconded by Rob Bell. All in favour.

Carried

### 2. Approval of the Minutes of the previous meeting of April 16, 2019

Moved by Jason Freeburn that the Minutes be approved.  
Seconded by Gautam Das. All in favour.

Carried

### 3. Presentation on Wellness - Adam Shaen

Adam presented on the next steps of Lakehead's wellness strategy now that we have signed our commitment to the Okanagan Charter. Commitments made under the Charter are: Develop a comprehensive Wellness Strategy for all who study and/or work at Lakehead University; work collaboratively to promote health and wellbeing for both students and employees; and collaborate and share our processes, practices, and expertise locally, nationally and internationally.

Recognizing the different and yet common needs of faculty, staff and students, this project is being lead by Andrea Tarsitano (Vice-Provost (Students) & Registrar) and Adam Shaen (Associate Vice-President, Human Resources). The team will strive to develop a wellness strategy that is aligned with and tied into deliverables under the new Strategic and Academic Plans.

Next steps include conducting environmental scans and holding broad-based engagement interventions with key stakeholders. In-line with the 4 pillars of our Wellness Framework, subcommittees have been established with the aim of reviewing literature and best practices to inform the development of our action plan. Once drafted, the wellness strategy will be

presented to the Executive Team in early 2020. When approved an implementation plan will be mapped out.

Jason asked if there are already gaps identified. Adam responded that we do not know what the gaps are and wellness means different things to different people. We will need to identify the pressure points and opportunities needed for the greatest amount of people.

Gautam asked if we were to entertain changing of work schedules how would we address any gaps created in service. Adam reaffirmed an overarching principle remains business continuity. We will not be able to accomplish everything requested and a wellness strategy will likely impact different areas in varying ways. We will need to be flexible and explore our options in each area.

#### **4. Business Arising from the Minutes**

There was a question of whether the 2019/2020 budget was approved. Kathy advised that the budget is in camera with the board while they continue to consider all contributing factors to our final position, including ongoing and anticipated funding changes.

#### **5. Roundtable**

**Rob Bell (COPE)** – Rob informed the committee that the COPE jobs have been posted and are receiving applicants, adding there will also be some internal movement within the Union.

**Leanne Smith on behalf of Patrick Larin (SchII)** – Nothing to add.

**Gautam Das (LUFA)** – Nothing to add.

**Jason Freeburn (LUTA)** – Nothing to add.

**Adam Shaen (Human Resources)** – Adam informed the committee that a draft of our 5 year EDI action plan has been finalized. There are plans to present this draft to the Executive Team this summer.

**Connor Jones (GSA)** – Nothing to add.

**Kathy Pozihun (VP Administration & Finance)** – Presidents Spring Forum in Thunder Bay was hosted on Tuesday May 21, 2019. Administration would love to hear any feedback from this session. No feedback at this time.

The committee was reminded that convocation ceremonies will be held in Thunder Bay starting May 31<sup>st</sup> and in Orillia June 8<sup>th</sup>.

A new Director of Human Rights and Equity has been appointed, Dylan Mazur, who is a Human Rights and Civil liberties lawyer and also holds a degree in Social Work. Dylan will assume his role July 2, 2019.

Kathy also informed the committee that LU was successful in obtaining an Institutional EDI Capacity Building Grant, which will afford for additional resources in our effort to meet the EDI objectives outlined in our draft Institutional EDI Action Plan.

**David Barnett (Interim Provost & VP Academic)** – David advised that Dr. Wayne Melville was appointed as the new Dean of Education, and Dr. Chander Shahi was renewed as the Dean of Graduate Studies. The search for the Dean of Business Administration and the Dean of the Faculty of Law are still underway. David also advised that Karen Keiller has resigned as the University Librarian and a search will begin shortly.

## **6. Questions for Senior Administration**

There were no questions for Senior Administration.

## **7. Other Business**

Summer scheduling of the IRC meetings was discussed. The committee will plan to meet throughout the summer but ask members in advance for availability prior to confirming the meeting.

## **8. Adjournment**

Moved by Rob Bell

Seconded by Gautam Das. All in favour.

Carried

Meeting was adjourned at 3:10 pm.