

## SENATE AGENDA

Friday, September 11, 2020

2:30 p.m. – F210

Zoom Conference:

<https://us02web.zoom.us/j/88092461985?pwd=U0lreXJHWEk2NkphTzR6MFdmL1ZZUT09>

### 1. ACKNOWLEDGEMENT OF THE TRADITIONAL TERRITORY

As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robinson-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishnabek. We respect and are grateful to hold this event on these lands with all our relatives.

### 2. APPROVAL OF THE AGENDA

### 3. ADOPTION OF THE MINUTES OF THE SENATE MEETINGS OF: May 22, 2020 & July 21, 2020

### 4. BUSINESS ARISING FROM THE MINUTES

### 5. READING and DISPOSING of COMMUNICATIONS

### 6. REPORTS FROM OTHER BODIES

- A.
  - (1) President
  - (2) Provost and Vice-President Academic and Research
  - (3) Vice-President Finance and Administration
  - (4) Board of Governors
  - (5) Alumni Advisory Board
  - (6) Council of Ontario Universities (Academic Colleague)
  - (7) Joint Board/Senate Committee on Governance
  - (8) NUSU
  - (9) Indigenization Steering Committee
  - (10) Others

- B. Reports from Senate members

7. QUESTION PERIOD8. REPORTS of STANDING COMMITTEES and FACULTY COUNCILS**SENATE EXECUTIVE COMMITTEE**

MOTION 1: That the Report of the Senate Executive Committee dated June 10, 2020 be received.

MOTION 2: That the Report of the Senate Executive Committee dated June 23, 2020 be received.

MOTION 3: That the Report of the Senate Executive Committee dated July 14, 2020 be received.

MOTION 4: That the Report of the Senate Executive Committee dated August 20, 2020 be received.

MOTION 5: That the Report of the Senate Executive Committee dated September 3, 2020 be received.

**ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE (AQAPC)**

MOTION 1: That the Report of the Academic Quality Assurance and Planning Committee dated August 14, 2020 be received.

**BY-LAWS AND ELECTIONS COMMITTEE**

MOTION 1: That the Report of the By-Laws and Elections Committee dated September 2, 2020 be received.

**TEACHING AND LEARNING COMMITTEE**

MOTION 1: That the Report of the Teaching and Learning Committee dated June 8, 2020 be received.

MOTION 2: That the Report of the Teaching and Learning Committee dated July 16, 2020 be received.

The following motions are presented to Senate for approval, by the Teaching and Learning Committee:

MOTION 3: That Senate approve that only the "Comment Sheet" portion of the current Nipissing University *Student Opinion Surveys* (i.e. referenced in the FASBU CA 2019-2022 Article 27 and CASBU CA Article 19.2 (b) and (c)) be administered for all courses in the 2020-2021 academic year (i.e. FA, WI, FW, SP, SS, SU), and that the "Course & Instructor

Evaluation Questionnaire" be suspended (not administered and no data collected) during this time.

Rationale: During a time where both faculty and students are contending with the COVID-19 pandemic; and where the University is requiring that all courses move to online delivery; and where most faculty and students will be adapting to primarily asynchronous instruction; and where we do not currently have a Student Opinion Survey designed or approved for online teaching; and where the NUFA and the Administration have recently struck a *Joint Committee of the Assessment of the Teaching and Learning Environment* to examine NU's Student Opinion Surveys and to make a recommendation within a year; and where the Ryerson/Kaplan decision exposes the potential flaws with the numerical data; rather than repeat and possibly amplify those flaws before the *Joint Committee* has done its work; the Teaching and Learning Committee recommends the suspension of the numeric portion of the *Course & Instructor Evaluation Questionnaire (Student Opinion Surveys)* during the 2020-21 academic year and that only the comment-based feedback be collected during this interim period. The comment-based feedback will continue to allow students the opportunity to provide their opinions to instructors about the courses and the instruction they receive.

MOTION 4: That Senate approve for the 2020-2021 academic year (i.e. FA, WI, FW, SP, SS, SU), the *Student Opinion Surveys* be presented to students, during a two-week period in the final two-weeks of each session, in an online manner, in the following format:

Rationale: The Teaching and Learning Committee has revised the comment-based portion of the Student Opinion Surveys to allow it to be administered without the numeric portion, which typically guided the process. This revised form draws its wording from the current *Course & Instructor Evaluation Questionnaire*.

**Format:**

**Student Opinion Survey**

**General Information:**

Completion of this survey is voluntary. The purpose is to collect information for use in assessing and improving courses and their instruction.

Only after final grades have been submitted and approved will the comments be provided to the course instructors.

The comments will be seen only by instructors.

**Please provide your comments on the course presentation:**

Comments on the Course Presentation may include, but are not limited to: usefulness of required texts and other instructional materials; usefulness and relevance of tests and assignments; usefulness of labs, seminars, and field

components, if applicable; appropriateness and level of difficulty of course content.

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**Please provide your comments on the Instructor:**

Comments on the Instructor may include, but are not limited to: the ability to convey course objectives and grading/evaluation criteria; the effective use of communication; the provision of meaningful examples and helpful/meaningful feedback on graded work; effective organization of course material; responsiveness; and the creation of an appropriate and respectful learning environment.

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**General Comments:**

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MOTION 5: That Senate approve that the administration of the interim *Student Opinion Surveys* in the 2020-2021 academic year (i.e. FA, WI, FW, SP, SS, SU), be conducted in such a way that the anonymity of students is maintained and that the Survey results received are returned unexamined to the faculty member, in keeping with FASBU Article 27.2 (b) and (c) and CASBU Article 19.2 (b) and (c).

Rationale: This motion asks that current practice, for the collection of Comment Sheets in the Student Opinion Surveys, remain unchanged. Anonymity for students will be maintained and any comments received will only be seen by the faculty member/instructor.

9. OTHER BUSINESS
10. AMENDMENT of BY-LAWS
11. ELECTIONS

- Elect one (1) A&S faculty Senate representative to serve on the Academic Quality Assurance and Planning Committee for a three-year term effective July 1, 2020 to June 30, 2023.
- Elect one (1) A&S faculty Senate representative to serve on the Joint Committee of the Board and Senate on Governance for a three-year term effective July 1, 2020 to June 30, 2023.

12. NEW BUSINESS

MOTION 1: That Senate move in camera.

13. ANNOUNCEMENTS

14. ADJOURNMENT

Nipissing University  
Minutes of the Academic Senate Meeting

May 22, 2020

2:30 p.m. – Room F210

**MEMBERS PRESENT:**

M. DeGagné (Chair), A. Vainio-Mattila, C. Sutton, J. McAuliffe,  
P. Maher, P. Radia, C. Richardson, D. Iafrate

A. Ackerman, O. Atari, A. Burk, D. Campbell, L. Chen, N.  
Colborne, S. Connor, H. Earl, L. Hoehn, N. Kozuskanich, M.  
Litalien, K. Lucas, S. Renshaw, S. Srigley, D. Tabachnick, R.  
Vernescu, H. Zhu

J. Allison, C. Anyinam, C. Hachkowski, D. Hay, T. Horton, D.  
Jarvis, A. Kociolek, D. Lafrance Horning, L. Manankil-Rankin,  
K. McCullough, P. Millar, G. Raymer, C. Ricci, A. Schinkel-Ivy,  
T. Sibbald, M. Sullivan

C. Irwin, O. Pokorny

S. Kidd

H. Mackie, M. King, W. Loveday, S. Pecoskie-Schweir

**ABSENT WITH REGRETS:**

N. Black

A. Hatef, B. Kelly, H. Teixeira

B. Ray

E. Lougheed

C. Foster

**APPROVAL OF THE AGENDA OF THE SENATE MEETING OF:** May 22, 2020

MOTION 1: Moved by N. Kozuskanich, seconded by D. Campbell that the agenda of the Senate meeting of May 22, 2020 be approved.  
CARRIED

**ADOPTION OF THE MINUTES OF THE SENATE MEETING OF:** May 8, 2020

MOTION 2: Moved by S. Srigley, seconded by O. Atari that the minutes of the Senate meeting of May 8, 2020 be adopted.  
CARRIED

The Speaker opened the meeting with a welcome to the traditional territory:

As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robinson-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishnabek. We respect and are grateful to hold this event on these lands with all our relatives.

### BUSINESS ARISING FROM THE MINUTES

In response to a question asked at the February 14, 2020 Senate meeting regarding students in concurrent programs who wish to attend convocation ceremonies for both their undergraduate degree and their BEd degrees, the Registrar advised that as of June, 2021, students will have the opportunity to attend both convocation ceremonies and celebrate with their families.

### REPORTS FROM OTHER BODIES

The President announced that following significant consultation amongst our academic and administrative leadership teams, programming for September will be moving to a primarily online format. By the end of June, parents and students should have an idea as to what a return to school in September will look like. Like the province's decision to keep school children at home for the remainder of the school year, Nipissing's decision was made in the best interests of our students, faculty and staff, with health and safety in mind. Now that the decision has been made, planning can begin for September. The President expressed his gratitude to all Senators that have worked tirelessly to create a new experience for students returning in the fall.

The President provided an update on June convocation and announced that the difficult decision was made to postpone the ceremonies. Recognizing that this was disappointing news for our graduates, their families, friends and the entire Nipissing community, he was pleased to announce that a Virtual Convocation will be held on Friday, June 26, 2020. The President thanked the Convocation Team, in collaboration with External Relations, for working diligently to recognize the accomplishments of our graduates. Further details will be provided in the coming weeks. Please direct any questions to [convocation@nipissingu.ca](mailto:convocation@nipissingu.ca).

The President was pleased to announce that Nipissing University is proud to bestow honorary degrees upon Dennis Chippa, Penny McIntyre and Scott Russell. Further announcements will be made in the coming weeks. The recipients will be announced during the Virtual Convocation on June 26. The chosen honorees have made significant contributions to Nipissing University, their profession, and society at large.

The Provost (PVPAR) provided updates from the offices of the Dean of Teaching and Graduate Studies and Research. She was pleased to announce that Dr. Justin Carré received an NSERC Discovery Grant for \$275,000 over five years, and an NSERC Discovery Accelerator Supplements Program Grant with \$120,000 a year over three years. Dr. Alison Schinkel-Ivy received an NSERC Discovery Grant for \$120,000 a year over five years, and an NSERC Discovery Launch Supplement for \$12,500 for one year. As well, Dr. Carly Dokis received an SSHRC Insight Grant for \$228,351 over five years. Congratulations were expressed. The PVPAR's report is attached to the minutes.

The Vice-President, Finance and Administration (VPFA) provided an update on the budget process. It was noted that this budget is a pre-COVID budget. The 2020-2021 Operating Budget and Ancillary Budget were shared on-screen by the Director of Finance, Renee Hacquard. The reports are attached to the minutes. A provisional budget will be presented to the Audit and Finance Committee and then to the

Board of Governors. Changes to the budget are expected once enrollment numbers are finalized. The VPFA highlighted a number of concerns, including a decrease in enrollment numbers and the possibility that COVID-19 will affect international recruitment. Additionally, she noted that \$617,000 was received from the Pandemic Crisis Fund to cover COVID-19 related expense. The majority of which was refunded to students that had to leave residence early. It was reported that the SMA3 is on hold. She advised that an Operational Readiness Committee has been created to address the concerns pertaining to campus operations during and following the COVID-19 pandemic.

A report was provided by the Alumni Advisory Board. The report is attached to the minutes.

The Council of Ontario Universities, Academic Colleague, provided a brief update advising that an advocacy group has been established for continuing talks on ongoing concerns, including: access to PPE, the adoption of guidelines, COVID-19 tests on campus, and Quality Assurance and how it will be conducted.

NUSU President, Hannah Mackie, provided a report. The report is attached to the minutes.

### QUESTION PERIOD

In response to a question as to whether the chat feature in a Zoom conference would be recorded in the Senate minutes, the President responded that the chat feature represents a side conversation and is not the body or official function of what is being discussed and should not be recorded in the official minutes. Procedural questions, information or motions should be read into the actual meeting and recorded in the minutes by the Senate Secretary. The chat feature will be allowed for use by Senators, but will not be recorded in the official minutes.

The following question was received in advance by email and read out:

My understanding is that the Senate is the body responsible for developing academic policy. The Collective Agreement recognizes the academic freedom to teach, and the faculty's "right and the responsibility to organize and structure classroom activities . . . and to adopt reasonable means to maintain a learning environment that is both productive and orderly" (18.2 (b)). By what authority was the decision made to mandate asynchronous course delivery for the fall semester?

In response, the Provost advised that the authority to mandate asynchronous courses comes from the fact that we do not have the institutional capacity to organize and schedule synchronous courses with our current support resources, infrastructure, and within a timeframe that allows students to make informed decisions. Faculty will need support from the Registrar's Office, LSTs, Deans' Offices, UTS, and some programs would require licenses beyond what we have. Students cannot be expected to juggle multiple synchronous components of courses when they will be taking five online courses. Another consideration is that there will be students in different time zones. We are not developing new policy, we are responding to a highly unusual situation with a view to sustainability of the institution. We are making a decision based on what we can support within the institution and based on best practices as we learn from the sector. The Provost noted that asynchronous courses does not mean that there cannot be synchronous elements. In response to questions as to whether it would be possible to schedule synchronous teaching time or office hours, faculty were invited to forward concrete questions and ideas regarding course delivery to their Deans, so that problems can be identified and best practices can be articulated. The Provost suggested that Senators avail themselves to the supports of the Teaching Hub. The Teaching Hub will be sharing links to workshops and providing concrete examples over the next few months.



REPORTS OF STANDING COMMITTEES AND FACULTY OR UNIVERSITY COUNCILSSENATE EXECUTIVE COMMITTEE

- MOTION 3: Moved by M. DeGagné, seconded by H. Mackie that the Report of the Senate Executive Committee dated May 14, 2020 be received.  
CARRIED
- MOTION 4: Moved by M. DeGagné, seconded by A. Ackerman that all Annual Reports (Motions 6, 7, 20, 24, 26-30 & 32) be received as an omnibus motion.  
CARRIED
- MOTION 5: Moved by M. DeGagné, seconded by S. Srigley that all Annual Reports (Motions 6, 7, 20, 24, 26-30 & 32) be approved as an omnibus motion.  
CARRIED
- MOTION 6: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Senate Executive Committee dated May 14, 2020 be received.

ACADEMIC AWARDS, APPEALS AND PETITIONS COMMITTEE

- MOTION 7: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Academic Awards, Appeals and Petitions Committee dated April 27, 2020 be received.

ACADEMIC CURRICULUM COMMITTEE

- MOTION 8: Moved by A. Vainio-Mattila, seconded by A. Ackerman that the Report of the Academic Curriculum Committee dated May 7, 2020 be received.  
CARRIED
- MOTION 9: Moved by A. Vainio-Mattila, seconded by H. Mackie that Senate consider Motions 11-19 as an omnibus motion.  
CARRIED
- MOTION 10: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve Motions 11-19 as an omnibus motion.

FACULTY OF ARTS AND SCIENCEData Science

- MOTION 11: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 1006 - Introduction to Data Science** be added to the Academic Calendar as outlined in the attached template.
- MOTION 12: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 2997 - Data Science Practicum I** be added to the Academic Calendar as outlined in the attached template.
- MOTION 13: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 3006 - Machine Learning** be added to the Academic Calendar as outlined in the attached template.

- MOTION 14: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 3016 - Tools and Technologies in Data Science** be added to the Academic Calendar as outlined in the attached template.
- MOTION 15: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 3997 - Data Science Practicum II** be added to the Academic Calendar as outlined in the attached template.
- MOTION 16: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 4006 - Data Analytics** be added to the Academic Calendar as outlined in the attached template.
- MOTION 17: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 4496 - Research I** be added to the Academic Calendar as outlined in the attached template.
- MOTION 18: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that **DATA 4497 - Research II** be added to the Academic Calendar as outlined in the attached template.
- MOTION 19: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve that Data Science (DATA) be included as Group III Sciences in the Breadth Requirement Grouping.

### **Breadth Requirement Grouping**

#### **Humanities, Social Sciences, Sciences and Professional Disciplines**

All undergraduate programs (with the exception of Bachelor of Commerce, Consecutive Education, Nursing and Physical and Health Education) make reference to Humanities, Social Science, Science and Professional Discipline requirements (breadth requirements). The purpose of breadth requirements is to ensure that students are exposed to different disciplines within their degree.

These groups are defined as follows:

#### **Group I Humanities**

Arts and Culture, Classical Studies, English Studies, Film, Fine Arts, French, History, Philosophy, Religions and Cultures, Russian, Spanish

#### **Group II Social Sciences**

Anthropology, Child and Family Studies, Criminal Justice, Economics, Gender Equality and Social Justice, Geography, Law and Justice, Native Studies, Political Science, Psychology, Social Welfare and Social Development, Sociology

#### **Group III Sciences**

Astronomy, Biology, Chemistry, Computer Science, Environmental Science, General Science, Physical/Technique Geography, Geology, Mathematics, Physics

#### **Group IV Professional Disciplines**

Accounting, Administrative Studies, Finance, Marketing, Organizational Studies, Nursing, Social Work, Technology Management

**Other**

The following disciplines are not specified in either Groups I, II, III, or IV. Please refer to individual course descriptions to confirm if the course(s) may be used to satisfy one of the above groups.

Aboriginal Leadership, Academic Writing, Arts and Cultural Management, Digital Humanities, First Year Foundations Experience, Interdisciplinary Studies, University Success

Note: Where reference is made to an Arts requirement, Arts is defined as either Group I Humanities or Group II Social Sciences. Cross-coded courses will be considered in the group to which they are cross-coded for satisfying breadth requirements regardless for which course the student is registered. Cross-listed courses will be considered in the group to which they are cross-listed for satisfying breadth requirements.

Motions 11-19 as omnibus, CARRIED

MOTION 20: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Academic Curriculum Committee dated May 7, 2020 be received.

**ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE (AQAPC)**

MOTION 21: Moved by A. Vainio-Mattila, seconded by M. Litalien that the Report of the Academic Quality Assurance and Planning Committee dated May 15, 2020 be received.  
CARRIED

MOTION 22: Moved by A. Vainio-Mattila, seconded by C. Anyinam that Senate approve the revised School of Graduate Studies External Examiner Policy as outlined in the attached document.  
CARRIED

MOTION 23: Moved by A. Vainio-Mattila, seconded by H. Mackie that Senate approve the revised Academic Standing and Progression Policy requirements as outlined in the attached document.  
CARRIED

MOTION 24: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Academic Quality Assurance and Planning Committee dated May 15, 2020 be received.

**BY-LAWS AND ELECTIONS COMMITTEE**

MOTION 25: Moved by T. Sibbald, seconded by T. Horton that the Report of the By-Laws and Elections Committee dated May 7, 2020 be received.  
CARRIED

MOTION 26: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the By-Laws and Elections Committee dated May 8, 2020 be received.

**HONORARY DEGREES COMMITTEE**

MOTION 27: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Honorary Degrees Committee dated May 8, 2020 be received.

**JOINT COMMITTEE OF THE BOARD AND SENATE ON GOVERNANCE**

MOTION 28: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Joint Committee of the Board and Senate on Governance Committee dated May 15, 2020 be received.

**RESEARCH COMMITTEE**

MOTION 29: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Research Committee dated May 7, 2020 be received.

**SENATE BUDGET ADVISORY COMMITTEE**

MOTION 30: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Senate Budget Advisory Committee dated May 13, 2020 be received.

**TEACHING AND LEARNING COMMITTEE**

MOTION 31: Moved by M. Litalien, seconded by G. Raymer that the Report of the Teaching and Learning Committee dated May 7, 2020 be received.  
CARRIED

MOTION 32: Moved by M. DeGagné, seconded by S. Srigley that the Annual Report of the Teaching and Learning Committee dated May 8, 2020 be received.  
Motions 6, 7, 20, 24, 26-30 & 32 as omnibus, CARRIED

**AMENDMENT OF BY-LAWS**

MOTION 33: Moved by T. Sibbald, second by T. Horton that Article 1.1 (r) General Definitions of the Senate By-Laws be amended as outlined below:

1.1 General Definitions

(r) “Faculty member” means a member of the ~~teaching or library staff of the University~~ whose primary appointment and responsibility is either as a full-time faculty, **academic** librarian, lab, seminar or ~~service~~ **special** course instructor;

Friendly amendments were proposed to remove the wording above listed in strikethrough, and add the words listed in bold. The mover was in agreement of the friendly amendments. A motion to add the word research was discussed and withdrawn.

CARRIED

**NEW BUSINESS**

MOTION 34: Moved by D. Iafrate, seconded by A. Vainio-Mattila that Senate consider receipt of the Graduation Applicants dated May 21, 2020.  
CARRIED

MOTION 35: Moved by D. Iafrate, seconded by M. DeGagné that Senate receive the Report of Graduation Applicants dated May 21, 2020.  
CARRIED

MOTION 36: Moved by D. Iafrate, seconded by M. DeGagné that Senate grant approval to graduate the students listed in the Report on Graduation Applicants dated May 21, 2020.  
CARRIED

### ANNOUNCEMENTS

The Provost and Deans read out the June 2020 graduands by faculty and degree and congratulated the students and faculty on their achievements.

The Speaker, on behalf of Senate, thanked President DeGagné for his service to Nipissing University and expressed well wishes in his new position as President of Yukon University.

Senator Kidd, on behalf of the Board of Governors, thanked all faculty and staff for their hard work and for doing all the right things for our students.

### ADJOURNMENT

Senate was adjourned at 1:10 p.m.



.....  
M. DeGagné (Chair)



.....  
S. Landriault (Senate Secretary)

## Provost's Report

### Fall 2020/21 Course delivery

- course registration has been pushed back and that students need to know what they are facing in the Fall semester
- Why asynchronous?
  - o The student experience is one of our greatest strengths, and moving to asynchronous is our best option to support that experience.
  - o Asynchronous will provide faculty with greater flexibility and freedom on how they teach their course - they won't be bound to a classroom for 3 hours, and it also helps us to address the concern that many faculty don't have access to stable and strong internet.
  - o Asynchronous learning will provide students the flexibility they need to work, financial concerns were at the top of their list of worries from our recent survey.
  - o Asynchronous learning provides students more options on course selection, they will now be able to take courses they weren't otherwise able to register in. For example, our first year science students have to take biology, math, ACAD, chemistry and labs - in a synchronous environment there are very limited elective options available - often they couldn't take a course in Fine Arts or Philosophy, even if they wanted to, because it didn't fit into their schedule
  - o Students express strong preference for asynchronous learning, and there are indications they will shop for these opportunities in the on-line environment.
  - o Many health authorities are predicting a second wave - the likelihood of schools and daycares closing again is high - asynchronous will better prepare us for this likely event

In short, asynchronous learning is a proactive and reasonable solution based on the information we have at this time.

- Why not synchronous (scheduled)? Moving to synchronous (scheduled) learning would cause our students undue hardship:
  - o there are equity issues with synchronous learning, not all students have access to strong and stable internet, forcing them to log on at certain times may be very difficult or impossible
  - o they need to work and have other responsibilities
  - o many share devices with family members and do not have guaranteed access at a scheduled time
  - o many of our students have socio-economic issues, especially those living in rural areas with problematic internet
- Will there be exception to the "asynchronous" only approach? Yes (there always are). They will be limited and determined based on student need. Please note, we are exploring the following options, and more information will be communicated as soon as it is possible.
  - o First-year courses with labs and tutorials (already approved by the Senate): lecture portion (asynchronous); lab/studio portion (synchronous, scheduled)
  - o Language courses
  - o FYF: the FYF demographic requires specific supports and doesn't do well with purely online; recommendation is to have synchronous tutorials
  - o Upper-level labs and studio
  - o Anything offered by OII, with asynchronous options
- What types of synchronous elements can live within asynchronous courses? These are synchronous, but not scheduled, elements.

- Dean of Teaching is doing a scan of examples and will be sharing a document to provide concrete examples. Here are some that we are exploring:
  - Office hours
  - Breakout groups
  - some faculty have suggested having a live lecture and then posting that lecture for those students who can not attend - that's great!!! As long as the live/scheduled portion is not required and students have an asynchronous option that's OK. Note the live lecture will not be on the schedule, this is something faculty can determine with students later

**Question:**

*My understanding is that the Senate is the body responsible for developing academic policy. The Collective Agreement recognizes the academic freedom to teach, and the faculty's "right and the responsibility to organize and structure classroom activities . . . and to adopt reasonable means to maintain a learning environment that is both productive and orderly" (18.2 (b)). By what authority was the decision made to mandate asynchronous course delivery for the fall semester?*

- The authority to mandate asynchronous courses comes from the fact that we do not have the institutional capacity to organize and schedule synchronous courses with our current support resources, infrastructure, and within a timeframe that allows students to make informed decisions. Faculty need support from RO, LSTs, Deans' Offices, UTS, and some programmes would require licenses beyond what we have.
- Students cannot be expected to juggle multiple synchronous components of courses when they will be taking 5 online courses.
- We are not developing new policy here, we are responding to a highly unusual situation with a view to sustainability of the institution. We are making a decision based on what we can support within the institution and based on best practices as we learn from the sector.
- Note: ***"Asynchronous courses", does not mean that there cannot be synchronous elements!***

**Update from Office of Graduate Studies and Research**

- NSERC Grants
  - Justin Carré: 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
  - Alison 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
  - 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
- Evaluation of COVID Grant Proposals Ongoing the week of Monday, May 25<sup>th</sup>
- Secured \$30,000 through Mitacs for student lead research funding. The announcement and research call will be released in the next two weeks.

# NIPISSING UNIVERSITY

## Operating Budget 2020 – 2021

**DRAFT**

Presented to:  
Academic Senate  
May 22, 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
<b>Revenue</b>					
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
<b>Revenue Total</b>	<b>\$ 70,154,318</b>	<b>\$ 69,663,004</b>	<b>\$ 491,314</b>	<b>0.71%</b>	
<b>Expenses</b>					
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%	
<b>Expenses Total</b>	<b>\$ 73,897,413</b>	<b>\$ 74,056,912</b>	<b>\$ (159,499)</b>	<b>-0.22%</b>	
<b>Surplus (Deficit) Before Undernoted</b>	<b>\$ (3,743,095)</b>	<b>\$ (4,393,908)</b>	<b>\$ 650,813</b>	<b>-14.8%</b>	
<b>Transfers</b>					
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%	
<b>Transfers Total</b>	<b>\$ (1,229,500)</b>	<b>\$ (1,423,753)</b>	<b>\$ 194,253</b>	<b>-13.64%</b>	
<b>Total</b>	<b>\$ (2,513,595)</b>	<b>\$ (2,970,155)</b>	<b>\$ 456,560</b>	<b>-15.37%</b>	

## 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
<b>PROVINCIAL GRANTS</b>				
<b>Basic Operating Grant</b>				
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
<b>Sub Total</b>	<b>\$ 20,131,020</b>	<b>\$ 23,990,197</b>	<b>\$ (3,859,177)</b>	
<b>Mission-Related Institutional Specific Grants</b>				
Northern Ontario Grant	\$ 1,871,140	\$ 1,871,140	\$ -	
<b>Sub Total</b>	<b>\$ 1,871,140</b>	<b>\$ 1,871,140</b>	<b>\$ -</b>	
<b>Enrolment Based Grants</b>				
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	\$ -	
<b>Sub Total</b>	<b>\$ 1,297,346</b>	<b>\$ 1,301,166</b>	<b>\$ (3,820)</b>	
<b>Performance Based Grants</b>				
Performance Student Success	\$ 9,300,734	\$ 4,462,170	\$ 4,838,564	1
<b>Sub Total</b>	<b>\$ 9,300,734</b>	<b>\$ 4,462,170</b>	<b>\$ 4,838,564</b>	
<b>Student Bursaries and Other Flow Through Funding</b>				
Disabled Bursary	\$ 250,000	\$ 250,000	\$ -	
Ontario Graduate Scholarships	\$ 140,000	\$ 140,000	\$ -	
First Generation Bursary	\$ 28,000	\$ 28,000	\$ -	
<b>Sub Total</b>	<b>\$ 418,000</b>	<b>\$ 418,000</b>	<b>\$ -</b>	

### Notes

- 1) One time grant from MCU as a result of 10% tuition reduction
- 2) Due to increase in budgeted number of international students

## Operating and Other Government Grants (continued)

	2020-2021 Budget	2019-2020 Budget	Variance	Notes
<b>PROVINCIAL GRANTS (continued)</b>				
<b>Specific Purpose and Other Grants</b>				
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
<b>Sub Total</b>	<b>\$ 2,038,764</b>	<b>\$ 4,676,233</b>	<b>\$ (2,637,469)</b>	
<b>TOTAL PROVINCIAL GRANTS</b>	<b>\$ 35,057,004</b>	<b>\$ 36,718,906</b>	<b>\$ (1,661,902)</b>	
<b>FEDERAL GRANTS</b>				
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	\$ -	
<b>TOTAL FEDERAL GRANTS</b>	<b>\$ 598,365</b>	<b>\$ 582,703</b>	<b>\$ 15,662</b>	
<b>TOTAL GOVERNMENT GRANTS</b>	<b>\$ 35,655,369</b>	<b>\$ 37,301,609</b>	<b>\$ (1,646,240)</b>	

### Notes

1) One time grant from MCU for 10% reduction cut

## Tuition

DEPARTMENT	2020-2021 Budget	2019-2020 Actuals	Variance	% Variance	Notes
<b>Arts &amp; Science</b>					
Undergraduate Programs	\$ 6,467,799	\$ 6,971,567	\$ (503,768)	-7%	1
Graduate Programs	\$ 259,440	\$ 236,746	\$ 22,694	10%	
<b>Education and Professional Studies</b>					
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%	
<b>International Tuition</b>	\$ 2,898,750	\$ -	\$ 2,898,750	0%	7
<b>Tuition exemption</b>	\$ (350,000)	\$ (390,301)	\$ 40,301	-10%	
<b>TOTAL TUITION</b>	<b>\$ 29,409,834</b>	<b>\$ 26,045,965</b>	<b>\$ 3,363,869</b>		

### 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%
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,297,413</b>	<b>\$ 74,456,912</b>	<b>\$ (159,499)</b>	<b>0%</b>
Less Anticipated Savings	\$ (400,000)	\$ (400,000)	\$ -	0%
<b>TOTAL</b>	<b>\$ 73,897,413</b>	<b>\$ 74,056,912</b>	<b>\$ (159,499)</b>	<b>0%</b>

## 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
<b>Total Academic</b>	<b>\$ 43,412,214</b>	<b>\$ 42,706,410</b>	<b>\$ 705,804</b>	<b>2%</b>	
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
<b>Total Others</b>	<b>\$ 12,188,076</b>	<b>\$ 12,095,078</b>	<b>\$ 92,998</b>	<b>1%</b>	
Less Anticipated Savings	\$ (200,000)	\$ -	\$ (200,000)	0%	5
<b>TOTAL</b>	<b>\$ 55,400,290</b>	<b>\$ 54,801,488</b>	<b>\$ 598,802</b>	<b>1%</b>	

### 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) Addition of Indigenous Student Recruitment position, 2 new support staff positions funded by NUSU ancillary fees, and new HR generalist position.
- 4) Due to addition of new Director of Athletics and reduction in support and part-time salaries.
- 5) Anticipated savings this year due to taking our time in filling new positions and addressing staffing vacancies.

## 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
<b>Total Academic</b>	<b>\$ 4,689,197</b>	<b>\$ 5,175,279</b>	<b>\$ (486,082)</b>	<b>-9%</b>	
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
<b>Total Others</b>	<b>\$ 14,007,926</b>	<b>\$ 14,480,145</b>	<b>\$ (472,219)</b>	<b>-3%</b>	
Less Anticipated Savings	\$ (200,000)	\$ (400,000)	\$ 200,000	-50%	7
<b>TOTAL</b>	<b>\$ 18,497,123</b>	<b>\$ 19,255,424</b>	<b>\$ (758,301)</b>	<b>-4%</b>	

### 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 is for international travel - anticipate using internally restricted net assets to cover any travel this 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%
<b>TOTAL</b>	<b>\$ 17,031,230</b>	<b>\$ 16,448,592</b>	<b>\$ 582,638</b>	<b>\$ 222,705</b>	<b>\$ 248,073</b>	<b>-\$ 25,368</b>	<b>\$ 17,253,935</b>	<b>\$ 16,696,665</b>	<b>\$ 557,270</b>	<b>3%</b>

## 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%
<b>TOTAL</b>	<b>\$ 20,664,680</b>	<b>\$ 20,309,945</b>	<b>\$ 354,735</b>	<b>\$ 1,661,120</b>	<b>\$ 1,720,803</b>	<b>-\$ 59,683</b>	<b>\$ 22,325,800</b>	<b>\$ 22,030,748</b>	<b>\$ 295,052</b>	<b>1%</b>

## 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%
<b>TOTAL</b>	<b>\$ 602,760</b>	<b>\$ 663,729</b>	<b>-\$ 60,969</b>	<b>\$ 161,008</b>	<b>\$ 185,030</b>	<b>-\$ 24,022</b>	<b>\$ 763,768</b>	<b>\$ 848,759</b>	<b>-\$ 84,991</b>	<b>-10%</b>

## 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%
<b>TOTAL</b>	<b>\$ 5,113,544</b>	<b>\$ 5,284,144</b>	<b>-\$ 170,600</b>	<b>\$ 2,644,364</b>	<b>\$ 3,021,373</b>	<b>-\$ 377,009</b>	<b>\$ 7,757,908</b>	<b>\$ 8,305,517</b>	<b>-\$ 547,609</b>	<b>-7%</b>

## 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%
<b>TOTAL</b>	<b>\$ 7,309,576</b>	<b>\$ 7,294,928</b>	<b>\$ 14,648</b>	<b>\$ 9,351,122</b>	<b>\$ 9,648,367</b>	<b>-\$ 297,245</b>	<b>\$ 16,660,698</b>	<b>\$ 16,943,295</b>	<b>-\$ 282,597</b>	<b>-2%</b>

## 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%
<b>TOTAL</b>	<b>\$ 3,455,530</b>	<b>\$ 3,434,127</b>	<b>\$ 21,403</b>	<b>\$ 3,327,239</b>	<b>\$ 3,426,953</b>	<b>-\$ 99,714</b>	<b>\$ 6,782,769</b>	<b>\$ 6,861,080</b>	<b>-\$ 78,311</b>	<b>-1%</b>

## 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%
<b>TOTAL</b>	<b>\$ 1,422,970</b>	<b>\$ 1,366,023</b>	<b>\$ 56,947</b>	<b>\$ 1,329,565</b>	<b>\$ 1,404,825</b>	<b>-\$ 75,260</b>	<b>\$ 2,752,535</b>	<b>\$ 2,770,848</b>	<b>-\$ 18,313</b>	<b>-1%</b>

# NIPISSING UNIVERSITY

## Ancillary Budget 2020 – 2021

**DRAFT**

Presented to:  
Academic Senate  
May 22, 2020





## Draft Ancillary Budget

	2019-2020 Budget	2019-2020 Budget	Variance	% Variance
<b>REVENUE</b>				
Accommodation Fees, Conference Services and other revenue	\$ 6,279,127	\$ 6,324,059	\$ (44,932)	-1%
<b>TOTAL REVENUE</b>	<b>\$ 6,279,127</b>	<b>\$ 6,324,059</b>	<b>\$ (44,932)</b>	<b>-1%</b>
<b>EXPENSES</b>				
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%
<b>TOTAL EXPENSES</b>	<b>\$ 5,056,295</b>	<b>\$ 5,076,606</b>	<b>\$ 20,311</b>	<b>0%</b>
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%
<b>EXCESS OF REVENUES OVER EXPENSES (EXPENSES OVER REVENUE) FOR THE YEAR</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

## 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%
<b>Total</b>	<b>\$ 6,279,127</b>	<b>\$ 6,324,059</b>	<b>\$ (44,932)</b>	<b>\$ 2,155,728</b>	<b>\$ 2,156,984</b>	<b>\$ 1,256</b>	<b>\$ 2,900,567</b>	<b>\$ 2,919,622</b>	<b>\$ 19,055</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	



## 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
<b>TOTAL</b>	<b>997</b>	<b>885</b>		

**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 Alumni Advisory Board Report to Senate May, 2020**

- Our April NU Connections e-newsletter went out at the beginning of the last month. We put a call to action out to our alumni to donate to the newly launched Student Emergency Fund, we 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.
- 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 is currently under review. When more details are formulated we will communicate those to you. 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 our next chat will take place on May 21<sup>st</sup> at 2:30pm with Lisa Snider. Lisa is a member on 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<sup>th</sup>. If you would like to be part of the hub please sign up at [nipissingu.ca/nucafe](http://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](http://nipissingu.ca/alumniawards) for more information.



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**Nipissing University Student Union**

## **NUSU Academic Senate Report - May 22nd, 2020**

### **Cystic Fibrosis Month**

This month is Cystic Fibrosis Awareness month and we continue to support this cause. We would like to congratulate Charlotte Foster, our previous VP Advocacy & Awareness and her team, on winning the 2019 Shinerama National Award for Most Improved Campaign. We would like to thank all of our students who helped raise money for Cystic Fibrosis Canada this past year whether it was in Frosh Week, at Zumba or just dropping by the office. We are also thankful to our community sponsors who allowed us to either use their space for our Shine Day or partnered with us on events throughout the year.

### **COCA Concert**

NUSU partnered with the Canadian Organization of Campus Activities and 14 other institutions across Canada to host an online concert. This concert featured Scott Helman, Tim Hicks, Junaid, Sarah and Gianna from Walk Off The Earth and Josh Ramsay of Marianas Trench. We were pleased to see our students engaged with this event and we are looking to collaborate with other student unions in the future to provide our students with a variety of programming.

### **Food Bank**

Just a reminder that our student food bank is operating out of Chancellor's House every Wednesday from 8:30am-4:30pm. We are also offering e-gift cards to students. They can access these via our website at [nusu.com/grocery](http://nusu.com/grocery).

### **Concerns From Students**

In light of the situation that has unfolded over the last few months, we have had many students concerned and asking questions about what next year will look like. With classes being moved primarily online, the concern has seen an increase. Many students have been open through their social channels that they are considering deferring a year. This is a concern for the student union, as currently our funding is directly linked to enrollment.

We are pleased to be included in ongoing conversations with the university about what the fall will look like and are hopeful that the surveys will assist the university in maintaining the



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## **Nipissing University Student Union**

integrity of their education. We are also hopeful that the weekly communication to students that has already begun will reassure them that Nipissing University is committed to supporting student success.

Nipissing University

Minutes of the Special Academic Senate Meeting

July 21, 2020

10:00 a.m.

Zoom Conference:

<https://us02web.zoom.us/j/85273937685?pwd=TjZ4REhRU2lvdjhWdFdtM3hEV3NnQT09>

MEMBERS PRESENT:

C. Sutton (Interim Chair), A. Vainio-Mattila, J. McAuliffe, P. Maher, P. Radia, C. Richardson, D. Iafrate, N. Black

A. Ackerman, A. Burk, D. Campbell, L. Chen, N. Colborne (Speaker), A. Hatef, M. Litalien, K. Lucas, C. McFarlane, S. Renshaw, M. Saari, R. Vernescu, S. Winters

J. Allison, C. Anyinam, K. Ferguson, C. Greco, D. Hay, R. Hoffman, D. Lafrance Horning, T. McParland, L. Peachey, P. Ravi, G. Raymer, A. Schinkel-Ivy, T. Sibbald, A. Wagner, P. Zou

C. Irwin

S. Kidd, B. Ray

M. King

ABSENT WITH REGRETS:

S. Connor, H. Earl, L. Hoehn, N. Kozuskanich, S. Srigley, M. Tuncali, H. Zhu

T. Horton, A. Kociolek

O. Pokorny

E. Lougheed

H. Mackie, W. Loveday, C. Foster, S. Pecoskie-Schweir

CONFIRMATION OF QUORUM

APPROVAL OF THE AGENDA OF THE SPECIAL SENATE MEETING OF: July 21, 2020

The July 21, 2020 Special Senate Agenda was approved with the addition of a Question Period following the Financial Update.

The minutes of the Senate meeting of May 22, 2020 will be approved and adopted at the September 11, 2020 Senate meeting.

The Speaker opened the meeting with a welcome to the traditional territory: As we begin this Nipissing University Senate meeting, I would like to acknowledge that we are in the territory of the Robinson-Huron Treaty of 1850 and that the land on which we gather is the Nipissing First Nation Traditional Territory and the traditional territory of the Anishnabek. We respect and are grateful to hold this event on these lands with all our relatives.

#### REPORT OF SENATE EXECUTIVE COMMITTEE

The Report of the Senate Executive Committee dated July 14, 2020 was received.

The Interim President, Cheryl Sutton, thanked Senators for their attendance. Following the July 9 virtual Town Hall Meeting, it was felt that further internal communication and input by way of Senate meetings over the summer months would be beneficial. Following discussion at the July 14, 2020 Senate Executive meeting, it was agreed that two special meetings of Senate be called. Also, as in-person Senate meetings will not be possible for some time, it was agreed that all scheduled Senate meetings be held virtually. The Interim President requested that the following motion that was approved at the July 14, 2020 Senate Executive meeting be read out and voted on by Senators:

Moved by A. Vainio-Mattila, seconded A. Ackerman that Senate approves that all scheduled meetings of the Academic Senate for 2020-2021 will be held by Zoom conferencing.

CARRIED

#### ANNUAL ACADEMIC ACTION PLAN 2020-2021

The Provost provided an academic planning update. A Power Point presentation was provided and is included in the minutes. The update covers the Academic Plan 2017-2022 (approved at Senate in May 12, 2017), and the Annual Academic Action Plans 2018-2021, 2019-2022 and 2020-2023. Discussion included, Growing the University, Engagement in Scholarship and Program Sustainability. The Provost reported that preparation for the third annual academic action plan is under way. Many initiatives were started but not finished. The new plan will look a lot like this one with some new initiatives. The goal is to give a quick overview of where we are at the moment. The full document will be brought to the September Senate meeting for discussion.

The Provost highlighted a number of ongoing initiatives: reorganization of the Senate policies; an SEM plan for student recruitment; a strategy for Indigenous Education; the creation of a university-wide plan for Indigenization; the development of Indigenous Studies; the development of an Internationalization strategy; the Data Monitoring Dashboard (IQAP process); and the establishment of processes for the Strategic Academic Plan for 2023-2027. Teaching Chair positions will continue and the Library continues to do work to expand and strengthen the Information Literacy Instruction Program. Faculty renewal, new program development, Quality Assurance and preparation for the SMA3 are all ongoing. The Provost advised that she is looking forward to providing updates on these initiatives at the September Senate meeting.

### Winter 2021 Term

The Provost advised that it had been decided that all courses would move on-line for fall 2020, but a decision has not yet been made regarding winter 2021. Ontario has now moved to Stage 3 of the re-opening framework, and will remain in Stage 3 until a vaccine is widely available or a cure is found. Physical distance regulations will be in effect for this period and enhanced cleaning will be in place. A decision must be made as courses cannot be delivered as they are normally delivered. Only 30% of a class can be used with a maximum of 50 people in an instructional space. As well, an enhanced cleaning period must be undertaken before new classes come in. In the near future, further discussion will be held in NU conversations and Faculty Council meetings to weigh the parameters.

The Provost reported that our enrolment numbers are better than expected, but students are registering in fewer courses than in the past. In Stage 3 the narrative is very much about only bringing people together when absolutely necessary. We must determine if there are students (i.e. first year students) that should be prioritized to be on campus. Are there groups of students whose programs could be entirely on-line, or programs that could be further modularized? To cut down on the cleaning in between classes, could courses be offered in three hour blocks instead of one hour blocks? Can spaces be identified that are only used by certain groups? Any courses offered on-site should also be offered on-line. The Provost asked that over the next few weeks, we try and identify more questions we need to ask. Most universities have not made decisions about the winter term, so we are in sync with the rest of the sector. It is hoped that a decision will be made in late August or early September. Participation is encouraged to answer these questions.

### Financial Update

The Director of Finance, Renee Hacquard, provided a financial update. The year to date reports for the period ending April 30, 2020 and June 30, 2020 are attached to the Minutes. Revenues are down 7% in total, and expenses are down 10% over last year. Salaries and benefits also saw some savings. It is hoped that COVID-19 funding will be received. We are cautiously optimistic that some of the costs can be absorbed.

### Question Period

In response to a question whether the gym could be used to hold classes, the Provost advised that only 50 students are allowed in any classroom regardless of the size of the room.

In response to a request to identify issues faced by the closure, the Provost advised that some students, faculty and staff don't have internet access. Requests have been made to access the university or residences for internet access. As we are allowed to have more people in the building, could there be more opportunities for smaller groups to meet? We need to consider whether it is in the best interest to have anyone come into campus, as we don't want to risk students, faculty and staff.

In reply to a question as to whether synchronous classes would assist to maintain testing and exams, the Provost responded that the position on synchronous and asynchronous

classes has not changed. The streaming content must be available for students asynchronously. The goal is to remove as many barriers as possible for students to learn at NU. This is an issue that will be discussed further.

A question was asked whether students on waiting lists could sit in on on-line class until a student withdraws and a spot becomes available, the same way students attend an on-site course. Students miss a lot of content and then have to play catch up. The Provost directed the question to the Registrar and the Dean of Teaching for response.

In response to a question as to whether the Scholar Practitioner program will deliver on-line courses, the Dean of Teaching responded that as an institution we use Blackboard and Blackboard Collaborate as we must ensure that students are using the same platform.

Concerns were raised that students moving back on campus in January in poor weather conditions is an important consideration. The Provost agreed that it would be significantly easier for students to attend on-site classes in May than January, and that we need to provide as many choices to students as possible. It was suggested that this issue be discussed further in the NU conversations.

In response to a question as to whether the timing of the spring budget would be moved, the Provost advised that courses can be offered no matter what the term is, and that many things will have to be rebalanced.

#### ADJOURNMENT

The Special Senate meeting was adjourned at 10:45 a.m.




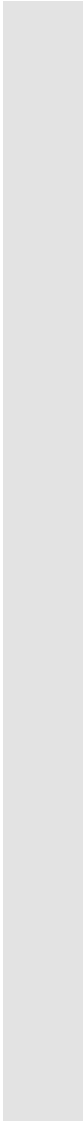
.....  
C. Sutton (Interim Chair)




.....  
S. Landriault (Senate Secretary)



# Academic Planning

- 
- 
- Academic Plan 2017-2022 (Senate May 12, 2017)
  - Annual Academic Action Plan 2018-2021, 2019-2022
  - **Annual Academic Action Plan 2020-2023**

- 
- I Growing the University
  - II Engagement in Scholarship
  - III Programme Sustainability

# Growing the University

- A ***Addressing Academic Policy Deficits***
  - 1. Re-organize Senate Policies
  - 2. Revision of Senate Policies
- B ***Student Recruitment***
  - 1. Create a SEM Plan
- C ***Strategy for Indigenous Education***
  - 1. University-wide Plan for Indigenization
  - 2. Development of Indigenous Studies
- D ***Internationalization***
  - 1. Internationalization Strategy
  - 2. Internal response to international recruitment
  - 3. External response to international recruitment
  - 4. Review International Exchanges Agreement processes
  - 5. Outbound Student Mobility
- E ***Data Monitoring Dashboards***
  - 1. Dashboards for monitoring
- F. ***Develop the process for Strategic Academic Plan for 2023-2027***

# Engagement in Scholarship

## A **Research**

1. Strategic Research Plan
2. Equity, Diversity and Inclusion
3. Canada Research Chairs
4. Research Communication Plan
5. Innovation
6. Research Success
7. Centres and Institutes

## B **Teaching**

1. Dean of Teaching
2. Teaching Hub
3. Teaching Chairs
4. Strategic Plan for Teaching

## C **Library**

1. Expand and strengthen Information Literacy Instruction Program
2. Assess learning outcomes of IL instruction sessions
3. Information Literacy Course

# Programme Sustainability

## A ***Faculty Renewal***

1. Tenure Track Faculty Positions
2. Sabbaticals
3. Teaching releases: Administrative
4. Teaching releases: Research
5. Non-Faculty Positions

## B ***New Programme Development***

1. New Programme Development Fund
2. New Programme Marketing Initiative
3. Strategic Plan for Graduate Studies
4. Degree architecture

## C ***Quality Assurance***

1. NU-IQAP roll-out
2. New Programme Proposals
3. Cyclical Reviews

## D. ***SMA III Preparation***

1. Establish SMA III Working Group

Winter 2021

# Where are we at?

- Decision was made re Fall of 2020, no decision has been made on Winter 2021. It has been scheduled as per usual.
- Ontario is in Stage 3, and will remain in Stage 3 until either a vaccine is widely available, or a cure is found:
  - Physical distancing
  - Enhanced cleaning protocols
- Cannot deliver the schedule we have!
- Decision August/September?



# Things to consider

- 6 credit courses that started on line, will finish on-line.
- 2<sup>nd</sup> year BEd electives will be on-line
- Classrooms will be at 30% capacity
- Indoors max. 50 people in an instructional space
  - Our classrooms:
    - Less than 10 > 21
    - 11-20 > 26
    - 21-30 > 9
    - 31-40 > 5
    - 41-50 > 0
    - More than 50 > 9
- Course registrations cause concern


## Things to consider (cont.)

- Anything offered on-site should also be offered on-line.
- Issues with streaming and/or recording

# Possible decisions

- Are there students whose on-site participation should be prioritized? For example, 1<sup>st</sup> year students
- Are there groups of students who could be entirely on-line? For example, all education students? Is it a priority that all students have an opportunity for some on-site learning? Or is it a priority to keep as many as possible away?
- Should we identify one core course in each programme that is offered on-site?
- In order to lessen the frequency of classroom cleaning, can we identify more courses that can be offered once a week in a three hour block?
- Are there programmes that can be further modulized? Eg. Some graduate programmes.

	A decision on Winter Term?	If yes, what is it?	If no, when will you have a decision made?
Nipissing	no		late August, early September
Windsor	no		August 25th
Carleton	yes	Online	
York	no		Hopefully, by the August long weekend
Trent	no		
Guelph	no	Expect it to be similar to fall	
Algoma	no		Sept 11
Ottawa	no		no
Queens	no		During fall term
Waterloo	no		Hoping for early August
Ryerson	no		
Laurier	no		Early September
Brock	no		Early September when Senate is back
Laurentian	no		By October Senate meeting
MacMaster	no		Late August, early September
Ont. Tech	yes	Blended learning	
Western	yes	Mixture of online & in person	



NU Conversations on  
Winter 2021  
28<sup>th</sup> July at noon!

# BOARD REPORT

As at 07/13/20

For the period ended 04/30/2020

	Updated 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
<b>Revenue</b>									
Government Grants	\$ 38,857,582	\$ 37,301,609	\$ 1,555,973	104%	\$ 38,585,683	\$ 38,802,090	99%	\$ 271,900	1%
Student Fees - Tuition	\$ 25,986,387	\$ 27,741,324	\$ (1,754,937)	94%	\$ 26,749,480	\$ 25,943,362	103%	\$ (763,094)	-3%
Student Fees - Other	\$ 2,642,797	\$ 2,355,450	\$ 287,347	112%	\$ 2,194,604	\$ 2,057,150	107%	\$ 448,193	20%
Other	\$ 2,040,523	\$ 1,995,621	\$ 44,902	97%	\$ 2,027,629	\$ 1,890,694	107%	\$ 12,894	1%
Investment Income	\$ 259,084	\$ 230,000	\$ 29,084	92%	\$ 380,171	\$ 160,000	238%	\$ (121,087)	-32%
Donations	\$ 42,819	\$ 39,000	\$ 3,819	110%	\$ 40,467	\$ 39,000	104%	\$ 2,352	0%
<b>Revenue Total</b>	<b>\$ 69,829,191</b>	<b>\$ 69,663,004</b>	<b>\$ 166,187</b>	<b>100%</b>	<b>\$ 69,978,034</b>	<b>\$ 68,892,296</b>	<b>102%</b>	<b>\$ (148,843)</b>	<b>0%</b>
<b>Expenses</b>									
Salaries and Benefits	\$ 53,156,795	\$ 54,801,488	\$ (1,644,693)	99%	\$ 53,593,904	\$ 53,898,992	99%	\$ (437,109)	-1%
Operating	\$ 9,538,455	\$ 10,200,309	\$ (661,854)	95%	\$ 10,068,679	\$ 9,648,661	104%	\$ (530,224)	-5%
Scholarships and Bursaries	\$ 4,063,790	\$ 3,808,400	\$ 255,390	108%	\$ 3,937,502	\$ 3,929,482	100%	\$ 126,288	3%
Occupancy Costs	\$ 3,719,438	\$ 4,240,775	\$ (521,337)	84%	\$ 5,764,864	\$ 5,426,350	106%	\$ (2,045,426)	-35%
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%
<b>Expenses Total</b>	<b>\$ 71,435,422</b>	<b>\$ 74,056,912</b>	<b>\$ (2,621,489)</b>	<b>98%</b>	<b>\$ 74,551,284</b>	<b>\$ 74,039,224</b>	<b>101%</b>	<b>\$ (3,115,861)</b>	<b>-4%</b>
<b>Surplus (Deficit) Before Undernoted</b>	<b>\$ (1,606,231)</b>	<b>\$ (4,393,908)</b>	<b>\$ 2,787,677</b>	<b>67%</b>	<b>\$ (4,573,250)</b>	<b>\$ (5,146,928)</b>	<b>89%</b>	<b>\$ 2,967,018</b>	<b>-65%</b>
<b>Transfers</b>									
Transfers to (from) other funds	\$ (2,061,822)	\$ (1,892,903)	\$ (168,919)	130%	\$ (1,860,075)	\$ (1,818,288)	102%	\$ (201,747)	11%
Transfers to (from) Internally Restricted	\$ 409,799	\$ 469,150	\$ (59,351)	110%	\$ 550,188	\$ 530,867	104%	\$ (140,388)	-26%
<b>Transfers Total</b>	<b>\$ (1,652,022)</b>	<b>\$ (1,423,753)</b>	<b>\$ (228,270)</b>	<b>136%</b>	<b>\$ (1,309,887)</b>	<b>\$ (1,287,421)</b>	<b>102%</b>	<b>\$ (342,135)</b>	<b>26%</b>
<b>Total</b>	<b>\$ 45,791</b>	<b>\$ (2,970,155)</b>	<b>\$ 3,015,946</b>	<b>34%</b>	<b>\$ (3,263,363)</b>	<b>\$ (3,859,507)</b>	<b>85%</b>	<b>\$ 3,309,154</b>	<b>-101%</b>

# BOARD REPORT

7/14/20

For the period ended 06/30/2020

	Actual YTD	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
<b>Revenue</b>									
Government Grants	\$ 5,194,721	\$ 35,655,369	\$ (30,460,648)	15%	\$ 5,473,492	\$ 37,301,609	15%	\$ (278,771)	-5%
Student Fees - Tuition	\$ 3,275,609	\$ 29,409,835	\$ (26,134,226)	11%	\$ 3,494,940	\$ 27,741,324	13%	\$ (219,331)	-6%
Student Fees - Other	\$ 517,965	\$ 2,805,862	\$ (2,287,897)	18%	\$ 556,361	\$ 2,355,450	24%	\$ (38,397)	-7%
Other	\$ 13,425	\$ 1,993,252	\$ (1,979,827)	1%	\$ 104,136	\$ 1,995,621	5%	\$ (90,711)	-87%
Investment Income	\$ 11,334	\$ 190,000	\$ (178,666)	6%	\$ 28,118	\$ 230,000	12%	\$ (16,784)	-60%
Donations	\$ -	\$ 100,000	\$ (100,000)	0%	\$ -	\$ 39,000	0%	\$ -	0%
<b>Revenue Total</b>	<b>\$ 9,013,055</b>	<b>\$ 70,154,318</b>	<b>\$ (61,141,263)</b>	<b>13%</b>	<b>\$ 9,657,048</b>	<b>\$ 69,663,004</b>	<b>14%</b>	<b>\$ (643,994)</b>	<b>-7%</b>
<b>Expenses</b>									
Salaries and Benefits	\$ 7,600,851	\$ 55,400,290	\$ (47,799,439)	14%	\$ 7,979,632	\$ 54,801,488	15%	\$ (378,782)	-5%
Operating	\$ 1,162,517	\$ 9,611,933	\$ (8,449,416)	12%	\$ 1,755,984	\$ 10,200,309	17%	\$ (593,467)	-34%
Scholarships and Bursaries	\$ 57,879	\$ 3,788,400	\$ (3,730,521)	2%	\$ 103,880	\$ 3,808,400	3%	\$ (46,001)	-44%
Occupancy Costs	\$ 205,546	\$ 4,090,850	\$ (3,885,304)	5%	\$ 224,018	\$ 4,240,775	5%	\$ (18,473)	-8%
Principal and Interest on Long Term Debt	\$ 168,119	\$ 1,005,940	\$ (837,821)	17%	\$ 172,303	\$ 1,005,940	17%	\$ (4,184)	-2%
<b>Expenses Total</b>	<b>\$ 9,194,911</b>	<b>\$ 73,897,413</b>	<b>\$ (64,702,502)</b>	<b>12%</b>	<b>\$ 10,235,818</b>	<b>\$ 74,056,912</b>	<b>14%</b>	<b>\$ (1,040,907)</b>	<b>-10%</b>
<b>Surplus (Deficit) Before Undernoted</b>	<b>\$ (181,857)</b>	<b>\$ (3,743,095)</b>	<b>\$ 3,561,238</b>	<b>5%</b>	<b>\$ (578,769)</b>	<b>\$ (4,393,908)</b>	<b>13%</b>	<b>\$ 396,913</b>	<b>-69%</b>
<b>Transfers</b>									
Transfers to (from) other funds	\$ -	\$ (1,730,000)	\$ 1,730,000	0%	\$ 6,991	\$ (1,892,903)	0%	\$ (6,991)	-100%
Transfers to (from) Internally Restricted	\$ 398,367	\$ 500,500	\$ (102,133)	80%	\$ 391,400	\$ 469,150	83%	\$ 6,967	2%
<b>Transfers Total</b>	<b>\$ 398,367</b>	<b>\$ (1,229,500)</b>	<b>\$ 1,627,867</b>	<b>-32%</b>	<b>\$ 398,391</b>	<b>\$ (1,423,753)</b>	<b>-28%</b>	<b>\$ (24)</b>	<b>0%</b>
<b>Total</b>	<b>\$ (580,223)</b>	<b>\$ (2,513,595)</b>	<b>\$ 1,933,372</b>	<b>23%</b>	<b>\$ (977,160)</b>	<b>\$ (2,970,155)</b>	<b>33%</b>	<b>\$ 396,937</b>	<b>-41%</b>

NIPISSING UNIVERSITY  
REPORT OF THE SENATE EXECUTIVE COMMITTEE  
(Zoom Conference)

June 10, 2020

There was a meeting of the Senate Executive on June 10, 2020 at 10:00 a.m. The meeting took place by Zoom conference.

The following members participated:

M. DeGagné (Chair), A. Vainio-Mattila, P. Maher, J. McAuliffe, C. Richardson, D. Iafrate, N. Colborne, J. Allison, P. Millar, T. Sibbald, H. Mackie, S. Landriault (Recording Secretary, n-v)

Regrets: P. Radia, M. Litalien

The purpose of the meeting was to ratify the motions to approve graduates (sent out electronically on June 5, 2020) and discuss the work of the Senate Executive over the summer months.

As currently there is no explicit provision in the Senate By-Laws that indicates motions can be approved by e-mail, and noting Senate's reticence regarding Senate Executive's authority, the Chair requested that a Senate Executive meeting be held by Zoom conference to ratify the motions to approve graduates. It was noted that we have had a long precedent of approving these types of motions over email. This item will be added to the agenda for discussion at the next meeting of the By-Laws and Elections Committee.

It was noted that there may be more graduates to be approved in August for students who couldn't finish practicals due to COVID-19. These graduates will be included in the September Senate Agenda for approval.

MOTION 1: Moved by D. Iafrate, seconded by N. Colborne that Senate Executive, acting on behalf of Senate, consider the receipt of the Report on Graduation Applicants dated June 5, 2020.  
CARRIED

MOTION 2: Moved by D. Iafrate, seconded by N. Colborne that Senate Executive, acting on behalf of Senate, receive the Report on Graduation Applicants dated June 5, 2020.  
CARRIED

MOTION 3: Moved by D. Iafrate, seconded by J. Allison that Senate Executive, acting on behalf of Senate, grant approval to graduate the students listed in the Report on Graduation Applicants dated June 5, 2020.  
CARRIED

Respectfully submitted,



M. DeGagné  
Chair  
Senate Executive Committee

MOTION 1: That Senate receive the Report of the Senate Executive dated June 10, 2020.



NIPISSING UNIVERSITY  
REPORT OF THE SENATE EXECUTIVE COMMITTEE

(Electronic Meeting)

June 23, 2020

There was an electronic meeting of the Senate Executive on June 22, 2020.

The following members participated:

M. DeGagné (Chair), A. Vainio-Mattila, P. Maher, J. McAuliffe, P. Radia, C. Richardson, D. Iafrate, N. Colborne, J. Allison, M. Litalien, P. Millar, T. Sibbald, H. Mackie, S. Landriault (Recording Secretary, n-v)

The purpose of this meeting was to approve the list of graduates submitted by the Registrar's Office.

The following motions were approved:

MOTION 1: Moved by C. Richardson, seconded by J. Allison that the Senate Executive, acting on behalf of Senate, consider the receipt of the Report on Graduation Applicants dated June 22, 2020.  
CARRIED

MOTION 2: Moved by C. Richardson, seconded by J. Allison that the Senate Executive, acting on behalf of Senate, receive the Report on Graduation Applicants dated June 22, 2020.  
CARRIED

MOTION 3: Moved by C. Richardson, seconded by J. Allison that the Senate Executive, acting on behalf of Senate, grant approval to graduate the students listed in the Report on Graduation Applicants dated June 22, 2020.  
CARRIED

Respectfully submitted,



M. DeGagné  
Chair  
Senate Executive Committee

MOTION 1: That Senate receive the Report of the Senate Executive dated June 23, 2020.

NIPISSING UNIVERSITY

REPORT OF THE SENATE EXECUTIVE COMMITTEE

July 14, 2020

There was a meeting of the Senate Executive on July 14, 2020 at 10:00 a.m. The meeting took place by Zoom conference.

The following members participated:

C. Sutton (Interim Chair), A. Vainio-Mattila, P. Maher, J. McAuliffe, P. Radia, C. Richardson, D. Iafrate, N. Colborne, J. Allison, M. Litalien, T. McParland, T. Sibbald, H. Mackie, S. Landriault (Recording Secretary, n-v)

The purpose of the meeting was to set the agenda for the July 21, 2020 Special Senate meeting.

The Interim President, Cheryl Sutton, thanked members for their attendance and spoke of the importance of maintaining communication while respecting the roles of the Senate and the Board. Following the very well attended Virtual Town Hall meeting, it was felt that further internal communication and input by way of Senate meetings over the summer months would be beneficial. The Chair of the By-Laws and Elections Subcommittee advised that By-Laws Article 6.0 (b) states that there shall be no regular meetings of Senate in July or August. However, By-Laws Article 6.1 (a) states that a special meeting of Senate may be called at the discretion of either the Chair of Senate or the Senate Executive Committee.

It was noted that there is reason for the Academic Curriculum Committee, Academic Quality Assurance and Planning Committee and the Teaching and Learning Committee to meet over the summer months as the university is a 12 month operation. Following discussion, members agreed that a great deal of work takes place over the summer months and it is important for the business of the university to continue. It was agreed that two special meetings of Senate would be called in July and August this year. The Chair of the By-Laws and Elections Committee advised that the scheduling of regular Senate meetings over 12 months of the year will be added to the agenda for discussion at the first By-Laws and Elections Committee meeting.

A discussion took place regarding how future Senate meetings will be held this academic year. It was noted that in-person Senate meetings will not be possible for some time, and that all scheduled Senate meetings will be held virtually. Members agreed that the following motion be voted on and communicated to Senate:

MOTION 1: Moved by A. Vainio-Mattila, seconded by T. McParland that the Senate Executive approves that all scheduled meetings of the Academic Senate for 2020-2021 will be held by Zoom conferencing.  
CARRIED

It was agreed that the August Special Senate meeting agenda include a question period and agenda items will be requested in advance. Senate meeting minutes will be approved at the regularly scheduled September 11, 2020 Senate meeting.

MOTION 1: Moved by C. Sutton, seconded by A. Vainio-Mattila that the Senate Executive approves the July 21, 2020 Special Senate Agenda.  
CARRIED

Respectfully submitted,



C. Sutton  
Interim Chair  
Senate Executive Committee

MOTION 1: That Senate receive the Report of the Senate Executive dated July 14, 2020.

NIPISSING UNIVERSITY  
REPORT OF THE SENATE EXECUTIVE COMMITTEE  
(Electronic Meeting)

August 20, 2020

There was an electronic meeting of the Senate Executive on August 20, 2020.

The following members participated:

C. Sutton (Interim Chair), A. Vainio-Mattila, P. Maher, J. McAuliffe, P. Radia, C. Richardson, D. Iafrate, N. Colborne, J. Allison, M. Litalien, T. McParland, T. Sibbald, H. Mackie, S. Landriault (Recording Secretary, n-v)

The purpose of this meeting was to approve the list of graduates submitted by the Registrar's Office.

The following motions were approved:

- MOTION 1: Moved by N. Colborne, seconded by C. Richardson that the Senate Executive, acting on behalf of Senate, consider the receipt of the Report on Graduation Applicants dated August 20, 2020.  
CARRIED
- MOTION 2: Moved by N. Colborne, seconded by C. Richardson that the Senate Executive, acting on behalf of Senate, receive the Report on Graduation Applicants dated August 20, 2020.  
CARRIED
- MOTION 3: Moved by N. Colborne, seconded by C. Richardson that the Senate Executive, acting on behalf of Senate, grant approval to graduate the students listed in the Report on Graduation Applicants dated August 20, 2020.  
CARRIED

Respectfully submitted,



C. Sutton  
Interim Chair  
Senate Executive Committee

- MOTION 1: That Senate receive the Report of the Senate Executive dated August 20, 2020.

NIPISSING UNIVERSITY

REPORT OF THE SENATE EXECUTIVE COMMITTEE

September 3, 2020

There was a Zoom meeting of the Senate Executive on September 3, 2020.

The following members participated:

C. Sutton (Interim Chair), A. Vainio-Mattila, P. Maher, J. Nadeau, P. Radia, D. Iafrate, N. Colborne, J. Allison, T. McParland, T. Sibbald, H. Mackie, S. Landriault (Recording Secretary, n-v)

Regrets: M. Litalien, J. McAuliffe

The purpose of the meeting was to set the agenda for the September 11, 2020 Senate meeting.

Reports of the Senate Executive Committee dated June 10, 2020, June 23, 2020, July 14, 2020 and August 20, 2020 were provided for inclusion in the Senate Agenda.

The Report of the Academic Quality Assurance and Planning Committee dated August 14, 2020 was provided to the Senate Executive for inclusion in the Senate Agenda. The 18-Month Post IQAP Follow-up Report for the Master of Sociology – Applied Social Research program, and the Policy Pertaining to Digital Learning Resources and Field Trips are included in the report.

The Report of the By-Laws and Elections Subcommittee dated September 2, 2020 was provided to the Senate Executive for inclusion in the Senate Agenda.

The Reports of the Teaching and Learning Committee dated June 8, 2020, and July 16, 2020 were provided to the Senate Executive for inclusion in the Senate Agenda. It was noted that the motions included in the July 16, 2020 report were inadvertently left out of the draft Senate Agenda. The Senate Secretary will revise the agenda to include the motions.

At the request of the Human Resources Department to elect two faculty members to serve on the Pension and Benefits Advisory Committee, it was noted that as this committee is not directly related to the academic oversight of the University, the elections would be better suited to be held at the Faculty Council level.

Under New Business, a request will be made to move in camera to approve the granting of a posthumous degree.

Respectfully submitted,



C. Sutton  
Interim Chair  
Senate Executive Committee

MOTION 1: That Senate receive the Report of the Senate Executive dated September 2, 2020.

**Report of the**  
**ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE**

**Friday, August 14, 2020**

The first meeting of the Academic Quality Assurance and Planning Committee was held on Friday, August 14, 2020.

**COMMITTEE MEMBERS:**

Arja Vainio-Mattila  
Pat Maher  
Carole Richardson

Nancy Black  
James Abbott  
Rob Breton

Steven Cairns  
Graydon Raymer  
Hannah Mackie

Regrets: J. McAuliffe, P. Radia, D. Iafrate, S. Tedesco, J. Smith, S. Srigley, R. Hoffman, K. Karvinen, C. Foster

Guest: D. Walters (attended on behalf of P. Radia)

Recording Secretary: S. Landriault

The Master of Sociology - Applied Social Research Program, 18 Month Post IQAP Follow-up Report was provided for review. It was noted that the department responded to all of the recommendations made in the 2014 IQAP review. The Follow-up Report will be included in the August 14, 2020 AQAPC Report for inclusion in the September 11, 2020 Senate Agenda. The Follow-up Report will then be forwarded on to the Quality Council.

The Ancillary Fees Policy Pertaining to Digital Learning Resources and Field Trips was provided for review. The Provost advised that guidelines were initially established several years ago, but a policy was never finalized. The Ministry of Colleges and Universities (MCU) regulates the fees that universities charge to students. Fees charged in addition to tuition are governed through the Ministry's ancillary fee protocol. The policy is mandated by the MCU, and is required in order to receive grant funding. The purpose of the policy is not to limit the choice of materials used in a course, but to ensure that students are not surprised by costs once they are registered in a course. If students are purchasing something that does not become their property or something that they can keep, they must be provided with an alternative assessment. The Provost advised that other university policies were examined and the policy was discussed in detail in Provost's Council meetings. The Ancillary Fees Policy Pertaining to Digital Learning Resources and Field Trips will be included in the AQAPC Report and provided for further discussion at the September 11, 2020 Senate meeting.

The Provost was pleased to report that the Council of Ontario Universities Appraisal Committee advised that the proposed BSc Specialization and BSc Honours program in Data Science was approved to commence. The application for MCU funding has been submitted and we are waiting for a response. Our goal is January 2021 for the first cohort of international students.

The Provost informed that due to COVID-19 restrictions, the following upcoming IQAP Reviews will take place virtually this fall:

- Gender Equality and Social Justice
- History - Bachelor of Arts Honours Specialization, Bachelor of Arts Specialization and Master of Arts
- Religions and Cultures

Self-studies have been completed and we are in the process of contacting external reviewers.

In response to a question regarding the Quality Assurance Audit, the Provost advised that feedback is expected to be received in September.

Respectfully submitted,

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

Arja Vainio-Mattila, PhD  
Chair, Academic Quality Assurance and Planning Committee

Motion 1: That the Report of the Academic Quality Assurance and Planning Committee dated August 14, 2020, be received.

# 18-MONTH POST IQAP FOLLOW-UP REPORT

## PROGRAM OVERVIEW

PROGRAM	IQAP REVIEW DATE	PREPARED BY
Master of Sociology- Applied Social Research	April 10, 2014	Provost & Vice-President, Academic

## PROGRESS OF PPC RECOMMENDATIONS

RECOMMENDATION	% COMPLETE	RESPONSIBLE MEMBER/UNIT	EXPECTED COMPLETION
The hiring of a new tenure-track faculty member.	100	To support the new MA in Sociology- Applied Social Research program, Nipissing University advertised and filled one (1) tenure-track position. Dr. Benjamin Kelly began this tenure track position at Nipissing University on January 1, 2017. Dr. Kelly currently serves as the Graduate Coordinator and actively supervises students and teaches courses at the graduate level in the MA in Sociology- Applied Social Research program.	July, 2017

## SUMMARY OF PROGRESS TO DATE

The M.A. in Sociology – Applied Social Research degree reflects a long-term process of planning on the part of the Department of Sociology and Anthropology, Faculty of Arts and Science and the School of Criminology and Criminal Justice, Faculty of Education and Professional Studies (formerly the Faculty of Applied and Professional Studies). The two departments already share courses in theory, research methods, quantitative and qualitative analysis, and other ‘stream’ and elective courses, and faculty members work collaboratively on a number of research projects, including most recently the design of a cognitive screening instrument for use by police officers in Ontario. Recognizing the similarities (three of the five faculty in the School of Criminology and Criminal Justice are sociologists) and strengths in academic and research interests across the departments, the M.A. in Sociology – Applied Social Research degree was structured to capitalize on and provide an important impetus for further development, fostering and training of students at the graduate level. Across the northeastern Ontario region, faculty have carried out a wide range of applied research projects in urban and rural communities and with First Nations groups, including studies of the prevalence and consequences of contingent work in northeastern Ontario; evaluation of youth suicide prevention programs; evaluation of domestic violence prevention programs; First Nations policing; and palliative care services.

The MA Sociology– Applied Social Research is available in the form of either a one-year Major Research Paper (MRP), or a two-year Thesis Research Project (TRP), and offers students the option to register full-time or flex-time. The MA Sociology– Applied Social Research program accepted its first cohort of students in Fall 2017. The initial cohort consisted of 5 students. In Fall 2018, the program welcomed its second cohort, consisting of 6 students. In Fall 2019, the third cohort consisted of 6 students. Currently, there are 11 students enrolled in the program (0 withdrawal and 1 flex-time). As of June 11, 2020, there are 6 applicants for our Fall 2020 intake. Based on the OCGS program proposal, the MA Sociology program aims to admit 7 students each year. The initial OCGS program proposal included 9 faculty members (1 has since resigned and 1 is on long-term disability). Currently, there are 12 faculty with full status in the MA Sociology program and an additional 6 with affiliate status. Faculty affiliated with the program are drawn from the School of Nursing, School of Social Work, and the departments of Psychology, and Social Welfare.

Students in both the Thesis (27 total credits) and MRP (24 total credits) stream are required to take three 3-credit courses that are foundational to their degree (Research Design, Advanced Sociological Theory and either Qualitative Analysis or Quantitative Analysis). Both MRP and TRP routes provide the option of completing a practicum component with a placement in a government, not-for-profit, or private agency. Working under the supervision of faculty, community, and regional members of the program advisory committee, students have undertaken applied research and evaluation studies with various levels of government, police agencies and social services. In addition to their TRP, Thesis students must take two additional 3-credit elective course (e.g., Special Topics in Social and Policy Issues; Determinates of Population Change; Science, Technology and the Environment; Education and Inequality; Directed Studies). Electives may also include a practicum placement. In addition to their MRP, MRP students must take three 3-credit elective courses that



may also include a practicum placement. Based on the available faculty workload, the MA Sociology program only offers 1-2 elective course(s) per academic year.

Student TRP and MRP research includes diverse topics, such as: first-generation post-secondary student skill outcomes; characteristics of persons with serious mental disorders who have repeat contact with police officers; managing and losing trust within emergent group formations; institutional intervention and sexual violence; gender equity and fertility intentions.

Because a significant portion of the MA program's learning outcomes include student proficiencies in sociological theory, qualitative methodologies and applied social research, a new tenure-track faculty position to fill this expertise and fulfill the program learning outcomes was advertised in 2017. Furthermore, the successful candidate not only had to possess the aforementioned expertise but also needed to play a major role in using this skillset to help develop and grow the first Sociology MA in Applied Social Research in Ontario. The 2017 tenure-track hire in this area, Dr. Benjamin Kelly, is an applied sociologist who specializes in sociological theory, social psychology, social problems and qualitative methodologies. He has taught graduate level sociological theory and qualitative analysis. As the current Graduate Coordinator of the program, Dr. Kelly has helped implement a flex-time policy that allows students to enroll in flex-time studies. The hiring of Dr. Kelly has provided additional support for graduate students who seek to link their conceptual framework and data collection to more applied research settings within the context of social problems. His ongoing fieldwork looks at the lived experience of activist-scientists and their concerns surrounding environmental risk in relation to industry, government, public policy and First Nations.

The M.A. in Sociology – Applied Social Research degree, along with the new 2017 tenure-track hire, has contributed to each of the key objectives identified in Nipissing University's Strategic Research plan as detailed below:

- 1) to provide the strategic directive to strengthen and support existing and emerging research, guiding Nipissing University into the future as a regional, national and international centre of research excellence in selected areas;
- 2) to encourage and facilitate intra-, inter- and multidisciplinary research initiatives among the faculty and develop research clusters, centres based on strength;
- 3) to further enhance the research training of all students, and, in particular, to continue our commitment to undergraduate research;
- 4) to pursue collaboration and partnership with other regional, national or international communities, industries, institutions, and government agencies to develop research activities which are of relevance and value to our local communities and our region; and,
- 5) to attract and provide increased financial resources and infrastructure to foster research excellence and innovation in designated areas.

## LIST OF ACTION ITEMS LEADING UP TO 4-YEAR FOLLOW-UP REPORT

ITEM	RESPONSIBLE MEMBER/UNIT	PROJECTED COMPLETION
A full-time Advisor/Placement Officer attached to the program to support the practicum courses SOCI 5507 MRP Practicum and SOCI 5508 TRP Practicum.	K. McMillan, M.A. Sociology	Projected 2021
Given the program focus on contemporary social issues, permanent staffing of contemporary social theories courses will need to be redressed.		Ongoing; projected 2021
A centrally-located, common office space/graduate cubicles is provided for graduate students, located in the "H" wing of the university, close in proximity to many of the research institutes (e.g. RDC, IASR) affiliated with graduate programs at the university. Computers, printers and office materials are provided for graduate students.		Completed
		Completed
<b><i>Participation of a sufficient number and quality of faculty</i></b> (Seven of the ten faculty involved in the M.A. in Sociology – Applied Social Research degree are Associate Professors, and three of these are appointed at the rank of full professor.)		
<b><i>Evidence of financial assistance</i></b>		
Nipissing University provides a range of funding opportunities for full-time enrollment graduate students, including		

Graduate Teaching Assistantships (GTA), Graduate Research Assistantships (GRA), Nipissing University Graduate Scholarships (NUGS) and Nipissing University Research Fellowships (NURF), along with additional funding opportunities provided by Tri-Council and applied research grants held by faculty members. In addition, Nipissing University strongly encourages and provides support for graduate students seeking Ontario Graduate Scholarship (OGS) and Canada Graduate Scholarships – Masters funding. Normally, graduate support funds provided by Nipissing University to full-time graduate students are in the order of \$10,000.00 or more annually.

Completed

Completed

The Tier II Nipissing CRC Chair in Life Course Transitions in Northern & Rural Communities (funded, September, 2015) will provide \$25,000.00 per year for 5 years for graduate student funding in the M.A. in Sociology – Applied Social Research degree, along with funding of up to two postdoctoral fellow positions to support teaching and research in the Department of Sociology and Anthropology. The 5-year Correctional Service of Canada MOU (funded August, 2015) will provide as much as \$25,000.00 per year over a five-year period for graduate student research. Additional grants applications, totaling more than one-half million dollars, have been submitted by faculty in 2015.

Completed

The Statistics Canada Research Data Centre (RDC) announced in September 2015 and funded through a \$250,000 CFI grant and additional funds from Nipissing University will provide faculty and graduate students involved in the M.A. in Sociology – Applied Social Research

degree with unique opportunities to work with Census, Social Survey and other microdata in researching social issues and social problems confronting northern and rural communities.

Completed

With planned efficiencies in the Department of Sociology and Anthropology undergraduate program, including the elimination of small (<100) sections of SOCI 1016 Introduction to Sociology, SOCI 2016 Classical Sociological Theory and SOCI 2017 Contemporary Theory (<50) and SOCI 2126 Sociological Research Methods (<40), the equivalent of 1 FTE will be made available for teaching in the M.A. in Sociology – Applied Social Research degree; while the remaining .4 FTE will be contributed from the School of Criminology and Criminal Justice in the form of similar efficiencies gained in their undergraduate program and/or new hires in that rapidly growing undergraduate degree.

Completed

That the university locate the faculty of the Department of Sociology & Anthropology, and graduate students enrolled in the M.A. program, in a central physical space in order to promote the formation of *'a cohesive group of graduate students and supervisory faculty'*.

Completed

In light of the mixed method research focus of the proposed program, it would be ideal to have software for qualitative data analysis available on campus. (Nipissing University does have a limited

Completed

number of site-licenses for NVivo, the most popular qualitative analysis program. The department will ensure that University Technology Services (UTS) is aware that there will be a need to increase the number of available site-licenses to accommodate students in the Sociology M.A. program).

Given the current work of faculty with census data, and the increased interest and demand forthcoming from graduate students supervised by the faculty, a Research Data Centre (RDC) Statistics Canada-sponsored satellite facility has been established at Nipissing University.

Completed

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## CONCLUSIONS/RECOMMENDATIONS/NEXT STEPS

The MA Sociology program addresses five out of the six themes within Nipissing University's Strategic Research Plan (SRP, 2019-2024). Our graduate faculty and students conduct research within the SRP themes of Indigenous and Decolonial Research, Environment & Natural Resources, The Human Condition, Conflict Resolution, and Inequality.

With the 2017 addition of the faculty complement, the MA program in Sociology-Applied Social Research now has 10 faculty contributing to the program. The Statistics Canada Research Data Centre (RDC) announced in September 2015 and funded through a \$250,000 CFI grant and additional funds from Nipissing University further enhances the faculty members' and graduate students' involvement in this program, providing them with unique opportunities to work with Census, Social Survey and other microdata in researching social issues and social problems confronting northern and rural communities. Next steps include solidifying the position of a full-time Advisor/Placement Officer to support the practicum courses SOCI 5507 MRP Practicum and SOCI 5508 TRP Practicum, and staffing of contemporary theories courses by adequate redeployment of faculty who are primarily involved in the undergraduate Sociology program.

# Policy Pertaining to Digital Learning Resources and Field Trips

## Preamble

The Ministry of Colleges and Universities (MCU) regulates fees that universities charge to students. Fees charged in addition to tuition are governed through the Ministry's ancillary fee protocol.

In December 2013, the Ministry revised their Tuition Fee Framework and Ancillary Fee Guidelines for Publically-Assisted Universities, 2013-14 to 2016-17. These guidelines consider a compulsory non-tuition-related ancillary fee to be "a fee which is levied to cover the costs of items which are not normally paid for out of operating or capital revenue." Below is Nipissing University's policy in response to the guidelines that relate to learning resources and field trips. **Appendix A** provides a decision tree that illustrates the guidelines on the use of learning resources in Nipissing University courses

## Policy Related to Digital Learning Resources

Nipissing University recognizes the benefits that technology-enabled resources can provide to both students and their instructors, through enhanced engagement, greater achievement of learning outcomes and the provision of a broader array of assessment tools. Technology-enabled learning is firmly established across the spectrum of teaching and learning activity at Nipissing University. This includes fully online and blended courses, digital content, online examinations and quizzes, electronic submissions of assignments and reports, discussion groups, etc.

Nipissing University also recognizes the additional costs that learning resources pose to students, and that these costs need to be considered in balance with the enhanced learning environment they provide. ***Instructors should endeavor to keep the total costs of all learning resources used in any course at a level that students can reasonably afford.***

Prior to the most recent Ministry guidelines, the Ministry effectively prohibited universities from requiring students to purchase digital learning resources and associated assessment tools created by third-party vendors. The latest Ministry guidelines recognize the "contribution that these resources can make to the quality of teaching and learning, including support for adaptive learning and formative assessment." Importantly, the Ministry has delegated the responsibility for developing policies on the use of third-party digital learning resources to universities, and this document outlines these policies for Nipissing University.

The Ministry's revised ancillary fee guidelines establish clearly that institutions can require students to purchase third-party digital learning resources that can include test/assessment tools. The guidelines indicate further that "where a course or program relies substantially on assessments that are included with a learning resource, such as an online textbook, the Ministry expects universities to have a policy with respect to their students' interests in these situations."

In the spirit of these guidelines, Nipissing University has determined the following:

- When instructors choose to use physical and/or digital textbooks that have bundled software or online access to additional learning resources used in assessment, students must have options to purchase the component used in assessment separately.
- When digital learning resources support the learning objectives of the course (such as simulations, online quizzes and other interactive assignments), instructors may use digital

learning resources provided by third-party vendors for assessment, provided that the cost of these resources is no more than<sup>1</sup> \$100 (for a single term three-credit course) and the assessment constitutes 10% or less of the final grade in the course.

- If either of these conditions (cost or grade value) are not satisfied, the instructor must provide students with a no fee alternative. For example, this can take the form of alternative assignments, tests or quizzes (which could be online, but at no cost to students), an alternative grading scheme for the course, or access to the digital learning resource used for assessment through on-campus lab at no cost to students.

Nipissing University recognizes that there may be unique instances that are not captured in the above guidelines. These situations should be discussed with the Dean of the Faculty who will ensure, to the extent possible, that student interests are upheld, course learning objectives are met, and instructors are encouraged to provide the richest learning environment possible for students.

Nipissing University has determined that the above policy strikes an appropriate balance between the desires to incorporate technology enabled learning, and the expense that these resources can impose to students. Instructors should communicate details concerning the use of third party digital resources clearly in their course outlines.

In addition to costs, careful consideration must be given to the quality of the online learning material, the effectiveness on the teaching and learning experience and the supporting pedagogical and technical resources required on campus.

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<sup>1</sup> The \$100 (before tax) cap applies to the total cost of the resources used in a single term three-credit course.

## Policy Related to Field Trips

Field trips associated with credit-earning courses are also subject to the Ministry guidelines. Instructors shall indicate as early as possible (e.g., in the course syllabus made available at the start of the term, and certainly no later than the course registration deadline) whether additional fees are associated with their courses, and the fee amount.

Instructors should be aware of the following:

- Students cannot be charged fees for **compulsory** field trips outside the province of Ontario<sup>2</sup>.
- Students can be charged fees for the reasonable, direct costs of travel and accommodation on **compulsory** field trips within the province of Ontario. Fees cannot contribute to the salaries and benefits, or travel and accommodation, of instructors or teaching assistants participating in the field trip. Charging students a tuition-related activity fee for compulsory field trips is not permitted.
- Students can be charged fees for the reasonable, direct costs of travel and accommodation on **elective**, credit-earning field trips both within and outside the province of Ontario. The fees charged to students can contribute to offsetting the travel and accommodation costs of instructors or teaching assistants participating in the field trip but not their salaries and benefits. Any fees charged to students which offset instructor or teaching assistant costs must be approved by the Dean of the Faculty. Instructors are encouraged to seek financial assistance from their department or faculty in helping lower students' costs, where possible, and to make trip costing information readily available to students.

## Questions

Please direct any questions regarding the Policy Pertaining to Digital Learning Resources and Field Trips to the Office of the Provost and Vice President Academic and questions regarding the use of digital learning resources to the Office of the Dean of Teaching.

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<sup>2</sup> Exemptions may be granted by the Ministry.



## FAQ - Policy Pertaining to Digital Learning Resources and Field Trips

**Q1. What types of alternative methods of assessment may be provided?**

A1. *Alternative methods of assessment may include an option for the students to access the learning resource in the classroom/lab, or providing accessible physical copies of similar assessment tools.*

**Q2. How did the University arrive at the figure of \$100?**

A2. *The figure was determined after reviewing the range of costs per course for digital learning materials currently available.*

**Q3. What do “bundled” and “stand-alone digital assessment tool” mean?**

A3. *“Bundled” learning materials may include a group of products such as a text book with a code to access digital learning materials. The “stand-alone digital assessment tool”, using the example of a text book and code, would refer to the code portion only.*

**Q4. Why is the threshold cost based on the cost for the stand-alone digital assessment tool?**

A4. *The University recognizes that a cost-effective method of obtaining learning materials is through the purchase of used textbooks. Therefore a stand-alone version of the digital learning materials must be made available. Basing the threshold on the stand-alone version provides a uniform value across the University.*

**Q5. What if the cost for the digital component, when bundled, is under the threshold?**

A5. *The University recognizes that purchasing textbooks with the bundled assessment tool provides a reduction in the overall cost; however, for the reasons outlined in question 4, the threshold is based on the stand-alone cost.*

**Q6. If more than one digital learning resource is required per course, does the threshold change?**

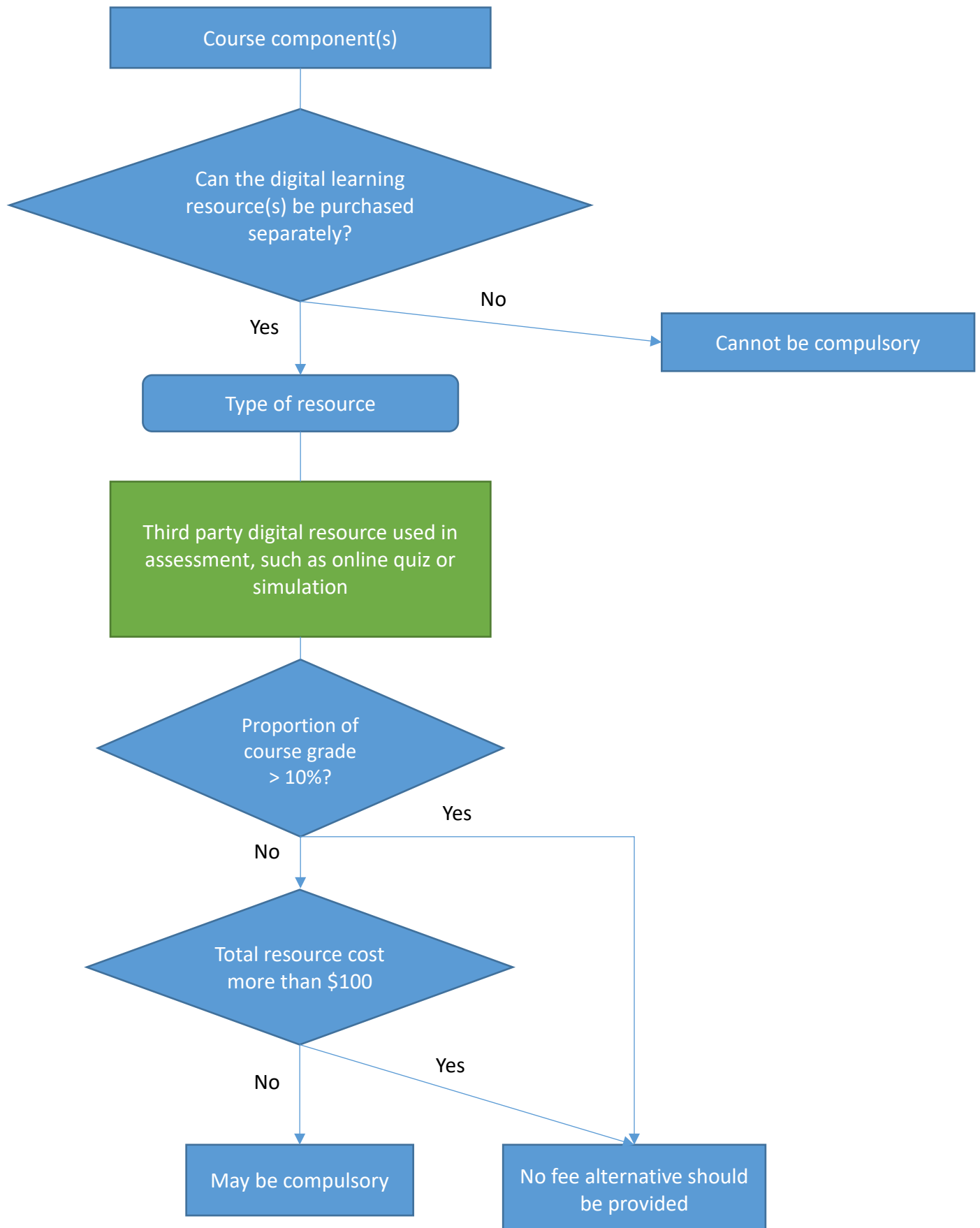
A6. *No. The \$100 threshold is currently a total cost for digital learning materials used in assessment per three-credit course*

**Q7. The Ministry Guidelines suggest a threshold for assessment – i.e. a substantial portion of the grade – when using digital learning materials. Why is the University using a dollar figure?**

A7. *The University is aware that even a small percentage of a mark is of importance to our students. Requiring students to purchase potentially expensive digital learning materials for any assessment value may prove financially onerous.*

## Appendix A

### Learning Resource Decision Tree



**Nipissing University**

**Report of the By-Laws and Elections Committee**

September 2, 2020

There was a meeting of the By-Laws and Elections Committee on September 2, 2020 at 3:00 p.m. via Zoom Conference.

Present: N. Colborne, A. Vainio-Mattila, T. Horton, M. Saari, T. Sibbald

Regrets: H. Mackie

Recording Secretary: S. Landriault

Moved by T. Horton, seconded by T. Sibbald that the agenda of the September 2, 2020 By-Laws and Elections Committee meeting be approved with the removal of agenda item 3, Business Arising from the Report, the proposal to create an Academic Awards Committee. This item was tabled for discussion at the next By-Laws and Elections Committee meeting.  
**CARRIED**

Moved by T. Horton, seconded by T. Sibbald that the Report of the May 7, 2020 By-Laws and Elections Committee meeting be accepted.  
**CARRIED**

Following a recommendation from the July 14, 2020 Senate Executive Committee meeting regarding the scheduling of regular Senate meetings over 12 months of the year, it was agreed that it is important for the business of the university to continue over the summer months. Meetings over the summer months could be held virtually and if no agenda items are received, the meeting could be cancelled. The Chair will contact the Registrar to determine dates, and provide language to the committee for approval.

A discussion as to whether it is necessary to add language to the Senate By-Laws to approve motions by email took place. As currently there is no explicit provision in the Senate By-Laws that indicates that motions can be approved by email, committee members discussed whether a procedure should be formalized. There is a long precedent of the Senate Executive Committee approving graduates, on behalf of Senate, by email. As well, other Senate committees approve rudimentary types of motions, such as minor revisions, by email. Committee members agreed that procedures should be put in place. The Chair will review the current language, make revisions and circulate to the committee for approval.

In response to a request as to whether Senate has policies or by-laws regarding audio recording of Senate and Senate Committee meetings, the Chair advised that the Senate By-Laws do not include such reference. It was noted that Senate meetings are public meetings and that as a rule meetings are not recorded. If a meeting was to be recorded, the permission of all attendees would be required. The Board of Governors meeting agenda includes the following reference:

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.

The Chair will research this matter further and report back to the committee.

In follow up to questions raised regarding faculty Senators that resign or are granted leave in any elected Senate position and wish to return to the position following their leave, it was noted that By-Laws Article 4.0(a) indicates... A faculty member who is granted leave or whose contractually limited appointment ends without renewal, and whose Senate term will not be completed before such leave commences or the contractual period ends, shall resign. By-Laws Article 13.0(f) indicates a vacancy in any elected Senate position shall be filled (i) as part of the next annual election cycle, for a vacancy due to (b)(i). Committee members agreed that the language could be clarified. It was also suggested that this information could be included in faculty orientation and faculty council meetings. The Chair will review the By-Laws, suggest edits and circulate to the committee.

**MOTION 1:** That Senate receive the Report of the By-Laws and Elections Committee dated September 2, 2020.

Respectfully submitted,  
*Original signed by:*

Dr. Nathan Colborne  
Chair  
By-Laws and Elections Committee

NIPISSING UNIVERSITY

REPORT OF THE TEACHING AND LEARNING COMMITTEE

June 8, 2020

The following members participated:

Graydon Raymer (Chair), Amanda Burk (Vice-Chair), Pat Maher, John Allison, Nancy Black, Alex Karashev, Charlotte Foster, Roxana Vernescu, Veronika Williams, Lorrie Tunney (Recording Secretary).

The Teaching and Learning Committee met with the main item of business the continued discussion on the topic of interim solutions for Student Opinion Surveys in 2020-21. The Committee made progress on this topic, with one more Committee meeting to be scheduled in July for the Committee to complete its work and form a recommendation for Senate.

As well, the Committee also heard feedback solicited from students, provided by Charlotte Foster, on the topic of grading standards that was discussed at a previous Committee meeting.

Finally, the Dean of Teaching provided updates on Teaching Chairs, summer workshops and the upcoming Summer Symposium.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'G. Raymer', with a stylized flourish at the end.

G. Raymer  
Chair  
Teaching and Learning Committee

# NIPISSING UNIVERSITY

## REPORT OF THE TEACHING AND LEARNING COMMITTEE

July 16, 2020

The following members participated:

Graydon Raymer (Chair), Amanda Burk (Vice-Chair), Pat Maher, John Allison, Alex Karashev, Hannah Mackie, Roxana Vernescu, Veronika Williams, Lorrie Tunney (Recording Secretary).

Regrets: Nancy Black, Charlotte Foster (Hannah attended on Charlotte's behalf.)

The Teaching and Learning Committee met to finalize and approve the recommendations to Senate about the interim Student Opinion Surveys for 2020-21. Initial discussions around audio/video recording policies for meetings/courses, and of a university course-syllabus template, were also held.

The following motions are presented to Senate for approval, by the Teaching and Learning Committee:

**Motion 1:** That Senate approve that only the “Comment Sheet” portion of the current Nipissing University *Student Opinion Surveys* (i.e. referenced in the FASBU CA 2019-2022 Article 27 and CASBU CA Article 19.2 (b) and (c)) be administered for all courses in the 2020-2021 academic year (i.e. FA, WI, FW, SP, SS, SU), and that the “Course & Instructor Evaluation Questionnaire” be suspended (not administered and no data collected) during this time.

**Rationale:** During a time where both faculty and students are contending with the COVID-19 pandemic; and where the University is requiring that all courses move to online delivery; and where most faculty and students will be adapting to primarily asynchronous instruction; and where we do not currently have a Student Opinion Survey designed or approved for online teaching; and where the NUFA and the Administration have recently struck a *Joint Committee of the Assessment of the Teaching and Learning Environment* to examine NU's Student Opinion Surveys and to make a recommendation within a year; and where the Ryerson/Kaplan decision exposes the potential flaws with the numerical data; rather than repeat and possibly amplify those flaws before the *Joint Committee* has done its work; the Teaching and Learning Committee recommends the suspension of the numeric portion of the *Course & Instructor Evaluation Questionnaire (Student Opinion Surveys)* during the 2020-21 academic year and that only the comment-based feedback be collected during this interim period. The comment-based feedback will continue to allow students the opportunity to provide their opinions to instructors about the courses and the instruction they receive.

**Motion 2:** That Senate approve for the 2020-2021 academic year (i.e. FA, WI, FW, SP, SS, SU), the *Student Opinion Surveys* be presented to students, during a two-week period in the final two-weeks of each session, in an online manner, in the following format:

**Rationale:** The Teaching and Learning Committee has revised the comment-based portion of the Student Opinion Surveys to allow it to be administered without the numeric portion, which typically guided the process. This revised form draws its wording from the current *Course & Instructor Evaluation Questionnaire*.

**Format:**

## **Student Opinion Survey**

### **General Information:**

Completion of this survey is voluntary. The purpose is to collect information for use in assessing and improving courses and their instruction.

Only after final grades have been submitted and approved will the comments be provided to the course instructors.

The comments will be seen only by instructors.

### **Please provide your comments on the course presentation:**

Comments on the Course Presentation may include, but are not limited to: usefulness of required texts and other instructional materials; usefulness and relevance of tests and assignments; usefulness of labs, seminars, and field components, if applicable; appropriateness and level of difficulty of course content.

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### **Please provide your comments on the Instructor:**

Comments on the Instructor may include, but are not limited to: the ability to convey course objectives and grading/evaluation criteria; the effective use of communication; the provision of meaningful examples and helpful/meaningful feedback on graded work; effective organization of course material; responsiveness; and the creation of an appropriate and respectful learning environment.

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### **General Comments:**

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**Motion 3:** That Senate approve that the administration of the interim *Student Opinion Surveys* in the 2020-2021 academic year (i.e. FA, WI, FW, SP, SS, SU), be conducted in such a way that the anonymity of students is maintained and that the Survey results received are returned unexamined to the faculty member, in keeping with FASBU Article 27.2 (b) and (c) and CASBU Article 19.2 (b) and (c).

**Rationale:** This motion asks that current practice, for the collection of Comment Sheets in the Student Opinion Surveys, remain unchanged. Anonymity for students will be maintained and any comments received will only be seen by the faculty member/instructor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'G. Raymer', with a stylized flourish at the end.

G. Raymer  
Chair  
Teaching and Learning Committee