



**Canada's Capital University**

*The Board of Governors acknowledges and respects the Algonquin First Nation, on whose traditional territory the Carleton University campus is located.*

**Minutes of the 626<sup>th</sup> Meeting of the  
Board of Governors**

**Tuesday, June 1<sup>st</sup>, 2021 at 3:00 p.m.  
Via Videoconference**

<b>PRESENT:</b>	Mr. D. Fortin (Chair)	Mr. K. von Finckenstein	Mr. N. Nanos	
	Dr. B.A. Bacon (President)	Ms. F. Foroutan	Ms. B. O'Connor	
	Ms. D. Alves	Ms. M. Fraser	Dr. B. Örmeci	
	Mr. N. Black	Ms. K. Furlong	Dr. E. Sloan	
	Mr. T. Boswell	Ms. G. Garland	Dr. P. Smith	
	Ms. B. Creary	Ms. C. Gold	Ms. J. Taber	
	Ms. S. Davin	Mr. D. Greenberg	Ms. C. Tessier	
	Mr. P. Dion	Ms. L. Honsberger	Ms. A. Tremblay	
	Mr. J. Durrell	Ms. N. Karhu	Mr. A. Ullett	
	Mr. G. Farrell (Vice-Chair)	Dr. J. Malloy		
	<b>REGRETS:</b>	Ms. Y. Baltacıoğlu	Ms. W. Horn-Miller	Ms. J. Taber
		Ms. L. Hayes		
<b>STAFF:</b>	Ms. S. Blanchard	Dr. L. Dyke	Mr. S. Levitt	
	Ms. J. Chandler (R. Secretary)	Ms. A. Elmi	Ms. K. McKinley	
	Ms. J. Conley	Ms. A. Goth	Mr. M. Piché	
	Ms. A. Cunningham	Dr. R. Goubran	Dr. J. Tomberlin	

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**OPEN SESSION**

**1. CALL TO ORDER AND CHAIR'S REMARKS**

The Chair called the meeting to order at 3:00 pm and welcomed all Governors and attendees to the virtual Board of Governors meeting. The Chair acknowledged the Algonquin First Nation territory on which Carleton University is located.

To begin the meeting, the Chair acknowledged the 215 Indigenous children, whose remains were found in a mass burial site at the former Kamloops Indian Residential School stating Carleton recognizes the work required towards reconciliation.

## **2. DECLARATION OF CONFLICT OF INTEREST**

The Chair asked for any declarations of conflict of interest from the members. President Bacon declared a conflict of interest for Closed Session item 12.1: Recommendation from the Advisory Committee on the President and Vice-Chancellor and left for that portion of the meeting. No other conflicts were declared.

## **3. APPROVAL OF AGENDA**

The proposed agenda was circulated in advance. It was moved by Ms. Tessier and seconded by Dr. Smith that the open agenda of the 626<sup>th</sup> meeting of the Board of Governors be approved, as presented. The motion carried unanimously.

## **4. APPROVAL OF THE CONSENT AGENDA**

The following items were circulated in the open consent agenda for approval: the minutes and business arising of the previous meeting and the Philanthropic and Commemorative Naming Policies. The following items were distributed for information: Cyclical Review Program Summary for 2020/'21, committee minutes and Senate minutes.

It was moved by Ms. Creary and seconded by Ms. Fraser that the items on the open consent agenda of the 626<sup>th</sup> meeting of the Board of Governors be approved, as presented. The motion carried unanimously.

## **5. ITEMS FOR APPROVAL**

### **5.1 Tuition Fees 2021/2022**

An executive summary and presentation were circulated in advance.

The Provost summarized that on April 30, 2021 the Ministry of Colleges and Universities (MCU) released a memorandum outlining a new Tuition Fee Framework and Ancillary Fee Guideline.

The Chair of the Finance Committee stated that the committee reviewed the memo. The memo permitted a 3% tuition-increase for out-of-province domestic students and frozen tuition fees for Ontario residences at the 2020/21 level. Due to a variety of factors, including the short-timeline for implementation, management and the Finance Committee recommended that the Board approve the increase for out-of-province students in principle however the increase would not be applied for the upcoming academic year as there is not enough information from the MCU or a suitable timeline to implement this increase.

On the recommendation of the Finance Committee, it was moved by Ms. Alves and seconded by Ms. Karhu that the Board of Governors approve tuition fees for funding-eligible students in 2021/'22, pursuant to the Provincial Tuition Framework announcement of April 30, 2021, as presented. The motion carried with one opposed.

## **6. ITEMS FOR INFORMATION**

### **6.1 Sexual Violence Annual Report and Honouring Each Other Strategy Update**

Two executive summaries, two reports and two presentations were circulated in advance.

The Vice-President (Students and Enrolment), Suzanne Blanchard, provided a presentation on the Annual Sexual Violence Report. Due to the COVID-19 pandemic, Carleton ensured that resources for those who have experienced sexual violence were available online and rooted in resilience, adaptability and flexibility.

Compared to 2019 statistics, 2020 saw a drop in disclosures of sexual violence. It was noted, this decrease is most likely due to the pandemic and students being off-campus. There were 67 disclosures from those seeking support services in six-broad categories of sexual violence (based on the Province of Ontario's guidelines),

Ms. Blanchard reviewed the extensive prevention, education and awareness initiatives Carleton has undertaken in 2020, which included: 1,700 Carleton community members being trained online, six training videos created by Equity and Inclusive Communities, Sexual Assault Awareness Week, campaigns with other universities and 350 self-care kits mailed to students. The majority of training was online, and focused on demographics in residence, fraternities, sororities etc. For all training, intersectionality was a focal-point.

The Sexual Violence Policy was revised in 2019, and is due for a mandatory review in 2022. Carleton will undergo an extensive, collaborative and transparent consultation process. To meet the 2022 deadline, consultations will begin in Fall 2021, and the policy will be brought to the Board of Governors for approval in 2022.

A question was posed from a Governor about the number of annual disclosures. Ms. Blanchard mentioned that there has been an increase in disclosures since the approval of the Sexual Violence Policy, and Carleton views this increase as positive; it is a signal that the education is working, and people are comfortable coming forward. 2020's numbers reflect that less people were on campus, and therefore where sexual violence occurred, survivors may have felt that they should go to their local community supports.

Another member posed a question about the difference between the informal and formal reports. Ms. Blanchard responded that there are a number of different paths a complainant can take when making a disclosure, and it is generally their choice if they'd rather pursue the formal or informal route.

Michael Charles, Assistant Vice-President and University Advisor, Equity and Inclusive Communities, provided the Board with an annual report on the *Honouring Each Other: A blueprint for building consent cultures on campus, together* Strategy. The strategy is a living document which through responsiveness and adaptability aimed to improve campus consent culture. In 2020, Carleton saw a number of accomplishments, including but not limited to: launching three working groups under the purview of the Sexual Violence Prevention and Education Committee, the creation of support groups, the transitioning of supports to online to adapt to the COVID-19 pandemic and the development and evaluation of inclusive prevention programming. As Carleton prepares for a return to campus, the strategy will continue to rollout programming, both virtual and in-person, and re-introduce postponed initiatives that were delayed because of COVID-19.

Both Michael Charles and Suzanne Blanchard were thanked for their presentations.

## 6.2 Return to Campus Update

A presentation was circulated in advance.

The Chair noted that the Board had been kept apprised of Carleton's return to campus plans at past meetings, and had presentations from the Carleton University Scenario Planning Working Group (CUSP). President Bacon mentioned that the CUSP recommendations for a safe and gradual return to campus with a mixed model of delivery in-person with online options for maximum flexibility to meet the needs for all students in Fall 2021 has been approved and are being operationalized in conjunction with the Return to Campus Committee (RTC).

Steve Levitt, General Counsel, provided a presentation. The university hosted 20 consultation sessions with faculty and staff between April 15 and May 13, 2021. In all decisions, the campus community's health and safety has been Carleton's guiding principle in implementing its planning.

He summarized that the returning to campus, Carleton will continue to follow all the provincial health and safety requirements, as well as the *Occupational Health and Safety Act* (OHSA). To properly plan for a safe return to campus, Carleton is preparing infrastructure, establishing policies and guidelines while creating a phased framework – meaning that not everyone will be returning to campus at the same time. Even within returning departments, not all employees will be permitted on campus at once to allow for physical distancing and capacity limits. This phased approach is laid out as follows:

1. Core services & areas that support research and labs, including the library (who have mostly been on-campus throughout the pandemic);
2. Areas which provide student supports, as well as parts of Information Technical Services and Teaching and Learning Services; and
3. Last are Administrative and governance areas and others as required.

To return to campus safely, each unit will be required to create a plan for its employees. Once Plans are approved by the RTC, and the COVID-19 Steering Committee. Employees of these

units will be given appropriate notice for when they are expected to return to campus. To further prepare for a gradual return to campus, faculty and staff are required to complete online COVID-19 training. Employees requiring accommodations are reviewed on a case-by-case basis.

To prepare the buildings, Facilities Management and Planning (FMP) have worked diligently to ensure all buildings meet ventilation standards and are routinely cleaned. Carleton has met all requirements for ventilation (MERV 13 filters). Third-party consultations have been hired to review and confirm that ventilation systems meet industry standards.

Carleton has also procured the necessary cleaning products and services to ensure campus is routinely cleaned. A return-to-campus purchasing guide has been prepared including signage and barriers, as well as the technology needed to continue working from home.

When on-campus, individuals will be required to follow safety protocols, including: mask-wearing, physical distancing, handwashing and mandatory daily screenings and symptom reporting. Carleton also has an extensive contact tracing process. Additionally, tunnel access will be limited to those who require their use for accessibility.

Carleton has offered a COVID-19 vaccination clinic on campus, and is creating an education campaign regarding the benefits of vaccination.

A Board member asked when Carleton units are required to finalize their return to campus plans. Mr. Levitt explained that resources for creating these plans would be offered imminently, and the plans will likely be completed in July/August.

Another Governor posed a question about mandating vaccinations for all those entering campus. Mr. Levitt outlined the difficulty of mandating vaccinations as it would require either the Province of Ontario and/or public health officials making recommendations to make vaccines mandatory. In allowing students on residence for the 2021/'22 year, Carleton will mandate through the residence contract that students to disclose their vaccination status.

The Return to Campus Committee was thanked for their fulsome presentation.

### 6.3 Strategic Integrated Plan Annual Update

An executive summary was circulated in advance.

The Chair commented that the Strategic Integrated Plan (SIP), approved in 2020, set an ambitious vision for Carleton's future. President Bacon provided the first annual report on the SIP's implementation emphasizing the highlights of the progress as well as next steps, across all three strategic directions of Share Knowledge, Shape the Future; Serve Ottawa, Serve the World; and Strive for Wellness, Strive for Sustainability and the fifteen defined pathways.

The President began by outlining the renewed leadership team including the chancellor, vice-presidents, decanal team, assistant and associate vice-presidents, chief information officer and the inaugural position of chief communications officer.

When the president arrived to campus on 2018, there was an extended labour conflict with CUPE 2424, since that time successful collective bargaining has been completed with ten unions. The

university during this time has had a long-term freeze on tuition. Despite the COVID-19 pandemic being the most disruptive crisis in recent history, the university has been able to maintain its academic mission and operations, continue to maintain balanced budgets, protect jobs and provide assistance and support to students.

Under the strategic direction of Share Knowledge, Shape the Future, the President noted:

- Continued enrolment growth has been maintained with both the one-year retention and progression rates trending upward.
- Continued research funding growth, including almost \$87 million in 2020/21.
- Carleton is the leader in *interdisciplinarity* with over 50% of programs including interdisciplinary learning, multidisciplinary research clusters, and cross-university “think tanks” including indigenous, equity, reputational enhancement project, international strategy, etc.
- *Great* strides in pedagogy including online teaching development, the Students as Partners Program, the introduction of a new learning management program (Brightspace), the creation of Carleton University Collaborative Indigenous Learning Bundles and one of the largest co-op programs in Ontario.
- Continued culture of fiscal responsibility which balanced budgets, reserves in place and overall financial responsibility. A commitment to organization excellence through commitments to Healthy Workplace, Mental Health at Work, and Leadership Development as well as indigenous reconciliation, EDI, accessibility and sustainability embedded into all aspects of the organization.

Under the strategic direction of Serve Ottawa, Service the World, the President noted:

- The establishment of the Carleton Dominion Chalmers Centre,
- partnerships with external businesses and foundations such as Bridgehead, McConnell Foundation, Ericsson, IBM, Blackberry QNX, TVO, etc. and the establishment of the Hub for Good creating funding connections with community partners.
- strides toward grassroots community engagement, the creation and development of a Community Engagement Centre and participation in the Canadian pilot of the Carnegie Classification.
- *The* creation of Carleton’s first International Strategy.

Under the strategic direction of Strive for Wellness, Strive for Sustainability, the President noted:

- the successful implementation of Carleton’s Mental Health Framework 2.0 and the development of 3.0, the establishment of a new certificate in Mental Health and Wellbeing.
- the creation of the Strive for Sustainability Strategy.  
the creation of the Kinàmàgawin (Learning Together) Indigenous Initiatives Calls to Action.
- the creation of the Coordinated Accessibility Strategy, Rick Hansen Accessibility Certification, and the establishment of the Canadian Accessibility Network (CAN).
- the creation of the Equity, Diversity and Inclusion Action Plan with renewed commitment to leadership in anti-racism.

The next steps of the SIP include implementation of the various sub-plans as well as further development of an Academic and Research Plan, Mental Health Framework 3.0, Digital Strategy, Community Engagement portfolio as well as Faculty and unit plans.

President Bacon was thanked for his presentation.

#### 6.4 Report from the Chair

The Chair highlighted the 2020/'21 Chair's Annual Report (circulated in advance), which summarizes the Board's accomplishments from the previous year. The Chair expressed his gratitude for the hard work of each Governor and Carleton University as a whole. After another difficult year, the university is navigating the pandemic with strength.

#### 6.5 Report from the President

To mark Carleton's accomplishments from the 2021/'22 year, President Bacon provided his Annual President's Report (circulated in advance). The report highlighted a series of Carleton's success.

Additionally, the President reported:

- the Province of Ontario's stay-at-home order should be lifted shortly and the reopening framework will commence the week of June 14, 2021.
- the Summer 2021 term has started, and with an increase in enrolment numbers.
- convocation for this summer will be postponed.
- the City of Ottawa's participation in the Carleton led Canadian Accessibility Network.

A Governor asked if a study would be conducted on students learning preferences: online or in-person classes. President Bacon stated that studies are being conducted on this subject, and that it appears most students prefer a hybrid model of learning. In the future, departments may be able to make the strategic decision on what should be taught in-person versus online.

### **7. OPEN-OTHER BUSINESS**

Tyler Boswell, a retiring Student Governor, expressed his gratitude for all Board members and the University Secretariat for their service throughout the past difficult year.

### **8. OPEN-QUESTION PERIOD**

No additional questions were brought forward.

### **9. END OF OPEN SESSION AND BRIEF BREAK**

There being no further business, it was moved by Mr. Ullett and seconded by Mr. Greenberg to adjourn the Open Session of the Board of Governors at approximately 4:39 p.m. The motion carried unanimously.