



BOARD OF GOVERNORS
November 28, 2023
Jorgenson Hall – JOR 1410
380 Victoria Street and By Video Conference
1:00 p.m. to 3:00 p.m.

M I N U T E S

Minutes of a meeting of the Board of Governors of Toronto Metropolitan University (the “University”) held on Tuesday, November 28, 2023, at 1:00 p.m.

ATTENDANCE:

Present: O. Abdelgawad, S. Babikian, M. Crosta, T. Darisi, M. Davis, J. Cockwell, J. Dallaire, I. Gammel, M. Knight, G. Leong, M. Lachemi, D. Miller, C. Paisley (Vice-Chair), D. Porter, S. Ragunathan, R. Rodrigues, S. Sinha, W. Soliman, T. Staffieri (Chair), N. Sugunalan, L. Taylor Green, B. Venkatesh, L. Williams

Regrets: N. Chauhan, J. Fukakusa, N. Gupta, N. Mohamed, E. Shim

Board Secretariat:

W. Lawrence, General Counsel, Secretary of the Board of Governors, and Chief Privacy Officer
J. MacInnis, Associate General Counsel and Assistant Secretary of the Board of Governors
A. Mall, Senior Legal Counsel and Governance Officer

Others in Attendance:

P. Albanese, Vice-Provost, Faculty Affairs
M. Baker, Chief of Staff and Senior Director Government Relations
T. Chan, Dean of the School of Medicine, Vice-President, Medical Affairs
T. Conte, Executive Director, Office of the Provost and Vice-President, Academic
T. De Mello, Vice-President, Equity and Community Inclusion
M. Dettweiler, Executive Director, Campus Development
M. Forbes, Assistant Vice-President, University Relations
E. Hallock, Acting Director, Human Rights Services
R. Iannacito-Provenzano, Provost and Vice-President, Academic
S. Liss, Vice-President, Research and Innovation
G. Mallon, Assistant Vice-President, Facilities Management and Development
K. McCausland, Interim Vice-Provost, University Planning
J. McKee, Chief Financial Officer
J. McMillen, Vice-Provost, Students

L. Nater, Senior Presentation Technology Specialist

J. Neiman, Director, Pensions and Benefits

S. Zolfaghari, Vice-President, Administration and Operations

1. IN-CAMERA DISCUSSION (Board Members Only)

2. IN-CAMERA DISCUSSION (Executive Group Invited)

END OF IN-CAMERA SESSION

3. INTRODUCTION

3.1. Welcome

3.1.1. Land Acknowledgement

T. Staffieri, Board Chair, acknowledged the land.

3.1.2. Chair's Remarks

T. Staffieri, Chair of the Board, welcomed Board members to the second Board meeting of the year and thanked J. McMillen, Vice-Provost, Students, and C. Searcy, Vice-Provost and Dean of the Yeates School of Graduate Studies and their respective offices for the University-curated items provided for the Board members.

T. Staffieri congratulated M. Lachemi on being awarded the Order of Ontario and Board member, I. Gammel on her recent professional achievements.

3.2. CONSENT AGENDA

3.2.1. Approval of the November 28, 2023 Agenda

The agenda was approved as presented.

3.2.2. Declaration of Conflicts of Interest

No conflicts of interest were declared.

3.2.3. Approval of the September 26, 2023 Minutes

The minutes were approved as presented.

3.2.4. Execution of Contracts Policy

T. Staffieri moved to adopt the items on the consent agenda including the following agenda item.

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the revised Execution of Contracts Policy as presented, with an implementation date of January 1, 2024.

3.2.5. Banking Resolution

T. Staffieri moved to adopt the items on the consent agenda including the following agenda item.

BE IT AND IT IS HEREBY RESOLVED:

THAT in addition to the Chief Financial Officer, the Board of Governors delegates powers and authorizes the: (i) Controller, Director Financial Accounting and Reporting; (ii) Director, Treasury and Investing Services; and (iii) Associate Director, Investment Services, to sign documents on behalf of Toronto Metropolitan University as may be required to conduct banking, investing, and debt related business transacted under the direction of the Chief Financial Officer.

3.3. Chancellor Search Update

T. Staffieri provided an update on the Chancellor search and advised that the composition of the Chancellor Search Committee will include the following Senate elected members: J. El Ali, faculty representative, N. Almasri, student representative, and R. Iannacito-Provenzano, ex-officio representative, and the following Board members: C. Paisley, R. Rodrigues, and N. Chauhan.

4. REPORT FROM THE PRESIDENT

M. Lachemi highlighted three (3) initiatives resulting from the recommendations of the Standing Strong Task Force Report and the Anti-Black Racism Campus Climate Review: the Indigenous Wellbeing and Cultural Practice Leave; the Indigenous SRC Distinction Fund and the Supplemental Indigenous SRC Fund; and the Postdoctoral Fellowships for Black Scholars Program.

M. Lachemi noted that Mayor O. Chow participated in the Democracy Forum speaker series and the University successfully nominated Professor K. Soldatic for appointment as the Canada Excellence Research Chair in Health Equity and Community Wellbeing. M. Lachemi reported that the Rogers Cybersecure Catalyst celebrated its fifth anniversary

with renewed investments from founding partners Rogers Communications and RBC and expressed gratitude for the support of the founding partners, Rogers Communications, the Government of Canada, RBC and the City of Brampton, as well as all the program partners.

5. REPORT FROM THE SECRETARY

W. Lawrence, Secretary of the Board, reported on the dates for the 2024 Board elections and the results of the Lincoln Alexander Law Student Society Fee referendum, which did not pass and are being appealed, and announced the winner of the Fall 2023 Board of Governors Leadership Award and Medal, K. Park, a Ph.D graduate from the Psychology Department in the Faculty of Arts.

6. REPORT FROM THE PROVOST AND VICE PRESIDENT ACADEMIC

R. Iannacito-Provenzano, Provost and Vice-President, Academic, provided an update on the development of the new academic plan, noting that her office is currently in the first phase of consultations with the University community, after which time a draft plan will be developed and circulated during phase two of the consultation process taking place in the winter term. R. Iannacito-Provenzano discussed the recent milestones for the School of Medicine including finalizing the affiliation agreement with Trillium Health Partners and advised that the school is actively recruiting for both key leadership positions in the post-graduate medical education portfolio and clinical faculty members.

R. Iannacito-Provenzano explained that a Strategic Enrolment Management (“SEM”) Steering Committee was formed to implement a strategic enrolment management framework for the University, which is a set of systematic activities that focuses on engaging and supporting students from application to graduation. R. Iannacito-Provenzano advised that the Steering Committee aims to launch this framework in June 2024.

R. Iannacito-Provenzano provided an update on the search for Assistant Vice-President, International and highlighted recent learning and teaching initiatives.

7. DISCUSSION ITEMS

7.1. 2022-2023 Sexual Violence Policy Report

T. De Mello, Vice-President, Equity and Community Inclusion, presented the 2022-23 Sexual Violence Policy Report and outlined the supports, services and accommodations provided noting the type and number of requests made during the reported period. T. De Mello outlined several initiatives and programs from the reporting period, highlighting that Consent Comes First organized over seventy (70) training sessions and events for the community during the 2022-2023 academic year T. De Mello reviewed the

sexual violence policy complaint process under Human Rights Services and the number of incidents and complaints received, explaining that the jump in numbers from 2021-2022 to 2022-2023 is due to the shift from remote to in person learning.

T. De Mello provided information about who is accused of sexual violence or alleged to have caused this harm, specifying that the majority of student complaints involve fellow students and that the majority of instances of sexual violence occur on campus, while some occur online and others off-campus.

T. De Mello provided an update on the scope of the upcoming Sexual Violence Policy Review that is mandated by the ministry and which will be completed by March 2024. T. De Mello outlined the consultation design and areas of consideration, discussed the engagement metrics of the first round and consultations, and talked about the next steps.

A Board member inquired about what is involved in the alternative resolution process. T. De Mello explained that this process, initiated by the complainant but agreed to by the respondent, is often an alternative to the investigation process and is led by those who filed the complaint, but that it tends to be used more with discrimination cases than cases involving sexual violence. T. De Mello noted that this is a voluntary process that does not eliminate the option for an investigation, should the complainant wish to change the process.

A Board member asked if security on campus is being improved to address the higher number of incidents on campus and T. De Mello noted collaborative efforts with Campus Safety and Security to ensure a greater presence and support. T. De Mello responded to a Board member's question about the supports in place for those working on the front line at the University with respect to sexual violence matters and also responded that there is no student breakdown regarding the victims, but that these incidents tend to increase at certain times of the year.

7.2. Appointment of Academic Administrators Policy ("AAA Policy")

R. Iannacito-Provenzano reported that the Office of the Vice-Provost, Faculty Affairs undertook a review and widespread consultation of the Appointment of Academic Administrators ("AAA") Policy and Procedures to ensure that the policy was reflective of the needs of the University. R. Iannacito-Provenzano explained that stakeholder feedback was gathered during consultations on how the policy was being applied, and ways in which the current policy and procedures may be clarified and improved. R. Iannacito-Provenzano noted that the feedback received on the AAA Policy was that it was meeting its intended purpose, but that the policy and its associated procedures could be improved to clarify roles and processes, and that the procedures could be clarified for how committees are established and operated. R. Iannacito-Provenzano advised that feedback and comments received during the consultation process were

reviewed and then incorporated in the final version of the policy and procedures, which were being presented to the Board for approval.

It was moved, seconded and carried that:

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the amendments to the Appointment of Academic Administrators Policy ("AAA Policy"), as presented.

7.3. Appointment of Clinical Academic Administrators Policy ("ACAA Policy")

R. Iannacito-Provenzano explained that since physicians cannot unionize or be union members outside of the Ontario Medical Association and the AAA Policy and Procedures are intertwined with the Toronto Metropolitan Faculty Association collective agreement, this policy could not be applied to the School of Medicine. R. Iannacito-Provenzano advised that as such, an independent policy for the appointment of clinical academic administrators in the School of Medicine was necessary and the Appointment of Clinical Academic Administrators Policy ("ACAA Policy") was developed similar to the AAA Policy. R. Iannacito-Provenzano described the review process and noted a key difference between the two (2) policies, that being that the majority of committee members on the review and search committees under the ACAA Policy will be appointed, at least in the foundational phase of the School of Medicine, whereas the majority of committee members under the AAA Policy are elected. R. Iannacito-Provenzano advised that the procedures have been structured this way because initially there will be a very small pool of clinical faculty, but noted that the procedures will likely be amended in subsequent years when the number of elected positions can be increased for these hiring teams.

It was moved, seconded and carried that:

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the proposed Appointment of Clinical Academic Administrators Policy ("ACAA Policy"), as presented.

7.4. REPORT FROM THE CHAIR OF THE EMPLOYEE RELATIONS AND PENSIONS COMMITTEE

D. Porter reported that the Employee Relations and Pensions Committee met on November 21, 2023, and heard from J. McKee and J. Neiman regarding Amendment #1 to the Toronto Metropolitan University Pension Plan and Amendment #1 to the Total Earnings Supplemental Plan and that the Committee recommended that the Board approve the two (2) amendments.

7.4.1. Amendment #1 to the Toronto Metropolitan University Pension Plan

It was moved, seconded and carried that:

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the amendment of the Toronto Metropolitan University Pension Plan (the “Plan”) to reduce the employee contribution rates applicable to non-faculty members as presented.

That the Board of Governors directs the Chief Financial Officer, or their delegate, to execute such other agreements or documents, to make such payments and take all other action, including the filing of all required documents with appropriate governmental agencies and ensuring compliance with any reasonable charges or conditions imposed by the Canada Revenue Agency, the Financial Services Regulatory Authority of Ontario, or any other appropriate governmental authorities in connection with the approved amendment that the Chief Financial Officer deems necessary or desirable to carry out the intent and purposes of the Board’s resolution.

Amendment #1 to the Total Earnings Supplemental Plan

It was moved, seconded and carried that:

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the amendment of the Total Earnings Supplemental Plan for Employees of Toronto Metropolitan University to reduce the employee contribution rates applicable to non-faculty members as presented.

That the Board of Governors directs the Chief Financial Officer, or their delegate, to execute such other agreements or documents, to make such payments and take all other action, including the filing of all required documents with appropriate governmental agencies and ensuring compliance with any reasonable charges or conditions imposed by the Canada Revenue Agency, the Financial Services Regulatory Authority of Ontario, or any other appropriate governmental authorities in connection with the approved amendment that the Chief Financial Officer deems necessary or desirable to carry out the intent and purposes of the Board’s resolution.

7.4.2. Amendments to the ERPC Terms of Reference & Summary of Delegated Roles & Responsibilities in the Governance of the Toronto Metropolitan University Pension Plan

D. Porter reported that at the same meeting, the Committee heard from J. McKee and J. Neiman regarding the Amendments to the ERPC Terms of Reference & Summary of Delegated Roles & Responsibilities in the Governance of the Toronto Metropolitan

University Pension Plan and that the Committee recommended that the Board approve the amendments.

It was moved, seconded and carried that:

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the Amended and Restated Employee Relations and Pensions Committee Terms of Reference Regarding the Toronto Metropolitan University Pension Plan (“TMUPP”), as presented.

THAT the Board of Governors approves the Amended and Restated Employee Relations and Pensions Committee summary of delegated roles and responsibilities in the Governance of the Toronto Metropolitan University Pension Plan, as presented.

7.5. REPORT FROM THE CHAIR OF THE FINANCE COMMITTEE

D. Porter reported that the Finance Committee met on November 23, 2023, and heard from J. McKee, G. Lee, Interim Director, Treasury and Investing Services, and S. Aves, Senior Institutional Portfolio Manager at Fiera Capital, regarding the Fiera Capital Report dated September 30, 2023; K. McCausland, Interim Vice-Provost, University Planning, regarding the 2023-24 enrolment update; J. McKee regarding the Financial Statements (unaudited) for the period ending October 31, 2023; and that the Committee recommended that the Board approve the financial statements.

7.5.1. Financial Statements (unaudited) for the period ending October 31, 2023

It was moved, seconded and carried that:

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the Financial Statements (unaudited) for the period ending October 31, 2023, as presented.

7.5.2. 2023-24 Enrolment Update

K. McCausland advised that enrolment is aligned with the approved budget plan with the total undergraduate enrolment projected to be approximately thirty-eight thousand (38,000) students and the total graduate enrolment projected to be approximately two thousand five hundred (2,500) students. K. McCausland explained that for fall 2023, the domestic headcount is slightly higher than last year’s level following an intentional reduction in intake last year due to high course loads during the pandemic. K. McCausland noted that the overall undergraduate international enrolment has increased

over last year's levels by three point six percent (3.6%) due to expanded winter intake across a greater number of programs and students coming into upper years from the Toronto Metropolitan University International College.

K. McCausland noted that for some international students, their enrolment has been delayed by wait times for government-issued visas; that the international admissions team are in close contact with these students; and that the deferral process has been streamlined for these students. K. McCausland advised that approximately three hundred (300) students have paid deposits to start in January and that this number is in addition to the undergraduate fall enrolment number.

K. McCausland explained that overall graduate enrolment remains constant with the University moderating domestic enrolment to stay within the funded levels, while at the same time increasing international graduate enrolment by ten percent (10%) in just one year. K. McCausland further noted that the largest growth in international enrolment is at the masters level, primarily in professional course-based programs. K. McCausland summarized that domestic enrolment is healthy, international enrolment is growing and that the University is on track to meet the assumptions in the budget.

8. FOR INFORMATION

8.1. REPORT FROM THE CHAIR OF THE FINANCE COMMITTEE

8.1.1. Fiera Capital Quarterly Report - September 30, 2023

8.2. Periodic Program Review Summary and Implementation Plan Reports approved in 2022-2023

8.3. Canadian University Survey Consortium (CUSC) First-Year Student Survey 2022

9. ADJOURNMENT

NEXT MEETING: January 29, 2024