

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

BOARD OF GOVERNORS MEETING

**1:00 p.m., Thursday, May 4, 2017
Room 4155 Stevenson Hall**

The Land Acknowledgement Statement will be read at the beginning of the meeting.

1. Adoption of Agenda - Open Session
2. **Report of the President** (Amit Chakma)
3. Unanimous Consent Agenda - **Appendix I**
 - Includes **Open Session Minutes of the Meeting of January 26, 2017**
4. Business Arising from the Minutes
5. Reports of Committees:
 - Property & Finance Committee - **Appendix II** (Rick Konrad)
 - Governance & By-Laws Committee - **Appendix III** (Matthew Wilson)
 - Senior Policy & Operations Committee - **Appendix IV** (Hanny Hassan)
 - Audit Committee - **Appendix V** (Keith Gibbons)
 - Fund Raising and Donor Relations Committee - **Appendix VI** (Laura Gainey)
6. Items Referred by Senate - **Appendix VII** (Amit Chakma)
7. Questions from Members
8. Other Business
9. Adjournment to Confidential Session

Meetings of the Board beginning at 1:00 p.m. will normally end by 4:30 p.m. unless extended by a majority vote of those present.

SUMMARY OF AGENDA ITEMS – May 4, 2017 - OPEN SESSION

Adoption of Agenda	ACTION
Report of the President	INFORMATION
Unanimous Consent Agenda – Appendix I	ACTION
Minutes of the Meeting of January 26, 2017 – Open Session only for web	ACTION

Report of the Property & Finance Committee- Appendix II

Budgets and Fees	ACTION
Annual Report and Recommendations of the Student Services Committee	ACTION
Revisions to MAPP 2.16 – Travel and Expense Reimbursement Policy	ACTION
Catalyst Capital Fellowship in Insolvency Law	INFORMATION
Catalyst Capital Visiting Professorship in Insolvency Law	INFORMATION
Credit Rating Review: February 28, 2017	INFORMATION
Quarterly Financial Report (Operating Budgets)	INFORMATION
Investment Committee Report	INFORMATION
New Scholarships and Awards	INFORMATION

Report of the Governance & By-Laws Committee- Appendix III

Notice of Motion – Amendment to By-Law No.1	INFORMATION
Board Orientation Handbook	INFORMATION

Senior Policy & Operations Committee – Appendix IV

Annual Report of the Code of Student Conduct Cases	INFORMATION
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Report of the Audit Committee- Appendix V

Health, Safety and Wellness Annual Report 2016	INFORMATION
2016 Annual Report: Campus Community Police Service	INFORMATION

Fund Raising & Donor Relations Committee – Appendix VI

Fund Raising Activity Quarterly Report to January 31, 2017	INFORMATION
Alumni Association Strategic Plan	INFORMATION

Items Referred by Senate - Appendix VII

Renewal of the Articulation Agreement between Brescia University College, Huron University College, King's University College, Western University, and Lambton College regarding Transfer of Credit for Students in the Police Foundations Program	ACTION
Faculty of Arts and Humanities: Closure of the Department of Film Studies	ACTION
2017-18 University Operating and Capital Budgets [See P&F Report]	INFORMATION
2017 Entrance Standards for Undergraduate First-Year Admissions	INFORMATION
Five-Year Enrolment Projections	INFORMATION
Report on Year One Class and Entering Averages	INFORMATION

Spring Convocations 2017 – Honorary Degree Recipients	INFORMATION
Teaching Award Recipients – 2016-17	INFORMATION
Reports of the Academic Colleague	INFORMATION
Questions from Members	

Board of Governors
May 4, 2017

REPORT OF THE PRESIDENT

To: Board of Governors
From: Amit Chakma
Date: April 26, 2017
Re: President's Report to the Board

For the May 4, 2017 Board of Governors meeting, I'm pleased to provide the following update on important developments and achievements since the last meeting of the Board on January 26, 2017.

Federal budget: The federal budget tabled March 22 presents several opportunities for Western and Canada's postsecondary sector, starting with an \$800-million allotment over four years to develop innovation networks and clusters – an initiative to be led by the private sector in partnership with universities. Projects will focus on advanced manufacturing, agri-food, clean technology, digital technology, health biosciences and clean resources. Given the overlap between these areas and several of our University's areas of research strength, Western is well positioned to potentially benefit from this investment. Another opportunity is with a \$221-million allotment to Mitacs. Over the next five years, the national, not-for-profit organization aims to provide 10,000 work-integrated learning placements for Canadian postsecondary students and graduates each year. This is good news for Western as we rank among the top five institutions across the country that utilize Mitacs. The budget also established the Canada 150 Research Chairs program, which will create 25 research chairs to attract top-tier international scholars and researchers to Canada. The \$117.6 million for these new chairs will come from the existing Canada Excellence Research Chairs program. The budget also allocated \$8 million to implement a new global talent stream onto the temporary foreign worker program, allowing for exemptions for short-duration work, study-exchanges and academic stays. The budget also increased investments in an international mobility program that may aid universities recruiting top-level researchers.

Expert panel releases report on future of federal support for research: An expert advisory panel commissioned in June 2016 by Minister of Science Kirsty Duncan released its report titled [*Investing in Canada's Future: Strengthening the Foundations of Canadian Research*](#) on April 10. Chaired by former University of Toronto president Dr. David Naylor, the panel's mandate was to review the federal system of supports for "extramural" research, defined as research conducted by scientists and scholars employed outside of federal, provincial, or territorial government departments and agencies. The panel was

also expected to cover the full range of disciplines involving peer-reviewed science or inquiry, with either a basic or applied orientation. The report concludes that Canada's research competitiveness has eroded significantly in recent years, and the panel offers a wide-ranging list of recommendations that aim to reposition our country as one seriously committed to global leadership in science and scholarly inquiry. Among its recommendations, the panel calls for enhanced support for early-career researchers; more strategic and coordinated support for international and interdisciplinary research; improved gender equity in science; increased funding for discovery research; greater coordination and collaboration among the four federal research agencies; enhanced support for the institutional costs of research; and sustained and predictable funding for research infrastructure. I applaud the report's authors not only for calling for major and urgent re-investment, but also for the creation of an independent national advisory council comprised of distinguished scientists and scholars to provide oversight of the federal research and innovation ecosystem.

Ontario announces "Career Kick-Start Strategy":

On April 19, Deputy Premier Deb Matthews and Finance Minister Charles Sousa unveiled a \$190-million initiative aimed at helping young people prepare for successful careers by creating 40,000 new work-related opportunities over the next three years for K-12 and postsecondary students, as well as recent graduates. The Kick-Start strategy will include a new "Career Ready Fund" to help universities, colleges and employers create career-oriented learning experiences and related supports for students and recent graduates; support for 3,000 more high-impact, industry-led research internships through the Mitacs Accelerate program, and 140 additional internships and fellowships per year in the TalentEdge program; and free access to all college and university students to high-quality, skills-focused online learning through Lynda.com.

Governor General's visit: I was delighted to welcome Governor General David Johnston to campus on March 8 as the third distinguished speaker to be featured as part of the President's Lecture Series. Together with Her Excellency Sharon Johnston, the Governor General spent a full day at Western touring several labs and facilities, and meeting with faculty, staff and students who are engaged with tackling mental health and wellness issues, as well as with colleagues who are leading concussion and imaging research. Attendance at the lecture, titled "Trust in Canada," was estimated at over 1,100, and I was pleased to see so many members of the external community also present. The special event provided an opportunity to highlight Western's own celebration of Canada's 150th anniversary, and it served as an occasion to invite and host several senior administrators from U15 universities and other global universities who are leaders in international education. I wish to thank and congratulate the many staff, students and faculty whose various efforts contributed to the success of the event.

“We Speak” employee engagement survey results: Almost 4,000 faculty and staff members responded to the WE SPEAK: Faculty & Staff Survey 2017, with a strong participation rate of 45%. Similar to the 2012 survey, Western’s Organizational Engagement score (74.2%) compares favourably to the benchmark database average of 90 organizations (69.3%) as well as to the post-secondary database average of 69.1%. And as we saw in 2012, faculty responses are stronger in the Work Engagement category than in Organizational Engagement, while staff scored stronger in Organizational Engagement. Senior leaders and I will continue to review the University-wide results and use this “snapshot” of views to begin important discussions on work that we need to do. There is good news in these results, and also opportunities for continued growth both at the University and unit level. The Deans and AVPs have now received results for individual units, and they are working with Metrics@Work — the company that conducted the study — to assess, understand and act on the results.

Western named among “Canada’s Greenest Employers”: The annual award is organized by the Canada’s Top 100 Employers project and acknowledges workplaces with noteworthy environmental programs and Earth-friendly policies that actively involve their employees and create a culture of environmental awareness. Western’s goals focus on sustainability in its facilities and processes, including:

- **In-house water reduction and recycling program**, resulting in a 60 % waste-diversion rate, with a goal of 90% diversion of waste within five years. Extensive campus composting and recycling programs include plastics, batteries, printer cartridges, light bulbs and electronic waste.
- **Boluntary ‘Green Office Program’** with an environmental management system (EMS) to measure environmental initiatives and progress. This also includes a self-reporting tool to help offices across the university gauge their ongoing sustainability efforts.
- **Establishing Western’s formal ‘Green Team’** or a president’s advisory committee responsible for ensuring the goals in Western’s sustainability policies and strategic plan come to fruition.

This award is a tribute to the efforts of all staff, faculty and students who take action to reduce their impact on the environment, as well as the leadership provided by our Facilities Management team.

Leadership update: The work of selection committees for the Vice-President (Operations & Finance) and University Secretary remain underway. Membership of the decanal review/selection committees for the Faculties of Information & Media Studies, Science, and the Ivey Business School were approved at the April 21 meeting of Senate and their work will commence in May.

ACTIVITIES OF THE PRESIDENT

(January 19, 2017 – April 21, 2017)

January	19	London	Internal meetings
	19		Budget Planning meetings (2)
	19		Meeting with senior leaders
	20		Internal meetings
	20		Senate
	21		USC event
	23		Internal meetings
	23		Accreditation meeting
	24	Toronto	Meetings with external stakeholders
	25	London	Breakfast meeting with external stakeholder
	25		Campus Council meeting
	25		Lunch meeting with external stakeholder
	25		Selection Committee meeting
	25		Telephone calls with external stakeholders
	25		Interview
	26		Property & Finance Committee meeting
	26		Board of Governors meeting
	27	Toronto	U15 Executive Heads Meeting
	27		Meeting with Deputy Minister
	30	London	Honorary Degree Phone calls (5)
	30		Internal meetings
	30		Gazette interview
	31		Mayor's Breakfast and State of the City Address
	31		Honorary Degree Phone call
	31		Meeting with external stakeholders
	31		Lunch meeting with student leader
February	1 - 5		Meetings with Chancellor and external stakeholders
	6		Honorary Degree Phone calls (6)
	6		Accreditation meeting
	6		Schulich Leader Scholars tour and luncheon
	6		SCUP meeting
	6		Telephone calls with external stakeholders
	7	Montreal	Meeting with external stakeholder
	7	Ottawa	NSERC Awards Ceremony
	7		Honorary Degree Phone call
	8-9	Ottawa	Meetings with external stakeholders
	10-12	Toronto	Course
	13	Toronto	Meetings with external stakeholders
	13		Honorary Degree Phone call
	14	London	Internal meetings
	14		Honorary Degree Phone calls (2)
	14		Senior Policy & Operations Committee meeting
	15		Meetings with external stakeholders
	15		Lunch meeting with visiting dignitary

	15		Honorary Degree Phone call
	16		Internal meetings
	16		UWOFA meeting
	16		Leadership Workshop for PhD Grad Students
	16		Meeting with senior leaders
	17		Senate
	18 -28	Australia	Australia-Canada Economic Leadership Conference; Western Alumni Reception; meetings with external stakeholders
March	1 - 4	Dhaka	Convocation Address University of Dhaka
	6	London	Meeting with senior leaders
	6		Lunch meeting with student leader
	7		Founder's Day Faculty, Staff and Student Reception
	7		Internal meetings
	7		Farewell reception
	8		Internal meetings
	8		President's Lecture Series
	8		Private Dinner
	9		Telephone call with external stakeholder
	9		Internal meetings
	9		Linda Shaw Memorial Luncheon
	9		Presentation of Canadian Honours
	10		Selection Committee meeting
	12		Spring Scholarship and Awards Brunch
	13		Selection Committee meeting
	13		Meeting with external stakeholder
	14		Audit Committee meeting
	14		Property and Finance Committee meeting
	14		Senior Policy and Operations Committee meeting
	14		Selection Committee meeting
	14		Farewell reception
	14		Reception in appreciation of Western's residence staff
	15		Selection Committee meeting
	15		Internal meetings
	15		Meetings with external stakeholders
	16		Selection Committee meeting
	16		Internal meetings
	17		UWOFA meeting
	17		Internal meetings
	17		Lunch meeting with external stakeholder
	17		Senate
	20-24	Florida	Alumni event; meetings with external stakeholders
	27	Toronto	Media interview
	27		Flag hoisting at Queen's Park
	28	Toronto	Campaign Executive Committee meeting
	29	London	Selection Committee meeting

	29		Finance Minister Bill Morneau lecture
	29		Loran Scholars Reception
	30		Green/WISE Awards
	30		Selection Committee meeting
	30		Telephone calls with external stakeholders
	30		Faculty Author Reception
	31		Telephone calls with external stakeholders
April	2		Western Engineering FIRST Robotics District Competition
	2		McIntosh Gallery Donor Appreciation Lunch
	2		McIntosh Gallery Distinguished Lecture
	3		Telephone calls with external stakeholders
	3		Internal meeting
	4		Lunch meeting with University Secretary
	4		Internal meetings
	4		USC event
	5		Meeting with senior leaders
	5		Lunch meeting with student
	5 - 6	Hamilton	COU Council Meeting and Executive Heads Round Table
	7 - 9	Toronto	Course
	10	London	Vice-President Annual Review
	10		SCUP meeting
	10		Internal meeting
	11		UWOFA meeting
	11		Lunch with student leader
	11		Internal meetings
	12		PMA Executive meeting
	12		Western Community Engaged Learning Partner Appreciation Lunch
	17-18	Toronto	Ivey Advisory Board dinner and meetings
	18	Toronto	FRDRC meeting
	19	London	Western Leadership Symposium
	19		Lawson Impact Awards
	20		Campus Council meeting
	20		Vice-President Annual Review
	20		Teleconference with external stakeholders
	20	Toronto	Dinner meeting
	21	London	Internal meetings
	21		Opening of the Additive Design in Surgical Solutions (ADEISS) Centre, Renishaw Lab
	21		Senate
	21		Dinner meeting

UNANIMOUS CONSENT AGENDA

FOR APPROVAL

Any member who wishes to ask a question, discuss, or oppose an item that is listed below may have it removed from the consent agenda by contacting the Secretary of the Board of Governors prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the following motion.

Recommended: That the following items be approved or received for information by the Board of Governors by unanimous consent:

Minutes

1. Open Session Minutes of the Meeting of January 26, 2017	ACTION
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Report of the Property & Finance Committee – Appendix II

2. Catalyst Capital Fellowship in Insolvency Law	INFORMATION
3. Catalyst Capital Visiting Professorship in Insolvency Law	INFORMATION
4. Credit Rating Review: February 28, 2017	INFORMATION
5. Quarterly Financial Report (Operating Budgets)	INFORMATION
6. Investment Committee Report	INFORMATION
7. New Scholarships and Awards	INFORMATION

Report of the Governance & By-Laws Committee – Appendix III

8. Notice of Motion – Amendments to By-Law No. 1	INFORMATION
9. Board Orientation Handbook	INFORMATION

Report of the Senior Policy and Operations Committee – Appendix IV

10. Annual Report of the Code of Student Conduct Cases	INFORMATION
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Report of the Audit Committee – Appendix V

11. Health, Safety and Wellness Annual Report 2016	INFORMATION
12. 2016 Annual Report: Campus Community Police Service	INFORMATION

Report of the Fund Raising and Donor Relations Committee – Appendix VI

13. Fund Raising Activity Quarterly Report to January 30, 2017	INFORMATION
14. Alumni Association Strategic Plan	INFORMATION

Items Referred by Senate – Appendix VII

15. Renewal of the Articulation Agreement between Brescia University College, Huron University College, King's University College, Western University and Lambton College regarding the Transfer of Credit for Students in the Police Foundations Program	ACTION
16. 2017-18 University Operation and Capital Budgets [See P&F Report]	INFORMATION
17. 2017 Entrance Standards for Undergraduate First-Year Admissions	INFORMATION
18. Five-Year Enrolment Projections	INFORMATION

19.	Report on Year One Class and Entering Averages	INFORMATION
20.	Spring Convocations 2017 – Honorary Degree Recipients	INFORMATION
21.	Teaching Award Recipients - 2016-17	INFORMATION
22.	Reports of the Academic Colleague	INFORMATION

The Unanimous Consent Agenda

The Board's parliamentary authority -- *Sturgis Standard Code of Parliamentary Procedure* -- explains the consent agenda:

Organizations having a large number of routine matters to approve often save time by use of a *consent agenda*, also called a *consent calendar* or *unanimous consent agenda*. This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions.

Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved en bloc without discussion, saving the time that would be required for individual votes.

A number of Canadian university Boards have employed the consent agenda format to include not only routine approval items, but also information items. One reason for using this format is to allow the Board to focus on major items of business. While approval of an omnibus motion saves time at Board meetings, Board members will want to review the agenda materials carefully in order that they properly discharge their responsibilities.

How it works:

The Secretary identifies action and information items that are routine and/or likely non-controversial. In so doing, she may consult with the Chair of the Board, the relevant committee chair, and principal resource persons. In each Committee's report, these items are noted in the list of items at the beginning of the report. Action and information items on the agenda and in committee reports that are not noted on the consent agenda will be presented singly for discussion and voting (when appropriate).

When members receive their Board agendas, they should review all reports in the usual manner. **If any member wants to ask a question, discuss, or oppose an item that is marked for the consent agenda, he or she can have it be removed from the consent agenda** by contacting the Secretary of the Board of Governors prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.

At the Board meeting, before the unanimous consent motion is presented for approval, the Chair of the Board (1) will advise the Board of items that are to be removed from the list, based on prior requests from Board members; and (2) will ask if there are any other items that should be removed from the list. The remaining items are then unanimously approved *en bloc* without discussion, saving the time that would be required for individual presentation and voting. Those matters that have been struck from the consent agenda will be handled in the usual way as each Committee's report is presented.

The minutes of the Board meeting will report matters approved as part of the consent agenda as "carried by unanimous consent". Information items received as part of the consent agenda will be reported as received.



MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS

January 26, 2017

The meeting was held at 1:00 p.m. in Room 4155 Stevenson Hall.

PRESENT: Mr. H. Hassan, Chair
Ms. I. Birrell, Secretary

Mr. J. Adams	Mr. P. Jenkins
Dr. P. Bishop	Ms. C. Karakatsanis
Ms. W. Boye	Mr. J. Knowles
Mr. M. Brown	Mr. R. Konrad
Ms. C. Burghardt-Jesson	Mr. M. Lerner
Dr. A. Chakma	Dr. K. Mequanint
Ms. K. Cole	Ms. N. Noonan
Dr. J. Deakin	Ms. C. Stephenson ☎
Ms. L. Gainey	Mr. K. Sullivan
Mr. K. Gibbons	Dr. J. Toswell
Dr. R. Giffin	Mr. M. Wilson
Mr. M. Helfand	

By Invitation: K. Campbell, R. Chelladurai, J. Grieve, S. Jarrett, P. Kulig, L. Logan, J. Meister,
K. Ricks (☎), P. White

BG.17-01 **Welcome to New Board Member**

On behalf of the Board, the Chair welcomed Kevin Sullivan to his first meeting.

BG.17-02 **Land Acknowledgement**

H. Hassan read the Land Acknowledgement.

BG.17-03 **Adoption of the Agenda**

The Board agreed to the request that the agenda be amended to allow consideration of the Bus Rapid Transit Routing proposal as the first item in the Report of the Property & Finance Committee, Appendix II.

BG.17-04 **REPORT OF THE PRESIDENT**

The President's report, distributed with the agenda, consisted of the following topics: extension of the tuition framework, funding formula review and Strategic Mandate Agreement (SMA) renewal update, revisions to the Sexual Violence Policy, employee engagement survey, hosting of the Prime Minister's town hall, leadership update, and activities of the President since the November 2016 meeting. Commenting on the Prime Minister's recent visit to campus for a town hall meeting, he praised the members of the university's staff who worked very hard on extremely short notice to make the event a success.

BG.17-05 **UNANIMOUS CONSENT AGENDA** [Appendix I]

It was moved by M. Wilson, seconded by L. Gainey,

That, with the exception of item 11. Introduction of the new Master of Data Analytics Program, the twelve items listed in Appendix I, Unanimous Consent Agenda, be approved or received for information by the Board of Governors by unanimous consent.

CARRIED

BG.17-06 **Minutes of the Previous Meeting**

The open session minutes of the meeting of November 24, 2016 were approved as circulated.

REPORT OF THE PROPERTY & FINANCE COMMITTEE [Appendix II]

BG.17-07 **Bus Rapid Transit Routing Proposal**

L. Logan, Associate Vice-President (Finance & Facilities) and P. White, Executive Director, Government Relations & Strategic Partnerships, provided an overview of the bus rapid transit routing proposal referencing slides attached as **Appendix 1** to these minutes. They elaborated on the background context and timelines, the consultation process, and feedback received from the Western and external communities. They reviewed the technical assessment criteria and evaluation metrics. The five alternative routes were highlighted, noting that the Lambton Drive route was preferred. Issues that Western has identified that should be resolved were also discussed.

A member said that with the majority of London Transit ridership coming from the Western student body, the rapid transit project may be the most important issue the city and Western have addressed and that in order to move forward with rapid transit plans for campus, it will require compromise and cooperation from both sides of the table.

The Mayor concurred, noting that today is an important day for London and for Western, given that this is the largest project the community has ever contemplated. Mutual co-operation will be needed to meet the project's completion timeline which is scheduled for 2025-26.

It was moved by M. Lerner, seconded by R. Konrad,

That the Board of Governors endorse the proposal of the corporation of the City of London for the Lambton Drive Bus Rapid Transit route through campus, subject to but not limited to the resolution of the issues identified in Annex 4 and such further issues that might arise, to the University's satisfaction.

During the discussion it was acknowledged that the key imperative for the University is providing a safe campus environment for its students. The University and the City are collaborators in this project and there is interest on both sides in finding a solution that works for all. The list of issues in Appendix II, Annex 4 are those that have been identified so far as matters that have to be resolved as the project moves forward, but the project is at stage where there are still a great many unknowns and the Board's motion reflects that.

The question was called and CARRIED (Unanimously)

The Vice-Chair of the Board, P. Jenkins, assumed the chair while H. Hassan left the room to meet with media representatives with respect to the transit decision.

BG.17.08 **Renaming and Revisions to MAPP 1.13 – Policy on Computing, Technology & Information Resources**

It was moved by K. Gibbons, seconded by R. Giffin,

That the Board of Governors approve the renaming and revisions to MAPP 1.13 – Policy on Computing, Technology & Information Resources, attached as Annex 1, effective March 15, 2017.

J. Grieve, Executive Director, Information Technology Services, provided an overview of the revisions and renaming of MAPP 1.13, Computing, Technology & Information Resources, noting that three objectives were key to this exercise: consolidate multiple policies, simplify and streamline language, and separate policy principles from technical procedural details to enable the University to be nimble in responding to new cyber security technology threats with more advanced technical controls. The overall intention was to consolidate and streamline rather than to substantively change content, other than to more formally recognize Western's Data Classification Standards which were developed and published in 2014/15.

Referencing item 2. of Section III in the Policy, a member asked if Definitions include wifi networks relative to "legal and ethical behavior", specifically, how would that be judged and by whom? For example, would someone using wifi for private facebook postings on their own personal device be captured by this item? J. Grieve replied that the principal of privacy is paramount to this policy and that the policy is limited to Western's computing and information systems and records, including email.

The question was called and CARRIED.

BG.17-09 **Information Items Reported by the Property & Finance Committee**

The Report of the Property & Finance Committee, detailed in Appendix II, contained the following items that were received for information by unanimous consent:

- Annual Report on Trademark Licensees Doing Business with the Western Book Store
- Ancillary Financial Report
- Quarterly Ratio Report on Non-Endowed Funds
- Investment Committee Report
- New Scholarships and Awards

The Chair of the Board, H. Hassan, resumed the chair.

REPORT OF THE GOVERNANCE & BY-LAWS COMMITTEE [Appendix III]

BG.17-10 **Information Item Reported by the Governance & By-Laws Committee**

The Report of the Governance & By-Laws Committee, detailed in Appendix III, contained the following item that was received for information by unanimous consent:

- Regulations Governing Senate and Board Student Elections

BG.17-11 **Governance Updates**

The Chair of the Governance & By-Laws Committee provided an update on the activities of the Committee including board evaluation and orientation processes and continued discussions involving revisions to By-Law No.1.

REPORT OF THE SENIOR POLICY & OPERATIONS COMMITTEE [Appendix IV]

BG.17-12 **MAPP 1.52 Policy on Sexual Violence**

At its meeting of November 24, 2016, the Board delegated to the Senior Policy & Operations Committee authority to approve revisions to MAPP 1.52 – Policy on Sexual Violence that would make Western fully compliant with new regulations brought in by the provincial government and meet the deadline of January 1, 2017. The revised policy is found at http://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp152.pdf

At the time of the delegation, it was noted that discussions were ongoing with campus groups about additional amendments. The University Legal Counsel, S. Jarrett, provided an oral update on those negotiations with a view to bringing further changes forward for approval at the Board's meeting on May 4, 2017. He said that the Sexual Violence Policy Working Group (SVPWG) continues to receive input on the policy. The government has mandated consultation with student groups and has developed a process for this directive. He noted that the response to the policy has been very positive.

Responding to the suggestion that this policy be reviewed more frequently, S. Jarrett said that since the policy was first posted there has been an increase in the number of reports of sexual violence. This has caused continued assessment of processes for dealing with cases and he expected that would continue.

Responding to a question about reporting an incident to Campus Police or London Police, S. Jarrett said that the decision to disclose and the decision to report are separate decisions. Subject to the University's legal obligations, a disclosure does not trigger a report being made or initiate an investigation. One of the principles of the policy is that it is survivor-centred so it is up to the survivor to decide what happens. It is important to keep in mind that the range of offences included in the term "sexual violence" is enormous and that requires flexibility and a wide range of ways of dealing with them.

REPORT OF THE AUDIT COMMITTEE [Appendix V]

BG.17-13 **Information Item Reported by the Audit Committee**

The Report of the Audit Committee, detailed in Appendix V, contained the following item that was received for information by unanimous consent:

- Office of the University Ombudsperson Annual Report 2015-16

REPORT OF THE FUND RAISING AND DONOR RELATIONS COMMITTEE [Appendix VI]

BG.17-14 **Information Item Reported by the Fund Raising & Donor Relations Committee**

The Report of the Fund Raising & Donor Relations Committee, detailed in Appendix VI, contained the following item that was received for information by unanimous consent:

- Fund Raising Activity Quarterly Report to October 31, 2016

ITEMS REFERRED BY SENATE [Appendix VII]

BG.17-15 **Articulation Agreement Between Western University, Brescia University College, King's University College, And Lambton College regarding the Transfer of Credit for Students in the Liberal Studies Program**

It was moved by M. Wilson, seconded by L. Gainey,

That effective September 1, 2016, the Board of Governors approve the Articulation Agreement between Western University, Brescia University College, King's University College, and Lambton College regarding the transfer of credit for students in the Liberal Studies Program, as shown in Appendix VII, Annex 1, as recommended by Senate.

CARRIED (By Unanimous Consent)

BG.17-16 **School of Graduate and Postdoctoral Studies: Introduction of the new Master of Data Analytics (MDA) Program**

A member asked for further details surrounding the creation of the Master of Data Analytics (MDA) program. The Provost explained that the MDA program is a professional master's program with a hub-and-spoke design, consisting of a set of core (hub) courses that focus on fundamental data analytics and professional skills, and specialty field (spoke) courses that are specific to a particular application domain. The external reviewers were very excited about this program because of its originality and the fact that there is no other program like this in Canada. The program will have close ties with an Industrial Advisory Council. This is seen as a strength and will assist in developing the program which will help position Western as a leader in data science. The President added that these types of programs are in response to changes in the market place but also recognize the continuing importance of core elements.

It was moved by P. Jenkins, seconded by R. Konrad,

That, pending Quality Council approval, the new Master of Data Analytics (MDA) program be introduced effective January 1, 2017, as set out in Appendix VII, Annex 2, as recommended by Senate.

The question was called and CARRIED

BG.17-17 **Report on Recruitment and Retention**

The Report on Recruitment and Retention, detailed in Appendix VII, Annex 3, was received for information.

K. Campbell, Vice-Provost (Academic Planning, Policy and Faculty) provided an overview of the Report on Recruitment and Retention by highlighting several slides contained in the agenda package. She reviewed the data on probationary and tenured faculty, limited-term faculty, part-time faculty and full-time clinical faculty. Discussion of the report included among other issues, the data surrounding the cohort aged 60 or greater and the cohort that continues to work beyond age 65. K. Campbell explained that faculty are evaluated through the annual performance evaluation process and the student evaluation program and should that score fall below a certain level, the faculty member is required to meet with the dean to implement remediation measures. She noted that many faculty in the post-60 cohort are doing some of the best work of their careers. Also, deans are asked to identify potential individuals who might be open to a retirement incentive.

Asked about concerning trends among the data, the Provost noted the following: the salary mass associated with the over 65 cohort is significant; the issue of female professors relative to the rates of promotion and tenure; and the retention of female faculty; with respect to the part-time teaching cohort, she noted that a significant number of part-time instructors are either graduate students, or, in the professional faculties, professionals in full-time occupations who teach a course at Western. Most part-time faculty at Western do not teach for more than a year or two and are not teaching more than one course. The small proportion who have been teaching for many years and who also carry heavier teaching loads are concentrated in Social Sciences and Arts and Humanities.

K. Campbell said that every appointments committee is sensitive to the gender equity issue. When a search committee decides to recruit and submits an advertisement for posting, it is a requirement that the department has done its due diligence and reviewed the potential female applicant pool. Information is available on the Faculty Relations website to assist committees with searches. Employment equity guidelines are updated regularly and are circulated to appointment/search committees. After a decision is made regarding an appointment, a report is submitted to Faculty Relations from a search committee explaining the search results.

BG.17-18

Information Items Reported by Senate

Appendix VII, Items referred by Senate, contained the following items that were received for information by unanimous consent:

- Announcements
- Report of the Academic Colleague

The meeting adjourned to the *confidential session* at 3:10 p.m.

Hanny Hassan
Chair

I. Birrell
Secretary

Bus Rapid Transit Update January, 2017

Western

Background

PROJECT TIMELINE

Western Bus Rapid Transit Update January, 2017

Background

PROJECT TIMELINE

Western Bus Rapid Transit Update January, 2017

Background

History:

- City starts consulting with Western on Rapid Transit in May 2015.
- Western began consultation process with campus community in May 2015.
- June 2015, Campus Master Plan (CMP) approved by Board of Governors – highlights need to move to a pedestrian friendly core campus.
- Two fatalities on our campus roads in 2015.
- April 2016 – Following on the CMP approval, 2016/17 University Budget sets stage for Western to start planning for the multi-year transformation of our core campus into a pedestrian friendly campus.

Western Bus Rapid Transit Update January, 2017

Background

June 2016: Board of Governors Recommendations

- Western supports the introduction of rapid transit in London.
- **Western supports rapid transit coming to its campus.**
- Western supports its students' desire to see improvements in transit services. Western supports options for light rail or bus rapid transit to service the campus via routings on Richmond Street and Western Road.
- **Western does not support light rail traversing through campus, nor bus rapid transit traversing through campus if it is a condition precedent that such bus rapid transit be convertible to light rail.**
- That prior to taking a formal position on bus rapid transit traversing through campus, the university **develop the plan for a pedestrian-focused campus**, with limitations on vehicular traffic.



Bus Rapid Transit Update

January, 2017

Background

Bus Rapid Transit Update

- City Business Case now **full BRT** system
- **Final routing** no later than Q1 2017
- **Open Space Master Plan** underway
- Multi-year transformation of our core campus into a pedestrian-friendly campus
- **Technical assessment** of full BRT route alternatives
- **Evaluate against objectives** of Strategic Plan, Campus Master Plan and emerging Open Space Plan



Bus Rapid Transit Update

January, 2017

Open Space and Landscape Plan: Committee Members

Carmen Bertone, Executive Director, Facilities Operations
 Chris Bumbacco, Director, Facilities, Housing & Ancillary Services
 Dr. Karen Campbell, Vice-Provost (Academic Planning, Policy & Faculty)
 Ruban Chelladurai, Associate Vice-President (Institutional Planning & Budgeting)
 Jamie Cleary, Vice-President, University Students' Council
 Helen Connell, Associate Vice-President (Communications & Public Affairs)
 Dr. Jason Gilliland, Department of Geography
 Dr. Dale Laird, SCUP Representative
 Martin Lefebvre, Society of Graduate Students Representative
 Lynn Logan, Associate Vice-President (Finance & Facilities) (Chair)
 Mike Lunau, Manager, Landscape Services
 Mike McLean, Director, Facilities Planning & Design
 Lesley Oliver, Equity Services
 Dan Redmond, Director, Campus Community Police Services
 Dr. Alan Salmoni, School of Kinesiology
 Sab Sferazza, London Health Sciences Centre
 Peter White, Executive Director, Government Relations & Strategic Partnerships
Resource:
 Tammy Johnston, Coordinator to the Vice-President (Resources & Operations)
 Stephen Ledgley, Senior Media Relations Officer



Bus Rapid Transit Update

January, 2017

BRT Consultations

AVP Managers Meeting	December 5, 2016
PVP Meeting	December 9, 2016
LHSC	December 4, 2016
Deans' Meeting	January 3, 2017
Open Meeting	January 5, 2017
VP Meeting	January 5, 2017
Huron University College	January 6, 2017
SCUP	January 9, 2017
Open Meeting	January 10, 2017
King's University College	January 10, 2017
Brescia University College	January 11, 2017
USC Advocacy Committee	January 11, 2017
P&F	January 17, 2017
Associate Deans Research	January 18, 2017
PVP Meeting	January 20, 2017
Alumni Executive Board	January 20, 2017
Senate	January 20, 2017
Campus Council	January 25, 2017
Board of Governors	January 26, 2017



Bus Rapid Transit Update

January, 2017

BRT Analysis: Vision & Objectives

Strategic Plan Goals (2013)	Campus Master Plan (2015)	Emerging Open Space Plan Principles (2016)
<ul style="list-style-type: none"> Raise Expectations: Create a world-class research and scholarship culture Lead in Learning: Provide Canada's best education for tomorrow's global leaders. (International attraction, diversity, sustainability ethos) Reach Beyond Campus: Engage alumni, community, institutional and international partners. Take Charge of Destiny: Generate and invest in new resources in support of excellence. 	<p>Core Principles</p> <ul style="list-style-type: none"> Support academic mission Provide the best student experience Guide growth and change Enhance quality of campus environment Support interdisciplinary study and interaction Ensure safety, health, access and mobility Incorporate sustainability <p>Key Initiatives</p> <ul style="list-style-type: none"> Intensify the Core Campus Improve pedestrian environment of Western Road Promote parking management and alternatives Improve campus connectivity (particularly within campus) Create high quality public spaces Identify/define campus gateways 	<ul style="list-style-type: none"> Human Place: People are the priority on campus. It must be safe and inviting, encouraging interaction of the diverse campus community. Access: University should be connected to the larger London community by a diversity of modes. Equity: All people are valued. Access, use, enjoyment and learning on the campus should be available to all irrespective of culture, income or physical ability. Mobility: The campus is a connected place where people move easily between buildings and through spaces via a variety of modes. Physical activity is valued to promote health of body and mind. Resilience: The campus has and will endure change. Redundancies and flexibility ensure durability. Pedagogy: The campus is a place of learning. Spaces and systems must support the educational mission and promote learning.

BRT Analysis: Technical Assessment Criteria

- Stations:** The number and location of proposed rapid transit stations servicing the campus.
- Route Length:** The length of the route from Richmond Street at Huron Street to Western Road at Windermere Road.
- Travel Time:** The approximate transit travel time along the route (assuming a top operating speed of 35 km/hour on campus streets).
- Ridership:** The sum of transit boardings at existing stops within 400 m of the proposed BRT stations.
- Access:** The estimated walk time from the McIntosh Gallery (the geographic centre of campus utilized by the City of London) to the closest rapid transit station.

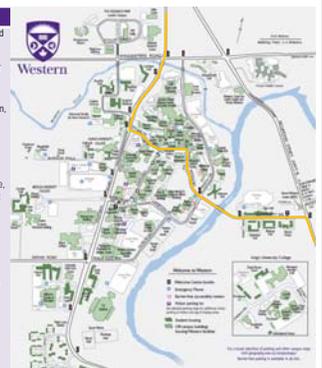


BRT Analysis: Evaluation Metrics

Plan Principle/Objective	Qualitative Evaluation Measure(s)
Attract top talent: strengthen the ability of the University to compete in attracting leading faculty and top scholarship students from across Canada and the globe.	<ul style="list-style-type: none"> Efficiency of connection to the Downtown and other key regional destinations. Legibility of route and access to destinations.
Lead in Learning: Support leading research and teaching	<ul style="list-style-type: none"> Potential impacts on sensitive research and other activities
Promote sustainability: Reduce environmental impacts with regard to transportation-related emissions and stormwater from surface runoff.	<ul style="list-style-type: none"> Ability to support a mode shift among the university community to reduce vehicle kilometers traveled (VKT). Potential to enable reduction in impervious surface area dedicated to vehicle demand such as travel way widths and surface parking
Promote a pedestrian-oriented campus: Support and enable the reduction or elimination of private vehicle traffic in the core of the campus.	<ul style="list-style-type: none"> Potential to negatively impact pedestrian safety Potential to provide a non-auto alternative to access campus destinations
Enable sustainable growth: Support planned campus growth by providing access, especially by non-auto means	<ul style="list-style-type: none"> Potential to reduce vehicle trip-generation rates at planned campus expansion sites Potential to reduce parking demand
Campus connectivity: Strengthen the connection and accessibility between campus precincts.	<ul style="list-style-type: none"> Viability to use the proposed alignment to meet intra-campus connection demands
Quality of place: Facility design complements visual character of the campus and campus landscape	<ul style="list-style-type: none"> Potential to negatively impact or degrade elements that contribute to campus identity and pride Potential to lead to improvement of Western Road

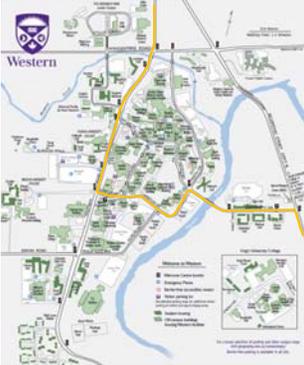
1. Middlesex Drive Alternative

- | Potential Benefits | Potential Impacts |
|---|---|
| <ul style="list-style-type: none"> High level of service to major campus trip generators Convenient stop location to service students, faculty and staff Maintains existing transit hub location Partially serves planned campus expansion areas Relatively short segment of Western Road impacted. If autos are prohibited in core campus area, provides best connectivity and service to highest density of users. If autos are prohibited in core campus area, proposed route and stop location have strong potential for place-making as unique, high quality and identifiable transit plaza and corridor. | <ul style="list-style-type: none"> Proximity to sensitive research and arts facilities could impact these activities, although with substantially less impact than LRT Stop location could further exacerbate already significant modal conflicts (bicycle, pedestrian, transit and vehicle) at Oxford/Middlesex/Elgin intersection. Initial concepts from the city may require reconstruction or potential widening of University Drive bridge, reconstruction of Richmond Street gates and potential widening of other campus streets. Mitigations are available that could eliminate the need for major widening and avoid impact to the gate. Requires operational changes to provide two way transit service on Middlesex Drive and Elgin Road. Could result in conflicts between transit and bicycle facility on Middlesex Drive. Potential widening of Western Road. |



2. Lambton Drive Alternative

Potential Benefits	Potential Impacts
<ul style="list-style-type: none"> Good service to major campus trip generators Generally removed from sensitive research activities Convenient stop location to service students, faculty and staff Maintains existing transit hub location Good connectivity to planned campus expansion areas If autos are prohibited in core campus area, provides good connectivity and service to highest density of uses. Has strong potential to maintain excellent access if autos are prohibited in core campus area. Strong potential to support/enable removal of autos from core campus and thus greatly reduce pedestrian/vehicle conflict/risk Corridor and Alumni Circle have strong potential as unique and high quality transit plaza space; could remove substantial impervious surface around the Circle. 	<ul style="list-style-type: none"> Longer segment of Western Road is impacted Conflicts would remain between pedestrians, bicycles and transit – particularly at Alumni Circle May require reconstruction/potential widening of University Drive bridge and potential widening of other campus streets (if vehicles are not prohibited). Stop location is further from campus core. Slightly longer transit travel time.

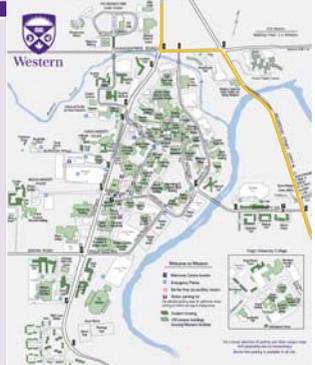



Bus Rapid Transit Update

January, 2017

3. Richmond/ Windermere Alternative

Potential Benefits	Potential Impacts
<ul style="list-style-type: none"> Little to no impact on university street or campus Fast travel time to the Downtown No change required in University Drive bridge Little impact on Western Road Generally removed from sensitive research activities Few additional conflicts between pedestrians and vehicles 	<ul style="list-style-type: none"> Stop locations are generally inconvenient for students, faculty and staff Does not well serve planned campus expansion areas Does not serve areas with highest density of uses. Does little to support removal of cars from core campus or replace lost connectivity if cars are prohibited from campus Stop locations are less obvious and intuitive. Lower projected transit ridership

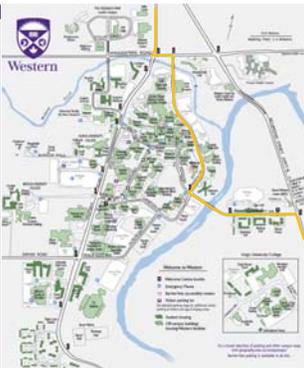



Bus Rapid Transit Update

January, 2017

4. Perth Drive Alternative

Potential Benefits	Potential Impacts
<ul style="list-style-type: none"> Limited impact on streets within the main campus Fast travel time to the Downtown Little to no impact on Western Road Generally removed from sensitive research activities Few additional conflicts between pedestrians and vehicles 	<ul style="list-style-type: none"> Stop locations are generally inconvenient for students, faculty and non-hospital affiliated staff Numerous curb cuts on corridor could make station siting difficult Does not well serve planned campus expansion areas Potential for a high level of pedestrian conflict at the intersection of University, Perth, and Middlesex Drives. Does little to support removal of cars from core campus or replace lost connectivity if cars are prohibited from campus. Could harm concepts to restrict auto access only to periphery streets if BRT operations constrain the street. Stop locations are less obvious and intuitive.

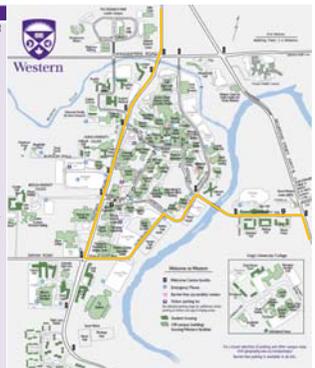



Bus Rapid Transit Update

January, 2017

5. Philip Aziz Alternative

Potential Benefits	Potential Impacts
<ul style="list-style-type: none"> Excellent connectivity to student housing Good connectivity to athletic facilities Good potential access to planned university expansion areas Generally removed from sensitive research activities 	<ul style="list-style-type: none"> Stop locations are less convenient to academic centre Could exacerbate pedestrian movement and safety at intersection of Philip Aziz and Western University traffic. Does little to support removal of cars from core campus or replace lost connectivity if cars are prohibited from campus. Could harm concepts to restrict auto access only to periphery streets if BRT operations constrain the street. Long travel time to the Downtown




Bus Rapid Transit Update

January, 2017

BRT Analysis: Summary Evaluation

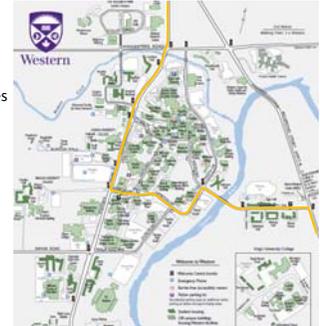
University Objectives Metrics	Middlesex	Lambton	Richmond/Windermere	Porth	Philip Aziz
Efficient connection to Downtown	Good	Good	Moderate	Poor	Poor
Legibility of route	Excellent	Excellent	Poor	Poor	Moderate
Impact on research and other labs	Poor	Moderate	Good	Moderate	Good
Potential for mode shift (reduced parking demand)	Good	Good	Poor	Poor	Moderate
Potential to reduce impervious surface	Moderate	Good	Poor	Poor	Poor
Impact on pedestrian safety	Poor	Moderate	Good	Good	Moderate
Access to campus destinations	Excellent	Good	Poor	Moderate	Moderate
Reduced trip generation for new development	Poor	Good	Poor	Poor	Moderate
Intra-campus connectivity potential	Good	Good	Poor	Poor	Poor
Potential visual impact	Poor	Poor	Good	Poor	Poor
Impact on Western Road	Moderate	Poor	Excellent	Excellent	Poor



BRT Analysis: Preferred Alternative

The Lambton Drive alternative:

- Provides the highest level of connectivity to existing and future trip generators
- Minimizes impacts to sensitive activities
- Supports the objectives of a largely vehicle-free core campus while retaining critical access to and through the campus.
- Provides a strong opportunity for the creation of a signature transit corridor through campus from the iconic gateway on Western Road
- Could lead to much needed improvements along the southern portion of Western Road



BRT: Western's Conditions to the City

1. **There is only one BRT route on campus** – from Richmond Street over the University Drive Bridge, on to Lambton Drive, through Alumni Circle, to Western Road, and by Windermere Road – with a two-way flow.
2. The number of BRT trips should be **limited to no more than 8 per hour** (each way).
3. There will be **no other bus traffic** in the core campus – with the possible exception of a route to service UH. However, other options must first be fully explored.
4. The City must fully support **the University's medium-to-long-range plan to eliminate vehicular traffic (except for emergency/service vehicles and accessibility requirements) in the core campus.**
5. The City must support **the University's plans to construct parking structures and buildings** in flood fringe designated areas.
6. The City must **enhance pedestrian mobility and safety infrastructure at high-traffic intersections** (both pedestrian and vehicular) on Western Road (at Sarnia Road, Brescia Lane, Elgin Drive) and Richmond Street (at University gates) – including the construction of enforced underground tunnels.
7. The City must widen and enhance **Philip Aziz Drive** – to improve safety. We should seek ownership of the road in the future.



BRT: Western's Conditions to the City

8. **BRT must run within the existing road infrastructure on campus.** That is, BRT cannot take up additional land on the core campus.
9. **BRT is responsible for all costs** associated with implementation of BRT through the campus – including BRT terminals, university drive bridge improvements, traffic lights, and signage. This includes Western Road – between Sarnia Road and Windermere Road.
10. **BRT is also responsible for all future operating costs** within the core campus – including cleaning, infrastructure repairs, and road maintenance / snow removal. This work should be co-ordinated with the University – to ensure that similar standards are achieved.
11. **BRT must use vehicles that produce low noise levels and air emissions.** When running through campus, BRT must operate at **speeds less than 35 kph.**
12. **BRT must not cost the University any resources**
13. The City and Western will enter into a campus-wide site plan and development agreement.
14. BRT will **not be convertible** at any point in the future to light rail.
15. BRT is responsible for improvements to the **public realm** along the proposed BRT route.



BRT Website

Website Link:

http://www.uwo.ca/ipb/publicaccountability/rapid_transit.html

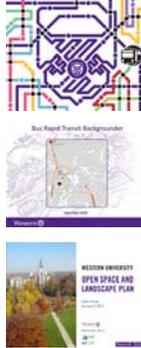
Additional Material:

[Technical Assessment Backgrounder](#)

[Community Meeting Presentation](#)

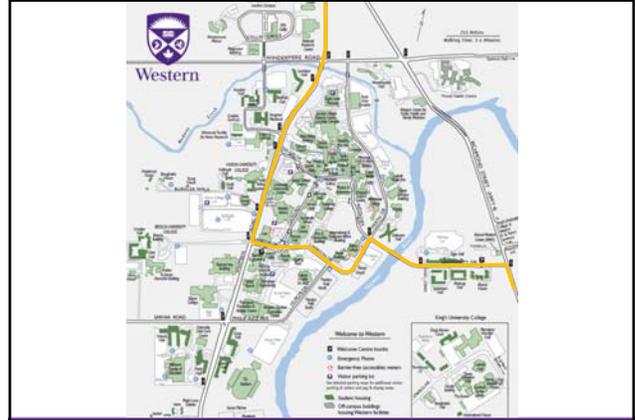
Feedback:

Written feedback can be sent via email at transit@uwo.ca



Bus Rapid Transit Update

January, 2017



Bus Rapid Transit Update

January, 2017

REPORT OF THE PROPERTY AND FINANCE COMMITTEE

Contents	Consent Agenda
<p>Budgets and Fees</p> <ul style="list-style-type: none"> • 2017-18 University Operating and Capital Budgets and Tuition Fees • Student Fee-Funded Units and Academic Supports • Student Organization Fees 2017 	No
<p>Annual Report and Recommendations of the Student Services Committee</p>	No
<p>Revisions to MAPP 2.16 – Travel and Expense Reimbursement Policy</p>	No
<p>Catalyst Capital Fellowship in Insolvency Law</p>	Yes
<p>Catalyst Capital Visiting Professorship in Insolvency Law</p>	Yes
<p>Credit Rating Review: February 28, 2017</p>	Yes
<p>Quarterly Financial Report (Operating Budgets)</p>	Yes
<p>Investment Committee Report</p>	Yes
<p>New Scholarships and Awards</p>	Yes

FOR APPROVAL

1. **2017-18 University Operating and Capital Budgets**

Recommended: That the Board of Governors approve the 2017-18 University Operating and Capital Budgets and the proposed Program Specific Fees and Other Supplemental Fees for 2017-18, detailed in [Annex 1](#).

Background:

The 2017-18 Operating and Capital Budgets are attached ([Annex 1](#)). Supplemental Fees and Other Charges, shown on Table 3 of the Program Specific Fees and Other Supplemental Fees report ([Annex 2](#)) are approved by the President throughout the year, as authorized under the Student Fee Policy (Policy 2.4). These are reported for information.

2. **Student Fee-Funded Units, Ancillaries and Academic Supports**

Recommended: That the Board of Governors approve the 2017-18 budgets for Student Fee Funded Units, Ancillaries, and Academic Units summarized in the report entitled “Student Fee Funded Units, Ancillaries, Academic Support Units, and Associated Companies”.

Background:

See [Annex 3](#).

3. **Student Organization Fee Proposals for 2017-18**

The tables referenced in the motion below are in the report entitled “Student Fee Funded Units, Ancillaries, Academic Support Units, and Associated Companies” ([Annex 3](#)).

Recommended: That the organization fees for the University Students’ Council for 2017-18 shown in Table 2 (full-time undergraduates) and Table 3 (part-time undergraduates) be approved, as requested by the USC.

That the organization fees for the Society of Graduate Students shown in Table 2 (full-time graduate students – three terms) and Table 3 (part-time graduate students) be approved as requested by SOGS.

That the organization fees for the Honors Business Administration Association for 2017-18 shown in Table 2, note (b) be approved, as requested by the HBAA.

That the organization fees for the Master of Business Administration Association for 2017-18 shown in Table 2, note (c) be approved, as requested by the MBAA.

4. **Annual Report and Recommendations of the Student Services Committee**

Recommended: That the ancillary fees collected by the University be those detailed in [Annex 4](#), as recommended by the Student Services Committee.

5. **Revisions to MAPP 2.16 – Travel & Expense Reimbursement Policy**

Recommended: That revisions to MAPP 2.16, Travel & Expenses Reimbursement Policy, detailed in [Annex 5](#), be approved effective May 1, 2017.

Background:

In April 2011, the Government of Ontario established new Procurement and Expenses Directives for open, fair and transparent financial practices at all Broader Public Sector (BPS) organizations, including Western University. These directives required us to make changes to our Travel & Expenses Reimbursement Policies and Procedures, the most significant of which was the elimination of per diems, due to the Expenses Directive requirement for original, itemized receipts.

A revised Directive was issued removing the requirement for original itemized receipts effective January 1, 2017. New language allows BPS organizations to use a meal allowance reimbursement system.

A red-line version of the policy ([Annex 5](#)) that reflects a return to the use of a meal allowance reimbursement system (per diems) as well as other minor language changes is attached. A clean version of the revised policy is also attached ([Annex 6](#)). The Travel and Expense Reimbursement Procedures will be updated to reflect the per diem rates for Canadian, U.S. and International travel destinations.

FOR INFORMATION

6. **Catalyst Capital Fellowship in Insolvency Law**

See [Annex 7](#).

7. **Catalyst Capital Visiting Professorship in Insolvency Law**

See [Annex 8](#).

8. **Credit Rating Review: February 28, 2017**

In May 2007 Western issued its first debenture, for \$190 million. As part of this process, the University received a credit rating of AA from Standard & Poor's.

Annually, Western undergoes a credit rating review by Standard & Poor's. The seventh annual review was undertaken in February 2017 and resulted in the affirmation of Western's AA Stable rating. The rationale provided in the Research Update reflects Western's very strong enterprise and financial profiles as the main reasons for maintaining the AA rating. Western's rating is two notches above the Province of Ontario.

The Research Update issued by Standard & Poor's is attached for your information (See [Annex 9](#)). The full S&P report is available upon request.

9. **Quarterly Financial Report (Operating Budgets)**

See [Annex 10](#).

10. **Investment Committee Report**

See [Annex 11](#).

11. **New Scholarships and Awards**

See [Annex 12](#).



UNIVERSITY STUDENTS' COUNCIL

WESTERN UNIVERSITY
340 UCC BUILDING
LONDON, ONTARIO
N6A 3K7

SSC Report 2016-2017

Introduction:

The Student Services Committee (SSC) and the SSC Ancillary Fee Working Group met throughout the year to review the various fee funded units and to determine the 2017-2018 funding for each. During the second half of the academic year, SSC has put a focus on improving the inner workings of the committee.

Recommendation:

The Student Services Committee recommends that the attached fee schedule be approved for the 2017-2018 academic year. All units, except the Student Development Centre (SDC), received 2% inflationary increases as outlined by the inflationary increase protocol that the SSC follows. The SDC's inflationary increase was capped at 1.1% to create room within their fee for an increase to develop a specific program that will hire a masters-level Peer Educator. Indigenous Services is the other fee funded unit that has received a substantial increase of \$3.11 to hire a Campus Enhancement Coordinator.

Report:

The SSC has used an ancillary fee working group to handle the majority of the ancillary fee work. This committee consists of the USC President and Vice President as Undergraduate Student Representation, and the SOGS President as a Graduate Student Representative. The ancillary fee working group also includes Rick Campbell and Jana Luker as resource members. This working group reviewed proposals from many of the ancillary fee funded units regarding potential funding increases and outlines how the additional funding would provide increased service. While many proposals were received by the committee, it was ultimately decided to support a 2% inflationary fee increases for all but one unit, and two unit specific increases to fund additional services.

Indigenous Services: Campus Enhancement Coordinator (CEC)

"We would like to request a RFT position to support the above initiatives. This position would include creating a more enriched, diverse and indigenizing learning space for Indigenous and non-Indigenous students alike."

- This request aligns well with Western's Indigenous Strategic Plan which looks to increase the population of Indigenous Students on campus
- It provides additional supports for marginalized students on our campus to aid in their holistic student experience



UNIVERSITY STUDENTS' COUNCIL

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Student Development Centre: Masters Level Counselor Position

“The funding for a full-time permanent masters-level Peer Educator position will support the work involved in selection, resource development, training, and supervision of students who take on the role of peer support for undergraduate and graduate students.”

- This position will further support student volunteers and students-at-large through more in-depth programming and training programs to the Peer Support Centre
- It aligns with our commitment to increased mental health supports and experiential learning opportunities available as a Peer Support volunteer

All requested inflationary increases: The working group felt that all requests for inflationary increase should be granted. Moving forward, we should consider also requesting additional rationale for these inflationary increase requests, ensuring that each fee-funded unit is held accountable.

Western University

SSC Approved Fiscal 2017-18 Full-Time Student Activity Fee Rates

		Full-Time Undergraduate Fee Rates					Full-Time Graduate Fee Rates - Three Terms						
		Approved 2016-17	Inflation Adjustment		New Initiatives Fee Increases	Total Change	Approved 2017-18 Fees	Approved 2016-17	Inflation Adjustment		New Initiatives Fee Increases	Total Change	Approved 2017-18 Fees
			\$	%	\$				\$	%	\$		
1	Western Student Ancillary Fees												
2	SRS: Campus Recreation	99.26	1.99	2%		1.99	101.25	126.38	2.53	2%		2.53	128.91
3	SRS: Intercollegiate Athletics	87.61	1.75	2%		1.75	89.36	87.61	1.75	2%		1.75	89.36
4	SRS: Thompson Recreation & Athletic Centre	19.20	0.38	2%		0.38	19.58	19.20	0.38	2%		0.38	19.58
5	Financial Aid Office	37.89	0.76	2%		0.76	38.65	37.89	0.76	2%		0.76	38.65
6	International Student Services	13.89	0.28	2%		0.28	14.17	13.89	0.28	2%		0.28	14.17
7	Indigenous Services	8.86	0.18	2%	3.11	3.29	12.15	8.86	0.18	2%	3.11	3.29	12.15
8	Services for Students with Disabilities	13.12	0.26	2%		0.26	13.38	13.12	0.26	2%		0.26	13.38
9	Student Development Centre (a)	75.94	0.89	1%	3.11	4.00	79.94	75.94	0.89	1%	3.11	4.00	79.94
10	Student Success Centre	47.82	0.96	2%		0.96	48.78	30.98	0.62	2%		0.62	31.60
11	Student Health Services	49.77	1.00	2%		1.00	50.77	49.77	1.00	2%		1.00	50.77
12	Off-Campus Housing & Housing Mediation Svcs	8.82	0.18	2%		0.18	9.00	8.82	0.18	2%		0.18	9.00
13	Western Foot Patrol	4.66	0.09	2%		0.09	4.75	4.66	0.09	2%		0.09	4.75
14	Total	466.84	8.72		6.22	14.94	481.78	477.12	8.92		6.22	15.14	492.26
	Total Percentage Increase						3.20%						3.17%

Manual of Administrative Policies and Procedures

POLICY 2.16 – Travel & Expenses Reimbursement Policy

Policy Category: Financial

Subject: Travel & Expenses Reimbursement

Approving Authority: Board of Governors

Responsible Officer: Vice-President (~~Finance & Operations~~ & Finance)

Responsible Office: Financial Services

Related Procedures: Travel and Expense Reimbursement Procedures
Travel Policy Supplement as Related to Research

Related University Policies:

Effective Date: January 13, 1997

Revised: ~~November 24, 2011~~

I. PURPOSE

To establish guidelines for all business related travel and expenses paid from all University administered funds. This Policy is in accordance with all applicable federal and provincial legislation including, but not limited to, the Canada Revenue Agency (CRA), the Treasury Board of Canada Travel Directive and the Broader Public Sector (BPS) Accountability Act and all related directives.

II. DEFINITIONS

Approver: ~~Approvers are assigned at the departmental level and have primary responsibility for ensuring compliance with this Policy and Related Procedures. Authorized approvers must verify that expenses meet the criteria of this Policy.~~ The authorized approver must have authorization over the account(s) being charged when approving reimbursement requests, cannot be the individual seeking reimbursement, and must not be asked to approve the travel, entertainment, or non-travel business expenditures for an individual to whom he or she reports. In the case of research accounts, the authorized approver must have a one over reporting relationship to the Claimant.

Business meals: An expense for meals where student(s), staff and faculty and/or other external parties are present for the purpose of conducting bona fide business on behalf of the University. ~~Claimants will be reimbursed based on reasonable actual costs as determined by the Approver.~~

Claimant: A Western employee, student, or non-employee who incurs business-related expenses on behalf of the University.

~~Corporate card: An individual-liability credit card issued by the University to employees for payment of business-related expenses.~~

Entertainment expenses: Expenses include outings to theatres or other cultural events when a business discussion takes place during, immediately before, or immediately after the event.

Hospitality: The provision of food, beverage, accommodation, transportation and other amenities paid out of public funds to people who are not engaged to work for:

- Broader Public Sector (BPS) organizations covered by the directive; or
- any Ontario government ministries or agencies covered by the Ontario Public Sector Travel, Meal and Hospitality Expenses directive.

Official travel: Travel on official University business from one's home or normal place of employment to another destination, including University facilities outside the London area. Official travel does not include commuting to and from work for employees.

Personal expenses: Expenses for personal items ~~such as including, but not limited to,~~ clothing, luggage, toiletries, newspapers, magazines, or movies.

Principal Investigator: An individual eligible to hold a research account based on their job requirements and who has been awarded research funding from an external or internal source in support of specific research activity.

Purchasing Card (PCard): A University-liability credit card issued by the University to employees for payment of high-volume, non-travel-related and non-entertainment-related business purchases.

~~Travel Corporate card: An individual-liability credit card issued by the University to employees for payment of business-related travel expenses.~~

Traveller: A Western employee, student, or non-employee who incurs business-related expenses while travelling on behalf of the University.

III. POLICY

POLICY STATEMENT

The University of Western Ontario reimburses for necessary and reasonable travel expenses incurred while conducting University business. Individuals should not benefit financially, nor incur financial losses, as a result of travelling on behalf of the University. The University establishes reimbursement

rates in accordance ~~(for meals and mileage)~~ with the Treasury Board of Canada Travel Directive [where applicable](#).

Reimbursements are made only when requests are in accordance with this Policy [and its Related Procedures](#).

All travel and expense reimbursement requests must:

- [be supported by a detailed business purpose](#)
- ~~and by include all supporting documentation as required in the Related Procedures~~[original, itemized receipts](#);
- be charged to the appropriate general ledger account coding based on the business purpose
- of the expense;
- be approved, for employee claims, using Western's Online Travel and Expenses System (direct deposit will be the primary method of reimbursement for all employees);
- be received by Financial Services no later than sixty (60) days after the date of completion of the travel and or date of incurred expense;
- be in accordance with the University's Campus Alcohol Policy (MAPP 1.33) and Related Procedures to this Policy. Only claims considered nominal or moderate will be reimbursed; and
- comply with the guidelines of the external funding source if they are more stringent than this Policy.

SCOPE & RESPONSIBILITIES

Travellers:

All University employees, students and any other individuals travelling on University of Western Ontario business must abide by this Policy and the Related Procedures.

Online Travel & Expenses Claim Approvers:

[Approvers are assigned at the departmental level and have primary responsibility for ensuring compliance with this Policy and Related Procedures.](#) ~~Approvers have primary responsibility for ensuring compliance with this Policy.~~ When approving claims, Approvers must:

- verify that all expenses have a University business purpose;
- verify that all travel expenses were incurred while on official University business;
- verify that all receipts are accounted for;
- verify that all submitted information and supporting documentation is accurate and in accordance with this Policy [and its Related Procedures](#);
- verify that all expenses are charged to the appropriate general ledger account(s) based on the business purpose of the expense(s);
- contact the appropriate Dean's, Associate Vice-President's (AVP) or Vice-Provost's office for instructions if travel expenses exceed the guidelines of this Policy, or if expenses seem excessive; and

- contact Research ~~Accounting~~ **Finance**, when necessary, to verify that all expenses meet applicable granting agency guidelines.

Deans, AVPs, Vice-Provosts or Budget Unit Heads must:

- ensure that departments and/or Faculties within their portfolio abide by this Policy and the accompanying procedures;
- ensure that individuals involved in the process of approving travel expenses are properly trained;
- ensure that Travellers understand the requirements of this Policy;
- ensure that the expenditures are reasonable in the circumstances; and
- maintain an appropriate hierarchy for review and approval of University travel and travel reimbursement requests.

At their discretion, Deans, AVPs, Vice-Provosts or Budget Unit Heads may impose greater but not less control than required by this Policy.

Financial Services:

Financial Services must:

- maintain the University's Travel & Expenses Reimbursement Policy [and Related Procedures](#);
- [design an audit program to review and audit travel and expense reimbursements requests](#) to ensure that they are compliant with [the University's Travel & Expenses Reimbursement Policy](#) ~~University Policy~~ [and Related Procedures](#), CRA guidelines, and other regulations;
- review and adjust Travel & Expenses Reimbursement Procedures [as necessary](#) to be consistent with ~~the~~ [University Policy and all applicable federal and provincial legislation including, but not limited to, the Canada Revenue Agency \(CRA\), the Treasury Board of Canada Travel Directive and the Broader Public Sector \(BPS\) Accountability Act](#) ~~Treasury Board of Canada Travel Directive~~;
- process reimbursements in a timely manner; and
- properly record and report any taxable reimbursements [identified during audit of expense reimbursements](#).

Research ~~Accounting~~ **Finance:**

Research ~~Accounting~~ **Finance**, within Financial Services, will help determine which travel expenditures are reimbursable under a particular grant or contract, and are available to assist with any questions related to travel on research funds.

Internal Audit:

Internal Audit, as part of its program, is responsible for performing periodic audits, which include reviews of travel, entertainment, and non-travel business expense reimbursements.

Manual of Administrative Policies and Procedures

POLICY 2.16 – Travel & Expenses Reimbursement Policy

Policy Category:	Financial
Subject:	Travel & Expenses Reimbursement
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Responsible Office:	Financial Services
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Reimbursements are made only when requests are in accordance with this Policy and its Related Procedures.

All travel and expense reimbursement requests must:

- be supported by a detailed business purpose
- include all supporting documentation as required in the Related Procedures;

- be charged to the appropriate general ledger account coding based on the business purpose
- of the expense;
- be approved, for employee claims, using Western's Online Travel and Expenses System (direct deposit will be the primary method of reimbursement for all employees);
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Financial Services:

Financial Services must:

- maintain the University's Travel & Expenses Reimbursement Policy and Related Procedures;
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- review and adjust Travel & Expenses Reimbursement Procedures as necessary to be consistent with University Policy and all applicable federal and provincial legislation including, but not limited to, the Canada Revenue Agency (CRA), the Treasury Board of Canada Travel Directive and the Broader Public Sector (BPS) Accountability Act;
- process reimbursements in a timely manner; and
- properly record and report any taxable reimbursements identified during audit of expense reimbursements.

Research Finance:

Research Finance, within Financial Services, will help determine which travel expenditures are reimbursable under a particular grant or contract, and are available to assist with any questions related to travel on research funds.

Internal Audit:

Internal Audit, as part of its program, is responsible for performing periodic audits, which include reviews of travel, entertainment, and non-travel business expense reimbursements.

Catalyst Capital Fellow in Insolvency Law

FOR INFORMATION

At its meeting of March 14, 2017, the Property & Finance Committee approved that the Catalyst Capital Fellow in Insolvency Law be established within the Faculty of Law.

Donor and Funding: Catalyst Capital will donate up to \$2.5 million to support a number of projects at Western including the Catalyst Capital Fellow in Insolvency Law.

Effective Date: January 1, 2017

Purpose: The creation of this Fellowship will allow the Faculty of Law to enhance research and teaching in insolvency law and corporate restructuring. Research and activities to be undertaken by the holder of the Fellowship will be determined by the Dean of the Faculty of Law. The Fellow will be formally established and appointed at the University within the Faculty of Law.

A minimum of \$10,000 annually will be available to support the Fellow. The administration of the spending of resources will be the responsibility of the Dean of the Faculty of Law.

Criteria: Appointments to the Fellowship will be conducted in accordance with University policies and procedures. Appointments will normally be for a one-year term, renewable at the discretion of the Dean.

Reporting: The University, through the Faculty of Law will report to Catalyst Capital regarding the activities of the Fellow.

Background: The Fellow has been funded by Catalyst Capital.

Catalyst Capital Visiting Professor in Insolvency Law

FOR INFORMATION

At its meeting on March 14, 2017, the Property & Finance Committee approved that the Catalyst Capital Visiting Professor in Insolvency Law be established within the Faculty of Law.

Donor and Funding: Catalyst Capital will donate up to \$2.5 million to support a number of projects at Western including the Catalyst Capital Visiting Professor in Insolvency Law.

Effective Date: January 1, 2017

Purpose: The creation of this Professorship will allow the Faculty of Law to enhance research and teaching in insolvency law and corporate restructuring. Research and activities to be undertaken by the holder of the Visiting Professorship will be determined by the Dean of the Faculty of Law. The Visiting Professor will be formally established and appointed at the University within the Faculty of Law.

A minimum of \$60,000 annually will be available to support the Visiting Professor. The administration of the spending of resources will be the responsibility of the Dean of the Faculty of Law.

Criteria: Appointments to the Visiting Professorship will be conducted in accordance with University policies and procedures. Appointments will normally be for a one-year term, renewable at the discretion of the Dean.

Reporting: The University, through the Faculty of Law will report to Catalyst Capital regarding the activities of the Visiting Professorship.

Background: The Visiting Professorship has been funded by Catalyst Capital.

S&P Global
Ratings

RatingsDirect®

Research Update:

University of Western Ontario 'AA' Ratings Affirmed On Very Strong Enterprise And Financial Profiles

Primary Credit Analyst:

Adam J Gillespie, Toronto (1) 416-507-2565; adam.gillespie@spglobal.com

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Research Update:

University of Western Ontario 'AA' Ratings Affirmed On Very Strong Enterprise And Financial Profiles

Overview

- We are affirming our 'AA' long-term issuer credit and senior unsecured debt ratings on the University of Western Ontario.
- The ratings reflect our assessment of the university's stand-alone credit profile, which reflects our combined assessment of Western's very strong enterprise and financial profiles.
- The stable outlook reflects our expectation that Western will maintain a healthy market position and demand profile, it will continue to generate positive net adjusted margins, and available resources will remain superior.

Rating Action

On Feb. 28, 2017, S&P Global Ratings affirmed its 'AA' long-term issuer credit and senior unsecured debt ratings on the University of Western Ontario in London, Ont. The outlook is stable.

Rationale

The ratings on Western reflect the university's stand-alone credit profile (SACP), which S&P Global Ratings assesses at 'aa'. The ratings also reflect our opinion of a moderately high likelihood that the Ontario government would provide extraordinary support in the event of financial distress. The SACP on Western reflects our combined assessment of the university's very strong enterprise profile, with a healthy enrollment and demand profile and strong management and governance practices; and its very strong financial profile, with a history of sound financial performance and excellent levels of available resources. In our opinion, a moderate debt burden and the fiscal challenges facing the provincial government that could affect operating grants offset some of these strengths.

We believe the university benefits from a very strong enterprise profile, characterized by excellent economic fundamentals given Ontario's very strong economy, a robust market position, and steady student demand and enrollment. Western's full-time equivalent students (FTEs) increased 2.1% to 32,476 in fall 2016, supported by growth in both graduate and undergraduate enrollment. The university has planned for a modest increase in FTEs in the next few years, characterized by flat first-year enrolment but robust graduate student

growth; graduate students accounted for 18.5% in fall 2016, which was lower than the most research-intensive universities in the country such as McGill University, University of Toronto, and University of British Columbia. In our opinion, student quality continues to be strong: average entering grades, retention, and graduation rates continue to improve and are among the highest in the province. Although Western's selectivity ratio weakened somewhat in fall 2016 (as result of higher first-year applications and offers), its level remains in line with that of similarly rated Canadian universities.

In our opinion, Western's very strong financial profile is primarily supported by a fairly strong financial performance, excellent levels of available resources, and a moderate debt burden. The university's adjusted operating margin improved to 10.8% in fiscal 2016 from 4.5% in the previous year, in line with operating performance of similarly rated peers in Canada. We expect Western's financial profile will remain very strong in the next two years through the university maintaining abundant financial resources (with available resources in excess of 35% of adjusted operating expenses) and positive adjusted net margins, despite the operating pressures it faces--primarily the tuition framework, potential for flat or even lower government grants, and increasing salaries and benefits expenditures. Although the university expects its debt burden to increase in the near term, we do not expect the pro forma debt to materially affect its debt metrics; specifically, we expect that available resources will continue to exceed debt outstanding and our estimate of the pro forma maximum annual debt service to remain moderate, at about 4% of adjusted operating expenditures.

In accordance with our criteria for government-related entities (GRES), we base our view of Western's moderately high likelihood of extraordinary government support on our assessment of its important role in the province, given that postsecondary education is one of Ontario's priorities in both expenditure and mandate (after health care and school boards), and that there are no viable private alternatives. Its important role in the province also reflects our view of the university's solid reputation, which Western's very strong student quality and research profile demonstrate. The province's oversight, program approval rights, and tuition regulation over Western suggest a strong link to the university. Also supporting this view is that the province provides substantial operating grants, which account for about a quarter of the university's total revenue, and it appoints four of 28 board members.

We rate Western two notches above Ontario. The maximum differential allowed is three notches, in accordance with our methodology for rating GRES that we believe depend on ongoing government support. The difference reflects our view of the university's substantial financial assets. We believe there is a measureable likelihood that Western's financial resources would meet ongoing operational and debt service requirements should the government default and temporarily suspend payments to the university. In addition, the difference reflects Western's ownership structure, in which the government is neither an owner nor shareholder. We consider the risk of extraordinary negative government intervention to be low, given the university's operational

independence, important public policy role, and the government's hands-off approach to the sector. Although the Ontario government faces fiscal challenges and projects it will not return to fiscal balance until fiscal 2017-2018, we do not expect provincial operating grants for postsecondary education to diminish significantly, given this sector's vital public policy role.

Founded in 1878, Western is a research-intense, doctoral university. It is in the southwestern Ontario city of London, which has a population of about 384,000. Western has about 32,476 FTEs on its main campus (and close to 38,000 FTEs with its three affiliated colleges), and is the 10th-largest university in Canada in terms of full-time students (it's the fourth-largest in Ontario). It has 12 faculties and schools, including a school of medicine and dentistry, law, engineering, and business. It also has affiliations with three research institutes, three university colleges, and two teaching hospitals. The university is a member of the U15, a group of leading research-intensive universities in Canada. In fiscal 2016, it received C\$234 million in research-related grants and contracts, which have been slowly increasing in the past several years.

Liquidity

The university's liquidity is excellent, in our view. At fiscal year-end 2016, Western had almost C\$1.4 billion in cash and investments; equal to over 4x our pro forma debt estimate. Its available resources (internally restricted net assets plus internally restricted endowments) were what we consider high at C\$603.5 million, or 55.8% of adjusted operating expenditures and 173.7% of pro forma debt. Although we expect these ratios could be lower in the next two years if weaker investment returns persist, we believe they will remain more than sufficient to finance all debt service requirements and provide a sufficient buffer to withstand any likely medium-term stress scenario.

Outlook

The stable outlook reflects our expectations that, within our two-year outlook horizon, the university will maintain a healthy market position and demand profile; it will continue to generate positive net adjusted margins; and available resources will remain superior. We expect its available resources to remain in excess of 35% of adjusted operating expenses and cash and investments to be over 3x total debt; and that provincial support to the university will not decline beyond our current estimates. The outlook also reflects our expectation that Western's relationship with the province will be stable.

Downside scenario

We could revise the outlook to negative or lower the ratings if decreasing enrollment or funding grants resulted in adjusted net margins weakening to near balance or sustained deficits, or available resources eroded to less than

35% of adjusted expenditures or less than 100% of debt outstanding. Moreover, negative intervention from Ontario, or a significant reduction in Western's resilience to a provincial default scenario as our GRE criteria specify could cause us to lower the ratings, potentially to on par with or below those on Ontario, depending on the severity.

Upside scenario

A significantly improved enterprise profile, with a selectivity ratio below 50% and increased geographic diversification of the student body, with out-of-province students accounting for more than 30% of total FTEs, could result in a positive rating action.

Related Criteria

- General Criteria: Methodology: Not-For-Profit Public And Private Colleges And Universities, Jan. 6, 2016
- General Criteria: Rating Government-Related Entities: Methodology And Assumptions, March 25, 2015
- General Criteria: Use Of CreditWatch And Outlooks, Sept. 14, 2009

Related Research

- 2017 Outlook For Not-For-Profit Public Universities In Australia, Canada, Mexico, And The U.K.: A Stable Trend For All, Despite Funding Concerns, Jan. 17, 2017
- Slower Growth And Volatile Markets Loom Over North America's Stable Credit Conditions, July 11, 2016

Ratings List

Ratings Affirmed

University of Western Ontario

Issuer credit rating	AA/Stable/--
Senior unsecured	AA

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.globalcreditportal.com and at www.spcapitaliq.com. All ratings affected by this rating action can be found on the S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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Western University
2016-17 Operating Budget Update

as at January 31, 2017

(\$000)

<a> Summary

		As Approved by Board	Revised Forecast	Increase/Decrease	
				\$	%
1	Revenues 	728,507	733,876	5,369	0.74%
2	Expenditures <c>	732,415	730,028	(2,387)	-0.33%
3	Surplus / (Deficit)	(3,908)	3,848	7,756	
4	Operating Reserve -- Beginning of Year	47,999	53,141	5,142	
5	Surplus / (Deficit)	(3,908)	3,848	7,756	
6	Operating Reserve -- End of Year	44,091	56,989	12,898	

** Revenue Changes**

7	Tuition Revenue : Undergraduate			5,835	
8	Tuition Revenue : Graduate			(1,215)	
9	Government Grants : FFICR			854	
10	All Other			(105)	
11	Total Revenue Changes			5,369	

<c> Expense Changes

12	Revenue Sharing : Adjusted to Actual Enrolments			(2,020)	
13	All Other			(367)	
14	Total Expenditure Changes			(2,387)	

Report of the Investment Committee

FOR INFORMATION

This report outlines the performance of the Operating and Endowment portfolio and the recent activities of the Investment Committee.

Performance

The performance of the portfolio for the past four years was as follows:

<u>Asset Class</u>	Annual December 2016	Annual December 2015	Annual December 2014	Annual December 2013	Annualized for Four years Ending December 2016
Equities:					
Canadian	18.10%	-2.37%	13.47%	23.09%	12.65%
US	9.78	10.46	19.11	39.21	19.08
Non North American	2.14	11.04	5.33	27.73	11.14
Private	7.81	35.64	28.17	19.51	22.34
Fixed Income	2.11	3.81	8.53	-0.70	3.38
Real Estate	7.01	7.67	8.65	9.87	8.30
Absolute Return Strategies	9.07	9.08	8.11	8.52	8.70
Infrastructure	14.49	15.18	10.09	-	-
 Total Fund Return	<u>8.47%</u>	<u>7.36%</u>	<u>11.64%</u>	<u>19.84%</u>	<u>11.72%</u>
 Policy Return	<u>7.97%</u>	<u>4.62%</u>	<u>9.31%</u>	<u>16.98%</u>	<u>9.62%</u>

Returns in relation to the real rate of return objective

One of the Investment Committee's objectives is to earn a 4% real rate of return over the long term (i.e., to earn 4% over the rate of inflation, as measured by the Consumer Price Index). Inflation has averaged 1.5% per year for the four year period and 1.6% per year for the ten year period.

For the four years ending December 31, 2016, the annualized real rate of return was 10.3%. For ten years ending December 31, 2016, the annualized real rate of return for the portfolio was 4.8%.

Value added by Active Management

Another of the Investment Committee's objectives is to earn the return produced by the asset mix policy based on the returns of the market indices plus a premium to reflect the additional fees related to active management.

Over the four years ending December 31, 2016, the actual annualized return for the portfolio was 11.7% and the return generated by the market indices for the portfolio was 9.6% (the policy return). Over the ten years ending December 31, 2016, the actual annualized return for the portfolio was 6.4% and the return generated by the market indices for the portfolio was 5.4%. The objective was met for both of these periods.

Please refer to the attached pages for additional information related to total fund value added and the real returns for periods ending December 31, 2016.

The table below provides the classifications and market value of the assets held at December 31, 2016:

	Market Value	Target Asset Mix			Actual Asset Mix
		Minimum	Target	Maximum	
Equities					
<i>Canadian</i>	245,050,511	15.0%	20.0%	25.0%	20.5%
<i>US</i>	255,191,752	15.0%	20.0%	25.0%	21.4%
<i>EAFE</i>	239,301,234	15.0%	20.0%	25.0%	20.0%
<i>Private</i>	54,765,444	0.0%	5.0%	10.0%	4.6%
Total Equities	794,308,941	60.0%	65.0%	70.0%	66.4%
Fixed Income					
<i>Core Fixed Income</i>	121,626,393	5.0%	10.0%	30.0%	10.2%
<i>Commercial Mortgages</i>	52,674,334	0.0%	5.0%	10.0%	4.4%
Total Fixed Income	174,300,727	10.0%	15.0%	35.0%	14.5%
Real Assets					
<i>Real Estate</i>	47,585,008	0.0%	5.0%	10.0%	4.0%
<i>Infrastructure</i>	121,031,923	5.0%	10.0%	15.0%	10.1%
Total Real Assets	168,616,931	5%	15%	20%	14.1%
Diversifiers					
<i>Cash</i>	31,111,451	0.0%	0.0%	10.0%	2.6%
<i>Absolute Return Strategies, Market Neutral Strategies</i>	28,711,322	0.0%	5.0%	10.0%	2.4%
Total Diversifiers	59,822,773	0%	5%	15%	5.0%
SSgA Dynamic Strategic Hedging	-1,924,666				
Grand Total	1,195,124,706				100.0%

The following
the total
at December 31,

Investment Portfolio	Value Invested
Short term	366.2
<i>Operating:</i>	
<i>Obligations</i>	307.6
<i>Surplus</i>	264.4
Total Operating	572.0
Endowed	623.1
Total Operating & Endowed Portfolio	1,195.1
Total Investments	1,561.3

chart summarizes
investments held
2016:

Update on Investment Committee Activities

- The Committee:
 - Continued discussions regarding payout policy (policy 2.11). The Committee decided not to make any change to the policy at this time and to closely monitor capital market assumptions provided by Russell, along with performance.
 - Approved the new Personal Investment Policy for Western employees involved with the management of the Operating & Endowment Fund.
 - Provided advice and guidance to WORLDiscoveries regarding the potential launch of an affiliate life science fund.
 - Is reviewing various strategies that could be used to meet the 7.5% allocation to Private Equity. Work continues on this issue.
 - Agreed that steps should be taken to reach the target allocations to mortgages, real estate and infrastructure. Suggestions included:
 - Making an additional commitment to Greystone Commercial Mortgage fund in the range of \$12 - \$15 million
 - Making an additional commitment to First State Infrastructure fund in the range of \$5 - \$10 million
 - Was congratulated by Bruce Curwood, Investment Consultant with Russell Investments Canada for its superior ten year performance and the tremendous positive impact that has on the University:
 - The Operating & Endowment fund 10 year return was 6.38%; 0.94% better than the benchmark (added value) and first quartile performance over that entire period.
 - Net of fees, the value added is approximately 0.33% which is equivalent to \$1.65 million (using average total fund assets of \$500 million) each year or \$16.5 million over 10 years without compounding.

UWO Operating - Combined

Total Fund Value Added – December 31, 2016

Good value added from active management in each of the last 5 years and all annualized time periods!

	1 Year Annualized	2 Years Annualized	3 Years Annualized	4 Years Annualized	5 Years Annualized	6 Years Annualized	7 Years Annualized	8 Years Annualized	9 Years Annualized	10 Years Annualized
UWO Annualized Return (1)	8.5	7.9	9.1	11.7	11.7	9.4	9.5	10.4	6.7	6.4
Policy Return (2)	8.0	6.3	7.3	9.6	9.8	7.9	8.3	9.4	5.7	5.4
Value Added	0.5	1.6	1.9	2.1	1.9	1.5	1.2	1.0	1.0	0.9

	Yr Ending 12/31/2016	Yr Ending 12/31/2015	Yr Ending 12/31/2014	Yr Ending 12/31/2013	Yr Ending 12/31/2012	Yr Ending 12/31/2011	Yr Ending 12/31/2010	Yr Ending 12/31/2009	Yr Ending 12/31/2008	Yr Ending 12/31/2007
UWO Annual Return (1)	8.5	7.4	11.6	19.8	11.4	-1.0	10.2	16.7	-18.9	3.6
Policy Return (2)	8.0	4.6	9.3	17.0	10.4	-0.8	10.8	17.3	-19.6	2.9
Value Added	0.5	2.7	2.3	2.9	0.9	-0.2	-0.6	-0.6	0.8	0.8

Policy Mix as of December 31

S&P/TSX Composite	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%
S&P 500	5%	5%	5%	5%	5%	5%	5%	5%	5%	15%
S&P 500 Hedged Currency	11%	11%	11%	11%	11%	11%	11%	11%	10%	5%
S&P 400 Hedged Currency	4%	4%	4%	4%	4%	4%	4%	4%	5%	5%
MSCI EAFE	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
MSCI EAFE Hedged Currency	10%	10%	10%	10%	10%	10%	10%	10%	10%	5%
Total Equity	60%									
FTSE TMX Bond Universe (3)	18%	18%	18%	25%	25%	25%	40%	40%	40%	40%
MSCI All Country World (ACWI)	5%	5%	5%	5%	5%	5%	0%	0%	0%	0%
90-Day LIBOR	3%	3%	3%	5%	5%	5%	0%	0%	0%	0%
Infrastructure (CPI + 5)	10%	10%	10%	0%	0%	0%	0%	0%	0%	0%
Real Estate (4)	5%	5%	5%	5%	5%	5%	0%	0%	0%	0%

Notes:

(1) All returns are before deducting investment managers' fees.

(2) The UWO Policy Return is the return that would have been earned (before investment managers' fees) by investing the portfolio in index funds in proportion to the target or policy asset mix.

(3) Currently allocation is 10% FTSE TMX Bond Universe, 5% using a combination of (60% FTSE TMX ST / 40% FTSE TMX MT), and 2.5% FTSE TMX ST Bond Index. Includes hedge fund and private equity prior to July 2010

(4) Current 5% allocation consists of 2.5% REALpac / IPD Canada - All Property Index and 2.5% REALpac / IPD Canada - All Industrials Index

UWO Operating - Combined

Total Fund Real Returns – December 31, 2016

A Real Return of 10.3% over the last 4 years and well above the 4% Real Objective in all time periods

	1 Year	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years	9 Years	10 Years	20 Years
UWO Annualized Returns	8.5	7.9	9.1	11.7	11.7	9.4	9.5	10.4	6.7	6.4	7.4
CPI (Inflation)	1.5	1.6	1.5	1.5	1.3	1.5	1.6	1.6	1.5	1.6	1.8
Real Return	7.0	6.4	7.6	10.3	10.3	7.9	7.9	8.8	5.2	4.8	5.6
	Yr Ending 12/31/2016	Yr Ending 12/31/2015	Yr Ending 12/31/2014	Yr Ending 12/31/2013	Yr Ending 12/31/2012	Yr Ending 12/31/2011	Yr Ending 12/31/2010	Yr Ending 12/31/2009	Yr Ending 12/31/2008	Yr Ending 12/31/2007	
UWO Annual Returns	8.5	7.4	11.6	19.8	11.4	-1.0	10.2	16.7	-18.9	3.6	
CPI (Inflation)	1.5	1.6	1.5	1.2	0.8	2.3	2.4	1.3	1.2	2.4	
Real Return	7.0	5.8	10.2	18.6	10.5	-3.3	7.9	15.3	-20.1	1.3	

New Scholarships and Awards

FOR INFORMATION

At its meetings on March 14 and April 25, 2017, the Property and Finance Committee approved on behalf of the Board of the Governors the following terms of reference for new scholarships, awards, bursaries and prizes.

Highstreet Asset Management Entrance Scholarship (Economics)

Awarded annually to a full-time graduate student entering the Master of Financial Economics (MFE) program, based on academic achievement. The recipient will be selected by a committee appointed by the Director of the MFE program, with at least one representative holding membership in the School of Graduate and Postdoctoral Studies. This scholarship was established with a generous gift from Highstreet Asset Management Inc.

Value: 1 at \$5,000

Effective Date: May 2017 to April 2020 inclusive

Highstreet Asset Management In-Course Scholarship (Economics)

Awarded annually to a full-time graduate student in the Master of Financial Economics (MFE) program, based on academic achievement, and an excellent evaluation from the student's host employer, received upon completion of their internship. Students must submit a copy of this evaluation to the MFE Program Coordinator in the Department of Economics by September 30th. The recipient will be selected by a committee appointed by the Director of the MFE program, with at least one representative holding membership in the School of Graduate and Postdoctoral Studies. This scholarship was established with a generous gift from Highstreet Asset Management Inc.

Value: 1 at \$5,000

Effective: May 2017 to April 2020 inclusive

Douglas W. Muzyka International Graduate Student Research Fellowship (Engineering)

Awarded annually to a full-time MEdSc or PhD student(s) in the Faculty of Engineering, who is conducting research internationally in collaboration with a host institution or company for a minimum four-month period. Preference will be given to student(s) in Chemical and Biochemical Engineering. Students must apply for this fellowship by submitting an outline of their research, anticipated expenses (travel, housing and living costs) and what support their thesis supervisor and host institution/company will provide. Externally funded student(s) are eligible to apply. Applications must be submitted to the Graduate Studies Office in the Faculty of Engineering by May 1st. Recipients will be selected by the Associate Chairs Graduate Studies Committee in the Faculty of Engineering. At least one member of the committee must hold membership in the School of Graduate and Postdoctoral Studies. This fellowship was established with a generous gift from Dr. Douglas W. Muzyka (PhD Engineering '85, MEdSc '79, BEdSc '77).

Value: Number and Value will vary (\$10,000 is available for May 2017 to April 2018, with value and number of fellowships to be reviewed each year after this).

Effective Date: May 2017

KCI Medical Canada Inc. Graduate Scholarship in Physical Therapy (Physical Therapy)

Awarded annually to a full-time graduate student in the Master of Clinical Science Program in the School of Physical Therapy in the Wound Healing program, based on academic achievement. The award will be adjudicated by the Master of Clinical Science Wound Healing Field Committee. At least one representative of the committee must hold current membership in the School of Graduate and Postdoctoral Studies. This scholarship was made possible by a generous gift from KCI Medical Canada Inc. (Acelity).

Value: 1 at \$1,500

Effective Date: May 2016 to April 2021 inclusive

Dr. Peter Swedko Memorial Merrymakers Award (Medicine)

Awarded to a graduating student from the Undergraduate Doctor of Medicine (MD) Program at the Schulich School of Medicine & Dentistry, who has demonstrated academic achievement and who has been extensively involved in medical school extracurricular activities throughout their time at Schulich. Online Nomination Forms can be submitted by students and faculty to the Undergraduate Medical Education Office by March 31. The Progression & Awards Committee will select the recipient each year from the list of nominations. This award was established by a generous gift from the Meds Class of 1996 Alumni, in memory of their classmate, Dr. Peter Swedko (MD '96).

Value: 1 at \$1,000

Effective Date: 2017-2018 academic year

Peter was a young man who knew that being a doctor required more than just knowledge. He lived that belief through teaching in the teen healthy sexuality project, leadership in the Hippocratic Council, and integration of medical informatics in his career as a nephrologist. But most of all, he knew that it was compassion, caring and laughter that made a doctor into a healer. He is best remembered for his active involvement and leadership in the Tachycardia plays, in which he made everyone laugh by playing roles such as Richard Simmons. He regularly encouraged his colleagues to participate in all social and school activities and to realize that life is meant to be lived to its fullest.

Sadly, Peter died in 2005 at the age of 33. The hope is that this award will honour medical students who embody the same spirit of involvement as Peter did, to reward those individuals who demonstrate that medical school is much more than just academics, and who thereby help to create a much more rewarding environment for all fellow medical students.

John R. Currie HBA 2 Award in Entrepreneurship (Ivey)

Awarded annually to a student enrolled in HBA 2 at the Ivey Business School, based on academic achievement, leadership skills, and personification of the spirit, passion and drive necessary to become a successful entrepreneur. Preference will be given to a Canadian citizen. The HBA Scholarship Committee, in consultation with the Pierre L. Morrissette Institute for Entrepreneurship, will make the final selection of the recipient. This award was established with a generous gift from John R. Currie, HBA '60.

Value: 1 at \$20,000

Effective Date: 2017-2018 academic year

Carmyn Aleshka Women's Soccer Award (Athletics)

Awarded annually to a full-time undergraduate or graduate student in any year of any degree program at Western including the Affiliated University Colleges who is making a contribution as a member of the Western Women's Soccer Team. Candidates must be in compliance with current OUA and CIS regulations. As per OUA and CIS regulations, an entering student athlete must have a minimum admission average of 80% and a non-entering student must have an in-course average of 70%. The Western Athletic Financial Awards Committee will select the recipient basing its decision on its evaluation of academic performance/potential (20%) and the written recommendation from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20% respectively). This award was established by Carmyn A. Aleshka (HBA '00).

Value: 1 at \$3,000

Effective Date: 2017-2018 to 2018-2019 academic years inclusive

Mocrae Dentistry Bursary (Dentistry)

Awarded annually to an undergraduate student entering Year 1 of the Doctor of Dental Surgery (DDS) program, based on demonstrated financial need. Candidates must complete an admission financial assistance application form, available online through the Student Center, by April 1. The recipient will be selected by the Office of the Registrar. This bursary was made possible by a generous gift from Dr. Steve Mocrae.

Value: 1 at \$1,500

Effective Date: 2017-2018 to 2021-2022 academic years inclusive

Dr. Mocrae practices Dentistry in Barrie, Ontario, and believes in giving back to the community and supporting future dentists.

J.E. (Jim) Kennedy Scholarship in Urban Development (Geography)

Awarded annually to a full-time undergraduate student entering Year 3 of the Honors Specialization in Urban Development module, or the combined Honors Specialization in Urban Development/HBA program, who has achieved the highest grade in the "Introduction to Urban Development" Course in Year 2. The recipient will be selected by the Scholarship and Awards Committee led by the Chair of the Department of Geography. This award was established with a generous gift from the London Development Institute in honour of J.E. (Jim) Kennedy, a long-time member and President.

Value: 1 at \$1,000

Effective Date: 2017-2018 academic year

Earl Palmer, QC Entrance Scholarship (Law)

Awarded annually to a full-time law student entering Year 1 who has shown great academic achievement and promise. The Scholarship/Awards Committee in the Faculty of Law will select the recipient. This scholarship is made possible by a generous gift from Harry Burkman, BA'73, LLB'76, in honour of Earl Palmer, Professor Emeritus in the Faculty of Law.

Value: 1 at \$2,500

Effective Date: 2017-18 to 2021-2022 academic years inclusive

Smith & Nephew Graduate Scholarship in Wound Healing (Physical Therapy)

Awarded annually to a full-time graduate student in the School of Physical Therapy, Master of Clinical Science Wound Healing program, based on the student's academic achievement and curriculum vitae. Students will complete an application form and provide an updated curriculum vitae that highlights reasons why they should be selected to receive the award. The award will be adjudicated by the Master of Clinical Science Wound Healing Field Committee. At least one representative of the committee must hold current membership in the School of Graduate and Postdoctoral Studies. This award was established by a grant from Smith & Nephew.

Value: 1 at \$1,500

Effective Date: May 2017 to April 2022

Raveena Aulakh Memorial Award in Journalism and Communication (Information and Media Studies)

Awarded annually to a full-time graduate student entering the Master of Media in Journalism and Communication (MMJC) program, based on excellent academic achievement and prior experience in journalism and/or communication. The recipient will be selected by the Dean of the Faculty of Information and Media Studies, in consultation with the admissions committee in the Journalism and Communication program of which at least one member holds membership in the School of Graduate and Postdoctoral Studies. This award was established in memory of Raveena Aulakh (MA, Journalism '07) by her family and friends.

Value: 1 at \$2,000

Effective Date: May 2017

Raveena was an accomplished journalist with the Hindustan Times and the Indian Express in India when she decided to challenge herself to practice her craft on the other side of the world. After graduating from the Master's program in Journalism at Western, she interned at the Globe and Mail and the Hamilton

Spectator, and worked at the Kitchener Record and the Toronto Star. She was twice nominated for a national newspaper award, winning for her undercover investigation of Bangladesh sewing factories in 2013, which brought her international acclaim. Raveena died in 2016 at the age of 42.

Alpha Kappa Kappa Beta Kappa Scholarship and Gold Medal in Medicine (Medicine)

Awarded annually to a full-time undergraduate student completing Year 4 in the Doctor of Medicine (MD) program who achieves the highest academic standing. This scholarship was established by a generous gift from the Alumni members of the Alpha Kappa Kappa Beta Kappa Chapter of London, Ontario.

Value: 1 at \$2,900 and Gold Medal
Effective Date: 2017-2018 academic year

This Scholarship honours the founding members of Alpha Kappa Kappa who created this fraternity in 1924. The Gold Medal was first given out in 1929.

In 1924, the Beta Kappa chapter of Alpha Kappa Kappa was formed with 47 male members attending Western's Medical School. They believed that their mission was to improve the character and quality of its members in order that they may be better qualified for the noble calling they had chosen; that of a Medical Doctor. Following the graduation of the Medical Class of 1973, the fraternity disbanded.

Alpha Kappa Kappa Beta Kappa Scholarship and Silver Medal in Medicine (Medicine)

Awarded annually to a full-time undergraduate student completing Year 4 in the Doctor of Medicine (MD) program, who has demonstrated academic achievement, class/school leadership and involvement in community service activities. Candidates will be nominated by their fellow students for this award. Nomination forms are due by March 31st to the Dean's Office in the Schulich School of Medicine & Dentistry. The Progression and Awards Committee will select the recipient. This scholarship was established by a generous gift from the Alumni members of the Alpha Kappa Kappa Beta Kappa Chapter of London, Ontario.

Value: 1 at \$2,700 and Silver Medal
Effective Date: 2017-2018 academic year

This scholarship honours Dr. John S. Winder, a graduate of Western Meds 1942. He was a Family Physician in London, Ontario for many years. In addition to his family practice, he was Medical Director of the London Life Insurance Company. He was a valued member of the staff of both Victoria and St. Joseph's Hospitals in London. A long-standing respected member of the London Medical community, he was also a member of the Harvey Club. A strong supporter as an Alumnus of AKK-Beta Kappa Chapter fraternity, Dr. Winder was honoured by AKK International in 1972 with the title of Primarius of Beta Kappa Fraternity. He worked diligently to maintain AKK and enjoyed the collaboration and collegueship of both the Harvey Club and the AKK Fraternity.

The annual AKK dance was a time of great fun and fellowship for his fraternity brothers and for him and his wife, Maude. The Alumni members of AKK-Beta Kappa Chapter are pleased to name this new award in his memory.

In 1924, the Beta Kappa chapter of Alpha Kappa Kappa was formed with 47 male members attending Western's Medical School. They believed that their mission was to improve the character and quality of its members in order that they may be better qualified for the noble calling they had chosen; that of a Medical Doctor. Following the graduation of the Medical Class of 1973, the fraternity disbanded.

Union Gas Award in Accounting (Social Science)

Awarded to a full-time undergraduate student in second or third year of a Module in Accounting within the Management and Organizational Studies (MOS) program, based on academic achievement (minimum

75% academic average) and overall participation in the MOS program and broader university community. Students are required to submit a one-page application to the program office summarizing their participation in Management and Organizational Studies (MOS) program and the broader university community. Applications are available online or from the program office and must be submitted by April 1. Recipients will be selected by a Student Awards Committee of the MOS program.

Value: 1 at \$2,500

Effective Date: 2016-2017 academic year only

Dr. Allen Pearson Graduate Award in Educational Leadership (Education)

Awarded annually to a full-time graduate student in the Education program, based on academic achievement and a one-page letter outlining: 1) how student's studies align to the development of research in the area Educational Leadership, and 2) student's aspirations for having an impact on leadership in Education. The scholarship and awards committee in the Faculty of Education will select the recipient. At least one representative of the committee must hold membership in the School of Graduate and Postdoctoral Studies. This award was made possible by a generous gift from the Estate of Dr. Allen Pearson.

Value: 1 at \$1,500

Effective Date: May 2016 to April 2030

This award is in memory of Dr. Allen Pearson, former Dean of the Faculty of Education from 1995 to 2007 and full-time faculty until 2010. Allen is remembered as a philosopher of education, a supportive and encouraging mentor for many, a respected negotiator and one who extended his service into many areas of the University including Senate and Western's Teaching Support Centre. He was admired not only for his intellect but also for his good nature, gentleness, kindness and humility.

Dr. Heather Laschinger Graduate Scholarship in Health Services (Nursing)

Awarded annually to a graduate student entering a Master or Doctoral program in Nursing who is studying in the field of Nursing Leadership and Health Services Delivery, based on academic achievement. The recipient will be selected by the Scholarship Committee in the School of Nursing. At least one representative of the committee must hold membership in the School of Graduate and Postdoctoral Studies. This scholarship was established by family and friends in memory of Dr. Heather Laschinger.

Value: 1 at \$1,000

Effective Date: May 2017

Dr. Heather Laschinger was a prolific researcher whose work investigating the impact of nursing work environments on nursing and client outcomes garnered her many awards and helped optimize both nurse and patient wellbeing. Heather came to Western in 1987 and quickly established herself as a world-class scholar. She was named one of Western's Distinguished University Professors in 2006 and earned the Hellmuth Prize for Achievement in Research in 2010. In 2009, she was named the Arthur Labatt Family Nursing Research Chair in Health Human Resources Optimization. Heather died in 2016 at the age of 71.

Andrea Christidis Memorial Entrance Bursary (Health Sciences)

Awarded annually to a full-time undergraduate student entering Year 1 in the Faculty of Health Sciences, based on demonstrated financial need. Online financial assistance applications are available through Student Center and must be submitted by October 31st. The recipient will be selected by the Office of the Registrar. This award was made possible by a generous gift from the Faculty of Health Sciences Students' Council in memory of Andrea Christidis.

Value: 1 at \$2,000

Effective Date: 2017-2018 to 2021-2022 academic years inclusive

Andrea had just entered her first year in the Faculty of Health Sciences at Western when she was killed by a drunk driver on campus in October of 2015. Her life was filled with a passion for reading, travelling, soccer, skiing, swimming and the arts. Andrea was actively involved with the St. Demetrios Greek Youth Community and had a tight-knit group of friends and an extremely close bond to her extended family.

Andrea Christidis Memorial Upper-Year Bursary (Health Sciences)

Awarded annually to a full-time undergraduate student in Year 2, 3 or 4 in the Faculty of Health Sciences, based on demonstrated financial need. Online financial assistance applications are available through Student Center and must be submitted by October 31st. The recipient will be selected by the Office of the Registrar. This award was made possible by a generous gift from the Faculty of Health Sciences Students' Council in memory of Andrea Christidis.

Value: 1 at \$2,000

Effective Date: 2017-2018 to 2021-2022 academic years inclusive

Andrea had just entered her first year in the Faculty of Health Sciences at Western when she was killed by a drunk driver on campus in October of 2015. Her life was filled with a passion for reading, travelling, soccer, skiing, swimming and the arts. Andrea was actively involved with the St. Demetrios Greek Youth Community and had a tight-knit group of friends and an extremely close bond to her extended family.

Dr. J.F. Sangster Graduate Studies Family Medicine MCISc Award (Medicine)

Awarded annually to part-time or full-time graduate students in the Master of Clinical Science program in Family Medicine. To be eligible, candidates must have a Family Practice Certification and at least 5 years of Family Medicine practice experience. Applicants must have completed all compulsory course work for their MCISc program, and have submitted their Thesis or Research Project proposal. Applications are available online through the Graduate Program Office in Family Medicine and must be submitted by May 31st. The Graduate Program in Family Medicine will select the recipients. At least one member of the selection committee must hold current membership in the School of Graduate and Postdoctoral Studies. This award was established by Dr. John F. Sangster (MCISc '84, MD '67). Award recipients will also receive a medal provided by the Department of Family Medicine.

Value: 1 at \$2,000

Effective Date: May 2017

Dr. Sangster's vision is that this award will contribute to the preservation of comprehensive Family Medicine in clinical practice and support research within the Graduate Studies Program.

Dr. J.F. Sangster Graduate Studies Family Medicine PhD Award (Medicine)

Awarded annually to part-time or full-time graduate students in the Doctoral program in Family Medicine. To be eligible, candidates must have a Family Practice Certification and at least 5 years of Family Medicine practice experience. Applicants must have completed all compulsory course work for the PhD program, and have submitted their Comprehensive Examination proposal. Applications are available online through the Graduate Program Office in Family Medicine and must be submitted by May 31st. The Graduate Program in Family Medicine will select the recipients. At least one member of the selection committee must hold current membership in the School of Graduate and Postdoctoral Studies. This award was established by Dr. John F. Sangster (MCISc '84, MD '67). If there is no suitable or eligible candidate in the PhD program in a given year, this award may be granted to a suitable MCISc student. Award recipients will also receive a medal provided by the Department of Family Medicine.

Value: 1 at \$2,000
Effective Date: May 2017

Dr. Sangster's vision is that this award will contribute to the preservation of comprehensive Family Medicine in clinical practice and support research within the Graduate Studies Program.

HBA '86 Award (Ivey Business School)

Awarded annually to a full-time student entering the Honors Business Administration program at the Ivey Business School, based on academic achievement, community leadership and demonstrated financial need. This award will continue in HBA year 2 provided that the candidate maintains a 70% average and demonstrates financial need. Online financial need assistance applications are available through Student Center and must be submitted by September 30. The Office of the Registrar will determine financial need eligibility and the HBA Scholarship Committee will make the final selection of the recipient. This award was established in recognition of the HBA Class of 1986 30th reunion.

Value: 2 at \$5,000 continuing
Effective Date: 2017-2018 to 2022-2023 academic years inclusive (final recipients to be chosen in 2021-2022)

James Family Award (Engineering or Science)

Awarded annually to an undergraduate student in Year 3 in the Faculty of Engineering, or the Faculty of Science, based on academic achievement and demonstrated financial need. Online financial assistance applications are available through Student Center and must be submitted by September 30th. The Office of the Registrar will select the recipient. This award was established by a generous gift from Mr. Michael James (BESc '63) and Ms Jocelyne Robert in recognition of four generations of the James family as Western Alumni.

Value: 1 at \$1,000
Effective Date: 2017-2018 academic year

In 1906 Dr. Nathaniel Chamney James became Western's first President and Vice-Chancellor. In this role, he consolidated and strengthened the Faculty of Arts and lobbied for provincial support of a secular university. The award recognizes him and his ten descendants who are alumni.

Kirby-Thurairajah Ontario Graduate Scholarship (Engineering)

Awarded to a full-time graduate student studying in the Faculty of Engineering at the Masters or Doctoral level who is a current holder of an Ontario Graduate Scholarship or an Ontario Graduate Scholarship in Science and Technology based on academic achievement and research merit. The School of Graduate and Postdoctoral Studies will select the recipients in consultation with the Faculty of Engineering. This scholarship was made possible by a generous gift from Mr. Blaik Kirby (BESc Civil Engineering '90, MEng '93, MBA '95) and Mrs. Vanitha Thurairajah.

Value: 1 at \$5,000*
Effective Date: May 2016 to April 2020

*Ontario Graduate Scholarship (OGS) funding ensures a 2:1 match through the Provincial Government, increasing the value of the scholarship to \$15,000 each.

Sellery Family HBA Award (Ivey Business School)

Awarded annually to a full-time student in the Honors Business Administration program at the Ivey Business School, who is a varsity student-athlete and graduated from a public high school. Preference will be given to a Canadian citizen. The HBA Scholarship Committee will make the final selection of the recipient. This award was established with a generous gift from Alan Sellery, HBA '87.

Value: 1 at \$4,000
Effective Date: 2017-2018 academic year

Dentistry Class of 1973 Award (Schulich School of Medicine & Dentistry)

Awarded annually to an undergraduate student entering Year 1 of the Doctor of Dental Surgery (DDS) program, based on academic achievement and demonstrated financial need. Candidates must complete an admission financial assistance application form, available online through Student Center, by April 1. The recipient will be selected by the Office of the Registrar. This award was made possible by the generosity of graduates of the Schulich School of Medicine & Dentistry, Dentistry Class of 1973.

Value: 1 at \$1,500

Effective Date: 2016-2017 to 2020-2021 academic years inclusive

Dr. J. Barkey & Dr. E Sabga Windsor Medical Award (Schulich School of Medicine & Dentistry)

Awarded annually to a full-time Windsor Campus undergraduate student in any year of the Doctor of Medicine (M.D.), who has demonstrated financial need and academic achievement. Online financial assistance applications are available through Student Center and must be completed by September 30th. The Progression & Awards Committee in the Schulich School of Medicine & Dentistry will select the recipient once the Office of the Registrar has determined financial need. This award was established by Dr. J. Barkey and Dr. E. Sabga.

Value: 1 at \$1,500

Effective Date: 2017-2018 to 2021-2022 academic years inclusive

Dr. George P. Wysocki Scholarship (Schulich School of Medicine & Dentistry)

Awarded annually to an undergraduate student completing Year 4 of the Doctor of Dentistry program who has demonstrated excellence in Oral Pathology and Diagnosis. The Examinations and Progression Committee will select the recipient, based on the recommendation of the Division of Oral Pathology. This scholarship was established by the Dentistry Class of 1978 in honour of their Honorary Class President, Dr. George P. Wysocki, and his contributions to their class and the program at Western's School of Dentistry.

Value: 1 at \$1,000

Effective Date: 2016-2017 academic year

Dr. George P. Wysocki received BSc and DDS degrees from the University of Alberta and a PhD from the University of North Carolina. He was a postdoctoral fellow at Indiana. In 1973 he came to the Western University's Department of Oral Pathology, where he remained until retirement in 2002. During those years he co-authored a textbook and held a number of positions including Chair of the Department of Oral Pathology.

Glen W. Davis Ecology Scholarship (Science)

Awarded annually to a full-time undergraduate student in Year 3 in the Faculty of Science based on academic achievement in the second year Ecology course (Biology 2483A) and a minimum 80% average in the prior year. The recipient will be selected by the Scholarship and Awards Committee in the Faculty of Science. This scholarship was established by Mrs. Mary Alice Davis in memory of her husband, Mr. Glen W. Davis.

Value: 1 at \$5,000

Effective Date: 2016-2017 to 2020-2021 academic years inclusive

Glen W. Davis Biodiversity and Conservation Scholarship (Science)

Awarded annually to a full-time undergraduate student in Year 4 in the Honors Specialization in Biodiversity and Conservation module in the Faculty of Science, based on academic achievement (minimum 80% average) in the previous academic year. The recipients will be selected by the Scholarship and Awards Committee in the Faculty of Science. This scholarship was established by Mrs. Mary Alice Davis in memory of her husband, Mr. Glen W. Davis.

Value: 1 at \$5,000

Effective Date: 2016-2017 to 2020-2021 academic years inclusive

REPORT OF THE GOVERNANCE & BY-LAWS COMMITTEE

Contents	Consent Agenda
Notice of Motion – Amendments to By-Law No. 1	Yes
Board Orientation Handbook	Yes

FOR INFORMATION

1. **Notice of Motion – Amendments to By-Law No. 1**

In accordance of the Board's By-Law No. 1, Section Q, the Board shall receive a notice to amend or repeal any of the By-Laws at least 30 days prior to the meeting of the Board at which the motion is to be presented. The Governance and By-Laws Committee approved several substantive and editorial changes to By-Law No. 1 at its last meeting and will bring these forward for approval to the Board on June 22.

2. **Board Orientation Handbook**

During the past year, members of the Committee worked on revising the Board Orientation Handbook. The updated Handbook will be available on OWL for all Board members.

REPORT OF THE SENIOR POLICY & OPERATIONS COMMITTEE

Contents	Consent
Annual Report of the Code of Student Conduct Cases	Yes

FOR INFORMATION

1. **Annual Report of the Code of Student Conduct Cases**

The Code of Student Conduct is a Board policy that deals with non-academic offences committed by students. It is administered through the office of the Associate Vice-President (Student Experience). The annual report of the adjudicated cases is attached as [Annex 1](#).



Code of Student Conduct

Annual Report to the Western Board of Governors
for the period May 1, 2015 – April 30, 2016
Prepared by Jana Luker,
Associate Vice-President (Student Experience)

This is the fifteenth report of actions taken under the terms of the Code of Student Conduct since the Code was enacted by the Board of Governors. The office of the Associate Vice-President (Student Experience) continues to work closely with the University's Legal Counsel, Deans' offices and Campus Community Police Service, to ensure all matters involving the Code are handled according to the established procedures for record-keeping, communication and follow-up.

The information presented spans from May, 1, 2015 to April 30, 2016. Please note that the reporting period has been adjusted to reflect the fiscal year. As shown in the table below, there were 27 Code incidents, involving 40 students that have come to attention of and adjudicated by the Associate Vice President (Student Experience).

It is important to note that amongst the incidents of misconduct against the Code of Student Conduct, Western has a comparatively low report rate of sexual violence. The University is committed to providing and maintaining an environment in which sexual violence is not tolerated. Newly proposed legislation introduced by the Province of Ontario will require universities to offer stronger support programs aimed at eradicating sexual violence and harassment. In Student Experience, we want to ensure that survivors are given the opportunity to report sexual violence. With Western increasingly offering stronger programming around sexual violence prevention, we have seen an increase in reports around sexual violence during this academic year.

INCIDENT	NUMBER OF STUDENTS	SANCTION	DECISION MADE BY
Improper use of dangerous object	1	One year probation, letter of apology. Educational Sanction: reflection letter	Associate Vice President (Student Experience)
Misconduct involving property (unauthorized entry); Drug use	2	One year probation. Restitution in the amount of \$187.50. Restricted use of alcohol while on campus. Educational Sanction: reflection letter	Associate Vice President (Student Experience)

INCIDENT	NUMBER OF STUDENTS	SANCTION	DECISION MADE BY
		One year probation. Restitution in the amount of \$187.50. Restricted use of alcohol while on campus. Educational Sanction: LEP module completion	Associate Vice President (Student Experience)
Misconduct against person (assault, confinement)	1	Restricted contact from complainant. Restricted use of alcohol while on campus, restricted access to Weldon Library	Associate Vice President (Student Experience)
Contravention of University regulations (parking)	1	Behavioural Contract	Associate Vice President (Student Experience)
Misconduct against person (assault); Improper use of dangerous object	1	Behavioural Contract, Restrictions while on campus	Associate Vice President (Student Experience)
Misconduct involving property x2 (unauthorized entry); Misconduct against person (engaging or participating in conduct that is, or is reasonably seen to be, humiliating, or demeaning to another person)	3	Residence Contract Terminated. Student Voluntarily withdrew from University.	Associate Vice President (Student Experience) <i>in conjunction with Housing and Ancillary Services*</i>
		Probation, letter of apology, Educational Sanction: LEP module completion, additional residence sanctions	Associate Vice President (Student Experience)
		Probation, letter of apology, Educational Sanction: LEP module completion. Additional residence sanctions	Associate Vice President (Student Experience)
Furnishing false Information; Improper use of dangerous object; Misconduct against person (threats)	1	Probation for remainder of Education at Western University. Restricted use of alcohol while on campus; restricted contact from complainant. Educational Sanction: reflection letter,	Associate Vice President (Student Experience)

INCIDENT	NUMBER OF STUDENTS	SANCTION	DECISION MADE BY
Misconduct involving property (unauthorized entry)	1	Behavioural Contract	Associate Vice President (Student Experience)
Misconduct against person (intimidation)	1	One year probation, Student required to submit reflection letter and Mental Health Services Feedback	Associate Vice President (Student Experience)
Misconduct involving property (parking)	1	Probation. Restricted from parking on any Western University lot. Restitution in the amount of \$3,369.00	Associate Vice President (Student Experience)
Misconduct involving property (unauthorized entry, unauthorized possession)	2	Suspension 8 months, Probation 16 months, Substance restriction while on campus. Educational Sanction: reflection paper.	Associate Vice President (Student Experience)
		Suspension 8 months. Probation 16 months. Substance restriction while on campus. Educational Sanction: reflection paper.	Associate Vice President (Student Experience)
Misconduct against person (assault)	1	Probation. Alcohol restriction while on campus Educational sanction: apology letter	Associate Vice President (Student Experience) <i>in conjunction with Housing and Ancillary Services*</i>
Misconduct against person (threats)	1	Psychological assessment required prior to readmission to program. Educational Sanction: reflection letter	Associate Vice President (Student Experience)
Misconduct against person (harassment)	1	Probation. Educational Sanction: research paper	Associate Vice President (Student Experience)
Misconduct against person (intimidation, threats)	1	Probation. Restricted access to Weldon Library; restricted from contact with complainant. Apology letter. Educational sanction: research paper	Associate Vice President (Student Experience)
Misconduct against person (assault)	2	Probation	Associate Vice President (Student Experience) <i>in conjunction with Housing and Ancillary Services*</i>

INCIDENT	NUMBER OF STUDENTS	SANCTION	DECISION MADE BY
		Probation. Alcohol restriction while on campus.	Associate Vice President (Student Experience) <i>in conjunction with</i> Housing and Ancillary Services*
Misconduct against person (assault)	1	Restricted from contact with the complainant; no access to Weldon Library; alcohol restriction while on campus. Letter of apology. Educational sanction: review Consent Video and complete LEP module, reflection.	Associate Vice President (Student Experience)
Misconduct involving property (mischief causing fire alarm)	2	Probation, letter of apology	Associate Vice President (Student Experience)
		Behavioural contract	Associate Vice President (Student Experience)
Misconduct against person (assault)	1	Residence imposed effective measures	Associate Vice President (Student Experience) <i>in conjunction with</i> Housing and Ancillary Services *
Misconduct involving property (unauthorized possession)	1	Formal warning. Restricted from all residences at Western.	Associate Vice President (Student Experience) <i>in conjunction with</i> Housing and Ancillary Services *
Misconduct against person (assault)	1	Restricted from contact with the complainant. Probation. Educational sanction: Reflection paper	Associate Vice President (Student Experience)
Misconduct involving property (parking)	1	Probation. Restitution in the amount of \$1051.75	Associate Vice President (Student Experience)
Misconduct involving property (unauthorized possession)	1	Probation. Restitution in the amount of \$110.00	Associate Vice President (Student Experience)
Misconduct involving property (unauthorized possession)	1	Probation. Restitution in the amount of \$65.00	Associate Vice President (Student Experience)
Misconduct against person (assault)	1	Informal Disposition	Associate Vice President (Student Experience)
Misconduct against person (assault)	1	Informal Disposition	Associate Vice President (Student Experience)

INCIDENT	NUMBER OF STUDENTS	SANCTION	DECISION MADE BY
Misconduct against person (engaging or participating in conduct that is, or is reasonably seen to be, humiliating, or demeaning to another person)	8	Educational Sanctions: Research and read Kitty Genovese, write a reflection letter. Written apology.	Associate Vice President (Student Experience)
		Educational Sanctions: Read Dalhousie report and provide recommendations for guidelines that can be used by future mentors around moderating social media posts.	Associate Vice President (Student Experience)
		Educational Sanctions. Review of Dalhousie report, written recommendations on how to prevent the reoccurrence of similar situations. Research Kitty Genovese, submit reflection paper.	Associate Vice President (Student Experience)
		Educational Sanctions: Review of Dalhousie report, written recommendation for guidelines that can be used by future mentors around moderating social media posts. Written apology .	Associate Vice President (Student Experience)
		Educational Sanctions: Review of Dalhousie report, provide written recommendations for guidelines that can be used by future mentors around moderating social media posts	Associate Vice President (Student Experience)
		Suspended (six months). Decision appealed to UDAC. Appeal granted. Suspension overturned. Educational sanctions were imposed. (Letter of apology, presentation on acceptable use of social media and paper discussing the Code of Conduct.)	Associate Vice President (Student Experience)

INCIDENT	NUMBER OF STUDENTS	SANCTION	DECISION MADE BY
		Educational Sanction: Letter of apology, presentation on acceptable use of social media and paper discussing the Code of Conduct.	Associate Vice President (Student Experience)
		Educational Sanctions: Letter of apology, presentation on acceptable use of social media and paper discussing the Code.	Associate Vice President (Student Experience)

*Please note: Incidents were referred from Housing and Ancillary Services and subsequently processed under the Code of Student Conduct.

REPORT OF THE AUDIT COMMITTEE

Contents	Consent Agenda
Health, Safety and Wellness Annual Report 2016	Yes
2016 Annual Report: Campus Community Police Service	Yes

FOR INFORMATION

1. **Health, Safety and Wellness Annual Report 2016**
See [Annex 1](#).
2. **2016 Annual Report: Campus Community Police Service**
See [Annex 2](#).

Western  **OCCUPATIONAL HEALTH
& SAFETY**



ANNUAL REPORT 2016

Executive Summary

Western University strives to foster the development of a safety consciousness in all members of the University community for the purpose of minimizing the risk of injury to persons and promoting a healthy and safe working/learning environment. As safety legislation and standards change, the University is committed to keeping abreast of these changes, to communicating these standards within the campus, and to ensuring compliance on an ongoing basis.

This report highlights the health and safety activities at Western over the past year and provides indicators that are quantitative measures of the University's performance. To ensure that the University meets its obligations under the Occupational Health and Safety Act and the University's Safety Policy, the Health and Safety team provides audits of all workspaces and labs at the university. The results of the audits are reviewed by the Health and Safety team on a regular basis to identify trends and develop proactive programs to support faculties and departments with the goal of ensuring legislative compliance.

The Health and Safety team provides services to all Western faculty, staff, students and visitors while continuing to enhance their service delivery and programs to meet the changing needs of the research and learning environment. Over the past few years as the University's research programs expanded so has our supports in the biosafety, radiation and lab safety program in order to respond to the needs of the researcher. Consultation and advice is provided by the Safety Officers on the facilities, equipment and research protocols.

Western's internal responsibility system for health and safety includes a policy and management structure as well as partners in the health and safety committees and departmental safety officers. The health and safety committees and Safety Officers advise management, including Vice-Presidents, Deans, Associate Vice-Presidents and Managers of health and safety matters in their faculties and departments. Western University Health and Safety Management System has been implemented to ensure proper due diligence in the management of workplace health and safety.

Safety Programs

Laboratory Safety

The laboratory safety program supports Western University research by reducing the risk of non-compliance issues in laboratories. Inspections and communication with researchers ensure compliance with the Occupational Health and Safety Act and regulations such as Workplace Hazardous Materials Information System (WHMIS) Regulation 380.

In 2015, Canada adopted the Globally Harmonized (GHS) System of Classification and Labelling of Chemicals which is known as WHMIS 2015. GHS defines and classifies hazards associated with chemical products and includes globally standardized label and Safety Data Sheet (SDS) information.

Implementing the new GHS involved changes to both federal and provincial laws:

- Hazardous Products act and the Controlled Products Regulations by Health Canada which came into force February 11, 2015;
- Occupational Health and Safety Act and the WHMIS regulation came into effect on July 1, 2016.

By December 1, 2018 we must be fully compliant with WHMIS 2015 which will require us to:

- Revise our workplace labelling system.
- Replace MSDS with SDS for all of our hazardous products.
- Review the chemicals at the university and either dispose of those that do not meet the new labelling requirements or replace the labels with a WHMIS 2015 compliant label.

Year in Review: Inspections

In the Laboratory Safety program we have 432 labs supervised by 272 Principal Investigators (PI). These included labs located on the main campus as well as in our research parks and farm. In 2016, 70% of the PI's had fully compliant labs at the initial inspection. Of the 272 PIs, 16% had non-compliance items that required a follow-up inspection, down from 29% in 2015. All non-compliant labs were found to be in compliance following a second inspection.

Laboratory Inspection Findings

The compliance issues identified during inspections are categorized in ten groups. An issue that cannot be corrected during the inspection are identified as either non-compliance or requires improvement depending on the severity of the issue (risk of personal injury or damage to property). Non-compliance issues require a follow-up inspection to ensure corrective action has been completed. Figures 1 and 2 show that we have improved the compliance in the laboratory program with the most significant change in the last five years in the Faculty of Engineering. The Dean has been a great partner for the Occupational Health and Safety team in changing and supporting a culture change.

Figure 3 identifies the two chemical categories which we have the majority of compliance issues which include labelling and storage/condition of chemicals.

Figure 1: Five year Review of PI Compliance with the Lab Safety Program

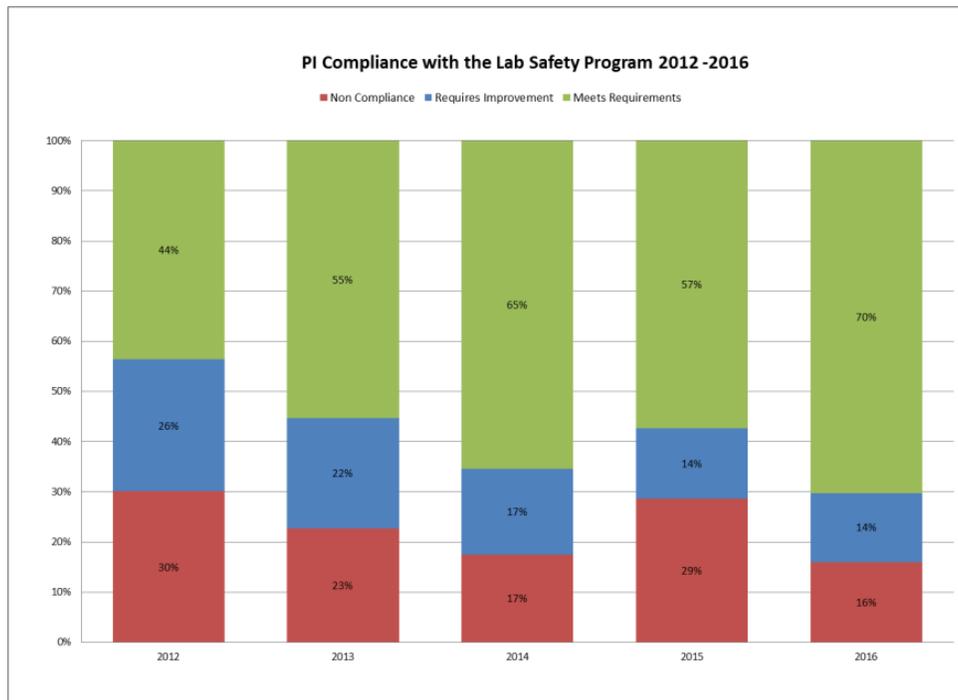


Figure 2: Five year Review of PI Compliance with the Lab Safety Program by Faculty

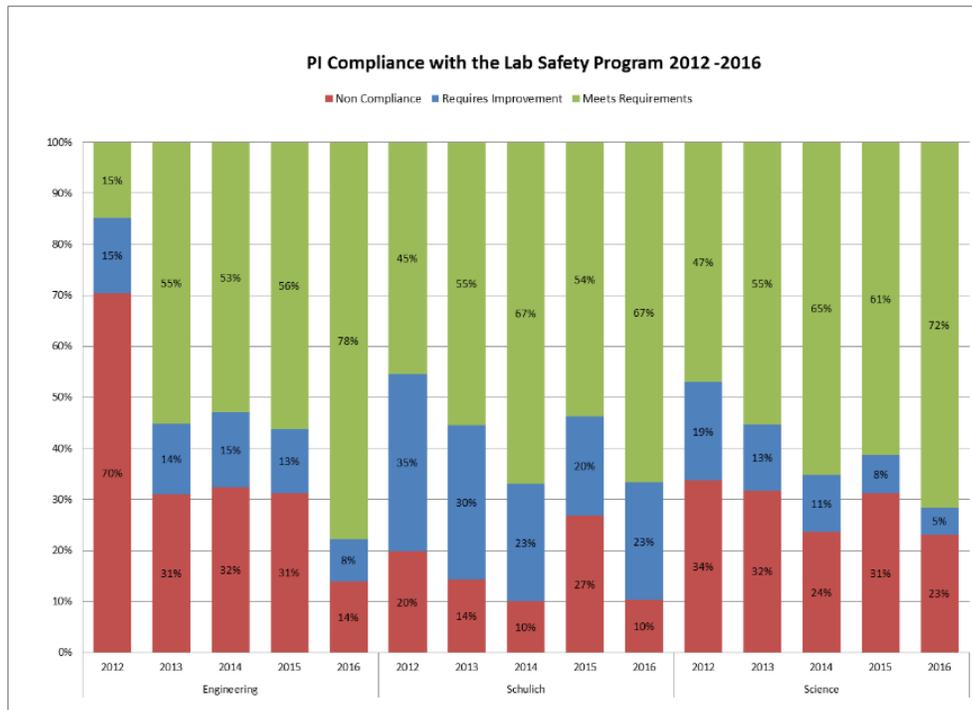
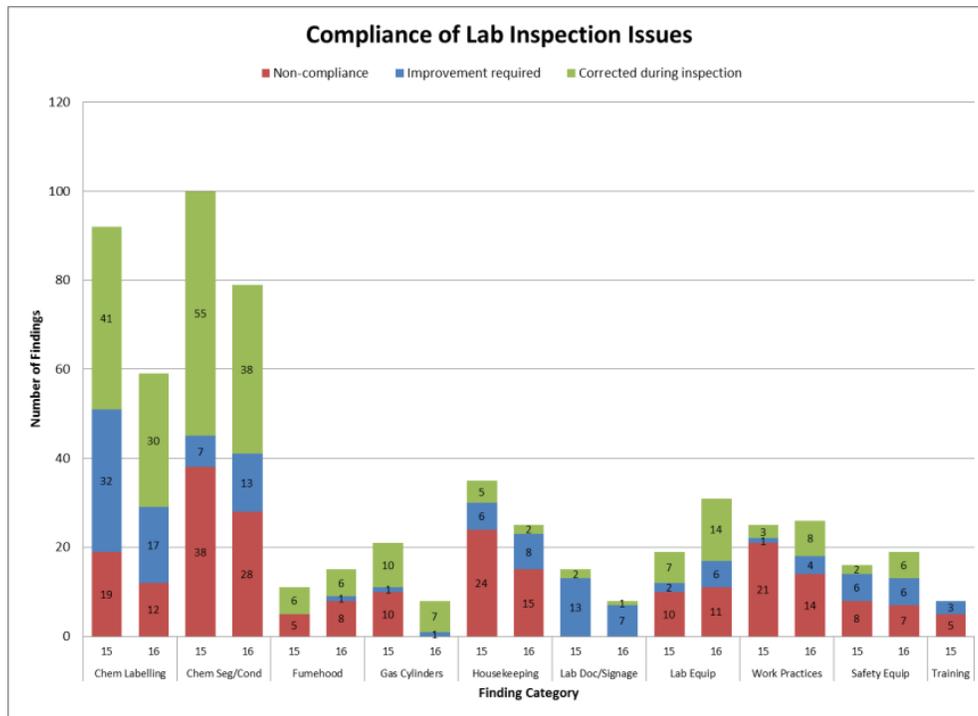


Figure 3: Chemical categories with the majority of compliance issues



Biosafety Program

Biosafety refers to safety measures taken with respect to the effects of biological research on humans, animals, plants and the environment. A biohazard is a biological agent that constitutes a potential hazard to humans, animals, plants or the environment. Researchers use many different types of biohazards in their laboratories including bacteria and viruses. Other examples of biohazards can include plant pathogens, zoonotic diseases, and human source material.

All work conducted with potentially hazardous biological agents on University premises or under the control of the University is to be performed in accordance with the requirements as outlined in Western’s Biosafety Manual which has been approved by the Biosafety Committee.

Legislative Changes

Biological Safety Regulations

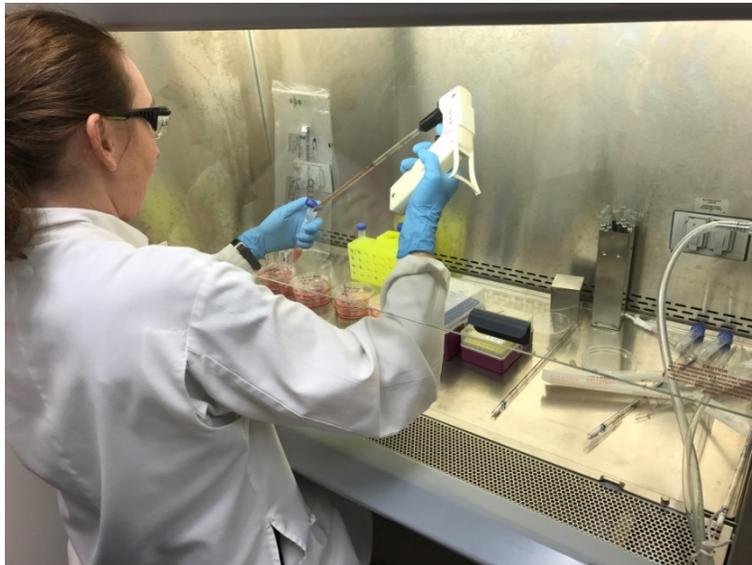
On December 1, 2015, the Public Health Agency of Canada (PHAC) enacted the *Human Pathogens and Toxins Regulations* (HPTR) along with a remaining section of the *Human Pathogens and Toxins Act* (HPTA). The new regulations replaced the Human Pathogen Importation Regulations previously in place.

The purpose of the new regulations is to reduce the risk of intentional or unintentional misuse of human pathogens and toxins, improve oversight, and establish national requirements for the safe handling of these materials.

Some changes to the Biosafety Program are required at Western to ensure compliance with the new regulations. The most important change was the issuance of licences for pathogens and toxins. Western applied for two licences: one for Risk Group 2 (i.e. Cholera Toxin, Pertussis Toxin, Salmonella, Vaccinia Virus) and another for Risk Group 3 (i.e. Tuberculosis, Rabies virus, HIV). In the future, Western could possibly also need to apply for a third licence to allow researchers to work with Security Sensitive Biological Agents (SSBA) as identified by the Public Health Agency of Canada. The current levels of SSBA at Western do not require us to have a separate licence. HPTA licencing requires that a Biological Safety Officer (BSO) be designated and be responsible for oversight and administration of the program.

Under the new regulations, once the university is licenced, the BSO can approve the import of Risk Group 2 and Risk Group 3 materials. The BSO inspects the labs of Western researchers or a research group to ensure full compliance with the requirements of the licence.

Risk Group 3 human pathogens and toxins are referred to as Security Sensitive Biological Agents (SSBA) and have additional conditions and regulations that we are required to meet. At Western we have SSBA activities taking place in 12 labs and entry is limited to individuals holding a security clearance, or those accompanied and supervised by someone holding a security clearance.



New Substances Notification Regulations (Organisms)

A new amendment to the New Substances Notification Regulations (NSNR), (Organisms), has been proposed by Environment and Climate Change Canada (ECCC). We anticipate receiving the draft regulations by mid-2017 which will come into force in 2018.

The proposed regulations would require notification, 14 days in advance, prior to conducting an experiment that involves importing or manufacturing genetically modified organisms. This has critical implications as many researchers at Western utilize genetically modified organisms including mice, zebrafish, drosophila, and plants. Each year at Western there are thousands of organisms either imported or created. The addition of the advance application and approval process has the potential to

significantly slow research and pose an enormous burden administratively. In addition, Western would need to designate a Qualified Designated Authority (QDA) that would be responsible for overseeing the implementation of the regulation, and this role would have responsibility for any genetically modified organisms.

Dual-Use Potential in Life Sciences Research

Knowledge, tools, and techniques resulting from research in the life sciences, while offering great potential benefits for human health, the economy, and the environment, could also be misused for bioterrorism or the creation of biological weapons. Research intended for beneficial purposes that nonetheless presents the risks of potential misuse is sometimes referred to as “dual use”. To maintain an adequate level of biosecurity, the Public Health Agency of Canada (PHAC) has imposed a new requirement to conduct dual-use risk assessments for researchers working with pathogens.

Starting in August 2017, all pathogens deemed as dual-use agents will be reviewed by the Biohazards Subcommittee and Campus Community Police Services’ CPTED Coordinator so that enhanced biosecurity measures can be implemented in the workplace. Over a three-year period, we will conduct a risk assessment on every pathogen used at Western.

Year in Review: Inspections

Canadian Council on Animal Care

A routine visit by the Canadian Council on Animal Care (CCAC) to evaluate Western’s animal care and use program was conducted on September 29 and on October 1, 2015. The CCAC report made recommendations regarding the facility included the integration of oversight for city wide animal holding and procedure areas as well as review of best practices for animal husbandry and health and safety of personnel.

In 2016, three Animal Care and Veterinary Services workers were diagnosed with occupational illnesses due to chronic exposure to rodent allergens (mice, rats). These occupational illnesses were reported by the University to the Ministry of Labour (MOL).

In May 2016, two MOL inspectors and one MOL Occupational Physician visited Western to investigate nine alleged safety violations made by an anonymous person. The MOL did not find any violations and no orders were issued against the University.

Western continues to conduct tests on the air handling systems. An indoor air quality survey was performed, and procedures that could generate dust were reviewed and all were found to be adequate. To reduce the potential of exposure to allergens in the animal holding areas, the University has alerted all researchers and workers that the personal protective equipment requirements will be enforced in ACVS animal holding areas.

Radiation, X-ray, Laser Programs

Western University has a Nuclear Substances and Radiation Devices Licence issued by the Canadian Nuclear Safety Commission that allows us to possess, transfer, import, export, use and store the nuclear substances, the radiation devices and the prescribed equipment. The University has established the

Radiation Safety Program to comply with the Nuclear Safety and Control Acts and Regulations. The Radiation Safety Program structure includes the Senior Management, the Radiation Safety Coordinator and the Radiation Safety Committee. The University issues the Internal Permits to a University employee who is the principle investigator or person in charge of the locations where the Nuclear Substances, the radiation devices or the prescribed equipment are used or stored.

Western University is committed to taking every reasonable precaution, as is practical, to maintain radiation exposure to staff, students and the public to As Low as Reasonably Achievable (ALARA).

Year in Review: Inspections, Licenses and Filings

The University achieved a successful International Atomic Energy Agency inspection with regard to the use of uranium and nuclear reactor related research activity in October 2016. In addition, the Canadian Nuclear Safety Commission has renewed the University nuclear substances and radiation devices licence until February 28, 2022. The length of licence is in recognition of an outstanding compliance audit.

In 2016, the University submitted three annual compliance reports of nuclear substances and radiation devices, Tandetron accelerator, and Tritium import licences to the Canadian Nuclear Safety Commission. The Ontario Ministry of Labour must approve the use of new non-medical x-ray machines in the province. Western had approved seven new machines located in five labs.

The annual internal safety inspections of radiation, x-ray and laser safety program continues to be successful. In 2016, a total of 116 permits, covering 169 designated radiation, x-ray and laser rooms were inspected by the Radiation Safety Coordinator. There was at 89% compliance in all three of these safety programs.

Environment Program

In 2016, the use of the Hazardous Waste disposal program has continued to support the needs of teaching and research. Western continues to maintain a status of 'In Good Standing' for our waste generator license (Generator ID ON0195100).

Year in Review: Inspections, Licenses and Filings

Hazardous Materials Storage

As specified in the Certificate of Approval from the Ministry of the Environment, an Annual Report for the Hazmat Facility (A040113) was submitted in March 2016. No concerns were raised by the Ministry.

In 2016 OHS and our hazardous waste contractor (RPR Environmental) continued with the system that collects hazardous chemical waste and removes it from campus every week. This minimizes the risk of storing chemical waste on the main campus.

On November 25, 2016 the Ministry of the Environment and Climate Change visited the site on campus and conducted an inspection of the Storage Facility. The Ministry found no 'Issues of Non-Compliance' and no 'Action' was required as a result of the Inspection. The site was in compliance with the Certificate of Approval.

Biohazardous Waste Program

The Occupational Health and Safety Team (OHS) continues to work closely with Stericycle and RPR Environmental (our external waste contractors) to handle Biohazardous Waste. Stericycle ensures that the waste is packaged and transported (as per regulations) to their site in the Toronto where it is autoclaved and incinerated. Stericycle's schedule and procedures meet the needs of researchers at Western.

For the convenience of our researchers, OHS has combined the pickup of biohazardous waste with the long established, weekly chemical waste pickup schedule.

Radioactive Waste Program

The Radioactive Waste program continues to meet all the requirements of the Canadian Nuclear Safety Commission (CNSC) and the Transportation of Dangerous Goods Regulations. We have a storage area in the Graphics Building for the decaying of materials.

Transportation of Dangerous Goods

Research is increasingly global, and researchers at Western collaborate extensively with colleagues internationally. In addition to the exchange of data and ideas there is the need to exchange "real" chemical and biological samples for study and analysis. Most of these chemical and biological samples are considered hazardous and need to be shipped by air. This means all shipments must be packaged, labeled and documented according to International Air Transport and Dangerous Goods Regulations (TDG). These regulations continue to get "stricter" every year with frequent updates.

Occupational Health and Safety Officers are collectively certified, abreast of the changing regulations, are able to support researchers and help them prepare their samples for shipment anywhere in the world.

On August 10, 2016 Transport Canada visited campus and conducted an inspection of the paperwork, procedures, training and facilities related to the Transportation of Dangerous Goods including the weekly removal of hazardous waste from campus. Transport Canada wrote no orders for non-compliance but did comment on areas of improvement for paperwork and procedure.

General Health and Safety Program

Year in Review: Inspections

The Occupational Health and Safety Act requires that members of the Joint Occupational Health and Safety Committee (JOHSC), "inspect the physical condition of the workplace at least once a year, inspecting at least a part of the workplace in each month". OHS coordinates this program for the Joint Occupational Health and Safety Committee.

Every inspection at Western is conducted by one of the worker members (who represent their union or association) on the JOHSC. In 2016 each of the members conducted, on average, 5 to 6 inspections. This is a significant time commitment and is appreciated by Western. These inspections include not only all workplaces on the main campus, but also include the multiple worksites where employees work off campus.

In 2016, 551 compliance orders were issued by the JOHSC during workplace inspections. This is a 53% increase as compared to 2015 and a 10% increase as compared to 2014.

The success of the JOHSC inspection program and the high level of compliance can be attributed to cooperative efforts of the Committee members, the area safety representatives, and the workers.

OHS also appreciates the significant contribution of the various departmental safety committees across campus. Many of these committees have their own inspection programs.

Chemical safety and safety equipment use are the two areas where supervisors need to focus on improving the safety compliance in the laboratory operations. Chemical Safety includes chemical storage, chemical labelling and the handling, labelling and segregation of chemical waste. Safety Equipment includes personal protective equipment, safety equipment not available, signage and monthly checking of items such as safety showers, eyewash stations and first aid kits.

The JOHSC is concerned about the low numbers of faculty and staff who have completed their required WHMIS training. Human Resources data currently show that, as of late 2016, 50% of faculty members and 54% of staff had completed their WHMIS training. The Committee knows that this is the responsibility of Deans and Budget Unit heads and they have also been given the tools, and the reminders, to monitor their areas. Human Resources will be meeting with Faculties and Departments where we do not have full compliance.

Critical Injuries

Critical injuries are those injuries that due to their nature, meet criteria that must be reported to the Ministry of Labour. A critical injury places one's life in jeopardy; produces unconsciousness; results in substantial loss of blood; involves the fracture of an arm or leg (but not a finger or toe); consists of burns to a major portion of the body; or, causes the loss of sight in an eye. *There were no Critical Injuries in 2016.*

First Aid Programs

The First Aid program continues the ongoing task of ensuring that Western is in compliance with WSIB Regulation 1101. Trained representatives are in place for all Departments in all buildings on campus. A current list of all representatives and kit locations is maintained on the Human Resources website.

OHS continues to partner with the UWO Student Emergency Response Team to provide Red Cross First Aid and CPR training. There are over 250 trained and certified first aid representatives on campus. They are responsible for first aid in their area, conducting and documenting monthly kit inspections, refilling their kits with required materials kits, etc.

Training

In May 2016 we introduced a new WHMIS e-learning training module on OWL. Over 60 in class safety training sessions were provided to Facilities Management (FM), Information Technology Services (ITS), and engineering students. To meet the Ministry of Labour training requirements, ten industrial training modules were prepared and presented to staff who work in potentially hazardous locations. These modules include the following:

- Confined Space Entry
- Elevating Work Platforms
- Fall Protection
- Laboratory Safety
- Ladder Safety
- Self-Contained Breathing Apparatus

Figure 4: Training Completion Counts: 2014 - 2016

Training Completion Counts: 2014 to 2016			
	2016	2015	2014
Supervisory Health and Safety Awareness	775	767	2,237
Worker Health and Safety Awareness	3,236	3,403	5,685
WHMIS Basic	-	2,980	3,066
WHMIS Comprehensive	-	2,668	2,580
WHMIS "New"	10,756	-	-
WHMIS Total	10,756	5,648	5,646
Lab Safety – Classroom	553	988	940
Lab Safety – e-Learning	490	-	-
Lab Safety Total	1,043	988	940
Biosafety	625	679	675
Radiation Safety Nuclear	67	70	63
Radiation Safety Refresher	77	32	117
Radiation Safety Total	144	102	180
Laser	98	80	96
X-Ray	108	63	87
<u>Facilities Management e-Learning Courses</u>			
Asbestos Awareness	141	-	-
Comprehensive Asbestos	35	-	-
Personal Protective Equipment	171	-	-
Electrical Awareness	127	-	-
Lock Out/Tag Out	93	-	-

New Ministry of Labour Training Requirement

As of April 1, 2017, people who work at heights at construction sites are required to have training through a Ministry of Labour - approved provider. This training is a full day program and includes information about how to work at heights safely, as well as practical application of skills. The training objectives are to educate the worker on how to recognize the workplace hazards and how to protect themselves from falls.

Safety Committees Update

Joint Occupational Health and Safety

The Joint Occupational Health and Safety Committee (JOHSC) is the one, and only, health and safety committee that is required, under the Occupational Health and Safety Act, at a workplace. It is an advisory group of worker and management representatives that must meet regularly to discuss health and safety concerns, review progress, and make recommendations.

In addition to any special concerns, the Committee reviews and assesses trends in:

- Accidents and Injuries
- Critical Injuries
- Work Refusals
- Workplace Inspections

Western's JOHSC is comprised of worker representatives from CUPE 2361; CUPE 2692; GTA/PSAC Local 610; IUOE; UWOFA; UWOPA; UWOSA; PMA; and SAGE, and management representatives from across campus.

The Committee met 8 times in 2016. Currently, all JOHSC positions are filled and meet the membership requirements stated in the Terms of Reference.

It is a requirement under the Occupational Health and Safety Act that "at least one worker and one management representative must be certified" and Western exceeds that requirement in that all members have the opportunity to receive certification.

Biosafety Committee

The Western University Biosafety Committee (WUBC) is mandated to fulfil the responsibilities of a Research Institution Biological Safety Committee as described in the Public Health Agency of Canada Canadian Biosafety Standard, 2nd edition, 2015 (CBS) and/or Canadian Biosafety Handbook, 2nd edition, 2016 (CBH). These responsibilities include verifying that all work with biohazardous agents carried out at Western University is in accordance with the safety practices as stated in the CBS and/or CBH. The WUBC provides biosafety advice to researchers at the University.

A Western University Biological Agents Permit Application (BAPA) is required to be completed by Principal Investigators (PIs) for all laboratory activities (research and teaching) when one or more of the following conditions are met:

- A Principal Investigator holds a grant administered by the University and in charge of a University laboratory/facility where the use of Risk Group 1, 2 or 3 biological agents is conducted in the laboratory.
- Any work proposed involves animals carrying zoonotic agents infectious to humans.
- Any work proposed involves plant pathogens, or fungi, that require Public Health Agency of Canada (PHAC) or Canadian Food Inspection Agency (CFIA) permits.
- Undergraduate courses that require the use of Risk Group1, Risk Group2, or Risk Group3 agents.
- Any work proposed involves the manipulation of Human Source Materials.

The applications are reviewed on monthly basis by a panel of expert University researchers serving on the Biohazards Subcommittee who are also members of the larger WUBC. All applications are also re-submitted for review every three years to reflect any changes in the research. In 2016, the Biohazards Subcommittee reviewed and made recommendations on 69 University Biological Agents Permit Applications.

Western's Biosafety Officer inspects the worksite for research requiring containment levels two or three to ensure that it meets the operational and physical requirements as per the current Public Health Agency of Canada CBS. Western's Biosafety Officer can issue a Biosafety Permit following the inspection.

The overarching policies and procedures as well as the BAPA application form are reviewed annually to capture the ever changing governmental requirements. The types of work proposed in addition to the physical integrity of the location of the work are evaluated in conjunction with the knowledge and experience of each research group.

For some researchers who could potentially work with Security Sensitive Biological Agents, SSBA, a biosecurity risk assessment may be required to ensure compliance with the CBS. The Biological Safety Officer, Principal Investigator, and Campus Community Police Services are involved in the risk assessment process when required. A Special Police Constable evaluates the principal of Crime Prevention Through Environmental Design (CPTED) taking into account technological tools to detect, deter, and prevent crime. This principal is adopted in laboratories where SSBA and dual use agents may be used.

Laboratory Safety Committee

The Lab Safety Committee met twice in 2016 (June and December). Lab inspections for 2015 were reviewed and the strategies used to successfully improve compliance in 2016 were discussed. This included the pre-inspection communication strategy and monthly inspections to monitor maintenance in poor performing labs.

Investigations of accidents and incidents occurring in labs were reviewed. Committee members were concerned that these were occurring, however recognized that there were few accidents and the Principal Investigator corrective action plans were generally detailed.

In response to changes in the WHMIS legislation, the Committee reviewed and approved changes to the Hazard Warning Signage for laboratories. The need to revise the Laboratory Safety Manual was recognized to reflect new WHMIS information and operational changes due to physical upgrades in the fume hood systems which will be completed in 2017.

The Laboratory Safety Committee reviewed the compliance of the labs at their bi-annual meeting.

Radiation Safety Committee

The Radiation Safety Committee met three times in 2016. The Committee discussed the proposed changes of radiation doses for the lens of the eyes from the Canadian Nuclear Safety Commission and possible methods to reduce doses to the eyes. The Committee also discussed non-compliance items from the internal radiation, x-ray and laser safety inspection results, submission of X-ray applications to the Ontario Ministry of Labour, and annual compliance report of the nuclear substances and radiation devices licence to the Canadian Nuclear Safety Commission.

Emergency Response

HAZMAT

Western's Hazardous Materials Emergency Response Team (HazMat Team) provides technical mitigation expertise in situations of uncontrolled releases of chemical, biological, and nuclear substances into our facilities or the natural environment. Eleven team members may be called upon to attend to such situations and they are available on a 24-hour basis. The members have been carefully selected by the University because of their unique expertise and job function in the organization.

In 2016, the HazMat Team conducted 12 training exercises for its members and other resource support staff. Team members are now capable of handling small to medium size spills and releases of chemical, biological and nuclear materials. Over the last year and a half, the team responded to two spills and were able to successfully mitigate each spill without requiring outside contracted assistance.

On November 2, 2015, the HazMat Team responded to an uncontrolled release of Bromine Pentafluoride at the Western Science Centre G54. Extreme precautions were taken because Bromine Pentafluoride (BrF₅) is extremely reactive and it reacts vigorously with organic compounds, often in an explosive manner.

While conducting a routine analysis of silicate material using a modified version of the laser fluorination technique, a grain of material vigorously reacted with the laser and shot upwards breaking the barium fluoride (BaF₂) window holding the samples under vacuum. The safety procedure for a window breaking was followed, and because of the highly reactive nature of BrF₅, the laboratory was evacuated and Campus Police was notified.

Following the building evacuation and arrival of the London Fire Department and Western's HazMat Team, a plan was devised with the laboratory researchers to stabilize the reactive chemical.

The team maintained very close relationship with the London Fire Department (LFD) Hazardous Materials Team. A joint Risk Assessment training exercise was conducted in the Staging Building where team members from both organizations learned the proper techniques in identifying unknown spilled chemicals. These exercises with LFD facilitate better understanding of the roles of key individuals from both organizations.

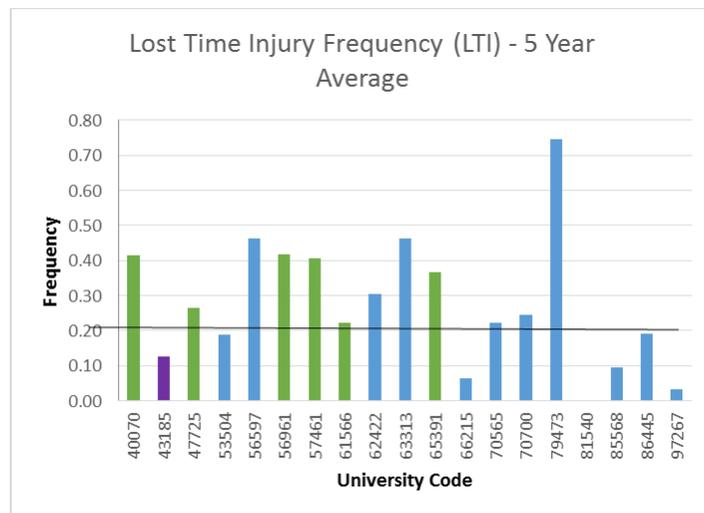
Workplace Accident Statistics

WSIB

Lost Time Injury Frequency

Lost Time Injury (LTI) Frequency is the number of LTI claims divided by the derived hours worked multiplied by 200,000. The University Code is the last 5 digits of the WSIB account number. Western’s code is 43185.

Figure 5: LTI – 5 Year Average for all Universities



Do not contract out*

*Do not contract out caretaking and hospitality services.

Figure 6: LTI Frequency for all Universities

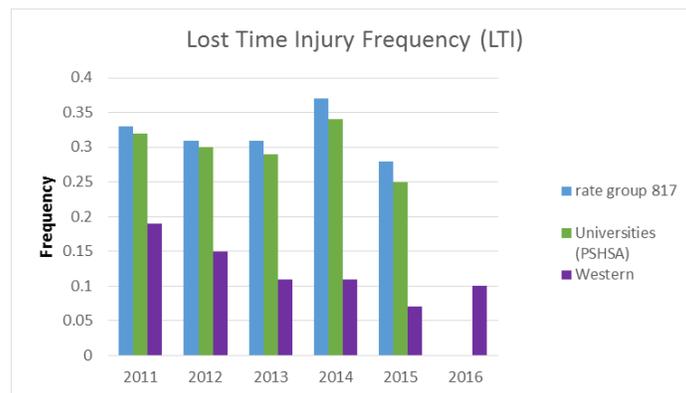
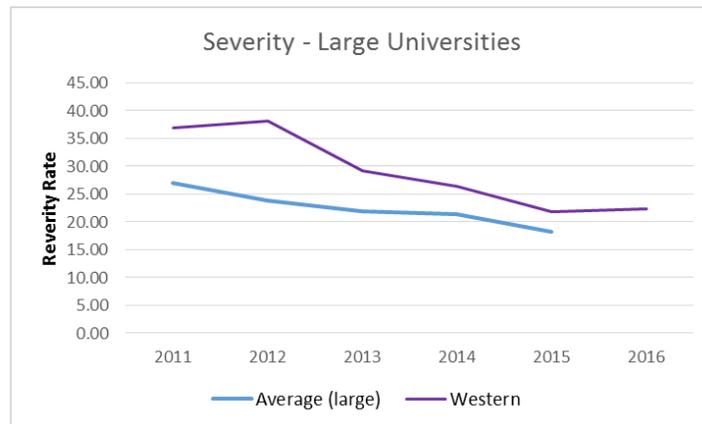


Figure 9: Severity – Large Universities

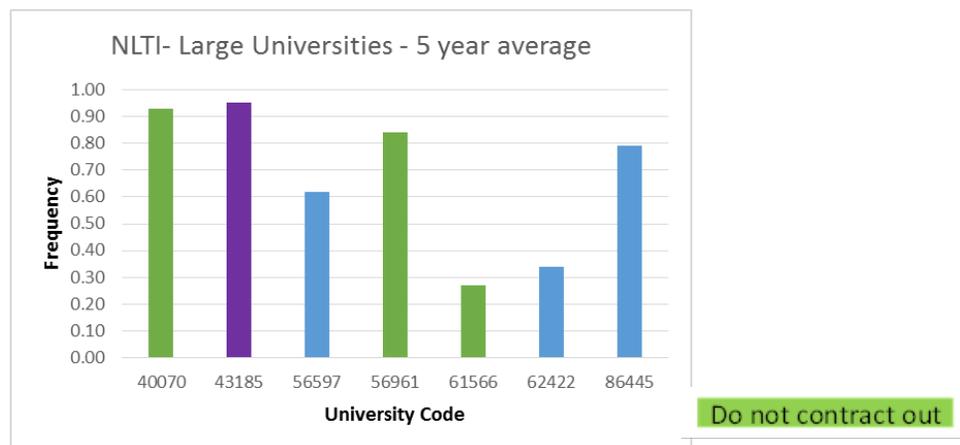


No Lost Time Injury Frequency

No Lost Time Injury (NLTI) Frequency is the number of NLTI claims divided by the derived hours worked multiplied by 200,000. *Note:* NLTI cases are Health Care Claims. Those attending Workplace Health fall into two categories: if they see the nurse, it is considered first-aid, and if they see a doctor it is considered health care.

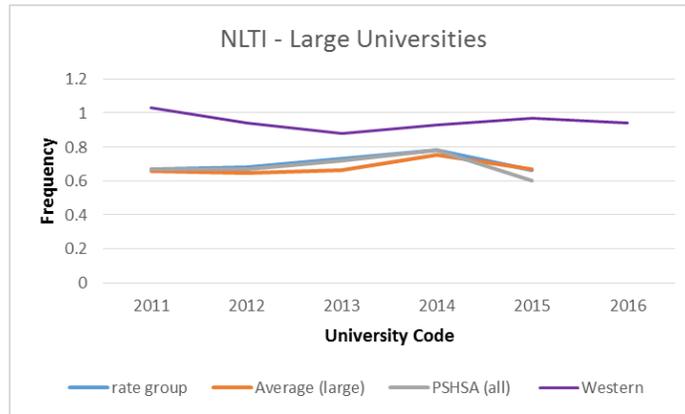
Western is above the average on these NLTI claims. Hospitality Services accounts for over 35% of these types of claims. The Occupational Health & Safety team is reviewing with Hospitality leadership how to prevent these injuries.

Figure 10: No Lost Time Injury – Large Universities



*Do not contract out caretaking and hospitality services.

Figure 11: No Lost Time Injury – Large Universities





OVERVIEW

The Community Campus Police Service (CCPS) is responsible for providing a professional policing service, ensuring the safety and security of the Western University community which includes 38,000 students, over 8,000 employees and 101 buildings. The 27 CCPS members are dedicated to a risk-free, open and accessible campus for faculty, staff, students and visitors to work and learn each day. At CCPS we continually strive to create a culture of collaborative community safety and well-being. Our close working relationship with the London Police Service allows CCPS to keep abreast of the latest policing trends and access to many internal support investigative services. The Special Constable status is granted by the London Police Services Board.

Community safety planning can only be attained through engagement and liaison across campus to promote crime prevention, through targeting known risk factors and utilizing Crime Prevention Through Environmental Design (CPTED) reviews. This methodology, along with continuous data analysis, recognizes trends leading to proactive safety/security action plans. The CCPS is uniquely positioned to be successful in this endeavour. It is important to be cognizant that Western University is in an urban setting and must contend with many of the crime and safety issues that exist in any city. This highlights the need for various partnerships, across the university, vital to providing a safe learning environment.

MENTAL HEALTH

The CCPS recognizes the increase in response hours to mental health related incidents in the past year, which increased from 146 in 2015 to 178 in 2016. The overarching goal is improved outcomes for people with mental health issues by building awareness and education for our officers. The CCPS will maximize training opportunities and improve on developing strategies, with our numerous partners, to identify any service gaps continually trying to improve our response.

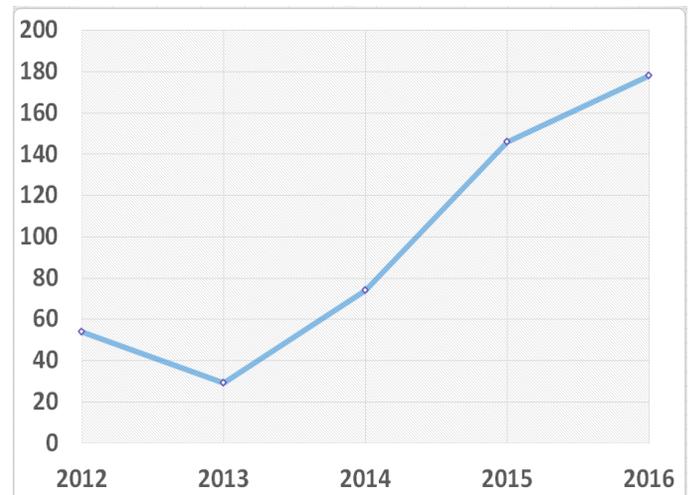


Table 1 – Mental Health Occurrence Officer Hours

INVESTIGATIONS

The CCPS responded to 2,828 occurrences in 2016, which is consistent with the two previous years. These included responding to criminal occurrences and alarms, checking on well-being of students, responding to disturbances, processing lost and stolen property, and investigating suspicious activity and trespassers. As listed in Table 2, 720 of the 2016 CCPS occurrences involved Lost and Found Property occurrences. An additional 495 occurrences, which are classified as “Other”, make up a significant portion of calls for service. This section includes investigations into various criminal offences, parking complaints, and other general occurrences. Campus Police Assistance and Suspicious and Unauthorized Persons, Vehicles, and Activities were other frequent occurrence types the Campus Community Police Service responded to in 2016.

CCPS investigated 485 criminal occurrences in 2016. These occurrences included property offences (theft, mischief), crimes against persons (assaults, harassment), and other criminal offences. As displayed in Table 3, theft was the highest criminal occurrence experienced in 2016 with 239 incidents. 118 of these incidents involved bicycle thefts, which is a slight reduction from the 2015 total of 129. Strategies utilized to help reduce theft on campus include increased theft prevention signage, the promotion of U-locks instead of cable locks for bicycles, increased bicycle rack monitoring, and increased campus police visibility in higher risk areas. This issue will remain a prevention priority in the coming year.

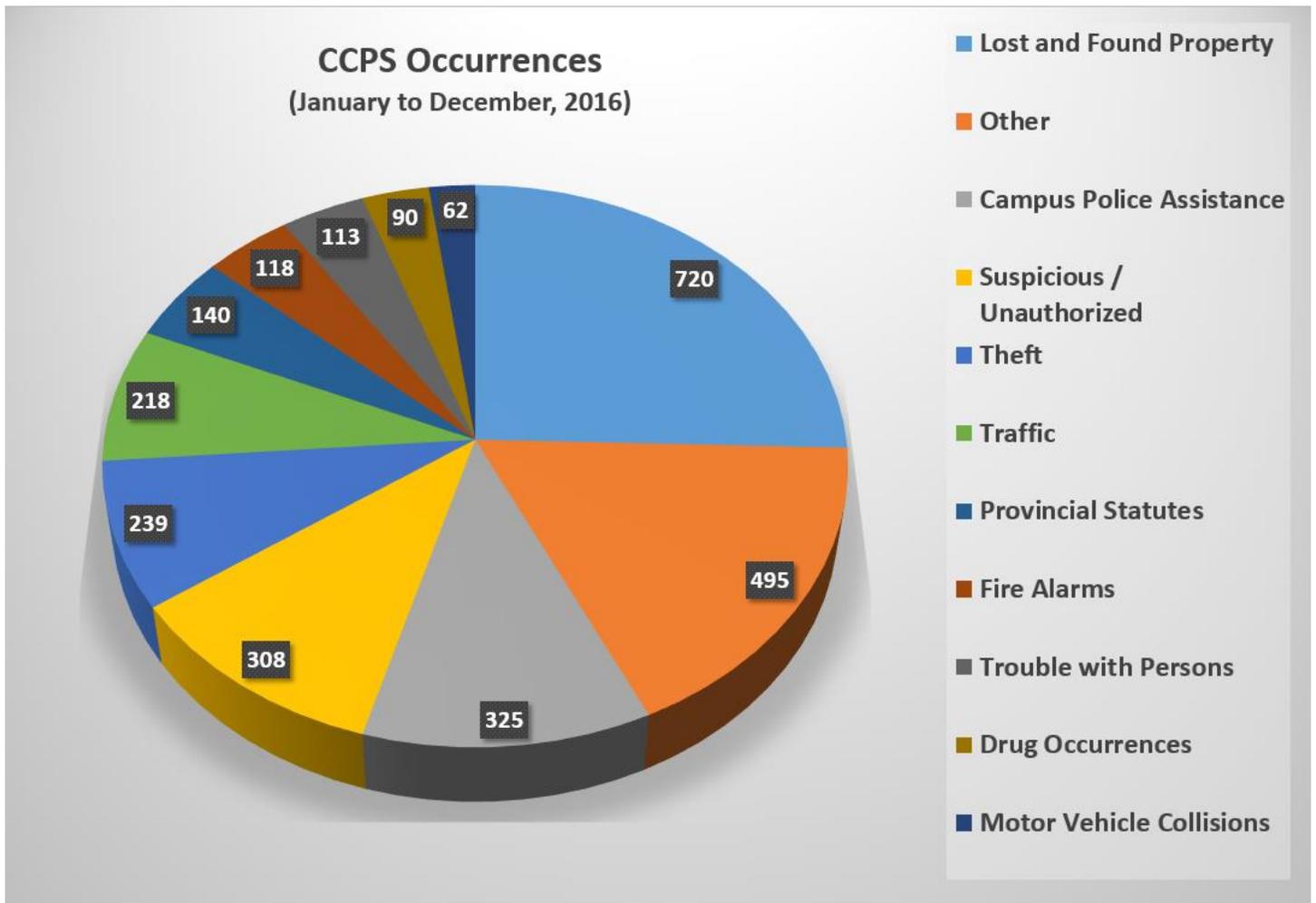


Table 2 – 2,828 total CCPS occurrences for 2016

Criminal Occurrences

January to December 2016

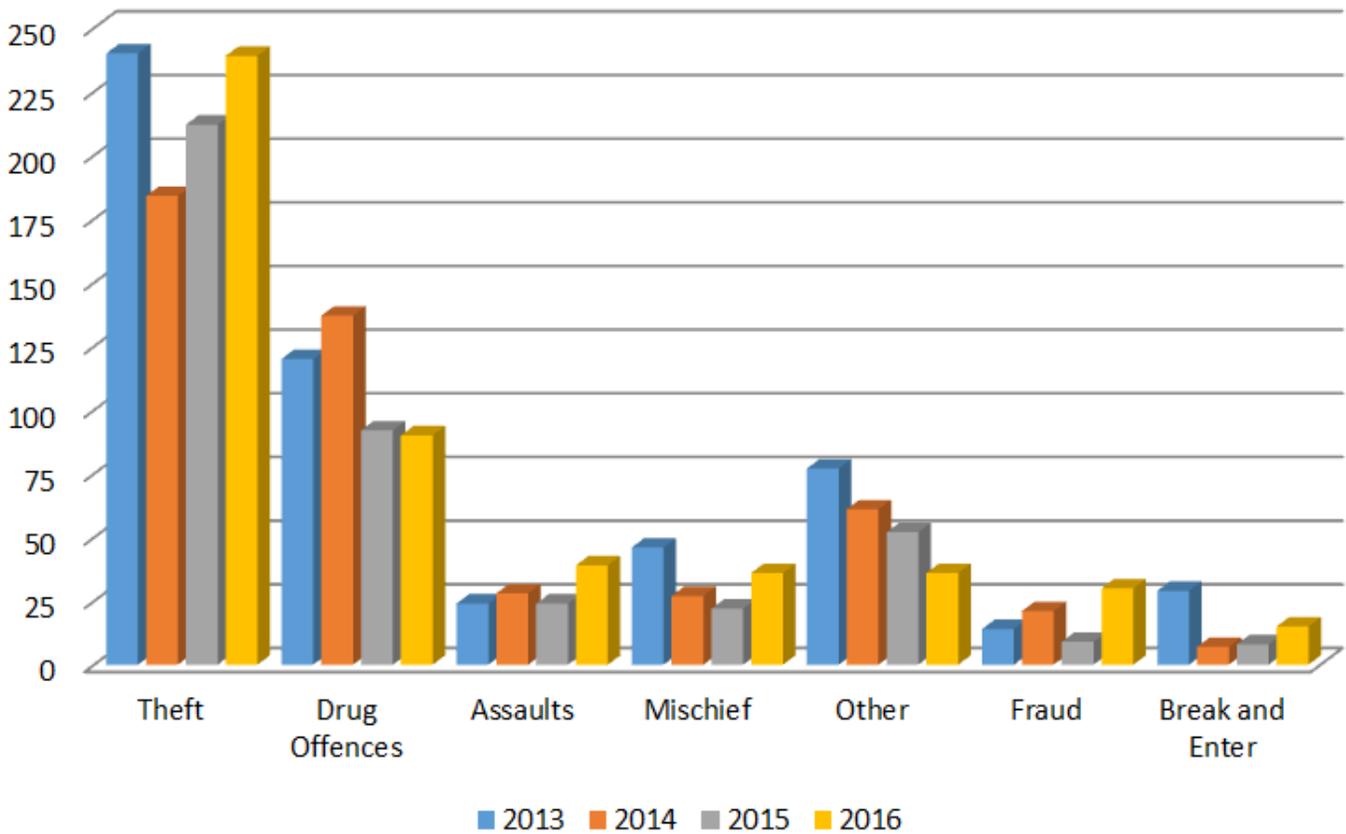


Table 3 – 485 total criminal occurrences for 2016

CRIME PREVENTION & CAMPUS SAFETY AWARENESS PROGRAMS

Patrol & Response

The CCPS patrols Western University and its affiliated university colleges 24 hours a day, 7 days week. This includes cruiser, foot, and bicycle patrols. Response to calls for assistance are prompt and it is not unusual for Special Constables to arrive within two minutes.

The CCPS also performs traffic calming and enforcement tasks to help maintain a pedestrian safe campus, investing 171 hours into these functions in 2016. Members of the CCPS enforce both the Highway Traffic Act of Ontario and the Western University traffic regulations.

Sexual Violence

The CCPS is an important partner in Western’s Sexual Violence Policy and is a designated reporting location for individuals wanting to disclose sexual violence incidents. Recognizing the need to enhance the response to these incidents in 2017, CCPS will create two new senior investigative positions. These members will have the prerequisite knowledge, skills and abilities to investigate sexual violence and other serious criminal offences. These positions will also be utilized to deliver education programs, support survivors and ensure continuity of all sensitive investigative matters at Western.

Crime Alerts

Crime Alerts are issued when personal safety information is received by Campus Police and it would be advisable to alert specific areas of campus or all members of the campus community to the situation. These Bulletins are also circulated as an Alert to campus members for the protection of property when incidents occur and an advisory would be of preventive benefit.

Speed Watch Program

The CCPS presently has two speed measuring signs strategically situated within the Western campus and will be adding a third sign shortly. Our signs are being utilized at various locations to address traffic concerns and measure vehicle volumes and patterns. The amount of pedestrian traffic on campus is substantial and the safe movement of persons at crossovers/intersections is constantly under evaluation. The data gleaned from all sources is analyzed by the Campus Police and assists in preparation of the strategic traffic safety plan.

Foot Patrol

Western Foot Patrol is a student volunteer driven service that provides safe escorts, deters crime, and promotes safety awareness on both the main and affiliate college campuses. Last year our 269 Foot Patrol volunteers performed 1,361 safe escorts across campus. The members of Foot Patrol are key to safety as they conduct numerous hours of patrol on campus preventing illegal activity. This patrol is vital to CCPS overarching goal reducing crime and building a safe community.



Community Prevention Through Environmental Design (CPTED)

The goal of CPTED is a multi-disciplinary approach to increase individual awareness of surroundings and help develop an environment that ensures personal safety and security.

CPTED strategies rely on the ability to influence offender decisions to prevent criminal acts. These recommendations are then shared with our campus clients to reduce risk exposure, crime, loss and liability. Our CPTED Coordinator conducts ongoing safety and security audits, registers all our video monitoring cameras, and is involved in various duties that support a Safe Campus community. The CPTED Coordinator has completed 64 reviews since 2015 and the demand for these proactive analyses are expected to increase. CCPS will continue to conduct CPTED security assessments and identify locations where an improvement to the environmental design could further maximize campus safety.



Fire Safety & Emergency Management (FSEM)

FSEM provides expertise in fire safety and emergency management to ensure the safety, security, and quality of life for the Western Community. FSEM members are responsible for testing, inspecting/maintaining life safety equipment such as fire alarms, sprinklers, standpipes, kitchen suppression and fire extinguishers. FSEM members also provide education and training to faculty, staff and students. Western's Fire Prevention Officers are accredited through the Ontario Fire College and our technicians are certified through the Canadian Fire Alarm Association.

The number of general fire alarms decreased from 132 in 2015 to 105 in 2016 and FSEM will continue to work with our community partners in order to reduce unwanted fire alarms and mitigate fire hazards.

Rape Aggression Defense (RAD)

The Rape Aggression Defence System provides women basic information on personal safety, awareness, risk reduction and avoidance. RAD also teaches practical defensive techniques that require no special skills. The CCPS has three certified RAD instructors and regularly host courses on the Western campus.

Card Access

Most of Western’s 101 buildings have been upgraded to electronic card access. This card system secures areas inside and restricts access outside buildings. Card access aids in improving personal safety, creates a record of entry, reduces risk of property damage and prevents theft. The system at Western is central to maintaining a safe campus and CCPS will continue to monitor the effectiveness of this technology.

Residence Liaison Officer (RLO) Program

The CCPS is committed to maintaining a positive relationship with all individuals working and living in the 18 residence facilities. This provides a proactive conduit for dealing with any problems or concerns that may arise. In addition to regular duties a CCPS Special Constable is assigned to each residence building as a ‘Resident Liaison Officer’. This member is also involved in safety, security and awareness training programs for students and staff in relation to their residence building.

CCPS Quality Assurance

The CCPS works closely with London City Police to ensure our standard operating procedures align with their internal policies. Western is the only Canadian university to have a campus police service accredited by the International Association Campus Law Enforcement Administrators. This accreditation provides a broad framework of best practices in the delivery of campus police operations to our clients.



Community Oriented Problem Solving Policing

The province has adopted Ontario’s Mobilization and Engagement Model of Community Policing. The model outlines the roles, responsibilities and approaches for police and community partners in addressing safety and crime. It helps identify where the community’s safety efforts need to be directed to address whatever type of crime is affecting the community the most. CCPS plans to use the model to strengthen partnerships with Western’s community

members. CCPS is committed to achieving optimum results within this new information led methodology by streamlining internal procedures, analyzing community-based data and reinvesting our resources in identified priority areas on campus.

IN THE NEXT YEAR...

Over the past years the number of alarms has increased exponentially across campus. With close to 50,000 alarms reported in 2016, the ability for officers to respond effectively is problematic. Currently Campus Police are attending all priority alarms in known high-risk areas. CCPS has recognized the need for a review of our alarm protocol to ensure the safety of all persons, security of research material and the protection of physical assets. The methodology of this review will engage our clients to identify where the security monitoring system is paramount. This project is ambitious and will take the support of our entire Western community to be successful.

Year	Alarms
2012	20,000
2013	26,000
2014	40,000
2015	42,000
2016	46,000

Table 4 – Yearly alarm totals

Emergency Management-Mass Emergency Notifications

The timely response to emergencies is contingent on the ability to rapidly communicate to responders, victims and stakeholders. In recent years, Western has experienced several incidents such as chemical spills, weather related emergencies and steam plant failure. Currently, Western employs a multi-pronged notification approach utilizing tools such as iWesternE, public address systems, text messaging, social media, VISIX screens and the Western home page. There are many newer Emergency Communications tools on the market that could provide a Western branded comprehensive mass notification system. The system would enable people to determine which communication vehicles work best for them. Campus Police is working closely with Information Technology Services to research and purchase an emergency communications option that would best meet Western's requirements. Information Technology Services will lead this procurement with support of Communications and Public Affairs.

Future of Police Advisory Committee

Policing in Canada is a being forced to respond to social, political and economic pressures in relation to public policing. In Ontario, the Ministry of Community Safety and Correctional Services have been working with other ministries and stakeholders to plan for a sustainable delivery of future policing services in the province. In the future, this shift may expand the use of Special Constables and widen the scope of their responsibility. The results of this project include a pledge for a revision of the Police Service Act of Ontario. If this modification occurred, it could lead to increasing the legislative responsibility of Special Constables in Ontario. The Campus Police may be required to provide a wider range of policing functions formerly delivered by public policing. The leadership of the CCPS will monitor the developments as this project moves forward over the next year and communicate the needs of the post-secondary sector.

RECRUITMENT

The CCPS is committed to being an inclusive, equitable organization where possession of a diverse set of experiences, perspectives and backgrounds is key to our operational success. In an effort to be more reflective of our campus population CCPS is striving to continually diversify our membership. Central to our recruitment efforts is a desire to reflect campus population by increasing the number of female officers within our ranks. Since 2007 eleven female members have been recruited by the CCPS. One of those female officer remains with CCPS. Ten members have subsequently separated from the CCPS, seven to positions in public policing and three for personal circumstances. Retaining female officers has proven to be an ongoing challenge as the career opportunities; salary, benefits and pension packages offered through public policing continue to attract candidates away from CCPS. The National Canadian average for female officers is approximately 20% of the total workforce. A local comparison shows the Stratford Police Service with a sworn membership of fifty-six, reporting a 14% female contingent. The Sarnia Police Service with a sworn membership of one hundred and eleven, reporting a 13% contingent. CCPS currently has twenty-seven positions and would be targeting to raise the number of female officers from one to three (13%). The CCPS will be advertising two new investigative Staff Sergeant positions this Spring and hope to attract experienced, qualified candidates with a focus to increasing the diversity of our current workforce.

REPORT OF THE FUND RAISING AND DONOR RELATIONS COMMITTEE

Contents	Consent Agenda
Fund Raising Activity Quarterly Report to January 31, 2017	Yes
Alumni Association Strategic Plan	Yes

FOR INFORMATION

1. **Fund Raising Activity Quarterly Report to January 31, 2017**

The Fund Raising Initiatives Quarterly Report to January 31, 2017 is provided in [Annex 1](#).

2. **Alumni Association Strategic Plan**

A PowerPoint slide presentation on the Alumni Association Strategic Plan is provided in [Annex 2](#).



Fund Raising Initiatives Quarterly Report
as at January 31, 2017
(with comparative figures from the fiscal year 2014/15 to 2015/16)

PLEDGE DATA

	May 1, 2016 to January 31, 2017 (000's)			Fiscal Year 2016 (000's)		Fiscal Year 2015 (000's)	
	Target	Actual	Actual as a % of Target	Year to Date May to Jan	Year End May to April	Year to Date May to Jan	Year End May to April
Pledges outstanding May 1,	105,717	105,717	N/A	161,936	161,936	111,191	111,191
New Gifts & Pledges (Gross)	55,000	20,334	36.97%	29,421	49,020	37,174	110,976
Pledges cancelled/amended on new/prior pledges	(2,581)	(1,134)	43.93%	(1,548)	(2,598)	(1,787)	(3,905)
Net New Pledges/Gifts	52,419	19,200	36.63%	27,873	46,422	35,387	107,072
Contributions received in payment of pledges/gifts: ²							
Western University	62,272	33,696	54.11%	35,014	102,170	35,806	55,936
Richard Ivey School of Business (Asia) Limited	740	0	0.00%	0	471	14	391
Total contributions received	63,012	33,696	53.48%	35,014	102,641	35,820	56,327
Net Pledges Outstanding	95,124	91,221	95.90%	154,796	105,717	110,758	161,936

COST PER DOLLAR RAISED

	May 1, 2016 to January 31, 2017 (000's)			May 1, 2015 to April 30, 2016 (000's)			May 1, 2014 to April 30, 2015 (000's)		
	Net Pledges/Gifts	Expenses	Cost per Dollar Raised	Net Pledges/Gifts	Expenses	Cost per Dollar Raised	Net Pledges/Gifts	Expenses	Cost per Dollar Raised
Advancement Fund Raising Units									
Alumni Relations & Development ³	15,262	6,127	NA	36,463	8,382	\$0.23	103,870	5,522	\$0.05
Richard Ivey School of Business	5,062	930	NA	11,558	1,408	\$0.12	7,011	1,202	\$0.17
Total Expenses/Cost Per Dollar Raised	20,325	7,057	NA	48,021	9,790	\$0.20	110,881	6,724	\$0.06
3-Year Average Cost Per Dollar Raised ⁴	NA	NA	NA	76,171	7,741	\$0.10	250,102	20,142	\$0.08

¹ Includes total activity of:

Western University
The University of Western Ontario Inc.
The University of Western Ontario (UK) Foundation
The University of Western Ontario (HK) Foundation
Richard Ivey School of Business (Asia) Limited

² Represents all contributions including cash, gift in kind and gift in purchase discounts entered in the Contributor Relations System within reporting period and may differ from the general ledger reporting period.

³ FY15 expenses do not include FDDP, CPA and Advancement Operations salary and benefits.

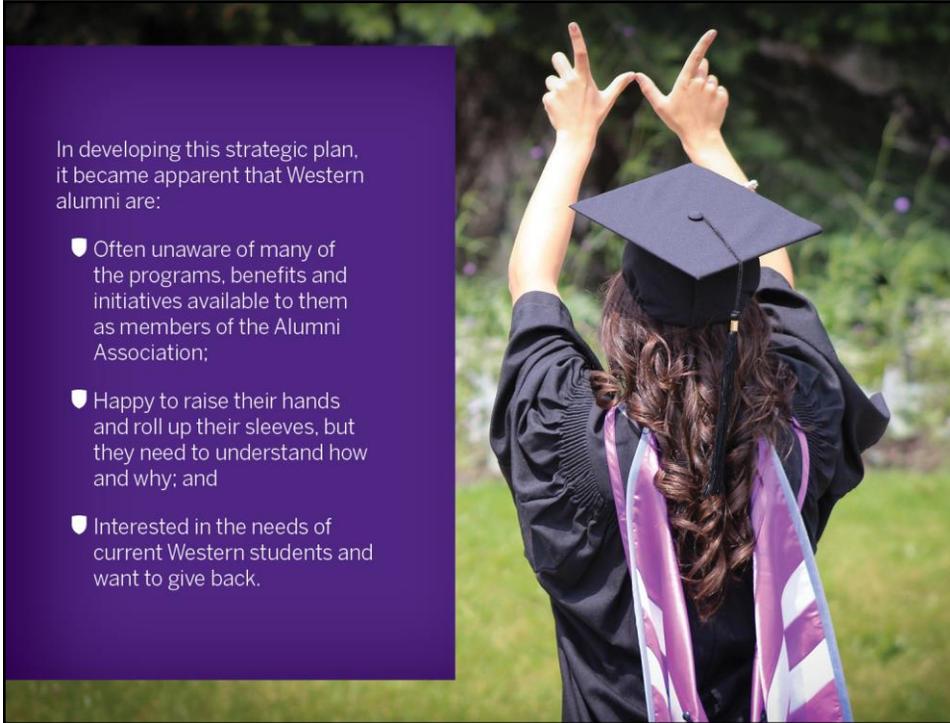
⁴ 3 Year Rolling Average - reflects the major gift factor and the post campaign period.



VISION: To inspire all alumni to share a lifelong commitment, pride and passion for Western.

MISSION: We are the catalyst for building a vigorous alumni network and a lifelong relationship among Western and its constituents, including students and graduates, and for supporting the University's mission locally, nationally and internationally.





In developing this strategic plan, it became apparent that Western alumni are:

- ❑ Often unaware of many of the programs, benefits and initiatives available to them as members of the Alumni Association;
- ❑ Happy to raise their hands and roll up their sleeves, but they need to understand how and why; and
- ❑ Interested in the needs of current Western students and want to give back.

At the highest level, the Association needs to illustrate the desired outcomes of an impact-focused program that demonstrates benefits to alumni and to Western:

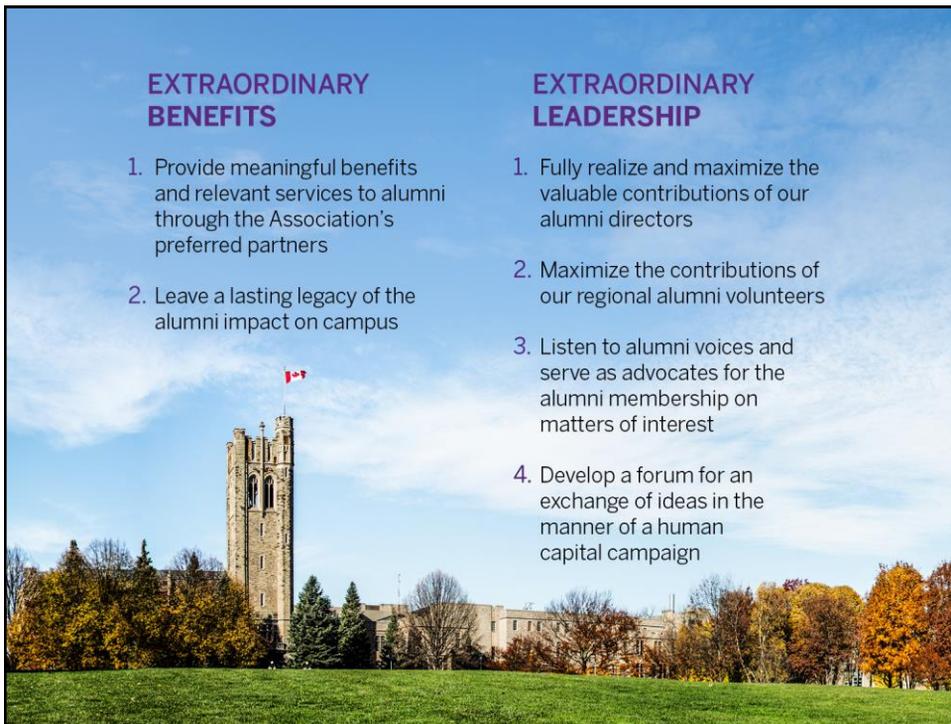
Benefits to Alumni	Benefits to Western
Bolster pride in Western among alumni	Strengthen Western's reputation
Participate in meaningful opportunities to become engaged and feel a part of Western's success	Garner investment of time, talent and treasure from alumni and their networks
Provide continuous access to learning, personal and professional development opportunities	Align with the University's strategic direction and core strengths. Assist in supporting academic and research activities and foster the Best Student Experience



**The Five Pillars of Engagement:
Goals and Tactics**

**EXTRAORDINARY
STORIES**

1. Advance a strong, recognizable Western Alumni brand that fosters connections
2. Raise awareness among alumni of the many programs, benefits and services available to them



**EXTRAORDINARY
BENEFITS**

1. Provide meaningful benefits and relevant services to alumni through the Association's preferred partners
2. Leave a lasting legacy of the alumni impact on campus

**EXTRAORDINARY
LEADERSHIP**

1. Fully realize and maximize the valuable contributions of our alumni directors
2. Maximize the contributions of our regional alumni volunteers
3. Listen to alumni voices and serve as advocates for the alumni membership on matters of interest
4. Develop a forum for an exchange of ideas in the manner of a human capital campaign



EXTRAORDINARY EXPERIENCES

1. Increase alumni and student involvement in traditional alumni program offerings while continuing to double alumni engagement and deliver high-quality and high-impact programs
2. Design and develop innovative digital strategies to extend our lifelong learning to alumni globally
3. Enhance the Alumni Awards and Recognition program

EXTRAORDINARY NETWORK

1. Facilitate alumni access to the Western community and the growing alumni network

How we will measure success

- ✓ Number of alumni engaged
- ✓ Alumni engagement retention rates
- ✓ Depth and frequency of engagement
- ✓ Number of alumni communities engaged
- ✓ Communications satisfaction

ITEMS REFERRED BY SENATE

Contents	Consent Agenda
<p>Renewal of the Articulation Agreement between Brescia University College, Huron University College, King’s University College, Western University, and Lambton College regarding Transfer of Credit for Students in the Police Foundations Program</p>	<p>Yes</p>
<p>Faculty of Arts and Humanities: Closure of the Department of Film Studies</p>	<p>No</p>
<p>2017-18 University Operating and Capital Budgets</p>	<p>Yes</p>
<p>2017 Entrance Standards for Undergraduate First-Year Admissions</p>	<p>Yes</p>
<p>Five-Year Enrolment Projections</p>	<p>Yes</p>
<p>Report on Year One Class and Entering Averages</p>	<p>Yes</p>
<p>Spring Convocations 2017 – Honorary Degree Recipients</p>	<p>Yes</p>
<p>Teaching Award Recipients – 2016-17</p>	<p>Yes</p>
<p>Reports of the Academic Colleague</p>	<p>Yes</p>

FOR APPROVAL

1. **Renewal of the Articulation Agreement between Brescia University College, Huron University College, King’s University College, Western University, and Lambton College regarding Transfer of Credit for Students in the Police Foundations Program**

Recommended: That the renewal of the articulation agreement between Western University, King’s University College, Brescia University College, Huron University College, and Lambton College regarding the transfer of credit for students in the Police Foundations Program as shown in **Annex 1** be approved, as recommended by Senate.

Background:

For the past several years, Western Main Campus, King’s, Brescia and Huron have awarded transfer credit to graduates of the Police Foundations Diploma Program at Lambton College. This agreement has expired and is due to be renewed. Updates have been made to curriculum, course titles and numbers as set out in the appendices attached. The renewal of this agreement supports the initiatives of the province to develop formal articulation agreements recognized by the Ontario Council for Articulations and Transfer (ONCAT).

The Registrar’s Office at each institution in consultation with the appropriate authorities in the respective programs will be responsible for the administrative processes associated with this Articulation Agreement. This agreement is effective January 1, 2017 and shall continue in force unless terminated by either party.

2. **Faculty of Arts and Humanities: Closure of the Department of Film Studies**

Recommended: That effective July 1, 2016 the Department of Film Studies be dissolved.

Background:

The decision to close the Department of Film Studies was made in response to personnel attrition which brought the Department's faculty complement down from 8 to 5 members by July 1, 2016. Given various requirements associated with the collective agreement, the Department, as a structure, would no longer be viable. Faculty members originally appointed to Film Studies were transferred to the Department of English and Writing Studies on July 1, 2016.

The decision to close the Department as of July 1, 2016 was ratified by the Arts and Humanities Faculty Council at its October 2016 meeting.

The program in Film Studies will continue to be offered in the Faculty of Arts and Humanities. Students currently enrolled in Film Studies modules will be able to complete their degrees, and intake into the program will continue. Planned changes to the curriculum of the program, and new partnerships with units both within and external to the Faculty are intended to bolster the program's academic reach.

FOR INFORMATION

3. **2017-18 University Operating and Capital Budgets**

The Senate, at its meeting of April 21, 2017 reviewed the 2017-18 Operating and Capital Budgets and offered its advice to the Board by recommending approval of those budgets (see the Report of the Property & Finance Committee and the budget documents issued).

4. **2017 Entrance Standards for Undergraduate First-Year Admissions**

Senate, at its meeting on February 17, approved the targets and processes for first-year, first-entry undergraduate enrolment for the Constituent University and Affiliated University Colleges as outlined in [Annex 2](#).

5. **Five-Year Enrolment Projections**

Senate, at its meeting on February 17, 2017, approved that the five-year enrolment projections/plans presented in [Annex 3](#) be used for University budget planning purposes.

6. **Report on Year One Class and Entering Averages**

See [Annex 4](#).

7. **Spring Convocations 2017 – Honorary Degree Recipients**

See [Annex 5](#).

8. **Teaching Award Recipients – 2016-17**

The Subcommittee on Teaching Awards (SUTA) has chosen the following members of faculty as recipients of Western's Excellence in Teaching Awards:

The Edward G. Pleva Award for Excellence in Teaching

Margaret Jane ("MJ") Kidnie, Faculty of Arts and Humanities, Department of English and Writing Studies

Jacqueline Specht, Faculty of Education

Quazi Rahman, Faculty of Engineering, Department of Electrical and Computer Engineering

The Marilyn Robinson Award for Excellence in Teaching

Dan Bousfield, Faculty of Social Science, Department of Political Science

Miranda Green-Barteet, Faculty of Arts and Humanities, Department of Women's Studies and Feminist Research

The Angela Armitt Award for Excellence in Teaching by Part-Time Faculty

Wendy Crocker, Faculty of Education

Western Award for Innovations in Technology-Enhanced Teaching

Anita Woods, Schulich School of Medicine & Dentistry, Department of Physiology and Pharmacology

9. **Report of the Academic Colleague**

See [Annex 6](#) and [Annex 7](#).

ARTICULATION AGREEMENT

THIS AGREEMENT made BETWEEN:

THE UNIVERSITY OF WESTERN ONTARIO
(hereinafter called "Western")

and

KINGS UNIVERSITY COLLEGE
(hereinafter called "King's")

and

BRESCIA UNIVERSITY COLLEGE
(hereinafter called "Brescia")

and

HURON UNIVERSITY COLLEGE
(hereinafter called "Huron")

and

LAMBTON COLLEGE
(hereinafter called the "Lambton")

WHEREAS Western, King's, Brescia, Huron, and Lambton wish to increase student mobility between Lambton and Western and the Affiliated University Colleges, and the parties recognize that credit transfer is a key means to encourage such mobility;

AND WHEREAS the parties wish to facilitate the admission of qualified graduates of the Police Foundations 2-year diploma program at Lambton to Western, King's, Brescia, and Huron by entering into an articulation agreement recognized by the Ontario Council for Articulation and Transfer (ONCAT), and wish to set out clearly defined processes for the movement of the graduates between Lambton and Western, King's, Brescia, and Huron;

NOW THEREFORE in consideration of the mutual covenants herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ADMISSION

1. Western, King's, Brescia, and Huron agree to consider for admission graduates of the Police Foundations 2-year diploma program at Lambton who meet the following requirements:

- A competitive overall admission average as determined by Western, King's, Brescia, and Huron for the year in which they apply to the University;
- No individual grade less than "C" or 60 in each course outlined in Appendix 1.

2. Admissions decisions are within the sole discretion of Western, King's, Brescia, and Huron and are not appealable. Applicants who meet the requirements set out above are not guaranteed admission under this Agreement. The decision as to the number of students who will be accepted in any academic year may vary from year to year. Final determination of the validity of all admissions rests with the Registrar at Western in accordance with the provisions of the affiliation agreement between Western and Brescia, Huron and King's.

TRANSFER CREDIT

3. Western shall grant transfer credit to successful applicants for the courses taken at Lambton in accordance with **Appendix 1**.

4. The course names and numbers set out in **Appendix 1** may be revised from time to time with the agreement in writing of the parties.

5. The parties acknowledge that the granting of transfer credit is based on an assessment of the Police Foundations 2-year diploma program curriculum at Lambton and the courses as of the date of this Agreement. It is the responsibility of Lambton to notify Western of any subsequent changes or anticipated changes to the curriculum or content of the courses and provide sufficient information to enable Western to decide whether transfer credit will continue to be granted for these courses. Failure to do so may result in denial of transfer credit to admissible applicants.

GENERAL

6. The parties agree to provide Police Foundations 2-year diploma program students with information about the transfer credit and encourage qualified students to apply.

7. The parties shall each designate a Program representative to assist with the operation of this Agreement. The Program representatives and other relevant staff at each institution shall meet at least once every two years to review their processes and determine if changes are needed to meet the objectives of the parties.

TERM

8. (a) This Agreement is effective January 1st, 2017 and shall continue in force unless terminated by a party as set out herein.

(b) Any party may terminate this Agreement upon three months' written notice of termination to the other parties. No applicants will be considered for admission after the date of such notice.

(c) Notwithstanding paragraph (b), if Western decides to terminate this Agreement due to changes to the Police Foundations 2-year diploma program curriculum or course content, this Agreement shall terminate on a date that is the earlier of three months after written notice of termination is given to Lambton and the date that the changes were made by Lambton.

- (d) Students accepted for admission under this Agreement prior to issuance of a notice of termination shall be permitted to complete their studies under the terms of this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement under the hands of their duly authorized officers.

LAMBTON COLLEGE

Mary Jane Comiskey
Dean of Health Sciences and Community Services

Date

* _____
Donna Church
Vice President, Academic

Date

THE UNIVERSITY OF WESTERN ONTARIO

* _____
Dr. John Doerksen
Vice-Provost (Academic Programs)

Date

KING'S UNIVERSITY COLLEGE

Dr. David Sylvester
Principal

Date

BRESCIA UNIVERSITY COLLEGE

Dr. Susan Mumm
Principal

Date

HURON UNIVERSITY COLLEGE

Dr. Barry Craig
Principal

Date

*I have authority to bind the institution.

Appendix 1: Lambton – Western Articulation Agreement

Police Foundations

Note: A minimum grade of “C” must be attained in each course to qualify for the transfer credit.

Western Course Code	Western Course Title	Credit Weight	Lambton Course Code	Lambton Course Title	Credit Weight
Writing 1020TRN	Elective Writing Credit Year 1 Level	1.0	ENG 2113*	Communications II	3.0
			ENG 1213	Communications in Criminal Justice	3.0
Sociology 1020TRN	Elective Sociology Credit Year 1 Level	1.0	SOCI 1003 CJP 1103	Sociology I Issues in Diversity	3.0 3.0
Sociology 2260a/b	Sociology of Law	.5	PFP 3023	Criminal Code	3.0
			CJP 2013	Criminal and Civil Law	3.0
			PFP 4023	Criminal Code and Federal Statutes	3.0
Sociology 2253a/b	Administration of Criminal Justice	.5	CJP 1013	The Canadian Criminal Justice System	3.0
			CJP 2013	Criminal and Civil Law	3.0
			PFP 3104	Police Powers	3.0
			PFP 4084	Community Policing	3.0
			PFP 4043	Investigation and Evidence	3.0
			CJP 1203	Criminology	3.0
Social Work 1021a/b	Introduction to Social Welfare	.5	CJP 1103	Issues in Diversity	3.0
			CJP 1052	Community and Social Services	3.0
Psychology 1020TRN	Elective Psychology Credit Year 1 Level	1.0	PSY 1003 PSY 1203	Psychology I Interpersonal and Group Dynamics	3.0 3.0
		4.5 total			

*English 2113 may be used as a prerequisite for registration in senior Western Writing courses provided it has been completed with a minimum final grade of B- or above.

SCUP's Subcommittee on Enrolment Planning and Policy (SUEPP)

Fall 2017 Entrance Standards for First-Year Undergraduate Admissions

A. Background/Context

History

Over the past twenty years, Western's enrolment planning has placed the highest priority in increasing the quality of our incoming first-year class, which has moved the overall average grade of our first-year class from a position of "below the Ontario average" in 1993 to the top spot in Ontario in 2014. Our approach to first-year admissions, approved by Senate in November 2010, included the following high-level priorities:

1. Our objective should be to continue to increase the quality of our incoming class, and we should continue to maintain and increase entrance standards.
2. The approach of using the common minimum entrance requirement for the large direct-entry programs should be continued. For limited-enrolment programs, based on annual reviews by the Provost and the Deans, the entrance requirements could be higher. The result of this approach is that student demand/choice drives program-specific enrolments.
3. We should work to increase our first-year international enrolments.
4. We should continue to monitor the gap in entrance requirements between Western and the Ontario average, with the objective of maintaining/increasing the gap.
5. We should continue to monitor the size of our overall first-year class in order to ensure that the undergraduate population does not reach a level that cannot be accommodated within our current physical infrastructure.

In 2010, in order to be aligned with the Constituent University's strategy on enrolment planning, the Affiliated University Colleges committed to narrowing the gap in entrance requirements between the Colleges and the Constituent University by 2014-15.

Current Strategic Plan Priorities

Our current Strategic Plan – *Achieving Excellence on the World Stage* – includes the following enrolment-planning related objectives:

- a. Attract the brightest students as demonstrated through the highest entering grade average.
- b. Achieve the highest student retention and graduation rates among Canada's leading research-intensive universities.
- c. Increase international undergraduate enrolment to at least 15% and domestic out-of-province student enrolment to at least 10% of the undergraduate student body.
- d. Increase graduate student enrolment to at least 20% of the total student body.

B. Update on the Fall 2016 Entering Class and Entrance Standards

Constituent University

1. The Constituent University's full-time first-year enrolment was 5,353. Of this, 618 (or 11.5%) were international students.
2. The common minimum entrance requirement was a mid-year offer grade of 83.5% (for Arts & Humanities, FIMS, Science and Social Science). For all other programs, the mid-year offer grades were higher, ranging from 85.0% to 90.5%. For all programs, at offer time, the condition was that the final grade must be at least 83.5%, except for Nursing, which had a final grade requirement of 85%.
3. Full-time graduate enrolment was 5,514, which equates to about 19% of total full-time enrolment.

Affiliated University Colleges

4. Full-time first-year enrolments at the Colleges were as follows:
 - Brescia 321
 - Huron 253
 - King's 777
5. The final grade requirement at each of the Colleges was 78% (i.e. compared to the 83.5% at the Constituent University), and, at this level, the Colleges met the commitment made back in 2010. Western's Provost and the Principals of the Affiliated University Colleges continue to review the gap in entrance standards in the context of student performance and outcomes measures.

C. Fall 2017 Admissions Plans

Constituent University

1. The admissions strategy of the recent years will continue for the fall 2017 admissions cycle, and it is expected that our mid-year offer grade (for all programs) will be no less than 83.5%, with a final grade requirement of at least 83.5%.
2. Based on the current applications data, we are planning for a first-year class in the range of 5,100. For budget planning purposes, we have used a first-year class of 5,110, which includes 600 international students.

Affiliated University Colleges

3. The final grade requirement at each of the Colleges will be no less than 78%.
4. As is the case at present, in situations where additional assessment is required (for students with exceptional/unusual circumstances), the Colleges may admit students with grades below the minimum final grade requirement. The proportion with final grades below the minimum requirement (i.e. 78%) shall not exceed 2% of the entering class.
5. Where applicable, the Colleges will be bound to the minimum entrance standards established by the Constituent University for limited-enrolment programs, including B.H.Sc. and Kinesiology.
6. The planned first-year class sizes are as follows*:
 - Brescia 325
 - Huron 320
 - King's 785

* *the Affiliate enrolment plans will be reviewed/revised as part of the upcoming SMA and corridor negotiations.*

SUMMARY OF ENROLMENT FORECAST

<Full-time undergraduate defined as 3.5 FCEs or more>

	Actual					Forecast					
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	
1	Constituent University										
2	Full-Time Undergraduates										
3	Arts & Humanities	1,180	1,147	1,121	1,027	979	998	1,004	1,004	1,007	1,009
4	Business (HBA)	1,065	1,116	1,100	1,093	1,120	1,130	1,130	1,130	1,130	1,130
5	Dentistry	266	264	262	265	265	264	264	264	264	264
6	Education	677	597	657	286	653	668	668	668	668	668
7	Engineering	1,335	1,449	1,546	1,761	1,952	2,010	2,026	2,012	2,075	2,073
8	Health Sciences										
9	BHSc Program	1,160	1,170	1,163	1,179	1,199	1,181	1,153	1,143	1,144	1,144
10	Kinesiology	1,203	1,169	1,240	1,204	1,247	1,206	1,167	1,182	1,179	1,179
11	Nursing	820	825	835	868	903	930	966	967	952	952
13	Sub-Total	3,183	3,164	3,238	3,251	3,349	3,317	3,286	3,292	3,275	3,275
14	Law	476	480	486	474	482	468	468	468	468	468
15	Media, Information, & Tech	919	930	924	983	966	900	934	954	966	998
16	Medicine										
17	MD Program	667	680	683	684	682	682	682	682	682	684
18	BMedSci Program	778	862	892	881	928	892	892	892	892	892
19	Music	542	512	457	432	417	406	397	400	406	408
20	Science	4,334	4,482	4,606	4,679	4,826	4,892	4,845	4,784	4,753	4,748
21	Social Science	6,648	6,674	6,601	6,482	6,520	6,542	6,525	6,515	6,496	6,500
22	Total Full-Time Undergraduates	22,070	22,357	22,573	22,298	23,139	23,169	23,121	23,065	23,082	23,117
23	Concurrent Programs	155	173	201	255	233	235	235	235	235	235
24	Medical Residents	829	853	913	947	942	940	940	940	940	940
25	Full-Time Graduates										
26	Masters	2,756	2,977	3,146	3,276	3,431	3,676	3,823	3,861	3,900	3,939
27	Ph.D.	2,021	2,026	2,075	2,088	2,083	2,167	2,226	2,248	2,271	2,293
28	Total Full-Time Graduates	4,777	5,003	5,221	5,364	5,514	5,843	6,049	6,109	6,171	6,232
29	Total Full-Time Enrolment	27,831	28,386	28,908	28,864	29,828	30,187	30,345	30,349	30,428	30,524
30	Part-Time FTEs										
31	Undergraduate <1>	2,317	2,251	2,123	2,226	2,030	2,050	2,050	2,050	2,050	2,050
32	Education (AQs) <1>	673	635	607	595	500	500	500	500	500	500
33	Masters	175	149	99	79	89	90	90	90	90	90
34	Ph.D.	22	27	29	32	29	30	30	30	30	30
35	Total Part-Time FTEs	3,187	3,062	2,858	2,932	2,648	2,670	2,670	2,670	2,670	2,670
36	Total Constituent FTEs	31,018	31,448	31,766	31,796	32,476	32,857	33,015	33,019	33,098	33,194
37	Affiliated University Colleges <2>										
38	Full-Time Undergraduates										
39	Brescia	1,121	1,150	1,269	1,327	1,329	1,308	1,330	1,331	1,371	1,439
40	Huron	1,230	1,250	1,144	1,062	979	1,025	1,050	1,120	1,200	1,275
41	King's	3,244	3,169	3,063	3,004	3,070	3,094	3,124	3,150	3,169	3,184
42	Total Full-Time Undergraduates	5,595	5,569	5,476	5,393	5,378	5,427	5,504	5,601	5,740	5,898
43	Part-Time Undergraduate FTEs <1>										
44	Brescia	94	83	86	80	70	90	90	90	90	90
45	Huron	63	65	65	58	50	50	50	50	50	60
46	King's	239	252	277	260	215	240	235	235	235	235
47	Total Part-Time FTEs	396	400	428	398	335	380	375	375	375	385
48	Graduate FTEs										
49	Brescia	32	32	28	33	35	35	35	35	35	35
50	Huron	10	8	11	9	9	13	15	17	18	25
51	King's	33	31	33	29	41	45	45	45	45	45
52	Total Graduate FTEs	75	71	72	71	85	93	95	97	98	105
53	Total Affiliate FTEs	6,066	6,040	5,976	5,862	5,798	5,900	5,974	6,073	6,213	6,388
54	Total UWO FTEs	37,084	37,488	37,742	37,658	38,274	38,757	38,989	39,092	39,311	39,582

SUMMARY OF ENROLMENT FORECAST

<Full-time undergraduate defined as 3.5 FCEs or more>

		Actual					Forecast				
		2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Rows 55 to 86 Included above										
55	International Students										
56	Constituent Full-Time										
57	Undergraduates	1,257	1,611	1,895	1,990	2,217	2,275	2,375	2,420	2,420	2,420
58	Medical Residents	108	112	134	136	134	135	135	135	135	135
59	Masters (excluding Ivey)	463	439	495	576	596	693	714	721	728	735
60	MBA (Regular), Ivey MSc	22	43	39	56	68	79	81	80	80	80
61	Executive MBA	22	40	35	24	2	0	0	0	0	0
62	Ph.D.	499	516	547	562	562	600	605	611	617	623
63	Affiliates										
64	Undergraduates	476	497	577	661	718	717	758	788	821	875
65	Masters	4	3	0	0	2	0	0	0	0	2
66	Year 1 Only										
67	Constituent										
68	Arts & Humanities	236	213	267	217	240	240	240	240	240	240
69	Engineering	412	430	511	637	598	580	580	580	580	580
70	Health Sciences										
71	BHSc Program	292	338	347	336	320	325	325	325	325	325
72	Kinesiology	331	315	386	335	350	335	335	335	335	335
73	Nursing	128	132	131	143	162	135	135	135	135	135
74	Media, Information, & Tech	314	332	336	350	304	250	270	285	300	300
75	MOS Program	816	741	857	794	861	800	800	800	800	800
76	Music	144	121	99	100	102	105	105	105	105	105
77	Science	1,313	1,347	1,474	1,445	1,599	1,520	1,520	1,520	1,520	1,520
78	Social Science	837	878	803	796	817	810	810	810	810	810
79	Total Year 1 - Constituent	4,823	4,847	5,211	5,153	5,353	5,100	5,120	5,135	5,150	5,150
80	Affiliated University Colleges <2>										
81	Brescia	284	309	315	350	321	325	320	337	362	378
82	Huron	367	388	274	290	253	320	330	340	355	390
83	King's	821	848	740	774	777	785	790	795	795	795
84	Total Year 1 - Affiliates	1,472	1,545	1,329	1,414	1,351	1,430	1,440	1,472	1,512	1,563
85	Total UWO Year 1	6,295	6,392	6,540	6,567	6,704	6,530	6,560	6,607	6,662	6,713
86	Masters										
87	All Programs (excluding MBAs)	2,420	2,583	2,781	2,877	3,004	3,223	3,359	3,396	3,435	3,474
88	Ivey (excl EMBA)	144	181	161	208	255	288	299	300	300	300
89	Executive MBA	192	213	204	191	172	165	165	165	165	165

For Information

90	Year 1 Constituent International Students	476	532	527	508	618	600	600	600	600	600
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<1> 2016-17 part-time undergraduate FTEs are estimated.

<2> The affiliate enrolment plans will be reviewed/ revised as part of the upcoming SMA and corridor negotiations.

Year 1 Class and Entering Averages

SCUP

February 6, 2017

Context

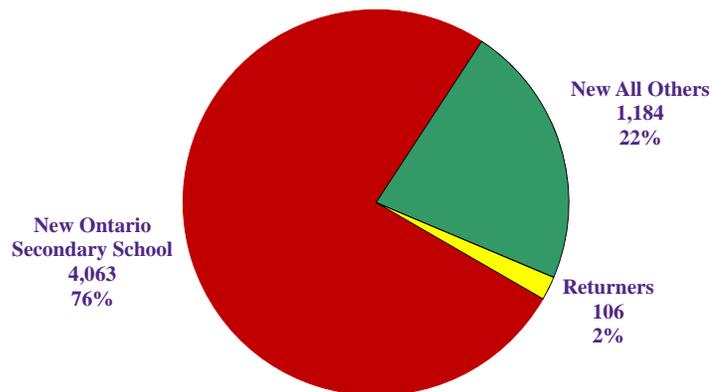
- Western continues Approach using “Standard Minimum Entrance Requirement”
 - **Fall 2016 83.5% (final = 83.5%)**
 - Fall 2015 83.5% (final = 83.5%)
 - Fall 2014 84.0% (final = 83.0%)
 - Fall 2013 84.0% (final = 83.0%)
 - Fall 2012 83.0% (final = 82.5%)
 - Fall 2011 83.0% (final = 82.0%)
 - Fall 2010 83.0% (final = 81.0%)
 - Fall 2009 83.0% (final = 80.0%)
 - Fall 2008 82.5% (final = 79.0%)
 - Fall 2007 82.0% (final = 78.0%)
 - Fall 2006 81.0% (final = 78.0%)
 - Fall 2005 80.5% (final = 77.0%)
 - Fall 2004 80.5% (final = 78.0%)
 - Fall 2003 83.0% (final = 78.0%)
 - Fall 2002 79.5% (final = 74.0%)
 - Fall 2001 77.0% (final = 73.0%)

Student Profile: Applicant Type & Geographical Origin

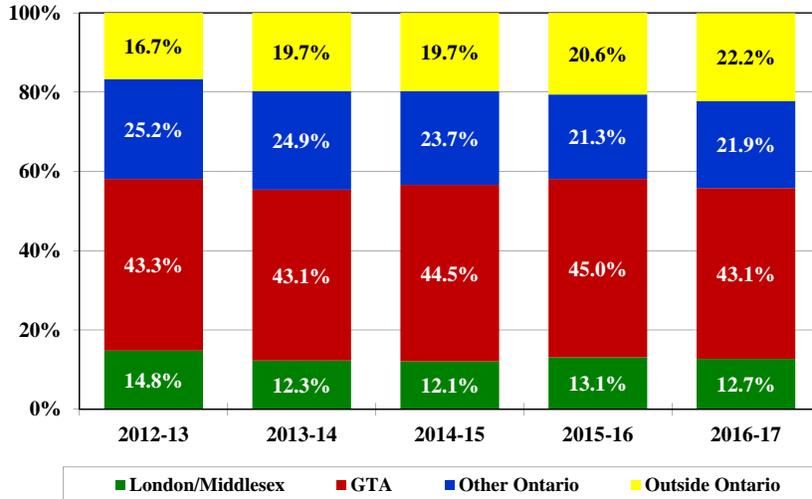
Constituent University

2016-17 Year 1 Students by Applicant Type Constituent University

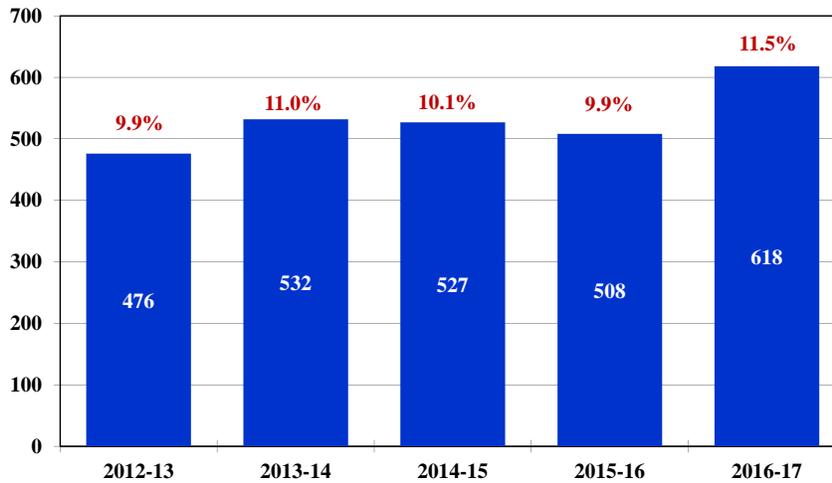
Total Year 1 = 5,353



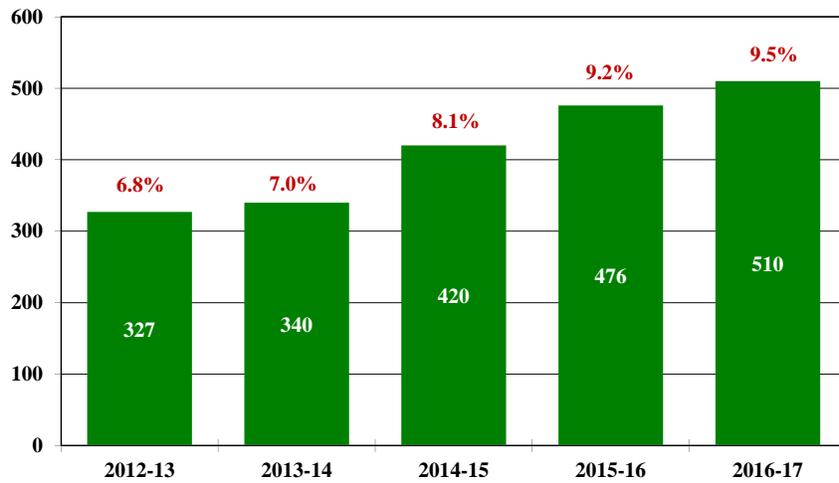
Geographical Origin of New Year 1 Students Constituent University



Year 1 International Students Constituent University

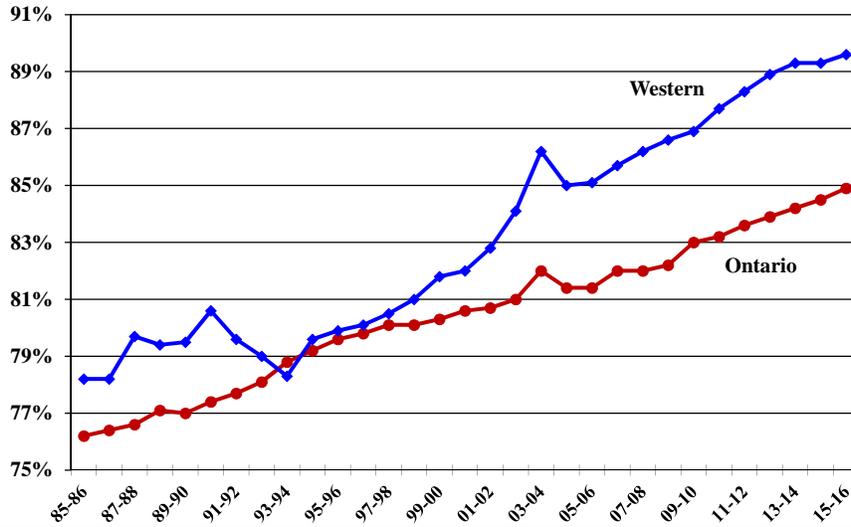


Year 1 Out of Province Students Constituent University

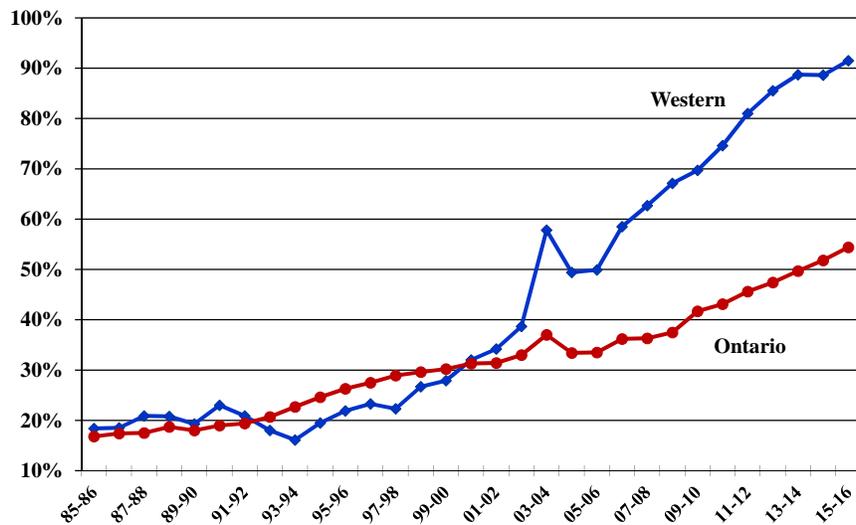


Entering Grades of New Ontario Secondary School Students

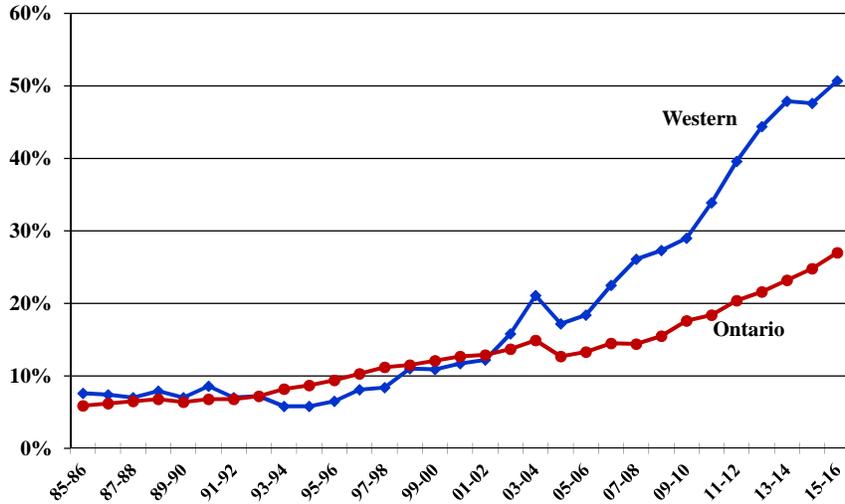
Average Entering Grade



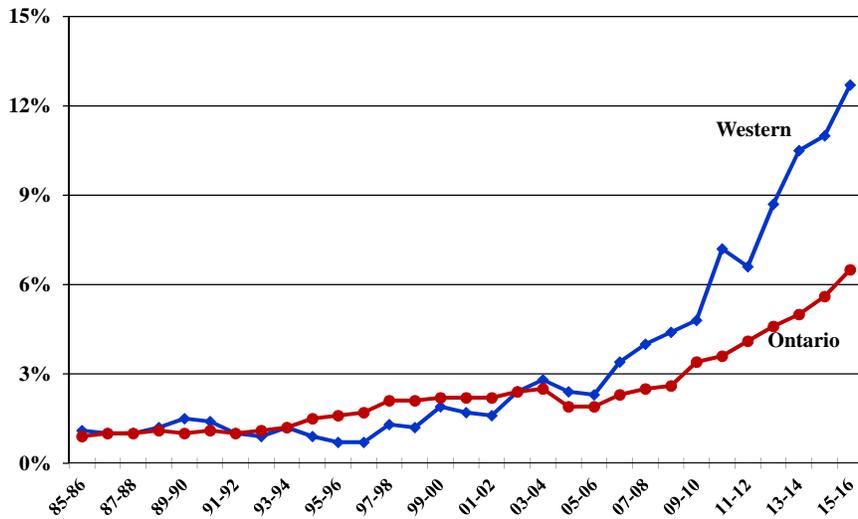
Proportion with Entering Grades of 85% or More



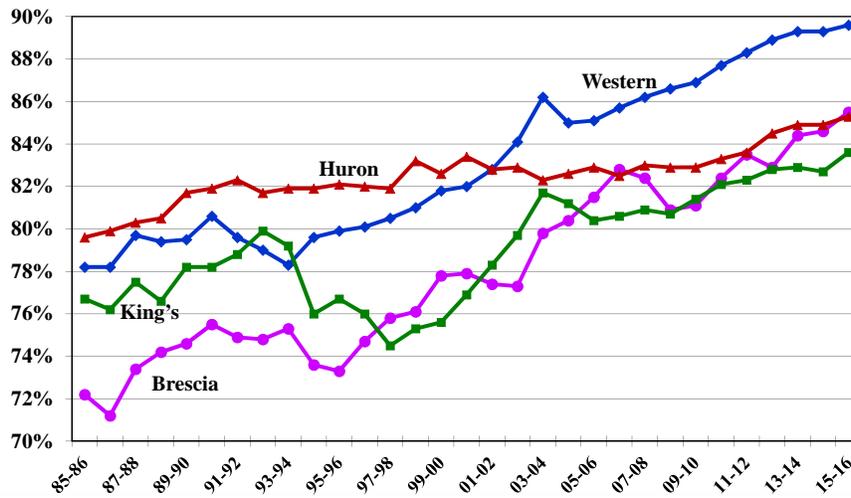
Proportion with Entering Grades of 90% or More



Proportion with Entering Grades of 95% or More

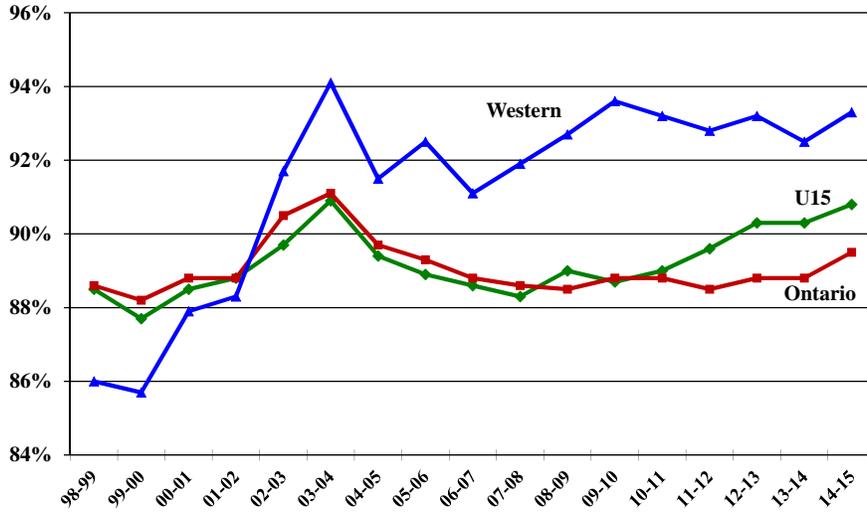


Average Entering Grade Western and Affiliated University Colleges

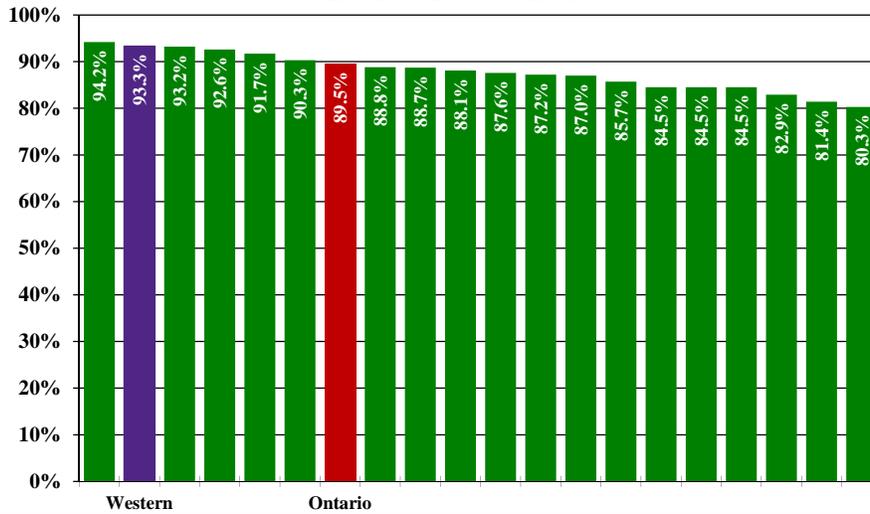


Retention Rates

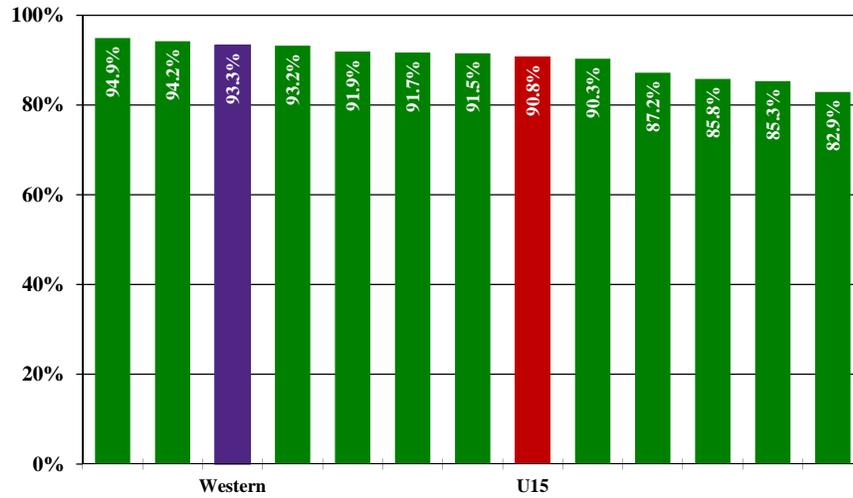
Year 1 to Year 2 Retention Rates



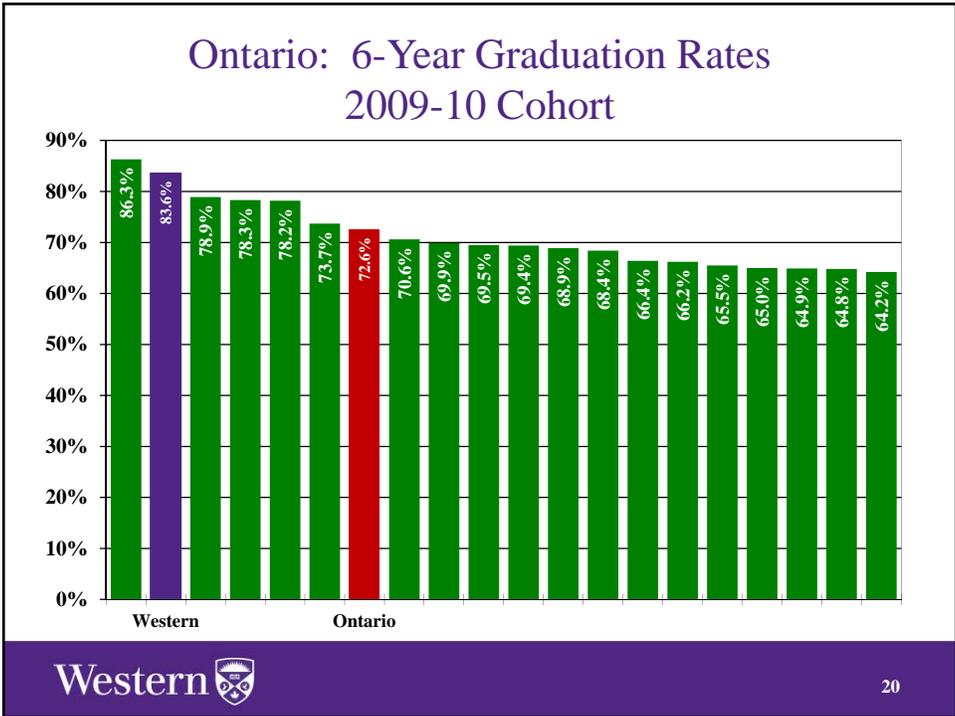
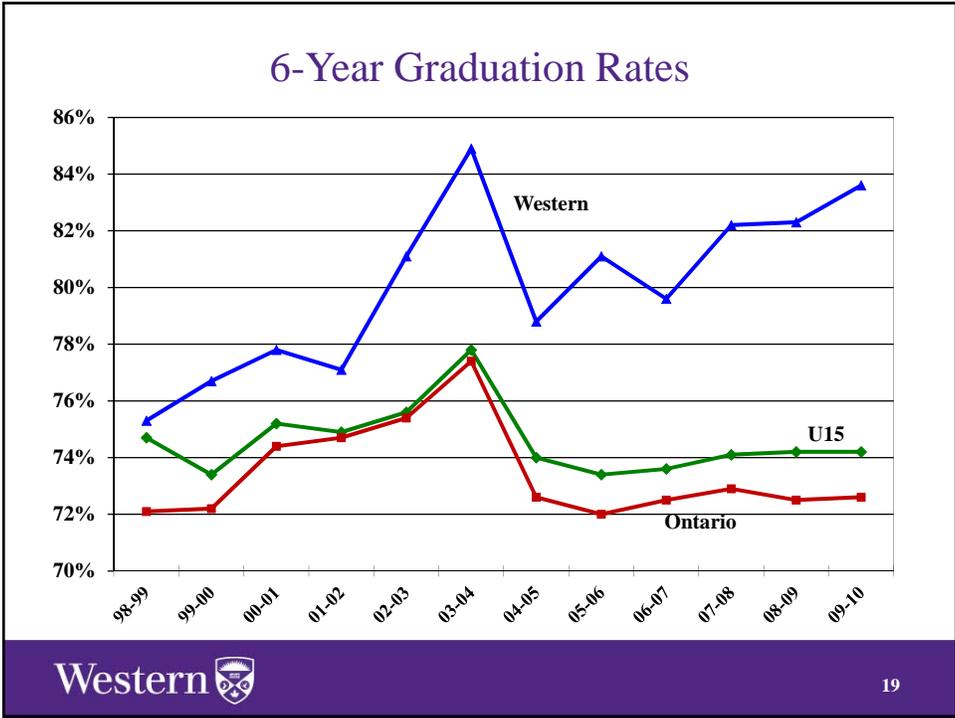
Ontario: Year 1 to Year 2 Retention Rates 2014-15 Cohort



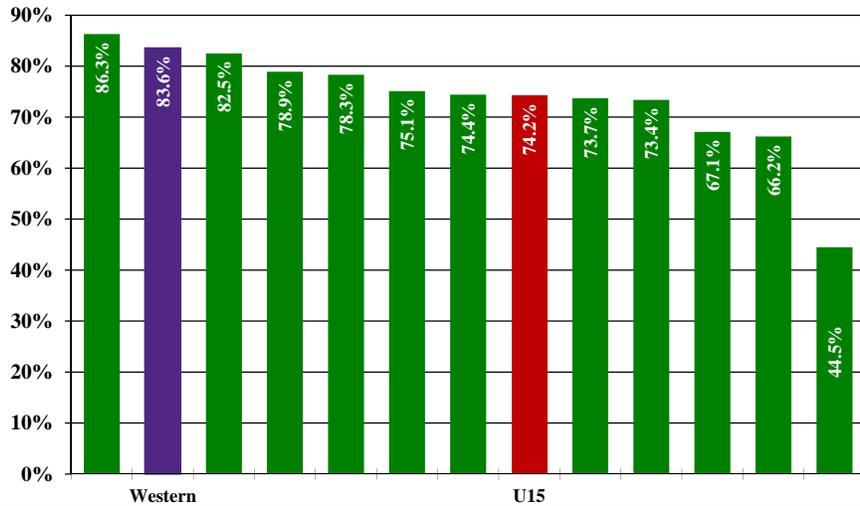
U15: Year 1 to Year 2 Retention Rates 2014-15 Cohort



Graduation Rates



U15: 6-Year Graduation Rates 2009-10 Cohort



Entering Grades of New Ontario Secondary School Students by University & Program 2015-16

2015-16 Average Entering Grade All Programs



REPORT OF THE HONORARY DEGREES COMMITTEE

FOR INFORMATION

Honorary Degree Recipients – Spring 2017

Schulich School of Medicine & Dentistry – MD Convocation – Friday, May 12
– **PETER MUGYENYI - DSc**

Richard Ivey School of Business - MBA Spring Convocation – Friday, June 9
– **MICHAEL MCCAIN – LLD**

Western's Spring Convocation – June 13 – 16 and June 19 – 21

The Honorary Degree Recipients who will be honored at the June 2017 convocation ceremonies are listed in [Appendix 1](#).

Tuesday, June 13	School of Graduate & Postdoctoral Studies * Faculty of Social Science (BA Honors, BSc Honors programs, Diplomas and Certificates) PROFESSOR SIR DAVID GREENAWAY - LLD	School of Graduate & Postdoctoral Studies * King's University College LESLEE WHITE-EYE - LLD
Wednesday, June 14	Faculty of Social Science (BMOS, Diploma in Accounting) CAROL OFF - LLD	Faculty of Science (3yr and 4yr, excluding Honors) Faculty of Social Science (3yr and 4 yr, excluding Honors and BMOS) JOHN SMOL - DSc
Thursday, June 15	School of Graduate & Postdoctoral Studies * Schulich School of Medicine & Dentistry and Faculty of Science (BMSc Honors and 4yr) HOWARD ALPER - DSc	School of Graduate & Postdoctoral Studies * Faculty of Science (Honors) ILSE TREURNICHT - DSc
Friday, June 16	School of Graduate & Postdoctoral Studies * Faculty of Engineering ADEL SEDRA - DSc	School of Graduate & Postdoctoral Studies * Faculty of Education Schulich School of Medicine & Dentistry (Dentistry) THE HONOURABLE MICHAEL KIRBY - LLD
Monday, June 19	School of Graduate & Postdoctoral Studies * Faculty of Arts and Humanities Don Wright Faculty of Music LAWRENCE HILL – DLITT	School of Graduate & Postdoctoral Studies * Brescia University College Faculty of Health Sciences (Honors, 3yr and 4yr, Dips. & Certs.) MARY SIMON - LLD
Tuesday, June 20	School of Graduate & Postdoctoral Studies * Richard Ivey School of Business JEFFREY ORR - LLD	School of Graduate & Postdoctoral Studies * Huron University College Faculty of Health Sciences – Kinesiology JANICE MACKINNON – LLD
Wednesday, June 21	School of Graduate & Postdoctoral Studies * FIMS MARIE WILSON - LLD	School of Graduate & Postdoctoral Studies * Faculty of Health Sciences (Nursing) Faculty of Law SHARON JOHNSTON - LLD

REPORT OF THE ACADEMIC COLLEAGUE

Contents	Consent Agenda
Report to Senate of the Academic Colleague, Council of Ontario Universities – February 2017	No

FOR INFORMATION

There was a meeting of the COU Academic Colleagues on 16-17 February. The following were the main discussion items. Several of these have already been reported to Western's Senate by the Provost.

Funding Model: MAESD has released the new funding model, which will use enrolment corridors to help stabilize funding in a time of declining enrolment at some universities. This means that enrolment growth will not result in additional government funding. If future enrolment falls below the corridor, funding will be reduced by a corresponding percentage. Graduate enrolment is likely to be negotiated through the SMA process.

SMAs/OCAV Task Force on Quality Indicators: The current SMA template includes five categories of differentiation and metrics: student experience; teaching and learning; research excellence; innovation/economic development/community engagement; access. MAESD asked the OCAV Task Force to recommend possible metrics for the "teaching and learning" and "student experience" categories. The Task Force used the following criteria to develop the proposed metrics: they need to be specific (with specific accountabilities), stable, reportable for this round of SMAs, and moveable (ie, capable of being influenced by university interventions).

MAESD Experiential Learning Working Group: this group has been focused on definitions for experiential learning. The MAESD definitions are closely aligned with work-integrated experiences; the COU has worked to help the Ministry understand that experiential learning must be defined more broadly. The group has discussed other High Impact Practices that lead to similar learning outcomes (eg leadership or research experience). The COU and working group members are finalizing a report to submit to OCAV for review.

Co-curricular Transcripts: Academic Colleagues discussed the role of co-curricular transcripts (CCTs) in helping students to articulate their skills and competencies, and in helping employers to understand student learning experiences. While CCTs can provide useful detail about students' activities and engagement, the literature suggests that employers typically do not review CCTs, and that they may not provide better information than what would already be included on a resume. Colleagues also discussed some of the equity concerns related to CCTs, in that some students (eg those with families, those who commute, and those who need to seek paid employment) may not be able to engage in as many co-curricular activities. In addition, the proliferation of activities indicated on CCTs means that universities will need to dedicate more time to their validation.

Report to Senate of the Academic Colleague, Council of Ontario Universities

Erika Chamberlain, April 2017

The COU meeting and annual dinner were held on 5-6 April at McMaster University. At the dinner, outgoing Executive Heads and Academic Colleagues were honoured. Daniel Woolf, Principal of Queen's University, was welcomed as the incoming Chair.

The primary discussion item at the Council meeting was the role of faculty in campus Indigenization efforts. Council members heard from three guest speakers: Sheila Cote-Meek (Associate Vice-President, Academic and Indigenous Programs, Laurentian University), Bonnie Freeman (Chair, Indigenous Education Council and Circle of Indigenous Social Work Action Committee, McMaster University), and David Newhouse, Chair and Professor, Department of Indigenous Studies, Trent University). It was stressed that, while all universities are currently taking steps to promote reconciliation, effort and planning are required to ensure that these changes are both ongoing and sustainable. These efforts should not form a simple checklist, but should be integrated within the university's broader mission to create and disseminate knowledge. Council members also discussed the place of Indigenous research in the tri-council framework, the potential for intercultural training, and emerging criticism of the term "Indigenization."

COU President, David Lindsay, provided an update on the Strategic Engagement Campaign. The "Discover" phase of this campaign is nearing completion. Over 6000 Ontarians completed surveys, and there were seven conferences/panels, 28 roundtables and consultations at the COU offices and 13 different universities, and over 20 meeting with key partners, including the Ontario Chamber of Commerce, Canadian Manufacturers & Exporters, the Ontario Nonprofit Network, and the Ontario Brain Institute. The campaign will soon be shifting to the "Distil" phase, during which survey results will be analyzed and a policy framework will be developed.