

NIPISSING UNIVERSITY

BOARD OF GOVERNORS MEETING

OPEN SESSION

June 4, 2020

The Open Session of the regular Board of Governors meeting was held on Thursday, June 4, 2020, at 5:30 p.m. via Zoom Remote Conferencing.

Members Present: Tom Palangio, Board Chair
Marianne Berube
Paul Cook
Fran Couchie
Mitchell Crown
Mike DeGagné
Hilary Earl
Donna Forget
Ryan Hehn
Stuart Kidd
Toivo Koivukoski
Denyse Lafrance Horning
Joanne Laplante
Ward Loveday
Hannah Mackie
Karl Neubert
Bobby Ray
Judy Smith
Stephen Tedesco
Rick Vanderlee
Kathy Wilcox

Regrets: Karen Barnes

Invited Guests: Cheryl Sutton
Arja Vainio-Mattila
Casey Phillips
Pat Maher
Jim McAuliffe
Pavlina Radia
Carole Richardson
Cristin Christopher
Debra lafrate
Renee Hacquard
Maggie Daniel
Christine Dowdall

Observers: Mykayla King
Shannon MacCarthy
Amanda Burk
Sarah Taylor

Recording Secretary: Abby Blaszczyk (Executive Assistant, President's Office)

1. Call to Order/Land Acknowledgment

The meeting was called to order at 5:33 p.m. The Board Chair offered a traditional land acknowledgement.

2. Declaration of Conflict of Interest

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

3. Use of Recording and/or Broadcasting Devices

The Board Chair reminded everyone that only pre-approved methods of recording and/or broadcasting devices may be used during the meeting. Disseminating any information during the meeting is prohibited.

4. Adoption of Open Session Consent Agenda

The following items were included on the consent agenda:

- i. Adoption of the May 7, 2020, Minutes (Open Session);
- ii. For Information Only
 - (a) Committee Reports
 1. University Governance Committee
 2. Audit & Finance Committee
 3. Plant & Property Committee
 - (b) Committee Annual Reports
 1. Executive Committee
 2. University Governance Committee
 3. Audit & Finance Committee
 4. Community Relations Committee
 5. Fundraising Committee
 6. Plant & Property Committee
 - (c) Reports from Other Committees
 1. Alumni Advisory Board

Resolution 2020-06-01: ***That the items included on the June 4, 2020, consent agenda for the Open Session of the Board of Governors meeting be adopted as circulated.***

*Moved by Stephen Tedesco; seconded by Karl Neubert.
Carried.*

5. Adoption of the Regular Agenda

Resolution 2020-06-02: ***That the Board of Governors adopt the June 4, 2020, Open Session regular agenda as circulated.***

*Moved by Stuart Kidd; seconded by Judy Smith.
Carried.*

6. Chair's Remarks

The Chair attended a recent virtual meeting of the Council of Chairs of Ontario Universities where discussion topics included student supports, internationalization, online delivery and digitalization during a pandemic.

7. Chancellor's Remarks

No report.

8. President's Remarks

Dr. DeGagné acknowledged this meeting as the final one for Board Chair Tom Palangio. He thanked Tom for his six years of service to the Nipissing University Board of Governors, including the last two years where he served as Chair, and he wished him all the best for the future.

The President noted that he has participated in a number of external activities with government officials and Northern colleagues, and a listing of those activities will be appended to the minutes.

The President discussed the University's recent statement regarding the Black Lives Matter movement. An introductory statement that spoke to inclusion, concerns for racism and a call to action was made. As much of the feedback received in response to the statement was not favourable, and following a number of conversations with administration and student groups, a second statement was issued for clarity.

As this was his last Board meeting, the President thanked his team, members of the administration and the Board for their support over the last seven-plus years.

9. Vice-President's Remarks

The Provost and Vice-President, Academic & Research (PVPAR) highlighted a number of items from her written report that was distributed with the agenda. This included an update on acceptance numbers. Following an extraordinary year in 2019, acceptances are currently approaching numbers similar to 2018. Offers of admission continue to be sent, and acceptances continue to come in. A number of programs, including Nursing, have already reached capacity. The PVPAR also provided an update on course delivery for the fall term, and she extended congratulations to the 678 recently approved graduates.

The Provost announced a number of grants awarded to faculty members, including NSERC grants to Dr. Justin Carre and Dr. Allison Schinkel-Ivy and a SSHRC grant to Dr. Carly Dokis. She was also pleased to announce this year's recipients of the Chancellor's Award for Excellence in Teaching, Research and Service:

- Excellence in Teaching – FASBU (Full Time Faculty) is awarded to Dr. Nancy Maynes and Dr. Laurie Peachey;
- Excellence in Teaching – CASBU (Part Time Faculty) is awarded to Bill Steer;
- Excellence in Research is awarded to Dr. Hilary Earl; and
- Excellence in Service is awarded to Dr. Gyllian Phillips.

Several questions were addressed pertaining to COVID-19, including the effect on international recruitment and how faculty and students can continue to effectively perform research while complying with government guidelines.

The PVPAR completed her remarks by speaking to the Research Ethics Board, and the following resolution was made:

Resolution 2020-06-03: ***That the Board of Governors accepts the recommendation of the Provost and Vice-President, Academic & Research, to appoint the following individuals, with the terms as outlines, to the Research Ethics Board:***

- ***Tammie McParland, Assistant Professor, Faculty of Education & Professional Studies (3-year term: July 2020 – June 2023, renewable) – Faculty Representative***
- ***Laurie Peachey, Assistant Professor, Faculty of Education & Professional Studies (3-year term: July 2020 – June 2023, renewable) – Faculty Representative***
- ***Christina Deroches, Manager of Research, Canadore College (3-year term: July 2020 – June 2023, renewable) – Canadore College Representative***

*Moved by Stuart Kidd; seconded by Judy Smith.
Carried.*

The Vice-President, Finance & Administration (VPFA) thanked Dr. DeGagné for his leadership over the past seven and a half years. She also spoke to the recent indefinite extension of the University's work-from-home order. It is hoped the announcement will help to calm some of the anxiety for families with young children as it confirmed that employees will be given a notice period before they are expected to return to campus.

The Assistant Vice-President, Student (AVP Students) provided a number of updates regarding continued supports for students throughout the pandemic. Planning for the fall semester is ongoing, including discussions with Public Health on residence and other building use, as well as virtual planning for the New Student Orientation. He also spoke to the continued work with our student exchange partners as the majority of our students have deferred exchange opportunities until at least the winter term.

The AVP Students presented the Sexual Violence Report, as well as the Sexual Violence Task Force Report, which are both appended to these minutes.

10. Question Period

A question was raised concerning an outstanding recommendation to the University Governance Committee from the Joint Committee of the Board and Senate on Governance. It was noted that while the recommendation was discussed at the February meeting of the Board committee, quorum was not present. Therefore, the item is scheduled to appear on the agenda for the first meeting of the committee in the fall.

11. Audit and Finance Committee

The AVP Students reviewed both the proposed Nipissing University and the Nipissing University Student Union Ancillary Fees for 2020-21. A lengthy discussion occurred regarding approving student fees when courses are moving online in the fall. The AVP Students reiterated that the process of reviewing ancillary fees began in February, and an ongoing review of the fees is scheduled throughout the summer as more information becomes available. Following the discussion, the following two resolutions were brought forward:

Resolution 2020-06-04: ***That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the Nipissing University Ancillary Fees for 2020-21 as presented.***

*Moved by Karl Neubert; seconded by Joanne Laplante.
1 opposed.
Carried.*

Resolution 2020-06-05: ***That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the Nipissing University Student Union Ancillary Fees for 2020-21 as presented.***

*Moved by Donna Forget; seconded by Stuart Kidd.
1 opposed.
Carried.*

The VPFA provided a high level review of the 2020-21 proposed budget while noting that all financials presented represent pre-COVID assumptions. This approach is one that is being taken by many universities across Ontario. The proposed budget allows for a deficit of \$2,513,595.

A number of questions were addressed, including the potential effect of the COVID-19 pandemic on enrolment and tuition. The VPFA highlighted a number of potential savings within the proposed budget. Following discussion, the following resolution was brought forward:

Resolution 2020-06-06: ***That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the 2020-21 Operating Budget, which includes a planned deficit of \$2,513,595, as presented.***

*Moved by Karl Neubert; seconded by Stuart Kidd.
Carried.*

The VPFA presented the proposed ancillary budget for 2020-21, and the following motion was brought forward:

Resolution 2020-06-07: ***That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the 2020-21 Ancillary Budget as presented.***

*Moved by Joanne Laplante; seconded by Fran Couchie.
Carried.*

The VPFA spoke about the positive working relationship that currently exists between Nipissing University administration and KPMG, and the following motion was presented:

Resolution 2020-06-08: ***That the Board of Governors accepts the recommendation of the Audit & Finance Committee to appoint KPMG as auditors for the 2019-20 year-end.***

*Moved by Stephen Tedesco; seconded by Kathy Wilcox.
Carried.*

12. Board Representatives on Other Committees/Bodies

- Nipissing University Student Union

The President of the Student Union thanked Dr. DeGagné for his mentorship throughout the years, and she congratulated the graduating class of 2020. She also spoke to the NUSU statement on Black Lives Matter and the group's intention to voice concerns regarding a lack of resources in Canada.

- Academic Senate

Stuart Kidd, one of the Board representatives on Senate, spoke to the extensive work going on behind the scenes to prepare for the fall term and noted his gratitude for the level of dedication being put forward.

13. Other Business

The Chair of the University Governance Committee highlighted the importance of the Board survey and encouraged members to complete it. In response to a request that surveys be submitted directly to the Chair instead of to the University Secretary, the Committee Chair reiterated that those members who are not comfortable expressing their views through the survey are welcome to speak directly with her.

14. Adjournment

The next meeting of the Audit & Finance Committee is scheduled for September 14, 2020.

The next meeting of the Board is scheduled for September 17, 2020.

The next full committee day is scheduled for October 19, 2020.

Resolution 2020-06-09: ***That the Open Session of the Board of Governors' regular meeting now adjourn.***

*Moved by Stephen Tedesco; seconded by Marianne Berube.
Carried.*

Open session adjourned at 8:08 p.m.

President & Vice-Chancellor/Secretary of the Board

Board Chair

President's Update

Sampling of Activities and Events: April 9, 2020 – June 4, 2020

Campus

- Virtual Convocation: calls with Honorary Doctorates (Scott Russell, Penny McIntyre, Dennis Chippa, Joan McLeod)

Community

- Graduation Message for KISS 100.5

Meetings

- Regional Universities Canada Meeting (McConnell)
- Meeting of the Minds – Royal Society
- FRAYME Board of Directors Meeting
- OUA Board Meetings
- Senate

Government

- COU Executive Heads Calls
- COU Presidential Search Committee
- Strategy and Planning Working Group (COU)
- Virtual Presidents Roundtable on the Value of Community Engagement
- Universities Canada Governance Meeting

Collaboration

- Northern Universities Collaboration meeting

Board of Governors Sexual Violence Report, 2020

As outlined in the Nipissing University Sexual Violence Prevention, Support, and Response Policy approved by the Board of Governors on December 13, 2016, the Board of Governors will receive and review an annual report on sexual violence from Student Development and Services.

The policy outlines the following four areas of reporting to be included in the annual report:

a) The number of times supports, services and accommodations relating to sexual violence have been requested by students.

Information and statistics regarding the calculation within this category was collected from the Sexual Violence Prevention and Education Coordinator, Student Counseling Services and Residence Life. It is important to note that due to the nature of response for incidents of sexual violence combined with the need for confidentiality, it is possible that the number of times support services and accommodations are requested may represent multiple support requests from a single student.

Throughout the year, the university provided 93 supports in-person to individuals. In addition to the in-person visits, the service providers also provided support through the phone (i.e., 3 phone calls) as well as through electronic mail (364 emails) with an additional 51 referrals to various service providers provided through various forms of interaction. A total of 12 students requested interim measures / accommodations be put in place.

Due to COVID-19, Nipissing University employees began working from home on March 18th, 2020 and providing students with adjusted supports. During this time, in person meetings were substituted with video calls (4) and phone calls (3).

b) Information about the types of supports, service and accommodations requested.

Students who experienced sexual violence had diverse and complex needs. The majority of students seeking support requested safety planning, as well as service navigation for campus, and/or community supports. A number of students requested information about filing an investigative report either through Nipissing University's Sexual Violence Prevention, Support and Response Policy, Nipissing University's Athletics Disciplinary Policy, Residence Life Community Living Standards and police reporting process.



Accommodation requests ranged from the issuance of no contact orders, writs of trespass, the use of space on campus, as well as information about housing, finances, and academic considerations and accompaniments.

c) Education and prevention programming that has been implemented to promote the awareness of both supports and services that are available to students.

The Sexual Violence Prevention and Education Outreach Team facilitated 13 sexual violence prevention and education workshops that were open to the entire Nipissing University community during the 2019/2020 academic year. These included Consent+ (4 workshops), Gender 101 (4 workshops), as well as Bringing In The Bystander (5 workshops). These workshops included specific requests from faculty, the Office of Indigenous Initiatives, Residence Life, NUSU, International Initiatives, and Student Accessibility Services.

The Sexual Violence Prevention and Education Outreach Team (previously known as the Consent Crew) attended various events throughout FROSH Week and the entire academic year. The events ran by the Sexual Violence Prevention Outreach Team were predominantly created through collaborations with various university departments such as the Athletics department, NUSU, Residence Life, Office of Indigenous Initiatives and The Equity Centre.

The Outreach Team created and ran Consent: It's Not Just About Sex week. This week consisted of information tables, events and workshops surrounding consent. Each day had a different focus to bring awareness of sexual violence in various aspects of life such as plutonic relationships and ally-ship opportunities. Consent: It's Not Just About Sex week was ran in collaboration with NUSU and The Equity Centre.

In conjunction with the Office of Indigenous Initiatives and NUSU, the Outreach Team organized the Day of Remembrance and Action for Violence Against Women. Additionally, the Outreach Team collaborated with NUSU to run a movie night, and a Zumba Night with The Studio at The Summit. With contributions from The Equity Centre, these groups also ran Sexy Bingo and Sexy Trivia. The Outreach Team also connected with the Athletics department to run an outreach table at a hockey game.

In addition to the events organized in conjunction with Nipissing University departments, the Outreach Team connected with various partners in the North Bay community to host other educational events. These included a Self Defense Class hosted by Grounded Studios, and an HIV 101 presentation hosted by the Aids Committee of North Bay and Area.

In order to provide students with a new engaging and informational workshop, the Outreach Team connected with Venus Envy, a company based in Ottawa. With faculty support, Venus Envy hosted two workshops to add onto International Women's Week. These workshops were called "Going Down on Everyone" and "Dirty Talk".

d) The number of incidents and formal reports of sexual violence made to Campus Security and Student Development and Services.

Two formal reports were filed under the Sexual Violence Prevention, Support, and Response Policy. Both formal reports were adjudicated by the Sexual Violence Response Committee as per the process outlined in the Policy, and the committee determined that both of the formal reports met the jurisdictional requirements of the University's Sexual Violence Prevention, Support, and Response Policy. As the formal reports met the jurisdictional requirements, the formal investigation process and formal report are ongoing and lead by an external investigator.

NIPISSING

U N I V E R S I T Y

Sexual Violence Task Force Report

June 2020

Sexual Violence Task Force Report

June 2020

Prepared for:

Nipissing University Board of Governors
Forwarded to Ministry of Colleges and Universities

Prepared by:

Assistant Vice-President Students Dr. Casey Phillips

With Contributions from:

Secretary to the Assistant Vice-President Students Kristen Brugma
Sexual Violence Prevention and Education Coordinator Katie Sills
Sexual Violence Prevention and Education Coordinator Meghan Walker

On Behalf of:

The Nipissing University Sexual Violence Task Force

Membership:

Kristen Brugma, Secretary to the Assistant Vice-President Students, Student Development and Services

Elisa Butoyi, Residence Council Executive (Student)

Vito Castiglione, Athletics Director

Charlotte Foster, Vice President Advocacy and Awareness, Nipissing University Student Union (student)

Aidan Haghgoo, Executive Director, The Equity Centre

Courtney Hughes, Education Abroad Coordinator, International Initiatives

Megan Lott, Residence Don (Student)

Tanya Lukin-Linklater, Indigineous Initiatives Director

Hannah Mackie, President, Nipissing University Student Union (student)

Jess Mollica, Campaigns/Outreach Coordinator, The Equity Centre

Samantha Moore, Residence Don (Student)

Dr. Casey Phillips, Assistant Vice President Students, Student Development and Services

Carly Renaud (Student)

Stephanie Vennard, Supervisor, Residence Student Conduct

Mykaela Volpe, Student Athlete - Women's Soccer (Student)

Dr. Leslie Thielen-Wilson, Assistant Professor, Faculty of Arts and Science/Gender Equality and Social Justice

Meghan Walker, Sexual Violence Prevention and Education Coordinator, Student Development and Services

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Acknowledgements

This report was made possible due to the staff, faculty and students who are passionate about the prevention of sexual and gender based violence. We would like to thank all members who sat on the Sexual Violence Task Force (SVTF) and guided the creation of this report through thorough policy, education and facility recommendations.

It is also important to note that many student voices were heard during the Student Voices on Sexual Violence survey, which helped form and lead the discussion during the SVTF meetings. These voices were heard, understood and appreciated. The consultations and involvement of students in this process has provided a strong foundation for this report.

Introduction

Occurrences of sexual and gender based violence are present across all university campuses. In an attempt to proactively decrease the rates of sexual and gender based violence on the campus of Nipissing University, the Sexual Violence Task Force (SVTF) was created. This ongoing task force began in the 2019/2020 academic year and came together with a common goal: making the Nipissing University campus a more inclusive space for all students by reducing occurrences of sexual and gender based violence through adjusting resources and supports available for survivors.

The SVTF used information provided in the Student Voices on Sexual Violence survey to lead the conversations in the meetings. Nipissing University invited 3,364 students to participate in the survey, which led to 1,213 Nipissing University students completing the survey. This participation level reflects a 36.1% response rate and is 9.6% higher than the sector average. Nipissing University had the highest percentage of student engagement within the university sector. The high level of engagement with this survey represents the passion Nipissing University students have for the topic of sexual and gender based violence. The SVTF members emulated this passion while creating recommendations for the campus community.

The SVTF is a combination of staff, faculty and students who volunteered their time and represent different areas of the institution. These members each hold diverse experiences, backgrounds and abilities. It is hoped that together the SVTF members use their unique perspectives to create a safe and inclusive environment. Our student members hold a variety of positions in the university including residence life staff and volunteers, student athletes, members of the Office of Indigenous Initiatives, The Equity Centre volunteers, and Nipissing University Student Union (NUSU) student staff. With the wide variety of lenses being used by SVTF members to view sexual and gender based violence, it is hoped to achieve a well rounded list of recommendations. It is the hope that using this variety of lenses will aid in maintaining an intersectional approach within the SVTF meetings, and throughout the recommendation process.

The goals of the SVTF are to connect various university departments and groups to discuss the best approaches to reducing occurrences of sexual and gender based violence on campus. Connecting a wide variety of Nipissing University community members will assist in creating recommendations stemming from multiple viewpoints. SVTF members were asked to review the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students in order to evolve the policy into a more straight forward, clear, and inclusive document.

The Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students was recently updated in the summer of 2019. During this process, the Sexual Violence Prevention and Education Coordinator worked with a range of student, staff and faculty members to update and enhance the current policy. This policy is accessible to everyone and can be found on the official Nipissing University website.

This report contains the final recommendations of the SVTF. These recommendations were brought forward and compiled by university staff members to allow a seamless transition into discussing the provided recommendations. It is presumed that the recommendations will be considered when changes are made on campus to better the safety of our institution. The funding requirements vary depending on the specific recommendation. While some require a larger amount of additional funding, others require minimal to no funding. In consideration to the funding and resources available, Nipissing University will be actively working towards accomplishing the recommendations set forth by the SVTF. The implementation of the recommendations will be reviewed in future SVTF meetings to ensure the scope and purpose of the recommendation has been properly utilized.

Executive Summary

The Sexual Violence Task Force (SVTF) was created in the 2019/2020 academic year with the goals of acknowledging and preventing sexual and gender based violence both on campus, and among all Nipissing University students in the North Bay community. The SVTF focused on the information provided through the Student Voices on Sexual Violence Survey which was administered in 2018. The SVTF aimed to maintain the example set by Nipissing University to function in an open and transparent way in regards to distributing the results from the Student Voices on Sexual Violence Survey. When applicable, Nipissing University has updated both campus and general community members with information regarding our work in the field of sexual and gender based violence. The consistent transparency of the university in regards to this sensitive matter has created an open and honest model for the SVTF.

The SVTF aimed to create strategic recommendations to promote a more inclusive space on campus and reduce the occurrences of sexual and gender based violence for Nipissing University students. The SVTF first gathered to discuss the goals of this task force and create a realistic plan in working towards these goals. The SVTF members were provided the following information to review, to allow informed, proactive, and engaged conversations:

- 1) Nipissing University Board of Governors Sexual Violence Reports. (2018)
- 2) Nipissing University Board of Governors Sexual Violence Reports. (2019)
- 3) Summary Report of the Student Voices on Sexual Violence Survey.
- 4) Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students.
- 5) A template to provide recommendations.

To begin, the SVTF held an introductory meeting to introduce the SVTF members to one another. The SVTF members then used the above mentioned resources paired with their knowledge of campus to bring recommendations forward for discussion. In February 2020, these recommendations were given to Assistant Vice-President Students, Dr. Casey Phillips, where he worked diligently to sort them into overarching categories. Once the recommendations were appropriately sorted, they were returned to the SVTF for review before the next meeting was held. The recommendations were reviewed by the SVTF in the beginning of March. These recommendations highlighted both strengths in our campus, and areas the institution should primarily focus on. The SVTF members put forth a multitude of recommendations for review. While many of these recommendations were unique, others were recurrent and highlighted specific campus safety issues. The recommendations also provided insight to promotional issues on pre-existing services, as the SVTF members were unaware of certain services while creating recommendations.

Recommendation Category Summary

As mentioned earlier, the recommendations brought forward by the SVTF were sorted into categories. Sorting the recommendations allows for the SVTF to further understand where our institution should focus our resources to create a more inclusive space for students. To best understand each recommendation, they were all brought forward with the following information:

1. Short Title of Recommendation
2. Details of Recommendation
3. Rationale for Recommendation
4. Target Audience of Recommendation

Based on the information provided for each recommendation, most recommendations could be coded into three distinct categories. The categories we used are:

1. Policy
2. Education
3. Facilities

1. Policy

The first category encompassed recommendations related to institutional documentations, the sexual violence portion of the Nipissing University website, and the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students. While some recommendations outlined specific sections to be changed, others focused on an idea to be added into the policy, documents, or web section. These recommendations are each viewed with equal importance and the list below does not denote an order of prioritization. A summary of the proposed recommendations are as follows:

- 1.1 Expand policy definitions.
- 1.2 Promote reporting process.
- 1.3 Non-student respondent process.
- 1.4 Anonymous reporting.
- 1.5 Enhance name change process.
- 1.6 Non-binary pronouns on documentation.
- 1.7 Review Sexual Violence section of website.
- 1.8 Creation of a restorative justice process.
- 1.9 Continue the work of the SVTF.

For clarity, these brief recommendations have been further expanded. In order to expand on these thoughts and ideas, there were cases where multiple recommendations brought forth by the SVTF were combined. Recommendations were only combined when there was an overlap of language or rationale used. The recommendations and explanations for the policy category are as follows:

1.1 Expand policy definitions.

Section 5b of the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students outlines terms such as “marginalized communities”, “mixed signals”, “student”, “employee” and “student employee”. It is believed that these provided definitions should be further explained to ensure they are clear to the reader. A term which should be added to the aforementioned policy is “power imbalances”. In order for students to better recognize when a situation falls within the policy, it is important to further define terms already existing in the policy, and add other terms related to sexual and gender based violence.

Recommendation: Further expand definitions and terms in the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students.

1.2 Promote reporting process.

It is recommended that the reporting process for students be more highly promoted towards students, faculty and staff members. Creating an infographic on the reporting process, and adding an online intake form to the Consent Belongs Here section of the Nipissing University website would help work towards completing this recommendation. Once the process has been adapted into a clear manner, it should be promoted throughout campus to better inform students. Informing students of the process will allow survivors of sexual and gender based violence to make any reporting decisions most appropriate to their specific situation. Promoting the reporting process in ways which are accessible and easily understood is an important component to students understanding the process. As per question 15 of the Student Voices on Sexual Violence survey results, students are confident in the institutional ability to be supportive when disclosing an occurrence of sexual or gender based violence. Furthering student understanding of the reporting procedures will aid in reinforcing the safety and security students feel when coming forward.

Recommendation: Develop plan to promote the Nipissing University reporting process for students.

1.3 Non-student respondent process.

Create a process within the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students surrounding cases of sexual and gender based violence that occur on campus when the respondent is not a student currently enrolled at Nipissing University. This could occur when the complainant is a student, however the respondent may be a student from another institution, a person not

related to the Nipissing University community, a staff member, or a faculty member. Creating a process will better equip the institution in the event that this situation were to arise, and help advise students as to how the university would act if complaints of this nature were brought forward.

Recommendation: Develop and promote a process in which a formal complaint involves a non-student respondent.

1.4 Explore the possibility of anonymous reporting or tracking.

It is recommended that the university explore the possibility of anonymous reporting or tracking throughout the formal reporting process. Currently, during the reporting process outlined by the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students, complainants do not have the opportunity to remain anonymous to neither the respondent nor the Sexual Violence Response Committee (SVRC). Updating the policy to include these options could increase the privacy and security of the complainant by respecting their anonymity. In cases where the respondent does not know the name of the complainant, remaining anonymous could protect the survivor from further trauma.

Recommendation: Explore the possibility of creating a process for anonymous reporting or tracking or incidences of sexual violence.

1.5 Enhancement of name change process.

Creating a formal name change process and advertising said process to students will aid in mitigating issues for students requiring an official name change on university documentation. A variety of university documentations are created based solely on the provided legal name at the time of registration, and for many reasons students might change their names throughout their time at the institution. As the current name change process is unclear, students may still have their previous or deadname(s) listed on official documents.

Recommendation: Work with the Registrar's Office, and all campus stakeholders on enhancing the process for name change and further implementation across the institution.

1.6 Non-binary pronouns on documentation.

It is the recommendation of the SVTF that the university works towards including non-binary gender pronouns on institutional documentation. A variety of pronoun options should be made available on all institutional documentation where pronouns are requested. Currently, there are still documents which contain only binary options, which is an exclusive practice for many members of the 2SLGBTQ+ community. Adding a variety of non-binary pronoun options will help create the safe and inclusive environment Nipissing University strives for.

Recommendation: Work with all departments on campus to include non-binary gender pronouns on documentation.

1.7 Review Sexual Violence section of website.

The previous sexual violence prevention campaign was titled "NUPerspective", which was later replaced with the "Consent Belongs Here" campaign. The Nipissing University website has not been fully updated to include the change in campaigns, which could lead to some confusion for students. Replacement of all "NUPerspective" wording with "Consent Belongs Here" will provide a clear image to students on what campaign the sexual violence prevention and outreach team is using. In regards to adding content to the website, an intake form for student survivors of sexual violence could be made available. The online form would allow students to book meetings with the SVPEC more conveniently. Additionally, updating the Nipissing University website to allow the Consent Belongs Here section to be more easily accessible would help spread awareness of the initiatives and supports on campus.

Recommendation: Review all website and policy documents to ensure updated links and contact information is available, and increase visibility of sexual violence information on Nipissing University's website.

1.8 Restorative justice process.

Providing students with the choice of utilizing a restorative justice approach to the occurrence of sexual and gender based violence will encourage healing. Providing the option of a restorative justice process would allow the survivor to make the most appropriate choice based on current circumstances, and strengthen the healing process while avoiding retraumatization. It is also believed that the reporting

process would benefit from providing a separate indigenous based restorative justice approach to promote optimal healing among our students who identify as indigenous.

Recommendation: Research, develop and implement a restorative justice process option within the Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students.

1.9 Continue the work of the SVTF.

Nipissing University's Sexual Violence Task Force has been highly beneficial for the institution. With the diverse membership which represents various areas of the university, the SVTF has been able to provide helpful recommendations on how to maintain an inclusive space for students on campus. To ensure this work continues, it is imperative that the SVTF is an ongoing part of Nipissing University. The SVTF will examine the work being done to implement the current recommendations, and will strive to create a more inclusive environment with future recommendations. The SVTF will remain open to all Nipissing University students, staff and faculty members and is expected to evolve as membership changes.

Recommendation: The formation of a standing committee on sexual violence which will meet regularly throughout the year. Membership to include representation from across the institution including a focus on student voices.

2. Education

The education category encompasses recommendation pertaining to the implementation or enhancement of educational initiatives on campus. This category contains recommendations towards providing new information to students as well as upgrading current information being provided to students. Through these recommendations, we can also acknowledge where our current educational practices can be promoted to reach further in the school community. A summary of the proposed educational initiatives are as follows:

- 2.1 Online safety education.
- 2.1 Support for family and friends.
- 2.3 Promote NU Safe Application.
- 2.4 Promote Campus Safety Walk Program.
- 2.5 Faculty involvement and education.
- 2.6 Poster and campaign awareness.
- 2.7 Work with community partners.
- 2.8 Safe partying and liquor operation services.
- 2.9 Review educational programming.
- 2.10 Faculty support with inclusive spaces.
- 2.11 Education programming during orientations.

For clarity, these brief titles have been further expanded. In order to expand on these thoughts and ideas, there were cases where multiple recommendations brought forth by the SVTF were combined. Recommendations were only combined when there was an overlap of language or rationale used. The recommendations and explanations are as follows:

2.1 Online safety education.

As social media is a large component of student life, it is important to remain safe while using these platforms. Encouraging students to retain high privacy settings can help avoid situations such as online harassment and stalking. In addition to social media presence, care should be taken with all aspects of the internet. Internet and social media security will allow students, staff and faculty members to be in control of who accesses their personal information. Certain information such as addresses and contact information being easily accessible can lead to potentially dangerous situations such as stalking or harassment. Education on concealing personal information from public internet platforms can be done via informative emails or posters around campus.

Recommendation: Develop a plan to educate students on the importance of exercising safety on social media platforms.

2.2 Support for family and friends.

Currently, the Nipissing University website has a section labeled "Giving Help and Support" under the "Resources for Supporters" section. While the SVPEC provides direct support to student survivors of sexual violence in a professional aspect, it is important for friends and family members to have the resources available to support students on a more personal level. Unfortunately, this information can be difficult to find unless you know which keywords to search for. Improving the current website pathway to provide information in a more accessible manner would aid supporters in quickly accessing the resources. Alternatively, placing the link to this information in a more high traffic section of the Consent Belongs Here area of the website could also improve access potential. Especially during time sensitive and stressful situations, it is important to have a clear pathway to the information friend and family supporters are searching for in order to best support the student survivor of sexual violence.

Recommendation: Develop a plan for the promotion and expansion of support information for family and friends.

2.3 Promote NU Safe Application

Nipissing University has created a safety application for students to download on their smartphone. This application has a myriad of supports and services available including a mobile blue light system, a friend walk system, and support resources. The blue light system provides students with a quick and effective way of contacting emergency services when needed, while the friend walk system allows for

students to send their location to another person to track their journey. This application is new as of the fall semester of 2019, and has not been heavily promoted to students. Promoting this application will allow students to learn about the resources and services available. Additionally, promoting the application more can lead to a higher use, which in turn would aid students in feeling safer on campus. As this is a relatively new application, there is still room to expand and grow by adding more features to ensure students have an optimal amount of information available at their discretion.

Recommendation: Develop a marketing plan to further promote the NU Safe Application.

2.4 Promote Campus Safety Walk Program.

In cooperation with Canadore College, Nipissing University offers a Campus Safety Walk program to all students. Currently, this service is available from Monday-Friday, 6pm-10pm. To use this service, students are requested to call a phone or approach the table set up in the education centre. The contact information for the Campus Safety Walk program should be more heavily advertised, and students should be told about the program early in their time at these institutions. Ensuring students are aware of their safety options could assist students in feeling more secure while walking on campus after traditional work hours (Monday-Friday, 8:30am-4:30pm).

Recommendation: Develop a plan to further promote the Campus Safety Walk Program.

2.5 Faculty involvement and education.

As leaders in the Nipissing University community, students respect faculty members. With a high level of trust, students may be inclined to disclose occurrences of sexual and gender based violence to faculty members, which accentuates the importance of faculty members having proper disclosure training. Additionally, providing students with a message on the resources available for sexual and gender based violence during the beginning of each semester will lead to students using proper supports within the institution when necessary. A mandatory statement in each class will ensure a uniform, accurate and updated message is provided to all students.

Recommendation: Create a mandatory statement on sexual and gender based violence supports for faculty to include in syllabus, and create mandatory sexual and gender based violence training for all faculty members.

2.6 Poster and campaign awareness.

Nipissing University has a variety of general notice boards within the education centre where students, staff and faculty members are able to place advertisements. Utilizing these boards for sexual and gender based violence awareness campaigns will provide students with useful information in a more discrete manner. While section 14b of the Student Voices on Sexual Violence survey results shows a strong understanding of consent for many Nipissing University community members, more work can be done to expand this understanding to all community members. Additionally, the Nipissing University Student Union is currently in the process of building a new student centre which will contain a campus pub for students. Once the pub is created, sexual and gender based violence awareness campaign posters should be advertised in high traffic areas such as bathrooms and entranceways. In addition to utilizing the new campus pub, it is important to find other areas of the institution to increase visibility of posters and campaigns on campus such as other high traffic areas. Educating students on common aspects of sexual violence will aid in the recognition of sexual and gender based violence, while providing more information on how to connect with the Sexual Violence Prevention and Education Coordinator will provide the means for survivor support.

Recommendation: Develop a plan for the promotion and expansion of poster awareness campaigns on campus.

2.7 Work with community partners.

Nipissing University is thankful to provide post-secondary education to many students from the North Bay and surrounding area. With this in mind, utilizing our institutional resources to increase the understanding of sexual violence, gender based violence and bystander intervention to local community partners will positively benefit our current students. Working with community partners and using Nipissing University resources to develop community based initiatives will aid with increasing the overall understanding of sexual violence, gender based violence, consent, and bystander intervention in the areas where our students are interacting most. As shown in the results of questions 56 and 58 of the Student Voices on Sexual Violence survey, Nipissing University students show a high understanding of prosocial bystander intervention due to the current programs and resources being used. Spreading the current resources to the broader community will aid in increasing knowledge on prosocial bystander intervention for all.

Recommendation: Work with community partners on the development of community based initiatives.

2.8 Safe partying and liquor operation services.

As the new student centre is currently being built by the Nipissing University Student Union, we find ourselves with the unique possibility of implementing safe partying initiatives immediately when the campus pub opens. Promoting the safe consumption of alcohol and spreading awareness of consent will set a precedent for the remainder of the time the campus pub is open. In addition, this method can be used to further promote all services available through the SVPEC such as educational workshops and events.

Recommendation: Creation of safe partying and liquor operation services across all campus alcohol service locations (in conjunction with NUSU).

2.9 Review educational programming.

Reviewing, enhancing, and upgrading the information being taught in our educational workshops on a regular basis will ensure students are receiving accurate and useful information. Adjusting these workshops in a pragmatic manner will allow them to become more available to student leaders who often face time conflicts with workshop times. Updating, shortening, and combining workshops can help develop a practice of all student leaders being required to attend a sexual violence workshop in order to maintain their leadership role. Additionally, reviewing our current sexual and gender based violence education curriculums will allow us to expand on the areas we have overlooked, and can work towards new educational pieces to mitigate this knowledge gap. Creating an assessment to analyze the current educational pieces being offered will help determine target audiences we should focus resources on.

Recommendation: Review current sexual and gender based violence educational programming and create new programs for target audiences.

2.10 Faculty Support with Inclusive Spaces.

As mentioned in recommendation 2.5, students often create a trusting and professional relationship with staff, faculty, and student leaders. Providing these community leaders with the knowledge and training on ensuring their areas of work are viewed as an inclusive space can be highly beneficial to all students requiring support. Expanding current educational workshops to include access for faculty members can lead to better experiences for students disclosing occurrence(s) of sexual and gender based violence. From question 49 of the Student Voices on Sexual Violence survey, students reported university services and personnel being helpful during disclosures of sexual or gender based violence. However, supports can always be improved with the use of consistent training to faculty members. Additionally, providing further education to university community leaders on sexual and gender based violence will enable them to recognize when trigger warnings are required during classes or presentations. This can also prompt leaders to provide students with proper resources when disclosures occur.

Recommendation: Explore opportunities to help faculty members create a safer space for students.

2.11 Education programming during orientations.

When new students begin to attend our institution, they are provided with a multitude of orientation experiences. These experiences range from Frosh week, Residence Orientation Weekend, International Orientation, Athletic Orientation, and many other available onboarding activities. Currently, we have Sexual Violence Prevention Outreach Student Assistants (previously known as the Consent Crew) who aid in connecting with incoming students and student leadering at the beginning of the academic year. In addition to introducing the student assistants, these sessions provide more visibility for the SVPEC and provide a time to explain the role to the student body. During these welcome sessions, there are a variety of ways consent and bystander intervention education is worked into the schedule. To further promote education on sexual and gender based violence, this information should be reviewed and updated on a regular basis. Enhancing the messaging surrounding resources available on campus during orientations will provide incoming students with a strong base knowledge of the supports available on campus. Additionally, a stronger mention of sexual and gender based violence and the supports available can be added to the current residence pre-arrival modules, which are mandatory for all students living in our residence buildings.

Recommendation: Review current education programming during orientation activities and options for expansion.

3. Facilities

This section consists of recommendations involving the physical infrastructure of campus. These recommendations highlight areas on campus which should be prioritized in receiving safety measures. A summary of the proposed initiatives for our facilities are as follows:

- 3.1 Review lighting and emergency phones.
- 3.2 Gender neutral washroom/change room policy.
- 3.3 Supporting safer spaces on campus.
- 3.4 Sanitary napkin dispensers/disposals.

For clarity, these brief titles have been further expanded. In order to expand on these thoughts and ideas, there were cases where multiple recommendations brought forth by the SVTF were combined. Recommendations were only combined when there was an overlap of language or rationale used. The recommendations and explanations are as follows:

3.1 Review lighting and emergency phones.

A semi-annual review should be completed to ensure all walking pathways and parking lots are well lit for students who are on campus after dark. Performing an audit of lighting on campus will aid the institution in knowing where resources should be focused on improving visibility after dark. In addition to an audit of lighting for all pathways and parking lots, an audit should be completed to increase access to emergency phones on campus. It is the hope of our institution that the creation and use of the Nipissing Safe application will help mitigate the need for additional emergency phones, as students will have a more accessible means of acquiring help in emergent situations. However, emergency phones on campus property should not be decommissioned to maintain the safety of students who do not utilize the application.

Recommendation: In conjunction with the facilities department, conduct a semi-annual review and audit of lighting and emergency phones on campus.

3.2 Gender neutral washroom/change room policy.

Nipissing University has continuously worked towards creating and maintaining an inclusive and safe environment for all students. It is recommended that a policy be created to ensure mandatory inclusion of gender neutral facilities in any new building or planned renovation. Currently, we have signs posted outside of each bathroom and change room on campus identifying them to be gender inclusive bathrooms and change rooms. With these signs, the hope is to create a space where gender non-conforming, non-binary students or transitioning students feel more welcome to use the bathroom or change room they feel the most comfortable and safe in. Unfortunately, these signs are posted outside of facilities which were built under a binary gender viewpoint. Creating a policy surrounding these gender neutral bathrooms and change rooms will increase the sense of security for all students using these facilities. Additionally, the Nipissing University Student Union has shown their commitment to inclusivity by building a completely separate gender neutral bathroom in the new student centre.

Recommendation: Research and develop policy for washroom/change room facilities on campus.

3.3 Supporting safer spaces on campus.

Our education centre has become home to many students who spend a substantial amount of time on campus. Currently on campus, we are pleased to have The Equity Centre (TEC). TEC is a student run campus safer-space on campus that acts as an inclusive space for all students. They aim to organize and run events that will bring attention to equity issues which have the potential of impacting Nipissing University Students. Ongoing space audits and special considerations should be set in place to work towards the expansion and creation of new safer and more inclusive spaces for students on campus.

Recommendation: In conjunction with the facilities department, explore options for the creations of/expansion of safer spaces for students on campus.

3.4 Sanitary napkin dispensers/disposals.

In addition to enabling all students to feel safe and comfortable using the gender neutral bathrooms on campus, providing all students with the means to have a normal bathroom experience is important. Providing sanitary napkin dispensers/disposals in all washroom facilities will help all students feel welcome and comfortable in their chosen washroom facility.

Recommendation: Work with facilities on the provision of sanitary napkin dispensers/disposal in all washroom facilities.

Campus Supports

With this report we have included a thorough list of recommendations we have received from a variety of staff members, faculty members, and students. While these recommendations focus on the areas of improvement, it is important to note the support services and resources currently available on campus.

Sexual Violence Prevention and Education Coordinator (SVPEC):

The SVPEC at Nipissing University can help students navigate services on and off campus, plan informative events, and provides support for student survivors of sexual violence. Additionally, the SVPEC runs educational workshops on important topics such as gender, bystander intervention and consent.

Office: B201-V

Phone Number: (705) 474-3450 ext. 4075

Email: Svsupport@nipissingu.ca

Instagram: [@consentbelongshere](https://www.instagram.com/consentbelongshere)

Student Intervention Services:

A Student Intervention Specialist (SIS) takes a leadership role in building the University's capacity to identify and support students who may be experiencing complex mental health concerns. The specialist serves as a resource and a role model in strengthening the capacity of all University employees to respond quickly and effectively to students who may be displaying disruptive behaviour or are experiencing mental health concerns.

The specialist develops, implements and oversees a series of initiatives designed to enhance resources for faculty, staff and students regarding mental health. This includes knowledge sharing of current research, relevant strategies and best practices. The specialist develops and presents educational events including workshops and presentations on topics related to mental health.

Office: B210-T

Phone Number: (705) 474-3450 ext. 4605

Email: sis@nipissingu.ca

Student Learning and Transitions (SLT):

SLT enhances the student experience through learning and development opportunities that support students' academic and personal success from orientation to graduation. These services may be provided through one-on-one consultations, group workshops or tutorials, peer-to-peer support and tutoring, or referral services. SLT's transition programs seek to ease the multiple transitions that occur throughout a student's post-secondary experience, including those who have entered through non-traditional pathways, and include facilitated programs, campus activities, and events that promote academic and social integration into the Nipissing University Lakers' community.

Office: B209

Phone Number: (705) 474-3450 ext. 4459

Email: slt@nipissingu.ca

Student Counselling Services:

Student Counselling Services supports students in achieving positive mental and emotional wellness. We provide a variety of short term individual and group therapy options designed to be effective, evidence-based, and professional. We endeavor to do all we can to help students succeed in their academic and personal lives

Office: B210

Phone Number: (705) 474-3450 ext. 4507

Email: counselling@nipissingu.ca

Student Accessibility Services:

Student Accessibility Services assists full-time and part-time students with permanent or temporary disabilities. We prepare individualized academic accommodations and supports based on the specific information provided in an eligible student's disability-related documentation. Student Accessibility Services staff would be pleased to discuss programs and support services available to make your university education a productive and rewarding experience.

Office: B210

Phone Number: (705) 474-3450 ext. 4362

Email: sas@nipissingu.ca

The Equity Centre (TEC):

TEC is a student run group available to support students who identify as members of a marginalized community.

Office: A242-A

Email: Equitycentrenu@nipissingu.ca

Instagram: @equitycentrenu

Academic Advising:

Undergraduate students who wish to plan their programs or who need advice on any academic matter should consult an Academic Advisor. This may include, but is not limited to: planning for degree programs, choosing courses, and clarifying academic procedures or regulations. The Academic Advising Office also determines students' Second and Dual Degree Requirements and considers students' Overload and Letter of Permission Requests.

Office: A207

Phone Number: (705) 474-3450 ext. 4358

Email: advising@nipissingu.ca

Nipissing University Student Union

The Nipissing University Student Union (NUSU), Local 20 of the Canadian Federation of Students, is a body comprised of all Nipissing University students, representing approximately 5000 members at the main campus in North Bay, and long-distance students. Collectively, students have a much stronger voice, and NUSU is the embodiment of this voice. Members should expect accurate representation, social advocacy, diverse programming, and a number of services on behalf of the students from their Student Union.

Office: F205

Phone Number: (705) 474-3450 ext. 4801

Email: info@nusu.com

Residence Life

The broad mission of residence life is to build a sense of community within our residence system, which facilitates the personal growth, and academic development of students. Consequently, the environment and programs in the residence focus on helping students deal with this transition as well as generally facilitating the development of students outside of the classroom.

- Residence Admissions
Phone Number: (705) 474-3450 ext. 4855
Email: residence@nipissingu.ca
- Chancellors House Residence Front Desk Services
Phone Number: (705) 474-3450 ext. 4805
- Founders House Residence Front Desk Services
Phone Number: (705) 474-3450 ext. 4890
- Governors House Residence Front Desk Services
Phone Number: (705) 474-3450 ext. 4825
- Townhouse Residence Complex Front Desk Services
Phone Number: (705) 474-3450 ext. 4895

Community Supports

Amelia Rising Sexual Violence Support Centre

Amelia Rising Sexual Violence Support Centre provides free, completely confidential support for people 12 years of age and older who have experienced sexual or gender-based violence.

We work from feminist, intersectional, anti-racist and anti-oppressive frameworks. A consent culture, based on equity, is essential to ending sexual and gender-based violence. Amelia Rising believes that by working together, honouring differences, leaning into our discomfort, and challenging ourselves that we will achieve our vision of a just social world.

Phone Number: (705) 840 2403

24 Hour Crisis Line: (705) 476 3355

Email: info@ameliarising.ca

Aids Committee of North Bay and Area

Their mission is to assist and support all persons infected or affected by HIV/AIDS and/or Hepatitis C and to limit the spread of the viruses through education, awareness, outreach strategies and treatment.

Phone Number: (705) 497 3560

Email: oaacnba@gmail.com

North Bay Parry Sound District Health Unit

Their mission is to foster healthy living within our communities by preventing illness, promoting healthy choices and providing trusted support and information.

Phone Number: (705) 474 1400

Moving Forward

Nipissing University is deeply grateful for the time and energy a variety of campus community members have put into helping with the creation of this report. By delving into their personal and professional backgrounds to provide insight, each contributor has been influential in their own way.

The SVTF will continue to work in an inclusive manner to utilize a variety of lenses when discussing sexual and gender based violence. As the SVTF membership changes, Nipissing University will ensure we continue to promote an inclusive environment and actively recruit members from a variety of clubs and groups on campus. The SVTF will remain open to all staff, faculty and students who wish to engage with the group.

In order to recognize the importance of preventing further occurrences of sexual or gender based violence, Nipissing University will actively work towards including these recommendations on campus. Utilizing the information brought forward by the SVTF is at the utmost importance to aim for a safe and inclusive environment for all students. While the recommendations are being implemented on campus, the SVTF will continue to meet regularly throughout the school year. This will allow for the SVTF to observe their recommendations being brought to campus, and further ensure they are being implemented in the intended manner.

For group leadership and consistency, the SVTF will remain a responsibility for the Assistant Vice-President Students, with support from the Sexual Violence Prevention and Education Coordinator(s). Updates as to the progress of recommendations will be provided as part of the annual Board of Governors report.

Appendix I: External Links

Throughout this document, there have been references to various institutional pieces related to sexual and gender based violence. Below, you will find links to these pieces.

Nipissing University Sexual Violence Prevention, Support, and Response Policy for Students:

The institutional policy related to sexual violence and prevention for students was updated in September of 2019. This document will be updated at minimum every three years. During the next revision of the policy, the recommendations brought forward by the SVTF will be considered.

The updated policy can be found at

[https://www.nipissingu.ca/sites/default/files/2019-09/Sexual Violence Prevention%2C Support and Response Policy for Students 2019.pdf](https://www.nipissingu.ca/sites/default/files/2019-09/Sexual%20Violence%20Prevention%20Support%20and%20Response%20Policy%20for%20Students%202019.pdf)

Nipissing University's Sexual Violence Prevention and Education Website Section:

Nipissing University is dedicated to working towards reducing occurrences of sexual and gender based violence on campus by providing information to all staff, faculty and students. As mentioned in Category 1: Policy (specifically section 1.7), many revisions of this website section have been recommended. While Nipissing University works towards updating the information on an ongoing basis, you will currently be able to access a variety of information on supports and educational initiatives offered on campus and within the North Bay community.

A direct link to the website section can be found at

<https://www.nipissingu.ca/departments/student-development-and-services/nu-perspective>



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NIPISSING UNIVERSITY BOARD OF GOVERNORS MEETING

OPEN SESSION

June 4, 2020

5:30 p.m. – Zoom Remote Conferencing

AGENDA

Zoom Connection for Virtual Attendance: <https://us02web.zoom.us/j/88688686991>
Password: 928692

- 1. Call to Order/Land Acknowledgement**
- 2. Declaration of Conflict of Interest**
- 3. Use of Recording and/or Broadcasting Devices**
- 4. Consent Agenda**
 - i. Adoption of the May 7, 2020, Minutes (Open Session);
 - ii. For Information Only
 - (a) Committee Reports
 1. University Governance Committee
 2. Audit & Finance Committee
 3. Plant & Property Committee
 - (b) Committee Annual Reports
 1. Executive Committee
 2. University Governance Committee
 3. Audit & Finance Committee
 4. Community Relations Committee
 5. Fundraising Committee
 6. Plant & Property Committee
 - (c) Reports from Other Committees
 1. Alumni Advisory Board

Resolution: *That the items included on the June 4, 2020, consent agenda for the Open Session of the Board of Governors meeting be adopted as circulated.*

5. Adoption of Regular Agenda

Resolution: *That the Board of Governors adopt the June 4, 2020, Open Session regular agenda as circulated.*

6. Chair's Remarks

7. Chancellor's Remarks

8. President's Remarks

9. Vice-President's Remarks

- Provost and Vice President, Academic & Research

Resolution: *That the Board of Governors accepts the recommendation of the Provost and Vice-President, Academic & Research, to appoint the following individuals, with the terms as outlined, to the Research Ethics Board:*

- **Tammie McParland**, Assistant Professor, Faculty of Education & Professional Studies (3-year term: July 2020 – June 2023, renewable) – Faculty Representative
- **Laurie Peachey**, Assistant Professor, Faculty of Education & Professional Studies (3-year term: July 2020 – June 2023, renewable) – Faculty Representative
- **Boguslaw Schreyer**, Associate Professor, Faculty of Arts and Science (3-year term: July 2020 – June 2023, renewable) – Faculty Representative
- **Christina Deroches**, Manager of Research, Canadore College (3-year term: July 2020 – June 2023, renewable) – Canadore College Representative

- Vice-President, Finance & Administration
- Assistant Vice-President, Students

10. Question Period

11. Audit and Finance Committee – Karen Barnes, Committee Chair

Resolution: *That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the Nipissing University Ancillary Fees for 2020-21 as presented.*

Resolution: *That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the Nipissing University Student Union Ancillary Fees for 2020-21 as presented.*

Resolution: *That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the 2020/21 Operating Budget, which includes a planned deficit of \$2,513,595, as presented.*

Resolution: *That the Board of Governors accepts the recommendation of the Audit & Finance Committee to approve the 2020/21 Ancillary Budget as presented.*

Resolution: *That the Board of Governors accepts the recommendation of the Audit & Finance Committee to appoint KPMG as auditors for the 2019-20 year end.*

12. Board Representatives on Other Committees/Bodies

- Nipissing University Student Union
- Academic Senate

13. Other Business

14. Adjournment

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

Time: _____

NIPISSING UNIVERSITY

BOARD OF GOVERNORS MEETING

OPEN SESSION

May 7, 2020

The Open Session of the regular Board of Governors meeting was held on Thursday, May 7, 2020, at 5:30 p.m. via Zoom Remote Conferencing.

Members Present: Tom Palangio, Board Chair
Karen Barnes
Marianne Berube
Paul Cook
Fran Couchie
Mike DeGagné
Hilary Earl
Donna Forget
Ryan Hehn
Stuart Kidd
Toivo Koivukoski
Denyse Lafrance Horning
Joanne Laplante
Ward Loveday
Hannah Mackie
Bobby Ray
Judy Smith
Stephen Tedesco
Rick Vanderlee
Kathy Wilcox

Regrets: Mitchell Crown
Karl Neubert

Invited Guests: Cheryl Sutton
Arja Vainio-Mattila
Casey Phillips
Pat Maher
Jim McAuliffe
Pavlina Radia
Carole Richardson
Cristin Christopher
Debra Iafrate
Renee Hacquard
Maggie Daniel
Christine Dowdall (University
Secretary)

Observers: Mykayla King
Shannon MacCarthy

Recording Secretary: Abby Blaszczyk (Executive Assistant, President's Office)

1. Call to Order/Land Acknowledgment

The meeting was called to order at 5:30 p.m. The Board Chair offered a traditional land acknowledgement.

2. Declaration of Conflict of Interest

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

3. Use of Recording and/or Broadcasting Devices

The Board Chair reminded everyone that only pre-approved methods of recording and/or broadcasting devices may be used during the meeting. Disseminating any information during the meeting is prohibited.

4. Adoption of Open Session Consent Agenda

The following items were included on the consent agenda:

- i. Adoption of the March 12, 2020, Minutes (Open Session);
- ii. Adoption of the April 8, 2020, Minutes (Special Meeting – Open Session);
- iii. For Information Only
 - (a) Committee Reports
 1. University Governance Committee*
 2. Audit & Finance Committee
 3. Community Relations Committee
 4. Fundraising Committee
 5. Plant & Property Committee
 - (b) Reports from Other Committees
 1. Alumni Advisory Board
 2. Nipissing University Indigenous Council on Education

*It was noted that the revised version of the General Bylaws, which were circulated with the University Governance Committee minutes, will be discussed and potentially adopted under agenda item #11.

Resolution 2020-05-01: ***That the items included on the May 7, 2020, consent agenda for the Open Session of the Board of Governors meeting be adopted as circulated.***

*Moved by Karen Barnes; seconded by Marianne Berube.
Carried.*

5. Adoption of the Regular Agenda

Resolution 2020-05-02: ***That the Board of Governors adopt the May 7, 2020, Open Session regular agenda as circulated.***

*Moved by Stuart Kidd; seconded by Fran Couchie.
Carried.*

6. Chair's Remarks

The Chair welcomed the 2020-21 Nipissing University Student Union Executive members to the Board, introducing them as returning members Hannah Mackie (President) and Shannon MacCarthy (Vice-President, Student Life), and new members Ward Loveday (Vice-President, Finance & Administration) and Mykayla King (Vice-President, Advocacy & Awareness). He also announced that Dr. Gillian McCann will be joining the Board as a faculty representative effective July 1 and Stephen Tedesco will be returning for a second term as the administrative staff representative.

7. Chancellor's Remarks

The Chancellor expressed his gratitude for being renewed as Chancellor of Nipissing University for a second term. He is anxious for things to return to normal so he can get back to work supporting and promoting the institution.

8. President's Remarks

The President provided a brief update on the University's response to the COVID-19 pandemic since the Board last met. The current work-from-home measures have been extended to May 19, 2020, and the President spoke to the ongoing discussions for course delivery for the fall term.

Dr. DeGagne also addressed the University's participation in 'Giving Tuesday Now,' a global day of unity that emphasizes opportunities to give back in ways that allow for social connection and kindness. Nipissing celebrated by highlighting the impact of the Student Emergency Fund, and the day was promoted through our social media channels. University community members were invited to donate if they were able, and as a result, we received over \$3,000 for the Student Emergency Fund and three donations to the Shelby Dickey Memorial Fund.

The President completed his remarks by presenting the Annual Tenure and Promotion report. The list of recipients for this year is as follows:

Promotion to Professor

- Dr. John Allison
- Dr. Jane Barker
- Dr. Jeff Dech
- Dr. April James
- Dr. Graydon Raymer
- Dr. Mark Wachowiak

Promotion to Associate Professor

- Dr. Geoff Hartley
- Dr. Ali Hatef
- Dr. Benjamin Kelly
- Dr. Aaron Kociolek
- Dr. Denyse Lafrance Horning
- Dr. Cindy Peltier
- Dr. Alison Schinkel-Ivy

Tenure

- Dr. Chris Greco
- Dr. Geoff Hartley
- Dr. Ali Hatef
- Dr. Benjamin Kelly
- Dr. Aaron Kociolek
- Dr. Cindy Peltier
- Dr. Alison Schinkel-Ivy

9. Vice-Presidents' Remarks

The Provost and Vice-President, Academic & Research (PVPAR) highlighted a number of items from her written report, including the completion of a recent faculty survey to establish the kinds of supports required in order to successfully transition courses to online delivery for the fall term, should that be necessary. The focus now is on providing resources to successfully maintain the 'Nipissing Experience' for students and to establish a number of sources for e-learning support.

A question was raised regarding wait-lists for some Masters programs and the reasoning for limiting enrollment. The Dean of Graduate Studies and Research spoke to the requirements and benefits of faculty thesis supervision as well as dependency on lab space availability.

The Vice-President, Finance & Administration (VPFA) provided an update on the budget process, and a provisional budget will be brought to the Audit and Finance Committee on May 25, 2020. Additionally, she noted the creation of the Operational Readiness Committee, which will identify and resolve concerns and look to best practices pertaining to campus operations during-and-following the COVID-19 pandemic.

The Assistant Vice-President, Students (AVPS) spoke to the numerous supports in place for students as we move into the spring and summer academic terms. Following the launch of the Student Emergency Fund, 330 applications were received, and the fund has so far supported 292 students in areas of need such as food insecurity, job loss, family insecurity, etc. The AVPS shared a number of thank you notes received from some of the recipients, and several Board members were moved by the messages of gratitude.

A Board member raised a question around the impact of COVID-19 on community housing. The off-campus housing office continues to be in contact with landlords within the community to discuss ways in which they can best prepare for the return of students.

10. Question Period

No questions.

11. Committee Reports

University Governance Committee

The Bylaw Review Committee, in concert with the University Secretary, completed a full review of the Board Bylaws. A question was raised regarding the proposed striking of the allowance for two additional

members on the Executive Committee. A lengthy discussion followed, with main themes including Board transparency and human resource matters such as compensation and collective bargaining. Following the discussion, the resolution was brought forward:

Resolution 2020-05-03: ***That the Board of Governors accept the recommendation of the University Governance Committee to adopt the revised General Bylaws of the Board of Governors document as circulated.***

*Moved by Judy Smith; seconded by Donna Forget.
4 opposed. 2 abstentions.
Carried.*

12. Election of Board Officers

Marianne Berube was excused at this point of the meeting. The Board Chair spoke to the recommendation of the Governance Committee and welcomed any questions or comments. Clarification on the term of a Board Chair was provided, and questions about Ms. Berube's former term with the Board were answered. The following resolution was brought forward:

Resolution 2020-05-04: ***That the Board of Governors accept the recommendation of the University Governance Committee to appoint Marianne Berube to the position of Board Chair for a one-year period effective July 1, 2020.***

*Moved by Tom Palangio; seconded by Karen Barnes.
Carried.*

Following the vote, Marianne Berube returned to the meeting.

Karen Barnes was excused at this point of the meeting. The Board Chair spoke to the recommendation of the Governance Committee and welcomed questions or comments. The following resolution was brought forward:

Resolution 2020-05-05: ***That the Board of Governors accept the recommendation of the University Governance Committee to appoint Karen Barnes to the position of Board Vice Chair for a one-year period effective July 1, 2020.***

*Moved by Tom; seconded by Joanne Laplante.
Carried.*

Following the vote, Karen Barnes returned to the meeting.

Stuart Kidd was excused at this point of the meeting. The Board Chair spoke to the recommendation of the Governance Committee and welcomed questions or comments. The following resolution was brought forward:

Resolution 2020-05-06: ***That the Board of Governors accept the recommendation of the University Governance committee to appoint Stuart Kidd to the position of Board Vice Chair Pro Tem for a one-year period, effective July 1, 2020.***

*Moved by Tom Palangio; seconded by Kathy Wilcox.
Carried.*

Following the vote, Stuart Kidd returned to the meeting.

13. Board Representatives on Other Committees/Bodies

Nipissing University Student Union

The President of the Student Union highlighted a number of ongoing activities since the 2020/21 Executive moved into their roles, including a number of introductory meetings. She also provided updates on the student food bank and the recent government announcement that allows for the Student Centre construction to resume.

Senate

A brief update was provided, and kudos were extended to the Senate Speaker, Senate Secretary and technical support for a successful first virtual meeting of Senate. During the meeting, three tenured Faculty Senators were elected to the President's Search Committee.

14. Other Business

No other business.

15. Next Meeting Dates/Adjournment

The next full Committee day is scheduled for Monday, May 25, 2020.

The final full meeting of the Board of Governors is scheduled for Thursday, June 4, 2020, beginning at 5:30 p.m.

Resolution 2020-05-07: ***That the Open Session of the Board of Governors' regular meeting now adjourn.***

*Moved by Stuart Kidd; seconded by Marianne Berube.
Carried.*

Open session adjourned at 7:07 p.m.

President & Vice-Chancellor/Secretary of the Board

Board Chair

NIPISSING UNIVERSITY BOARD OF GOVERNORS

GOVERNANCE COMMITTEE MEETING

OPEN SESSION

May 25, 2020

The Governance Committee met on Monday, May 25, 2020, at 9:00 a.m. via Zoom remote conferencing.

Members present: Marianne Berube, Committee Chair
Fran Couchie
Mike DeGagné
Ryan Hehn
Stuart Kidd
Hannah Mackie
Tom Palangio
Judy Smith
Rick Vanderlee
Mykayla King (non-voting)
Cheryl Sutton (non-voting)
Arja Vainio-Mattila (non-voting)
Christine Dowdall, University Secretary (non-voting)

Regrets: Paul Cook
Mitchell Crown

Guests: Casey Phillips, AVP Students

Recording Secretary: Abby Blaszczyk (Executive Assistant, Office of the President)

1. Opening Remarks/Call for Conflicts of Interest

The meeting was called to order at 9:01 a.m. The committee chair called for any conflicts of interest; no such declarations were made.

2. Annual Board Evaluation – Draft Survey

A draft Annual Board Evaluation survey based on the one that was used last year was circulated prior to the meeting. It was explained that after significant discussion at the committee level over the last couple of years, the evaluation was shortened considerably last year in an effort to increase the ease of completion and to improve the response rate. It was noted that even with the changes, only seven responses were received from Board members.

Several suggestions to encourage participation were brought forward, including simplifying the process further with a more open-ended survey, holding one-on-one meetings between members and the Board Chair, and seeking member feedback immediately following Board meetings.

The committee agreed the survey format needs to be altered, and the Committee Chair and the

University Secretary will work together on a simplified evaluation form that is more open-ended and less prescriptive. A draft of the evaluation will be circulated to the committee prior to going to the full Board for completion.

3. Other Business

No other business was discussed.

The meeting adjourned at 9:22 a.m.

Recording Secretary

Chair of University Governance Committee

NIPISSING UNIVERSITY BOARD OF GOVERNORS

AUDIT & FINANCE COMMITTEE MEETING

OPEN SESSION

May 25, 2020

The Audit and Finance Committee met on Monday, May 25, 2020, at 10:30 a.m. via Zoom remote conferencing.

Members Present: Karen Barnes, Committee Chair
Marianne Berube
Mike DeGagné
Hilary Earl
Ward Loveday
Karl Neubert
Tom Palangio
Stephen Tedesco
Cheryl Sutton (non-voting)
Arja Vainio-Mattila (non-voting)
Hannah Mackie (non-voting)
Christine Dowdall, University Secretary (non-voting)

Regrets: Paul Cook

Guests: Renée Hacquard, Director of Finance
Debra Iafrate, Registrar
Casey Phillips, AVP Students
Kathy Wilcox
Judy Smith
Stuart Kidd
Ryan Hehn

Recording Secretary: Abby Blaszczyk (Executive Assistant, Office of the President)

1. Welcoming Remarks/Calls for Conflicts of Interest

The meeting was called to order at 10:33 a.m. The committee chair called for any conflicts of interest; no such declarations were made.

2. Enrollment Report

The Registrar reported that Nipissing University currently has 2,009 students registered for Spring/Summer courses. This number tracks ahead of last year's number in terms of head count but is slightly behind when comparing FTE numbers. There will continue to be movement with these numbers until June 30, 2020.

The Fall/Winter term has seen a 9% decrease in applications and an approximately 20% decrease in acceptances. Due to the COVID-19 pandemic, grades are being received later than usual, and over 600

additional offers were sent out last week alone. The recruitment team is continuing to work hard to convert offers of admission into acceptances.

Several questions were addressed, including one regarding the June 1 deadline for acceptances. The Registrar explained that while June 1 is an agreed-upon date amongst Ontario universities, Nipissing has traditionally continued to allow students to accept offers as long as there is space in the program. To date, students in general are not deferring offers but rather are expressing their concerns and asking questions about what their first year will look like and if they will be actually attending campus.

3. Ancillary Fees and Ancillary Protocol

The AVP Students presented both the Nipissing University and the Nipissing University Student Union ancillary fees for 2020-21 as recommended by the Nipissing University Compulsory Ancillary Fees (NUCAF) Committee. He discussed the continuation of essential and non-essential fees for opting out, and he spoke to the proposed increases to specific fees including increases to student intervention support, counselling support and the creation of a Career Resources and Services position. The NUCAF Committee will continue to meet throughout the summer months to adjust fees as may be needed as a result of the ongoing COVID-19 pandemic. Following discussion, two motions were presented as follows:

Motion: ***That the Audit and Finance Committee recommend to the Board of Governors that the 2020/21 Nipissing University Ancillary Fees be approved as presented.***

*Moved by Karl Neubert; seconded by Tom Palangio.
Carried.*

Motion: ***That the Audit and Finance Committee recommend to the Board of Governors that the 2020/21 Nipissing University Student Union Ancillary Fees be approved as presented.***

*Moved by Marianne Berube; seconded by Karen Barnes.
Carried.*

4. 2019/20 Financials

The VPFA indicated that Nipissing is projecting a deficit that is significantly less than originally budgeted. The President expressed his thanks to the VPFA and the Finance team for their extensive work in this area.

5. 2020/21 Budget

The VPFA prefaced the presentation of the budget with a note that all financials in the draft represent pre-COVID assumptions. While it's been debated widely, university boards across Ontario continue to approve budgets while recognizing that there is more risk than normal due to the pandemic. The package was reviewed in detail. The proposed budget allows for a deficit of \$2,513,595.

With respect to the operating grants, other than the fact that it will be delayed, there has been no formal announcement regarding the Strategic Mandate Agreement 3 (SMA3). As a result, the draft budget reflects

the University's best assumption of the grants expected. Work continues with the Council of Ontario Universities and the Province to procure additional funding.

Prior to COVID-19, Nipissing was projecting a slight decrease in tuition revenue, and it remains to be seen how the pandemic will ultimately effect these numbers. Work is ongoing to attract international students as the Federal Government works to ensure education visas can continue for those students online.

The VPFA expressed her thanks to the University Management Group and all departments for their efforts in finding savings across the board.

Questions and comments were welcomed and clarification around funding for specific resources was provided. Several questions regarding the financial risks of the COVID-19 pandemic were discussed in length. Following significant discussion, the following motion was presented:

Motion: That the Audit and Finance Committee recommend to the Board of Governors that the 2020/21 Operating Budget be approved as presented.

*Moved by Karl Neubert; seconded by Marianne Berube.
Abstention: Hilary Earl.
Carried.*

The VPFA discussed the proposed ancillary budget for 2020/21. The following motion was presented:

Motion: That the Audit and Finance Committee recommend to the Board of Governors that the 2020/21 Ancillary Budget be approved as presented.

*Moved by Tom Palangio; seconded Karl Neubert.
Carried.*

6. Investment Policy Review

The Committee was asked to review submitted recommendations from PH&N to restructure the investment policy for better risk/reward potential. The Director of Finance reviewed those recommendations. Because these recommendations were submitted prior to the pandemic, the committee felt it would be best to table the policy revisions and provide PH&N with the committee's feedback and concerns. The policy will be revisited in the fall.

7. Appointment of the Auditor for 2020/21

The VPFA spoke to the beneficial relationship between Nipissing University and KPMG, and the following motion was presented:

Motion: That the Audit and Finance Committee recommend to the Board of Governors that KPMG be appointed as auditors for the 2019-20 fiscal year end.

*Moved by Marianne Berube; seconded Tom Palangio.
Carried.*

8. Other Business

There was no other business discussed.

The meeting adjourned at 12:03 p.m.

Recording Secretary

Chair of Audit & Finance Committee

NIPISSING UNIVERSITY BOARD OF GOVERNORS

PLANT & PROPERTY COMMITTEE MEETING

OPEN SESSION

May 25, 2020

The Plant & Property Committee met on Monday, May 25, 2020, at 3:30 p.m. via Zoom Remote Conferencing.

Members present: Joanne Laplante, Chair
Mike DeGagne
Stuart Kidd
Toivo Koivukoski
Hannah Mackie
Tom Palangio
Judy Smith
Stephen Tedesco
Shannon MacCarthy (non-voting)
Cheryl Sutton (non-voting)
Arja Vainio-Mattila (non-voting)
Christine Dowdall, University Secretary (non-Voting)

Regrets: Paul Cook
Donna Forget

Guests: David Drenth, Director, Facilities
Casey Phillips, AVP Students
Renee Hacquard, Director, Finance

Recording Secretary: Abby Blaszczyk, Executive Assistant, Office of the President

1. Opening Remarks/Call for Conflicts of Interest

The Committee Chair called the meeting to order at 3:32 p.m. and called for conflicts of interest regarding any of the agenda items. No such declarations were made.

2. Capital & Construction Update – David Drenth, Director, Facility Services

- **Student Centre**

Construction has resumed on the Student Centre following a province-wide closure of worksites due to the COVID-19 pandemic. The Director, Facility Services provided a status update on the progress of the project, including a revised timeline of completion in mid-October. The Ministry

of Labour continues to perform site visits to ensure safety standards are being met amid the pandemic.

- **Project List**

A status update on a number of projects was provided, including the immersive classroom, the A-wing elevator and outdoor lighting. Of note, the Tim Hortons' renovation that was expected to begin this spring has been put on hold due to the pandemic. The Director, Facility Services also spoke to a number of proposed projects which include a replacement of the campus sign at the south entrance to the school. A capital update was also provided.

A copy of the Director, Facilities' presentation is appended to the PDF version of these minutes.

3. Operational Readiness Planning

An Operational Readiness Committee has been formed to create and address an extensive list of potential concerns and to ensure specific safety protocols are implemented prior to reopening the building. A number of examples were provided, such as appropriate signage, one-way staircases and single person elevator use. A committee member asked where students will be directed if they have concerns about coming into contact with someone who may be infected. It was noted that information continues to be available on what procedures to follow should students, staff or faculty be concerned.

4. Other Business

A question was raised around possible cost savings should the campus buildings continue to see less usage. The Director of Facilities spoke to a number of potential savings, such as energy costs, maintenance and care taking.

The meeting adjourned at 4:15 p.m.

Recording Secretary

Meeting Chair



Plant & Property
Committee Meeting
May 2020

Plant & Property Committee Meeting

CAPITAL & CONSTRUCTION

1. Capital Update
2. Student Centre Construction
3. Project Planning & Funding Review
4. Operational Readiness Planning

Capital Update

Immersive Classroom:

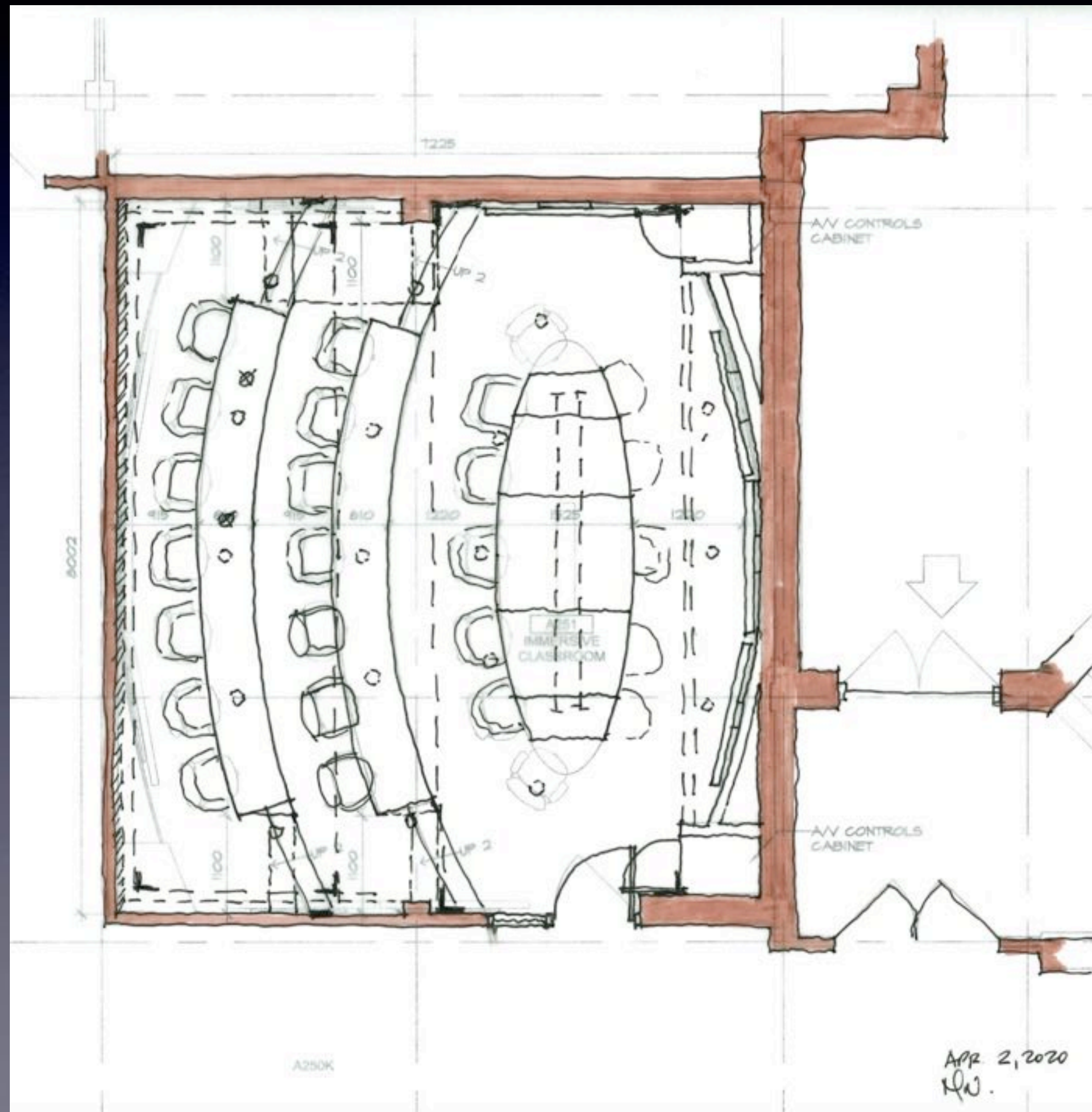
- New Shared funding opportunity to create 'Immersive Classroom' spaces
- Granted to Lakehead, Nipissing, and Algoma Universities.

Project Description:

- Renovate spaces to include all required infrastructure, furniture, and A/V technology
- UTS is leading the project effort with initial layout designs completed
- Hardware acquisitions complete

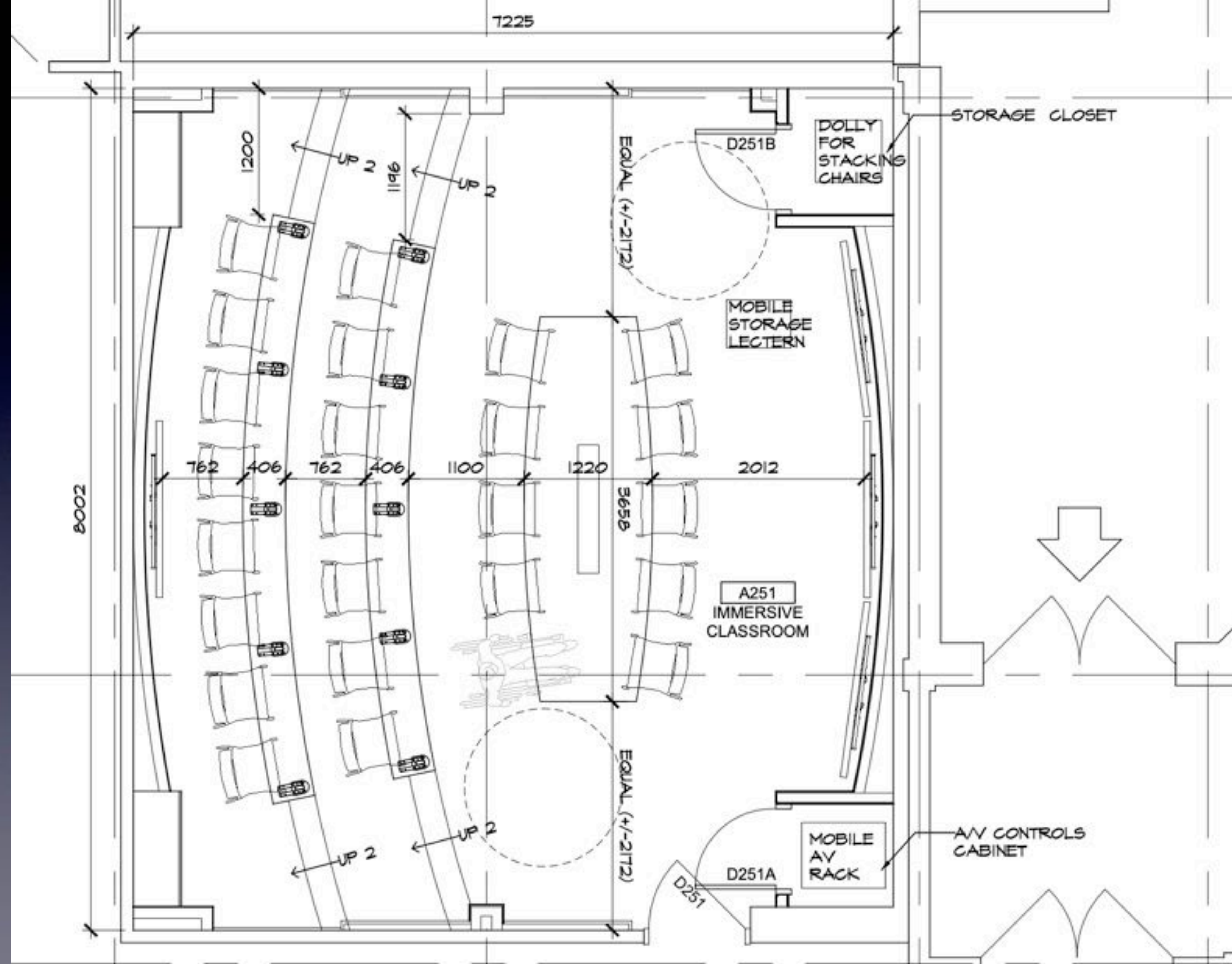


Capital Update



Immersive Classroom Status Update

- Consultant: Bertrand Wheeler Architecture Inc
- Funding: approximately \$100k
- Status: Progressing well



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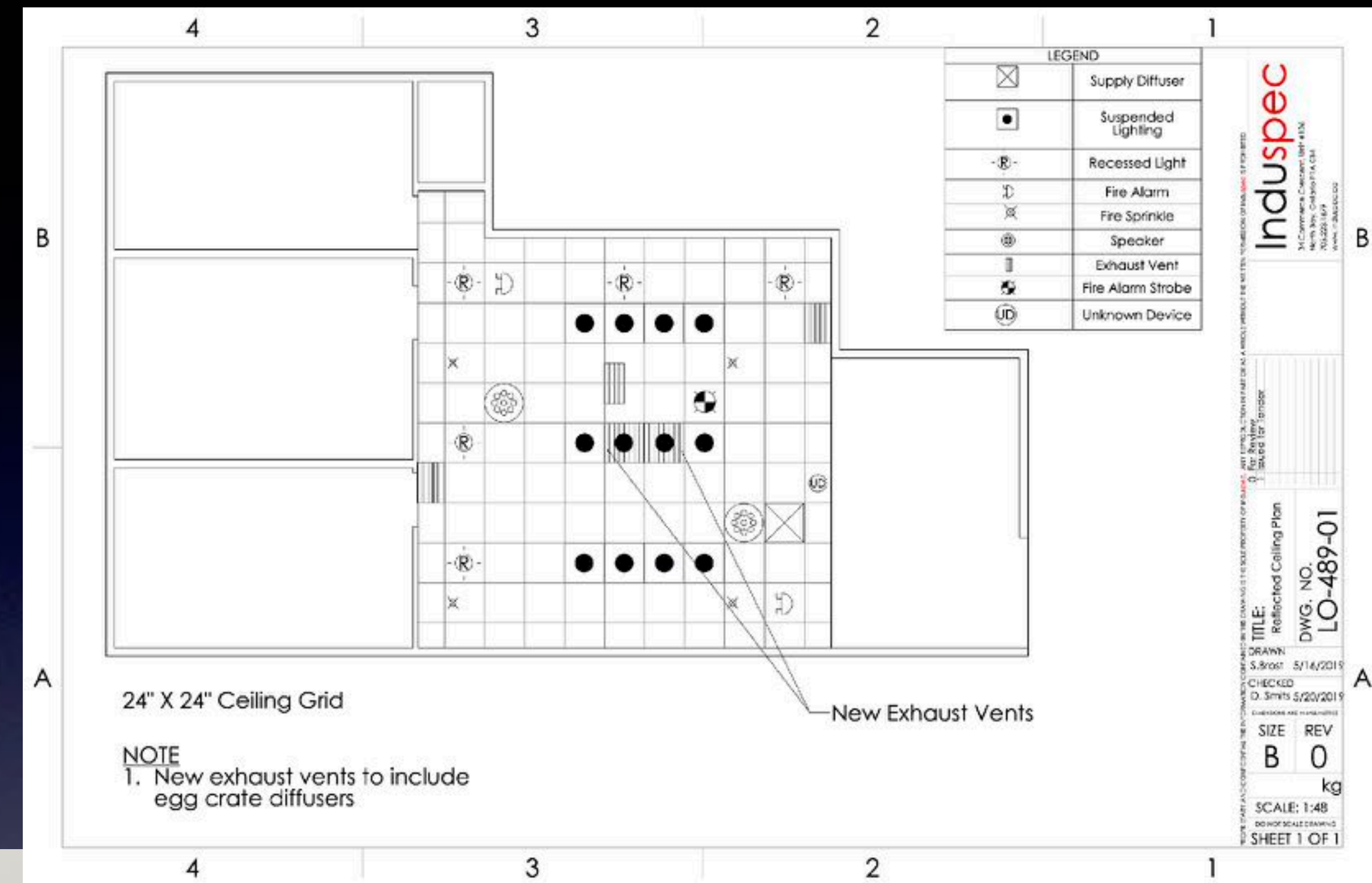
AV CONTROLS CABINET

Capital Update

Shared Projects

Project List Includes:

- A-Wing Elevator - RFP awarded to KONE. Work is planned to start soon.
- Tim Horton's Renovation - project has been deferred for consideration next fiscal.
- Harris Learning Library Smudging Ventilation System - COMPLETE
- Campus Outdoor Lighting - COMPLETE
- Shipping doorway and X Bracing - COMPLETE



Capital Update



Proposed 2020-21 Shared Projects

Project List Includes:

- Re-finish shared gym floor - \$21k
- Campus Sign Replacement - \$10k
- Outdoor Lighting Retrofit - \$50k
- Dam Repairs and Railings - \$50k
- Main Electrical Panels - \$70k

Student Centre

NUSU/NU Student Centre

Project Description

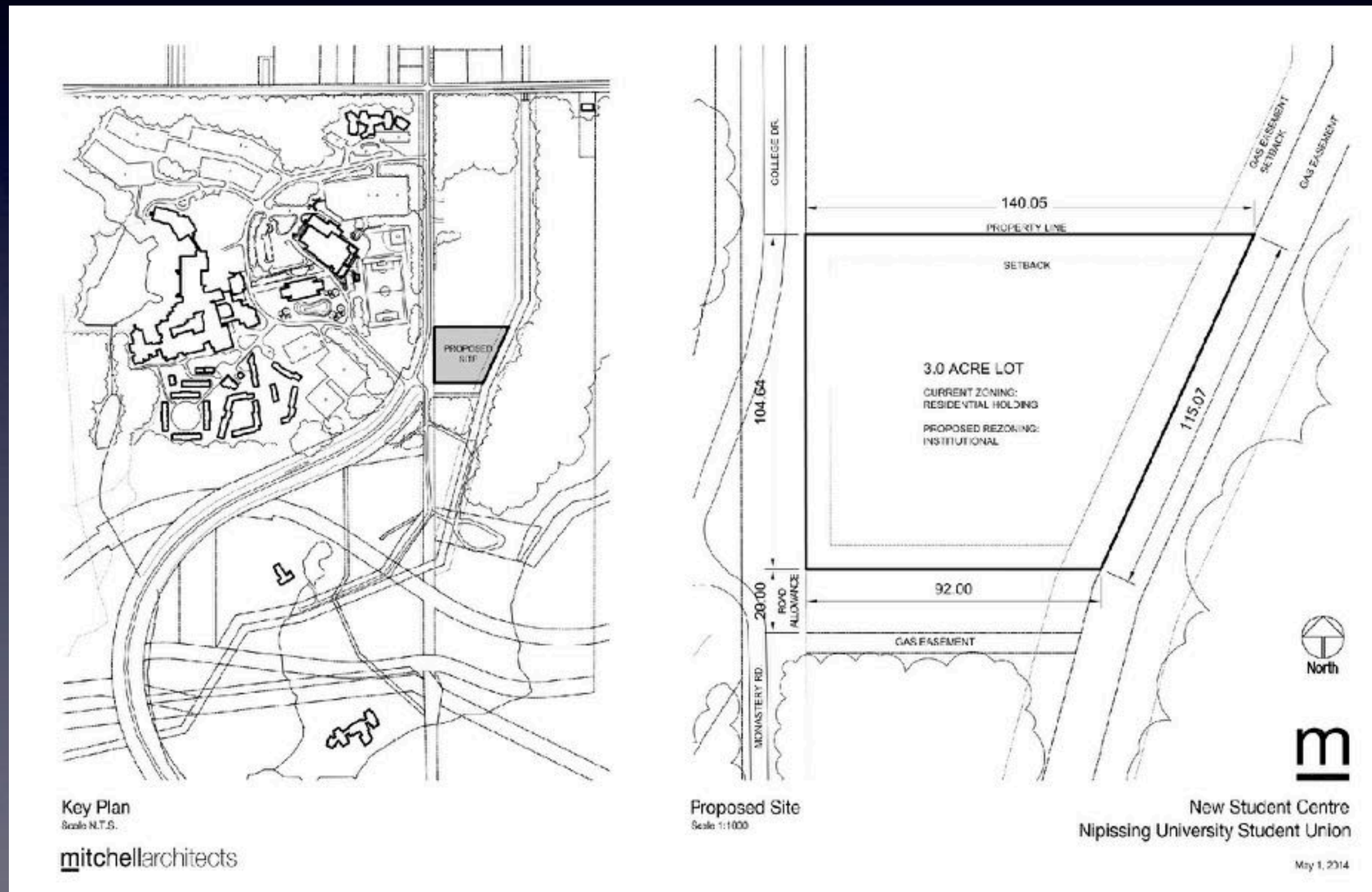
- Construction of a new 32,000 sqft building on NU Larocque property
- Project scope: construct new facility complete with parking and landscaping



Student Centre

Status Update

- Consultant: Mitchell Jensen Architects
- Contractors: Kenalex
- Funding: Overall project budget of just over \$15M to include consulting, construction, technology, and furnishings
 - The construction contract was awarded at an amount of \$13,780,620
 - There are currently 49 change orders approved representing a 3.5% cost increase to the contract amount (largely represented by the courtyard addition which is funded)





Construction Status Update

- Parking has been staked out and ready for curb layout
- Installation of interior GWB continues in numerous areas of the building
- Exterior work progressing well with all major building envelope items being installed
- Mechanical & Electrical has progressed substantially
- Study nooks nearing completion
- Contractor has provided a revised timeline for review showing Total Performance in mid-October



Instagram

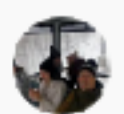


bayite62
Nipissing University



Liked by **pilon8267** and others

bayite62 Last of the Stone veneer at Nipissing University Student Union Building.



Instagram

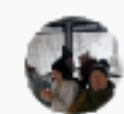


bayite62
Nipissing University



Liked by **pilon8267** and others

bayite62 Last of the Stone veneer at Nipissing University Student Union Building.









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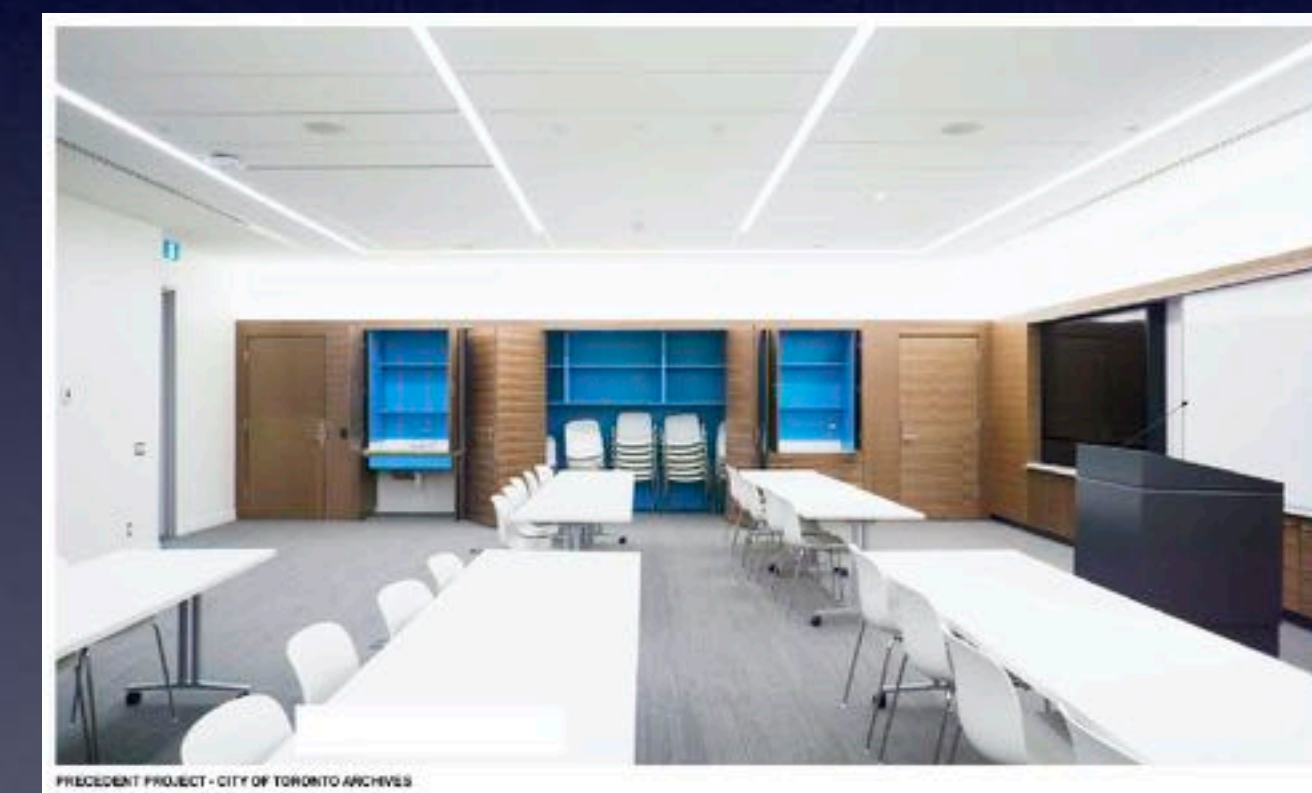
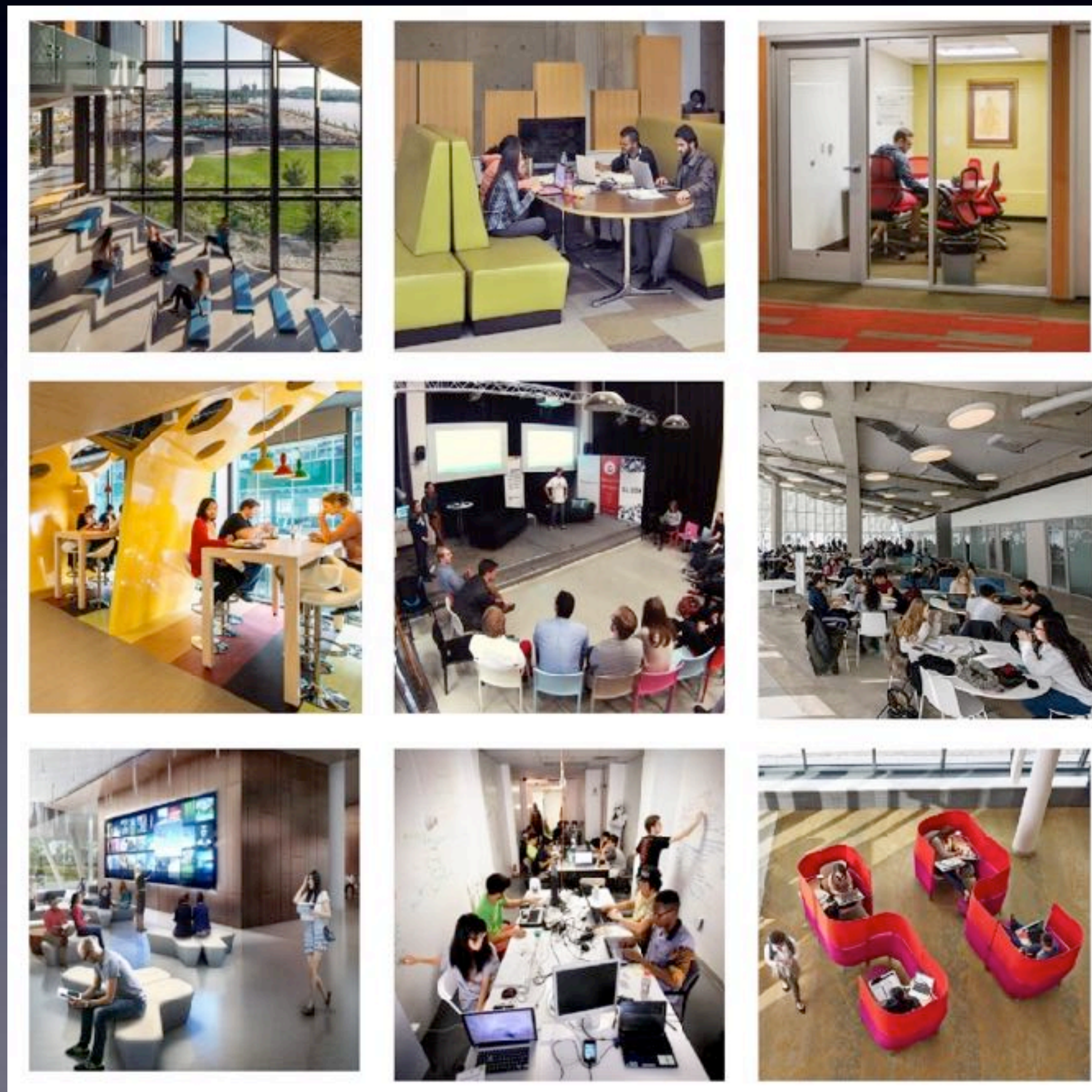
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Project Planning & Funding Review



PRECEDENT PROJECT - CITY OF TORONTO ARCHIVES



EXISTING PHOTOS



5

PROPOSED FRONT ELEVATION

Scale: 1:30

Facilities - Capital and Construction Future Plans

	Budget Amount				Total	Asset	Status	Costs incurred to date	% complete	Over/under budget	Notes
	Capital	Funded (FRP or other)	Ancillary	Shared capital							
IMMEDIATE											
Covid-19 Projects	TBD				\$ -	Campus	TBD				
Immersive Classroom Reno		\$ 100,000			\$ 100,000	Education Centre	Approved	\$ -			Design drawings complete and reviewed by A/V Consultant
Outdoor Classroom Construction	\$ 650,000				\$ 650,000	Campus	TBD	\$ -			Being prepped for tender - project with estimator for budget cost
A-Wing Elevator		\$ 56,177			\$ 56,177	Education Centre	Approved	\$ -	20		Required for compliance with TSSA - tender awarded
TRC Roofing			\$ 45,000		\$ 45,000	Townhouse Rez	Approved	\$ 45,000	100		Work Completed
Pond Rehabilitation		\$ 50,000			\$ 50,000	Education Centre	TBD				Phased approach to restoring pond infrastructure
Student Centre		\$ 15,200,000			\$ 15,200,000	Student Centre	Ongoing	\$ 10,463,000	69.86%		Construction progressing well - reference invoice update
MEDIUM TERM (Must be addressed this year)											
A-Wing Roofing Replacement - PH1	\$ -	\$ 150,000			\$ 150,000	Education Centre	TBD				Last major section of roofing on TEC to be addressed - Phase option
Campus Paving		\$ 30,000			\$ 30,000	Campus	TBD				Required campus road repairs
A-Wing Washroom Upgrade	\$ 100,000				\$ 100,000	Education Centre	TBD				Update washroom to current standards - save energy and water
Nursing Sim Labs	\$ 250,000				\$ 250,000	Education Centre	TBD				Required for in-house program delivery
Fire Protection Panel Upgrades	\$ 50,000				\$ 50,000	Education Centre	TBD				Required for compliance
LONG TERM (Could be deferred to next year)											
SPP Space renovation	\$ 100,000				\$ 100,000	Michener Institute	TBD				Renovate classroom space for SPP Students with UHN
Academic Advising Reno (Grad Studies)	\$ 200,000				\$ 200,000	Education Centre	TBD				Service improvement for students
Advancement/Development Space Reno	\$ 300,000				\$ 300,000	F-Wing	TBD				Space efficiency and productivity upgrade
Agora at Front Entrance	\$ 350,000				\$ 350,000	Education Centre	TBD				Sourced from Academic Space Plan Audit
LED Outdoor Lighting	\$ 70,000	\$ 70,000			\$ 140,000	Campus	TBD				Replace end of life outdoor lighting fixtures with LED
HLL Compact Shelving Space Reno	\$ 50,000				\$ 50,000	Harris Learning Library	TBD				Remove compact shelving and restore space
Washroom Upgrades	\$ 100,000				\$ 100,000	Education Centre	TBD				Gender Neutral Renovation
Surtees Gym A Lighting retrofit	\$ 50,000				\$ 50,000	Athletics	TBD				Attractive payback on energy savings
Master Campus Plan	\$ 75,000				\$ 75,000	Campus	TBD				Long overdue
Parking Lot #2 Expansion	\$ 150,000				\$ 150,000	Campus	TBD				Parking addition for NU side of campus
Multi Faith Space Reno	\$ 50,000				\$ 50,000	Education Centre	TBD				Requirement for compliance
Access Control Doors				\$ 20,000	\$ 20,000	Education Centre	TBD				Annual
NU Front Entrance Overhaul	\$ 250,000				\$ 250,000	F-Wing	TBD				Improve 'first impression' and service for visitors
Safety & Accessibility Projects	\$ 50,000				\$ 50,000	All	TBD				Refer to Accessibility reports
Flooring - Suite Common Tiling			\$ 80,000		\$ 80,000	Founder's House	TBD				\$2850/unit
Flooring - Suites Carpeting			\$ 63,525		\$ 63,525	Founder's House	TBD				\$700/bedroom/living room
Window Replacement - Bedroom			\$ 12,000		\$ 12,000	Founder's House	TBD				Phase by floor - \$160/bedroom & \$115/awning
Window - Common to Building			TBD		\$ -	Founder's House	TBD				Need Assessment & Estimate
Building Envelope - Siding			TBD		\$ -	Founder's House	TBD				Need Assessment & Estimate
Furnace/AC Refurbishment			TBD		\$ -	Founder's House	TBD				Need Assessment & Estimate
Chartwells Tim Hortons Reno - Deferred to 21			\$ 250,000		\$ 250,000	Education Centre	Approved	\$ -			Compliance requirement for Chartwells Food Services

Operational Readiness Planning



Operational Readiness Planning

Operational Readiness Committee

- Develop list of main concerns related to phased opening of main campus and propose solutions for implementation
- Committee composed of key management members with connections to Ontario University peer groups
- Working with University partners such as:
 - Campus Security
 - Local Health Unit
 - Canadore Facilities
 - Chartwells Food Services
 - Follet - The Campus Shop

Maintenez une distance de 2 mètres
Maintain a 2 metre distance

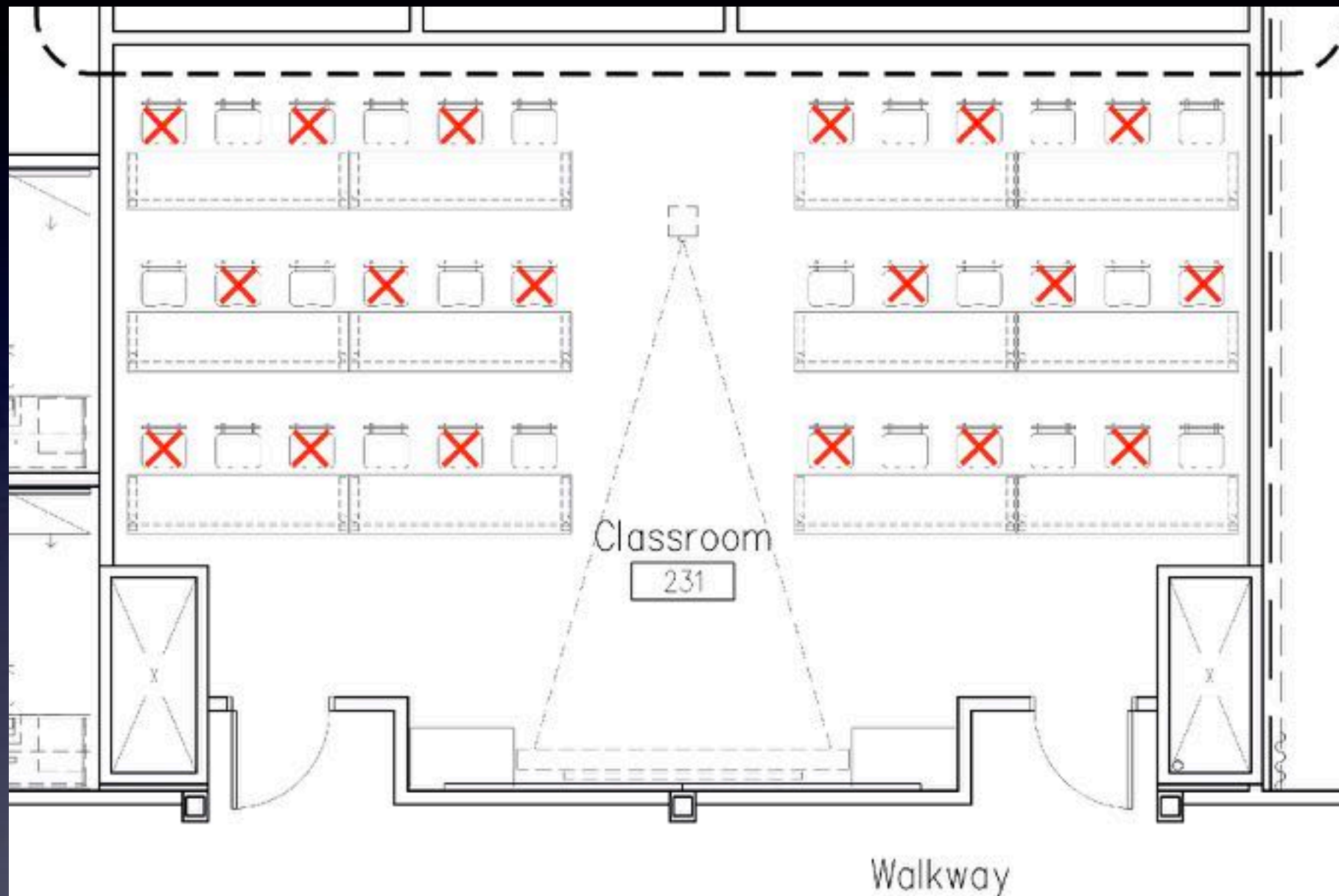
Ne touchez pas votre visage
Do not touch your face

Toussez et éternuez dans votre coude
Cough and sneeze into your elbow

Lavez ou désinfectez vos mains régulièrement
Wash or sanitize your hands regularly

Nettoyez régulièrement les surfaces fréquemment touchées
Clean regularly the frequently touched surfaces

Operational Readiness Planning



Status Update

- Consideration given to categorized items including:
 - Academic Planning
 - Physical Infrastructure
 - PPE
 - Protocols
 - Student Services
 - Technology
- Protocols are being discussed regarding staff safety in general. Examples include visitor screening, self assessments, use of PPE and GPO, room capacities and function, etc...
- Examples include social distancing in departmental spaces, single person elevator use, minimal capacity washroom use, one-way stairwells, removal of air hand dryers, etc...

Capacité
Maximum
Capacity

personnes
persons

A yellow triangular warning sign with a black exclamation mark. Below the sign, the text 'Capacité Maximum Capacity' is written in bold black letters. At the bottom, there is a yellow box containing the text 'personnes' and 'persons' in black.

Descente | **Down**
seulement | **Only**

A yellow sign with a black silhouette of a person walking down a set of stairs. Below the sign, the text 'Descente seulement' and 'Down Only' is written in bold black letters, separated by a vertical line.

END

**NIPISSING UNIVERSITY BOARD OF GOVERNORS
EXECUTIVE COMMITTEE
ANNUAL REPORT | 2019-2020**

The Executive Committee has the power and authority to act for the Board, between the meetings of the Board, in the management of the affairs of the University for the interests of the University. Except at the expressed invitation of the Chair of the Board or the President & Vice-Chancellor, meetings of the Executive Committee are held in-camera.

The Executive Committee of the Board of Governors met ten times over the 2019-20 year. The following is a summary of the discussions held and decisions made at those meetings:

- Received updates on the negotiations between the University and the Full-time Academic Staff Bargaining Unit (FASBU);
- Accepted the recommendation of the Provost regarding the appointment of Research Ethics Board members;
- Appointed a non-constituent Board member to sit on the Joint Committee of the Board and Senate on Governance;
- Provided a mandate to the administrative collective bargaining team for the negotiation of a new collective agreement with the Full-time Academic Staff Bargaining Unit (FASBU);
- Discussed administrative salaries and benefits;
- Received updates on the negotiations between the University and the Contract Academic Staff Bargaining Unit (CASBU);
- Discussed the potential reappointment of the Chancellor and recommended four non-constituent Board members to sit on the Chancellor's Selection Committee;
- Discussed the annual review of the President;
- Discussed various funding announcements;
- Discussed the institutional and sector response to the COVID-19 pandemic;
- Discussed the external vacancies on the Board;
- Discussed the President's departure and the appointment of an Interim President;
- Recommended two non-constituent Board members to sit on the Search Committee for the President & Vice-Chancellor;
- Discussed the composition of next year's Board Officers and Executive Committee;
- Discussed the University's plans for the fall 2020 semester;
- Discussed the VPFA's transition plan to the role of Interim President; and
- Discussed future operational considerations concerning the ongoing pandemic.

As I approach the end of my second 3-year term on the Board, I'd like to thank the staff, faculty and students for their friendship and help. A special thanks to Karen Barnes, Marianne Berube, Karl Neubert, Joanne Laplante, Bobby Ray, Mike DeGagné, Paul Cook, Abby Blaszczyk (Recording Secretary) and Christine Dowdall (University Secretary) for their dedication, time and council.

It has been a privilege to serve, and I'm proud of the things we've been able to accomplish together.

Tom Palangio
Board Chair

NIPISSING UNIVERSITY BOARD OF GOVERNORS

UNIVERSITY GOVERNANCE COMMITTEE ANNUAL REPORT | 2019-2020

The University Governance Committee is responsible to the Board for general governance issues including Board evaluation, selection of new members and committee membership.

During the academic year, the Governance Committee of the Board of Governors met a total of six times. The following is a summary of the items dealt with by the Committee:

October 17, 2019

- Fran Couchie was nominated as Vice-Chair of the Governance Committee.
- The Committee’s mandate and terms of reference were reviewed.
- The work plan for the year was reviewed.
- The status of LGIC appointments were reviewed. The Province has been slow appointing three LGIC vacancies on the board. Discussion on following up with the government and MPP Vic Fedeli.
- The 2018/19 Board evaluation survey results were reviewed. It was disappointing that only seven board members completed the review. The questionnaire will be reviewed before sending out next June. Overall, comments received were positive with several individuals highlighting concerns with the length of board meetings.
- There is a bylaw review done every three years, which is this year. A sub-committee was formed by volunteers including Committee Chair Marianne Berube, President Mike Degagne, and Board member Stuart Kidd.

December 9, 2019

- The December University Governance Committee meeting was cancelled for lack of timely items to discuss.

February 10, 2020

- An update was presented on the status of LGIC appointments, which still is holding back three vacancy appointments.
- A request was made by Senate to have the Harassment and Discrimination Policy reviewed. Nipissing University currently has a Respectful Workplace and Harassment Prevention Policy, which is an administrative policy required by the Ontario Occupational Health and Safety Act, and a Harassment and Discrimination Policy, which is a Board-approved policy. Following some discussion, it was recommended that the Director of Human Resources work alongside the University Secretary to harmonize the two policies in order to reflect current legislation. Changes and recommendations will be brought back to the University Governance Committee for review.
- University Governance Selection for new Board members was discussed. One position will be vacant in June 2020. The Chair asked members of the committee to bring forward new board-experienced candidates. It was also brought forward that two people were approved by this committee last year. The Chair will approach the applicants to see if they are still interested, before approaching new candidates.
- Board Bylaws – Update on 2019/20 Review. The Bylaw Review Subcommittee met to review and discuss potential changes to the bylaws. All recommended revisions will be brought forward to the next meeting of the Governance Committee before going to the full Board for final approval.

- Joint Committee of the Board and Senate on Governance: The Joint Committee of the Board and Senate on Governance met on December 13, 2019. There was ongoing dialogue surrounding the Board approved Search/Appointment/Reappointment of Senior Academic Administrators Policy and as a result, the following statement was forwarded for consideration of the Governance Committee:
 - For consideration: The Joint Committee of the Board and Senate on Governance recommends the University Governance Committee of the Board of Governors review section F of the Search/Appointment/Reappointment of Senior Academic Administrative Officers Policy (Policy #3.1.2012.B) to consider a shorter term for extensions of the term of the President and Provost (i.e. less than five years) in order to encourage renewal and fill the position.
 - Discussion followed, with focus placed on what the purpose(s) of such an extension would be. Since quorum was not present, further discussion on this matter was deferred.

April 6, 2020

- Board Appointments: Recommendations for Renewal/New Appointments
- Two non-constituent Board members are coming to the end of their first terms on the Board, and they have both expressed interest in having their terms renewed. One of these is a Board appointee who will require the support of the Board, and the other is an LGIC appointee who will require reappointment by the Province. Both names will be brought forward to the Board’s annual meeting. Additionally, one non-constituent Board position will become vacant as of July 1, 2020, and Mr. Dave Smits, who was approved by the Board in March of 2019, has accepted the vacancy.
- Board Bylaws: Draft for Review. The Bylaw Review Committee, in concert with the University Secretary, completed a review of the Board Bylaws. The revised bylaw document was approved by the Governance Committee after review, with a motion to bring to the next Board meeting for final approval.
- Board Officers for 2020-21 (Process Discussion): The process is currently underway for the election of Board Chair, Vice-Chair and Vice-Chair Pro Tem. The Governance Committee will reconvene on April 27, 2020, to review the nominations and make formal recommendations to the Board for each of these positions.

April 27, 2020

- Consideration of Nominations for 2020-21 Board Officers: As required in the Election of Board Officers policy, Board members were invited to submit nominations for the three Board Officer positions for next year. The University Governance Committee is responsible for considering those nominations in a closed meeting and for making recommendations to the Board of Governors. The Committee selected the Board Officers based on the nominations for Chair, Vice-Chair and Vice-Chair pro Tem and will present motions for each appointment at the May 7th Board meeting.

May 5, 2020

- A special closed meeting of the committee was convened to discuss a recommendation for a potential LGIC appointee to the Board.

May 25, 2020

- The draft of the annual Board evaluation survey was reviewed and amended. The survey is to be distributed prior to the June Board meeting. The Committee will be encouraging full Board participation in this year’s survey.

My special thanks to all members of the University Governance Committee, the Joint Committee of the Board and Senate on Governance, and the University staff for their ongoing dedication, patience and assistance this past year.

Marianne Berube
Chair, University Governance Committee

NIPISSING UNIVERSITY BOARD OF GOVERNORS

AUDIT AND FINANCE COMMITTEE ANNUAL REPORT | 2019-2020

The Audit and Finance Committee of the Nipissing University Board of Governors is responsible to the Board for developing and presenting general policies and recommendations on all financial matters.

The Audit and Finance Committee met six times during the 2019-2020 year. The following is a summary of the items dealt with by the committee.

September 8, 2019

- An overview of the results of the 2018/19 operating budget was provided.
- A representative from KPMG, Nipissing's auditors, reviewed the financial statements for the year ending April 30, 2019.
- Marianne Berube was elected Committee Vice-chair.
- The VPFA reviewed the annual work plan.
- The Registrar provided an update on enrolment.
- The VPFA reviewed the financials for 2019/20.

October 17, 2019

- The Registrar provided an enrolment update.
- The VPFA provided an update on the 2019/20 year-to date financial results.
- The VPFA provided cash flow projections for the coming year.
- The Dean of Graduate Studies provided an update on research grant activity from 2013-2019.

December 9, 2019

- A representative from PH&N Investment Counsel provided an update on Nipissing University's and general market conditions.
- The Registrar provided an enrolment update.
- The VPFA provided financials as of October 31, 2019.
- A cash flow projection chart was provided.
- The VPFA explained the budget process for 2020/21.
- Renovations to the on-campus Tim Hortons was discussed.
- An update on the outdoor classroom was provided.

February 10, 2020

- Laurie Bissonette from KPMG provided a high level review of the annual audit planning report.
- The Registrar provided an update on applications received for the 2020/21 year.
- The VPFA reviewed the financials as of January 31, 2020.
- An update on the 2020/21 budget was provided.
- A recommendations made by PH&N to amend the investment policy to include real estate investments was discussed.

April 6, 2020

- Representatives from PH&N Investment Counsel provided an update on Nipissing University investments, highlighting Nipissing's low volatility strategy for capital preservation.
- The Registrar provided an update on 2019/20 applications.
- The VPFA reviewed year end budget projections.
- An updated audit plan was provided.

- It was reported that due to the University's emergency response to the COVID-19 pandemic the budget process would be delayed for several weeks.
- Security concerns with regard to security and privacy on the Zoom platform was discussed.
- A question around university student employment was raised. It was reported that students would remain on payroll until April 30, 2020 and then the status would be reassessed.

May 25, 2020

- The Registrar reviewed enrollment numbers for the 2020 spring/summer semester and enrollment to date for fall 2020.
- The AVP students reviewed proposed ancillary student and student union fees for next year and these rates were approved by the Board.
- The VPFA gave an update on revenue and expenses to date.
- The VPFA reviewed next year's draft budget in detail, and the Board approved the 2019/20 Operating and Ancillary Budget.
- The Committee was asked to review submitted recommendations from PH&N to restructure the investment policy. As these recommendations were submitted prior to the pandemic, the committee felt it would be better to review these recommendations in the fall.
- The Committee approved the appointment of KPMG as auditors for the 2019/2020 fiscal year end.

Thank you to all the committee members and administration staff for their hard work on this Committee over the last year.

Karen Barnes
Chair, Audit and Finance Committee
Nipissing University

NIPISSING UNIVERSITY BOARD OF GOVERNORS

COMMUNITY RELATIONS COMMITTEE ANNUAL REPORT | 2019-2020

The Community Relations Committee is responsible to the Board for setting policy that will guide the administration in the areas of public relations, community affairs, alumni liaisons, communication strategies, intergovernmental affairs, media relations, and reputational matters.

Karl Neubert held the position of Committee Chair in 2019-2020 while Fran Couchie was Committee Vice-Chair.

The Community Relations Committee met three times during the year: once in October, once in February and once in April. The committee's work plan was overtaken by events around the COVID-19 situation. The resiliency, professionalism and dedication by the University's leadership and staff responsible for community relations was extraordinary and has to be commended.

October 17, 2019

At the first meeting, Fran Couchie was elected Vice-Chair of the committee. After a review of the terms of reference for the committee, it was reported that the word 'Aboriginal' will be changed to 'Indigenous' in the next revisions of the Bylaws.

It was noted that the University was moving toward more of a "Community Relations and Good Neighbor Relations in North Bay" approach. This is in line with keeping the community up to date on what is happening at the University. The University was pleased with the success of this year's Homecoming. There was a concerted effort to engage with local alumni and community members. Homecoming is an example of a strategic engagement tool for the University to engage donors.

Overall, the External Relations department has been reorganizing roles and splitting portfolios among staff. That team will be developing a community relations strategy to create more meaningful content and connection to the community.

The Nipissing University Student Union was commended for their approach on focusing on community engagement. Engaging with First Nations communities was also encouraged, and that would help with student recruitment and would promote meaningful relationships with the University.

The desire of the local engineering community to have an engineering program at the University was reiterated.

February 10, 2020

At the second meeting of the committee, the Office of External Relations reported that a plan that defines the University's participation in the community was developed. The plan identified six principles. These principles would be built out as key focuses and strategies. In order to measure the University's engagement with the community, annual key performance indicators will be developed that will enable the University to report back to the community and demonstrate the impact the University has in being a good community partner.

Some of the highlights of the many events and meetings that have taken place during Fall and Winter were also reported on. The University has ongoing partnerships and engagement with organizations and

events such as Science North, the Land and Resource Forum, the Junior Lakers Athletics program, and the Break the Ice on Mental Health initiative.

Members of the Senior Administration continued to have ongoing meetings with the Mayor and members of the City Council, North Bay & District Chamber of Commerce, the Business Centre North Bay, Invest North Bay, etc. The University participated at the “*North Bay in the Six*” event that took place in Toronto to engage with alumni that live in Toronto.

The University is looking into the potential for an environmental engineering program at the University.

April 6, 2020

The third meeting was held virtually as all in-person interactions were on hiatus until further notice due to the COVID-19 pandemic. The Vice-President, Finance and Administration expressed her sincere gratitude to the Director, External Relations and the entire External Relations team for all the hard work and effort they had put into supporting the University during this crisis.

Updates were provided how the University was supporting the community. The University had been monitoring the COVID-19 situation since January when it started to expand to North America. Since then, the University has been dealing with the crisis proactively, and has been collaborating with the Council of Ontario Universities and Universities Canada. The University’s website has continuously evolved since the first post on January 29 regarding the COVID-19 situation.

The Office of External Relations has also responded by supporting events such as Open House, the Athletics Banquet and Convocation as the University considered holding virtual events in order to recognize students’ achievements. This was an opportunity for everyone to think outside of the box regarding possibilities for maintaining a sense of community in a digital format. Community outreach is reflective of the leadership across the University.

The University had been engaged with the North Bay Regional Health Centre regarding the possibility of providing accommodations to staff and front line workers at University facilities. Faculty, staff and the research department cooperated to donate personal protective equipment to the health centre.

Funds have been made available through the Ministry of Colleges and Universities to support research on how the COVID-19 situation is impacting North Bay and the surrounding communities.

The Office of Indigenous Initiatives indicated that it is looking into potential collaboration opportunities to support remote delivery to Northern communities and access to the internet.

The Recruitment Team created a series of videos that the public can access online at no charge to engage the community and prospective students with virtual lectures.

Karl Neubert
Committee Chair

**NIPISSING UNIVERSITY BOARD OF GOVERNORS
FUNDRAISING COMMITTEE
ANNUAL REPORT | 2019-2020**

The Fundraising Committee is responsible to the Board for developing plans and policies that will foster and support a philanthropic culture at the Board, across the University, and throughout the community that will help to produce fund raising success.

October 17, 2019

- Kathy Wilcox was appointed Vice-Chair of the Fundraising Committee.
- Erika Lougheed was welcomed to the team as the new Manager of Advancement.
- A significant increase in donations to the University's Nordic Skiing program was realized due to the sudden passing of one of the team's athletes.
- The University received its fourth largest endowment from the estate of Dr. Ilse Mueller.
- The Sparrow Experiential Learning Centre was launched as a space where the School of Business can bridge the community and the University.
- Homecoming took on more of a community focus, rather than only being student centred.
- The University is leveraging the Ten Thousand Coffees program to connect member of the Lakers community past and present, and increase engagement.

February 10, 2020

- A highly successful Donor & Student Award Social took place on February 4th with record attendance (163). Tours of the new Teaching Hub and Centre for Physical and Health Education were offered to guests. Interviews with donors and student award recipient were recorded for future marketing use.
- The Advancement Team is working on \$2.5 million in funding proposals.
- The Advancement Team is attempting to create dialogue and coordinate efforts with other fundraising organization in the community as not to fuel donor fatigue locally.
- Annual campaign results are up 18%.
- The Board of Governors is being approached for gifts in hope that there will be 100% participation like in previous years.

April 6, 2020

- The Director of External Relations is working within the fundraising industry to advocate for \$8 million in federal government emergency funding to support registered charities in the face of COVID-19.
- The Advancement Team has been in communication with donors who would normally attend the Athletic Banquet and Convocation (both cancelled due to COVID-19).
- The Student Emergency Fund was created to support students facing financial hardship due to COVID-19. The fund received \$100,000 in seed funding from the Nipissing University Alumni Advisory Board.

Overall, continued investment in fundraising and external relations at the University is proving to be a worthwhile venture both in terms of generating new revenue and forging stronger community relationships.

As a culture of philanthropy settles into regularity amongst all University stakeholders, capacity to support students as well as the institution's greatest aspirations is strengthened, as is evident in the ability to act quickly when COVID-19 placed pressure on the Lakers community.

Bobby Ray
Committee Chair

NIPISSING UNIVERSITY BOARD OF GOVERNORS

PLANT & PROPERTY COMMITTEE ANNUAL REPORT | 2019-2020

The Plant and Property Committee is responsible to the Board for developing/reviewing administrative policies related to the maintenance and upgrading of University properties and for making recommendations related to the overall Master Land Use Plan, for new structures, for the selection of consultants and architects, etc.

The Committee met four times from October 17, 2019, to May 25, 2020.

October 17, 2019

- The Board Chair called the meeting to order as the Chair of the Plant & Property Committee (Joanne Laplante) was absent for this meeting.
- Stuart Kidd assumed the position of Committee Vice-Chair.
- The committee reviewed the terms of reference for the Plant and Property Committee as stated in the Board Bylaws. There were no changes or questions.
- The draft of the annual work plan for the Plant and Property Committee for 2019-2020 was reviewed and no changes were made.
- The Director of Facilities provided an update on capital and construction projects;
 - Sparrow Experiential Learning Space near complete
 - Immersive Classroom initial layout designs complete and hardware acquisitions complete
 - Shared projects;
 - i. Campus Gas Infrastructure complete
 - ii. A Wing Elevator underway
 - iii. Weaver Auditorium Seating complete
 - iv. Driveway paving complete
 - v. Campus outdoor lighting underway
 - vi. Shared gym gender neutral change room underway
 - vii. Pond Remediation Project underway
 - Campus Erosion (pictures shared)
 - Student Centre (goal to have the building enclosed before the snow falls, and ongoing conversations about completion date)
 - The Teaching Hub tender was awarded and significant progress to date
 - Outdoor Classroom consultants secured, contractors TBD and construction drawings being prepared.
 - Easement Application Request. Proposal includes no cost to NU with agreement on future fees should NU wish to connect supporting further development.

February 10, 2020

- At the request of a committee member, the Director of Facilities provided a review of the organizational structure of the campus facilities operations. The Director also reviewed with the committee the overall services and responsibilities of the Facilities department including Capital Planning, Capital Project Management, and general management of the physical operation of existing campus facilities.
- The Director of Facilities provided an update on capital and construction projects;
 - a. Immersive Classroom Status Update
 - b. Shared projects;

- i. Campus Gas Infrastructure complete
- ii. A Wing Elevator ready for posting
- iii. Tim Horton's renovation starting this spring
- iv. Harris Learning Library Smudging Ventilation system 95% complete
- v. Campus Outdoor lighting underway
- vi. Shipping doorway and X bracing 95% complete
- vii. The Pond Remediation Project underway
- The Teaching Hub project is 95% complete
- The Student Centre interior framing close to complete, exterior progressing well, mechanical and electrical well underway. Ongoing conversation about completion date.
- Outdoor Classroom construction drawings are underway for RFP development

April 6, 2020

- The Director of Facilities provided an update on capital and construction projects:
 - Immersion Classroom status update – design near completion; next step is tender preparation
 - Shared Project Review
 - i. A wing elevator released for tender
 - ii. Tim Horton's renovation TBD due to pandemic
 - iii. Harris Learning Library Smudging Ventilation system complete
 - iv. Campus Outdoor lighting complete
 - v. Shipping doorway and X bracing complete
 - vi. The Pond Remediation Project phase 1 complete
 - vii. Exterior cladding complete
 - viii. Asbestos abatement complete
 - Outdoor Classroom construction drawing underway concurrently with RFP document development.
 - Student centre construction is on hold due to the government order on essential services (pandemic related).
 - Capital and construction projects for future reviewed.

May 25, 2020

- The Director of Facilities provided an update on capital and construction projects:
 - Immersion Classroom status update – Consultant secured is Bertrand Wheeler Architecture Inc. Funding is approximately \$100K. Project is progressing well.
 - Shared Project Review
 - i. A wing elevator RFP awarded and work is planned to start soon.
 - ii. Tim Horton's renovation is deferred for consideration next fiscal.
 - iii. Harris Learning Library Smudging Ventilation system is complete
 - iv. Campus Outdoor lighting is complete
 - v. Shipping doorway and X bracing is complete
 - Proposed 2020-21 Shared Project list reviewed;
 - i. Re-finish shared gym floor
 - ii. Campus sign replacement
 - iii. Outdoor lighting retrofit
 - iv. Dam repairs and railings

v. Main electrical panels

- Student centre construction has resumed with great progress. The revised timeline of completion is mid-October.
- Capital and construction projects for future were reviewed.
- Operational Readiness Planning committee has been created to create and address a list of potential concerns and to ensure safety protocols are implemented prior to reopening the building.

As chair of the Plant and Property Committee, I extend my sincere thanks to David Drenth, Director of Facilities, for his informative updates at our meetings. His knowledge, expertise and commitment to Nipissing University property and grounds is obvious.

I would also like to thank my fellow committee members for their presence at the meetings, engaging dialogue and interest in the work of this committee.

A special thanks to the administrative support for the timely circulation of agendas, minutes and reminders. Much appreciated!

Joanne Laplante
Committee Chair



Nipissing University Alumni Advisory Board Report to BOG May, 2020

- Our May NU Connections e-newsletter went out at the end of May. We put a call to action out to our alumni to donate to the newly launched Student Emergency Fund, thanked frontline workers and highlighted some of the positive actions our alumni are bringing to the communities. We also reminded alumni to join us on the NU Café hub to build their network and mentor other students and alumni.
- NUAAB provided all the pledged funds (\$100,000) to the Student Emergency Fund. The need has continued to grow and we've been encouraging and are encouraged by alumni contributions as well.
- We are still working on solutions to bring meaningful engagement to our new grads at Convocation, and we are following suit with many other universities to deliver alumni events in alternate formats. In addition, Homecoming has been reviewed and notice of cancellation will be forthcoming. In the meantime, Alumni Relations is maintaining its focus to continue to engage with alumni virtually through our social media channels, e-newsletter and ad hoc messages of togetherness. We are highlighting good news stories to bring positive thoughts to our followers. If you have good news stories, we would love to hear them and share them with our alumni.
- We are encouraging virtual connection through the NU Café hub. We hosted an Office Hour mentor chat with alumna Cindy Karugia on May 6 and May 21 at 2:30pm with Lisa Snider. Lisa is a member of our NUAAB and is an HR director for a marketing firm in Toronto. Her talk is geared towards new grads and she will be giving them tips on landing their dream job. Our most recent introductions went out at the end of April; the next round will happen on May 26. If you would like to be part of the hub, please sign up at nipissingu.ca/nucafe.
- Alumni awards nominations are now open. We are introducing a new award this year called the Philanthropy Award. This award will be given to an alumnus or champion of Nipissing University who is making significant contributions to improve their community through their generosity, dedication, commitment and service. The ideal candidate is passionate about an important social cause, freely gives their time, exemplifies great leadership qualities and has demonstrated an unwavering commitment to improving the social challenge related to his or her cause. This can include attempting to break down biases, change perceptions and alleviate issues impeding progress, working toward conquering a problem and/or responding to a need in a tangible way. If you know of an exceptional alumnus, please consider nominating them for an Alumni Award today. Visit nipissingu.ca/alumniawards for more information.

Update for Board of Governors – June 4, 2020
Arja Vainio-Mattila, Provost

Enrollment and Graduation

- Summer Enrolment:
 - o May 21, 2020 – 2,009 (532.6 FTEs)
 - o June 30, 2019 – 1,978 (540.8 FTEs)

- Fall/Winter 2020:
 - o Applications: -9.4% (-500 applications)
 - o Acceptances: -19.6% (-249 acceptances)

- Graduates June 2020:

o Arts & Science	142
o Nursing	114
o Education	214
o Business	77
o Professional Studies	114
o <u>Graduate Studies</u>	<u>17</u>
<u>TOTAL</u>	<u>678</u>

Fall 2020/21 Course delivery

- On May 14, Nipissing communicated that all of its Fall 2020 courses, or courses starting in the Fall, as well as BEd elective winter courses, will be offered on line.
- Course registration has been pushed back starting with 4th years on June 23 in order to redevelop the course master for the Fall. This represents an astonishing amount of work by the Deans, the Registrar, their staff, and Faculty as they have reconsidered the delivery of some 1,200 courses.
- All courses will be offered asynchronously with synchronous components where appropriate.
 - o Circulated guidelines, supported by best practice, to use specific platforms and modalities (Blackboard Learn and Collaborate – for primarily asynchronous delivery).
 - o Scheduled and promoted a variety of training opportunities for faculty/staff (June-Sept) - 17 workshops, 17 drop-in sessions, 18 Community of Practice events designed to support the Ontario Extend program.
 - o Circulated a document titled *Fundamentals of Effective Online Teaching Practice* with assistance from UWindsor.

Institutional research and planning

- Carried out a faculty (teaching) and a student survey. A survey of faculty (research) ongoing.
- National Survey of Student Engagement 2020 (NSSE)
 - o NSSE annually collects information at hundreds of four-year colleges and universities about **first-year and fourth-year students'** participation in programs and activities that institutions provide for their learning and personal development. The results provide an estimate of how undergraduates spend their time and what they gain from attending university. NSSE provides us with a variety of reports that compare our students' responses with those of students at self-selected groups of comparison institutions. Comparisons are

available for ten Engagement Indicators, six High-Impact Practices, and all individual survey questions.

- Canadian University Survey Consortium 2019 (CUSC)
 - o CUSC operates on a three-year cycle, alternating between graduating students, first-year students, and middle years' students. CUSC 2019 was a survey of **first-year students** and 46 universities across Canada participated (highest number of participating institutions ever). The surveys aim to collect information about what students expect of their university, their motivations for going to university, whether they have a goal in mind, and their self-reported development. The three surveys will contain common questions to help universities assess how their students change as they progress through their education. Core questions found on all three CUSC surveys include:
Demographics/ personal profile
 - Students' academic profile
 - Use of and satisfaction with various facilities and services
 - Experiences with faculty
 - Financing education
 - Whether the university experience exceeded, met, or fell short of expectations
 - Assessment of the overall university experience
 - Open-ended questions - Which aspects of your experience were the most negative/ most positive?

Office of Graduate Studies and Research

- NSERC Grants
 - o Justin Carre: Neuroendocrinology of Human Social Behaviour
 - NSERC Discovery Grant for \$275,000 over 5 years
 - NSERC Discovery Accelerator Supplements Program with \$120,000 a year over three years
 - o Allison Schinkel-Ivy: Towards an Improved Understanding of Aging: Quantifying Changes in Movement During Healthy Aging Using Integrated Biomechanical
 - NSERC Discovery Grant for \$120,000 a year over five years
 - NSERC Discovery Launch Supplement for \$12,500 for one year
- SSHRC Grants
 - o Carly Dokis: Taking Care of Our Stories
 - SSHRC Insight Grant for \$228,351 over five years

Total Fall Competition Awards: \$755,851

- 8 USRAs awarded for summer employment
- Clarification of COVID related grant extensions ongoing
- 5 upcoming defences in the School of Graduate Studies
- Drafting of Research Recovery Implementation Plan ongoing
- SGS is developing a COVID-19 plan for the Grad Studies programs
- Evaluation of COVID Grant Proposals Ongoing the week of Monday, May 25
- Secured \$30,000 through Mitacs for student lead research funding. The announcement and research call will be released in the next two weeks.

- As the COVID-19 context became more apparent, Nipissing made a call for research that would directly contribute to the recovery of North Bay and its environs. The following projects have been selected for funding:

PI	Dept	Topic
Dr. Anahit Armenakyan	Business	Small- and medium-enterprises during and after COVID-19: Northern Ontario Perspective
Dr. Reade Davis	Anthropology	Narratives of COVID-19 Survival in Northeastern Ontario
Dr. Serena Kataoka	Social Welfare and Social Development	Working together in an age of social distancing: Shelter and wrap-around supports for homeless people in North Bay, Ontario
Dr. John Kovacs	Geography	Mapping and assessing potential changes in the spatial distribution of criminal activities in the City of North Bay, Ontario, during the COVID-19 pandemic
Dr. Denyse Lafrance Horning	Business	Business Coping Strategies through the COVID-19 Crisis
Dr. Barbara (Barbi) Law	PHE	Exploring the impact of the COVID-19 Pandemic on Ontario Children's Health Related Behaviours
Dr. Manuel Litalien and Dr. Natalya Brown	Social Welfare and Social Development	Community Service in a Time of Coronavirus: The Impact of COVID-19 on Volunteering and Experiential Learning in the Non-Profit Sector in North Bay and surroundings areas
Anna Przednowek	Social work	"The view from here": The impacts of COVID-19 and associated social and physical distancing measures on the everyday conditions of life and care with adults with Intellectual and Developmental Disabilities (I/DD)-Rural Ontario Case Study.
Dr. David Tabachnick	Political Science	COVID 19 and the Centralization of Power
Dr. Veronika Williams	Nursing	The impact of COVID-19 on final year nursing students' perceived clinical preparedness and educational experience



May 15, 2020

Mr. Tom Palangio, Chair
c/o Board of Governors
Nipissing University
100 College Drive
North Bay, ON P1B 8L7

To the Nipissing University Board of Governors;

The Research Ethics Board performs a very valuable task for the research community and for the University. According to the Terms of Reference for the Research Ethics Board (NUREB), approved by the Board of Governors May 2015, members, and the Chair, of the NUREB are appointed by the Board on the recommendation of the Provost and Vice-President, Academic and Research.

The Terms of Reference states the following:

The Nipissing University Board of Governors appoints NUREB members, including the Chair, through a fair and impartial process. Recommendations are provided by the NUREB to the PVPAR for appointment by the Board of Governors, taking into account the needed qualifications and expertise. NUREB members shall serve for a three-year term that may be renewed once. When appointing members, the NUREB shall establish their terms to allow for continuity of the research ethics review process.

In accordance to the above, I would like to bring forward, for the Board's consideration, the following recommended individuals including the terms, for membership on the Research Ethics Board:

Dr. Tammie McParland, Assistant Professor, Faculty of Education and Professional Studies. The REB recommends Dr. McParland to serve as faculty representative.

- 3 year term – July 2020 – June 2023, renewable

Dr. Laurie Peachey, Assistant Professor, Faculty of Education and Professional Studies. The REB recommends Dr. Peachey to serve as faculty representative.

- 3 year term – July 2020 – June 2023, renewable



Dr. Boguslaw Schreyer, Associate Professor, Faculty of Arts and Science. The REB recommends Dr. Schreyer to serve as faculty representative.

- 3 year term – July 2020 – June 2023, renewable

Dr. Christina Deroches, Manager of Research, Canadore College. The REB recommends Dr. Deroches to serve as the Canadore College representative.

- 3 year term – June 2020 – June 2023, renewable

We thank you in advance for your consideration and look forward to a favourable response.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Arja Vainio-Mattila'.

Arja Vainio-Mattila, PhD.,
Provost and Vice-President,
Academic and Research

cc: S. Hansen, PhD., NUREB Chair
J. McAuliffe, PhD., Dean, Graduate Studies and Research
Research Coordinator

Board of Governors Update – June 4, 2020
Vice-President, Finance & Administration

External Relations

- External Relations is working to develop a communications framework to help centralize and organize communications as it relates to COVID-19. This will help to identify competing messages as well as to expedite the message approvals.
- Continue to work to develop a virtual convocation that will create a memorable experience for our graduates. A variety of Snap Chat filters have been created that will show students, on stage, wearing Nipissing Regalia, by the pond etc.
- Working with Student Development to support NSO.

Facilities Department

- Preparations for return to campus continue. New protocols will soon be in place as certain departments will require staff to be on campus leading up to the fall.
- We are now looking at mid-October as a new completion date for the Student Centre.
- C-WAG (Centre for War Atrocities and Genocide) research funded renovations are moving forward. We are looking at renovating A241 for this project.

University Technology Services

- Work on the Immersive Classroom continues.
- Cybersecurity training continues with 48% of employees having completed the training.
- Consideration will be given to Student Photo IDs, with possibly having students provide their own pictures.
- Work continues to migrate students to Microsoft 365.

Finance Department

- Preparation for 2020 year-end audit is going well.
- Worked with Communications to update FAQ's on website re student questions.
- Assisting with the RBC Webinar for Student Financial Literacy.
- Holding virtual presentations at local high-schools regarding OSAP and other funding opportunities.

Human Resources Department

- Continue to support all employees as they face “work from home” challenges.
- “Lemonade Stand – turning lemons into lemonade” is a weekly email which encourages employees to share pictures and stories on various topics. This initiative has been very well received by employees with high participation rates.

BOARD REPORT
As at 05/15/20
For the period ended 04/30/2020

	Projected Year End	Annual Budget	Variance \$ (Actual YTD - Annual Budget)	YTD Actual as a % of Annual Budget		Actual PYR	Annual Budget (Previous Year)	PYR Actual as a % of PYR Annual Budget	Variance \$ CY to PY	Variance % CY to PY	
Revenue											
Government Grants	\$ 38,894,532	\$ 37,301,609	\$ 1,592,923	104%	1	\$ 38,585,683	\$ 38,802,090	99%	\$ 308,849	1%	9
Student Fees - Tuition	\$ 26,045,965	\$ 27,741,324	\$ (1,695,359)	94%	2	\$ 26,749,480	\$ 25,943,362	103%	\$ (703,516)	-3%	10
Student Fees - Other	\$ 2,639,130	\$ 2,355,450	\$ 283,680	112%	3	\$ 2,194,604	\$ 2,057,150	107%	\$ 444,526	20%	11
Other	\$ 1,926,701	\$ 1,995,621	\$ (68,920)	97%		\$ 2,027,629	\$ 1,890,694	107%	\$ (100,928)	-5%	12
Investment Income	\$ 211,969	\$ 230,000	\$ (18,031)	92%		\$ 380,171	\$ 160,000	238%	\$ (168,202)	-44%	13
Donations	\$ 42,819	\$ 39,000	\$ 3,819	110%		\$ 40,467	\$ 39,000	104%	\$ 2,352	0%	
Revenue Total	\$ 69,761,115	\$ 69,663,004	\$ 98,111	100%		\$ 69,978,034	\$ 68,892,296	102%	\$ (216,919)	0%	
Expenses											
Salaries and Benefits	\$ 54,410,203	\$ 54,801,488	\$ (391,285)	99%	4	\$ 53,593,904	\$ 53,898,992	99%	\$ 816,298	2%	14
Operating	\$ 9,660,811	\$ 10,200,309	\$ (539,498)	95%	5	\$ 10,068,679	\$ 9,648,661	104%	\$ (407,867)	-4%	15
Scholarships and Bursaries	\$ 4,114,418	\$ 3,808,400	\$ 306,018	108%	6	\$ 3,937,502	\$ 3,929,482	100%	\$ 176,916	4%	16
Occupancy Costs	\$ 3,582,192	\$ 4,240,775	\$ (658,583)	84%	7	\$ 5,764,864	\$ 5,426,350	106%	\$ (2,182,672)	-38%	17
Principal and Interest on Long Term Debt	\$ 956,944	\$ 1,005,940	\$ (48,996)	95%		\$ 1,186,334	\$ 1,135,739	104%	\$ (229,390)	-19%	18
Expenses Total	\$ 72,724,569	\$ 74,056,912	\$ (1,332,343)	98%		\$ 74,551,284	\$ 74,039,224	101%	\$ (1,826,715)	-2%	
Surplus (Deficit) Before Undernoted	\$ (2,963,454)	\$ (4,393,908)	\$ 1,430,454	67%		\$ (4,573,250)	\$ (5,146,928)	89%	\$ 1,609,796	-35%	
Transfers											
Transfers to (from) other funds	\$ (2,454,165)	\$ (1,892,903)	\$ (561,262)	130%	8	\$ (1,860,075)	\$ (1,818,288)	102%	\$ (594,090)	32%	19
Transfers to (from) Internally Restricted	\$ 514,401	\$ 469,150	\$ 45,251	110%		\$ 550,188	\$ 530,867	104%	\$ (35,787)	-7%	
Transfers Total	\$ (1,939,764)	\$ (1,423,753)	\$ (516,011)	136%		\$ (1,309,887)	\$ (1,287,421)	102%	\$ (629,877)	48%	
Total	\$ (1,023,689)	\$ (2,970,155)	\$ 1,946,466	34%		\$ (3,263,363)	\$ (3,859,507)	85%	\$ 2,239,673	-69%	

Variance explanations: Estimated YTD actuals compared to budget

- Increase due to Northern Sustainability Grant and Teacher Ed Stabilization Grant being more than budgeted
- Lower due to increase in Teacher Ed Stabilization Grant (offset in tuition)
- Increase in a variety of areas due to efforts to increase revenues. Most significant increase in athletics incidental fees
- Savings due to vacant positions during the year, as well as having budgeted 1.5% increase vs. 1% settlement
- Partly due to reduction in spending in March and April (ex: no travel)
- More Entrance scholarships than budgeted, however cost is offset by transfers from other funds below
- Hydro savings with Canadore
- Hydro savings on our residences allowing for larger transfer from ancillary fund

Variance explanations: Estimated YTD actuals compared to prior year

- Difference mostly due to Northern Sustainability Grant and Teacher Ed Stabilization grants
- Due to 10% decrease in tuition revenue. Had we been able to increase tuition by 3%, actual would have been \$29,547,400, an increase of approx. \$3M over prior year
- Increase in revenue due to demand increase (higher tuition)
- Minor decrease due to reduced commissions as well as lower recovery amount from Canadore shared library budget (due to lower expenses incurred)
- Smaller returns than expected due to poor performing markets. Also due to less cash to invest compared to prior year
- Due to 1% and step increases
- Partly due to reduction in spending in March and April (ex: no travel)
- More Entrance scholarships than prior year
- Prior year amount includes amounts spent on Greenhouse Gas project. Savings also due to Hydro savings with Canadore
- Savings due to full year under new debt restructure
- Due to Hydro savings on our residences allowing for larger transfer from ancillary fund

Undergraduate and Part-Time Graduate Students per 3 credit course

Non-Essential Fees

Equity Centre	\$	0.20
Student Development Fund	\$	0.20
NUSU Membership	\$	1.00
NUSU Clubs and Groups Support	\$	1.67
NUSU First Year Orientation and Transition Support	\$	0.65
NUSU Campus Recreational Activities	\$	0.70
NUSU Campus Safety Outreach and Awareness Campaigns	\$	1.50

TOTAL	\$	5.92
	Nipissing Total	\$ 0.40
	NUSU Total	\$ 5.52

Essential Fees

Student buildings

Athletics Complex	\$	5.00
NUSU Student Centre Fee	\$	32.00

Athletics and Recreation

Athletics Fee	\$	20.00
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Health and Counselling

Health Services	\$	2.40	
Student Intervention Support	\$	2.10	\$0.35 increase
Counselling Support and Outreach	\$	6.60	\$1.10 increase
NUSU General Health and Wellness Initiatives	\$	2.00	

Students ID Cards

Student ID Card	\$	0.75
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Academic Support

Student Learning & Transition Support	\$	4.60
NUSU Academic Peer Support	\$	1.50

Career Services

Career Resources and Services	\$	1.80	\$0.30 increase
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Student Achievement and Records

Record of Student Development	\$	1.60
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Campus Safety

Sexual Violence Education and Outreach	\$	2.15
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Campus Programming and Initiatives

Student Initiatives Fund	\$	0.60
World University Service of Canada	\$	0.50
NUSU Society Fee	\$	0.50
NUSU Planner Fee	\$	0.00
NUSU - Canadian Federation of Students	\$	1.75
NUSU Central Administrative Support	\$	4.25
NUSU World University Service of Canada	\$	0.50
NUSU Government Advocacy Fee	\$	0.50
NUSU Awareness Campaigns and Initiatives	\$	2.00
NUSU Programming and Services Fee	\$	4.75

TOTAL	\$	97.85
	Nipissing Total	\$ 48.10
	NUSU Total	\$ 49.75

GRAND TOTAL	\$	103.77
	NIPISSING GRAND TOTAL	\$ 48.50
	NUSU GRAND TOTAL	\$ 55.27

Health and Dental Plan (Charged once in F/W Term)

Student Health Plan	\$	225.00
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Student Transit Passes * NORTH BAY ONLY (Charged once in F/W Term)

Bus Pass	\$	202.14	\$3.04 increase
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Full-Time Graduate Students per term

Non-Essential Fees

Equity Centre	\$	0.67
Student Development Fund	\$	0.67
NUSU Membership	\$	3.33
NUSU Clubs and Groups Support	\$	5.57
NUSU First Year Orientation and Transition Support	\$	2.17
NUSU Campus Recreational Activities	\$	2.33
NUSU Campus Safety Outreach and Awareness Campaigns	\$	5.00

TOTAL	\$	19.74
	Nipissing Total	\$ 1.34
	NUSU Total	\$ 18.40

Essential Fees

Student buildings

Athletics Complex	\$	16.67
NUSU Student Centre Fee	\$	106.67

Athletics and Recreation

Athletics Fee	\$	66.67
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Health and Counselling

Health Services	\$	8.00	
Student Intervention Support	\$	7.00	\$1.17 increase
Counselling Support and Outreach	\$	22.00	\$3.67 increase
NUSU General Health and Wellness Initiatives	\$	6.67	

Student ID cards

Student ID Card	\$	2.50
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Academic Support

Student Learning & Transition Support	\$	15.33
NUSU Academic Peer Support	\$	5.00

Career Services

Career Resources and Services	\$	6.00	\$1.00 increase
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Student Achievement and Records

Record of Student Development	\$	5.33
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Campus Safety

Sexual Violence Education and Outreach	\$	7.17
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Campus Programming and Initiatives

Student Initiatives Fund	\$	2.00
World University Service of Canada	\$	1.67
NUSU Society Fee	\$	1.67
NUSU Planner Fee	\$	0.00
NUSU - Canadian Federation of Students	\$	5.83
NUSU Central Administrative Support	\$	14.17
NUSU World University Service of Canada	\$	1.67
NUSU Government Advocacy Fee	\$	1.67
NUSU Awareness Campaigns and Initiatives	\$	6.67
NUSU Programming and Services Fee	\$	15.83

TOTAL	\$	326.19
	Nipissing Total	\$ 160.34
	NUSU Total	\$ 165.85

GRAND TOTAL	\$	345.93
	NIPISSING GRAND TOTAL	\$ 161.68
	NUSU GRAND TOTAL	\$ 184.25

Health and Dental Plan (Charged once in F/W Term)

Student Health Plan	\$	225.00
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**Compulsory Ancillary Fees Committee
Nipissing University Ancillary Fees**

At the April 14, 2020 meeting of Nipissing University's Compulsory Ancillary Fees Committee, the following Nipissing University Ancillary Fees for 2020/21 were approved for formal recommendation to the Board of Governors of Nipissing University.

Undergraduate and Part-Time Graduate Students per 3 credit course

Non - Essential Fees

Equity Centre	\$0.20
Student Development Fund	\$0.20

Essential Fees

Student buildings

Athletics Complex	\$5.00
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Athletics and Recreation

Athletics Fee	\$20.00
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Health and Counselling

Health Services	\$2.40
Student Intervention Support	\$2.10
Counselling Support and Outreach	\$6.60

Student ID cards

Student ID Card	\$0.75
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Academic Support

Student Learning and Transition Support	\$4.60
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Career Services

Career Resources and Services	\$1.80
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Student Achievement and Records

Record of Student Development	\$1.60
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Campus Safety

Sexual Violence Education and Outreach	\$2.15
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Campus Programming and Initiatives

Student Initiatives Fund	\$0.60
World University Service of Canada	\$0.50

Student Transit Passes * NORTH BAY ONLY

Bus Pass	\$202.14
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Full-Time Graduate Students per term

Non - Essential Fees

Equity Centre	\$0.67
Student Development Fund	\$0.67

Essential Fees

Student buildings

Athletics Complex	\$16.67
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Athletics and Recreation

Athletics Fee \$66.67

Health and Counselling

Health Services \$8.00

Student Intervention Support \$7.00

Counselling Support and Outreach \$22.00

Student ID cards

Student ID Card \$2.50

Academic Support

Student Learning and Transition Support \$15.33

Career Services

Career Resources and Services \$6.00

Student Achievement and Records

Record of Student Development \$5.33

Campus Safety

Sexual Violence Education and Outreach \$7.17

Campus Programming and Initiatives

Student Initiatives Fund \$2.00

World University Service of Canada \$1.67

We, the Committee Members of Nipissing University's Compulsory Ancillary Fees Committee as named in the University's Compulsory Ancillary Fees Protocol Agreement, have participated in the review process and support the formal recommendation of the Compulsory Ancillary Fees Committee for the Nipissing University Ancillary Fees for 2020/21 as described above.

NOTE TO READER: The signed copies of this document are on file with the AVPs office, and all representatives have indicated their support and signed in the affirmative on the fees listed above.

Representative

Name	Signature	Supported (Y/N)	Date
Dr. Casey Phillips	Assistant Vice-President, Students, Nipissing University		
Renee Hacquard	Representative, Administration, Nipissing University		
Dana Mackfall	Representative, Administration, Nipissing University		
Hannah Mackie	Representative, Nipissing University Student Union		
Shannon MacCarthy	Representative, Nipissing University Student Union		
Tayler Sullivan	Representative, Nipissing University Student Union		

**Compulsory Ancillary Fees Committee
Nipissing University Student Union Ancillary Fees**

At the April 14, 2020 meeting of Nipissing University's Compulsory Ancillary Fees Committee, the following Nipissing University Student Union Ancillary Fees for 2020/21 were approved for formal recommendation to the Board of Governors of Nipissing University.

Undergraduate and Part-Time Graduate Students per 3 credit course

Non-Essential Fees

NUSU Membership	\$1.00
NUSU Clubs and Groups Support	\$1.67
NUSU First Year Orientation and Transition Support	\$0.65
NUSU Campus Recreational Activities	\$0.70
NUSU Campus Safety Outreach and Awareness Campaigns	\$1.50

Essential Fees

Student buildings

NUSU Student Centre Fee	\$32.00
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Health and Counselling

NUSU General Health and Wellness Initiatives	\$2.00
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Academic Support

NUSU Academic Peer Support	\$1.50
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Campus Programming and Initiatives

NUSU Society Fee	\$0.50
NUSU Planner Fee	\$0.00
NUSU - Canadian Federation of Students	\$1.75
NUSU Central Administrative Support	\$4.25
NUSU World University Service of Canada	\$0.50
NUSU Government Advocacy Fee	\$0.50
NUSU Awareness Campaigns and Initiatives	\$2.00
NUSU Programming and Services Fee	\$4.75

Health and Dental Plan (charged one-time in Fall / Winter term)

Student Health Plan	\$225.00
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Full-Time Graduate Students per term

Non - Essential Fees

NUSU Membership	\$3.33
NUSU Clubs and Groups Support	\$5.57
NUSU First Year Orientation and Transition Support	\$2.17
NUSU Campus Recreational Activities	\$2.33
NUSU Campus Safety Outreach and Awareness Campaigns	\$5.00

Essential Fees***Student buildings***

NUSU Student Centre Fee	\$106.67
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Health and Counselling

NUSU General Health and Wellness Initiatives	\$6.67
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Academic Support

NUSU Academic Peer Support	\$5.00
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Campus Programming and Initiatives

NUSU Society Fee	\$1.67
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NUSU Planner Fee	\$0.00
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NUSU - Canadian Federation of Students	\$5.83
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NUSU Central Administrative Support	\$14.17
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NUSU World University Service of Canada	\$1.67
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NUSU Government Advocacy Fee	\$1.67
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NUSU Awareness Campaigns and Initiatives	\$6.67
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NUSU Programming and Services Fee	\$15.83
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Health and Dental Plan (charged one-time in Fall / Winter term)

Student Health Plan	\$225.00
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We, the Committee Members of Nipissing University's Compulsory Ancillary Fees Committee as named in the University's Compulsory Ancillary Fees Protocol Agreement, have participated in the review process and support the formal recommendation of the Compulsory Ancillary Fees Committee for the Nipissing University Student Union Ancillary Fees for 2020/21 as described above.

NOTE TO READER: The signed copies of this document are on file with the AVPs office, and all representatives have indicated their support and signed in the affirmative on the fees listed above.

Representative

Name	Signature	Supported (Y/N)	Date
Dr. Casey Phillips	_____	_____	_____
Assistant Vice-President, Students, Nipissing University			
Renee Hacquard	_____	_____	_____
Representative, Administration, Nipissing University			
Dana Mackfall	_____	_____	_____
Representative, Administration, Nipissing University			
Hannah Mackie	_____	_____	_____
Representative, Nipissing University Student Union			
Shannon MacCarthy	_____	_____	_____
Representative, Nipissing University Student Union			
Taylor Sullivan	_____	_____	_____
Representative, Nipissing University Student Union			

NIPISSING

U N I V E R S I T Y

Operating Budget 2020 – 2021

DRAFT

Presented to:
Board of Governors
June 4, 2020



Executive Summary

Nipissing University is a vibrant, young, ready-to-grow 21st century university with century old roots in the community it serves, and has a mandate to address the needs of Northern Ontario and continues to have a special focus on serving the North in the North. It is the third largest employer in the North Bay area with a calculated annual economic impact of \$130.9 million locally, \$163 million nationally, and is an essential economic driver for the region.

The following budget submission has been prepared with input from across the university as we continue to work towards a balanced budget, which has been a focus over the past 5 years. Before we learned of the Province's tuition reduction/freeze, we were projecting a modest surplus in our Operating Fund of \$1.7M for 2020-21. While we continue to work towards balancing the operating budget, this report highlights that the University continues to budget a funding deficit.

As per the Province's announcement last year, domestic tuition fees, which were rolled back 10% in 2019-20, will remain frozen for 2020-21. At present, we do not have any information on the domestic tuition framework for future years. The impact of the government's tuition framework for 2019-20 and 2020-21 was a revenue shortfall of \$3.5 million in 2019-20 and \$4.2 million in 2020-21 compared to the budget projections at that time. While we await the Provincial Budget later this spring, our current assumption is that provincial grant funding will remain as outlined in the budget documents for 2020-21.

As the COVID-19 pandemic has created economic and social turmoil, we expect financial implications will continue to evolve over the coming months. The Ontario post-secondary education sector is experiencing uncertainties including concerns about fall 2020 enrollment levels (in particular international enrollments).

We are proposing that we continue with the budget recommendations in this document with the understanding that we will need to re-align expenditures to match revenues over the next several months. We will be closely monitoring the impact of the pandemic on our operations and will implement mitigation strategies as required. A more precise estimate of COVID-19 related financial impacts will be determined in the early fall when detailed enrollment rates are known. At that time, a budget update will be submitted to the Board of Governors.

2020 – 2021 Draft Budget

	2020-2021 Budget	2019-2020 Budget	Variance	% Variance	Notes
Revenue					
Government Grants	\$ 35,655,369	\$ 37,301,609	\$ (1,646,240)	-4.4%	1
Student Fees - Tuition	\$ 29,409,835	\$ 27,741,324	\$ 1,668,511	6.0%	2
Student Fees - Other	\$ 2,805,862	\$ 2,355,450	\$ 450,412	19.1%	3
Other	\$ 1,993,252	\$ 1,995,621	\$ (2,369)	-0.1%	
Investment Income	\$ 190,000	\$ 230,000	\$ (40,000)	-17.4%	4
Donations	\$ 100,000	\$ 39,000	\$ 61,000	156.4%	5
Revenue Total	\$ 70,154,318	\$ 69,663,004	\$ 491,314	0.71%	
Expenses					
Salaries and Benefits	\$ 55,400,290	\$ 54,801,488	\$ 598,802	1.1%	6
Operating	\$ 9,611,933	\$ 10,200,309	\$ (588,376)	-5.8%	7
Scholarships and Bursaries	\$ 3,788,400	\$ 3,808,400	\$ (20,000)	-0.5%	
Occupancy Costs	\$ 4,090,850	\$ 4,240,775	\$ (149,925)	-3.5%	8
Principal and Interest on Long Term Debt	\$ 1,005,940	\$ 1,005,940	\$ -	0.0%	
Expenses Total	\$ 73,897,413	\$ 74,056,912	\$ (159,499)	-0.22%	
Surplus (Deficit) Before Undernoted	\$ (3,743,095)	\$ (4,393,908)	\$ 650,813	-14.8%	
Transfers					
Transfers to (from) other funds: Schulich, ancillary and other donations	\$ (1,730,000)	\$ (1,892,903)	\$ 162,903	-8.6%	9
Transfers to (from) Internally Restricted (PD and PER)	\$ 500,500	\$ 469,150	\$ 31,350	6.7%	
Transfers Total	\$ (1,229,500)	\$ (1,423,753)	\$ 194,253	-13.64%	
Total	\$ (2,513,595)	\$ (2,970,155)	\$ 456,560	-15.37%	

Notes

- 1) Difference due to Teacher Stabilization and Tuition Sustainability grants received in 2020 - not anticipated in 2021
- 2) Due to increase in international students
- 3) Increase due to increase in students. Budgeted based on current year actuals.
- 4) Budgeted decrease due to current market environment
- 5) Increase donation revenue from Scholarship Fund to help reduce operating fund obligation
- 6) 1% increase plus step increases, includes some new positions. Amount includes \$200,000 of anticipated savings
- 7) Reductions in various departments to achieve a reasonable overall target. Amount includes \$200,000 of anticipated savings
- 8) Slight reduction in amounts owing to Canadore for Facilities cleaning staff due to replacing a shared position with a Nipissing position.
Also anticipate a reduction in Hydro.
- 9) Decrease due to changes in accounting practice for internal transfers. Anticipate more transfers to fund research initiatives.

Operating and Other Government Grants

	2020-2021 Budget	2019-2020 Budget	Variance	Notes
PROVINCIAL GRANTS				
Basic Operating Grant				
Basic Operating Grant	\$ 20,243,520	\$ 22,860,367	\$ (2,616,847)	1
Less International Student Recovery	\$ (112,500)	\$ (28,315)	\$ (84,185)	2
Teacher Education Stabilization Grant	\$ -	\$ 1,158,145	\$ (1,158,145)	1
Sub Total	\$ 20,131,020	\$ 23,990,197	\$ (3,859,177)	
Mission-Related Institutional Specific Grants				
Northern Ontario Grant	\$ 1,871,140	\$ 1,871,140	\$ -	
Sub Total	\$ 1,871,140	\$ 1,871,140	\$ -	
Enrolment Based Grants				
Second Entry Nursing Grant - to Canadore	\$ (183,295)	\$ (179,475)	\$ (3,820)	
Collaborative Grant - 50% from Canadore	\$ 1,433,071	\$ 1,433,071	\$ -	
Clinical Grant - 50% from Canadore	\$ 47,570	\$ 47,570	\$ -	
Sub Total	\$ 1,297,346	\$ 1,301,166	\$ (3,820)	
Performance Based Grants				
Performance Student Success	\$ 9,300,734	\$ 4,462,170	\$ 4,838,564	1
Sub Total	\$ 9,300,734	\$ 4,462,170	\$ 4,838,564	
Student Bursaries and Other Flow Through Funding				
Disabled Bursary	\$ 250,000	\$ 250,000	\$ -	
Ontario Graduate Scholarships	\$ 140,000	\$ 140,000	\$ -	
First Generation Bursary	\$ 28,000	\$ 28,000	\$ -	
Sub Total	\$ 418,000	\$ 418,000	\$ -	

Notes

- 1) Due to changes in funding from SMA2 to SMA3
- 2) Due to increase in budgeted number of international students

Operating and Other Government Grants (continued)

	2020-2021 Budget	2019-2020 Budget	Variance	Notes
PROVINCIAL GRANTS (continued)				
Specific Purpose and Other Grants				
Student Success Fund - Postsecondary Education Fund for Indigenous	\$ 675,886	\$ 675,886	\$ -	
Grants for Municipal Taxation	\$ 235,350	\$ 235,350	\$ -	
Accessibility for Students with Disabilities	\$ 280,000	\$ 280,000	\$ -	
Interpreter Fund	\$ 28,800	\$ 28,800	\$ -	
Indigenous Initiatives	\$ 40,300	\$ 40,300	\$ -	
Women's Campus Safety	\$ 109,624	\$ 109,624	\$ -	
Indigenous Travel Grant	\$ 15,000	\$ 15,000	\$ -	
Research Overheads Infrastructure Envelope	\$ 18,000	\$ 18,000	\$ -	
Facilities Renewal Grant	\$ 404,700	\$ 425,200	\$ (20,500)	
Mental Health Strategy	\$ 100,000	\$ 100,000	\$ -	
Mental Health Work	\$ 110,104	\$ 110,104	\$ -	
Aga Khan Tuition Grant	\$ 21,000	\$ 21,000	\$ -	
Northern Tuition sustainability Grant	\$ -	\$ 2,616,969	\$ (2,616,969)	1
Sub Total	\$ 2,038,764	\$ 4,676,233	\$ (2,637,469)	
TOTAL PROVINCIAL GRANTS	\$ 35,057,004	\$ 36,718,906	\$ (1,661,902)	
FEDERAL GRANTS				
Indirect Costs Grant	\$ 510,865	\$ 475,203	\$ 35,662	
SSHRC - Grad Funding	\$ 52,500	\$ 72,500	\$ (20,000)	
CIHR Scholarship - Grad Funding	\$ 17,500	\$ 17,500	\$ -	
NSERC - Scholarship	\$ 17,500	\$ 17,500	\$ -	
TOTAL FEDERAL GRANTS	\$ 598,365	\$ 582,703	\$ 15,662	
TOTAL GOVERNMENT GRANTS	\$ 35,655,369	\$ 37,301,609	\$ (1,646,240)	

Notes

- 1) One time grant from MCU for 10% tuition cut

Tuition

DEPARTMENT	2020-2021 Budget	2019-2020 Actuals	Variance	% Variance	Notes
Arts & Science					
Undergraduate Programs	\$ 6,467,799	\$ 6,971,567	\$ (503,768)	-7%	1
Graduate Programs	\$ 259,440	\$ 236,746	\$ 22,694	10%	
Education and Professional Studies					
Nursing	\$ 5,409,907	\$ 5,705,515	\$ (295,608)	-5%	2
Business	\$ 3,785,897	\$ 4,231,608	\$ (445,711)	-11%	3
Criminal Justice	\$ 1,333,632	\$ 1,389,959	\$ (56,327)	-4%	
Social Work	\$ 725,000	\$ 730,535	\$ (5,535)	-1%	
BPHE	\$ 1,573,047	\$ 1,611,814	\$ (38,767)	-2%	
Consecutive Ed	\$ 5,826,484	\$ 4,167,551	\$ 1,658,933	40%	4
Graduate Programs	\$ 698,475	\$ 801,623	\$ (103,148)	-13%	5
Indigenous programs (TISL, ITCP, ICADP)	\$ 443,903	\$ 271,623	\$ 172,280	63%	6
AQ/ABQ/PQP	\$ 337,500	\$ 317,725	\$ 19,775	6%	
International Tuition	\$ 2,898,750	\$ -	\$ 2,898,750	0%	7
Tuition exemption	\$ (350,000)	\$ (390,301)	\$ 40,301	-10%	
TOTAL TUITION	\$ 29,409,834	\$ 26,045,965	\$ 3,363,869		

Notes

- 1) Due to decrease in acceptances and applications, and lower than expected Spring/Summer tuition
- 2) Expecting decline in Nursing SPP due to reduced placement capacity
- 3) 2019-2020 actuals includes \$435K of international tuition.
- 4) Anticipating growth in Education (220 students)
- 5) 2019-2020 actuals includes \$50K of international tuition.
- 6) Two cohorts vs. 1 in prior year
- 7) The 2019-2020 actuals includes \$845,520 of international tuition distributed across a variety of programs in both faculties.
The 2020-2021 budget total of \$2,898,750 of international tuition will be distributed across a variety of programs in both faculties.
The budget amount represents 150 students, 110 increase from prior year.

Total Expenditures by Department

DEPARTMENT	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
Arts & Science	\$ 17,253,935	\$ 16,696,665	\$ 557,270	3%
Education and Professional Studies	\$ 22,325,800	\$ 22,030,748	\$ 295,052	1%
Office of Indigenous Initiatives	\$ 763,768	\$ 848,759	\$ (84,991)	-10%
Academic Support & Library	\$ 7,757,908	\$ 8,305,517	\$ (547,609)	-7%
Administration	\$ 16,660,698	\$ 16,943,295	\$ (282,597)	-2%
Student Services	\$ 6,782,769	\$ 6,861,080	\$ (78,311)	-1%
Athletics	\$ 2,752,535	\$ 2,770,848	\$ (18,313)	-1%
TOTAL EXPENDITURES	\$ 74,297,413	\$ 74,456,912	\$ (159,499)	0%
Less Anticipated Savings	\$ (400,000)	\$ (400,000)	\$ -	0%
TOTAL	\$ 73,897,413	\$ 74,056,912	\$ (159,499)	0%

Salaries & Benefits

DEPARTMENT	2020-2021 Budget	2019-2020 Budget	Variance	% Variance	Notes
Arts & Science	\$ 17,031,230	\$ 16,448,592	\$ 582,638	4%	1
Education and Professional Studies	\$ 20,664,680	\$ 20,309,945	\$ 354,735	2%	
Office of Indigenous Initiatives	\$ 602,760	\$ 663,729	\$ (60,969)	-9%	2
Academic Support & Library	\$ 5,113,544	\$ 5,284,144	\$ (170,600)	-3%	3
Total Academic	\$ 43,412,214	\$ 42,706,410	\$ 705,804	2%	
Administration	\$ 7,309,576	\$ 7,294,928	\$ 14,648	0%	
Student Services	\$ 3,455,530	\$ 3,434,127	\$ 21,403	1%	
Athletics	\$ 1,422,970	\$ 1,366,023	\$ 56,947	4%	4
Total Others	\$ 12,188,076	\$ 12,095,078	\$ 92,998	1%	
Less Anticipated Savings	\$ (200,000)	\$ -	\$ (200,000)	0%	5
TOTAL	\$ 55,400,290	\$ 54,801,488	\$ 598,802	1%	

Notes

- 1) Due to 10 LTA's proposed to cover sabbaticals, and 2 new Tenure Track positions.
- 2) Indigenous Student Recruitment position moved to Recruiting department
- 3) Majority of decrease due to reduction of salaries in PHD and realignment to correct department.
- 4) Due to addition of new Director of Athletics and reduction in support and part-time salaries.
- 5) Anticipated savings this year due to delays in filling new positions.

Operating Expenditures

DEPARTMENT	2020-2021 Budget	2019-2020 Budget	Variance	% Variance	Notes
Arts & Science	\$ 222,705	\$ 248,073	\$ (25,368)	-10%	1
Education and Professional Studies	\$ 1,661,120	\$ 1,720,803	\$ (59,683)	-3%	1
Office of Indigenous Initiatives	\$ 161,008	\$ 185,030	\$ (24,022)	-13%	2
Academic Support & Library	\$ 2,644,364	\$ 3,021,373	\$ (377,009)	-12%	3
Total Academic	\$ 4,689,197	\$ 5,175,279	\$ (486,082)	-9%	
Administration	\$ 9,351,122	\$ 9,648,367	\$ (297,245)	-3%	4
Student Services	\$ 3,327,239	\$ 3,426,953	\$ (99,714)	-3%	5
Athletics	\$ 1,329,565	\$ 1,404,825	\$ (75,260)	-5%	6
Total Others	\$ 14,007,926	\$ 14,480,145	\$ (472,219)	-3%	
Less Anticipated Savings	\$ (200,000)	\$ (400,000)	\$ 200,000	-50%	7
TOTAL	\$ 18,497,123	\$ 19,255,424	\$ (758,301)	-4%	

Notes

- 1) Various minor savings budgeted based on spending patterns.
- 2) Reduction in expenses related to Indigenous Student Recruitment - reallocated to Recruitment office
- 3) Savings due to CRC matching expenses being significantly lower, and various savings budgeted to help net position, based on spending patterns.
- 4) Various savings budgeted to help net position, largest savings in Shared budget for anticipated utilities savings.
- 5) Majority of savings in international recruitment costs which will come from internally restricted funds as approved last year.
- 6) Various savings budgeted to help net position, largest savings in other supplies and travel.
- 7) Split anticipated savings amount this year between salaries & operating expenditures. Total savings remain the same as prior year

Faculty of Arts & Science

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
Dean's Office	\$ 275,002	\$ 645,336	-\$ 370,334	\$ 75,550	\$ 76,550	-\$ 1,000	\$ 350,552	\$ 721,886	-\$ 371,334	-51%
Biology/Science/Chemistry	\$ 2,048,192	\$ 2,125,982	-\$ 77,790	\$ 69,500	\$ 76,700	-\$ 7,200	\$ 2,117,692	\$ 2,202,682	-\$ 84,990	-4%
Computer Science/Mathematics	\$ 1,973,375	\$ 1,747,265	\$ 226,110	\$ 15,200	\$ 20,450	-\$ 5,250	\$ 1,988,575	\$ 1,767,715	\$ 220,860	12%
Child & Family Studies	\$ 475,168	\$ 518,847	-\$ 43,679	\$ 600	\$ 900	-\$ 300	\$ 475,768	\$ 519,747	-\$ 43,979	-8%
Social Welfare	\$ 564,964	\$ 519,614	\$ 45,350	\$ 950	\$ 950	\$ -	\$ 565,914	\$ 520,564	\$ 45,350	9%
Geography/Geology	\$ 1,604,544	\$ 1,436,334	\$ 168,210	\$ 32,665	\$ 38,415	-\$ 5,750	\$ 1,637,209	\$ 1,474,749	\$ 162,460	11%
Psychology	\$ 1,721,774	\$ 1,619,879	\$ 101,895	\$ 5,500	\$ 6,045	-\$ 545	\$ 1,727,274	\$ 1,625,924	\$ 101,350	6%
English	\$ 1,624,194	\$ 1,546,572	\$ 77,622	\$ 3,500	\$ 3,750	-\$ 250	\$ 1,627,694	\$ 1,550,322	\$ 77,372	5%
History	\$ 1,269,978	\$ 1,261,009	\$ 8,969	\$ 3,730	\$ 5,530	-\$ 1,800	\$ 1,273,708	\$ 1,266,539	\$ 7,169	1%
Political Sci/Economics/Philosophy	\$ 1,240,346	\$ 1,151,883	\$ 88,463	\$ 1,650	\$ 1,650	\$ -	\$ 1,241,996	\$ 1,153,533	\$ 88,463	8%
Classics	\$ 410,140	\$ 453,596	-\$ 43,456	\$ 350	\$ 350	\$ -	\$ 410,490	\$ 453,946	-\$ 43,456	-10%
Religion & Culture	\$ 595,306	\$ 608,369	-\$ 13,063	\$ 1,100	\$ 1,100	\$ -	\$ 596,406	\$ 609,469	-\$ 13,063	-2%
Gender equality	\$ 666,529	\$ 588,711	\$ 77,818	\$ 1,500	\$ 2,500	-\$ 1,000	\$ 668,029	\$ 591,211	\$ 76,818	13%
Fine & Performing Arts	\$ 899,045	\$ 896,539	\$ 2,506	\$ 7,310	\$ 9,133	-\$ 1,823	\$ 906,355	\$ 905,672	\$ 683	0%
Sociology	\$ 1,292,399	\$ 1,175,888	\$ 116,511	\$ 2,900	\$ 3,150	-\$ 250	\$ 1,295,299	\$ 1,179,038	\$ 116,261	10%
Native Studies	\$ 370,274	\$ 152,768	\$ 217,506	\$ 700	\$ 900	-\$ 200	\$ 370,974	\$ 153,668	\$ 217,306	141%
TOTAL	\$ 17,031,230	\$ 16,448,592	\$ 582,638	\$ 222,705	\$ 248,073	-\$ 25,368	\$ 17,253,935	\$ 16,696,665	\$ 557,270	3%

Faculty of Education & Professional Studies

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
Dean's Office	\$ 630,282	\$ 783,408	-\$ 153,126	\$ 45,630	\$ 44,780	\$ 850	\$ 675,912	\$ 828,188	-\$ 152,276	-18%
Business	\$ 2,776,482	\$ 2,811,121	-\$ 34,639	\$ 639,400	\$ 653,400	-\$ 14,000	\$ 3,415,882	\$ 3,464,521	-\$ 48,639	-1%
Nursing	\$ 6,233,049	\$ 6,144,063	\$ 88,986	\$ 524,100	\$ 622,350	-\$ 98,250	\$ 6,757,149	\$ 6,766,413	-\$ 9,264	0%
Criminal Justice	\$ 912,256	\$ 1,028,639	-\$ 116,383	\$ 3,000	\$ 4,000	-\$ 1,000	\$ 915,256	\$ 1,032,639	-\$ 117,383	-11%
Social Work	\$ 804,975	\$ 779,106	\$ 25,869	\$ 14,250	\$ 13,750	\$ 500	\$ 819,225	\$ 792,856	\$ 26,369	3%
Education	\$ 6,156,173	\$ 5,784,837	\$ 371,336	\$ 39,100	\$ 44,100	-\$ 5,000	\$ 6,195,273	\$ 5,828,937	\$ 366,336	6%
Practice Teaching	\$ 436,715	\$ 382,806	\$ 53,909	\$ 307,740	\$ 233,580	\$ 74,160	\$ 744,455	\$ 616,386	\$ 128,069	21%
BPHE	\$ 1,961,825	\$ 1,842,574	\$ 119,251	\$ 53,800	\$ 59,300	-\$ 5,500	\$ 2,015,625	\$ 1,901,874	\$ 113,751	6%
Additional Qualifications	\$ 342,359	\$ 373,060	-\$ 30,701	\$ 2,200	\$ 1,993	\$ 207	\$ 344,559	\$ 375,053	-\$ 30,494	-8%
Aboriginal	\$ 410,564	\$ 380,331	\$ 30,233	\$ 31,900	\$ 43,550	-\$ 11,650	\$ 442,464	\$ 423,881	\$ 18,583	4%
TOTAL	\$ 20,664,680	\$ 20,309,945	\$ 354,735	\$ 1,661,120	\$ 1,720,803	-\$ 59,683	\$ 22,325,800	\$ 22,030,748	\$ 295,052	1%

Office of Indigenous Initiatives

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
Indigenous Initiatives	\$ 602,760	\$ 663,729	-\$ 60,969	\$ 161,008	\$ 185,030	-\$ 24,022	\$ 763,768	\$ 848,759	-\$ 84,991	-10%
TOTAL	\$ 602,760	\$ 663,729	-\$ 60,969	\$ 161,008	\$ 185,030	-\$ 24,022	\$ 763,768	\$ 848,759	-\$ 84,991	-10%

Academic Support and Library

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
VP Academic & Research	\$ 460,553	\$ 448,938	\$ 11,615	\$ 65,025	\$ 147,425	-\$ 82,400	\$ 525,578	\$ 596,363	-\$ 70,785	-12%
Research & Graduate Studies	\$ 1,035,322	\$ 1,381,492	-\$ 346,170	\$ 1,064,799	\$ 1,309,898	-\$ 245,099	\$ 2,100,121	\$ 2,691,390	-\$ 591,269	-22%
Faculty & Administrative Support	\$ 406,439	\$ 472,267	-\$ 65,828	\$ 4,575	\$ 3,400	\$ 1,175	\$ 411,014	\$ 475,667	-\$ 64,653	-14%
Dean of Teaching & Learning	\$ 379,184	\$ 227,236	\$ 151,948	\$ 40,500	\$ 16,700	\$ 23,800	\$ 419,684	\$ 243,936	\$ 175,748	72%
Library	\$ 1,318,736	\$ 1,327,927	-\$ 9,191	\$ 1,153,850	\$ 1,188,850	-\$ 35,000	\$ 2,472,586	\$ 2,516,777	-\$ 44,191	-2%
Registrar	\$ 1,513,310	\$ 1,426,284	\$ 87,026	\$ 315,615	\$ 355,100	-\$ 39,485	\$ 1,828,925	\$ 1,781,384	\$ 47,541	3%
TOTAL	\$ 5,113,544	\$ 5,284,144	-\$ 170,600	\$ 2,644,364	\$ 3,021,373	-\$ 377,009	\$ 7,757,908	\$ 8,305,517	-\$ 547,609	-7%

Administration

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
President's Office	\$ 475,772	\$ 495,868	-\$ 20,096	\$ 41,350	\$ 55,900	-\$ 14,550	\$ 517,122	\$ 551,768	-\$ 34,646	-6%
Board of Governors	\$ 103,312	\$ 101,082	\$ 2,230	\$ 27,450	\$ 33,350	-\$ 5,900	\$ 130,762	\$ 134,432	-\$ 3,670	-3%
Institutional Research & Analysis	\$ 241,207	\$ 225,184	\$ 16,023	\$ 14,830	\$ 17,550	-\$ 2,720	\$ 256,037	\$ 242,734	\$ 13,303	5%
Finance	\$ 986,640	\$ 1,033,366	-\$ 46,726	\$ 47,400	\$ 49,200	-\$ 1,800	\$ 1,034,040	\$ 1,082,566	-\$ 48,526	-4%
General Administration	\$ -	\$ 78,300	-\$ 78,300	\$ 1,667,538	\$ 1,674,088	-\$ 6,550	\$ 1,667,538	\$ 1,752,388	-\$ 84,850	-5%
VP Finance	\$ 144,101	\$ 302,454	-\$ 158,353	\$ 9,750	\$ 16,750	-\$ 7,000	\$ 153,851	\$ 319,204	-\$ 165,353	-52%
Human Resources	\$ 806,383	\$ 733,405	\$ 72,978	\$ 102,875	\$ 104,185	-\$ 1,310	\$ 909,258	\$ 837,590	\$ 71,668	9%
External Relations	\$ 1,128,992	\$ 1,080,012	\$ 48,980	\$ 445,292	\$ 433,200	\$ 12,092	\$ 1,574,284	\$ 1,513,212	\$ 61,072	4%
Computer Services	\$ 2,171,150	\$ 2,142,384	\$ 28,766	\$ 2,392,650	\$ 2,512,232	-\$ 119,582	\$ 4,563,800	\$ 4,654,616	-\$ 90,816	-2%
Facilities	\$ 1,252,019	\$ 1,102,873	\$ 149,146	\$ 4,601,987	\$ 4,751,912	-\$ 149,925	\$ 5,854,006	\$ 5,854,785	-\$ 779	0%
TOTAL	\$ 7,309,576	\$ 7,294,928	\$ 14,648	\$ 9,351,122	\$ 9,648,367	-\$ 297,245	\$ 16,660,698	\$ 16,943,295	-\$ 282,597	-2%

Student Services

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
Student Services	\$ 2,930,377	\$ 2,883,919	\$ 46,458	\$ 356,939	\$ 454,653	-\$ 97,714	\$ 3,287,316	\$ 3,338,572	-\$ 51,256	-2%
Financial Aid	\$ 525,153	\$ 550,208	-\$ 25,055	\$ 2,970,300	\$ 2,972,300	-\$ 2,000	\$ 3,495,453	\$ 3,522,508	-\$ 27,055	-1%
TOTAL	\$ 3,455,530	\$ 3,434,127	\$ 21,403	\$ 3,327,239	\$ 3,426,953	-\$ 99,714	\$ 6,782,769	\$ 6,861,080	-\$ 78,311	-1%

Athletics

	SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	2020-2021 Budget	2019-2020 Budget	Variance	% Variance
Basketball	\$ 223,620	\$ 223,212	\$ 408	\$ 181,925	\$ 207,300	-\$ 25,375	\$ 405,545	\$ 430,512	-\$ 24,967	-6%
Hockey	\$ 291,524	\$ 285,944	\$ 5,580	\$ 269,925	\$ 293,125	-\$ 23,200	\$ 561,449	\$ 579,069	-\$ 17,620	-3%
Soccer	\$ 88,800	\$ 82,600	\$ 6,200	\$ 95,685	\$ 91,050	\$ 4,635	\$ 184,485	\$ 173,650	\$ 10,835	6%
Volleyball	\$ 238,941	\$ 234,319	\$ 4,622	\$ 107,970	\$ 120,470	-\$ 12,500	\$ 346,911	\$ 354,789	-\$ 7,878	-2%
Athletic Scholarships	\$ -	\$ -	\$ -	\$ 413,500	\$ 413,500	\$ -	\$ 413,500	\$ 413,500	\$ -	0%
Other	\$ 580,085	\$ 539,948	\$ 40,137	\$ 260,560	\$ 279,380	-\$ 18,820	\$ 840,645	\$ 819,328	\$ 21,317	3%
TOTAL	\$ 1,422,970	\$ 1,366,023	\$ 56,947	\$ 1,329,565	\$ 1,404,825	-\$ 75,260	\$ 2,752,535	\$ 2,770,848	-\$ 18,313	-1%

NIPISSING

U N I V E R S I T Y

Ancillary Budget 2020 – 2021

DRAFT

Presented to:
Board of Governors
June 4, 2020



Draft Ancillary Budget

	2019-2020 Budget	2019-2020 Budget	Variance	% Variance
REVENUE				
Accomodation Fees, Conference Services and other revenue	\$ 6,279,127	\$ 6,324,059	\$ (44,932)	-1%
TOTAL REVENUE	\$ 6,279,127	\$ 6,324,059	\$ (44,932)	-1%
EXPENSES				
Salaries and Benefits	\$ 2,155,728	\$ 2,156,984	\$ 1,256	0%
Operating	\$ 1,717,391	\$ 1,736,446	\$ 19,055	1%
Principal & Interest on LTD	\$ 1,183,176	\$ 1,183,176	\$ -	0%
TOTAL EXPENSES	\$ 5,056,295	\$ 5,076,606	\$ 20,311	0%
EXCESS OF REVENUES OVER EXPENSES (EXPENSES OVER REVENUE) BEFORE THE UNDERNOTED	\$ 1,222,832	\$ 1,247,453	\$ (24,621)	-2%
Less Transfer to Operating Fund	\$ 1,222,832	\$ 1,247,453	\$ (24,621)	-2%
EXCESS OF REVENUES OVER EXPENSES (EXPENSES OVER REVENUE) FOR THE YEAR	\$ -	\$ -	\$ -	

Ancillary Services

	Revenue			SALARIES			OPERATING			TOTAL BUDGET			
	2020-2021	2019-2020	Variance	2020-2021	2019-2020	Variance	2020-2021	2019-2020	Variance	2019-2020	2019-2020	Variance	% Variance
Residence - General	\$ 423,085	\$ 412,120	\$ 10,965	\$ 897,620	\$ 856,534	\$ (41,086)	\$ 301,770	\$ 313,284	\$ 11,514	\$ (776,305)	\$ (757,698)	\$ (18,607)	2%
Chancellor's House	\$ 2,216,100	\$ 2,216,100	\$ -	\$ 22,000	\$ 30,484	\$ 8,484	\$ 609,688	\$ 615,392	\$ 5,704	\$ 1,584,412	\$ 1,570,224	\$ 14,188	1%
Founder's House	\$ 1,122,775	\$ 1,122,775	\$ -	\$ 19,800	\$ 19,620	\$ (180)	\$ 160,986	\$ 162,092	\$ 1,106	\$ 941,989	\$ 941,063	\$ 926	0%
Townhouses	\$ 709,214	\$ 708,864	\$ 350	\$ 22,000	\$ 21,800	\$ (200)	\$ 156,120	\$ 156,289	\$ 169	\$ 531,094	\$ 530,775	\$ 319	0%
Governor's House	\$ 1,342,930	\$ 1,342,930	\$ -	\$ 18,700	\$ 18,530	\$ (170)	\$ 485,847	\$ 487,457	\$ 1,610	\$ 838,383	\$ 836,943	\$ 1,440	0%
Residence Programming	\$ -	\$ -	\$ -	\$ 12,936	\$ 12,818	\$ (118)	\$ 42,535	\$ 39,435	\$ (3,100)	\$ (55,471)	\$ (52,253)	\$ (3,218)	6%
Residence - Don's	\$ -	\$ -	\$ -	\$ 374,000	\$ 370,600	\$ (3,400)	\$ 23,320	\$ 23,820	\$ 500	\$ (397,320)	\$ (394,420)	\$ (2,900)	1%
Off-Campus Living	\$ 2,000	\$ 2,000	\$ -	\$ 12,936	\$ 12,818	\$ (118)	\$ 1,100	\$ 1,100	\$ -	\$ (12,036)	\$ (11,918)	\$ (118)	1%
Residence - Maintenance	\$ 35,500	\$ 25,500	\$ 10,000	\$ 525,914	\$ 516,179	\$ (9,735)	\$ 891,850	\$ 870,600	\$ (21,250)	\$ (1,382,264)	\$ (1,361,279)	\$ (20,985)	2%
Athletic Centre Store	\$ 38,278	\$ 34,798	\$ 3,480	\$ 8,800	\$ 7,630	\$ (1,170)	\$ 26,380	\$ 26,104	\$ (276)	\$ 3,098	\$ 1,064	\$ 2,034	191%
Athletic Centre Bar	\$ 8,763	\$ 14,263	\$ (5,500)	\$ 4,373	\$ 7,123	\$ 2,750	\$ 4,036	\$ 7,336	\$ 3,300	\$ 354	\$ (196)	\$ 550	-281%
Conference Services	\$ 380,482	\$ 444,709	\$ (64,227)	\$ 236,649	\$ 282,848	\$ 46,199	\$ 196,935	\$ 216,713	\$ 19,778	\$ (53,102)	\$ (54,852)	\$ 1,750	-3%
Transfer to Operating										\$ (1,222,832)	\$ (1,247,453)		0%
Total	\$ 6,279,127	\$ 6,324,059	\$ (44,932)	\$ 2,155,728	\$ 2,156,984	\$ 1,256	\$ 2,900,567	\$ 2,919,622	\$ 19,055	\$ -	\$ -	\$ -	

Residence Beds

	# of Beds	# of Beds Budgeted	2019/20 Bed Rate	2020/21 Bed Rate (No Change)
Chancellors House	406	360	6,525	6,525
Founders House	205	182	6,525	6,525
Townhouses	138	132	5,817	5,817
Governors House	226	218	6,525	6,525
TOTAL	997	885		

Included Fees:

Telephone	\$220.00
Programming Fee	\$75.00
Application Fee (Non-Refundable)	\$25.00
Technology Fee (Cable / Wireless)	\$195.00
Total	\$515.00

NIPISSING UNIVERSITY MEETING DATES

BOARD & COMMITTEES

2020-21

Board meetings: September 17
 November 12
 January 14
 March 11
 May 6
 June 3

Committee meetings: September 14 (Audit & Finance only)
 October 19
 December 14
 February 8
 April 12
 May 17

Executive Only: May 31 (if required)

Additional committee meetings may be called as necessary.

Other important dates: TBD – Board Retreat
 *September 11, 2020 – Board/Senate Orientation
 June 7-11, 2021 – Convocation

Academic Senate: September 11
 October 9
 November 13
 December 11
 January 15
 February 12
 March 12
 April 9
 May 14
 May 28










* Date tentative

NIPISSING UNIVERSITY BOARD OF GOVERNORS

Calendar of Meetings/Events

2020 - 2021

Jul-20							Aug-20							Sep-20								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
			1	2	3	4			3	4	5	6	7	8	6	7	8	9	10	11	12	
5	6	7	8	9	10	11	9	10	11	12	13	14	15	13	14	15	16	17	18	19		
12	13	14	15	16	17	18	16	17	18	19	20	21	22	20	21	22	23	24	25	26		
19	20	21	22	23	24	25	23	24	25	26	27	28	29	27	28	29	30					
26	27	28	29	30	31		30	31														
Oct-20							Nov-20							Dec-20								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	Su	Mo	T	W	T	F	S		
					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12		
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19		
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26		
25	26	27	28	29	30	31	29	30						27	28	29	30	31				
Jan-21							Feb-21							Mar-21								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2			1	2	3	4	5	6			1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13		
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20		
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27		
24	25	26	27	28	29	30	28							28	29	30	31					
31																						
Apr-21							May-21							Jun-21								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	3						1			1	2	3	4	5		
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12		
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19		
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26		
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30					
							30	31														

-  Board Meeting
-  Committee Meetings (Including Executive Committee)
-  Audit & Finance Committee Only
-  Executive Committee Only (if required)
-  Hold for Convocation (dates TBD)
-  Senate Meetings
-  Stat Holiday
-  Annual Retreat - Date TBD
-  Joint Orientation/First Senate meeting of the year (Sep 11) (To be confirmed)

Nipissing University Board of Governors

Committee Preferences

Name: _____

Board members are asked to serve on at least one (often two) Board standing committee(s). In some instances, committee assignments are defined by the Board Bylaws. While all other committee assignments will be made by the Officers of the Board, an attempt will be made to take individual preferences into consideration where possible.

On which committees would you be willing to serve in the upcoming year?
(Please rank in order of preference.)

_____ **University Governance Committee** is responsible to the Board for general governance issues, including Board evaluation, selection of new members and committee membership. (Mondays, 9:00 a.m.)

_____ **Audit and Finance Committee** is responsible to the Board for developing and presenting general policies and recommendations on all financial matters. (Mondays, 10:30 a.m.)

_____ **Community Relations Committee** is responsible to the Board for setting policy that will guide the administration in the areas of public relations, community affairs, alumni liaisons, communications strategies, intergovernmental affairs, media relations and reputational matters. (Mondays, 1:30 p.m.)

_____ **Fundraising Committee** is responsible to the Board for developing plans and policies that will foster and support a philanthropic culture at the Board, across the University and throughout the community that will help to produce fund raising success. (Mondays, 2:30 p.m.)

_____ **Plant and Property Committee** is responsible to the Board for developing and recommending policies and making other recommendations related to campus plant and property. (Mondays, 3:30 p.m.)

There are several other bodies or committees throughout the University that require Board representation. Please indicate if you would be interested in sitting on one of the following committees:

_____ **Academic Senate** (monthly)

_____ **Academic Quality Assurance and Planning Committee (Senate sub-committee)**

_____ **Honorary Degrees (Senate sub-committee)**

_____ **Alumni Advisory Board**

_____ **Teacher Education Advisory Committee**

_____ **Annual Staff Awards for Exceptional Performance and/or Service**

_____ **Joint Board/Senate Committee on Governance**

_____ **Nipissing University Indigenous Council for Education (NUICE)**

*** Please return this form to the University Secretary at governors@nipissingu.ca.*