

*Due to the COVID-19 pandemic, the April 16, 2020 Council meeting took place electronically.*

Attendance and quorum were determined by voting. Voting took place through SurveyMonkey, which is also how the attendance list was generated (see appendix).

On March 26, 2020, the Coordinating Committee agreed that the University Council meeting would take place electronically using the same procedures at the March 19, 2020 meeting. The instructions to members for the Council meeting, and the agenda and materials were circulated on April 13, 2020. The following is a summary of the procedures that were used.

### **Council's March 2020 Electronic Meeting Procedures**

The meeting was “opened” electronically at 2:30pm on April 16, 2020 for questions regarding any of the reports or motions provided in the agenda materials. Questions and comments could be directed to Michelle Kjargaard during the regularly scheduled meeting time, i.e. from 2:30-4:30pm, at [Michelle.Kjargaard@usask.ca](mailto:Michelle.Kjargaard@usask.ca).

A working group was behind the scenes via WebEx and email during the Council meeting time, receiving questions and distributing to/receiving responses from the appropriate proponents. This group was comprised of the Council Chair, Jay Wilson; University Secretary and Chief Governance Officer, Chelsea Willness; Associate Secretary, Academic Governance, Jacque Thomarat; Student Appeals/Academic Programs Coordinator, Amanda Storey; and OUS Administrative Assistant, Michelle Kjargaard. Council chairs were also on standby to receive questions or solicit responses from proponents of requests for decisions or items for information.

The Q&A proceedings were compiled and posted on the Secretariat website on May 1, 2020, and are available here: <https://secretariat.usask.ca/documents/council/agenda/2019-2020/april-2020/council-meeting-q-and-a-april-16-2020.pdf>.

Voting on decision items was opened just after 4:30pm on April 16, 2020 to April 22, 2020 at 5:00pm via Survey Monkey. Following the close of the vote, a memo was sent to Council members and non-member participants with a link to the Secretariat website to communicate the results: <https://secretariat.usask.ca/documents/council/agenda/2019-2020/april-2020/council-meeting-april-16-2020-decision-items-voting-results.pdf>.

Quorum was determined (42 members is 40% of 104) by the number of voters. 61 members voted. The meeting was “closed” by consensus at the close of voting at 5:00pm on April 22, 2020.

## **1. Call to Order**

The meeting was “opened” electronically at 2:30pm for questions regarding any of the reports or motions provided in the agenda materials.

## **2. Tributes**

There was a video tribute prepared by Jon Bath for Otto (Don) Rogers, Department of Art and Art History.

## **3. Adoption of the Agenda**

The agenda was circulated electronically on April 13, 2020. No edits were received by Michelle Kjargaard prior to 2:30pm, Thursday, April 16, 2020.

*The agenda was adopted by consensus.*

CARRIED.

## **4. Opening remarks**

Chair’s remarks are available at this link, and were included with the agenda materials: <https://secretariat.usask.ca/documents/council/agenda/2019-2020/april-2020/4.0-2020-04-16-april-chairs-opening-remarks-to-university-council.pdf>. The chair updated members on the topics of the virtual meeting of the coordinating committee, as well as the meeting with the President’s Executive Committee where an update on the COVID 19 situation was provided, with particular attention to the impacts on students, faculty and staff wellness as provided by Cheryl Carver, AVP People and Resources, and Patti McDougall, VP, Teaching Learning and Student Experience.

## **5. Approval of Minutes of the meeting of April 16, 2020**

No edits were received by Michelle Kjargaard prior to 2:30pm Thursday, April 16, 2020.

*The minutes of March 19, 2020 were adopted by consensus.*

CARRIED.

## **6. Business Arising from the Minutes**

A question was brought forward by a Council member from the March 19, 2020 Council meeting:

*“The adoption of the UnivRS curriculum vitae system has been delayed for several years, but is still on track for adoption in the fall of 2020. However, the system remains cumbersome and inefficient to use. This system requires faculty and staff to spend excessive time on trivialities of the data management system, rather than the higher level teaching and scholarship work. The misallocation of effort is now more significant, as we turn our attention to addressing the global pandemic and a move to emergency modes of teaching.*

*I ask the Vice Provost Faculty Relations to cancel the adoption of the UnivRS curriculum vitae system for this fall, and undertake a review this CV project, to ensure that the system's implementation is matched to the purpose it serves."*

The Vice-Provost, Faculty Relations, Ken Wilson responded to the question: "The move to the new CV format is on track and will be required for all collegial processes in the fall of 2020. However, that does not mean that one must use the UnivRS CV system to generate a CV. A word document or pdf-based CV is sufficient for all university requirements. Guidelines and templates for the updated CV format can be obtained from the Vice-Provost Faculty Relations website (there is a link at the bottom right side of the page). Renumbering and reorganizing the word doc CV is not onerous and people have had several years to make this change.

The UnivRS CV system is admittedly cumbersome and inefficient. The output is also not always ideal. I have been assured that it is not as bad as some people (myself included) think. It is however necessary for some units to use online CV registries as part of their accreditation process. This is true for faculty in the College of Nursing, for example. The Research Office and Institutional Planning and Assessment also prefer that faculty use the UnivRS CV system because they can more easily access data contained within that system. Better data allows for better planning measures to be taken.

It may be possible to set up some online training sessions for faculty who want to use the UnivRS system for the CVs. We are examining how to set these up to run remotely. We could run them over the summer. It may not be as inefficient to complete the transfer to the online system if you had an expert to help guide you in real time.

I would be happy to supply any clarification that is needed."

## **7. Report of the President**

A video report was provided by the President. There were no questions received for the President.

## **8. Report of the Provost**

A video report was provided by the Provost. There were no questions received for the provost.

## **9. Student Societies**

### **9.1 Report from the USSU**

A written report was provided in the agenda and materials. There were no questions received on this agenda item.

### **9.2 Report from the GSA**

A written report was provided in the agenda and materials. There were no questions received on this agenda item.

## **10. Planning and Priorities Committee**

### **10.1 Request for Decision: Jane and Ron Graham School for the Scholarship of Teaching and Learning**

*(BRUNI-BOSSIO/BEDARD-HAUGHN) It is recommended that Council approve the establishment of a Type-A centre for the Scholarship of Teaching and Learning in the College of Education called the Jane and Ron Graham School for the Scholarship of Teaching and Learning, effective immediately.*

There were no questions received on this agenda item.

Electronic ballot results:

Yes	56
No	2
Abstain	3

CARRIED.

### **10.2 Notice of Motion: “Native” Law Centre name change**

*It is recommended that Council approve the name change of the “Native” Law Centre in the College of Law to the “Indigenous” Law Centre effective April 17, 2020.*

There were no questions received on this agenda item.

## **11. Academic Programs Committee**

### **11.1 Request for Decision: Arts and Science Program Template – Bachelor of Science [Biomedical Science]**

*(DETMER/BROOK) It is recommended that Council approve the new Arts and Science Program template for the Bachelor of Science [Biomedical Science], effective May 2021.*

Electronic ballot results:

Yes	59
No	1
Abstain	1

CARRIED.

### **11.2 Report for Information: Change to the 2019-20 Academic Calendar**

There were no questions on this agenda item.

## **12. Governance Committee**

### **12.1 Notice of Motion: College of Nursing Faculty Council Membership**

*It is recommended that Council approve the membership changes to the Faculty Council of the College of Nursing as shown in attachment a, effective May 21, 2020.*

There were no questions received on this agenda item.

### **12.2 Notice of Motion: College of Dentistry Faculty Council Membership**

*It is recommended that Council approve the membership changes to the Faculty Council of the College of Dentistry as shown in attachments a and b, effective immediately.*

There was a question: *“On the side by side document Page 5 Part 1 point 14.vi. the elimination of “the six students to be selected by the Students Dental Society from among all full-time students registered in the college”, and is replaced with the president of the Saskatchewan Dental Students Society or designate from the SDSS Executive. Was the Dental Students Society consulted? Did the Dental Students Society approve of this change?”*

Doug Brothwell, Dean of the College of Dentistry responded: “Yes, College of Dentistry students were consulted in the development of the proposed bylaw and faculty council membership revisions, student representation was present at the Faculty Council meeting where the proposed bylaw and faculty council membership revisions were approved, and the student representation voted in favor of the proposed bylaw and faculty council membership revisions.”

There was another question about the proposed changes: *“Same side by side document Part Three 1. states that Sturgis Standard Code of Parliamentary Procedure 4th edition shall be applied. Is there a reason this Parliamentary Procedure is being kept rather than changing to Kerr and King?”*

Stephen Urquhart, chair of the Governance Committee responded that the committee asked after this, but Council approves membership, not procedures.

## **13. Other business**

### **13.1 Update on Student Wellness**

Video presentation by Patti McDougall, Vice Provost Teaching, Learning, and Student Experience and Peter Hedley, Director Student Affairs and Services.

There were no questions received on this agenda item.

#### 14. Question period

There was a question from a Council member about the research that has been put on hold since March 2020: *“A lot of research was put on hold in March. Some have a limited amount time they can be put on hold (very expensive reagents going bad, vaccines that will expire, pending animal orders, samples/assays that can only be frozen for a few weeks before they degrade and cannot be read, etc.). While we realize that we can only look ahead 1- 2 weeks at a time, what is the overall plan for the university reopening and the stages of this? Will this follow the provincial reopen process or will it be more restrictive?”*

The Office of the Vice-President Research responded: “When the University suspended most on-campus research activity on March 24, we provided an automatic exemption for any research related to COVID-19, research that is part of essential clinical care activities, and research that was already ongoing involving animals, plants and living organisms. We also invited researchers whose activities were not already exempt from the suspension and who thought they had exceptional circumstances requiring on-campus or field activity to seek special approval. We continue to review and approve such requests, on a case-by-case basis. Considerations include the consequences of suspending, delaying or modifying the work as well as the ability to limit potential exposure of research team members to COVID-19, as per provincial health orders. Any researchers requiring on-campus or field activity should complete the Exceptional Circumstances Request Form and submit it to their Dean or Executive Director, who will make a joint determination with the Vice-President Research. For specific direction regarding field work, please refer to the Field Work Decision Tree and Expectations.

Decisions about lifting restrictions on research activity more broadly will be heavily informed by government directives and will be done in a controlled and disciplined manner, with clear parameters and monitoring, and with resolve to ensure the health and well-being of our students, staff and faculty. We are already working closely with our U15 counterparts to coordinate planning for this.”

There was another question about graduate student leaves of absence during the COVID-19 pandemic: *“The policy is currently restrictive. We have thesis students who want to take UNPAID leaves of absence since they cannot do any of the research they need to complete remotely and can get well- paying work full-time right now (Most of our students have professional degrees and licenses). Can we make an exemption so that they don’t have to run out their time to completion clock and get paid from our limited funds to do nothing...seems a win-win provided they return and finish.*

*Please note that we only have so much unused data sitting around for “do at home” projects and these we do have may require special skill sets.”*

Trever Crowe, Interim Dean of CGPS responded: “The possibility of some students preferring a leave was anticipated by the College of Graduate and Postdoctoral Studies, and the concept of considering compassionate leaves (section 13.1.1: <https://cgps.usask.ca/policy-and-procedure/leaves-accommodations/Accommodations-and-Supports.php#131LEAVESOFABSENCE>) for students has been discussed with and endorsed by deans. Note that section 13.1.1 of the CGPS policies indicates “...*The Head of the academic unit or Graduate Chair has the authority to approve a first-time leave request of up to 4 months for compassionate or medical reasons...*”.

During discussions with deans, they asked that a representative from the dean’s office in the college where the student is studying would need to support (sign off) all requested compassionate leaves if the purpose was to support students who are inhibited from making progress in their graduate program because of not having access to research facilities.

I hope this is clear. If anyone has any other questions regarding graduate studies or questions involving greater detail on this topic, please encourage them to contact me or anyone else within CGPS. We would be happy to help.”

There was a question about the processes for electronic University Council meetings: “*The current process during the coronavirus pandemic involves posting UC agendas on a Monday with a meeting on Thursday. There is an opportunity to vote on decision items but there is no opportunity for debate.*

*In other organizations I have been involved in there is a moderated discussion period that is opened up ahead of the vote, which is all done electronically. In this manner a back and forth discussion may be held.*

*Would it be possible to adopt this format for decision items at Univ Council when required? And if not what are the barriers?”*

The chair of Council, Jay Wilson responded: “We are doing our best to ensure the business of council takes place. I agree that an ideal process may involve more synchronous debate.

We are exploring options to extend the use of technology to permit real time debate. That being said we are fielding questions and sending them to the individuals best suited to answer them. This is a similar process to what we have in a face to face setting without the ability to observe. Those who have questions can ask them and those with the knowledge can respond. All questions and responses are then shared. It can be said that people actually have more time for debate as we do not move on to the next item.

We are planning a survey of council members to determine if they are prepared to take the next step to a synchronous meetings.”

The Council member further inquired: *“My comment was that debate on decision items could be held in advance of the University Council meeting by opening a forum for discussion that everyone could see and comment on.*

*My recommendation is that this should be considered as another possibility to a synchronous debate.”*

Jay Wilson responded that “We will bring your thoughts forward to the next coordinating meeting.”

There was a question about tuition: *“My last question is when will University Council receive an update on the proposed tuition and fee increases for undergraduate and graduate students?”*

Tony Vannelli, Provost responded that there will be an update at the May Council meeting to the proposed tuition increases for undergraduate and graduate students.”

## **15. Adjournment**

Adjournment was by consensus as of close of voting at 5:00pm on April 22, 2020.

**Table 1. Action items**

<b>Section</b>	<b>Action item</b>	<b>Responsible</b>
p.5 s.14	Coordinating committee to determine process for more synchronous meetings	Dr. Chelsea Willness and Dr. Jay Wilson
p.6 s.14	Update on tuition rates for 2020/21 at May Council	Dr. Tony Vannelli

## **Attachments**

1. Appendix A – Attendance from the meeting of April 16, 2020

*Next Council meeting is May 21, 2020 – Please send regrets to [michelle.kjargaard@usask.ca](mailto:michelle.kjargaard@usask.ca).*



## Attendance Summary - Voting Participants

Name	Sept 19	Oct 17	Nov 21	Dec 19	Jan 16	Feb 20	Mar 19	Apr 16	May 21	June 18
March 19, 2020 - Due to the meeting being held electronically, the attendance and quorum were determined by voting. Since our voting through the PAWS process is created and operated as such to maintain integrity and privacy of the voting process, we do not have access to the list of names of who attended.										
April 16, 2020 - Due to the meeting being held electronically, the attendance and quorum were determined by voting. As a result, we have noted who was present 'P' by who voted.										
Aitken, Alec	R	P	P	P	P	P		P		
Alcorn, Jane	A	A	A	A	A	P		A		
Bell, Scott	n/a	n/a	n/a	P	P	P		P		
Berry, Lois	R	P	R	P	P	R		P		
Blakley, Jill	R	P	R	P	P	A		A		
Boland, Mark	P	P	P	P	P	A		A		
Bonham-Smith, Peta	P	P	P	P	R	P		P		
Brook, Ryan	P	P	P	R	A	P		P		
Brothwell, Doug	R	P	P	R	P	P		P		
Bruni-Bossio, Vince	A	P	R	P	P	P		P		
Buhr, Mary	P	R	R	P	A	P		A		
Burgess, David	P	P	P	P	R	R		P		
Card, Claire	P	P	P	P	P	P		A		
Carter, Mark	P	P	P	A	A	A		A		
Chernoff, Egan	A	A	A	A	A	A		A		
Chibbar, Ravindra	P	R	P	P	P	R		P		
Crowe, Trevor	P	P	P	P	P	P		P		
D'Eon, Marcel	P	P	A	P	A	P		A		
Dawson, DeDe	P	P	P	R	P	P		P	Sabbatical (Jan-Jun)	She will attend if in the city
de Boer, Dirk	P	P	R	P	R	P		P		
Delbaere, Marjorie	P	R	R	P	P	R		A		
Deters, Ralph	P	P	P	P	A	P		A		
Detmer, Susan	P	P	P	P	P	R		P		
Dick, Rainer	P	P	P	P	P	P		A		
Dobson, Roy	P	R	P	P	P	R		P		
Downe, Pamela	P	P	R	P	R	P		P		
Elias, Lorin	P	P	P	R	P	R		A		
Engler-Stringer, Rachel	P	R	P	P	P	R		P		
Eskiw, Christopher	A	A	A	A	A	A		A		
Flynn, Kevin	P	P	R	P	P	P		P		
Fonseca, Alejandra	P	P	P	P	A	P		P		
Foley, Sarah	P	R	P	P	R	R	R	R	R	R
Fotohui, Reza	R	P	R	P	P	A		A		
Freeman, Doug	R	R	P	P	R	R		A		
Gabriel, Andrew	A	P	A	P	P	A		A		
Gillis, Glen	P	P	P	P	N/A	N/A		P		Sabbatical (Jan-Jun 2020)
Gjevre, John	P	R	R	P	P	P		A		
Harrison, William	A	A	A	P	A	P		A		
Henry, Carol	R	A	P	A	P	R		A		
Illing, Kate	A	R	A	A	A	A		A		
Jamali, Nadeem	P	P	P	P	R	R		A		
Jensen, Gordon	P	R	A	P	R	R		P		
Jones, Paul	R	P	P	P	P	R		P		
Just, Melissa	R	R	P	P	P	R		P		
Kalra, Jay	P	A	P	R	R	R		P		
Kelly, Timothy	P	P	P	P	P	P		A		
Khandelwal, Ramji	P	R	P	P	R	P		P		
Klassen, Lauren	A	A	A	A	P	A		A		
Ko, Seok-Bum	P	P	R	R	R	A		P		
Kresta, Suzanne	P	R	A	A	R	P		P		
Kumaran, Arul	P	A	P	A	A	R		A		
Lamb, Eric	P	P	P	P	P	R		P		
Lane, Jeffrey	P	A	P	P	P	R		A		
Langhorst, Barbara	R	R	R	P	R	R		P		

Regrets for Feb-Jun meetings-may

Name	Sept 19	Oct 17	Nov 21	Dec 19	Jan 16	Feb 20	Mar 19	Apr 16	May 21	June 18
Lanovaz, Joel	P	P	P	P	P	R		A		
Lindenschmidt, Karl	P	P	A	P	P	P		P		
London, Chad	P	P	P	P	R	P		P		
Luke, Iain	R	A	R	R	R	A		A		
Macfarlane, Cal	A	R	A	A	A	A		A		
MacLean, Jason	R	A	A	R	A	A		A		
Manley-Tannis, Richard	P	R	P	A	P	R		P		
Markham, Taylor	A	A	A	A	A	A		A		
McEwen, Alexa	A	R	R	P	R	A		A		
Mousseau, Darrell	P	P	P	P	P	P		P		
Murphy, JoAnn	P	P	P	P	P	R		P		
Neufeld, Matthew	P	P	P	P	P	P		P		
Papagerakis, Petros	A	A	P	P	P	P		P		
Phillipson, Martin	P	P	P	P	A	P		A		
Pocha, Sheila	P	A	A	A	A	A		P		
Poettcker, Grant	A	A	A	A	A	A		A		
Power, Sarah	A	A	A	A	A	A		A		
Prytula, Michelle	P	R	P	P	R	R		P		
Racine, Louise	R	R	R	R	R	A		P		
Reaser, Isaac	A	A	n/a-resigned as of Nov 2019 and replaced by Celeste Robillard							
Risling, Tracie	P	P	R	R	P	P		P		
Robillard, Celeste	n/a	n/a	A	R	P	A		P		
Sarty, Gordon	P	P	P	P	P	R		P		
Saxena, Anurag	A	P	A	P	R	A		A		
Shevyakov, Alexey	P	A	P	R	P	P		P		
Shin, Hyunjung	P	P	P	R	P	R		P		
Singh, Jaswant	A	P	P	P	P	R		P		
Smith, Charles	P	A	A	A	A	A		A		
Smith, Preston	R	A	P	R	P	P		A		
Smith, Martha	P	P	P	P	P	P		P		
Soltan, Jafar	P	P	P	P	P	P		P		
Somerville, Kara	P	R	P	R	P	A		A		
Spurr, Shelley	P	P	P	P	R	R		P		
Squires, Vicki	P	A	P	P	R	P		P		
Stoicheff, Peter	P	R	P	P	P	P		P		
Stuart, Glenn	P	P	A	P	P	P		P		
Swidrovich, Jaris	P	R	P	R	P	R		P		
Urquhart, Stephen	P	P	P	P	P	P		P		
Vannelli, Tony	P	P	P	P	P	P		P		
Waldner, Cheryl	P	P	P	P	R	R		P		
Walker, Keith	P	R	P	P	R	P		P		
Willenborg, Christian	P	R	R	P	P	P		P		
Willness, Chelsea	P	P	n/a-resigned as of Oct 31, 2019 and will be part of non-voting as of Jan 1, 2020							
Willoughby, Keith	P	P	P	P	P	R		P		
Wilson, Jay	P	P	P	P	P	R		P		
Wilson, Lee	P	A	P	P	P	P		A		
Woods, Phil	P	P	P	P	P	P		P		
Wotherspoon, Terry	P	P	P	P	P	R		P		
Yao, Yansun	Sabbatical (Sep-Dec 2019)				A	P		P		
Zello, Gordon	R	R	R	P	A	P		A		
Zhang, Chris	P	P	P	P	P	P		P		

## COUNCIL ATTENDANCE 2019-2020

## Attendance Summary - Non-voting participants

Name	Sept 19	Oct 17	Nov 21	Dec 19	Jan 16	Feb 20	Mar 19	Apr 16	May 21	June 18
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Bilson, Beth	P	P	P	P	Jan 2020-B. Bilson has moved from the OUS Dept					
Chad, Karen	P	P	P	P	P	A		A		
Doig, Anne	n/a	n/a	P	P	P	P		P		
Ezekwesili, Chiamaka	n/a	n/a	A	A	A	A		A		
Fowler, Greg	A	P	A	A	P	A		A		
Isinger, Russell	P	P	P	P	P	A		A		
McDougall, Patricia	P	A	P	P	R	A		P		
Mendoza, Mery	P	P	P	R	P	P		A		
Morrison, Karen	R	P	P	P	P	P		A		
Munoz Pimentel, Carlos	P	P	P	R	P	P		A		
Osburn, Debra Pozega	P	P	R	P	P	P		A		
Ottmann, Jacqueline	P	A	A	A	A	P		A		
Ratt-Misponas, Regan	P	A	P	P	R	A		A		
Still, Carl	P	R	R	P	P	R		A		
Willness, Chelsea	n/a-C. Willness started with OUS Jan 1, 2020				P	P		P		