

NIPISSING UNIVERSITY

BOARD OF GOVERNORS MEETING

OPEN SESSION

March 2, 2017

The Open Session of the regular Board of Governors meeting was held on Thursday, March 2, 2017, at 5:30 p.m. in the Nipissing University Board Room (F303).

Members present: Gord Durnan, Board Vice-Chair
Mike DeGagné
Paul Cook
Gary Jodouin
Tom Palangio
Karen Barnes
Steve Portelli (via teleconference)
Janet Zimbalatti
Sean Feretycki
Hilary Earl
Blaine Hatt
Nathan Kozuskanich
Toivo Koivukoski
Crystal Pigeau
Ryan Hehn
Jordan Andrews
Jordan Dempster
Christine Dowdall (University Secretary)

Regrets: Marianne Berube
Scott McLeod
Jamie Lim
Trevor Bachelder
Colleen Miller
Rose Jawbone
Derek Shogren
Tom Curry

Guests: Cheryl Sutton
Harley d'Entremont
Jamie Graham
Ursula Boyer
Casey Phillips
Carole Richardson
Rick Vanderlee
Jim McAuliffe
Len Gamache
Jeff Scott
Jordan Cascagnette
Cooper Allen

Recording Secretary: Cheryl Zimba (Administrative Assistant to the Vice-President, Finance & Administration)

1. Welcome/Opening Comments

The meeting was called to order at 5:33 p.m. The Vice-Chair welcomed everyone to the meeting and introduced a number of guests including NUSU's incoming Vice-President, Governance and Legal Affairs, Cooper Allen.

2. Declaration of Conflict of Interest

The Board Vice-Chair called for any conflicts of interest concerning any of the agenda items. No such declarations were made.

3. Use of Recording and/or Broadcasting Devices

No declarations were made regarding the use of any recording and/or broadcasting device.

4. Adoption of the Minutes from the January 12, 2017, Board meeting

Resolution 2017-03-01: ***That the minutes of the Open Session of the meeting of the Board of Governors held on January 12, 2017, be adopted as circulated.***

*Moved by Jordan Dempster; seconded by Gary Jodouin.
Carried.*

5. Nipissing University's Nordic Ski Program/Trail System – Dr. Toivo Koivukoski, Head Coach

Dr. Toivo Koivukoski, Associate Professor in the Faculty of Arts & Science, thanked President DeGagné for the opportunity to speak to the Board about his research, teaching and service to Nipissing University. Dr. Koivukoski is Chair of the Political Science department, and his research interests include globalization, international relations and political philosophy. He has a number of published books and has collaborated on numerous collective works. Several of these publications were passed around the room for Board members to peruse.

Part of the workload for full-time faculty includes service, which, for Dr. Koivukoski, has come in the form of coaching Nipissing's Nordic ski team and creating (and maintaining) the trail system on campus. Nipissing is one of only a handful of universities with a trail system directly on campus, and it has proven to be a significant draw for bringing the community onto campus.

Serving as head coach of Team Canada's Nordic ski team at the International University Sports Federation (FISU) games in Kazakhstan earlier this year, Dr. Koivukoski stated that Nipissing has produced a number of very successful Nordic athletes, and he introduced Jordan Cascagnette, a Bachelor of Physical and Health Education (BPHE) student who was one of the Nipissing athletes to compete on the international stage. Jordan explained that skiing was a priority for him when choosing which university to attend, and having ski trails directly on Nipissing's campus was a definite draw for him. Speaking on behalf of Shelby Dickey, also a BPHE student who is in her fourth year with the team, Jordan stated that the convenience of having trails directly on campus was a deciding factor for Shelby attending Nipissing as well.

Dr. Koivukoski is hopeful that Nipissing will be able to host events such as the Ontario Federation of School Athletic Associations (OFSAA) in the future, but wider trails, additional hills (elevations) and work on the trail beds will need to be completed before our trails will qualify for this type of competition.

6. Advancement Update – Len Gamache

Providing a brief update on Nipissing's advancement efforts, Len Gamache stated that the development of the case statement is moving forward. Priorities are being evaluated and costed to determine what will be tackled first. It is expected that the case statement and the identified priorities will be ready for presentation at the next Board meeting.

Positive comments were made by different Board members around the table concerning the work Len and his team have done to date with this project.

Len and the President met with representatives from TD Bank in January to discuss potential options for a major gift to Nipissing University. As Nipissing's primary banking institution, the team has been focusing on a proposal for TD for the past several months, and other major banks may be approached in the future.

7. Chair's Remarks

Towards the end of 2016, Board of Governors members were asked to consider donating to Nipissing University. The Vice-Chair of the Board was pleased to announce that donations have been received from 100% of active Board members, and on behalf of the Board Chair, he thanked everyone for their generous commitment to Nipissing.

8. Chancellor's Remarks

Chancellor Cook has had a busy schedule over the past several weeks, and a number of additional events are in his calendar for this spring. Some highlights of his report included the following: attendance at numerous athletic events; speaking at a donor social in February where a student very eloquently demonstrated the importance of all bursaries and scholarships, no matter the size; attendance at the media launch for the 2017 FIRST Robotics North Bay Regional Competition that will take place on campus from April 6 to 8 this year; speaking at the Dave Marshall Awards on March 15; and participating in the One Pledge conference with NUSU which is aimed at ending domestic violence.

9. President's Remarks

The President has received several invitations to address different groups this spring, and it is important for Nipissing that he maintain an external presence in the community. Tomorrow, for example, he will be attending a Metis event at the Friendship Centre.

President DeGagné attended a joint meeting of Executive Heads and the Counsel of Chairs of Ontario Universities (CCOU) in February. The round table agenda included presentations from Deb Matthews and Premiere Kathleen Wynne, and there were updates regarding the new funding formula for universities as well as updates on the SMA process.

Northern College in Timmins hosted the 26th Annual Great Moon Gathering in February. This event is a gathering of northern educators that is growing in popularity each year. Dr. DeGagné led a seminar on land based pedagogy and the role of Indigenous knowledge in mainstream education, and he also gave a short presentation on his experiences with the Truth and Reconciliation Commission.

The President also spoke about a number of upcoming internal events such as the March Open House recruiting event and the Undergraduate Research Conference. He congratulated the athletic teams who have worked so hard over the season, including the women's hockey team who have advanced to the playoff finals.

Finally, Dr. DeGagné recommended that Board members make a concerted effort to attend the upcoming First Robotics Regional Competition that Chancellor Cook mentioned earlier. He said it is an interesting, inspiring program.

10. Vice-President's Remarks

The VPAR & Provost reported that the tenure and promotion process is moving along well this year with all files but one in the President's Office for his formal decision and response.

The tenth annual Undergraduate Research Conference will be taking place on campus at the end of March. The conference, which is organized by faculty, celebrates the contributions of undergraduate research at Nipissing University and across Ontario and is an excellent opportunity for undergraduate students to showcase their work in a professional setting. Dr. d'Entremont thanked Dr. Hilary Earl and her team for their hard work on what is sure to be a successful event.

A draft of the SMA process was received, and we are expecting to have a finalized copy by the end of the week. Bonnie Patterson has been named Special Advisor (Universities) by the Province for this round of SMA negotiations, and she will be on campus later this month to meet with Nipissing representatives. Our completed draft is due in April with the final submission due in June.

The Vice-President, Finance & Administration reported that an RPF for an Economic Impact Study has been posted. The information gathered from the study will be valuable for Nipissing moving forward.

The annual budget process continues to move forward.

11. Deans' Remarks

The Dean of the Schulich School of Education stated that 523 people have received offers for entrance into Nipissing's BEd program, and 47 students have already accepted. An annual call campaign took place again this year, and the call team (which consisted of several faculty members as well as the Dean and the Associate Dean) was able to make contact with every applicant to the program for whom they had a phone number. The BPHE program is currently undergoing the same exercise.

The SSoE currently has students on practicum in Kenya, Fort Albany and Trois Pistoles.

The Dean of Applied & Professional Studies reported that applications are coming in to the new Social Work program with the program having received a pre-accreditation go-ahead from Quality Council.

Faculty and students from the School of Business recently returned from Jamaica where they were volunteering with small businesses engaged in eco-tourism. This successful iLead Program offers business students the opportunity to earn credits toward their degree through directed study, honours thesis, workplace internships, overseas study and service to others.

There has been some growth in APS, and four tenure track faculty will be hired as a result.

Graduation ceremonies will be held in March at St. Clair College, Algonquin College and Centennial College for students graduating from the BComm – College Partnership Program. This innovative program allows college graduates to continue studying at that campus while they upgrade to a university degree.

The Dean of Graduate Studies & Research reported that Nipissing-Timiskaming MP Anthony Rota was on campus to announce more than \$128,000 in funding for a newly renovated research facility. The funding is being used to increase the size of the research space for Dr. Justin Carré, Assistant Professor of Psychology. Dr. Carré's project is looking at the impact personality, hormones and social context have on human aggression.

Dr. McAuliffe expanded on the Provost's earlier comments about the upcoming 10th Annual Undergraduate Research Conference. This year's theme is Governance and Society, and the keynote speaker for the event will be Gwynne Dyer, a historian and independent journalist who will be talking about Brexit and Donald Trump.

A 3MT (3 Minute Thesis) competition will be taking place this month. The event challenges graduate students to convey their research in an engaging way in three minutes or less. The winner will represent Nipissing at a provincial competition in Waterloo in April.

To date, 33 offers of admission to Masters' programs have been made, along with ten offers for PhD studies.

12. Enrollment Update – Jamie Graham

The official counts are completed, and overall numbers are within 60 to 70 FTE's of budget. The shortfall in AQs represent the biggest loss, while the largest increase is in the RPN to BScN Bridging Program.

13. Question Period

In response to a question about whether or not a joint Board/Senate meeting has been scheduled to discuss the SGC Report, it was agreed to defer the discussion to the Academic Senate (#15) section of the agenda.

In response to a question regarding the progress for updating the online faculty profiles with research information, it was noted that the University provides the technical support and assistance, but individual faculty members are responsible for populating their own pages. Marketing is in the process of

creating a new website, and once that is completed, staff in the Research Office will update the general research site.

A question was raised regarding what opportunities exist for speaking with a common voice about the events and policies that are taking place on the international stage, specifically the recent targeted travel ban in the United States. President DeGagné responded that universities have the ability to make our views known through Universities Canada, an organization that provides universities with a unified voice. They made a public statement in January in response to the executive order issued in the U.S.

14. Committee Reports

Audit and Finance Committee – Tom Palangio, Chair

The Audit & Finance Committee last met on February 13 where KPMG reviewed the audit plan for 2016/17. The VPFA noted that the Finance Department continues to work toward year end where the final numbers will be lower than the projected deficit.

The proposed tuition schedule for 2017-2019 was included with the meeting agenda.

Resolution 2017-03-02: ***That the Board of Governors accepts the recommendation of the Audit & Finance Committee to accept the tuition rates for 2017/18 and 2018/19 as presented.***

*Moved by Tom Palangio; seconded by Ryan Hehn.
Student representatives voted against resolution.
Carried.*

University Governance Committee – Gary Jodouin, Chair

Chair Gary Jodouin noted that the revised bylaws are nearing completion, and the committee expects to present them to the next meeting of the Board for adoption.

Advancement Committee – Gord Durnan, Chair

The Chair noted that as per the revised bylaws draft, there will be a Community Relations Committee formed. It is expected the new committee will be in place by the fall.

Plant and Property Committee – No report

15. Board Representatives on Other Committees

Academic Senate

The Academic Senate last met on February 10. Highlighted topics included the use of an online student opinion survey that has been an ongoing concern and the striking of a Senate committee to review the results of the Report on Senate Reform Survey.

The report of the Special Governance Commission has been endorsed by both Senate and the Board of Governors, and the student union has spoken in favour of it as well. The Senate Speaker, the Board Chair and the President will work together to set up a joint meeting of both governing bodies and a representative from NUSU to discuss how to move forward.

Alumni Advisory Board

NUAAB is continuing to add sophistication to its outbound communication efforts, and Sean Feretycki thanked the AVP, Students and the Alumni Officer for their assistance.

Aboriginal Council on Education

No report.

Brantford Regional Campus

Steve Portelli congratulated the Brantford Campus on an event that was held in February. Two fourth-year Nipissing students, with the assistance of a Nipissing professor, organized and hosted a Science Technology Engineering Math (STEM) Innovation field trip for forty elementary school students. The event was described as a resounding success and it received full-page coverage in the local Brantford newspaper.

Nipissing University Student Union

Jordan Andrews announced that NUSU's executive elections are completed, and he introduced Cooper Allan who will be replacing Jordan Dempster as next year's Vice-President, Governance and Legal Affairs. The other members of the NUSU executive for 2017/18 will be Sydney Lamorea, President; Shane Dunstall, VP Finance; J'aime Brunet, VP Services; and Tyrel Summerville, VP Communications.

A referendum was held regarding the student health insurance plan, and NUSU is awaiting the results. The new plan will see a significant increase to premiums (from \$60 to \$225), but it will offer many benefits to the students who opt-in, including better drug, dental and vision coverage. Full-time students will continue to have the option to opt-out if they have health coverage elsewhere (e.g. through their parents).

With regard to the student centre building project, NUSU continues to work towards securing the financing for the project. Jordan Andrews thanked Cheryl Sutton and Ursula Boyer for their assistance in this regard. NUSU is hopeful that the funds will be available to them in the next six to eight weeks.

This meeting marks the final Board meeting with Jordan Andrews and Jordan Dempster representing the students; the next meeting will be attended by the new President (Sydney Lamorea) and Vice-President, Governance and Legal Affairs (Cooper Allan). Jordan Andrews stated that he is very proud of the work that this year's student union team was able to accomplish, and he thanked the Board for allowing the student voice to be heard through their participation in the governance of the University. Jordan Dempster echoed that sentiment, adding that when he graduates this June, he will be proud to be a Nipissing alumnus.

Resolution 2017-03-03: ***That the Board of Governors congratulate the NUSU Executive for their excellent work this year and thank them for their contribution to Nipissing University and the Board of Governors.***

*Moved by Janet Zimbalatti; seconded by Blaine Hatt.
Carried.*

16. Other Business

Annual Report from the Research Ethics Board

The Provost provided a brief overview of the Research Ethics Board (REB) Annual Report. The mandate of REB is "... to approve, reject, propose modifications to, or terminate any proposed or ongoing research involving human participants which is conducted within, or by members of, the institution..."

In response to a question regarding to whom questions about the REB should be directed, the Provost indicated that questions about process should be sent to the Dean of Graduate Studies & Research. The REB is an independent body, and neither the Dean nor the Provost deal with issues regarding specific proposals. As for the composition of the REB, it was confirmed that the committee, with input from the Deans, makes recommendations for membership.

Resolution 2017-03-04: ***That the Board of Governors receive the 2015/16 Annual Report of the Nipissing University Research Ethics Board as circulated.***

*Moved by Jordan Andrews; seconded by Toivo Koivukoski
Carried.*

17. Adjournment

Resolution 2017-03-04: ***That the Open Session of the Board of Governors' regular meeting now adjourn.***

*Moved by Jordan Dempster; seconded by Jordan Andrews.
Carried.*

Open session adjourned at 7:53 p.m.

University Secretary

Board Chair

BOARD REPORT
As At December 31, 2016

	Actual YTD	Annual Budget	Variance \$ (Actual YTD - Annual Budget)	YTD Actual as a % of Annual Budget	Actual PYR	Variance \$ CY to PY	Variance % CY to PY
Revenue							
Government Grants	\$ 21,787,499	\$ 35,578,060	\$ (13,790,561)	61.24%	\$ 23,490,724	\$ (1,703,225)	92.75%
Student Fees - Tuition	\$ 25,742,357	\$ 25,962,144	\$ (219,787)	99.15%	\$ 25,419,024	\$ 323,333	101.27%
Student Fees - Other	\$ 2,125,939	\$ 2,261,900	\$ (135,961)	93.99%	\$ 2,556,388	\$ (430,449)	83.16%
Other	\$ 1,097,995	\$ 1,763,831	\$ (665,865)	62.25%	\$ 975,867	\$ 122,099	112.51%
Investment Income	\$ 99,981	\$ 60,000	\$ 39,981	166.63%	\$ 67,511	\$ 32,470	148.10%
Donations	\$ -	\$ 33,000	\$ (33,000)	0.00%	\$ -	\$ -	0.00%
Revenue Total	\$ 50,853,771	\$ 65,658,935	\$ (14,805,193)	77.45%	\$ 52,509,514	\$ (1,655,772)	96.85%
Expenses							
Salaries and Benefits	\$ 32,768,421	\$ 49,745,260	\$ (16,976,839)	65.87%	\$ 30,700,334	\$ 2,068,087	106.74%
Operating and Research	\$ 6,900,979	\$ 11,292,358	\$ (4,391,379)	61.11%	\$ 7,551,800	\$ (650,822)	91.38%
Scholarships and Bursaries	\$ 3,313,214	\$ 3,926,814	\$ (613,600)	84.37%	\$ 2,850,865	\$ 462,350	116.22%
Occupancy Costs	\$ 2,309,135	\$ 4,547,435	\$ (2,238,300)	50.78%	\$ 2,467,843	\$ (158,708)	93.57%
Principal and Interest on Long Term Debt	\$ 745,134	\$ 1,387,878	\$ (642,744)	53.69%	\$ 860,156	\$ (115,022)	86.63%
Expenses Total	\$ 46,036,883	\$ 70,899,745	\$ (24,862,862)	64.93%	\$ 44,430,998	\$ 1,605,885	103.61%
SURPLUS (DEFICIT) BEFORE THE UNDERNOTED	\$ 4,816,888	\$ (5,240,810)	\$ 10,057,698	-0.92%	\$ 8,078,516	\$ (3,261,627)	0.60%
Transfers							
Transfers to (from) other funds	\$ (1,000)	\$ (908,902)	\$ 907,902	0.11%	\$ 11,401	\$ (12,401)	-8.77%
Excess of Revenues over Expenses	\$ 4,817,888	\$ (4,331,908)	\$ 9,149,796	-1.11%	\$ 8,067,114	\$ (3,249,226)	0.60%
Transfers to (from) Internally Restricted	\$ 371,856	\$ 379,425	\$ (7,569)	98.01%	\$ 347,032	\$ 24,825	107.15%
Net Change in Unrestricted Operating Fund Surplus (Deficit)	\$ 4,446,032	\$ (4,711,333)	\$ 9,157,336	-94.37%	\$ 7,720,082	\$ (3,274,080)	57.59%

NIPISSING UNIVERSITY

BOARD OF GOVERNORS MEETING

OPEN SESSION

January 12, 2017

The Open Session of the regular Board of Governors meeting was held on Thursday, January 12, 2017, at 5:30 p.m. in the Nipissing University Board Room (F303).

Members present: Marianne Berube, Board Chair
Mike DeGagné
Gord Durnan (via teleconference)
Gary Jodouin
Trevor Bachelder
Tom Palangio
Karen Barnes
Tom Curry (via Skype)
Jamie Lim (via teleconference)
Colleen Miller (via teleconference)
Steve Portelli (via teleconference)
Janet Zimbalatti
Sean Feretycki (via Skype)
Derek Shogren
Rose Jawbone (via teleconference)
Hilary Earl
Blaine Hatt
Nathan Kozuskanich
Crystal Pigeau
Ryan Hehn
Jordan Andrews
Jordan Dempster
Christine Dowdall (University Secretary)

Regrets: Scott McLeod
Paul Cook

Guests: Cheryl Sutton
Harley d'Entremont
Jamie Graham
Ursula Boyer
Casey Phillips
Carole Richardson
Jim McAuliffe
Len Gamache
Dave Ratcliffe
Baiba Zarins
Lauren Easton
Victoria Maich
Angela Fera
Toivo Koivukoski

Recording Secretary: Maggie Daniel (Administrative Assistant, President's Office)

1. Welcome/Opening Comments

The meeting was called to order at 5:35 p.m. The Board Chair welcomed everyone to the meeting and in celebration of the New Year, she distributed Ontario Wood Works 2017 calendars courtesy of the Canadian Wood Council.

2. Declaration of Conflict of Interest

The Board Chair called for any conflicts of interest concerning any of the agenda items. No such declarations were made.

3. Use of Recording and/or Broadcasting Devices

No declarations were made regarding the use of any recording and/or broadcasting device.

4. Adoption of the Minutes from the November 3, 2016, Board meeting

Resolution 2017-01-01: ***That the minutes of the Open Session of the meeting of the Board of Governors held on November 3, 2016, be adopted as circulated.***

*Moved by moved by Jordan Dempster; seconded by Tom Palangio.
Carried.*

5. Scholar Practitioner Program (SPP) (Nursing) – Baiba Zarins, Program Manager

President DeGagné introduced Dr. Baiba Zarins, Program Manager for the Scholar Practitioner Program (SPP), Nipissing’s second degree nursing program for university graduates who want to pursue a degree in nursing. Joining Dr. Zarins for the presentation were two SPP students: Victoria Maich, a first year student, and Lauren Easton, a student in her final semester of the program.

Dr. Zarins provided a brief outline of the highlights of the program, explaining that it is a second degree accelerated BScN program that was launched in September of 2011. Now celebrating its fifth year, the program received a full seven-year accreditation (the maximum term allowed) by the Canadian Association of Schools of Nursing. There are, on average, 200 students at a time in the program.

Victoria Maich explained that she started the program in September 2016. She chose the program for its unique curriculum structure, and she had the opportunity to do her preceptorship (practical training) at Sick Kids Hospital. Victoria chose the Nipissing program because of its unique curriculum structure which includes self-directed learning and one-to-one preceptorship throughout the program.

Lauren Easton is a second year student who was drawn to the program specifically because of its location: Toronto. The personalized application process, one-on-one preceptorships, freedom for the students to create their own paths and opportunities to work as a research assistant were other benefits that drew her to Nipissing’s program.

An engaging discussion took place following the presentation, with Board members asking the students and Dr. Zarins a number of questions. Neither of the students had been to Nipissing University before, and all three presenters thanked the Board for the opportunity to talk about their collective experiences with the Scholar Practitioner Program.

6. Sexual Violence Prevention, Support and Response Policy – Casey Phillips, Assistant Vice-President, Students

The Assistant Vice-President of Students, Casey Phillips, presented a document entitled Sexual Violence Prevention, Support and Response Policy. The policy is a revision of the initial policy which was approved by the Board in October of 2015. In the spring of 2016, the Ontario Government introduced Bill 132 which outlined specific regulations that all post-secondary institutions were required to incorporate into a standalone policy. Nipissing's revised policy meets all of the University's obligations under Bill 132.

The policy, which relates exclusively to students, underwent a significant amount of consultation. The draft was placed on the University website for review, and feedback from students, staff and faculty was sought.

The AVP stated that the policy was presented to, and approved by, the Executive Committee of the Board at the December meeting as the legislation mandated that all institutions had to have a stand-alone policy in place by January 1, 2017.

7. Fundraising Progress Report and Timelines – Len Gamache

Len Gamache updated the Board of Governors on the progress of the University's fundraising efforts to date and provided a timeline for going forward. He reminded the Board of some of the things that have taken place over the past several months including assessing our development infrastructure, conferring on funding priorities and ensuring Nipissing is ready for major fundraising.

Input has been received by several individuals and groups across the institution, and the Executive Group and the Deans are currently engaged in a deliberation process that will result in the establishment of priorities. Those priorities will determine where to focus our energy going forward.

A timeline document was presented, with April and May being slated as target dates for presenting the finalized priorities to Senate and the Board.

The call for Board members to show support for Nipissing has resulted in a significant number of personal donations from Board members, and that show of solidarity confirms that we are all on this path towards building a culture of philanthropy together.

8. Chair's Remarks

The Chair thanked Board members for the substantial amount of work that was done in 2016. The completion of the Special Governance Commission report, as well as the appointment of the VPFA and the reappointment of the President, were significant accomplishments that took a lot of time and effort on

the part of many. She said that 2017 is off to a good start, and a lot of positive things are going on at Nipissing.

9. Chancellor's Remarks

No remarks.

10. President's Remarks

President DeGagné provided an outline of activities that have occurred over the recent weeks, saying that they generally fall within one of the following categories: external promotion of the University; community; government; and/or internal. A comprehensive list of events is appended to the end of these minutes.

The President and the Director of the Office of Aboriginal Initiatives are co-chairs of Reconciliation North Bay. This community-wide initiative is looking at fostering reconciliation in the City of North Bay. The group was recently called on to respond to the 'ice huts' issue that has been in the local news of late. Dr. DeGagné believes it is important to minimize the negative comments and focus on the people who are trying to do the right thing in order to move forward.

With regard to the upcoming changes to the funding formula for universities, it is expected that the changes will make a difference to Nipissing University as an organization. The decisions Nipissing makes will be focused around our SMA negotiation process.

The President had a one-on-one conversation with the Honourable Deb Matthews, Minister of Advanced Education and Skills Development. The Minister is very interested in supporting indigenous students, and as we are approaching an election, there is a sense that the government will act to support indigenous education in a very visible way.

The President and his team continue to meet with Canadore to discuss shared capital matters. Nipissing's working relationship with Canadore has seen improvement.

11. Vice-President's Remarks

The Vice-President, Finance & Administration reported that Nipissing University has been chosen to participate in a pilot program for net billing for students. This is expected to be beneficial for students as they will be able to see at a glance what their tuition amounts are, what subsidies they may receive, etc. Nipissing received a special grant of \$150,000 to finance the implementation of the program.

The VPFA expects to receive formal notification soon from DBRS regarding our credit rating. Once that is finalized, we will be able to go out to market for the renegotiation of our debt.

The annual budget process is moving along. All departments have received their budget packages, and the majority of the preliminary submissions have been returned to the Senior Manager, Finance.

The VPAR and Provost reported that he attended a two day conference at Vancouver Island University. The invitation to attend was sent to regional institutions interested in indigenous education. Nipissing's Chair of Indigenous Education, Dr. Cindy Peltier, and two of her graduate students were also in attendance, and the Provost commended them for representing Nipissing so well. He said that Nipissing is positioning itself as an institution that can be a key player in Indigenous education.

12. Deans' Remarks

The Dean of the Schulich School of Education stated that we are in the first round of the second term of the second year of the Bachelor of Education program. Courses are now compressed into six week terms, which is new to the faculty in North Bay. A number of international practicums will be taking place this year, with some Brantford students heading to Italy while some North Bay students are headed for Kenya. A number of students are travelling to Trois-Pistols where they will participate in a total immersion experience, while others will be participating in an alternative practicum in Fort Albany.

The Teacher of Anishinaabemowin as a Second Language program is now being offered in Kenora. This program allows students to attend school in their home communities while working as Education Assistants (EAs).

The Dean of Graduate Studies and Research provided an update on the number of grant applications that have been submitted to date. There is an overall increase to the number of tri-council (NSERC, SSHRC and CIHR) grants received at Nipissing this year which is particularly important because much of our other funding is based on our success with the tri-council grants.

Applications for graduate programming is up over this time last year, with applications due on Monday. The new Master of Arts Sociology program and the Master of Science in Kinesiology are both experiencing good application numbers.

The School of Graduate Studies is looking at ways to better track the research output from Nipissing faculty.

13. Enrollment Update

The Registrar & AVP Institutional Planning reported that our headcount numbers are within half a percentage point of our forecast. There are increases to some program areas and decreases to others. The majority of the increases are in programs that are funded separately from the base operating grants, resulting in an expected overall increase to revenue.

14. Question Period

A question was raised regarding the status of Nipissing's academic and business plans. The Provost explained that a draft academic plan was prepared, but it was met with some resistance from the Faculty of Arts & Science. The Faculty will provide the Provost with some suggested revisions, and it is expected that a draft will go back to the Planning & Priorities Committee for consideration later this term.

The academic plan needs to be completed before the VPFA can develop a business plan.

15. Committee Reports

Audit and Finance Committee – Tom Palangio, Chair

Chair Tom Palangio provided a brief synopsis of the December 12th meeting of the Audit & Finance Committee. Revenue predictions are tracking as expected, and it is anticipated that the overall operating deficit for this year will be lower than projected.

University Governance Committee – Gary Jodouin, Chair

Chair Gary Jodouin reported that the December meeting of the Governance Committee was primarily centered on the Special Governance Report. The meeting resulted in two recommendations to be brought forward to the Board:

Resolution 2017-01-02: ***That the Board of Governors accepts the recommendation of the Governance Committee to accept the recommendations of the Special Governance Commission Report, Collegial Governance at Nipissing University: Shared Challenges and Responsibilities.***

*Moved by Trevor Bachelder; seconded by Hillary Earl.
Carried.*

Resolution 2017-01-03: ***That the Board of Governors accepts the recommendation of the Governance Committee to hold a joint meeting between the Board of Governors and the Senate to discuss implementation of the recommendations of the Special Governance Commission Report.***

*Moved by Blaine Hatt; seconded by Gary Jodouin.
Carried.*

Advancement Committee – Gord Durnan, Chair

Chair Gord Durnan reported that Nipissing is making good progress with our advancement efforts. The minutes from the December 12th meeting were included with the agenda for today's Board meeting.

Plant and Property Committee – Trevor Bachelder, Chair

Chair Trevor Bachelder stated that the December 12th meeting of the PPC centered around an update from the Director of Facilities. Details are included in the minutes from that meeting.

16. Board Representatives on Other Committees

Academic Senate

Blaine Hatt explained that quorum was lost halfway through the last Senate meeting, so the agenda for the January meeting will be substantial. He provided a brief outline of the discussions that were held and the motions that were passed. He also reported that the Senate Bylaws are currently being reviewed.

Len Gamache gave a presentation at the December meeting, and follow-up presentations have been scheduled for February and March.

Alumni Advisory Board

The NUAAB is currently reviewing applications for a number of vacancies on the board. It is expected that new members will be invited to join the board for the 2017-18 year.

The Advisory Board is continuing to work with University administration to clarify the relationship between NUAAB and Nipissing. They hope to complete this before the end of April 2017.

The NUAAB welcomed an NOHFC intern whose role is to assist with research, planning, outreach and communication. They expect this position will contribute to enhancing the NUAAB's systems, plans and infrastructure and that these activities will play an important role in the NUAAB's contribution to fundraising and other broader institutional objectives.

The next NUAAB meeting is being planned for mid-to-late January.

Aboriginal Council on Education

No report.

Brantford Regional Campus

Colleen Miller provided an update on the Brantford Campus. Some of the highlights of her report included the Year Five teacher candidates being back on campus for their last term with Nipissing University; the "Professional Fridays" events where Year Five students are provided with the opportunity to meet with representatives from the Ministry of Education, OCT, QECO and other federations that exist for teachers in Ontario; the planning for the 2017 convocation ceremony; and the international practicum to Italy taking place in May.

Nipissing University Student Union

NUSU President Jordan Andrews reported that NUSU is moving forward with their planning timelines and deadlines for the new Student Centre building. They are aiming to break ground before the end of the term. They expect to be going out to tender at the end of this month.

NUSU worked with the Student Development and Services department on a “reorientation week” to welcome new and returning students back to campus after the holiday break. There were a number of great activities and panels, and a New Year’s Bash will be held at the Davedi Club this Friday.

Nominations and elections for next year’s executive team begin next week. Elections will be held from January 30 to February 1, with the new directors taking office on May 1.

Jordan Dempster, VP Governance and Legal Affairs, spoke about some fundraising initiatives NUSU has been working on. The student union currently has a handful of bursaries that are given out to students, and they are attempting to increase those numbers. They have partnered with the local Boston Pizza to raise funds towards an endowment. Customers who write “NUSU” on their Boston Pizza bill will have a portion of the bill total donated towards the endowment. There will also be a fundraising dinner at Shoeless Joe’s on February 26th. Tickets are being sold for \$20 each, and the funds raised will also go towards the endowment. The target for the endowment is \$10,000.

NUSU has also been providing donation/cash boxes to local businesses who set the boxes up at their cash registers where money is collected from customers. The collections will go towards scholarships and bursaries. In an effort to find a way to provide service to grad students at Nipissing, they have established a graduate fund bursary. This bursary will begin at \$100, but it is NUSU’s hope that it will grow to a more significant amount in time.

NUSU submitted an application for an official charity number. If approved, the new status should aid in NUSU’s attempts to raise more money for such things as the student food bank and additional scholarships and endowments and Scholarships.

Finally, the NUSU reps expressed appreciation to the Board for the opportunity to be involved in the governance of the University.

17. Other Business

A local online newspaper published an article about the Executive Compensation Program that has been introduced by the provincial government. The article referred to a posting on the Canadore Board of Governors website and suggested that Canadore’s President and Vice-Presidents may be in line to receive very large salary increases as a result of the new framework. It further stated that Nipissing University will be undergoing a similar process that could have a similar result.

Dr. DeGagné explained the purpose of the new framework and how it will work. As the intention is to compare each institution to other like-sized institutions, it is not anticipated that any such massive increases will happen here. COU is very involved in the process, and our comparator group will be suggested for us. We intend to choose reasonable, fair comparators which will have to be approved by the Board. Our process will be much different than what is outlined on the Canadore website and in the newspaper article.

18. Adjournment

Resolution 2017-01-04: ***That the Open Session of the Board of Governors' regular meeting now adjourn.***

*Moved by Tom Palangio; seconded by Blaine Hatt.
Carried.*

Open session adjourned at 7:45 p.m.

University Secretary

Board Chair

(Addendum as per agenda item #10.)

President's Schedule – Highlights

November/December 2016

- Regular meetings with Len Gamache (Advancement)
- Regular meetings with the Mayor Al McDonald
- CIHR Grant Application with Karey McCullough, Cindy Pelletier and others
- Chairing meetings for Reconciliation North Bay
- Participated in all three of the Senior Administration processes
 - VPFA
 - Provost & VPAR
 - President
- Board of Directors/Steering Committee: a grant to look at 'integrated stepped care for youth mental health'
- Board of Directors 'Teach for Canada'
- Professional Development Day (Regulation Division) Law Society – Spoke on the legacy of IRS and colonialism, intergenerational impacts and trauma.
- Departmental Audit Committee (DAC) Symposium "The Deliverology Agenda – What role can DAC play?"
- Funding Formula Discussion: Northern Universities
- Fall Faculty Book Launch
- Tuition Framework discussions
- Remembrance Day Ceremony
- Osgoode Certificate in Negotiation – "The Role of Culture" lecture
- Military Appreciation night – Men's hockey game
- University Presidents' Plenary Panel at the 'Maamiwizing Indigeneity in the Academy' Conference
- CommunityShift – Professional Development – University of Western Ontario

- RCAP Event with Marlene Brant-Castellano, Frederic Wien, video by Georges Erasmus
- World AIDS Day event, North Bay
- Met with Minister Deb Matthews to discuss Indigenous Education
- Lakehead Toronto Alumni Dinner
- 25th Anniversary Media Launch
- ISMP (International Student Mentorship Program) Fall Semester Banquet at the North Bay Museum
- Women's Soccer Recruitment
- Meeting with Canadore – George Burton, Rich Peters and Cheryl Sutton
- Red Dress Project event – candlelight vigil, guest speaker series
- Attended the Assembly of First Nations Holiday Gathering
- CIS Academic All-Canadian Brunch
- Nipissing University Dinner at the Davedi Club
- Mary Pat Sullivan – Director of the Social Work Program
- Ravi Prasad Siva – Director of the Business Program
- Teleconference with Irene Tomatuk and Christine Neilson to discuss the Great Moon Gathering Conference. (Keynote speaker for the event)

January 2017 (to date)

- Lakers Reorientation Welcome Back Pancake Breakfast
- Megan Goulais – new InBusiness Regional Manager
- Teleconference with Kyle Hill, Executive Director for the non-profit organization called Teach for Canada.

NIPISSING UNIVERSITY BOARD OF GOVERNORS

ADVANCEMENT COMMITTEE MEETING

OPEN SESSION

February 13, 2017

The Advancement Committee of the Board of Governors met on Monday, February 13, 2017, at 1:00 p.m. in the Nipissing University Board Room (F303).

Members present: Gord Durnan, Committee Chair
Marianne Berube
Janet Zimbalatti
Tom Curry (via teleconference)
Blaine Hatt
Jordan Dempster
Ryan Hehn
Sean Feretycki
Mike DeGagné
David Ratcliffe (non-voting)
Christine Dowdall, University Secretary (non-voting)

Regrets: Nathan Kozuskanich
Scott McLeod
Paul Cook
Tom Palangio
Jamie Lim
Derek Shogren

Guests: Harley d'Entremont
Cheryl Sutton
Andrea Parolin

Recording Secretary: Mary-Ann Gilchrist, Fundraising & Stewardship Coordinator

1. Welcome/Opening Remarks – Committee Chair, Gord Durnan

Chair Gord Durnan welcomed everyone and shared quotes from a Globe and Mail article about statistics on philanthropy. He reported that the Board Appeal progress was at 91% as of February 13, 2017. Both Janet and Gord commented on the high quality of the stewardship after the board appeal.

2. Update of Advancement Action – Senior Development Officer, Andrea Parolin

Andrea Parolin, Senior Development Officer, presented a case study on a donor. The Sparrow family have been contributing to an endowed award at Nipissing University for several years. Seeking a change, they worked with several individuals at Nipissing, and as a result, they will continue to support our students albeit in a different fashion.

Suggestions on the fundraising priorities that have been received to date were reviewed. Everyone was asked to keep the list top of mind while we work towards finalizing these priorities. In response to a question as to where we are with the anticipated timelines, the VPFA and the VPAR responded that we are on track, with some costing information being collected.

3. Alumni Planning for Fundraising – Alumni Rep, Sean Feretycki

The Nipissing University Alumni Association has resumed outbound communication and recently sent the Alumni Newsletter to over 15,000 alumni. There will be an alumni engagement survey going out in the future, and an address update initiative has been completed with good results. The Association is reaching out to other alumni associations to gather best practices.

4. Committee’s Role in Policy Review

As part of the campaign roll out, the Advancement Committee will need to review various policies coming out of the Development Office over the next year.

5. Bylaw Update – Timing for Implementation of Community Relations Committee

A final draft of the proposed bylaw revisions will be presented at the next meeting of the Governance Committee. Once finalized, it will then go to the Board for approval. As a result, it is expected that the new Community Relations Committee will be built up over the summer.

6. Update on COU Initiative: Creating a Conversation for a Better Future

The “listening period” of this campaign is nearing completion. The response has been very good, and many universities are now going out to their constituencies. A new marketing campaign will be rolled out in the fall with the hope that it will have a positive influence in the next provincial election campaign.

7. Other Business

In preparation for the 25th anniversary celebration, a lyricist is being sought for a Nipissing University song. It was suggested that efforts be made to ensure our students have an opportunity to participate. If no one suitable can be found, seeking assistance from outside the University community would be acceptable.

A report entitled *Measuring Fundraising Effectiveness: Why Cost of Fundraising Isn’t Enough* from the Association of Fundraising Professionals (AFP) was distributed. In addition, a book entitled *The Philanthropic Mind – Surprising Discoveries from Canada’s Top Philanthropists* by Chuck English & Mo Lidsky was recommended as an interesting read.

8. Adjournment

The meeting was adjourned at 1:52 p.m.

Recorded by: _____
Fundraising & Stewardship Coordinator

Approved by: _____
Committee Chair

NIPISSING UNIVERSITY BOARD OF GOVERNORS

AUDIT & FINANCE COMMITTEE MEETING

OPEN SESSION

February 13, 2017

The Audit and Finance Committee met on Monday, February 13, 2017, at 8:00 a.m. in the Nipissing University Board Room (F303).

Members Present: Tom Palangio, Committee Chair
Trevor Bachelder
Gary Jodouin
Gord Durnan
Ryan Hehn
Jordan Dempster
Markus Hawco
Mike DeGagné
Hilary Earl
Marianne Berube
Harley d'Entremont
Christine Dowdall, University Secretary
Ursula Boyer, Recording Secretary

Regrets: Paul Cook

Guests: Cheryl Sutton, VP Finance & Administration
Jamie Graham, Registrar & AVP Institutional Planning
Laurie Bissonette, KPMG

1. Enrolment Update

The AVP Institutional Planning & Registrar provided an update on enrolment which is tracking well with the exception of AQ which is down by approximately \$300,000 over budget. Expenses associated with the AQ program will also be down as this program does not rely heavily on fixed costs. The increased enrolment in nursing will translate into increased grant funding in the neighbourhood of \$400,000 to \$600,000.

The AVP Institutional Planning & Registrar also provided an update on the new funding formula to be introduced by the Province. The model is a "Corridor Funding Model" whereby universities will not have their corridor funding adjusted as long as they fall within the negotiated corridor. The Corridor Operating Grant (previously Base Operating Grant) will be based on a rolling five year average. Approximately 9% of the current funding will be moved out of the Corridor Operating Grant envelope and moved over to a Differentiation Grant envelope. This envelope will be negotiated through the Strategic Management Agreement. Universities will have to meet the agreed-upon metrics to receive funding within this envelope. The BIU – or WGU weighted grant unit, as it will now be called – will be equal across the university system. While it is expected this will eventually be beneficial to Nipissing, there will be no additional funding in 2017/18. Funding for 2017/18 will remain at the same level as 2016/17.

2. Audit Planning

Committee members were provided with a copy of the audit plan for 2016/17. Laurie Bissonette from KPMG reviewed the plan in detail.

3. 2016/17 Budget

The Vice-President, Finance & Administration (VPFA) reviewed the operating fund results as at December 31, 2016. It was noted that overall revenue is tracking well, although there will be a reduction to tuition revenue as a result of a decrease in AQ enrolment. As previously mentioned, we are expecting an increase in grant revenue due to second-entry nursing enrolment.

With regard to expenses, salaries are tracking well. Faculty salaries are up over the same period as last year due to the labour disruption in November 2015 which resulted in reduced expenditures in that year.

Operating and research expenses are lower than this time last year and can be attributed to the removal of the bus pass expenditure and timing differences. In addition, a concentrated effort has been made to reduce expenditures.

Scholarship spend is slightly lower than last year due to timing differences in payouts to students. It is anticipated that we will end the year under budget in this area.

Occupancy spend is lower than last year mostly due to a timing difference relating to Canadore shared services. In addition, some savings have been achieved due to the closure of the Bracebridge campus.

At this point, the VPFA is anticipating that the overall operating deficit will be somewhat lower than projected.

4. Bracebridge Campus

In response to a question regarding the status of the Bracebridge Campus, the VPFA provided an update. Several individuals representing international schools have toured the campus; however, it does not appear that any significant offer is forthcoming. Several of the groups are interested in partnering or “franchising” our curriculum. In other words, they would pay a fee for use of the curriculum. This would not be acceptable to Nipissing or to the Ministry. There is another group that is seeking to relocate, and they have shown some interest in our property. This would likely be on a lease basis rather than a purchase basis. The Ministry overseeing this group will likely issue an RFP to which Nipissing would have to respond if interested.

A meeting was recently held with representatives of the Town of Bracebridge to update everyone on the status of the property.

5. 2017/18 and 2018/19 Tuition

The Registrar & AVP Institutional Planning provided information on the proposed tuition for the next two years. He noted that the current tuition framework has been extended by two years, with the allowable increase at 3% overall per year. Some programs can be increased by more than 3%; however, the total

increase cannot exceed 3% per year. The recommendation is that we increase our tuition rates annually by 3% across the board with the exception of international and AQ.

The Nipissing University Student Union representatives indicated that they would not support the increase as it creates an additional burden for students.

Resolution: That the tuition rates for 2017/18 and 2018/19 be accepted as presented.

*Moved by Gary Jodouin; seconded by Gord Durnan.
Student representatives voted against the resolution.
CARRIED.*

6. 2017/18 Budget

The VPFA reported that all of the draft operating budget sheets have been received. Both she and the Director, Finance took a first look at the budgets to check for errors, etc. She noted that salaries are up due to salary increases and step movements as per collective agreements. She also indicated that it appears that Nipissing will receive additional one-time funding to assist the current financial situation. It is hoped that we will receive an additional \$2M, similar to last year. In addition, there was some uncertainty as to the amount of funding Nipissing will receive as we were unsure which year the Province will use in assigning funding for 2017/18. Since the Province has just provided notice that funding will be based on the 2016/17 funding level, we are now in a better position to determine anticipated revenues for 2017/18. Committee members will be provided with a more in-depth report at the next meeting.

7. Debt Restructuring

The VPFA advised that DBRS has provided us with a credit rating. The rating, which is still confidential information, should allow us to obtain funds at an acceptable interest rate. It is anticipated that the process will be completed prior to the new budget year.

8. Adjournment

Meeting adjourned at 9:47 a.m.

Recorded by: _____
Director, Finance

Approved by: _____
Committee Chair

NIPISSING UNIVERSITY BOARD OF GOVERNORS

UNIVERSITY GOVERNANCE COMMITTEE MEETING

OPEN SESSION

February 13, 2017

The University Governance Committee met on Monday, February 13, 2017, at 10:30 a.m. in the Nipissing University Board Room (F303).

Committee Members present: Gary Jodouin, Chair
Karen Barnes
Jordan Andrews
Marianne Berube
Mike DeGagné
Jordan Dempster
Janet Zimbalatti
Colleen Miller (Teleconference)
Sean Feretycki
Hilary Earl
Crystal Pigeau
Christine Dowdall, University Secretary (non-voting)

Regrets: Paul Cook

Guests: Trevor Bachelder
Gord Durnan
Harley d'Entremont
Cheryl Sutton

Recording Secretary: Maggie Daniel (Administrative Assistant, Office of the President)

1. Opening Remarks – Committee Chair, Gary Jodouin

Chair Gary Jodouin welcomed everyone to the meeting and explained that the primary discussion of the meeting will be the review of the revised bylaws document.

2. Draft Revisions to Bylaw Document

The Committee Chair led a discussion on the revised Board Bylaws document. It was agreed that in order to ensure the Board is well-informed, there should be a minimum of five Board meetings per year. Other suggested changes were debated and, as a result of the discussion, a number of wording changes will be incorporated into the document. A formal motion will be put forward at the next committee meeting to bring the final document to the Board for approval.

The Committee Chair also reported that, as per a discussion at the September 2016 meeting of the Governance Committee, a legal opinion was obtained regarding the "Failure to Give Proper Notice" language that exists in the current document. The recommendation from the lawyer was to leave the language intact; therefore, that section will remain unchanged.

3. Board Vacancies/Status of Recruitment

The Committee Chair and the Board Chair met to discuss a plan of action for filling Board vacancies. There will be at least three vacancies for external Board members at the end of June, so it is critical that some movement towards recruiting new members is made soon. It was noted that a document was developed some time ago outlining the criteria used for determining the suitability of potential candidates. The University Secretary will locate the document and will forward it on for information.

4. Update: Appointment/Reappointment of Senior Academic Administrators Policy – VPFA, Cheryl Sutton

The VPFA is continuing to work with HR to review both the Appointment/Reappointment of Senior Academic Administrators Policy and the President’s Annual Review Policy. Some concerns with the current policies were identified, both at the Board level and by senior administration, so information is being gathered from other universities to determine best practices across the sector. The VPFA will report back at the next meeting of this committee with a recommended framework for changes to the current policies.

5. Other Business

No other business was discussed.

6. Adjournment

The meeting was adjourned at 11:17 a.m.

Recorded by: _____
Administrative Assistant, Office of the President

Approved by: _____
Committee Chair



Annual Report
of the
Nipissing University Research Ethics Board

December 15, 2016

Dr. Harley d'Entremont
Provost and Vice-President, Academic and Research
Nipissing University

Dear Dr. d'Entremont:

As NUREB Chair, for the 2015-2016 academic year, I am pleased to submit the NUREB's 2015-2016 Annual Report through you to the Board of Governors.

Highlights

This was a busy year for the REB with the REB receiving and processing a total of 180 protocols, which is down in number from the 2014-2015 academic year. The number of protocols received from faculty researchers, undergraduate and graduate researchers as well as administrators remained steady from the 2014-2015 academic year at 96 protocols in both the 2014-2015 and 2015-2016 academic years. The number of modifications requested dropped down from the 61 of 2014-2015 and returned to a level of 26 such requests. This number is similar to the number received in previous years. The number of requests for renewal remained steady at 44 (compared with 46 in 2014-2015). Where we did notice a dramatic increase from previous years is in the number of final reports submitted. Researchers submitted 68 final reports in 2015-2016 compared with just 34 in 2014-2015. This increase may reflect the fact that the ROMEO system automatically reminds researchers when renewals are due and when a final report is expected. Finally, we have also adjusted our protocol review procedures and eliminated the protocol submission deadline. Currently, researchers can submit protocols at any time and they are reviewed as soon as possible. The reviewers are provided with two weeks in which to complete their review. The chair then makes a final decision after the reviews come in and the final decision is communicated with the researcher(s) in a timely basis after the final decision is reached. This has made life much easier for researchers as they can now submit protocols as soon as they have

them completed and expect feedback on these protocols in a reasonable (up to four week) time frame. The ROMEIO system makes all of this possible and we continue to seek ways to fine tune its use and effectiveness.

Number of Proposals Reviewed and Approved

The chart found below presents a summary of the proposals received in the 2015-2016 academic year. The same information from the previous year (2014-2015) is also provided for comparison.

PROTOCOLS RECEIVED	2014-2015	2015-2016
Faculty – research, course assignments Graduate students, Undergraduate students and Administration	96	96
Institutional Approval	17	14
Renewals	46	44
Modifications Requested	61	26
TOTAL	220	180
Final Reports Rec'd	34	68

Additional Highlights: 2015-2016

Future Developments

Members continue to benefit from the use of the ROMEIO system, which has been in effect from May of 2015. We are continuing to work on fine-tuning the ROMEIO system and are actively seeking ways to streamline the review process. Feedback from the Nipissing University research community is accepted and appreciated.

Ongoing Concerns

Ethics Education

As in previous annual reports, we continue to seek additional support to fulfill our mandate to oversee all approved research with human participants carried out at



Nipissing University. While the ROMEO system and its use by all researchers at Nipissing is making this oversight somewhat easier, there still exists a need for additional administrative support. While ROMEO has eliminated many of the time consuming day-to-day activities of the Ethics Administrator, an Ethics Advisor who can provide education to Nipissing University researchers in the form of workshops etc. would still greatly benefit the research ethics environment at Nipissing University. Thus, we continue to recommend that an Ethics Advisor be appointed who can provide ethics education to faculty, staff and students in the form of workshops etc.

We express our sincere thanks to Martee Storms, the Ethics Administrator, for her work in providing administrative support to the NUREB.

This report was approved by NUREB following its meeting on December 15, 2016. Should you have any questions or need any additional information about the information provided in this report, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dana R. Murphy'.

Dana R. Murphy, Ph.D.
Associate Professor, Department of Psychology
Chair, Nipissing University Research Ethics Board, 2015-2016

RECOMMENDED TUITION RATES FOR 2017-19

UNDERGRADUATE

Arts and Science, Concurrent and Phys. Ed Tuition	2015-16	% Increase	2016-17
All years	5,878.40	3.00%	6,054.70

Business & Comp Sci All years	7,398.20	3.00%	7,620.10
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Concurrent Education - Five Year Program	5,878.40	3.00%	n/a
2nd Year	6,330.70	3.00%	n/a
3rd Year	6,918.50	3.00%	7,094.80
4th Year	6,571.80	3.00%	6,748.10
5th Year	4,588.60	3.00%	4,677.90

Continuing Education

CCE	620.40	3.00%	639.00
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BCommerce College Partnership program	745.60	3.00%	767.90
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Nursing

Scholar Practitioner Program-new per three credits	587.80	3.00%	605.40
Placement fee per semester (\$500)	500.00		

Education

BEd Tuition per FTE	6,934.40	0.00%	6,934.40
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INTERNATIONAL FEES (Undergraduate)

	2015-16		2016-17
1st year	18,325.00		19,325.00

RECOMMENDED TUITION RATES FOR 2017-19

	2015-16	2016-17
Bachelor of Education	19,325.00	19,325.00
IN SERVICE		
AQ/ABQ Tuition per course	ABQ 750	ABQ 750

RECOMMENDED TUITION RATES FOR 2017-19

GRADUATE

Masters Education

Full Time/Flex Time M.Ed (6 term program)

	2015-16	% increase	2016-17
Fees for each of the first 3 terms in fiscal year beginning May	3,500.90		2,969.70
Fees for terms 3-6 terms	3,500.90		2,969.70
FT Continuing Registration Fee -if needed (Terms 6-9)	1,000.00		1,000.00

Total maximum time to completion -9 terms

Part Time M.Ed(Max 18 terms)

PT MEd -per 3 credits	1,051.20	3.00%	1,082.70
PT Student Non-Continuance Fee per semester	500.00		500.00

Total maximum time to completion -18 terms

PhD in Education

Fees for each of the first 3 terms in fiscal year beginning July 1, 2012	2,676.50	3.00%	2,756.70
Fees for terms 4-12 terms	2,676.50	3.00%	2,756.70
FT Continuing Registration Fee	1,000.00		1,000.00

Master of Arts (History), Master of Science (Kinesiology, Math, Environment Science)

Full Time

1 Year Full time Master's level degree (3 consecutive terms)

Fees for each of the first 3 terms	2,969.70		2,969.70
FT Continuing Registration Fee (Terms 4-6)	1,000.00		1,000.00

Total maximum time to completion -6 terms

2 Year Full-time Master's Level Degree

Fees for each of the first 3 terms	2,969.70		2,969.70
Fees for each of the next 3 terms	2,969.70		2,969.70

RECOMMENDED TUITION RATES FOR 2017-19

FT Continuing Registration Fee (> 7 terms)	1,000.00		1,000.00
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Part Time

PT Masters of Arts- History and Math	1,063.10	3.00%	1,094.90
PT Non-Continuance Fee per semester	100.00		100.00

Total maximum time to completion -9 terms

Other Master level fees

FT and PT Application Fee: \$100	100.00		100.00
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INTERNATIONAL FEES (Graduate Rates)	2015-16		2016-17
MA History	18,350.00		18,350.00
MEd	18,350.00		18,350.00
MSc Environmental Sciences	18,350.00		18,350.00
MSc Math	18,350.00		18,350.00
PhD in Education	18,350.00		18,350.00

*These fees may be modified as a result of an agreement with an organization or Government authorized by the President and the VPAR.

Nipissing University
Concurrent Education - Fee Calculation
Fiscal Year 2016-17 tuition fees recommended

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
Base Fees:					
Arts and Science	n/a	n/a	6,054.70	6,054.70	6,054.70
Education	n/a	n/a	6,934.04	6,934.04	6,934.04
Billing Credits:					
Arts & Science	27.00	27	30	30	6
Education	0.10	0.15	0.15	0.1	0.5
Actual Fees:					
Arts and Science	n/a	n/a	6,054.70	6,054.70	1,210.94
Education	n/a	n/a	1,040.11	693.40	3,467.02
Total	n/a	n/a	\$ 7,094.81	\$ 6,748.10	\$ 4,677.96

2011-12

Increase yr/yr
 Increase yr1 to2 etc

Nominal Ed Tuition	n/a	6,732.45	6,536.00	6,345.98	6,074.71
Years to Compound	0	1	2	3	4
Actual (=tuition*(1.04)^n)	n/a	6,934.42	6,934.04	6,934.04	6,934.04

Muskoka Campus

Year 1 Year 2 Year 3 Year 4

Nipissing University
Concurrent Education - Fee Calculation
Fiscal Year 2015-16 tuition fees recommended

	<u>Year 1</u>
Base Fees:	
Arts and Science	n/a
Education	n/a
Billing Credits:	
Arts & Science	27.00
Education	0.10
Actual Fees:	
Arts and Science	n/a
Education	n/a
Total	n/a

2011-12

Increase yr/yr
 Increase yr1 to2 etc

Nominal Ed Tuition	n/a
Years to Compound	0
Actual (=tuition*(1.04)^n)	n/a

Muskoka Campus

Year 1

Base Fees:

Arts and Science	n/a	n/a	n/a	6,054.70
Education	n/a	n/a	n/a	6,934.04

Billing Credits:

Arts & Science	24.00	30	30	6
Education	0.20	0.2	0.2	0.4

Actual Fees:

Arts and Science	n/a	n/a	n/a	1,210.94
Education	n/a	n/a	n/a	<u>2,773.62</u>
Total	n/a	n/a	n/a	<u><u>\$ 3,984.56</u></u>

Base Fees:

Arts and Science	5,878.40
Education	6,934.42

Billing Credits:

Arts & Science	24.00
Education	0.20

Actual Fees:

Arts and Science	4,702.72
Education	<u>1,386.88</u>
Total	<u><u>6089.60</u></u>

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**Nipissing University
Concurrent Education - Fee Calculation
Fiscal Year 2013-14 tuition fees recommended**

<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
5,878.40	5,878.40	5,878.40	5,850.30
6,934.42	6,934.04	6,934.42	6,837.14
27	30	30	6
0.15	0.15	0.1	0.5
5,290.56	5,878.40	5,878.40	1,170.06
1,040.16	1,040.11	693.44	3,418.57
\$ 6,330.72	\$ 6,918.51	\$ 6,571.84	\$ 4,588.63

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
Base Fees:					
Arts and Science	5541.04	5541.04	5514.53	5488.82	5462.04
Education	6536.36	6536.36	6507.23	6478.19	6447.66
Billing Credits:					
Arts & Science	27.00	27	30	30	6
Education	0.10	0.15	0.15	0.1	0.5
Actual Fees:					
Arts and Science	4986.94	4986.94	5514.53	5488.82	1092.41
Education	653.64	980.45	976.08	647.82	3223.83
Total	5640.57	\$5,967.39	\$ 6,490.61	\$ 6,136.64	\$ 4,316.24

2011-12
Increase yr/yr
Increase yr1 to2 etc

6,732.45	6,536.00	6,345.98	6,074.71	Nominal Ed Tuition	6536.36	6345.98	6074.71	5815	5565
1	2	3	4	Years to Compound	0	1	2	3	4
6,934.42	6,934.04	6,934.42	6,837.14	Actual (=tuition*(1.04)^n)	6536.36	6536.36	6507.23	6478.19	6447.66

Muskoka Campus

<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>		<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>
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5,878.40	5,878.40	5,850.20
6,934.04	6,934.42	6,837.14

30	30	6
0.2	0.2	0.4

5,878.40	5,878.40	1,170.04
1,386.81	1,386.88	2,734.86

\$ 7,265.21	\$ 7,265.28	\$ 3,904.90
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Base Fees:

Arts and Science	5541.04	5514.53	5488.82	5462.04
Education	6536.36	6507.23	6478.19	6447.66

Billing Credits:

Arts & Science	24.00	30	30	6
Education	0.20	0.2	0.2	0.4

Actual Fees:

Arts and Science	4432.83	5514.53	5488.82	1092.41
Education	1307.27	1301.45	1295.64	2579.07

Total	5740.10	\$6,815.98	\$ 6,784.46	\$ 3,671.47
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Nipissing University
Concurrent Education - Fee Calculation
Fiscal Year 2012-13 tuition fees recommended

#'s rounded

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
Base Fees:					
Arts and Science	5379.66	5,329.24	5,303.73	5,275.61	5,275.61
Education	6345.98	6,317.70	6,289.50	6,259.45	6,229.50
Billing Credits:					
Arts & Science	27.00	27	30	30	6
Education	0.10	0.15	0.15	0.1	0.5
Actual Fees:					
Arts and Science	4841.69	4,796.31	5,303.73	5,275.61	1,055.12
Education	634.60	947.65	943.43	625.94	3,114.75
Total	5476.29	\$ 5,743.97	\$ 6,247.16	\$ 5,901.56	\$ 4,169.87
2011-12	5240.67	\$ 5,518.99	\$ 6,002.55	\$ 5,671.69	\$ 4,009.49
Increase yr/yr	0.04	4.08%	4.08%	4.05%	4.00%
Increase yr1 to2 etc	0.04	0.78%	4.50%	-9.21%	-32.06%

Nominal Ed Tuition	6345.98	6075	5,815	5,565	5,325
Years to Compound	0.00	1	2	3	4
Actual (=tuition*(1.04)^n)	6345.98	6,317.70	6,289.50	6,259.45	6,229.50

Muskoka Campus

<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>
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Base Fees:

Arts and Science	5353.92	5328.96	5302.96	5274.88
Education	6317.70	6289.50	6259.45	6229.50

Billing Credits:

Arts & Science	24.00	30	30	6
Education	0.20	0.2	0.2	0.4

Actual Fees:

Arts and Science	4283.14	5328.96	5302.96	1054.98
Education	1263.54	1257.90	1251.89	2491.80

Total	5546.68	\$ 6,586.86	\$ 6,554.85	\$ 3,546.77
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Nipissing University
Concurrent Education - Fee Calculation
Fiscal Year 2011-12 tuition fees recommended

#'s rounded

Concurr
Fiscal Ye

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	
Base Fees:						Base Fees
Arts and Science	5148.00	5,124.27	5,099.74	5,072.70	5,072.70	Arts and Sc
Education	6074.71	6,047.63	6,018.70	5,989.90	5,989.90	Education
Billing Credits:						Billing Cre
Arts & Science	27.00	27	30	30	6	Arts & Scier
Education	0.10	0.15	0.15	0.1	0.5	Education
Actual Fees:						Actual Fee
Arts and Science	4633.20	4,611.84	5,099.74	5,072.70	1,014.54	Arts and Sc
Education	607.47	907.15	902.80	598.99	2,994.95	Education
Total	5240.67	\$ 5,518.99	\$ 6,002.55	\$ 5,671.69	\$ 4,009.49	Total
2009-10 COMPARATOR	5018.50	\$ 5,283.00	\$ 5,744.00	\$ 5,433.00	\$ 3,837.00	2009-10 C
Increase yr/yr	0.04	4.47%	4.50%	4.39%	4.50%	Increase
Increase yr1 to2 etc	0.04	0.81%	4.08%	-9.49%	-32.35%	Increase

Nominal Ed Tuition	6074.71	5815	5,565	5,325	5,325
Years to Compound	0.00	1	2	3	3
Actual (=tuition*(1.04)^n)	6074.71	6,047.63	6,018.70	5,989.90	5,989.90

*revised for increases not taken in past to get baseline for current year

**Nipissing University
 Concurrent Education - Fee Calculation
 for 2010-11 tuition fees recommended**

#'s rounded

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
Base Fees:					
Arts and Science	4,930.00	4,905.00	4,880.00	4,860.00	4,860.00
Education	5,815.00	5,790.00	5,760.00	5,730.00	5,730.00
Billing Credits:					
Arts & Science	27	27	30	30	6
Education	0.1	0.15	0.15	0.1	0.5
Actual Fees:					
Arts and Science	4,437.00	4,414.50	4,880.00	4,860.00	972.00
Education	581.50	868.50	864.00	573.00	2,865.00
Total	\$ 5,018.50	\$ 5,283.00	\$ 5,744.00	\$ 5,433.00	\$ 3,837.00
2008-09 COMPARATOR	\$ 4,800.00	\$ 5,055.75	\$ 5,504.75	\$ 5,196.50	\$ 3,710.50
	4.55%	4.49%	4.35%	4.55%	3.41%
	4.55%	0.74%	4.20%	-9.53%	-31.70%

**Nipissing University
 Concurrent Education - Fee Calculation
 Fiscal Year 2009-10**

	<u>Year 1</u>
Base Fees:	
Arts and Science	4,715.00
Education	5,565.00
Billing Credits:	
Arts & Science	27
Education	0.1
Actual Fees:	
Arts and Science	4,243.50
Education	556.50
Total	\$ 4,800.00
2008-09 COMPARATOR	\$ 4,592.00
Increase	4.53%
Increase	4.53%

Nominal Ed Tuition	5815	5565	5325	5095	5095
Years to Compound	0	1	2	3	3
Actual (=tuition*(1.04)^n)	5,815.00	5,787.60	5,759.52	5,731.18	5,731.18

*revised for increases not taken in past to get baseline for current year

Year 2	Year 3	Year 4	Year 5
4,690.00	4,670.00	4,640.00	4,640.00
5,565.00	5,565.00	5,565.00	5,565.00
27	30	30	6
0.15	0.15	0.1	0.5
4,221.00	4,670.00	4,640.00	928.00
834.75	834.75	556.50	2,782.50
\$ 5,055.75	\$ 5,504.75	\$ 5,196.50	\$ 3,710.50
\$ 4,840.00	\$ 5,259.00	\$ 4,973.00	\$ 3,551.00
4.46%	4.67%	4.49%	4.49%
0.83%	4.02%	-9.66%	-31.67%