

## BOARD OF GOVERNORS SPECIAL MEETING

Wednesday, September 6, 2023

3:00 p.m. to 4:00 p.m. – Open Session

### AGENDA

*Members are reminded of the requirement that they give **notice of conflict of interest** prior to consideration of any matter on the Board open and closed session agendas.*

PUBLIC SESSION				
No.	ITEM	PG	LEAD	TIME
1.	<b>Adoption of Agenda</b>	-	V. Cameron	3:00
2.	<b>Declaration of Conflicts of Interest</b>	-	V. Cameron	3:05
3.	<b><u>Governance Committee Items:</u></b>		L. Kurkimaki	3:05
	3.1 For Approval: Proposed Draft Terms of Reference	2-14		
	3.2 For Approval: In-Year Appointments to Committees	15-16		
	3.3 For Approval: Proposed Five-Year Student Rotational Schedule (2023-2028)	17-20		
4.	<b>Chair's Items</b>	-	V. Cameron	3:55
ADJOURNMENT				
5.	Adjournment	-	V. Cameron	4:00

\* Material will be provided at the meeting for items marked  
\*\* Material will be sent separately

**BOARD EXECUTIVE SUMMARY**

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**Board of Governors**

<b>Agenda Title</b>	<b>Proposed Terms of Reference for Board Standing Committees</b>
<b>Agenda Item No.</b>	Item 3.1
<b>Date of Meeting</b>	September 6, 2023
<b>Open/Closed session</b>	OPEN
<b>Action Requested</b>	<input checked="" type="checkbox"/> <b>For Approval</b> <input type="checkbox"/> For Information
<b>Proponent</b>	Board Governance Committee
<b>Presenter(s)</b>	Laura Kurkimaki, Chair, Governance Committee Danielle Vincent, University Secretary

**1. PURPOSE**

To approve and recommend the terms of reference for the standing committees of the Board of Governors to ensure that sound university governance principles are followed, that the mandates of the committees align with the best practices for university governance, and that the composition and mandates of each committee are efficient and effective in carrying out their missions.

**2. SYNOPSIS**

The Board Standing Committees were restructured on June 16, 2023. New terms of reference are required for these restructured committees.

The Board agreed that the University Secretariat would move forward with the restructuring over the course of the summer by populating the committees and providing new terms of reference for consideration.

Once the individual standing committees became operational, the preliminary draft terms of were presented to the Governance Committee for feedback and discussion both asynchronously through email, and, synchronously at two meetings.

These consultations led to the realization of final versions of the terms of reference. The Governance Committee approved a resolution to recommend those final versions to the Board. Those final versions are now being presented to the Board for approval.

**3. RESOLUTIONS (A-D) TO CONSIDER:**

BE IT RESOLVED,

- a) That the Board of Governors, upon the recommendation of the Governance Committee, approve the terms of Reference for the Audit and Risk Committee, as set out in Item 3.1.a, attached hereto;
- b) That the Board of Governors, upon the recommendation of the Governance Committee, approve the terms of Reference for the Finance and Property Committee, as contained in Item 3.1.b, attached hereto;
- c) That the Board of Governors, upon the recommendation of the Governance Committee, approve the terms of Reference for the Governance Committee, as contained in Item 3.1.c, attached hereto;
- d) That the Board of Governors, upon the recommendation of the Governance Committee, approve the terms of Reference for the Human Resources Committee, as contained in Item 3.1.d, attached hereto;

as presented on September 6, 2023.

#### 4. RISK ANALYSIS:

Please note below the specific institutional risk(s) this proposal is addressing.	
<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders
<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation
<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise
<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety
<input checked="" type="checkbox"/> <b>Leadership and Change</b>	<input type="checkbox"/> Student Success
<input type="checkbox"/> Physical Infrastructure	

#### 5. RECOMMENDATIONS

It is recommended that the Board of Governors approve the Terms of Reference as set out above.

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##### **A Background/Issue Description**

As result of the restructuring of the standing committees of the Board of Governors that was approved on June 16, 2023, Laurentian University now has the following active standing committees:

1. Audit and Risk
2. Finance and Property
3. Governance
4. Human Resources
5. Joint Committee on Bilingualism

The Audit and Risk Committee, Human Resources Committee, Governance Committee, and the Finance and Property Committee are either newly formed committees or the result of the merger of certain predecessors. Therefore, new terms of reference are required for them.

The Joint Committee on Bilingualism was not affected by the restructuring. Accordingly, it does not require new terms of reference.

Since June 16, 2023, the Secretariat consulted with the Governors and then conducted an electronic vote to initiate the population of each committee to achieve governance continuity as new Terms were further developed.

Terms of reference for each committee are required to delineate the roles and responsibilities of the Governors who sit on each committee.

The Secretariat examined the terms of reference of the predecessor standing committees and those of comparable board committees at other Ontario universities. Those documents formed the basis of the initial drafts of the terms of reference.

Those drafts were further refined through consultation with management and members of the Governance Committee.

The goal with the terms of reference was to create high-level documents focused on strategic direction as opposed to operational directive. The terms of reference are intended to provide an overview of the role of each committee that is flexible enough to accommodate changing circumstances in the coming years.

This is consistent with the advice received from external counsel, John Wilkinson of WeirFoulds LLP.

**B Alignment with Strategic Objective or Plan of the University**

The proposed restructuring aligns with the recommendations of the Nous Report on governance and the findings of the Auditor General's Special Report on Laurentian University.

**C Other options considered (where applicable):**

N/A

**D Risks including legislative compliance:**

It is essential that committee terms of reference describe each committee's mandate and membership to ensure that they have appropriate levels of delegation from the board and that they are functioning to meet the needs of the University.

**E Financial Implications (where applicable):**

N/A

**F Benefits**

Improved governance structures at the Board level, ensuring that each committee is functioning to meet the needs of the University. The composition and mandates of each committee will become more efficient and effective in carrying out their missions.

**G Consultation and Approval Path**

- Consultations with Governors regarding committee population – late June 2023
- Electronic vote on committee population – July 18, 2023
- Consultations with Board members (voting and non-voting), executive team members, and union heads (as non-voting members of the board) regarding preliminary terms of reference. Drafts provided with the opportunity to provide edits and comments – week of August 3, 2023
- Subsequent revised drafts circulated to the chairs of the standing committees and the executive team. – week of August 14, 2023
- Follow up meetings to discuss revisions with Executive Team – week of August 21<sup>st</sup>, 2023
- Consultative meetings with Governance Committee – August 21, 2023 and August 29, 2023
- Governance Committee – For Recommendation - August 30, 2023 (electronic vote)
- Board of Governors - For approval – September 6, 2023

**H Communications Plan**

Members of each new committee will receive a copy of the committee's terms of reference. They will also receive orientation to the terms of reference at their next committee meeting.

For the public, the Board webpage and portal will be updated accordingly.

**I Next Steps**

Further to the consideration and recommendation of the Draft Terms of References provided by the Board Governance Committee, the proposal will proceed to the Board as final approver.

Upon approval by the Board, the terms of reference will take effect immediately.

The revised Terms of Reference will then be used to inform the individual committees' annual workplans.

**J Appendices**

*Item 3.1.a:     **Audit and Risk Committee —Terms of Reference***

*Item 3.1.b:     **Finance and Property Committee – Terms of Reference***

*Item 3.1.c:     **Governance Committee —Terms of Reference***

*Item 3.1.d:     **Human Resources —Terms of Reference***



### **Overview:**

The role of the Committee is to oversee the implementation of appropriate controls in relation to finances and areas of risk to the University. The Committee will consider whether sound practices and policies are in place in relation to financial reporting, internal and external audit mechanisms, and strategies to identify, report and manage sources of risk to the University. Ultimately, the Committee's goal is to assist the Board in fulfilling its responsibility to oversee strategic and operational risks.

### **Responsibilities:**

#### Audit responsibilities:

1. Review and recommend the appointment of the external auditor, including the fee.
2. Review and recommend that the Board approve the scope and extent of the proposed external audit plan and discuss any matters of interest related to the audit engagement and University operations.
3. Review, in depth, with the external auditor the annual audited financial statements as well as any related letters, reports or recommendations submitted by the external auditor.
4. Review with the external auditor, the external auditor's annual report and audited financial statements as well as any related letters, reports or recommendations submitted by the external auditor and recommend to the Board for approval.
5. Review annually the external auditor's performance and provide feedback as appropriate.
6. Review and approve the internal audit plan and internal audit reports.
7. Meet regularly with both the external auditor and internal auditors in absence of administration and the President and Vice-Chancellor.
8. Monitor whether appropriate action is taken in relation to all recommendations by the external and internal auditors.

#### Risk Responsibilities:

9. Oversee the development and implementation of an Enterprise Risk Management Program which addresses the identification, treatment and reporting of areas of significant risk to the University and recommend for approval to the Board.

10. Monitor and approve the Enterprise Risk Management Program on an annual basis.
11. Receive regular reports from University Administration regarding areas of material risk to the University and confirm that appropriate processes are in place to address and mitigate such risks, including but not limited to risks related to information technology, privacy, security, and the environment.
12. Review significant risks or exposures in order to assess the adequacy of internal controls and mitigation strategies and measures.
13. Receive and review reports and updates relating to the Laurentian University Research Ethics Board and make recommendations for approval to the Board as required

### **Membership:**

14. All meetings of the Audit and Risk Committee shall be held in closed session.
15. The Committee shall be comprised of the following:
  - a. Voting members:
    - i. Chair of the Board (ex-officio)
    - ii. Vice-Chair of the Board (ex-officio)
    - iii. At least four members, all external to the University, of which at least three must be members of the Board. To ensure that the Committee has the necessary expertise to fulfill its responsibilities, the Board may appoint up to two members who are external to the University and not members of the Board. Such members are appointed for one-year terms and may be re-appointed annually subject to a maximum of four consecutive terms.
  - b. Non-voting members:
    - i. University Secretary (ex-officio)
    - ii. President and Vice-Chancellor (ex-officio)
16. The Committee chair shall be appointed by the Board of Governors from among the external voting members, in accordance with the General Bylaws.
17. The non-voting members of the Committee shall be excluded from the Committee's deliberations as appropriate.

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Terms approved by the Board of Governors on September 6, 2023 *(subject to approval)*

### **Overview:**

The Finance and Property Committee's role is to provide oversight over the utilization of financial resources to achieve the University's mission and to ensure the existence of policies and systems to protect University assets. The Committee is also charged with overseeing the University Campus Master Plan and long-term sustainability of buildings and infrastructure.

### **Responsibilities:**

1. Review and make recommendations to the Board with respect to annual operating, ancillary and capital budgets and long-term financial planning.
2. Review and make recommendations to the Board with respect to financial policies, goals, management and performance
3. Monitor the financial health and related risks to the University including those pertaining to government funding, tuition fees, fundraising, endowments, capital spending, pension plans and other benefits.
4. Monitor investment activities and approve on behalf of the Board changes to the University's investment policy
5. Review, monitor and make recommendations to the Board with respect to debt management, including relevant policies and long-term strategies for debt retirement
6. Oversee the work of the Pension Committee and fulfill the functions outlined in the University's Pension Responsibility Chart
7. Review and recommend to the Board for approval any proposed major capital projects and contracts exceeding \$1 million.
8. Oversee the long-term sustainability and maintenance of the University's existing buildings and address any significant deferred maintenance on a timely basis
9. Cause the Board to receive regular updates with respect to the University's strategic plan, including the University's performance and progress in relation to the plan.
10. Review and make recommendations to the Board with respect to:
  - a. Campus planning and development, including the capital plan for buildings and infrastructure along with the annual capital and maintenance budgets;



- b. Long-term planning in relation to the University's real estate portfolio as a whole;
- c. Proposals relating to the use and development of property, construction and renovation contracts (including amendments);
- d. Proposals for, and policies governing, the acquisition, disposition, encumbrance or lease of property;
- e. The acceptance of donations of property to the University;

## **Membership:**

11. The Committee shall be comprised of the following:

- a. Voting members:
  - i. Chair of the Board (ex-officio)
  - ii. Vice-Chair of the Board (ex-officio)
  - iii. President and Vice-Chancellor (ex-officio)
  - iv. At least four members, all external to the University, of which at least three must be members of the Board. To ensure that the Committee has the necessary expertise to fulfill its responsibilities, the Board may appoint up to two members who are external to the University and not members of the Board. Such members are appointed for one year terms and may be re-appointed annually subject to a maximum of four consecutive terms.
  - v. Both voting student members of the Board
  - vi. One Senate representative
- b. Non-voting members:
  - i. One CUPE representative
  - ii. One LUAPS representative
  - iii. One LUSU representative
  - iv. One LUFA representative
  - v. University Secretary (ex-officio)
  - vi. Vice-President, Finance and Administration (ex-officio)

12. The Committee chair shall be appointed by the Board from among the external voting members, in accordance with the General Bylaws.

13. The non-voting members of the Committee shall be excluded from the Committee's deliberations as appropriate.



## **Overview:**

The Governance Committee's role is to assist the Laurentian University Board of Governors in its governance and oversight responsibilities.

The Committee is responsible for monitoring governance developments and emerging best practices. The Committee will also monitor the Board's effectiveness and improvement of the Board's performance, policies and practices in a way that promotes transparency, integrity, accountability, and effective governance. The Committee is also responsible for identifying, recruiting, and recommending nominees for election as Governors and/or members of the Board Standing Committees, providing ongoing education and development for Governors and overseeing Board and Governor evaluations. In fulfilling this role, the Committee will pay particular attention to the tricultural mandate of the University.

## **Responsibilities:**

### Governance Responsibilities

1. Review the governance practices of the Board of Governors so that the principles of transparency, integrity, accountability, and effectiveness are respected by the Board, and make recommendations for change when warranted.
2. Develop and recommend to the Board a process for periodic review of Board performance and implement that process.
3. Monitor and review the structure of the standing committees and their terms of reference and make recommendations to the Board for change when warranted.
4. Review and make recommendations to the Board regarding proposed changes to governance documents, policies, procedures, special resolutions, and Bylaws at least every five years.
5. Review and recommend to the Board for approval the framework for delegation of decisions from the Board to executive management.
6. Oversee the orientation of new Board members, ongoing development and education of members and keep a record of the training provided.
7. Annually prepare and review a record of attendance at Board and Committee Meetings.

### Nominating Responsibilities

8. Determine the process for recruitment and selection of Board members.
9. Recommend to the Board of Governors potential members in accordance with the skillsets, experience and other criteria which may be required by the Board and its Standing Committees.
10. Identify candidates and make recommendations to the Board of Governors, for nominations to the following positions:
  - a. Chair of the Board
  - b. Vice-Chair of the Board
  - c. Members of the Board Standing Committees
  - d. Chairs of the Standing Committees
11. In identifying potential members and making recommendations pursuant to paragraphs 9 and 10 above, the Committee will demonstrate the Board's commitment to increasing the participation of equity-seeking groups (including but not limited to, women, visible minorities, Indigenous persons, people with diverse gender identities and people with disabilities) and Francophone persons.

### **Membership:**

12. The Committee shall be comprised of the following:
  - a. Voting members:
    - i. Chair of the Board (ex-officio)
    - ii. Vice-Chair of the Board (ex-officio)
    - iii. President and Vice-Chancellor (ex-officio)
    - iv. Between four and six voting members of the Board
  - b. Non-voting members:
    - i. University Secretary (ex-officio)
13. The Committee chair shall be appointed by the Board of Governors from among the voting members, in accordance with the General Bylaws.
14. The non-voting members of the Committee shall be excluded from the Committee's deliberations as appropriate.

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Terms approved by the Board of Governors on September 6, 2023 (*subject to approval*)



### **Overview:**

The Human Resources Committee is responsible for oversight of the University's human resources strategies, policies, and procedures. The Committee will strive to develop those strategies in a way which attracts, motivates, and retains highly qualified employees who reflect the communities served by the University and possess the skills required to further the University's vision and meet the goals of its strategic plan.

### **Responsibilities:**

#### Appointment and Dismissal of employees

1. Make recommendations to the Board with respect to the appointment or dismissal of the President and Vice-Chancellor or any other appointment or dismissal of an employee of the University which requires Board approval pursuant to legislation, University policies or Board by-laws, resolutions, or regulations.

#### Senior Management remuneration and performance

2. Set and evaluate, on behalf of the Board, the President and Vice-Chancellor's performance goals for each fiscal year and make recommendations to the Board with respect to annual salary adjustments and performance-related pay, if applicable.
3. Receive and consider the recommendations of the President and Vice-Chancellor with respect to the annual performance and compensation review for the Vice-Presidents, and make recommendations to the Board with respect to annual salary adjustments and performance-related pay, if applicable
4. Review and recommend for approval by the Board annual compensation increases for employees (not including grant-funded employees) where authority has not been otherwise delegated by the Board .

#### Staff Relations

5. Review draft collective bargaining agreements and recommend to the Board for ratification
6. Exercise the powers of the Board of Governors upon any other matters relating to the negotiation and administration of an agreement with any group of employees whether academic or support staff of the University including instructing the collective bargaining team of the University, including approving the mandate for the collective bargaining team of the University as it relates to financial or material aspects.

7. Receive and review regular reports from University Administration summarizing the status of staff and faculty grievances, including any financial implications for the University.

#### Human Resources Strategy

8. Review the University's succession plan, including an assessment of readiness, and succession of the President and Vice-Chancellor and senior leadership positions within the University as a whole.
9. Oversee the University's human resources strategy in support of the University's vision and strategic plan, including strategies related to employee engagement, recruitment, retention, development, well-being, compensation and organizational design.
10. Review and monitor the University's health, safety and wellness policies in relation to employees and students and make recommendations to the Board regarding action and/or changes when warranted.
11. Recommend to the Board new or amended human resources policies as proposed by the President and/or the Associate Vice-President (Human Resources).
12. Review and monitor the University's compliance with all legislation relating to human resources, including employment, equity, diversity and human rights, and health and safety legislation.

#### **Membership and procedure:**

13. All meetings of the Human Resources Committee shall be held in closed session.
14. The minutes of any meetings of the Human Resources Committee shall be confidential and shall not be distributed other than to the members of the Human Resources Committee, except that any voting member of the Board of Governors may have a copy of minutes on request to the Secretary. The Human Resources Committee shall, from time to time, report on its activities to the Board of Governors, as required.
15. The Committee shall be comprised of the following:
  - a. Voting members:
    - i. Chair of the Board (ex-officio)
    - ii. Vice-Chair of the Board (ex-officio)
    - iii. Between four and six voting Board members
  - b. Non-voting members:

- i. President and Vice-Chancellor (ex-officio)
  - ii. University Secretary (ex-officio)
16. At least one member of the Human Resources Committee shall have accounting or related financial management expertise.
17. The non-voting members of the Committee shall be excluded from the Committee's deliberations as appropriate.
18. The Committee chair shall be appointed by the Board of Governors from among the voting members, in accordance with the General Bylaws.

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Terms approved by the Board of Governors on September 6, 2023 *(subject to approval)*



**Board of Governors**

<b>Agenda Title</b>	<b>In-year appointments to 2023-24 Board Committees</b>
<b>Agenda Item No:</b>	Item 3.2
<b>Date of Meeting:</b>	September 6, 2023
<b>Open/closed session:</b>	OPEN
<b>Action Requested</b>	<input checked="" type="checkbox"/> <b>For Approval</b> <input type="checkbox"/> <b>For Information</b>
<b>Proposed by:</b>	Board Governance Committee
<b>Presenter(s):</b>	Laura Kurkimaki, Chair, Governance Committee Danielle Vincent, University Secretary

**1. PURPOSE**

The Governance Committee is asked to consider a recommendation to the Board of Governors for a renewal of the delegation of powers of committee membership appointment to the Governance Committee to ensure active replenishment of “In-Year” appointments for the current 2023-24 Board year.

**2. SYNOPSIS**

The composition of the Board standing committees, and Board appointment of Governors to other committees and bodies, are to be replenished on a yearly basis in accordance with each individual standing committees’ approved Terms of Reference. Annual appointments to Board Committees have term durations that expire upon the conclusion of the Board’s AGM held each June, towards the end of the university academic year, June 30.

In keeping with procedures, the annual replenishment of Committee Chairs, Board Representatives and External Members routinely takes place during the Board of Governors June AGM to help achieve a continuous renewal of board committee representation in the next academic year.

Upon conclusion of the June AGM, remaining committee membership vacancies stand as “*In-year vacancies*” until such a time that a membership appointment may be facilitated, nominated, and approved. From time to time, ad hoc vacancies may arise throughout a given academic year.

**3. RESOLUTIONS TO CONSIDER:**

*That the Board of Governors, upon recommendation by the Governance Committee, authorize the Governance Committee to exercise all the powers held by the Board in appointing members to any vacant positions on Board Committees, or any other committees or bodies upon which Board representation is required for the 2023-2024 Board year, as presented on September 6, 2023.*

#### 4. RISK ANALYSIS

Please note below the specific institutional risk(s) this proposal is addressing.	
<input type="checkbox"/> Enrolment Management	<input checked="" type="checkbox"/> <b>Relationship with Stakeholders</b>
<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation
<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise
<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety
<input checked="" type="checkbox"/> <b>Leadership and Change</b>	<input type="checkbox"/> Student Success
<input type="checkbox"/> Physical Infrastructure	

#### 5. ALIGNMENT WITH STRATEGIC OBJECTIVE

To ensure Annual and *In Year* renewal of membership positions across the Board Standing Committees and Other University Committees & Bodies in accordance with each individual committees' Terms of References. (*General Board Bylaws*)

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##### A Background/Issue Description

On June 24, 2022, the Board Nominating Committee was delegated authority by the Board to make 'In-Year' appointments to the 2022-23 Board/Other university committees requiring Board representation with membership terms ending on June 16, 2023 – upon conclusion of the Board's Annual General Meeting.

The Nominating Committee, with a productive means to provide efficient and effective membership renewal functionality, enabled the 2022-23 Committees to operate meaningfully and collaboratively to achieve their mandates, ensure quorum, and strike a balanced membership representation for the duration of the academic year.

As a result of the newly approved Board Committee Framework which took effect on June 16, 2023, and the work in progress to enable and complete the restructuring of Board Committees, this year's annual committee membership replenishment has not been completed. Hence, there remain several re-appointments/new appointments to be made to 2023-24 Board standing committees. In addition, other committees and bodies require Board representation.

##### B Consultation and Approval Paths

- Nominating Committee for consultation, May 10, 2023
- Board of Governors for information, June 16, 2023
- Governance Committee for information, August 29, 2023
- Governance Committee for recommendation, August 30, 2023 (electronic vote)
- Board of Governors for approval, September 6, 2023

##### C Next Steps

Upon the delegation of authority given by the Board of Governors, the Governance Committee in collaboration with the University Secretariat would proceed ahead as mandated by filling the current vacant positions on the 2023-24 Board Committees and other committees which require representation by the Board.

##### D. Appendices

N/A





**BOARD EXECUTIVE SUMMARY**

**Board of Governors**

<b>Agenda Title</b>	<b>Proposed Five-Year Student Rotational Schedule (2023 to 2028)</b>
<b>Agenda Item No:</b>	3.3
<b>Date:</b>	September 6, 2023
<b>Open/closed session:</b>	OPEN
<b>Action Requested</b>	<input checked="" type="checkbox"/> <b>For Approval</b> <input type="checkbox"/> <b>For Information</b>
<b>Proposed by:</b>	Board Governance Committee
<b>Presenter(s):</b>	Laura Kurkimaki, Chair, Governance Committee Danielle Vincent, University Secretary

**1. PURPOSE**

To establish a new five-year rotational schedule of student representatives for academic years 2023 to 2028.

A rotational schedule adopted by the Board establishes the annual student turnover of SGA, GSA, and AEF student representatives to ensure compliance with the General Bylaws of the Board of Governors:

*Section 2(ii) (c) Two from nominations submitted by the officially recognized Student Associations of Laurentian University in accordance with the rotation as provided by the Board.*

**2. SYNOPSIS**

Annual Student Turnover:

During the 2022-23 academic year which ends June 30, 2023, the following THREE (3) recognized Laurentian University Student Associations were appointed to the Board of Governors into (2) voting positions and (1) non-voting position as listed below and in accordance with the rotational schedule:

2022-23 Voting Members:

1. Graduate Students' Association (GSA), Meghan McCue
2. Association des étudiantes et étudiants francophones (AÉF), Nawfal Sbaa\*

2022-23 Non-Voting Member:

3. Students' General Association (SGA), Avery Morin

Each Student Association conducts its own elections and renewal of executive officers relevant to its governance and operations:

- SGA term of office: July 1 to June 30
- AEF term of office: May 1 to April 30\*
- GSA term of office: Oct 1 to Sept 30

### 3. RESOLUTION TO CONSIDER:

THAT the Board of Governors, upon recommendation by the Governance Committee, approves the following *Five-Year Rotational Schedule* of the three (3) officially recognized Laurentian University student associations for the academic years (2023 to 2028) as presented on September 6, 2023.

<b>PROPOSED Five-Year Rotational Schedule (SGA, GSA, AEF)</b>		
<b><u>Laurentian University Academic Year</u></b>	<b><u>VOTING GOVERNOR By Student Association</u></b>	<b><u>NON-VOTING GOVERNOR by Student Association</u></b>
2023-2024	1. SGA 2. GSA	AEF
2024-2025	1. AEF 2. SGA	GSA
2025-2026	1. GSA 2. AEF	SGA
2026-2027	1. SGA 2. GSA	AEF
2027-2028	1. AEF 2. SGA	GSA

### 4. RISK ANALYSIS

Please note below the specific institutional risk(s) this proposal is addressing.	
<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> <b>Leadership and Change</b> <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> <b>Relationship with Stakeholders</b> <input checked="" type="checkbox"/> <b>Reputation</b> <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> <b>Student Success</b>

### 5. ALIGNMENT WITH STRATEGIC OBJECTIVES

- General Bylaws of the Board of Governors
- Terms of References of the Board Governance Committee

#### A **Background/Issue Description:** 5 Year Rotational Schedule

- **April 15, 2011**, the Board approved the addition of one (1) voting representative from the recognized student associations to the Board for a total of two (2) voting members on the Board of Governors, rotating among the five (5) formally recognized student associations at that time.

The Laurentian University student associations were identified as:

1. SGA
2. LAMPS (*mature and part time students*)
3. AEF
4. GSA
5. LBSU - *Barrie campus*

- **July 20, 2020**, the Board of Governors amended its resolution of June 21, 2019, to reflect that the SGA be substituted for the AEF in the 2020-2021 student voting rotation schedule following the request of the AEF to postpone its voting membership on the Board for the 2020-2021 Board year.
- **June 19, 2021**, the Board recognized that 2 of the 5 recognized student associations had dissolved (in 2018 and 2019 respectively) and that 3 remained intact: SGA, AEF, and GSA. A modified rotation schedule was approved by the Board to reflect the three existing student associations with no changes made to the student voting ratio of (2 Voting / 1 Non-Voting).
- **June 2023**, upon conclusion of the current academic year, the existing *5-Year Student Rotational Schedule* completed its final rotation.
- **July/August 2023**, to calibrate the next 5-year cycle rotation for academic years (2023-2028), the University Secretariat agreed to construct a new student rotational schedule in consultation with the three student associations (SGA, GSA, and AEF). The proposal above resulted from that consultation. The proposal was presented to the Governance Committee and is now being recommended to the Board for approval.

## **B Consultations**

- Nominating Committee for consultation, May 10, 2023
- Executive Committee for consultation, May 15, 2023
- Board of Governors for information, June 16, 2023
- University Secretary/Student Associations Presidents for consultation, June 29/30, 2023
- Board Governance Committee for information, August 29, 2023
- Board Governance Committee for recommendation, August 30, 2023 (electronic vote)
- Board of Governors for approval, September 6, 2023

## **C Next Steps**

The proposed *Five-Year Student Rotational Schedule* to routinely turnover voting and non-voting student association representatives to the Board of Governors would commence immediately upon approval by the Board of Governors at the recommendation of the Board Governance Committee.

The University Secretariat would then ensure that a newly approved rotational schedule in effect for the years 2023-2028 would become fully operational across the 2023-24 Board and Board Committees membership compositions.

## **D. Appendices**

Attachment 3.3a - Five-Year Student Rotational Schedule (2023-2028)

<b>PROPOSED Five-Year Rotational Schedule (SGA, GSA, AEF)</b>		
<b><u>Laurentian University Academic Year</u></b>	<b><u>VOTING GOVERNOR</u> <i>By Student Association</i></b>	<b><u>NON-VOTING GOVERNOR</u> <i>by Student Association</i></b>
2023-2024	1. SGA 2. GSA	AEF
2024-2025	1. AEF 2. SGA	GSA
2025-2026	1. GSA 2. AEF	SGA
2026-2027	1. SGA 2. GSA	AEF
2027-2028	1. AEF 2. SGA	GSA