

# York University Board of Governors Notice of Meeting

**Tuesday, May 2, 2017, 1:30 to 4:30 pm**  
**5<sup>th</sup> Floor, Kaneff Tower, Keele Campus**

**PAGE**

## **I. CLOSED SESSION**

## **II. OPEN SESSION – 2:00pm approximately**

1. Chair's Items (R. Waugh)
  - a. Report on Items Decided in the Closed Session
  - b. Consent Agenda Approval
2. Executive Committee (R. Waugh) *2:10 pm*
  - a. Action Taken on Behalf of the Board ..... 1
  - b. External Relations Terms of Reference and Mandate (For approval)..... 2
  - c. Vice-Chair/Chair-Elect Selection Advisory Committee (For approval) ..... 5
3. President's Items (M. Shoukri) *2:25 pm*
  - a. Briefing on the Shared Accountability & Resource Planning Budget (SHARP) Model (R. Lenton and T. Pound-Curtis)
  - b. Kudos Report..... 8
4. Academic Resources *3:00 pm*
  - a. Establishment of the Helen Aird Carswell Chair in Community Engaged Research in the Arts (For approval)..... 15
5. External Relations (J. Lassonde) *3:05 pm*
6. Finance and Audit Committee (O. Ibrahim) *3:15 pm*
  - a. Student Referendum Fees (For approval) ..... 19
7. Governance and Human Resources Committee (D. McFadden) *3:30 pm*
8. Investment Committee (R. Williamson) *3:50 pm*
9. Land and Property Committee (P. Tsaparis) *4:00 pm*
10. Other Business
11. *In Camera Session 4:10 pm*

## **CONSENT AGENDA**

12. Minutes of the Meeting of February 28, 2017 .....	21
13. Annual Policy Approvals .....	28
a. Occupational Health and Safety	
b. Workplace Violence	
c. Workplace Harassment	

# Board of Governors

## Memorandum

To: Board of Governors

From: Rick Waugh, Chair

Date: May 2, 2017

Subject: **Action taken by the Board Executive Committee on behalf of the Board**

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The Executive Committee has dealt with several items of business since the last meeting of the Board of Governors. Pursuant to the authority accorded to it under Article VI, 4 of the General Bylaws the Executive Committee approved the following:

### 1. Decanal Appointments

- Richard Hornsey as Interim Dean of the Lassonde School of Engineering from March 21, 2017 to June 30, 2018;
- Fahimul Quadir as Interim Dean of the Faculty of Graduate Studies from June 1, 2017 to June 30, 2018; and
- Ravi de Costa as Interim Dean of the Faculty of Environmental Studies, effective 1 July 2017

### 2. Senior Administration Appointments

- Trudy Pound-Curtis as Interim Vice-President Finance and Administration, effective 14 April 2017.
- Lisa Philipps as Interim Provost and Vice-President Academic, effective 1 May 2017.

## Board of Governors

### Memorandum

To: Board of Governors

From: Rick Waugh, Chair

Date: May 1, 2017

Subject: Revisions to the External Relations Committee Terms of Reference

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### Recommendation:

**The Board Executive Committee recommends that the Board approve the changes to the terms of reference and mandate for the External Relations Committee as reflected in Appendix A:**

### Rationale:

In the fall 2015, the Board Chair requested that each Committee review its existing terms of reference and mandate and recommend necessary changes. The External Relations Committee commenced its review in winter 2016 and, after appointment of a new committee chair, has recently completed its review. It has identified a number of amendments to remove certain items that have not typically been performed by that committee and to provide increased emphasis on advancement initiatives such as developing and maintaining relations with alumni and donors.

The proposed revisions have been prepared and are set out in Appendix A, both in comparison to the existing terms of reference, and as revised.

## Revised Terms of Reference for External Relations Committee

February, 2017

Current	Proposed
<p>The Marketing, Communications and Community Affairs Committee shall advise and recommend to the Board on matters of communication strategies; reputational matters; alumni plans; and community affairs. Without limiting the generality of the foregoing, the Committee shall:</p> <ol style="list-style-type: none"> <li>1. Receive and advise the University on major communication plans, alumni plans, public relations initiatives, government relations, community relations and media relations in the context of the mission and strategic objectives of the university.</li> <li>2. Advise the University on the cultivation of cultural, economic and social links with its surrounding communities to enhance external relations and university outreach.</li> <li>3. Consider long term demographic trends and changes to inform the University's relationship with its communities.</li> <li>4. Receive and advise the University on strategic enrolment and recruitment plans as they pertain to community relations.</li> <li>5. Report to the Board on the status of community relations.</li> <li>6. Undertake such other matters as may be requested by the Board from time to time.</li> </ol>	<p>The <b>External Relations Committee</b> provides advice and recommendations on matters related to institutional advancement and initiatives to enhance the university's overall reputation, mission and strategic objectives. Without limiting the generality of the foregoing, the Committee will:</p> <ol style="list-style-type: none"> <li>1. Advise the Board and administration with respect to fundraising policy and, as required participate in donor development, and fostering positive relations between the University and its donors.</li> <li>2. Advise and make recommendations with respect to strategic communications plans and public relations initiatives in support of the university's priorities and objectives.</li> <li>3. Provide advice on matters associated with alumni affairs and opportunities for further engagement with alumni.</li> <li>4. Advise the University with respect to the development and maintenance of sound relationships with key stakeholders including government relations and neighbour and other communities.</li> <li>5. Undertake such other matters as may be requested by the Board from time to time.</li> </ol>

## EXTERNAL RELATIONS COMMITTEE

### Terms of Reference and Mandate

The External Relations Committee provides advice and recommendations on matters related to institutional advancement and initiatives to enhance the University's overall reputation, mission and strategic objectives. Without limiting the generality of the foregoing, the Committee will:

1. Advise the Board and administration with respect to fundraising policy and, as required participate in donor development, and fostering positive relations between the University and its donors.
2. Advise and make recommendations with respect to strategic communications plans and public relations initiatives in support of the university's priorities and objectives.
3. Provide advice on matters associated with alumni affairs and opportunities for further engagement with alumni.
4. Advise the University with respect to the development and maintenance of sound relationships with key stakeholders including government relations and neighbour and other communities.
5. Undertake such other matters as may be requested by the Board from time to time.

*Approved by the Board of Governors, April 30, 2007;  
Amended and approved by the Board of Governors, December 4, 2007  
Name Change approved by the Board of Governors, October 1, 2012  
Name Change approved by the Board of Governors, May 3, 2016*

## Board of Governors

### Memorandum

To: Board of Governors

From: Rick Waugh, Chair

Date: 2 May 2017

Subject: Vice-Chair / Chair-Elect Selection Advisory Committee

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Consistent with the **Procedures Governing the Appointment of the Chair and Vice-Chair / Chair-Elect** (attached as Appendix A), the members of the Selection Advisory Committee to propose the name of the Vice-Chair/Chair-Elect must be chosen at this time. The Procedures call for the Chair of the Board together with the President and the Chair of the Governance and Human Resources Committee to nominate the members of the Advisory Committee. To that end, after consultation with both President Shoukri and Mr McFadden, it is recommended that

**The Board of Governors approve that the members of the Governance and Human Resources Committee serve as the members of the Selection Advisory Committee to propose the name of the Vice-Chair/Chair-Elect, with the exception of any member(s) of the Governance and Human Resources Committee who let their name stand for consideration for the Vice-Chair / Chair-Elect position.**

### Rationale

The mandate of the Governance and Human Resources Committee is to oversee the nomination and governance processes of the Board. It engages in the assessment of potential candidates for the Board, bringing a critical eye to the task of nominating individuals who will best serve the needs and interests of the University. Identifying a candidate for the Vice-Chair / Chair-Elect post is an extension of that responsibility, making the committee members well positioned to conduct the consultation and review process leading to the nomination. As articulated in the resolution, any member of the committee who expresses interest in seeking the Vice-Chair / Chair-Elect position will not participate on the Advisory Committee.

## Board of Governors – Governance and Human Resources Committee

Once confirmed, the Advisory Committee will poll the Board for members' suggestions as to the criteria by which nominees should be considered, and for names of individuals who they believe could best fill the Chair's position when my term is completed in June 2018. An assessment of the candidates will proceed thereafter, culminating in a recommendation to the Board of a nominee for the Vice-Chair / Chair-Elect. It is anticipated that the recommendation will be finalized for review by the Board in June of this year, enabling the appointee to take up the post effective 1 July 2017 as required by the Procedures.



## **Procedures Governing the Appointment of the Chair and Vice-Chair / Chair-Elect of the Board of Governors**

### **Preamble**

Section 8 of the *York University Act* reads as follows:

"The Board shall elect from its membership a chairman who shall hold office for a term of seven years and who shall be eligible for re-election for one further term."

Notwithstanding, the practice of the Board will be that a nominee for the Chair will be offered a three-year term, which will not be extended except in extraordinary circumstances. (*Guideline on the Term of the Chair of the Board of Governors*).

Article VII, section 6 of the *General By-Laws* of the Board indicates:

"The Board shall elect the Chair and Vice-Chair from among its external members."

### **A. Procedures for the Appointment of a Chair and/or Vice-Chair / Chair-Elect**

1. Not later than 14 months before the conclusion of the Board Chair's term, or when otherwise necessary, the Secretary of the Board shall invoke the procedures governing the appointment of a Chair and shall invite members to suggest the name(s) of those external members of the Board who should be considered for the position of Vice- Chair/Chair-Elect. This invitation will also request members to identify the qualities and attributes which the next Chair should possess given the anticipated requirements of the position in the years ahead.
2. The Chair of the Board together with the President and the Chair of the Governance and Human Resources Committee shall nominate for Board approval members of the Board to form a Selection Advisory Committee to propose the name of the Vice-Chair/Chair-Elect.
3. Members asked to serve on the Selection Advisory Committee shall not normally be eligible for consideration for the position of Vice-Chair/Chair-Elect of the Board.
4. The comments and suggestions of Board members shall be reviewed by the Selection Advisory Committee and all such comments and suggestions shall be held in confidence. The Committee will meet individually with the retiring Chair and the President to obtain their views.
5. The Selection Advisory Committee shall propose to an *in camera* session, normally by the June meeting of the Board in the second year of the Chair's term, the name of an external member of the Board to be the Vice-Chair/Chair-Elect, effective 1 July that year. The member so proposed will be invited to be absent from the session. The Board will either confirm the individual proposed, or invite the Committee to reconsider the matter and to propose another name. The successful nominee will assume the role of Vice-Chair / Chair-Elect on 1 July of that year, and will normally succeed the Chair of the Board on 1 July of the following year.
6. If the position of Chair or Vice-Chair / Chair-Elect falls vacant for any reason, the Secretary of the Board shall inform members of the Board of the vacancy and invoke the above procedures as soon as possible, with the appointment of the succeeding Chair to take effect immediately.



YORK

UNIVERSITÉ  
UNIVERSITY  
MARCH-APRIL 2017

York University placed **25th** in the *Corporate Knights'* Future 40 Responsible Corporate Leaders in Canada ranking.



The York **Research Leaders' Gala** celebrated the achievements of researchers throughout the University, including this year's recipients of the President's Research Leaders' Awards:

- Faculty of Science professor Amro Zayed received the President's Emerging Research Leadership Award.
- Glendon professor Anne Russon received the President's Research Excellence Award.



The Bergeron Centre for Engineering Excellence is the first building at York to achieve **LEED Gold certification** (pictured is Irina Arsene, Construction Project Manager, Campus Services and Business Operations, and Richard Francki, Assistant Vice-President, CSBO).

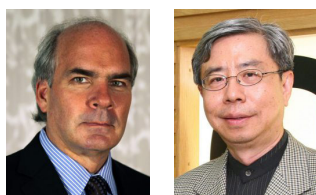


A team of York students volunteered a total of 200 hours to win the **Habitat for Humanity (GTA)** Student Build Challenge.



Four distinguished alumni were honoured at the **Schulich Alumni Recognition Awards**:

- Stephen J. Sadler (MBA '79) won the Outstanding Executive Leadership Award.
- Stacey A. Mowbray (MBA '88) won the Outstanding Progress and Achievement Award.
- Philip A. Taylor (MBA '79) won the Outstanding Public Contribution Award.
- Jonathan Cheung (MBA '73) won the Outstanding Contribution to the Schulich School of Business Award.





# THIS IS EXCELLENCE KUDOS REPORT



York professor [Ellie Perkins](#) will receive funding through the Canadian Queen Elizabeth II Diamond Jubilee Advanced Scholars Program for her project on how climate change affects those living in poverty.



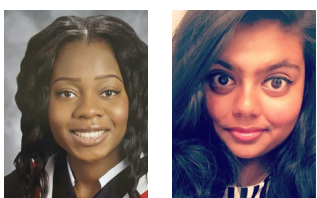
Nine [York students](#) were among the 338 young women to attend Equal Voice Canada's historic Daughters of the Vote initiative in the House of Commons on International Women's Day.



Graduate students [Catherine Kenny](#) and [Zalma Sahar](#) each won a CHRNet Larry Pearce Education Award at the annual Canadian Risk and Hazards Network symposium.



Schulich EMBA student [Narendra Singh](#) was awarded the prestigious Meritorious Service Medal by His Excellency the Right Honourable David Johnston, Governor General of Canada.



Humber River-Black Creek MP Judy Sgro recognized [York students](#) Sherika Alexis-Brown (pictured at left), Allison Nephew and Kayathiri Ambalavnar (pictured at right) with a Community Award for their work in the Jane-Finch community.



Four out of eight ventureLAB's [BOOST Awards](#) were given to graduate ventures of Innovation York's LaunchYU AccelerateUP.





Three Faculties and four undergraduate students were recognized for their participation in the 2017 National Survey of Student Engagement (NSSE) Championship:

- Schulich had the highest participation rate and won the NSSE Championship Cup.
- The Faculty of Health won the Most Improved Faculty Award.
- AMPD received the Most Creative Campaign Award.
- Four undergraduate students received \$500 tuition waivers: Neekens Marcelin, Federico Jara, Carol Singh, and Manal Rahim.



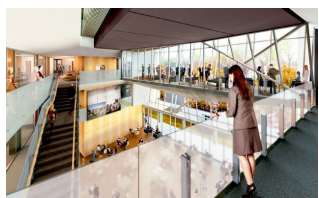
A team from Glendon's [School of Translation](#) placed third in the 12th annual Translation Games in Montreal.



AMPD student [Robert Murdoch](#) received the Student Cinematography Award at the 60th annual Canadian Society of Cinematographers Awards Gala.



PhD candidate [Estee Klar's](#) documentary *Adam's Bar Mitzvah* will be showcased at ReelAbilities Film Festival in May.



The Schulich School of Business' [planned expansion](#) will be one of the most environmentally sustainable academic buildings in Canada, targeted for LEED Gold certification.



A team of four [York students](#) earned second place at the 2nd annual CivicSpark Undergraduate Public Policy Competition.



## THIS IS EXCELLENCE KUDOS REPORT



Health professor [Adrienne Perry](#) served as expert analyst for the Ministry of Children & Youth Services' new Ontario Autism Program.



Glendon professor [Andrew Dawson](#) was awarded the Harry Frank Guggenheim Foundation Grant for his research on patterns of violence in different societies.



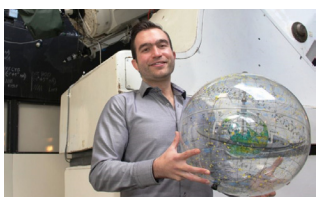
York Lions athletes [Jonathan Lao](#) and [Holly Pitters](#) were named athletes of the year at the 49th annual Varsity Athletics Banquet.



York alumna [Dr. Helena Jaczek](#), Ontario's Minister of Community and Social Services, is the recipient of the 2017 Canadian Helen Keller Centre Award.



MA student [Shira Yufe](#) won first place at York's Three-Minute Thesis (3MT) competition and will represent the University at the provincial 3MT finals. Tehmeena Chaudhry and Elisea De Somma came in second and third place, respectively, at York's competition.



Faculty of Science PhD student [George Conidis](#) was selected to be a part of the MITACS 150 program.





Faculty of Science MSc student Dmitri Perlov was runner-up for Best Student Presentation at the 2017 meeting of the Ontario chapter of the American Fisheries Society.



A team of [Schulich students](#) won third place out of 21 teams from North America's top schools at the Developers' Den VII challenge.



Faculty of Science student [Askhan Moatamed](#) was accepted into the 2017 Fields Undergraduate Summer Research Program.



The winners of the [Red & White Day Photo Contest](#) and the Faculty & Staff Spirit Challenge were announced on April 5:

- #YUSpirit Student photo contest winner was Gurnish Hothi.
- #YUSpirit Faculty & Staff photo contest winner was the team from Access Services at Scott Library.
- Faculty & Staff Spirit Challenge winner was the Office of the Vice-President Academic & Provost.



A team of [York students](#) won third place in the 8th annual Fast Pace to the Case (FPC) Competition.



The Center World University Rankings (CWUR) [positioned York University third](#) out of more than 26,000 degree-ranking institutions in the world in Ethics in its inaugural subjects ranking.



# THIS IS EXCELLENCE KUDOS REPORT



On Earth Day 2017, the following York community members received [President's Sustainability Leadership Awards](#):

- Michael Kenny (student)
- Las Nubes Students Association (student group)
- Joseph Sanguedolce (staff)
- Professor Dawn Bazely (faculty)

## APPOINTMENTS:



Computer Engineering Professor [Richard Hornsey](#) was appointed the Interim Dean of the Lassonde School of Engineering.



Professor [Fahim Quadir](#) was appointed the Interim Dean of the Faculty of Graduate Studies and Interim Associate Vice-President Graduate.



[Trudy Pound-Curtis](#), currently Assistant Vice-President, Finance and Chief Financial Officer, was appointed Interim Vice-President Finance and Administration.



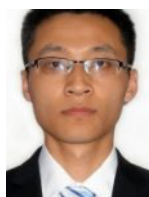
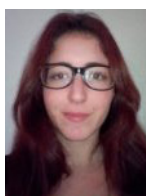
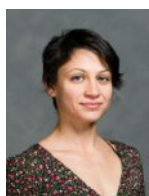
Osgoode Professor [Lisa Philipps](#) was appointed Interim Vice-President Academic and Provost.



## THIS IS EXCELLENCE KUDOS REPORT



Professor [Ravi de Costa](#), Associate Dean, Research & Associate Professor in the Faculty of Environmental Studies, was appointed Interim Dean of FES.



The Faculty of Science appointed [six emerging researchers](#) from around the world as the inaugural recipients of York Science Fellowships:

- Amy Botta, University of British Columbia
- Bruno de Mendonça Braga, University of Illinois at Chicago
- Zehra Cemile Marsan, Tufts University
- Alba María Jorge Palacios, Universidad Autónoma de Madrid
- Wen Xu, Jilin University
- Yue Zhao, Purdue University



## Board of Governors

### Memorandum

To: Board of Governors

From: Henry Wu, Chair, Academic Resources Committee

Date: May 2, 2017

Subject: **Establishment of the Helen Aird Carswell Chair in Community Engaged Research in the Arts**

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### Motion and Rationale:

**The Academic Resources Committee recommends that the Board of Governors approve the Helen Aird Carswell Chair in Community Engaged Research in the Arts**

In accordance with the York Act, individual and program-based Research and Teaching Chairs and Professorships are formally established by the Board of Governors after consultation with Senate through its Academic Policy, Planning and Research Committee. The Academic Resources Committee is responsible for recommending approval by the Board after completing its own review and approval.

The Vice-President Academic and Provost is required to determine that a proposal is consistent with York's academic interests and all relevant policies and agreements. Confirmation of the Provost's support and details about the Chair, which will be housed in the School of the Arts Media, Performance and Design, are provided in correspondence appended to this memorandum.

### Policy and Procedures

**Policy:** Establishment and Designation of Research and Teaching Chairs, Professorships and Distinguished Fellowships (Policy)

<http://secretariat-policies.info.yorku.ca/policies/establishment-and-designation-of-research-and-teaching-chairs-professorships-and-distinguished-fellowships-policy/>

## Board of Governors – Academic Resources Committee

**Procedures:** Establishment and Designation of Research and Teaching Chairs, Professorships and Distinguished Fellowships (Guidelines and Procedures)


<http://secretariat-policies.info.yorku.ca/policies/establishment-and-designation-of-research-and-teaching-chairs-professorships-and-distinguished-fellowships-guidelines-and-procedures/>

Documentation is attached as Appendix A.

## Office of the Vice-President Academic and Provost

### Memorandum

To: Les Jacobs, Chair, APPRC

From: Rhonda Lenton, Vice-President Academic & Provost 

Date: April 11, 2017

Subject: Carswell Chair in AMPD

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I am writing to seek the concurrence of APPRC for the establishment of an endowed chair in the School of the Arts, Media, Performance and Design: the Helen Aird Carswell Endowed Chair in Community Engaged Research in the Arts (CERA). The chair will be funded by an endowment from the Carswell Family Foundation (founded by Allan Carswell, York faculty member emeritus in the Faculty of Science, and his wife Helen, both passionate advocates of supporting access to the arts for high-risk, socio-economically disadvantaged youth), supplemented by matching funds allocated by York University.

The establishment of this chair is consistent with AMPD's vision of preparing next generation artists, designers, performers and scholars, who not only achieve artistic virtuosity related to their creative disciplines, but who also have a deep appreciation for the cultural and societal issues we face, and are uniquely equipped to provide engaged leadership across diverse communities. It also aligns with York's commitment to community engagement. In traditional endowed Chair positions, the funding is primarily to the chair holder's own research. This proposed chair provides resources to support the chair, recruit graduate students to York who are working in community engaged research in the arts, provide funds for internal research awards to York faculty who are engaged with research that makes unique contributions to academic and scientific literature, and support an environment that positively impacts childhood success through access to the arts. The CERA Chair is unique in that it brings together a number of research areas and individuals that can make contributions to the body of research concerned with the link between arts programs, early childhood education and community development.

The chair will generally be a three-year rotating position held in AMPD. The chairholder will be a faculty member in AMPD or in another York Faculty with an existing affiliation with AMPD. The chair is selected through a nomination process that is managed by the CERA Executive Board which is chaired by the Dean of AMPD. While the individual research direction of the Carswell Chair is flexible and will shift with the holder, each holder will orient the focus of the program primarily towards how access to the arts can positively impact children's education and learning.

## **Office of the Vice-President Academic and Provost**

How can we improve and provide arts education to children differently? What are the beneficial and measurable impacts of different kinds of artistic programming on children's well-being, performance, school attainment and health, etc.? The Carswell Chair is also expected to attract external partnership and industrial research funding and enhance York's international reputation.

The York University Policy on Endowed Chairs and Professorships indicates that in such situations as this, where the proposed Chair/Professorship is consistent with an existing Senate-approved teaching program and where the other terms and conditions set out in the policy are met, the Vice-President Academic & Provost may ask for the concurrence of APPRC so that the Board of Governors might consider the proposal. By this memorandum, I confirm that the proposed Chair satisfies the expectations of the University policy, and unless APPRC has questions regarding it, I ask that this matter be placed on the agenda of the Board of Governors for consideration at its next meeting.

Cc: Dean S. Brixey  
Associate Dean N.S. Fisher-Stitt

## Board of Governors

### Memorandum

To: Board of Governors

From: Ozench Ibrahim, Chair, Finance and Audit Committee

Date: 1 May 2017

Subject: Spring Student Referendum Results

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### Recommendation

The Finance and Audit Committee recommends that the Board of Governors approve the following referendum results:

1. **Graduate Student Pub:** Implement a one-time levy of \$3.04 per graduate student (full and part time) per term, for three consecutive terms, to contribute towards a graduate/faculty pub. The levy will begin in Summer 2017 or Fall 2017, depending on the processing time required by Student Financial Services. The total fees collected over the three terms will be \$9.12 per graduate student. This fee will not apply to Graduate Students in the Schulich School of Business.
2. **Legal & Literary Society Orientation Fee:** Implement a Juris Doctorate student levy of \$70, effective Fall 2017, for incoming first year students and exchange students, with an opt-out provision.
3. **Legal & Literary Society Fee Indexing:** Adjust annually, all current and future Legal & Literary Society levies, paid by Juris Doctorate students, to increase or decrease annually in accordance with the Toronto Consumer Price Index. This will impact the Faculty Government – LLB, the Osgoode Yearbook and the Legal and Literary Society Orientation Fees.

### Background

The Spring Referendum took place in February and March. The online yuvote platform was used throughout the voting period which ran February 13-16 for the Graduate Students Association and March 20– March 23 for the Legal & Literary Society.

## Board of Governors

The following three questions achieved quorum and passed with more than 50% vote in favour:

- 1) Are you in favour of a one-time levy of \$3.04 per graduate student per academic term for the duration of 2017-18 to contribute towards a graduate/faculty Pub? The total collected will be \$9.12.

*Eligible voters (**Graduate Students, excluding Schulich School of Business**): 4415 (442 quorum); Yes: 568; No: 59*

- 2) Presently, incoming first year students pay a separate fee for Orientation Week activities.

Are you in favour of a \$70.00 Orientation Week fee as part of the Legal & Literary society levy, to be charged to incoming first-year JD students and exchange students, with a provision for an opt-out?

*Eligible voters (**Juris Doctorate**): 997 (100 quorum); Yes: 270; No: 122*

- 3) Presently, students are charged a set levy as part of their overall yearly tuition fees that goes towards the Legal & Literary Society. Are you in favour of adjusting all current and future Legal & Literary Society levies to increase or decrease annually in accordance to the Toronto Consumer Price Index?

*Eligible voters (**Juris Doctorate**): 997 (100 quorum); Yes: 244; No: 141*

The referendum was conducted in compliance with the University approved framework on Student Referendum.

## York University Board of Governors - Minutes

**Meeting:** Open Session 28 February, 2017 at 1:30 pm  
5<sup>th</sup> Floor Kaneff Tower, Keele Campus

Present:	Regrets:	Others:
Rick Waugh, Chair Elisa Alloul Jacques Demers – by telephone Laura Formusa – by telephone Sheila Forshaw Bill Hatanaka John Hunkin Ozench Ibrahim Vijay Kanwar Julie Lassonde Andy Lennox Bernie Lightman David McFadden Earle Nestmann Dan O'Hara Lauren Sergio Mamdouh Shoukri Gregory Sorbara Paul Tsaparis Ajay Virmani Amanda Wassermuhl Bobbi-Jean White Randy Williamson Henry Wu  Maureen Armstrong, Secretary Cheryl Underhill, Assistant Secretary	Konata Lake Jane Rowe Honey Sherman Hana Zalzal	Leslie Beagrie Gary Brewer Sean Brixey Michael Charles David Coward Barbara Crow Richard Francki Rob Haché Rawan Habib (YFS) Deszo Horváth Donald Ipperciel Barbara Joy Michael Kenny Joy Kirchner Janusz Kozinski Rhonda Lenton Ran Lewin Paul MacDonald Ijade Maxwell Rodrigues Kristin Morrison Ananya Mukherjee-Reed Jeff O'Hagan Alice Pitt Trudy Pound-Curtis Mina Rajabi (YUGSA) Walter Silva (CUPE 1356) Liisa Stephenson Noel Sturgeon Susan Webb Richard Wellen (YUFA) Iris Zeng  Elaine MacRae, Board Coordinator

### I. OPEN SESSION

#### 1. Chair's Items

Governors and guests were welcomed to the meeting. This being Vice-President Brewer's final meeting before his retirement in mid-April, the Chair expressed the

## York University Board of Governors - Minutes

Board's thanks and deep appreciation for his years of leadership, expertise and dedication to York, and acknowledged his substantial contributions to the University.

Prior to the meeting the Cross Campus Alliance requested permission for representatives to briefly address the Board about the presidential search. With the Chair's consent, Rawan Habib (YFS), Mina Rajabi (YUGSA), Walter Silva (CUPE 1356) and Richard Wellen (YUFA) delivered remarks. Collectively the statements expressed dissatisfaction with the closed search process, maintaining that an open process where the short-list of candidates is known to the university community, provides an opportunity for fuller information and community input into the selection of the President. They called for a new search to be initiated under a revised, more open process. A written statement to the Board of Governors to this effect was distributed at the meeting; a copy is filed with these minutes. The remarks were acknowledged, and the representatives thanked for their interest and input on this matter.

### a. Consent Agenda Approval

The Board approved by consent the minutes of the meeting of November 28, 2016 and the special meeting of December 14, 2016.

## 2. Executive Committee

At its meeting the President briefed the committee on the status of the province's revised Funding Formula and the Strategic Mandate Agreement (SMA), two interrelated initiatives of significance for the University in the coming months. The Enterprise Risk Management report was also discussed at the meeting. An outcome of the recent committee mandate reviews was the decision to transfer risk management oversight from the Finance & Audit Committee to the Executive Committee; that shift will take effect in the 2017-2018 governance year.

### a. Amendment to the General By-Laws of the Board of Governors of York University

Having received Notice of Intent to Amend the General By-Laws at the November 28, 2016 meeting, it was duly *agreed* **that the Board of Governors approve an amendment to Article VII, Section 1, Subsections (c) (i) of the General By-Laws of the Board of Governors to reflect the change in name of the York University Alumni Association to the York University Alumni Board, and the concomitant change to the election or appointment of the alumni members of the Board of Governors.**

## 3. President's Items

In his remarks, the President briefed the Board on the following matters:



## York University Board of Governors - Minutes

- The vast contributions to and lasting legacy of Vice-President Brewer at York
  - In the face of increasing polarization and extremism, the critical role universities have in upholding freedom of speech and the free exchange of ideas and information, embracing diversity and fostering tolerance
  - The notable and above-system average increase in York's 101 applications for 2017-2018
  - The visit to York in January by the Premier of Ontario, the Honourable Kathleen Wynne, to discuss access, teaching & learning innovation and entrepreneurial education
  - The recent visit to the Keele campus by the Honourable Elizabeth Dowdeswell, the Lieutenant Governor of Ontario
  - The announcement by the Federal and Provincial governments of \$48M to York University as part of the Strategic Investment Fund initiative to modernize science labs, construct a new building for the Schulich School of Business, and boost energy-efficient cooling and power for 85 buildings on York's Keele Campus
  - The launch of the second Employee Engagement Survey
  - The ongoing study by the Province of the possibility of a French-language university in southwestern Ontario and York's commitment to preserve Glendon's distinctive bilingual mission
- a. Kudos Report

The report as distributed was noted.

- b. Presentation: Glendon Update

The Board received a presentation on academic and campus plans and recent developments at Glendon by its Principal Donald Ipperciel; a copy of the presentation slides is filed with these minutes.

### 4. Academic Resources Committee

Mr Wu advised that at its recent meeting the committee received and discussed reports from the Provost and the Vice-President Research and Innovation on key initiatives in progress, including an update on Markham Campus, York Canada Excellence Research Fund Proposals 2017, research rankings, implications of the Strategic Mandate Agreement 2 and an update on enrolment.

- a. February 2017 Report on Appointments, Tenure and Promotions

Documentation was noted. It was duly *agreed* that the **Board of Governors approve the President's February 2017 report on appointments, tenure and promotion.**

## York University Board of Governors - Minutes

- b. Renaming of the Jean Augustine Chair in the New Urban Environment to the Jean Augustine Chair in Education, Community and Diaspora

Documentation circulated with the agenda was noted. The proposed name change was properly vetted, and has the support of the Chair's namesake, Ms Augustine. It was duly *agreed that the Board of Governors approve the re-naming of the Jean Augustine Chair in the New Urban Environment to the Jean Augustine Chair in Education, Community and Diaspora.*

### 5. Finance and Audit Committee

In accordance with its mandate the committee approved the External Audit Plan for fiscal 2017 and received a status update on the operating budget. Strong enrolment results, Faculties' improving financial positions and solid investment returns are keeping the budget on track to the approved plan; the budget pressures are continuing to be monitored.

#### a. Fees

- Tuition Fees 2017-18 and 2018-19

Ms Ibrahim spoke to the documentation. The proposed increases are within the provincial fees framework and keep York's tuition competitive with peer institutions in the province. The University has several forms of financial assistance programs to help students in need of financial aid. It was also noted that the Province's new net tuition funding program will improve access to post-secondary education for lower income families. It was duly *agreed that the domestic and international tuition fees for 2017-18 and 2018-29 be approved as set out in the schedule of proposed fees forming part of the agenda.*

- Ancillary Fees

Noting the intersection of her staff position and the management of ancillary fees, Ms Forshaw recused herself from the consideration of this item of business.

Documentation was noted. The ancillary fees amounts to a small portion of overall fees paid by students to fund the necessary support services. It was duly *agreed that the Board of Governors approve that the centrally collected ancillary fees for undergraduate students and students enrolled in graduate professional programs, be increased by 2.20% in 2017-2018, effective May 1, 2017.*

## York University Board of Governors - Minutes

- Meal Plan Fees

Documentation was noted. The increases in the Silver and Bronze levels are in response to students finding that the current amount does not cover their needs for the full academic year; the higher amount will provide better planning and coverage for students. An important feature of the meal plan is that students are permitted to carry forward balances from one year to the next, up to the point of graduation. The new plan amounts keep York's meal rates competitive relative to local universities.

It was duly *agreed* that the **Board of Governors approve the 2017/2018 Mandatory Meal Plan rates listed below.**

<b>Mandatory Meal Plans – proposed rate changes</b>	<b>2016/2017</b>	<b>2017/2018</b>
<b>Bronze: increase of 7%</b>	<b>\$ 2750</b>	<b>\$ 2950</b>
<b>Silver: increase of 2%</b>	<b>\$ 3275</b>	<b>\$ 3350</b>
<b>Gold: decrease of 1%</b>	<b>\$ 3800</b>	<b>\$ 3750</b>
<b>Platinum: decrease of 4%</b>	<b>\$ 4325</b>	<b>\$ 4150</b>
<b>Convenience: increase of 1%</b>	<b>\$ 2025</b>	<b>\$ 2050</b>

- Undergraduate Residence Fees

Referring to the documentation, Ms Ibrahim noted that the annual rate increases for undergraduate residences were planned for in the Housing Strategy approved by the Board in 2012, and that the revenue from the increases is directed into the renovation of the existing facilities. The proposed fees remain below the median in comparison with other universities. It was duly *agreed* that the **Board of Governors approve the 2017-18 undergraduate residence rate increases listed below:**

- 3.7% increase for all double and single room types in the traditional dormitory-style residences, and**
- 2.5% increase for suite-style rooms in Calumet and Bethune Residences.**

- Housing Fees (York Apartments)

Documentation was noted. The increased fees for new leases are to support the refurbishment of the graduate housing facilities and are in compliance with the Ontario Rent Increase Guideline. It was duly *agreed* that the **Board of Governors approve the following York Apartments rental rate increases:**

- 1.5% increase for all units with continuing leases, to reflect the allowable increase established by Ontario Rent Increase Guidelines**

## York University Board of Governors - Minutes

- **4.5% increase for units with new leases in Assiniboine and Atkinson Apartments effective 1<sup>st</sup> May 2017, for the 2017-18 academic year. This increase includes 3.0% for the purpose of catching up to capital fund generation in support of the general renewal of housing stock, and 1.5% for inflation.**
- **4.5% increase for units with new leases in Assiniboine and Atkinson Apartments effective 1<sup>st</sup> May 2018, for the 2018-19 academic year. This increase includes 3.0% for the purpose of catching up to capital fund generation in support of the general renewal of housing stock, and 1.5% for inflation.**
- **3.0% increase for units with new leases in Passy Garden Apartments effective 1<sup>st</sup> May 2017 for the 2017-18 academic year. This increase includes 1.5% for the purpose of catching up to capital fund generation in support of the general renewal of housing stock, and 1.5% for inflation.**

### b. Capital Projects

- CUB/Cooling Tower Expansion Project

Expanding the scope of the previously approved SIF-funded project to include related and urgent upgrades will maximize the value of the work being done on the cooling infrastructure. It was duly *agreed* **that the Board of Governors approve to increase the scope and budget of the Central Utilities Building (CUB) and Cogeneration Upgrade project by \$1.8M above the previously approved \$15M budget.**

- Tatham Residence Renovation

The supporting documentation distributed with the agenda was noted. The renovations and mechanical upgrades are necessary projects for the aging facility. An independent cost analysis was conducted for enhanced certainty on the budget. It was duly *agreed* **that the Board of Governors approve a \$10.2M capital project for renovations and mechanical upgrades of the Tatham residence building, to be funded as part of the multi-year Housing Renewal Plan.**

### c. Investment of Sinking Fund in the Endowment Fund

Ms. Ibrahim advised that the committee has withdrawn this item.

## 6. Land and Property Committee

At its meeting the committee was briefed on the standing items of business including the Markham campus, subway expansion, Lands for Learning initiative, the new Quad

## York University Board of Governors - Minutes

student residence construction and the status of the capital construction projects in progress.

### a. Glendon College Vision Plan

Referring to the proposal included in the agenda, Mr Tsaparis noted that the campus planning exercise was undertaken as a means of demonstrating how academic expansion can occur on that campus to accommodate modest enrolment growth and in meeting the Province's need for a centre of bilingual post-secondary education in south-western Ontario. The vision plan also includes measures to address other critical campus matters such as deferred maintenance and accessibility / safety challenges. It will be a campus planning tool going forward and, like the Master Plan is for the Keele campus, will be the lens through which new initiatives at Glendon will be reviewed. Having principles and options for the campus defined in the plan, positions the University well to respond to opportunities and the province's direction on a bilingual university. As the focus of the exercise was the vision for the campus and not detailed land use planning, the City of Toronto was not engaged at this early juncture. YUDC and the University will liaise with the City where required and appropriate as concrete initiatives emerge.

It was duly *agreed* **that the Board of Governors approve the Glendon Campus Vision Plan – Final Report.**

### 7. External Relations

Ms Lassonde reported that the committee reviewed revisions to its mandate and anticipates bringing them forward for approval at the next meeting of the Governance and Human Resources Committee and the Board. In addition it received an update on the ongoing success of the fundraising campaign and the \$5M alumni matching program, new "points of pride" and planned York sesquicentenary events in celebration of Canada's 150<sup>th</sup> anniversary this year.

Impressed by her recent tour of the teaching and research facilities in the School of Arts, Media, Performance & Design, the Chair hopes such tours of the University's areas of interest will be organized and taken up by governors.

### 8. Other Business

York University's Chancellor, Gregory Sorbara, conveyed appreciation to the governors for their work in support of the University. Echoing the President's remarks on the unique and important place of universities in society, Mr Sorbara noted their increasing significance within the current global climate. And York's mission to foster social justice, equity and academic freedom is intensely relevant at this point in time.

Rick Waugh, Chair \_\_\_\_\_

M. Armstrong, Secretary \_\_\_\_\_

## Board of Governors

### Memorandum

To: Board of Governors

From: David McFadden, Chair, Governance and Human Resources Committee

Date: 2 May 2017

Subject: Annual Approval: Occupational Health and Safety Policies

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The Ontario *Occupational Health and Safety Act* requires the annual review and approval of the following three policies:

- Occupational Health and Safety Policy,
- Workplace Harassment, and
- Workplace Violence

While the policies on Workplace Harassment and Workplace Violence remain unchanged, the changes to the Occupational Health and Safety policy are significant; they are summarized as follows:

- **Title change**

This provides the foundation of an integrated and modern healthy workplace, and includes a definition which is based on literature coming out of the Ministry of Labour, Canadian Standards Association, Excellence Canada and World Health Organization.

- **Philosophical move beyond compliance to organizational priority**

Compliance is the minimum standard with respect to occupational health and safety. The university has strived, through its management system, Mentally Healthy Campus strategy and other plans, to take health and safety beyond compliance. This ought to be reflected in the policy, which is a statement of value and intent, provides the foundation for many other programs and initiatives, and contributes to healthy workplace culture.

## Board of Governors

- **Focus on shared responsibility and leadership**

This clearly reflects the importance of the internal responsibility system - that we all have roles with respect to health and safety.

- **Stronger connection to psychological health and safety**

This creates and illustrates alignment with the Mentally Healthy Campus strategy and the University Academic Plan.

## Board of Governors

### Occupational Health and Safety Policy (PROPOSED NEW TITLE BELOW)

#### Healthy Workplace Policy

#### *University Policies, Procedures and Regulations Database*

#### University Policy

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#### Occupational Health and Safety

# : Pol 008

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#### Description:

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**Notes:** Approved by UEC: 1996/09/16; Re-Approved by the Board of Governors: 1991/05/13; 1992/10/26; 1993/10/18, 1995/04/10; 1996/10/07; 1997/03/03; 1998/01/26; Approved and Revised by Board Audit Committee: 1998/12/08; Approved by the Board of Governors: 1998/12/14, Re-Approved by the Board of Governors: 1999/12/06, 2001/06/25, 2002/04/29, 2003/04/28, 2004/04/26, 2005/05/02, 2006/05/01, 2007/04/30, 2008/06/23, 2009/06/23, 2010/06/21, 2011/06/20, 2012/06/25, 2013/06/24

Date Effective: 1991/05/13; ***This policy must be approved annually by the Board of Governors.***

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**Approval Authority:** Board of Governors

**Signature:** "M. Shoukri"

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#### Policy

York University values the health, safety and well-being of all community members (students, faculty, staff, contractors and visitors). It is committed to creating a healthy workplace through the integration of safe physical and psychological space and an organizational culture that promotes prevention, support and well-being. The University recognizes the interdependence between a healthy workplace and employee



## Board of Governors

engagement and further, between employee and student engagement/academic excellence.

The University endeavours to provide a hazard free environment and minimize risks by adherence to all relevant legislation, and through the development and implementation of additional internal standards, programs and procedures.

To this end, York University requires that health and safety be a primary objective in every area of operation and that all persons utilizing University premises comply with procedures, regulations and standards relating to health and safety.

The University also recognizes the importance of engaging individuals in health and safety through:

- The provision of fulsome education and training to increase knowledge and awareness
- The work of the Joint Health and Safety Committees
- The enactment of the internal responsibility system such that everyone, regardless of role, plays an important part in creating and maintaining a healthy workplace

### **Definition**

**Healthy workplace:** Is one that actively works to: (1) prevent harm to worker physical and psychological health and safety and (2) promote physical and psychological well-being.

### **Shared Responsibility**

York University recognizes the roles that all members play in promoting, creating and maintaining a healthy workplace.

#### **All community members will:**

- Contribute to the establishment and maintenance of a healthy workplace
- Follow established health and safety procedures
- Report health and safety concerns and any incidents to their supervisor
- Participate in health and safety training

#### **Senior Leadership will:**

- Support the effective administration of healthy workplace programs and initiatives

## Board of Governors

- Provide leadership by creating, supporting and sustaining a healthy workplace
- Integrate healthy workplace culture into daily activities

### **Supervisors (as defined by the *Occupational Health and Safety Act*) will:**

- Support and implement healthy workplace policies and practices for employees in their areas
- Provide employees with procedures, equipment and materials that protect employees from workplace hazards, as well as the instruction, training and supervision required to work safely
- Investigate all incidents reported to them and respond to all health and safety concerns brought forward
- Implement corrective actions in response to identified hazards

### **Human Resources Department will:**

- Develop and administer healthy workplace policies and programs
- Provide advice, guidance and subject matter expertise to the University on creating and maintaining a healthy workplace
- Act as the chief resource relating to occupational health and safety regulatory matters

### **Students will:**

- Conduct themselves in a manner which is consistent with their health and safety and that of others. Failure to do so may be considered a breach of the Code of Student Rights and Responsibilities

### **Commercial Tenants and Contractors will:**

- Conduct their business in accordance with the *Occupational Health and Safety Act* and Regulations, and any other applicable legislation. The University will make its commercial tenants and contractors aware of its Healthy Workplace Policy, and of this requirement
- Follow York University guidelines and procedures as prescribed in the contract/agreement

This Policy is promulgated by the Board of Governors and the administration thereof is delegated to the Vice-President Finance and Administration.

Failure to abide by this policy or the requirements, regulations, standards or procedures contemplated herein will result in appropriate discipline or sanctions.

## Board of Governors

### Policy on Workplace Harassment (No PROPOSED CHANGES)

#### Legislative History:

Reviewed by President and Vice-Presidents, January 27, 2010. Approved by Board Governance and Human Resources Committee February 10, 2010. Approved by the Board of Governors February 22, 2010. Effective March 1, 2010. Re-approved by the Board of Governors 2013/06/24; 2014/06/23; 2015/06/22. Revised and approved by the Board Governance and Human Resources Committee: 2016/05/02; Re-approved by the Board of Governors 2016/05/03.

**Approval Authority:** Board of Governors

**Signature:** Paul Cantor

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**Description:** Describes the nature of workplace harassment and the University's commitment to protect its workers from workplace harassment.

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#### I. Scope

This policy is intended to protect all persons working for York University including but not limited to students, faculty, staff, and volunteers.

#### II. Definition

The term, "workplace harassment" means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome; or workplace sexual harassment. The term "workplace sexual harassment" means:

- a. engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- b. making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Workplace harassment does not include reasonable action taken by an employer or supervisor relating to the management and direction of workers or the workplace, or rudeness unless extreme, demotion, legitimate performance management, operational directives, job assignments, inadvertent management errors, or a single incident unless grave or harmful.

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### III. Policy

1. York University is committed to protecting all persons working for York University and shall take reasonable precautions to prevent workplace harassment.
2. Anyone who engages in workplace harassment shall be subject to complaint procedures, investigation, remedies, sanctions and discipline up to and including termination.

### IV. Review

This policy shall be reviewed at least annually.

### V. Responsibility

The Vice-President Finance and Administration shall be responsible for establishing a program, guidelines and procedures to implement this policy.

### VI. Related Policies

- Occupational Health and Safety Policy
- Policy Concerning Racism
- Sexual Harassment Policy
- Sexual Assault Awareness, Prevention and Response
- Code of Student Rights and Responsibilities
- Workplace Violence Policy

## Board of Governors

### Workplace Violence, Policy on **(NO PROPOSED CHANGES)**

#### **Legislative History:**

Reviewed by President and Vice-Presidents, January 27, 2010. Approved by Board Governance and Human Resources Committee February 10, 2010. Approved by the Board of Governors February 22, 2010. Effective March 1, 2010. Re-approved by the Board of Governors 2013/06/24; 2014/06/23, 2015/06/22

**Approval Authority:** Board of Governors

**Signature:** Paul Cantor

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**Description:** Describes workplace violence and the University's commitment to protect its workers from workplace violence.

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#### **I. Scope**

This policy is intended to protect all persons working for York University including but not limited to students, faculty, staff, and volunteers.

#### **II. Definition**

The term, “workplace violence” means:

- a. the exercise of physical force by a person against a worker, in a workplace, that causes or may cause personal injury to the worker;
- b. an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker; or
- c. a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

#### **III. Policy**

1. York University is committed to protecting all persons working for York University and shall take reasonable precautions to prevent workplace violence.
2. York University shall assess, and reassess as necessary, the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of work.
3. Anyone who engages in workplace violence shall be subject to complaint

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procedures, investigation, remedies, sanctions and discipline up to and including termination.

### **IV. Review**

This policy shall be reviewed at least annually.

### **V. Responsibility**

The Vice-President Finance and Administration shall be responsible for establishing a program, guidelines and procedures to implement this policy.

### **VI. Related Policies**

- [Occupational Health and Safety Policy](#)
- [Policy Concerning Racism](#)
- [Sexual Harassment Policy](#)
- [Sexual Assault Awareness, Prevention and Response](#)
- [Code of Student Rights and Responsibilities](#)
- [Workplace Harassment Policy](#)